

**AGENDA
CRAVEN COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
MONDAY, MAY 20, 2013
8:30 A.M.**

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVE AGENDA

APPROVE MINUTES OF MAY 6, 2013 REGULAR SESSION

1. COMMUNITY CHILD PROTECTION TEAM ANNUAL REPORT: Terry Brubaker, Program Manager, Child & Family Services Division, Craven County DSS
2. NURSING HOME ADVISORY COMMITTEE ANNUAL REPORT: Alvia Hearren, Chairman
3. ADULT CARE HOME ADVISORY COMMITTEE: Sheila Lewis, Ombudsman, Area Agency on Aging

DEPARTMENTAL MATTERS

4. TAX RELEASES AND REFUNDS: Ronnie Antry, Tax Administrator
5. FINANCE BUDGET AMENDMENT: Rick Hemphill, Assistant County Manager, Finance/Administration
6. PLANNING DEPARTMENT: Don Baumgardner, Planning Director
 - A. Request to Adopt Grant Budget Amendment and Ordinance – CDBG FY 12 Scattered Site Grant
 - B. Request to Adopt Grant Budget Amendment and Ordinance – CDBG FY 12 Small Business & Entrepreneurial (SBEA) Assistance Program Grant
 - C. Selection of Consultant for SBEA Program Grant
 - D. Pamlico Sound Regional Mitigation Plan Grant
 - E. Request to Set Public Hearing for Private Road Naming
7. APPOINTMENTS
 - A. Pending
 - B. Current
 - C. Upcoming

8. COUNTY ATTORNEY'S REPORT: Aaron Arnette, County Attorney Associate
9. PRESENTATION OF RECOMMENDED FY 2014 COUNTY BUDGET:
Jack Veit, County Manager
10. COMMISSIONERS' REPORTS

Agenda Date: May 20, 2013

Presenter: Terry Brubaker

Agenda Item No. 1

Board Action Required: No

COMMUNITY CHILD PROTECTION TEAM ANNUAL REPORT

Ms. Brubaker will present the required annual report, with an update of the team's status and activities.

Board Action: Receive information

Agenda Date: May 20, 2013

Presenter: Alvia Hearren

Agenda Item No. 2

Board Action Required: No

NURSING HOME ADVISORY COMMITTEE ANNUAL REPORT

Mr. Hearren, accompanied by Sheila Lewis, Ombudsman, will present the annual report.

Board Action: Receive information

Agenda Date: May 20, 2013

Presenter: Sheila Lewis

Agenda Item No. 3

Board Action Required: No

ADULT CARE HOME ADVISORY COMMITTEE ANNUAL REPORT

Activities of the Adult Care Home Advisory Committee for the year will be presented by Sheila Lewis.

Board Action: Receive information

Agenda Date: May 20, 2013

Presenter: Ronnie Antry

Agenda Item No. 4

Board Action Required: Yes

TAX RELEASES AND REFUNDS

Craven County Tax Administrator, Ronnie Antry, will present the routine requests for tax releases and refunds contained in Attachment #4 for the Board's approval.

Board Action: A roll call vote is needed to approve releases and refunds.

Agenda Date: May 20, 2013

Presenter: Rick Hemphill

Agenda Item No. 5

Board Action Required: Yes

FINANCE BUDGET AMENDMENT

Rick Hemphill, Assistant County Manager for Finance/Administration, will present the following budget amendment for the Board's approval.

Amendments: Register of Deeds – Register of Deeds is required to collect a real estate excise stamp tax. Each month the County must submit a portion (48%) of excise stamp tax collected to the NC Dept of Revenue. Collection has exceeded original budget and therefore payments to the State have as well. Need to budget additional \$ 80,000 revenue and expenditure to pay State for remainder of fiscal year.

Board Action: A roll call vote is needed to approve budget amendments.

Agenda Date: May 20, 2013

Presenter: Don Baumgardner

Agenda Item No. 6

Board Action Required: Yes

PLANNING DEPARTMENT

A. REQUEST TO ADOPT GRANT BUDGET AMENDMENT AND ORDINANCE – CDBG FY 12 SCATTERED SITE GRANT

The Planning Department requests that the Board adopt a Project Ordinance, Financial Management Resolution and Budget Amendment for the CDBG FY 12 Scattered Site Grant:

This grant will be used to construct and rehabilitate three (3) structures in Craven County. The applicants will be required to participate in the cost to rehabilitate or to construct their new home.

Attachment # 6.A contains a budget amendment, Financial Management Resolution and Project Ordinance (2).

Board Action: A vote to adopt the CDBG FY12 Scattered Site Project Ordinance, Financial Management Resolution and budget amendment and authorize the Chairman's signature. A roll call vote will be needed

B. REQUEST TO ADOPT GRANT BUDGET AMENDMENT AND ORDINANCE – CDBG FY 12 SMALL BUSINESS & ENTREPRENEURIAL (SBEA) ASSISTANCE PROGRAM GRANT

The Planning Department requests that the Board adopt a Project Ordinance, Financial Management Resolution and Budget Amendment for the CDBG FY 12 Small Business & Entrepreneurial (SBEA) Assistance Grant Program.

This grant will provide American Eagle Manufacturing with funding to acquire land and provide part of the construction cost for a building to expand their facilities. This grant is providing assistance to create ten (10) new jobs.

Attachment # 6.B contains a budget amendment, Financial Management Resolution and Project Ordinance (2)

Board Action: A vote to adopt the CDBG FY12 (SBEA) Small Business & Entrepreneurial Assistance Program Project Ordinance, Financial Management Resolution and Budget Amendment and authorize the Chairman's signature. A roll call vote will be needed.

C. SELECTION OF CONSULTANT FOR SBEA PROGRAM GRANT

Request for proposals were sent out the end of April and only one proposal was received, from Holland Consulting Planners. A second request for proposals was sent out and is due in by May 15th. If the Planning Department does not receive an additional proposal, the County will request from the Division of Community Assistance for the County to enter into a sole source contract with Holland Consulting Planners. If the County does receive an additional proposal, a rating sheet will be provided to the Board at the meeting on May 20th with a recommendation for the most qualified administrative consultant. The amount available to administer the grant is \$22,000.

Board Action: Request approval of consultant to administer the grant funds.

D. PAMLICO SOUND REGIONAL MITIGATION PLAN GRANT

The Pamlico Sound Regional Hazard Mitigation Plan Grant will provide the counties of Craven, Carteret, Pamlico, Beaufort and Hyde funding to update their Hazard Mitigation Plan. Craven County is the lead county on this project.

Attachment 6.D. contains a budget amendment and project ordinance.

Action: A vote to adopt the budget ordinance and amendment and authorize the Chairman to sign. A roll call vote will be needed.

E. REQUEST TO SET PUBLIC HEARING FOR PRIVATE ROAD NAMING

The Planning Department requests to set a public hearing for June 3rd, 2013 to hear comments regarding the request to name a private drive for the reason of emergency response. The private drive is located in Township 5 off of Adams Creek Road. All property owners have signed the petition.

Attachment 6.E. contains a map of Edith Lane.

Board Action: Request to set a public hearing for the June 3rd meeting.

Agenda Date: May 20, 2013

Presenter: _____

Agenda Item No. 7

Board Action Required: Yes

APPOINTMENTS

- A. PENDING
- B. CURRENT
- C. UPCOMING

Board Action: If the intent is to make appointments effective immediately, a motion to waive the one meeting waiting requirement would be in order.

A. PENDING APPOINTMENT(S):

Adult Care Home Advisory Committee

Three vacancies remaining, no applications on file.

Juvenile Crime Prevention Council

Juvenile Defense Attorney to replace Mike Barnhill; application on file: **Michelle Jerome**
(Attachment # 7.A.)

New Bern Board of Adjustment, Extraterritorial Representative

Vacancy to replace Starlin Beatty. At the last meeting, the City of New Bern had submitted the name of a nominee from the Rocky Run community, **John “Pop” Murrell**, whose application appears as **Attachment # 7.A.1.**

Down East RPO

The appointment of an elected member from remaining municipalities not participating in the New Bern MPO (Cove City, Dover or Havelock) as alternate was deferred at the Board’s last meeting.

PENDING APPOINTMENTS, CONT'D.

FIRE TAX COMMISSIONERS

AUTHORIZATION: N.C.G.S. 69-25.5

MISSION/FUNCTION: To serve in an advisory capacity as representatives of the County Commissioners relative to determining the amount of fire protection needed in their respective districts, assuring that district residents are afforded fire protection commensurate with the amount of fire tax paid, and furnishing said protection.

NUMBER OF MEMBERS:

30

TYPE:

3 per District

QUALIFICATIONS (Special Skills, Professional Classifications, Affiliations, Limitations, etc.):

Must be a qualified voter of the district represented.

LENGTH OF TERMS: 2 Years

Term(s) ending: Harvey Hurst - #6 (Initial Appointment 2011 to Edwards Unexpired Term)
Joseph Wetherington – Swift Creek (Initial Appointment 2008)
(Mr. Wetherington does not wish to be reappointed. An application will be forthcoming from the department)

No applications on file

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FIREMEN'S RELIEF FUND BOARD OF TRUSTEES

AUTHORIZATION: NCGS 58-84-30

MISSION/FUNCTION: To safeguard firefighters in active service and dependent members of their families from financial loss resulting from sickness, injury or loss of life suffered while in performance of his or her duties as a firefighter.

NUMBER OF MEMBERS:
5 per department

TYPE:
2 appointed by Board of Commissioners; 2 appointed by the department; 1 appointed by Commissioner of Insurance

QUALIFICATIONS (Special Skills, Professional Classifications, Affiliations, Limitations, etc.):

LENGTH OF TERMS: 2 Years

MEETING SCHEDULE: As necessary

COMPENSATION: No Yes Specify: _____

Term(s) ending:
W.O. Gaskins, Jr.- LSC (Initial Appointment 1999)
Ralph Roeland - #6 (Initial Appointment 1999)
Duward White – Dover (Initial Appointment 2003)
Douglas Whitford – LSC (Initial Appointment 1999)

No applications on file

NURSING HOME ADVISORY COMMITTEE

AUTHORIZATION: N.C.G.S.131E-115

MISSION/FUNCTION: Work to maintain the intent of the Nursing Home Patients Bill of Rights within the licensed homes in the County; to promote community involvement and cooperation with domiciliary homes to ensure quality care for the elderly.

NUMBER OF MEMBERS:
7-12

TYPE:
Dictacted by the number of homes in the county; homes have right to recommend 25% of appointees

QUALIFICATIONS (Special Skills, Professional Classifications, Affiliations, Limitations, etc.):
Cannot be employed by or have a relative in an adult care home.

LENGTH OF TERMS: 3 Years

MEETING SCHEDULE: Quarterly, beginning in March, third Wednesday, 10:00 a.m.

COMPENSATION: No Yes

Term(s) Ending: Bob Dorsey (Initial appointment 2010)
Rachelle Martin (Initial appointment 2010)

These members are no longer serving and need to be replaced.

No application(s) on file.

ZONING BOARD OF ADJUSTMENT

AUTHORIZATION: General Statute 153-345

MISSION/FUNCTION: To hear and decide appeals from and review any order, requirement, decision or determination made by an administrative official charged with the enforcement of the applicable ordinance; may permit special exceptions to zoning regulations if provided for in the ordinance.

NUMBER OF MEMBERS:

7

TYPE:

Representatives of each airport zoned area

QUALIFICATIONS (Special Skills, Professional Classifications, Affiliations, Limitations, etc.):

LENGTH OF TERMS: 3 Years

MEETING SCHEDULE: Not Specified (as needed)

Term(s) ending: Cynthia Riley

No applications on file

(Planning has determined that she is interested in continuing; an application will be forthcoming.)

B. CURRENT APPOINTMENTS

PLANNING BOARD

AUTHORIZATION: N.C.G.S. 153A-21

MISSION/FUNCTION: _____

NUMBER OF MEMBERS: _____

8

TYPE:

Representatives from around the County (from each township to the extent possible)

QUALIFICATIONS (Special Skills, Professional Classifications, Affiliations, Limitations, etc.):

LENGTH OF TERMS: 4 Years

MEETING SCHEDULE: Fourth Thursday of each month, 6:30 p.m.

COMPENSATION: No Yes Specify: \$25 per meeting-members; \$30 per meeting-Chairman

Term(s) ending: Willie Perry – resignation

Application(s) on file: Michael Scoggins (Attachment # 7.B.)

CRAVEN COUNTY ABC BOARD

AUTHORIZATION: N.C.G.S. 18B-700

MISSION/FUNCTION: To serve the locality responsibly by controlling the sale of spiritous liquor and promoting customer-friendly, modern and efficient stores.

NUMBER OF MEMBERS:	TYPE:
<u>3</u>	_____
_____	_____
_____	_____
_____	_____

QUALIFICATIONS (Special Skills, Professional Classifications, Affiliations, Limitations, etc.):

Interest in public affairs, good judgement, knowledge, ability and good moral character

LENGTH OF TERMS: 3 Years

MEETING SCHEDULE: Third Tuesday of each month at 5:30 p.m. in the boardroom of the warehouse located at 3493 Martin Drive

COMPENSATION: No Yes Specify: \$150/month

Term(s) ending: Chip Hughes – Resignation

Applications on File: Carol Dail Crayton, Tony Wilson Lee, Barbara Whiteman, Linda Simmons-Henry (Attachment # 7.B.1.)

C. UPCOMING APPOINTMENTS - June

CRAVEN COMMUNITY COLLEGE BOARD OF TRUSTEES

AUTHORIZATION: Bylaws

MISSION/FUNCTION: Exercise the power to acquire, hold and transfer real and personal property of the college; enter into contracts on behalf of the college; defend legal actions; “exercise such other rights and privileges as may be necessary for the management and administration of the College in accordance with the provisions of Chapter 115D of the North Carolina General Statutes and other applicable laws, rules and regulations”.

NUMBER OF MEMBERS:

TYPE:

4

County Commissioner Appointees

4

Governor’s Appointees

4

Board of Education Appointees

1

Chairperson of the Student Council (ex officio)

QUALIFICATIONS (Special Skills, Professional Classifications, Affiliations, Limitations, etc.):

Members must be resident of Craven County or of counties contiguous to Craven County, with the exception of the Chairperson of the Student Council.

LENGTH OF TERMS: 4 Years

MEETING SCHEDULE: 3rd Tuesday of January, April, July and October – 7:00 p.m.

COMPENSATION: No Yes Specify: Reimbursement for mileage and meals, where applicable

Term(s) ending:

Earl Wright (Initial Appointment 1997)

**Applications file: Warren B. Culbreth, Jr., Bruce Laviolette
(Attachment # 7.C.)**

EASTERN CAROLINA COUNCIL OF GOVERNMENTS

AUTHORIZATION: N.C.G.S. 160-470; 158-8 and 14; 153A-391 and 398

MISSION/FUNCTION: To initiate, coordinate and exercise management oversight for designated interjurisdictional and local programs/projects relevant to the needs assessments, planning functions, and services coordination/delivery within Region P or its sub-units

NUMBER OF MEMBERS:

18

Non-specified

TYPE:

Executive Committee (1 Commissioner/County;
1 municipal appointment per member municipality)
General Membership Board (1 Commissioner
appointee; 1 member municipality appointee)

QUALIFICATIONS (Special Skills, Professional Classifications, Affiliations, Limitations, etc.):

LENGTH OF TERMS: 1 Year

MEETING SCHEDULE: 2nd Thursday every month; O'Marks Building

Term(s) expiring: James Walker (Initial Appointment 2011)

Application on file: **Hal James (Attachment # 7.C.1.)**

SOCIAL SERVICES BOARD

AUTHORIZATION: N.C.G.S. 108A-1-11

MISSION/FUNCTION: _____

NUMBER OF MEMBERS: _____

5

TYPE:

2 County Appointees

2 State Appointees

1 Member Appointed by DSS Board

QUALIFICATIONS (Special Skills, Professional Classifications, Affiliations, Limitations, etc.):

LENGTH OF TERMS: 3 Years

MEETING SCHEDULE: January, 4th Monday at 5:00 p.m.; February – December, 3rd Monday of each month at 5:00 p.m.

COMPENSATION: No Yes Specify: \$15.00/Meeting

Term(s) ending: George Sawyer (Initial Appointment 2007)

Application on file: Clayton Gaskins (Attachment # 7.C.2.)

NAME OF BOARD/COMMITTEE: **Eastern Carolina Workforce Development Board**

AUTHORIZATION: Bylaws

MISSION/FUNCTION: "...to perform all functions of a Workforce Investment Board and Local Area as set forth in the Federal Workforce Investment Act (WIA)

NUMBER OF MEMBERS:

18

9

1

TYPE:

2 from private sector, appointed by each member county

1 appointed by each member county, to be recruited to represent community based organizations, organized labor, education agencies, vocational rehabilitation agencies, public assistance agencies, economic development agencies, and public employment service

Additional member from consortium member county from which current chairman appointed

QUALIFICATIONS (Special Skills, Professional Classifications, Affiliations, Limitations, etc.):

LENGTH OF TERMS: 2 Years

MEETING SCHEDULE: Bi-monthly, at a time and location determined by the Board

COMPENSATION: No X Yes Specify: _____

Term(s) ending: Jeff French – Private Sector (Initial Appointment 2011)
 Ronald Knight – Organized Labor (Initial Appointment 2007)

Application on file: Michael Scoggins (Attachment # 7.C.3.)

REGIONAL AGING ADVISORY COMMITTEE

AUTHORIZATION: _____

MISSION/FUNCTION: The committee advocates on behalf of the senior population of COG Region P, and as advocates for seniors in their respective counties. It reviews and comments on laws, policies, actions and programs that affect older adults.

NUMBER OF MEMBERS:

27

TYPE:

3 Representatives of each county in Region P

QUALIFICATIONS (Special Skills, Professional Classifications, Affiliations, Limitations, etc.):

Interest in issues affecting the senior population; older adults who are participants in aging services, representatives of older adults, older minority individuals, nutrition project representatives, general public, local elected officials

LENGTH OF TERMS: 3 Years

MEETING SCHEDULE: First Monday of January, April, July and October, 10:00 a.m.

COMPENSATION: No Yes Specify: _____

Term(s) ending: Bob Dorsey (Initial Appointment 2012)
 Mary Zeeman (Initial Appointment 2010)
 No applications on file.

RECREATION AND PARKS ADVISORY BOARD

AUTHORIZATION: Bylaws

MISSION/FUNCTION: Serves as the recreation advisory body for the Craven County Department of Recreation and Parks; suggests policies; consults with and advises Recreation Director, County Manager and Commissioners in matters related to recreation programs, finances, acquisition and disposal of property consistent with overall, long range recreation planning.

NUMBER OF MEMBERS:

12

TYPE:

1 from each township (8)
4 at-large

QUALIFICATIONS (Special Skills, Professional Classifications, Affiliations, Limitations, etc.):

LENGTH OF TERMS: 3 Years

MEETING SCHEDULE: 3rd Monday at 6:00 p.m.; Administration conference room

COMPENSATION: No Yes Specify: _____

Term(s) expiring: Dickie Fairburn (Initial Appointment 2009)
Demetrius Harkley (Initial Appointment 2007)
Robert Sabdo (Initial Appointment 2006)
Bill Taylor (Initial Appointment 2010)
Application on file: Michael Scoggins (Attachment # 7.C.4.)

COASTAL CAROLINA AIRPORT AUTHORITY

AUTHORIZATION: General Statutes (Chapter 1197 session laws of 1979; Chapter 1046 session laws of 1989)

MISSION/FUNCTION: “...to meet monthly, and at such other times, as necessary, to discuss and decide on affairs pertinent to the operation, maintenance and control of the craven Couty Regional Airport”.

NUMBER OF MEMBERS:

8

4

TYPE:

Voting

Non-voting

(Carteret, Jones, Pamlico, MCAS)

QUALIFICATIONS (Special Skills, Professional Classifications, Affiliations, Limitations, etc.):

LENGTH OF TERMS: 3 Years

MEETING SCHEDULE: 3rd Tuesday of each month; 2:00 p.m.

COMPENSATION: No Yes Specify: \$100/month

Term(s) expiring: Harold Blott (Initial Appointment 2008)
Bill Nauman (Initial Appointment 2005)

Applications on file: Karen Baskin, Joel Kaplan, Bruce Laviolette, Sabrina Bengel, William Rust (Attachment # 7.C.5.)

July

ABC Board

Billy Whitford (initial appointment 2004)

River Bend Board of Adjustment

Kelly Forrest (initial appointment 2001)

August

Clean Sweep Committee

Judi Lloyd (initial appointment 2010)

Lynn Rosania (initial appointment 2010)

Agenda Date: May 20, 2013

Presenter: Jim Hicks

Agenda Item No. 8

COUNTY ATTORNEY'S REPORT

A. Offer to Purchase Real Property - Near Intersection of Main Street and Maul Swamp Road, Vanceboro (#1-044-262).

The County has received an offer from Hicks Propane, Inc. in the amount of \$2,000.00 for this property, which was acquired through a tax foreclosure in 2005. The total taxes and costs that were foreclosed on were \$1,647.84. The current tax value is \$13,500.00 (the property is unimproved). Attachment #8.A contains a copy of the offer to purchase, deed, and GIS information.

Should the Board accept this offer, then the property will then be advertised for upset bids in accordance with General Statutes. Once no further upset bids are timely received, the County may accept or reject the final offer.

B. Offer to Purchase Real Property - 128 Little Lake Circle, New Bern (#8-223-1-031).

The County has received an offer from Timmery Bryant in the amount of \$1,900.00 for this property, which was acquired through a tax foreclosure in 2003. The total taxes and costs that were foreclosed on were \$1,872.99. The current tax value is \$2,160.00 (the property is unimproved). Attachment #8.B contains a copy of the offer to purchase, deed, and GIS information.

Should the Board accept this offer, then the property will then be advertised for upset bids in accordance with General Statutes. Once no further upset bids are timely received, the County may accept or reject the final offer.

Agenda Date: May 20, 2013

Presenter: Jack Veit

Agenda Item No. 9

PRESENTATION OF RECOMMENDED FY 2014 COUNTY BUDGET

County Manager, Jack Veit, will present the proposed budget for FY 2013-2014.

Agenda Date: May 20, 2013

Presenter: _____

Agenda Item No. 10

COMMISSIONERS' REPORTS

CREDIT MEMOS SUBJECT TO BOARD APPROVAL ON 05/20/2013

TAXPAYER NAME	ACCT#/TICKET#	AMOUNT
AMERICAN CAR CARE CENTER NOT IN BUSINESS 1/1/2012	0094298 2012-0090376	54.29
ANGE, MICHAEL ANDERSON DID NOT OWN 1/1/2012	0060867 2012-0001417	14.33
GARDNER, ALEXANDER B SR FORECLOSURE-LIEN EXTINGUISHED	2554700 2003-0018219	206.29
GARDNER, ALEXANDER B SR FORECLOSURE-LIEN EXTINGUISHED	2554700 2004-0018546	196.33
GARDNER, ALEXANDER B SR FORECLOSURE-LIEN EXTINGUISHED	2554700 2005-0019312	198.58
GARDNER, ALEXANDER B SR FORECLOSURE-LIEN EXTINGUISHED	2554700 2006-0019456	187.88
GARDNER, ALEXANDER B SR FORECLOSURE-LIEN EXTINGUISHED	2554700 2007-0020009	183.20
GARDNER, ALEXANDER B SR FORECLOSURE-LIEN EXTINGUISHED	2554700 2008-0020476	172.16
GARDNER, ALEXANDER B SR FORECLOSURE-LIEN EXTINGUISHED	2554700 2009-0020541	161.12
GARDNER, ALEXANDER B SR FORECLOSURE-LIEN EXTINGUISHED	2554700 2010-0018772	152.92
GARDNER, ALEXANDER B SR FORECLOSURE-LIEN EXTINGUISHED	2554700 2011-0020744	141.76
GARDNER, ALEXANDER B SR FORECLOSURE-LIEN EXTINGUISHED	2554700 2012-0020577	130.09
HINER DEVELOPMENT LLC APPRAISAL ERROR CORRECTION	0076185 2012-0027085	22.21
HUDSON, GERALD J DOUBLE LISTED-SAME ACCT 62003	0062003 2012-0091575	2,800.85

CREDIT MEMOS SUBJECT TO BOARD APPROVAL ON 05/20/2013

TAXPAYER NAME	ACCT#/TICKET#	AMOUNT
JONES, CHARLES L & ORA B FORECLOSURE-LIEN EXTINGUISHED	3897175 2006-0028943	42.42
JONES, CHARLES L & ORA B FORECLOSURE-LIEN EXTINGUISHED	3897175 2007-0029739	40.02
JONES, CHARLES L & ORA B FORECLOSURE-LIEN EXTINGUISHED	3897175 2008-0030250	37.62
JONES, CHARLES L & ORA B FORECLOSURE-LIEN EXTINGUISHED	3897175 2009-0030294	35.22
JONES, CHARLES L & ORA B FORECLOSURE-LIEN EXTINGUISHED	3897175 2010-0027604	36.03
JONES, CHARLES L & ORA B FORECLOSURE-LIEN EXTINGUISHED	3897175 2011-0030594	33.39
JONES, CHARLES L & ORA B FORECLOSURE-LIEN EXTINGUISHED	3897175 2012-0030493	30.60
	21 -CREDIT MEMO(S)	4,877.31

REFUNDS SUBJECT TO BOARD APPROVAL ON 05/20/2013

TAXPAYER NAME	ACCT#/TICKET#	AMOUNT
KARAM, JOHN MARK & WENDY P INTEREST CHARGED IN ERROR	4069600 2012-0031339	40.28
PEREZ, LETICIA M DOUBLE BILLED-SEE ACCT 81989	0089529 2011-0091228	130.02
PEREZ, LETICIA M DOUBLE LISTED-SEE ACCT 81989	0089529 2012-0091015	129.25
	3 -REFUND(S)	299.55

**Craven County FY2012 Community Development Block Grant (CDBG)
Scattered Site Housing (SS) Program**

Financial Management Resolution

WHEREAS, Craven County has received a Scattered Site Housing (SS) Program Grant in the amount of \$225,000, and has committed other revenues to the program; and

WHEREAS, the North Carolina Administrative Code regulations require that Craven County designate a Grant Finance Officer and a depository for CDBG funds;

NOW, THEREFORE, Craven County hereby resolves the following:

- (1) Richard F. Hemphill, Finance Officer, will serve as Grant Finance Officer, and will be responsible for financial management of the program according to the requirements of the North Carolina Administrative Code and North Carolina General Statute requirements.
- (2) First Citizens Bank, in New Bern, NC, is hereby designated as the official depository for revenues budgeted for the FY2012 CDBG-SS Program.

Resolved this 20th day of May, 2013.

Scott C. Dacey, Chairman
Craven County Board of Commissioners

ATTEST:

Gwendolyn M. Bryan, Clerk to the Board

**Craven County FY2012 Community Development Block Grant (CDBG)
Scattered Site (SS) Housing Program**

Project Ordinance

Be it ordained by Craven County, North Carolina, that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant project ordinance is hereby adopted:

Section 1. The project authorized is the FY2012 Community Development Block Grant Scattered Site Housing Program (CDBG-SS) described in the work statement contained in the grant agreement (#12-C-2413) between Craven County and the North Carolina Department of Commerce. This project is more familiarly known as the Craven County CDBG-SS Project.

Section 2. The Craven County staff is hereby directed to proceed with the grant project within the terms of the grant document(s), the rules and regulations of the Department of Commerce, and the budget contained herein.

Section 3. The following revenues and resources are anticipated to be available to complete the project activities:

<u>C-1: SS Project</u>	
CDBG Grant	\$225,000
Total Project Resources	<u>\$225,000</u>

Section 4. The following amounts are appropriated for the project activities:

<u>C-1: SS Project</u>	
Project Budget	<u>\$225,000</u>

Section 5. The Grant Finance Officer is hereby directed to maintain within the Grant Project Fund sufficient specific detailed accounting records to provide the accounting to the North Carolina Department of Commerce required by the grant agreement(s) and federal and state regulations.

Section 6. Funds may be advanced from the General Funds for the purpose of making payments as due. Reimbursement requests should be made to the North Carolina Department of Commerce in an orderly and timely manner.

Section 7. The Grant Finance Officer is directed to report quarterly on the financial status of each project element in Section 4 and on the total grant revenues received or claimed.

Section 8. The Grant Finance Officer is directed to include a detailed analysis of past and future costs and revenues on this grant project in every budget submission made to this council.

Section 9. Copies of this grant project ordinance shall be made available to the Grant Finance Officer for direction in carrying out this project.

Adopted this 20th day of May, 2013.

Scott C. Dacey, Chairman
Craven County Board of Commissioners

ATTEST:

Gwendolyn M. Bryan, Clerk to the Board



This ordinance is hereby approved in the following amounts for expenditures of the CDGB FY 12 Scattered Sites.

Expenditures:

Rehabilitation	\$	205,000.00
Administration	\$	20,000.00
TOTAL	\$	225,000.00

The following revenues are hereby estimated for the CDGB FY 12 Scattered Sites.

Revenues:

CDBG Grant	\$	225,000.00
TOTAL	\$	225,000.00

This ordinance is hereby approved this 20th day of May, 2013.

Scott C. Dacey, Chairman
Craven County Board of Commissioners

Attest:

Gwendolyn M Bryan, Clerk to the Board
Craven County Board of Commissioners

**Craven County FY2012 Community Development Block Grant (CDBG)
Small Business and Entrepreneurial Assistance (SBEA) Program**

Financial Management Resolution

WHEREAS, Craven County has received a Small Business and Entrepreneurial Assistance (SBEA) Program Grant in the amount of \$250,000, and has committed other revenues to the program; and

WHEREAS, the North Carolina Administrative Code regulations require that Craven County designate a Grant Finance Officer and a depository for CDBG funds;

NOW, THEREFORE, Craven County hereby resolves the following:

- (1) Richard F. Hemphill, Finance Officer, will serve as Grant Finance Officer, and will be responsible for financial management of the program according to the requirements of the North Carolina Administrative Code and North Carolina General Statute requirements.
- (2) First Citizens Bank, in New Bern, NC, is hereby designated as the official depository for revenues budgeted for the FY2012 CDBG-SBEA Program.

Resolved this 20th day of May, 2013.

Scott C. Dacey, Chairman
Craven County Board of Commissioners

ATTEST:

Gwendolyn M. Bryan, Clerk to the Board

**Craven County FY2012 Community Development Block Grant (CDBG)
Small Business and Entrepreneurial Assistance (SBEA) Program**

Project Ordinance

Be it ordained by Craven County, North Carolina, that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant project ordinance is hereby adopted:

Section 1. The project authorized is the FY2012 Community Development Block Grant Small Business and Entrepreneurial Assistance Program (CDBG-SBEA) described in the work statement contained in the grant agreement (#12-C-2442) between Craven County and the North Carolina Department of Commerce. This project is more familiarly known as the Craven County CDBG-SBEA Project.

Section 2. The Craven County staff is hereby directed to proceed with the grant project within the terms of the grant document(s), the rules and regulations of the Department of Commerce, and the budget contained herein.

Section 3. The following revenues and resources are anticipated to be available to complete the project activities:

<u>C-1: SBEA Project</u>	
CDBG Grant	\$250,000
Total Project Resources	<u>\$250,000</u>

Section 4. The following amounts are appropriated for the project activities:

<u>C-1: SBEA Project</u>	
Project Budget	<u>\$250,000</u>

Section 5. The Grant Finance Officer is hereby directed to maintain within the Grant Project Fund sufficient specific detailed accounting records to provide the accounting to the North Carolina Department of Commerce required by the grant agreement(s) and federal and state regulations.

Section 6. Funds may be advanced from the General Funds for the purpose of making payments as due. Reimbursement requests should be made to the North Carolina Department of Commerce in an orderly and timely manner.

Section 7. The Grant Finance Officer is directed to report quarterly on the financial status of each project element in Section 4 and on the total grant revenues received or claimed.

Section 8. The Grant Finance Officer is directed to include a detailed analysis of past and future costs and revenues on this grant project in every budget submission made to this council.

Section 9. Copies of this grant project ordinance shall be made available to the Grant Finance Officer for direction in carrying out this project.

Adopted this 20th day of May, 2013.

Scott C. Dacey, Chairman
Craven County Board of Commissioners

ATTEST:

Gwendolyn M. Bryan, Clerk to the Board



This ordinance is hereby approved in the following amounts for expenditures of the American Eagle Manufacturing Relocation Project.

Expenditures:

Land Acquisition	\$	110,000.00
Construction of Industrial Bldg	\$	113,000.00
Planning	\$	5,000.00
Administration	\$	22,000.00
TOTAL	\$	250,000.00

The following revenues are hereby estimated for the American Eagle Manufacturing Relocation Project.

Revenues:

CDBG Grant	\$	250,000.00
TOTAL	\$	250,000.00

This ordinance is hereby approved this 20th day of May, 2013.

Scott C. Dacey, Chairman
Craven County Board of Commissioners

Attest:

Gwendolyn M Bryan, Clerk to the Board
Craven County Board of Commissioners



This ordinance is hereby approved in the following amounts for expenditures under the Pamlico Sound Regional Hazard Mitigation Plan.

Expenditures:

Administration	\$	80,000.00
TOTAL	\$	80,000.00

The following revenues are hereby estimated for the Pamlico Sound Regional Hazard Mitigation Plan.

Revenues:

Grant-NC Dept of Public Safety	\$	80,000.00
TOTAL	\$	80,000.00

This ordinance is hereby approved this 20th day of May, 2013.

Scott C. Dacey, Chairman
Craven County Board of Commissioners

Attest:

Gwendolyn M Bryan, Clerk to the Board
Craven County Board of Commissioners



Proposed Private Road
Edith Lane

ADAMS CREEK RD

1730

1720

1720

1720

1700

1700

1690

Volunteer Board Information and Interest Sheet Craven County, North Carolina

Names of board, committee, authority, etc., in which you are interested. Please list in order of priority:

The Juvenile Crime Prevention Council

Name:	Michelle K. Jerome	Home Phone:	(252) 259-6993
Home Address:	222 Attmore Dr.		
City:	New Bern	Zip Code:	28650
Township:		City Limits:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Occupation:	Attorney	Business Phone:	(252) 635-1610
Place of Employment:	Law Office of Cindi Quay	Fax Number:	(252) 633-2205
E-Mail Address:	mkmjerome@gmail.com		

(Please indicate your preferred contact number.)

Education

University of West Florida - BA in International Studies and Communications

North Carolina Central School of Law - Juris Doctorate

Business and Civic Experience

Volunteer Income Tax Assistance for Indigents; Literacy Tutor; GED Prep Tutor; Domestic Violence Clinic (NCCU)

Public Interest Law Organization - Fundraising Chair; International Campaign to Ban Landmines; Americorps;

ESL Tutor; North Carolina Advocates for Justice; Small business owner

Areas of Expertise, Interest, Skills

Criminal Defense, Family Law, and Juvenile Law

Why do you want to serve?

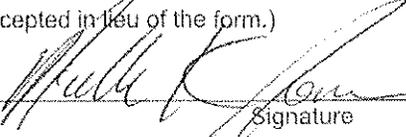
I have just recently moved back to town and would like to become involved in the community

Please List Other Local, Regional and Statewide Boards, Committees or Commissions on Which You Serve

North Carolina Bar Association

(A resume may be attached to this form, but will not be accepted in lieu of the form.)

Date: May 7, 2013


Signature

The Craven County Board of Commissioners sincerely appreciates the interest of all citizens in serving their county. For more information on the responsibilities of various boards, you may view the on-line board descriptions or contact the County Clerk's Office at (252) 636-6601. RETURN FORM TO: CRAVEN COUNTY CLERK, 406 CRAVEN STREET, NEW BERN, NC 28560. The form may also be sent via e-mail (gbryan@cravencountync.gov) or fax: (252) 637-0526.

This form will remain active until two years after date received.

Volunteer Board Information and Interest Sheet

Craven County, North Carolina

Names of board, committee, authority, etc., in which you are interested. Please list in order of priority:

New Bern Board of Adjustment

Name: John E. Murrell Jr Home Phone: 252-638-1746
 Home Address: 370 Rocky Run Rd
New Bern NC 28562
 City: _____ Zip Code: _____
 Township: Craven City Limits: Yes No
 Occupation: Retired MASON Business Phone: 252-259-5856
 Place of Employment: N/A Fax Number: _____
 E-Mail Address: _____

(Please indicate your preferred contact number.)

Education

West St. Elementary

to Barber High School Class of '65'

Business and Civic Experience

Brick Mason - 35 yrs Exp.

Areas of Expertise, Interest, Skills

Masonry * Carpentry

Why do you want to serve?

To do what I can for the community of New Bern.

Please List Other Local, Regional and Statewide Boards, Committees or Commissions on Which You Serve

(A resume may be attached to this form, but will not be accepted in lieu of the form.)

Date: 4-15-13

John E. Murrell Jr.
Signature

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This form will remain active until two years after date received.

May 6, 2013

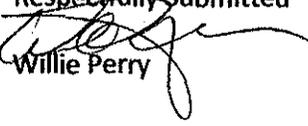
To: Craven County Board of Commissioners

From: Willie Perry

Re: Retirement

It has been great serving on the Planning Board for the past years. I have decided to retire from service effective June 1, 2013

Respectfully Submitted


Willie Perry

Cc: Craven County Planning Board

Volunteer Board Information and Interest Sheet Craven County, North Carolina

Names of board, committee, authority, etc., in which you are interested. Please list in order of priority:

RECREATION & PARKS ADVISORY COUNCIL, MILITARY GROWTH TASK FORCE, PLANNING BOARD,
EAST CAROLINA WORKFORCE DEVELOPMENT BOARD

Name:	<u>MICHAEL SCOGGINS</u>	Home Phone:	<u>(252) 639-0152</u>
Home Address:	<u>106 LUGANO ROAD</u>		
City:	<u>NEW BERN</u>	Zip Code:	<u>28562</u>
Township:		City Limits:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Occupation:	<u>INSURANCE AGENT</u>	Business Phone:	<u>(252) 447-8178</u>
Place of Employment:	<u>AMATO INSURANCE GROUP</u>	Fax Number:	<u>(252) 447-0323</u>
E-Mail Address:	<u>SCOGGM1@NATIONWIDE.COM</u>		

(Please indicate your preferred contact number.)

Education

BS SPORT MANAGEMENT, KENNESAW STATE UNIVERSITY

Business and Civic Experience

CLUB DIRECTOR FOR VOLLEYBALL CLUBS IN GEORGIA, PTO FUNDRAISING CHAIR

Areas of Expertise, Interest, Skills

Why do you want to serve?

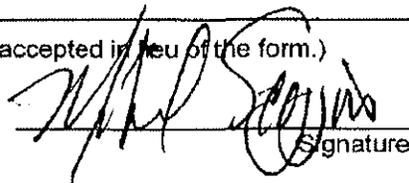
TO HELP THE COMMUNITY REACH OUT, AND BE PART OF THE FUTURE DEVELOPMENT

Please List Other Local, Regional and Statewide Boards, Committees or Commissions on Which You Serve

PTO MEMBER AT CREEKSIDE

(A resume may be attached to this form, but will not be accepted in lieu of the form.)

Date: February 15, 2013


Signature

The Craven County Board of Commissioners sincerely appreciates the interest of all citizens in serving their county. For more information on the responsibilities of various boards, you may view the on-line board descriptions or contact the County Clerk's Office at (252) 636-6601. RETURN FORM TO: CRAVEN COUNTY CLERK, 406 CRAVEN STREET, NEW BERN, NC 28560. The form may also be sent via e-mail (gbryan@cravencountync.gov) or fax: (252) 637-0526.

This form will remain active until two years after date received.

Dear Chairman Dacey,

I have been appointed by the Governor to serve on the Governor's Crime Commission effective immediately. State law will only allow me to serve on 1 appointed board in addition to holding office as a Trent Woods Town Commissioner.

I am grateful for the opportunity that the Commissioners gave me to serve on the Craven County ABC Board.

I hereby tender my resignation from the Craven County ABC Board, effective Thursday, May 09, 2013.

Sincerely,

Chip Hughes

Volunteer Board Information and Interest Sheet

Craven County, North Carolina

Names of board, committee, authority, etc., in which you are interested. Please list in order of priority:

ABC BOARD

Name:	CAROL DAIL CRAYTON	Home Phone:	(252) 638-8094
Home Address:	905 HAMPTON WAY		
City:	TRENT WOODS	Zip Code:	28562
Township:	8	City Limits:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Occupation:	REAL ESTATE APPRAISER	Business Phone:	(252) 514-1442
Place of Employment:	DOWN EAST APPRAISALS, INC	Fax Number:	(866) 512-6950
E-Mail Address:	CAROLCRAYTON@SUDDENLINK.NET		

(Please indicate your preferred contact number.)

Education

WEST CRAVEN HIGH SCHOOL

LENOIR COMMUNITY COLLEGE

ATLANTIC CHRISTIAN COLLEGE

Business and Civic Experience

OWNER OF DOWN EAST APPRAISALS, INC; CURRENTLY SERVING ON THE LOCAL MLS BOARD

Areas of Expertise, Interest, Skills

BUSINESS MANAGEMENT

Why do you want to serve?

Please List Other Local, Regional and Statewide Boards, Committees or Commissions on Which You Serve

(A resume may be attached to this form, but will not be accepted in lieu of the form.)

Date: May 6, 2013


Signature

The Craven County Board of Commissioners sincerely appreciates the interest of all citizens in serving their county. For more information on the responsibilities of various boards, you may view the on-line board descriptions or contact the County Clerk's Office at (252) 636-6601. RETURN FORM TO: CRAVEN COUNTY CLERK, 406 CRAVEN STREET, NEW BERN, NC 28560. The form may also be sent via e-mail (gbryan@cravencountync.gov) or fax: (252) 637-0526.

This form will remain active until two years after date received.

Volunteer Board Information and Interest Sheet Craven County, North Carolina

Names of board, committee, authority, etc., in which you are interested. Please list in order of priority:
Craven County ABC Board

Name: Tony Wilson Lee Home Phone: (252) 670-2080
Home Address: 1216 Park Drive
City: Trent Woods Zip Code: 28562
Township: _____ City Limits: Yes No
Occupation: Police Chief Business Phone: (252) 637-3030
Place of Employment: Trent Woods Police Department Fax Number: (252) 637-7088
E-Mail Address: tonylee601@yahoo.com

(Please indicate your preferred contact number.)

Education

New Bern High School Graduate, North Carolina Wesleyan College Graduate (Bachelor's Degree)
Currently attending American Public University (Master's Degree)

Business and Civic Experience

Budget and operations manager as Police Chief of the Trent Woods Police Department

Areas of Expertise, Interest, Skills

Areas of Expertise: Law Enforcement and Public Safety, Leadership/Management, Criminal Investigations,
Training/Teaching

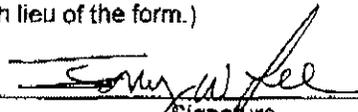
Why do you want to serve?

I am interested in serving the citizens of Craven County in a management capacity to ensure all citizens receive
fair and honest representation.

Please List Other Local, Regional and Statewide Boards, Committees or Commissions on Which You Serve
Craven County Juvenile Crime Prevention Board

(A resume may be attached to this form, but will not be accepted in lieu of the form.)

Date: May 9, 2013


Signature

The Craven County Board of Commissioners sincerely appreciates the interest of all citizens in serving their county. For more information on the responsibilities of various boards, you may view the on-line board descriptions or contact the County Clerk's Office at (252) 636-6601. RETURN FORM TO: CRAVEN COUNTY CLERK, 406 CRAVEN STREET, NEW BERN, NC 28560. The form may also be sent via e-mail (gbryan@cravencountync.gov) or fax: (252) 637-0526.

This form will remain active until two years after date received.

Volunteer Board Information and Interest Sheet Craven County, North Carolina

Names of board, committee, authority, etc., in which you are interested. Please list in order of priority:

ABC Board

Name:	<u>Barbara Whiteman</u>	Home Phone: <u>252-447-5025</u>
Home Address:	<u>104 Greenway Court</u>	
	<u>Havelock</u>	
City:		Zip Code: <u>28532</u>
Township:		City Limits: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Occupation:	<u>Retired business owner of 38 years</u>	Business Phone: _____
Place of Employment:		Fax Number: _____
E-Mail Address:	<u>jwhiteman@ec.nc.com</u>	

(Please indicate your preferred contact number.)

Education

Associates in business

Business and Civic Experience

Business owner 38 years WHITEMANS ENGRAVING
OFFICE MANAGER BELKS 13 YEARS

Areas of Expertise, Interest, Skills

PEOPLE
AS A BUSINESS OWNER I HANDLED EMPLOYEES AND CUSTOMERS ,PAYROLL, BILLS

Why do you want to serve?

RECENTLY SOLD BUSINESS AND HAVING SERVED ON THE BOARD BEFORE I HAVE AN IDEA WHAT IT IS LIKE AND HAVING THE TIME TO SERVE I WOULD LIKE VERY MUCH TO SERVE ON THE BOARD AGAIN

(A resume may be attached to this form, but will not be accepted in lieu of the form.)

Date: 04/16/2012

com.apple.iBook.pdf-
uuid:05C05D9C-415D-42F9-8E7A-841798EF
5C38

Digitally signed by Barbara Whiteman
DN: cn=Barbara Whiteman, o=Craven County, nc=NC
Date: 2012.04.16 20:21:18 -0400

Signature

The Craven County Board of Commissioners sincerely appreciates the interest of all citizens in serving their county. For more information on the responsibilities of various boards, you may view the on-line board descriptions or contact the County Clerk's Office at (252) 636-6601. RETURN FORM TO: CRAVEN COUNTY CLERK, 406 CRAVEN STREET, NEW BERN, NC 28560. The form may also be sent via e-mail (cbryan@cravencountync.gov) or fax: (252) 637-0526.

This form will remain active until two years after date received.

Volunteer Board Information and Interest Sheet Craven County, North Carolina

Names of board, committee, authority, etc., in which you are interested. Please list in order of priority:

1)ABC Board, 2)Carolina East Regional Medical Authority, 3)Juvenile Crime Prevention Council

Name: Linda Simmons Henry Home Phone: 252 637-7374
Home Address: 725 Main Street
City: New Bern Zip Code: 28560
Township: 8 (eight) City Limits: X Yes NO
Business Phone: 252-637-6089
Fax: Number: _____

Occupation: Former College Administrator, (Retired)
Place of Employment: Retired
E-Mail Address: LSHenry25@gmail.com
(Please indicate your preferred contact number.) 919 889-8212 (cell) 252-637-6089 (home)

Education

Certification in Archival Management, North Carolina State University; Masters in Library Sciences at North Carolina Central University, Special Certification in Colleges and Universities and Public Librarianship, Preservation Management Specialist, 1970 Graduate of J.T. Barber High School, New Bern, North Carolina

Business and Civic Experience

President, Eastern Carolina Heritage Foundation, New Bern Historical Society, Board of You Change your Life Foundation, New Bern, The Climbers Club; Neuse Pamlico Women Coalition, etc.

Areas of Expertise, Interest, Skills

African American Preservation, Author, Archivist, Nonprofit Management, Fundraising, Grant Writing; Historical Collections; Education Consultant, and Database Management

Why Do You Want to Serve?

I believe that our biggest challenges and opportunities are one in the same, "OUR VOICE." To the members of any board, we must work towards a collective voice. To our community, we must strive to be the voice they trust. To the press and legislators, we must become the voice they hear. I have over 25 years experience in innovative business and educational leadership. My involvement in education began in 1970 when I graduated from John Thomas Barber High School in New Bern. It is truly an opportunity to give back to a county that has given me so much. I want to serve on the 1)ABC Board, 2)Carolina East Regional Medical Authority, or 3)Juvenile Crime Prevention Council because I want input into our future. I want to be active and involved. These are exciting times for our county. Representing the voice of our community empowers all of us to make a difference. To see these three boards develop, grow, and have a positive impact in the community makes serving on any of them worth the while.

Please list other Local, Regional, Statewide Boards, Committees or Commissions on which you serve:

President, North Carolina HBCU Group, President of Heritage Foundation, New Bern Historical Society Board, Board of You Change Your Life Foundation, New Bern, Regional N.C. African American Historical Board, The Climbers Club, Neuse Pamlico Women Coalition.

(A resume may be attached to this form, but will not be accepted in lieu of the form.)

Date: March 8, 2013

Linda Simmons-Henry
Signature

The Craven County Board of Commissioners sincerely appreciates the interest of all citizens in serving their county. For more information on the responsibilities of various boards, you may view the on-line board description or contact the County Clerks' office at (252)636-6601. RETURN FORM TO: CRAVEN COUNTY CLERK, 406 CRAVEN STREET, NEW BERN, NC 28560. The form may also be sent via e-mail (gbryan@cravenscounty.gov) or fax (252637-0526)

This form will remain active two years after date received

Linda Simmons Henry
725 Main Street
New Bern, NC 28560
(919) 889-8212 (Cell) (252)637-6089 (Home)
E-mail: lshenry25@gmail.com

**Personal
Data**

Married

5 ft 10 in

U.S. Citizen

JOB Objectives **University Library Director, Education Consultant, Fund-raiser, Grant Writer**

EDUCATION

North Carolina State University at Raleigh
Post- Graduate: Archival Management, May 1993
Special Emphasis: African American Collections Development & Oral History

Masters of Library Science May 1977
School of Library and Information Sciences
North Carolina Central University at Durham
Special Emphasis: Diversity and Collection Development
Minor in Library Collection Management/Education

BA in Sociology and Social Welfare May 1975
Saint Augustine's College
Special Emphasis: African American History

CONTINUING EDUCATION

Harvard University 2010
Leadership Institute for Academic Librarians
Boston, Mass.

HBCU Library Alliance Leadership Institute, 2007
Atlanta University Center
Atlanta, Georgia

The Frye Leadership Institute on Higher Education for Librarians, 2003
Emory University
Atlanta, Georgia

Modern Library Administration and Archives Leadership Institute, 1994
National Archives, Washington D.C.

Course work: Library Automation, System Analysis, Records Management, Collection Development, Financial Library Management; Database Instructions; Historical Collection Management, Grants management, S.A.C.S. Accreditations, etc.

Internship, North Carolina Division of Archives and History, January-June 1988.
Post-Graduate Internship in Archival Management
North Carolina State University

Special Skills: Grant writing, fundraising, collection development; diversity extensive experience in latest library content DM, automation system; updated library databases & literature searching.

PROFESSIONAL WORK EXPERIENCE

Director of Special Collection and University Archives

Saint Augustine's University

January 2011- Present

Reporting to the Dean of University Libraries, the Director of Special Collections and Archives oversees the Special Collections Department at the Prezell R. Robinson Library, University Archives; collect and preserve documents and artifacts relating to university's history. The director supervises and administers the Special Collections and Archives Department's research and reference services, instruction, collection management, and program planning; participate in outreach to the university community and wider audiences to create interest and support in the library distinctive collections services to include fundraising activities (grant writing, individual and corporate gifts). Supervise 2 full-time librarians, 1 support staff, and student workers; make personnel recommendations, train, organize workflows, provide direction, and evaluate performance. Develop and implement a program of regular consultation and user assessment to ensure that services and policies meet user evolving needs; active in professional activities and support the involvement of staff in professional organizations. Collaborate closely with the UNC Digital Library Center in planning and implementing projects to enhance the visibility of Special Collections resources.

Director of Library Services

Saint Augustine's University, Raleigh, NC

July 1998-2010

Supervised and administered the overall library operations; developed library programs and executed departmental budgets. Established collection development policies; introduced and maintained new technology for library automation including the new Endeavor Voyager library automation system. Conducted performance plans, reviews and evaluations, administered policies and procedures. Active participant in the college's long-range planning for computer technology in the library. Participated in strategic planning including for campus technology and diversity. Integrated the library services with the university's mission and its strategic and educational objectives. Established academic relationships with professional organizations and the community at large.

Senior Archivist/Library Consultant Collection Development

North Carolina Central University, Durham, N.C.

1993 to 1997

Developed policies and procedures for historical collections; cultivated relationship with prospective donors. Publicized the historical collection; accessions; the creation of finding aids; creation of MARC records EAD coding; established a framework in North Carolina for identifying and documenting African American archival resources in the state. Participated in state & local, regional and national surveys. Instructed holders of African American documentary material on ways to better preserve, arrange, describe and reference collections through needs assessments. Conducted site visits at selected HBCU institutions and with individuals providing instruction on library collection management.

Associate Library Director and Senior Archivist

Saint Augustine's University, Raleigh, NC

1996 to 1998

Supervised and administered the library reference and circulation's department and archives operations. Developed library programs and executed departmental budget. Introduced setup and maintained new technology for library automation including literature databases and library automation systems for libraries. Selected, trained and supervised staff and student assistants. Conducted performance plans, reviews and evaluations, and administered policies and procedures. Provided services to the academic community.

Senior Archivist Consultant

North Carolina Central University, Durham, North Carolina
1993 to 1994

Worked on a federally funded grant sponsored by the National Historical Records and Publication Commission (NHRPC) for the purpose of assessing the condition of African American documentary resources in North Carolina. Established a framework in North Carolina for identifying and documenting African American archival resources in the state. Participated in state & local, regional and national surveys. Consulted state & institutional holders of African American documentary material to better preserve, arrange, describe and reference collections through needs assessments. Conducted site visits at all Historically Black Colleges and Universities in North Carolina and Virginia and with individual institutions providing instructions on collection management.

Senior Library Director

King's College, Raleigh, North Carolina
1975 to 1977

Supervised and administered the overall operation of the library & archives. Also, served as a bibliographic instructor for the faculty and students. Developed policies and procedures for archival services and administration of the library. Developed and managed annual budget and made recommendations to the Vice President for Academic Affairs.

PROFESSIONAL MEMBERSHIPS

North Carolina Preservation Society 2005-; American Library Association 1989-; Society of American Archivist 2005-; North Carolina Library Association 1980-; American Society of American Archivist 1991; Society of North Carolina Archivists 1982-; North Carolina African American Archives Group President 1999-; North Carolina Preservation Consortium 1990-; North Carolinian Historical Society 1990-; NC Afro-American Historical and Genealogical Society 1985-; North Carolina Black Educators Assoc. 1989-; Alpha Kappa Alpha Sorority 1979-; The National Council for Negro Women 2005-; Wake County Preservation Society 1988 to present.

Funded Grants

2004 –2006	Andrew Mellon Foundation (PI)	\$600,000
2002 – 2004	Andrew Mellon Foundation (PI)	250,000
2001-2003	North Carolina Humanities Council (PI)	10,000
1999-2002	North Carolina State Grant (NCCU) Consultant	300,000
2000 2002	LSTA Automation (PI)	250,000
1999-200	LSTA Strengthening the Library Collection Grant	10,000
1995-1997	National Endowment for the Humanities	1 Million
1996	LSTA Technology Grant	25,000

HONORS

New Bern Historical Society 2010- Present, Appointed by Governor Hunt to serve on the State Historical Advisory Board, 1993-97; Board of North Carolina Archivists; The Plummer B.

Young Preservation Award; The Mary Mcleod Bethune Research Award –1999; Received the State’s Oral History and Archival Award for documenting and preserving African- American History in NC 1996; Who’s Who in American Colleges and Universities 1973-74; NCLA Outstanding Library Service Award 1990; African American Archivist Preservation Award 1993; North Carolina Book Award for the Publication of the book “Cultural Town” 1993; and the 1992 North Carolina Libraries Road Builders Award; and Sigma Rho Sigma Honor Society 1974.

PUBLICATIONS:

Simmons-Henry, Linda, & Tim D. Pyatt. Guide to African American Documentary Resources in North Carolina, Chapel Hill: University of North Carolina Press, 1995.

Simmons- Henry, Linda (chair), Boyd D. Cathey, et al. Insuring the Future of Our Past: A Brief Guide to Selecting or Starting an Archival Program, Raleigh NC: the State Historical Records Advisory Board of North Carolina, 1993.

Simmons-Henry, Linda & Linda H. Edmisten. Culture Town: Life in African American Communities in Raleigh, Raleigh: Historic Districts Commission, 1994.

Simmons-Henry, Linda. The Legacy of Black High Schools in North Carolina, Raleigh: NC Heritage Foundation Inc., 1992.

Simmons-Henry, Linda, Philip N. Henry & Carol Speas. The Heritage of Blacks in North Carolina, Charlotte: Delmar Publishing Co., 1990.

Simmons-Henry, Linda. “Search for Black Genealogy” Sun Journal Newspaper (New Bern) June 28, 1986.

Simmons-Henry, Linda. “The Murrell Family” Craven County Heritage Book, Winston Salem: Hunter Publishing Company, 1985, pp. 109-112.

Selected College Activities

2001-Present	Academic Affairs Leadership Team
2008-Present	Library Representative, Saint Augustine’s College SACS Committee
2008-Present	Appointed Falcon Foundation Fundraising and Grant Writing Chair
1999-Present	Fundraiser, for Falcon Foundation Golf Tournament
2008-Present	Chair, Library Leadership and Annual Falcon Read-In for National Library Week
2009	Curator, Library Exhibit for the Anna J. Cooper Stamp, June
2006	Curator, Voices of Episcopal Women Exhibit (Andrew Mellon Grant)
2008	Curator “A Force Behind the Champion Exhibit” (George “Pup” William)

Selected Library Activities

Building Diversity in Libraries

Library Advisory Committee, 2007-

Library Academic Program Review Committee, 2010

Faculty Partnership Series, 2009- 2010

Library Information Literacy Program Committee 2008

Collection Budget Working Group, Chair, 2009

Library as Knowledge Builders, 2009

Good Customer Services Initiatives, 2008

SELECTED PROFESSIONAL ACTIVITIES & PRESENTATIONS

2010 African American Voices Between Two Rivers Lecture at Tryon Palace for New Bern's 300th Anniversary, August 19th.

2010 Anna J. Cooper Historical Marker Approved by the North Carolina Historical Marker Commission, April. Application prepared and submitted by Simmons-Henry, Lanier, Russell, Hawkins, Haywood, Spruill, and Johnson.

2010 Coordinator for the North Carolina HBCU Library Training Meeting at Saint Augustine's College Library.

2010 Chair, Program Planning Committee of the Local Arrangement Committee for the Association for the Study of African American Life and History (ASALA) National Conference, Raleigh, North Carolina September 27th - October 3rd.

2009-10 Program committee member and participant in the workshop on Digital Libraries in conjunction with the North Carolina HBCU Project at North Carolina Central University's School of Library and Informational Sciences.

2009 Preparation of application for the King Solomon #1 Lodge Historical Marker that was approved by the North Carolina Historical Marker Commission in December 2011.

2008 North Carolina Preservation Grant Reviewer

2010 Conducted genealogy workshop and served as a consultant for the Juneteenth Celebration in New Bern, North Carolina, June.

1999 Spring Semester Professional Development Week "Preparation for the New Millennium" NC-LIVE Training and Demonstration; Saint Augustine's College, January 8, 1999.

1992 "Preserving our Records through Genealogical Research and Oral History" National Conference of African American Librarians sponsored by American Library Association, Columbus, Ohio, 1992.

REFERENCES

Mr. Andre Vann (University Archivist)
University Archives
North Carolina Central University
Durham, North Carolina, 27703

Dr. Irene Owens (Dean of the Library School)
School of Library & Information Sciences
North Carolina Central University
Durham, North Carolina 27703

Dr. Gwendolyn Peart (Colleague)
Director of Library Services
Livingstone College
Salisbury, North Carolina

Ms. Towanda Nevels, Librarian (alumni & mentee)
Richard B Harrison Library
Wake County Public Library
Raleigh, North Carolina 27610

Attachment #7.C:

Volunteer Board Information and Interest Sheet Craven County, North Carolina

Names of board, committee, authority, etc., in which you are interested. Please list in order of priority:

Craven Community College Board of Trustees

Name:	<u>Warren B. Culbreth, Jr.</u>	Home Phone: <u>(252) 638-6499</u>
Home Address:	<u>2413 Oakview Drive</u>	
City:	<u>New Bern</u>	Zip Code: <u>28562</u>
Township:		City Limits: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Occupation:	<u>Program Advisor</u>	Business Phone: <u>(252) 466-2779</u>
Place of Employment:	<u>Southern Illinois University, Cherry Point</u>	Fax Number: <u>(252) 447-1688</u>
E-Mail Address:	<u>wculbreth@siu.edu</u>	

(Please indicate your preferred contact number.)

Education

Bachelor of Science Degree Coker College, Hartsville, SC

Certified National Association of Workforce Development Professional

Business and Civic Experience

First Flight Federal Credit Union Board of Directors (Past Chair)

Dunn Jaycees (Past Treasurer)

Master Mason, Sudan Shriner, Royal Order of Jesters, Patrol (Past Captain), Sudan Entertainment (Past Director), Board of Directors Shrine Bowl of the Carolinas (Past Member)

Areas of Expertise, Interest, Skills

Customer Service People Skills, Team Player, Leadership Ability, Organizational Skills, Trusted, Reliable, Transparent, Creative, Responsibility. Being a part of helping our students achieve and prosper in making our community a safe place to live.

Why do you want to serve?

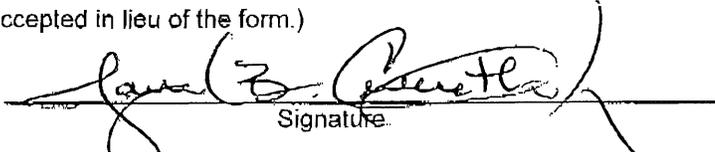
I have the skills, ability and knowledge to be an asset to making sound, trustworthy decisions affecting our future and enhance the students well-being in our society. My educational background allows me to understand the guiding principles and values of an education affecting our community.

Please List Other Local, Regional and Statewide Boards, Committees or Commissions on Which You Serve

New Bern Parks and Recreation Commission (Past Chair), North Carolina Parks and Recreation Citizen Board Members (Past Chair)

(A resume may be attached to this form, but will not be accepted in lieu of the form.)

Date: March 21, 2013


Signature

The Craven County Board of Commissioners sincerely appreciates the interest of all citizens in serving their county. For more information on the responsibilities of various boards, you may view the on-line board descriptions or contact the County Clerk's Office at (252) 636-6601. RETURN FORM TO: CRAVEN COUNTY CLERK, 406 CRAVEN STREET, NEW BERN, NC 28560. The form may also be sent via e-mail (qbryan@cravencountync.gov) or fax: (252) 637-0526.

This form will remain active until two years after date received.

Warren B. Culbreth, Jr.
2413 Oakview Drive
New Bern, NC 28562
(252) 638-6499

Craven County Board of Commissioners
406 Craven Street
New Bern, NC 28560

I am seeking a position on the Craven Community College board of Trustees that will utilize my excellent organizational, communication and leadership skills while possessing the excellent knowledge in budgeting, innovated educational and classroom management, student learning and valued retention. My athletic / coaching background would also be beneficial in assisting in the continuous success of developing a total mind, body and soul.

I would appreciate the opportunity to discuss possible positions that would allow my skills and ability to be an asset to your institution of higher learning. I strongly believe my diverse background and maturity would be a benefit while working in the education system.

It would be a pleasure to work with a school system that fosters high standards, the "write" way!! My resume is attached.

I welcome the opportunity to meet with you to discuss in greater detail my potential value to your staff. Thanking you in advance for your consideration.

Cordially,

Warren B. Culbreth, Jr.

Warren B. Culbreth, Jr.
2413 Oakview Drive
New Bern, NC 28562
(252) 638.6499
(252) 466.5836
Cell (252) 626.7575
warren.culbreth@usmc-mccs.org

Professional Objective

I am seeking a Trustee's position at Craven Community College that utilizes my excellent organizational, communication and leadership ability that possesses exceptional knowledge in treasury administration, innovated educational and classroom management, student learning and retention skills.

Areas of Expertise

- Organization:** Plan, evaluate, assign lessons and correct assignments
Using innovative teaching methods, such as discussion and demonstration
Prepares course objectives and outline for course of study meeting requirements
Administers tests to evaluate progress, record results and issues reports to parents
Expands and using professional knowledge by following through on requests, questions and complaints
- Communication:** Maintains discipline in classroom
Meets with parents to discuss student progress and challenges
Confronts challenging behavior by flexibly to individual needs
Recognizes patterns and uses concepts to diagnose situations
Solicits input; credits and cooperates by systematically evaluating complex issues
Ability to write speeches, editorials, journals and critiques
- Leadership:** Adapts style and tactics to fit the circumstances
Adjusts to social situations
Believes in students' potential
Leads by example while participating as a team member
Posses self confident while shows stamina and sense of humor
Takes responsibility for challenges and failures
- Experience:** Program Advisor, Southern Illinois University Carbondale
Employment Specialist, Marine Corps Community Services, Cherry Point, NC
Instructor, Marine Corps Community Services, Cherry Point, NC
Teacher / Coach, Erwin High School, Erwin, NC 28339
(Taught math and coached football, basketball and baseball)
Teacher / Coach, Murfreesboro High School, Murfreesboro, NC
(Taught geography and coached baseball)
Played college baseball and former high school baseball / softball booking agent
- Education:** B.S. Health and Physical Education, Coker College, Hartsville, SC
East Carolina University, Greenville, NC
- Interests:** First Flight Federal Credit Union Board of Directors
Member of St. Johns #3 Masonic Lodge New Bern, NC
Member of Sudan Shrine Temple AAONMS New Bern, NC
Member of Royal Order of Jesters Court 145 New Bern, NC
Certified Baby Ruth and Southern Softball Official
Broadcaster for Time Warner's High School Football Game of the Week

Volunteer Board Information and Interest Sheet

Craven County, North Carolina

Names of board, committee, authority, etc., in which you are interested. Please list in order of priority:

CarolinaEast Reginal Medical Authority, Craven Community Collge Board of Trustees,

Coastal Carolina Airport Authority, Economic Development Authority, Kellenberger Foundation

Name: Bruce E. Laviolette, Ph.D. Home Phone: 252-670-4396
Home Address: 215 Hancock St.
City: New Bern Zip Code: 28562
Township: _____ City Limits: Yes No
Occupation: Retired; Professor Business Phone: 252-670-4396
Place of Employment: University of Phoenix, Rivertowne Ballroom Fax Number: _____
E-Mail Address: blaviolette@suddenlink.net

(Please indicate your preferred contact number.)

Education

Quality, Management, Leadership. Engineering, Health/Medical, Business, Human Resource Management, Education, Aviation
BS, MS, and Ph.D.

Business and Civic Experience

Federal Government Management, Teaching

Self Employed Consultant, Master Electrician, Medical-Health worker Education

Justice of Peace, Board of Appeals (Zoning), Numerous political boards,

Areas of Expertise, Interest, Skills

Engineering, Quality, Management, Leadership, Education, Aviation, Health/medical

Why do you want to serve?

I would like to take a more active role in supporting this beautiful community, and to have a positive affect on the lives of the citizenship.

(A resume may be attached to this form, but will not be accepted in lieu of the form.)

Date: 10/16/2012

Bruce E. Laviolette, Ph.D.

Digitally signed by Bruce E. Laviolette, Ph.D.
DN: cn=Bruce E. Laviolette, Ph.D., o, ou,
email=blaviolette@suddenlink.net, c=US
Date: 2012.10.16 07:27:30 -04'00'

Signature

The Craven County Board of Commissioners sincerely appreciates the interest of all citizens in serving their county. For more information on the responsibilities of various boards, you may view the on-line board descriptions or contact the County Clerk's Office at (252) 636-6601. RETURN FORM TO: CRAVEN COUNTY CLERK, 406 CRAVEN STREET, NEW BERN, NC 28560. The form may also be sent via e-mail (gbryan@cravencountync.gov) or fax: (252) 637-0526.

This form will remain active until two years after date received.

Phone: (252)670-4396 (Cell)
(252)558-1922 (Home)
E-Mail: blaviolette@suddenlink.net (Home)

215 Hancock Street
New Bern, NC 28562
Bruce E. Laviolette, Ph.D.

Experience

2012- Current Pamlico Community College Arapahoe, NC
Faculty Member

* Work with clients preparing for job searches, resumes and interviews.

2008- Current University of Phoenix Phoenix, AZ
Faculty Member and Ph.D. Mentor

* Teach several dissertation courses to Ph.D. candidates and I mentor Ph.D. students, and the duties of the committee chair.

2007- Current Process Pro Corp New Bern, NC
Owner and operator

* Consult on all issues having to do with quality, leadership, management and process. Perform quality auditing for commercial, service and retail organizations.

2002- Current Rivertowne Ballroom New Bern, NC
Ballroom Dance Instructor

* Instruct students in ballroom dance.

2009- 2012 Stanley Hall Grand Ballroom New Bern, NC
Construction Manager

* Responsible for the total rehabilitation of this national historic landmark. Responsible for the budget, overall cost, timeliness and conformance to the very stringent historic regulations.

2002- 2007 Naval Air Depot Cherry Point, NC
Director of Corporate Management Systems

* Responsible for Corporate implementation, full integration and maintenance of registered management systems including ISO9001, AS9100, ISO14001, and OHSAS18001. Business is aviation overhaul and maintenance valued at many billions of dollars and with over 25,000 employees. Involved with TOC, Lean and Six Sigma. Consulted with major DOD on issues of quality, management and leadership. Taught leadership and management classes for the Marines, Navy, Air Force, Army and Coast Guard.

2000-2002 Naval Engine Airfoil Center Cherry Point, NC
Director

* Fully responsible for all aspects of this multi-million dollar profit-making government high tech aerospace business.
* Expanded workload by 50% in 6 month time-frame.

1999-2002 Naval Aviation Depot Cherry Point, NC
Director of ISO-9000 Implementation

* Successfully implemented ISO-9000 in numerous organizations including a calibration laboratory, a material engineering laboratory, a high tech production organization, a hazardous

materials support group and an industrial engineering group, a Naval Reserve Unit, and a Naval Aviation Depot.

- * First entire federal government industrial facility to successfully implement ISO-9000.**
- * First uniformed military service to be registered in ISO-9000.**

1995-1998 Naval Engine Airfoil Center Cherry Point, NC

Director of Business Operations

- * Quadrupled sales and production in 3 years.**
- * First federal government industrial Facility to successfully implement ISO-9000.**
- * Produced profits exceeding 30% of sales volume 3 years in a row.**
- * Implemented ISO-9000 in 3 other organizations; a Calibration Lab, a Materials Engineering Lab, and Hazardous Materials warehousing operation.**

1993-1995 Naval Aviation Depot Cherry Point, NC

Master Planner and Scheduler

- * Planned and scheduled in excess of \$800 Million of aircraft overhaul work for a 4000 person workforce.**
- * Designed and implemented workforce scheduling software.**
- * Received award for major improvements in unit service, response and accuracy.**

1993-1994 Park University Cherry Point, NC

Instructor

- * Instructed classes in business operations, management and ethics.**

1988-1992 Naval Aviation Depot Cherry Point, NC

Manager of Maintenance, Repair and Industrial Inventory

- * Managed \$35 million budget and numerous multi-million dollar contracts.**
- * Managed \$450 Million inventory.**
- * Designed and successfully exported tooling management software that became the standard for the Department of Defense.**
- * Successfully completed The Naval Aviation Executive Institute, Senior Executive Management Development Program.**

1981-1987 U.S. Naval Base Guantanamo Bay, Cuba

Director of Industrial Operations

- * Managed \$25 Million budget.**
- * Managed multi-cultural workforce.**
- * Responsible for military construction, contracts, security, safety, hazardous materials, cranes, floating drydocks, and facility maintenance and repair and all industrial equipment aspects.**

1977-1981 U.S. Naval Base Guantanamo Bay, Cuba

Various positions including Director of Electrical Construction and Air Conditioning and Refrigeration, Planner and Estimator, Electrical Designer.

Designed lighting system for military airfield.

Major design efforts for schools, a hospital, utility systems, piers, restaurants, residential facilities, industrial facilities, hangars, runways, and retail facilities.

- * Responsible for construction and maintenance of all electrical, air conditioning and refrigeration systems on base.

1975-1977 Portsmouth Naval Shipyard, Kittery, Maine

Electrician Supervisor

- * Supervisor of electrical construction for major submarine overhaul.
- * Supervised 45 electricians.
- * Nuclear Qualified.
- * Served on specialized testing teams.
- * Awarded for major improvements made to testing techniques.

1969-1975 General Electric Company, Somersworth, NH

Experimental Laboratory Leader

- * Responsible for all testing in my specific center.
- * Supervised 15 laboratory technicians.
- * Specialized in high voltage (1.5 Million volts) and amperage (50,000 amps) testing.
- * Work resulted in patent on ionization testing equipment.
- * Awarded for major improvements made to testing techniques.

1969-1976 Self Employed Electrical Contractor, Berwick, Me

- * Licensed Master Electrician in several states.
- * Specialized in residential, commercial and light industrial work.
- * Recognized as an expert in National Electric Code interpretation. Featured speaker at numerous trade gatherings and conventions.
- * Taught trade theory and electrical codes for states of Maine and New Hampshire.

Education

1990-1993 Naval Aviation Executive Institute, Washington, DC

- * Graduate of the Senior Executive Management Development Program

1993 Union Institute Cincinnati, OH

- * Ph.D. in Operations Engineering and Management
- * Served as a doctoral candidate intern to Dr. W. Edwards Deming.
- * Major doctoral studies completed under Dr. Russell Ackoff, Dr. Joseph Juran, Dr. Peter Drucker, Phillip Crosby, and Dr. Peter Fenner.

1987 Golden Gate University San Francisco, CA

- * MS in Management.

1984 University of the State of New York Albany, NY

- * Sociology
- * Business

1971 University of New Hampshire, Durham, NH

- * Electrical Engineering

1967 Maine Maritime Academy, Castine, ME

*** Marine Engineering**

Interests

SCUBA instructor, computers, civil war, travel, college sports, Masonic activities, community and charitable activities.

Special Awards

Eagle Scout

Two Navy Meritorious Civilian Service Awards

Numerous outstanding performance awards

Academic honors

Listed in numerous Who's Who publications

Received an international award from Aviation Week's MRO Award for major contributions to the aviation industry, Year 2000.

Aviation Week & Space Technology Laurel Award 2000

Professional Licenses

FAA Pilot's license, Professional Master SCUBA Instructor, Master Electrician, Certified trained ISO-9000 Lead Auditor.

Volunteer Board Information and Interest Sheet Craven County, North Carolina

Names of board, committee, authority, etc., in which you are interested. Please list in order of priority:

NC'S EASTERN REGION, DOWN EAST RPO, EASTERN CAROLINA
COUNCIL of GOVERNMENTS, LOCAL EMERGENCY PLANNING COMMITTEE,
BOARD of EQUALIZATION & REVIEW

Name: _____

Home Phone: 252 288-6228

Home Address: _____

(Voice message says,
"FSBO AMERICA.")

City: HAL DAVID JAMES

Zip Code: 28560

Township: 7 305 CALICO DRIVE

City Limits: Yes No

Occupation: retired, & operate website

Business Phone: Same

Place of Employment: home

Fax Number: Same

E-Mail Address: hal@fsboamerica.org

(Please indicate your preferred contact number.)

Education

BS IN CIVIL ENGINEERING - UNIVERSITY of VIRGINIA
GRADUATE LEVEL STUDIES IN BUSINESS & FINANCE - GEORGETOWN UNIV,
U.S. ARMY COMMAND & GENERAL STAFF COLLEGE GRADUATE
ENGINEER OFFICER BASK

Business and Civic Experience & ADVANCED TRAINING

ENGINEERING MANAGEMENT OFFICER HDQTS DEPT. of ARMY, PENTAGON
PRESIDENT, FPS CONSULTANTS, Ltd, FREDERICKSBURG, VIRGINIA
V.P. INTERNATIONAL ASSOCIATION of FINANCIAL PLANNERS, WASHINGTON, D.C.
CHAPTER

Areas of Expertise, Interest, Skills

REAL ESTATE PROPERTY ASSESSMENTS
BUSINESS & GOVERNMENT FINANCE & ACCOUNTING
ENGINEERING, STRUCTURAL - HIGHWAYS & BRIDGES

Why do you want to serve?

LOOK OUT FOR TAXPAYERS; REDUCE WASTE & DUPLICATION.
REDUCE DEPENDENCY ON GOVERNMENT FOR SOLUTIONS TO
SOCIAL PROBLEMS.

(A resume may be attached to this form, but will not be accepted in lieu of the form.)

Date: 1 OCTOBER 2012

Hal D. James
Signature

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Volunteer Board Information and Interest Sheet Craven County, North Carolina

Names of board, committee, authority, etc., in which you are interested. Please list in order of priority:

DSS Board

Name: Clayton Gaskins Home Phone: 252-244-2941
Home Address: 1150 Askin Brick Rd.
City: Errol Zip Code: 28527
Township: _____ City Limits: Yes No
Occupation: Social Worker Business Phone: 252-227-2946
Place of Employment: Vidant Health System Fax Number: _____
E-Mail Address: clayton.gaskins@yahoo.com

(Please indicate your preferred contact number.)

Education

BSW - ECU - '91

MSW - ECU - '99

Application for LCSW in progress

Business and Civic Experience

Craven County Aging Board

Areas of Expertise, Interest, Skills

Why do you want to serve?

To be an advocate for services provided to Craven County residents.

Please List Other Local, Regional and Statewide Boards, Committees or Commissions on Which You Serve

(A resume may be attached to this form, but will not be accepted in lieu of the form.)

Date: 4-1-13

Clayton Gaskins
Signature

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Volunteer Board Information and Interest Sheet Craven County, North Carolina

Names of board, committee, authority, etc., in which you are interested. Please list in order of priority:

RECREATION & PARKS ADVISORY COUNCIL, MILITARY GROWTH TASK FORSE, PLANNING BOARD,
EAST CAROLINA WORKFORCE DEVELOPMENT BOARD

Name:	<u>MICHAEL SCOGGINS</u>	Home Phone:	<u>(252) 639-0152</u>
Home Address:	<u>106 LUGANO ROAD</u>		
City:	<u>NEW BERN</u>	Zip Code:	<u>28562</u>
Township:		City Limits:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Occupation:	<u>INSURANCE AGENT</u>	Business Phone:	<u>(252) 447-8178</u>
Place of Employment:	<u>AMATO INSURANCE GROUP</u>	Fax Number:	<u>(252) 447-0323</u>
E-Mail Address:	<u>SCOGGM1@NATIONWIDE.COM</u>		

(Please indicate your preferred contact number.)

Education

BS SPORT MANAGEMENT, KENNESAW STATE UNIVERSITY

Business and Civic Experience

CLUB DIRECTOR FOR VOLLEYBALL CLUBS IN GEORGIA, PTO FUNDRAISING CHAIR

Areas of Expertise, Interest, Skills

Why do you want to serve?

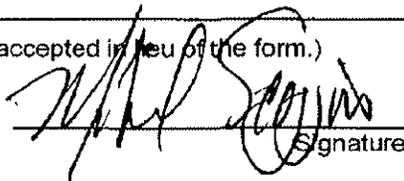
TO HELP THE COMMUNITY REACH OUT, AND BE PART OF THE FUTURE DEVELOPMENT

Please List Other Local, Regional and Statewide Boards, Committees or Commissions on Which You Serve

PTO MEMBER AT CREEKSIDE

(A resume may be attached to this form, but will not be accepted in lieu of the form.)

Date: February 15, 2013


Signature

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Attachment #7.C.4.

Volunteer Board Information and Interest Sheet Craven County, North Carolina

Names of board, committee, authority, etc., in which you are interested. Please list in order of priority:

RECREATION & PARKS ADVISORY COUNCIL, MILITARY GROWTH TASK FORSE, PLANNING BOARD,
EAST CAROLINA WORKFORCE DEVELOPMENT BOARD

Name:	<u>MICHAEL SCOGGINS</u>	Home Phone:	<u>(252) 639-0152</u>
Home Address:	<u>106 LUGANO ROAD</u>		
City:	<u>NEW BERN</u>	Zip Code:	<u>28562</u>
Township:	<u></u>	City Limits:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Occupation:	<u>INSURANCE AGENT</u>	Business Phone:	<u>(252) 447-8178</u>
Place of Employment:	<u>AMATO INSURANCE GROUP</u>	Fax Number:	<u>(252) 447-0323</u>
E-Mail Address:	<u>SCOGGM1@NATIONWIDE.COM</u>		

(Please indicate your preferred contact number.)

Education

BS SPORT MANAGEMENT, KENNESAW STATE UNIVERSITY

Business and Civic Experience

CLUB DIRECTOR FOR VOLLEYBALL CLUBS IN GEORGIA, PTO FUNDRAISING CHAIR

Areas of Expertise, Interest, Skills

Why do you want to serve?

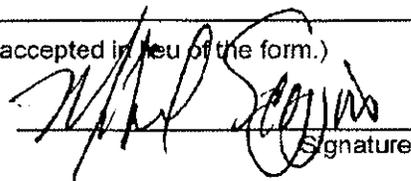
TO HELP THE COMMUNITY REACH OUT, AND BE PART OF THE FUTURE DEVELOPMENT

Please List Other Local, Regional and Statewide Boards, Committees or Commissions on Which You Serve

PTO MEMBER AT CREEKSIDE

(A resume may be attached to this form, but will not be accepted in lieu of the form.)

Date: February 15, 2013


Signature

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This form will remain active until two years after date received.

Airport Authority

James Bender
Harold Blot
Warren Bruce
Scott Dacey
Mary Harris
Tyler Harris
Jerry Jackson
Joseph Leahy
Charles Meekins
Kenny Morris
William Naumann
Art Schools

Attachment #7.C.5.

200 Terminal Drive
P.O. Box 3258
New Bern, NC 28564

COASTAL
CAROLINA
Regional Airport

E-mail
admin@newbernairport.com

Web
www.newbernairport.com

Tom Braaten
Airport Director

(252) 638-8591
Fax (252) 638-5930

22 April 2013

Chairman Scott Dacey
Craven County Commission
406 Craven Street
New Bern, NC 28560

Dear Chairman Dacey,

I have the pleasure of working for a fine Airport Authority. Combined they bring a wealth of experience, business sense, and enthusiasm to your airport. They continuously work on ways in which the airport can better serve the community. Two of the Authority members have terms which will expire on June 30, 2013.

Mr. Bill Naumann is presently serving as the Chairman of the Airport Authority. He has a great business background, was instrumental in soliciting Delta Airlines to provide service to your airport, and stays abreast of events in the community through various organizations. He has organized ad hoc committees to ensure your airport is moving in the right direction and is spending our resources wisely.

LtGen Harry Blot, USMC (ret), is currently serving as the Vice Chairman of the Airport Authority. He brings a unique value to the Board. He has a great aviation background earned through his experiences in the Marine Corps and with Lockheed. He is well-connected in the community, and with the military, one of our major customers, in Washington, D.C. and locally.

As an employee of the Authority, I appreciate what the Board members have done and plan to do. They are always available to serve on committees, and they understand the important role your airport plays in Craven County's future. I recommend that the County Commissioners give favorable consideration to reappointing Mr. Bill Naumann and LtGen (ret) Harry Blot for another term on the Airport Authority. With the effects of sequestration still unknown and the merger of American with USAirways likely this fall, it will be to our advantage to have experienced Board members.

Serving Eastern North Carolina For Over 80 Years
Gateway To North Carolina's Crystal Coast
Close * Convenient * Connected

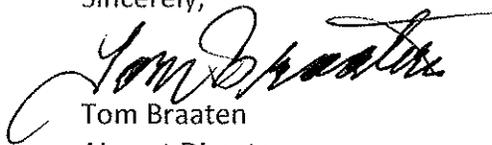
COASTAL
CAROLINA

Regional Airport

Chairman Scott Dacey
22 April 2013
Page 2

I discussed my intent to write this letter to you with both gentlemen, and they have agreed to serve an additional term if reappointed. You serve with both gentlemen on the Airport Authority, so you fully understand their value in maintaining a dynamic, effective Board.

Sincerely,

A handwritten signature in black ink, appearing to read "Tom Braaten", written in a cursive style.

Tom Braaten
Airport Director

Cc: Jack Veit, County Manager

Volunteer Board Information and Interest Sheet

Craven County, North Carolina

Names of board, committee, authority, etc., in which you are interested. Please list in order of priority:

1. Coastal Carolina Airport Authority

Name:	Karen M. Baskin	Home Phone:	Cell: 252-626-9710
Home Address:	310 Lakemere Drive		
City:	New Bern	Zip Code:	28562
Township:	8	City Limits:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Occupation:	Aerospace Engineer	Business Phone:	252-464-8430
Place of Employment:	FRC East, MCAS Cherry Point, NC	Fax Number:	252-464-9596
E-Mail Address:	karen.baskin@navy.mil		

(Please indicate your preferred contact number.)

Education

Little Rock Central High School, Little Rock, Arkansas, USA; 1979 High School Diploma;

University of Arkansas, Fayetteville, AR; Bachelor of Science in Civil Engineering, 1999

Louisiana Tech University, Ruston, LA; Bachelor of Science in Professional Aviation, 1992

Business and Civic Experience

New Bern Chamber of Commerce – Non-Profit Organization Membership, 09/11

Leadership Craven, New Bern Chamber of Commerce, Class 2010-2011, Graduation 05/11

Project Linus, Non-Profit, Providing Security to Children Through Blankets, Craven County Chapter Coordinator

Areas of Expertise, Interest, Skills

Aerospace Engineer, Fleet Readiness Center East, MCAS Cherry Point, NC

United States Air Force Reserve, Major Retired (Enlisted C-130 Crew Chief/Aircraft Maintenance Officer KC-135)

FAA Airline Transport Pilot Certificate

Why do you want to serve?

It would be an honor to serve Eastern North Carolina, as well as, the local aviation community

as a volunteer on the Coastal Carolina Airport Authority. Aviation as a whole to include commercial,

general, military, airport layout, community relations and airport longevity are all an interest and passion for me.

(A resume may be attached to this form, but will not be accepted in lieu of the form.)

Date: 11/21/2012

BASKIN.KAREN.M.11155929
27

Digitally signed by BASKIN.KAREN.M.1115592927
DN: c=US, o=U.S. Government, ou=DoD, ou=PKI,
ou=USN, cn=BASKIN.KAREN.M.1115592927
Date: 2012.11.21 09:45:00 -0500

Signature

The Craven County Board of Commissioners sincerely appreciates the interest of all citizens in serving their county. For more information on the responsibilities of various boards, you may view the on-line board descriptions or contact the County Clerk's Office at (252) 636-6601. RETURN FORM TO: CRAVEN COUNTY CLERK, 406 CRAVEN STREET, NEW BERN, NC 28560. The form may also be sent via e-mail (gbryan@cravencountync.gov) or fax: (252) 637-0526.

This form will remain active until two years after date received.

Karen M. Baskin
310 Lakemere Dr.
New Bern, NC 28562
USA

Contact Phone: (252) 626-9710

Work Phone: (252) 464-8430

Email Address: karen.baskin @navy.mil or golfingpilot@suddenlink.net

Applying for: Volunteer Board for Coastal Carolina Airport Authority

EXPERIENCE

08/2012 to Present; 40+ hours per week: Joint Engineering Training Team, Technical Team Manager; GS-0861-13; Fleet Readiness Center East, Cherry Point, NC; Mr. Brantley Garner, (252) 464-8289; may contact supervisor.

As the Joint Engineering Training Team, Technical Team Manager (JETT TTM), I perform all supervisory functions by providing direction, guidance, general orientation, certain technical training, and advice to 29 newly hired entry-level GS-05, GS-07 and GS-09 professional engineers and scientists who have just entered government service.

I am the Point of Entry (POE) for all competency training and work assignments that are focused on developing critical knowledge and skills necessary for successful performance of work assignments that support the Marine and Navy platforms repaired and overhauled at FRC East. I administer the JETT Engineers' structured career planning, on-the-job training, classroom training in specialized subject areas, and rotational assignments as they professionally grow and develop to qualify for GS-12 level positions. I maintain each JETT Engineer's Master Development Plan (MDP). I evaluate and monitor their skill sets through a variety of progress reports and milestones.

As these young men and women successfully progress with their technical, leadership, management and team requirements, I assess their skill levels to recommend promotions and conduct performance appraisals. This is a very satisfying job as I watch these new employees flourish under my watch.

10/2010 to 08/2012; 40+ hours per week: Fixed Wing APU Sub-team Leader; GS-0861-13; Fleet Readiness Center East, Cherry Point, NC; Mr. Tim McLaurin, (252) 464-5856; may contact supervisor.

As the Fixed Wing APU Sub-team Lead in the Auxiliary Power Systems Branch, AIR 4.4.4.4, I prioritized workload for myself and one Journeyman Engineering Technician. I managed a T56 Component Improvement Program (CIP) budget over \$100k and managed assigned tasks to other team members to include Logisticians and Journeyman Engineers. I lead the Fixed Wing APU Sub-team to provide engineering support on auxiliary power systems for the following Marine, Navy and Air Force platforms to include the P-3C, C-130, KC-130, KC-130J, C-2A, E-2C, F/A-18A/B/C/D/E/F, and EA-18G, Foreign Military Services and intra-service customers on auxiliary power systems. I provided technically sound and Integrated Management System (IMS) compliant engineering services including engineering interface with fleet personnel and coordination with multi-disciplined teams in other competencies to include analysts, logisticians, and technical publication personnel. While supporting the auxiliary power systems team, I established and maintained cooperative working relationships with the OEM, Honeywell and depot production personnel, which frequently required communication of highly complex and controversial technical information to resolve the various complex in-service engineering and fleet technical issues. I assigned tasks to team members and reviewed products before issue to fleet or depot personnel, or for manual incorporation. I have mentored and coached new Joint Engineering Training Team (JETT) engineers on various projects to include the issue of Temporary Engineering Instructions (TEI) and Interim Rapid Action Changes (IRAC). While performing an Engineering Investigation on a GTCP36-200 component, I coached a JETT engineer to complete the investigation and write the closing draft report.

As Basic Design Engineer (BDE) for auxiliary power systems on the P-3C, C-2A, E-2C, and EA-6B platforms, I have performed numerous Part Criticality Determinations utilizing the IMS guidance. I have prepared and submitted Technical Review briefings for C-2/E-2/P-3/C-130 aircraft to the PMA's so they can accurately forecast funding needs. Due to high removal rates of the C-2A and E-2C Air Turbine Starter Control Valve (ATSCV), I have led a multi-disciplined team to work with the Original Equipment Manufacturer (OEM) Parker Hannifin on an improved Sungear/Pinion Gear design. I successfully led a two person team to perform a C-2A By-Pass Hose proof of concept test with test engineers at VX-20 Patuxent River, MD that enabled the C-2A to remotely start T56 engines above 80 degrees Fahrenheit. I lead a team to perform an Engineering Investigation with Material Engineers to determine root cause failure modes for high removal rates for the ATSCV Microswitch Assemblies and Cutout Switches. Both of these components require coordination with lab personnel and the OEM.

In May 2012, I compiled metrics and supporting information for the Auxiliary Power Management Plans (APMP) for C-2/E-2/P-3/C-130 aircraft to enable the Systems Engineers and PMAs to validate funding needs. In June 2012, at an LSPMR in Jacksonville, FL, I developed and briefed the Fixed Wing APU portions of a briefing to inform an audience of over 50 fleet, PMA, IPT and OEM personnel. In July 2011, I successfully led a two person team to provide effective F-18 APU Test Cell training in Malaysia for the Royal Malaysian Air Force (RMAF) FMS. We overcame multiple electrical, mechanical and software issues which allowed the RMAF to competently run several APU engines on the test stand and made them Ready for Issue (RFI).

While successfully serving as the Fixed Wing APU Sub-team Leader, I have obtained both leadership and technical experience and established valuable working relationships which enabled projects to be completed within customer timeframes. BDE responsibilities have enabled me to increase technical expertise on auxiliary power systems on multiple platforms. The experiences gained while serving as the Fixed Wing APU Sub-team Leader has prepared me for increased responsibilities and leadership roles within AIR-4.4.4.4.

02/2010 to 10/2010; 40+ hours per week: Acting Fixed Wing APU Sub-team Leader; GS-0861-12; Fleet Readiness Center East, Cherry Point, NC, Westbrook Shopping Center; Mr. Tim McLaurin, (252) 464-5856; may contact supervisor.

While performing an Executive Leadership Program leadership rotation I served as the Acting Fixed Wing APU Sub-team Leader in the Auxiliary Power Systems Branch, AIR 4.4.4.4. I led a group of four consisting of one engineering technician, analyst, logistician, and technical publication personnel. We provided engineering support for multiple fixed wing platforms, Foreign Military Services and intra-service customers on auxiliary power systems.

I developed the Fixed Wing APU portions of the annual Special Problem Solving Conference (SPSC) briefing and presented the brief at the conference in San Diego, CA to an audience of over 250 attendees representing fleet personnel, PMA, IPT and OEMs. I supported PMA-265's F/A-18 Secondary Power fleet interview effort to collect important logbook information regarding Auxiliary Power Unit usage and reliability issues. In May 2010, I compiled metrics and supporting information for the Auxiliary Power Management Plans (APMP) for C-2/E-2/P-3/C-130 aircraft to enable the Systems Engineers and PMAs to validate funding needs.

I solved a fleet technical issue by developing a decal to warn the fleet to turn in both halves of the GTCP95-10 Multiple Centrifugal Switch Assembly since they are matched at test. I resolved a fleet oil seal configuration issue in coordination with OEM and Logistics. In partnership with FRC East Preservation Engineers and engineers at Fleet Readiness Center South East, I developed the APU preservation section for an FRC SE Local Engineering Specification. I reviewed the depot P-3 APU manual for technical clarity prior to issuance. I performed an Engineering Investigation on the GTCP95-10 Combustor Cap; conclusion resulted in more stringent fleet and depot inspection procedures. I also performed an Engineering Investigation on the GTCP36-200 Accumulator Start Valve Assembly; conclusion resulted in shorted wire to Solenoid A, causing no start condition. I also prepared Technical

Review briefings for C-2/E-2/P-3/C-130 aircraft to enable the various PMAs to document and validate funding needs.

05/2006 to 01/2010; 40 hours per Week; Aerospace Engineer; GS-0861-12; Fleet Readiness Center East, Cherry Point, NC, Mr. Gary Carter (252) 464-7331; may contact supervisor.

I provided on-demand services in support of propulsion rework, repair inspection and modification of T64 engines and accessories to the H-53 FST as a member of the Turboshaft Engine Technical Team. I managed personal workload, executed assigned tasks and delivered IMS compliant and technically sound products and services to the customer in a timely manner within budget. I investigated and resolved complex technical problems encountered by fleet operators, reviewed failure data from all sources and made or implemented recommendations to improve operation and safety and/or reduce operating costs.

I provided technical decisions and engineering dispositions to the depot production line and process shops preventing work stoppages. I reviewed and evaluated contractor proposals for improved designs and redesigns, as well as, implemented those design changes to prototype installations. I effectively incorporated design modifications into the T64 engine and accessories systems in order to resolve or reduce safety hazards, and to enhance performance, reliability or maintainability.

I reviewed and evaluated support equipment for the T64 engine and accessories systems. I supported production as needed by issuing Temporary Engineering Instructions (TEIs), Local Engineering Specifications (LEs) and incorporated source data into various engine manuals. While supporting the T64 team, I established and maintained cooperative working relationships with the OEM, General Electric and depot production personnel. Additionally, I maintained the team assignment log for the Joint Deficiency Reporting System (JDRS) Log of active Engineering Investigations and Material Review Board (MRB) part disposition.

01/2004 to 05/2006; 40 hours per Week; Aerospace engineer; GS-0861-11; OCALC, Building 3001, Tinker AFB, OK; Mr. Don Jonason; may contact supervisor.

I managed over \$400k in Component Improvement Program (CIP) funds for the Air Force T64-GE-100 engine program for the Air Force Special Operations Command and coordinated projects with the Navy, the Primary lead for all T64 series projects. I worked in conjunction with the OEM, General Electric, on multiple Air Force Compressor Rub investigations by traveling to NADEP Cherry Point to perform engine tear down. I negotiated the Depot Maintenance Interservice Support Agreement (DMISA) Contract for the T64-GE-100 configured engine.

I kept Tinker management and Air Force Special Operations Command personnel informed and updated on program status and coordinated all Time Change Technical Order (TCTO) actions to resolve T64-GE-100, Air Force compressor build concerns. I volunteered to investigate J85 engines with General Electric personnel, at Laughlin Air Force Base, Texas when a T-38 Talon crashed during a student sortie over the Christmas weekend in 2005.

03/1988 to 02/2009 Arkansas Air National Guard and Air Force Reserves, Seymour Johnson AFB, NC; Lt Col Greg Halon, (706) 338-2667; may contact supervisor.

I began military career in 1988 with the 189th Airlift Wing as an enlisted Crewchief. I performed Airframe Isochronal inspections in accordance with Air Force Work Cards and Technical Orders on the C-130E model Hercules aircraft. I attended Air Force mechanic schools at Sheppard AFB, TX early in my career, earned a 7 Level and rank of E-5. After completing a four year Bachelor of Science degree, I received a commission to Second Lieutenant in 1996.

While assigned to the 507th Aircraft Generation Squadron as an Aircraft Maintenance Officer in 1999, I co-led a team of aircraft and engine mechanics during the Wing's Aerospace Expeditionary Force deployment to Istres Air Base, France in support of Operation JOINT FORGE. I safely halted

maintenance operations when an unusual weather phenomenon of 70 plus mile-per-hour winds was encountered, preventing thousands of dollars in airframe/engine damages.

I was mobilized in March 2003 in support of Operations ENDURING FREEDOM/IRAQI FREEDOM and was detailed as the Executive Officer for the 507th Operations Group. During this assignment, I planned, organized, and implemented a 507th Operations Group Change of Command Ceremony and took on various projects as needed to keep the squadron functioning while everyone was deployed to an undisclosed location. I was handpicked by the Wing Commander to develop the first ever "507th Newcomers Flight" for newly assigned airman and was charged with leading the team of basic training graduates awaiting technical school while still maintaining the rigorous pace instilled in the airman at basic training. I performed a ground mishap investigation of a CFM-56 turbofan engine on the KC-135 at Andrews AFB, MD as a Maintenance Officer, then as an Aerospace Engineer working for the Air Force, was able to participate in the teardown and investigation of the engine at Tinker AFB, OK.

While assigned to the 916th Maintenance Squadron at Seymour Johnson Air Force Base, North Carolina, as Maintenance Officer for sixteen KC-135R aircraft, I coordinated maintenance processes throughout all squadron work centers. I was selected to be on a team to prepare the squadron for an intense Maintenance Standardization and Evaluation Program Inspection, resulted in an Excellent rating for the 916th Maintenance Group.

During Operation NOBLE EAGLE in defense of homeland security, I was a key leader during deployment on the Air Expeditionary Force, Anderson Air Force Base, Guam which contributed to the generation of two KC-135R aircraft on Presidential Alert in support of the Presidential Asia Pacific Conference in October 2006. I retired February 2009 at the rank of Major from the United States Air Force Reserve.

EDUCATION

Little Rock Central High School, Little Rock, Arkansas, USA; 1979 High School Diploma
University of Arkansas, Fayetteville, AR; Bachelor of Science in Civil Engineering, 1999
Community College of the Air Force, Pikes Peak, CO; Associate in Aircraft Systems Maintenance Technology, 1993
Louisiana Tech University, Ruston, LA; Bachelor of Science in Professional Aviation, 1992

PROFESSIONAL TRAINING

NSPS iSuccess 04/07
Engine Accident Investigation Course 02/05.

PROFESSIONAL LICENSES/CERTIFICATES

DAWIA Level III Certification, In Progress
DAWIA Level II Certification, 04/08
CPI Yellow Belt, 02/09
Oklahoma Engineer-In-Training (EIT) Certificate No. EI 11992
FAA Airline Transport Pilot Certificate
FAA Airframe Mechanic Certificate
FAA Certified Flight Instructor Ratings

PROFESSIONAL RATINGS, AWARDS, AND RECOGNITIONS

Service Award 04/07, 07/07; 07/08
On The Spot Cash Award, 12/08, 09/11

OTHER INFORMATION

Transfer of Knowledge in the Workplace (and Succession Planning), 10/11
New Bern Chamber of Commerce – Non-Profit Organization Membership, 09/11
USDA Graduate School – Executive Leadership Program, 2010-2, Graduation 06/10
Honeywell eLearning, APU 85 Series Familiarization CBT [#9791], Completed 06/10
Leadership Craven, New Bern Chamber of Commerce, Class 2010-2011, Graduation 05/11
Reserve Officer Association, Life Member

Ninety Nines, International Women Pilot Organization, Kitty Hawk Chapter, Chairman
Project Linus, Non-Profit, Providing Security to Children Through Blankets, Craven County Chapter
Coordinator
Women in Aviation International, Member
Experimental Aircraft Association, Member
Association of Women in Aviation Maintenance, Member
New Bern Outdoor Adventure Club, Member
Craven Community Concert Band, Clarinet

Volunteer Board Information and Interest Sheet

Craven County, North Carolina

Names of board, committee, authority, etc., in which you are interested. Please list in order of priority:

Coastal Carolina Airport Authority

Name: Joel George Kaplan Home Phone: (252) 633-5420
Home Address: 403 Conner Grant Road
City: New Bern Zip Code: 28562
Township: 7 City Limits: Yes No
Occupation: retired Business Phone: _____
Place of Employment: retired Fax Number: _____
E-Mail Address: visionsvisions@embarqmail.com

(Please indicate your preferred contact number.)

Education

Orlando, FL Senior High School, graduated 1952

University of Florida, Gainesville, FL attended 1952-3

Stetson University, Deland, FL, graduated 1957

Business and Civic Experience

US Army (reserve 1954-57)(active duty 1957-59)Honorable Discharge 1962; Mutual of NY Life Insurance (sales), 1959-60.

Burdine's Department Stores, wrapping/packing manager 1960-62;traffic/import manager 1962-69; drapery/rougholstery manager 1969-71; Vanleigh Furniture Showrooms of Miami (Asst. Gen. Mgr) 1971-82;

My own corporation 1982-2006; Decorator Furn Whse (asst gen mgr) 1984-88;Wheel Leasing Group (credit/collection mgr) 1988-2006 (retired.)

Areas of Expertise, Interest, Skills

Aviation (once SEL licensed pilot; now member of "Ponderous Polly" C123K "Provider"); photography; reading; once licensed real estate agent (FL);

underwater photography, scuba diving;taught "Computers for Seniors" at CCC; volunteer usher at NC Symphony in New Bern

Why do you want to serve?

I have been retired for just over 6 years; I want to serve in a civic capacity in something related to an aviation environment.

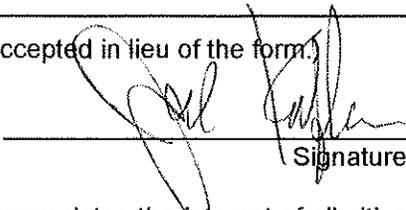
My background and experiences provide me a basis to successfully participate at our local airport.

Please List Other Local, Regional and Statewide Boards, Committees or Commissions on Which You Serve

none

(A resume may be attached to this form, but will not be accepted in lieu of the form.)

Date: February 20, 2013


Signature

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Joel George Kaplan
Born: January 16, 1935
Place: Floral Park, NY

Parents:

Max Kaplan (father) born 1904, died 1953
Betty Sinderbrand Kaplan, Ferber (mother) born 1911, died 2008

Sibling:

Anita Sifra Kaplan, Verbeke, born February 25, 1938

Elementary education:

Merrick, NY
Miami Beach and Miami, FL
Freeport, NY
Apopka, FL
Orlando, FL (1952 graduate, Orlando High School)

College education:

University of Florida (1952-53)-Gainesville, FL
Stetson University - 1957 AB degree, Psychology- Deland, FL

Additional education:

Miami-Dade Community College 1966 (digital computer theory)
Broward Community College 1970 (airline marketing)
Broward Community College 1971 (accounting principles)
Craven Community College 2008 (world geopolitics)
Florida Real Estate License 1973-1980 (approximate years)

Military:

US Army Reserves, 1954 joined
US Army (active duty) 1957-1959
US Army (inactive reserves) 1959-1962-Honorable Discharge

Significant Employment:

Mutual of New York Life Insurance Company (1959-1960)-Miami, FL
Burdine's Department Stores (1960-1971)-Miami, FL
Vanleigh Furniture Showrooms (1971-1982)-Miami, FL
Self-Employed (1982-2006)-Miramar, FL
Decorator's Furniture Warehouse (1984-1988)-Miami, FL
Wheel Leasing Group (1988-2006 retirement)-North Miami, FL

Marriages:

To Arlene Celia Franzblau, Kaplan (1959-divorced 1987)
To: Nancy Isabel Salway-Kaplan (1989-)

Children:

Meg Roberta Kaplan-Noach (July 22, 1960)
Lee Sharyn Kaplan (July 18, 1963)

Hobbies/Interests:

Photography (1943, lifelong)
Photographic Darkroom (film processing, printing/enlarging) 1943-1957
Private Pilot (Single Engine, Land) 1965-1969
Scuba Diving 1968-1988
 Hollywood, FL
 Florida Keys
 Cayman Islands
 Truk Lagoon (South Pacific)
 Palau (South Pacific)
Underwater Photography 1970-1988
Clay hand-thrown pottery and kiln firing, 1977-1987
Reading (lifelong)
Taught "Computers for Seniors" at Craven Community College 2009, 2010

Moved to North Carolina, December 2006:

403 Conner Grant Road
New Bern, NC 28562

Volunteer Board Information and Interest Sheet Craven County, North Carolina

Names of board, committee, authority, etc., in which you are interested. Please list in order of priority:

CarolinaEast Reginal Medical Authority, Craven Community Collge Board of Trustees,

Coastal Carolina Airport Authority, Economic Development Authority, Kellenberger Foundation

Name: Bruce E. Laviolette, Ph.D. Home Phone: 252-670-4396
Home Address: 215 Hancock St.
City: New Bern Zip Code: 28562
Township: _____ City Limits: Yes No
Occupation: Retired; Professor Business Phone: 252-670-4396
Place of Employment: University of Phoenix, Rivertowne Ballroom Fax Number: _____
E-Mail Address: blaviolette@suddenlink.net

(Please indicate your preferred contact number.)

Education

Quality, Management, Leadership, Engineering, Health/Medical, Business, Human Resource Management, Education, Aviation
BS, MS, and Ph.D.

Business and Civic Experience

Federal Government Management, Teaching

Self Employed Consultant, Master Electrician, Medical-Health worker Education

Justice of Peace, Board of Appeals (Zoning), Numerous political boards,

Areas of Expertise, Interest, Skills

Engineering, Quality, Management, Leadership, Education, Aviation, Health/medical

Why do you want to serve?

I would like to take a more active role in supporting this beautiful community, and to have a positive affect on the lives of the citizenship.

(A resume may be attached to this form, but will not be accepted in lieu of the form.)

Date: 10/16/2012

Bruce E. Laviolette, Ph.D.

Digitally signed by Bruce E. Laviolette, Ph.D.
DN: cn=Bruce E. Laviolette, Ph.D., o, ou,
email=blaviolette@suddenlink.net, c=US
Date: 2012.10.16 07:27:30 -0400

Signature

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This form will remain active until two years after date received.

Phone: (252)670-4396 (Cell)
(252)558-1922 (Home)
E-Mail: blaviolette@suddenlink.net (Home)

215 Hancock Street
New Bern, NC 28562
Bruce E. Laviolette, Ph.D.

Experience

2012- Current Pamlico Community College Arapahoe, NC
Faculty Member

*** Work with clients preparing for job searches, resumes and interviews.**

2008- Current University of Phoenix Phoenix, AZ
Faculty Member and Ph.D. Mentor

*** Teach several dissertation courses to Ph.D. candidates and I mentor Ph.D. students, and the duties of the committee chair.**

2007- Current Process Pro Corp New Bern, NC
Owner and operator

*** Consult on all issues having to do with quality, leadership, management and process. Perform quality auditing for commercial, service and retail organizations.**

2002- Current Rivertowne Ballroom New Bern, NC
Ballroom Dance Instructor

*** Instruct students in ballroom dance.**

2009- 2012 Stanley Hall Grand Ballroom New Bern, NC
Construction Manager

*** Responsible for the total rehabilitation of this national historic landmark. Responsible for the budget, overall cost, timeliness and conformance to the very stringent historic regulations.**

2002- 2007 Naval Air Depot Cherry Point, NC
Director of Corporate Management Systems

*** Responsible for Corporate implementation, full integration and maintenance of registered management systems including ISO9001, AS9100, ISO14001, and OHSAS18001. Business is aviation overhaul and maintenance valued at many billions of dollars and with over 25,000 employees. Involved with TOC, Lean and Six Sigma. Consulted with major DOD on issues of quality, management and leadership. Taught leadership and management classes for the Marines, Navy, Air Force, Army and Coast Guard.**

2000-2002 Naval Engine Airfoil Center Cherry Point, NC
Director

*** Fully responsible for all aspects of this multi-million dollar profit-making government high tech aerospace business.**
*** Expanded workload by 50% in 6 month time-frame.**

1999-2002 Naval Aviation Depot Cherry Point, NC
Director of ISO-9000 Implementation

*** Successfully implemented ISO-9000 in numerous organizations including a calibration laboratory, a material engineering laboratory, a high tech production organization, a hazardous**

materials support group and an industrial engineering group, a Naval Reserve Unit, and a Naval Aviation Depot.

*** First entire federal government industrial facility to successfully implement ISO-9000.**

*** First uniformed military service to be registered in ISO-9000.**

1995-1998 Naval Engine Airfoil Center Cherry Point, NC

Director of Business Operations

*** Quadrupled sales and production in 3 years.**

*** First federal government industrial Facility to successfully implement ISO-9000.**

*** Produced profits exceeding 30% of sales volume 3 years in a row.**

*** Implemented ISO-9000 in 3 other organizations; a Calibration Lab, a Materials Engineering Lab, and Hazardous Materials warehousing operation.**

1993-1995 Naval Aviation Depot Cherry Point, NC

Master Planner and Scheduler

*** Planned and scheduled in excess of \$800 Million of aircraft overhaul work for a 4000 person workforce.**

*** Designed and implemented workforce scheduling software.**

*** Received award for major improvements in unit service, response and accuracy.**

1993-1994 Park University Cherry Point, NC

Instructor

*** Instructed classes in business operations, management and ethics.**

1988-1992 Naval Aviation Depot Cherry Point, NC

Manager of Maintenance, Repair and Industrial Inventory

*** Managed \$35 million budget and numerous multi-million dollar contracts.**

*** Managed \$450 Million inventory.**

*** Designed and successfully exported tooling management software that became the standard for the Department of Defense.**

*** Successfully completed The Naval Aviation Executive Institute, Senior Executive Management Development Program.**

1981-1987 U.S. Naval Base Guantanamo Bay, Cuba

Director of Industrial Operations

*** Managed \$25 Million budget.**

*** Managed multi-cultural workforce.**

*** Responsible for military construction, contracts, security, safety, hazardous materials, cranes, floating drydocks, and facility maintenance and repair and all industrial equipment aspects.**

1977-1981 U.S. Naval Base Guantanamo Bay, Cuba

Various positions including Director of Electrical Construction and Air Conditioning and Refrigeration, Planner and Estimator, Electrical Designer.

*** Designed lighting system for military airfield.**

*** Major design efforts for schools, a hospital, utility systems, piers, restaurants, residential facilities, industrial facilities, hangars, runways, and retail facilities.**

- * **Responsible for construction and maintenance of all electrical, air conditioning and refrigeration systems on base.**

1975-1977 Portsmouth Naval Shipyard, Kittery, Maine

Electrician Supervisor

- * **Supervisor of electrical construction for major submarine overhaul.**
- * **Supervised 45 electricians.**
- * **Nuclear Qualified.**
- * **Served on specialized testing teams.**
- * **Awarded for major improvements made to testing techniques.**

1969-1975 General Electric Company, Somersworth, NH

Experimental Laboratory Leader

- * **Responsible for all testing in my specific center.**
- * **Supervised 15 laboratory technicians.**
- * **Specialized in high voltage (1.5 Million volts) and amperage (50,000 amps) testing.**
- * **Work resulted in patent on ionization testing equipment.**
- * **Awarded for major improvements made to testing techniques.**

1969-1976 Self Employed Electrical Contractor, Berwick, Me

- * **Licensed Master Electrician in several states.**
- * **Specialized in residential, commercial and light industrial work.**
- * **Recognized as an expert in National Electric Code interpretation. Featured speaker at numerous trade gatherings and conventions.**
- * **Taught trade theory and electrical codes for states of Maine and New Hampshire.**

Education

1990-1993 Naval Aviation Executive Institute, Washington, DC

- * **Graduate of the Senior Executive Management Development Program**

1993 Union Institute Cincinnati, OH

- * **Ph.D. in Operations Engineering and Management**
- * **Served as a doctoral candidate intern to Dr. W. Edwards Deming.**
- * **Major doctoral studies completed under Dr. Russell Ackoff, Dr. Joseph Juran, Dr. Peter Drucker, Phillip Crosby, and Dr. Peter Fenner.**

1987 Golden Gate University San Francisco, CA

- * **MS in Management.**

1984 University of the State of New York Albany, NY

- * **Sociology**
- * **Business**

1971 University of New Hampshire, Durham, NH

- * **Electrical Engineering**

1967 Maine Maritime Academy, Castine, ME

*** Marine Engineering**

Interests

SCUBA instructor, computers, civil war, travel, college sports, Masonic activities, community and charitable activities.

Special Awards

Eagle Scout

Two Navy Meritorious Civilian Service Awards

Numerous outstanding performance awards

Academic honors

Listed in numerous Who's Who publications

Received an international award from Aviation Week's MRO Award for major contributions to the aviation industry, Year 2000.

Aviation Week & Space Technology Laurel Award 2000

Professional Licenses

FAA Pilot's license, Professional Master SCUBA Instructor, Master Electrician, Certified trained ISO-9000 Lead Auditor.

Volunteer Board Information and Interest Sheet Craven County, North Carolina

Names of board, committee, authority, etc., in which you are interested. Please list in order of priority:

COASTAL CAROLINA REGIONAL AIRPORT AUTHORITY

Name: SABRINA BENGEL Home Phone: 252-638-6780
Home Address: 329A MIDDLE STREET
City: NEW BERN Zip Code: 28560
Township: _____ City Limits: Yes No
Occupation: BUSINESS Business Phone: 252-514-5734
Place of Employment: THE BIRTHPLACE OF PEPSI Fax Number: _____
E-Mail Address: SABRINABENGEL@YAHOO.COM

(Please indicate your preferred contact number.)

Education

SEE ATTACHED RESUME

Business and Civic Experience

SEE ATTACHED RESUME

Areas of Expertise, Interest, Skills

TRAVEL AND TOURISM, MARKETING, DOWNTOWN NEW BERN

Why do you want to serve?

I HAVE BEEN ACTIVELY INVOLVED IN THE TRAVEL INDUSTRY SINCE 1990 AND WOULD BRING THAT LEVEL OF EXPERTISE TO THIS BOARD AS WELL AS MY YEARS OF EXPERIENCE SERVING ON THE TOURISM DEVELOPMENT AUTHORITY

(A resume may be attached to this form, but will not be accepted in lieu of the form.)

Date: 06/04/2012

SABRINA BENGEL

Digitally signed by SABRINA BENGEL
DN: cn=SABRINA BENGEL, o, ou,
email=SABRINABENGEL@YAHOO.COM, c=US
Date: 2012.06.04 09:24:26 -04'00'

Signature

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Volunteer Board Information and Interest Sheet

Craven County, North Carolina

Names of board, committee, authority, etc., in which you are interested. Please list in order of priority:
Coastal Carolina Regional Airport Authority

Name: William P. Rust Home Phone: 252-636-2956
Home Address: 1332 Pine Valley Drive
City: New Bern Zip Code: 28562
Township: _____ City Limits: Yes No
Occupation: Flag and Flagpole Dealer Business Phone: 252-635-2961
Place of Employment: A. Thompson Flags and Flagpoles Fax Number: 800-897-4531
E-Mail Address: thompsonflags@suddenlink.net

(Please indicate your preferred contact number.)

Education

Princeton University BA 1957
Army Aviator - fixed and rotary wing

Business and Civic Experience

IBM Corp. - Sales; Smith Barney - Partner; A. Thompson - Owner
Current Board Member: Swiss Bear, New Bern Farmer's Market, Southern Gentlemen Barbershop Chorus
Past Board Member: YMCA, New Bern Rotary; Organized the 2011 Boy Scout Aviation Camporee

Areas of Expertise, Interest, Skills

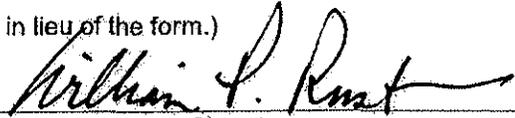
Active general aviation Commercial Pilot - Single/Multi-engine, Land, Helicopter, instruments
Currently serve as the Aircraft Owners and Pilots Association representative to The Coastal Carolina
Regional Airport. Extensive business experience in sales and marketing.

Why do you want to serve?

To contribute my perspective and experience as a currently active General Aviation participant and
to bring to bear my financial and business background.

(A resume may be attached to this form, but will not be accepted in lieu of the form.)

Date: 12/30/2011


Signature

The Craven County Board of Commissioners sincerely appreciates the interest of all citizens in serving their county. For more information on the responsibilities of various boards, you may view the on-line board descriptions or contact the County Clerk's Office at (252) 636-6601. RETURN FORM TO: CRAVEN COUNTY CLERK, 406 CRAVEN STREET, NEW BERN, NC 28560. The form may also be sent via e-mail (gbryan@cravencountync.gov) or fax: (252) 637-0526.

This form will remain active until two years after date received.

NORTH CAROLINA

OFFER TO PURCHASE AND CONTRACT

CRAVEN COUNTY

HICKS PROPANE, INC., as Buyer, hereby offers to purchase and CRAVEN COUNTY, as Seller, upon acceptance of said offer, agrees to sell and convey, all of that plot, piece or parcel of land described below (hereafter referred to as the "Property"), upon the following terms and conditions:

1. REAL PROPERTY: Located in or near the City/Town of Vanceboro, Craven County, North Carolina, being known as and more particularly described as:

Tax Parcel ID No.: 1-044-262

Being all of that property more particularly described in Deed Book 2329, Page 616 in the Craven County Registry.

2. PURCHASE PRICE: The purchase price is \$ 2,000.00 and shall be paid as follows:

(a) \$ 500.00/100, EARNEST MONEY DEPOSIT with this offer by cash bank check certified check other: _____ to be held by Seller until the sale is closed, at which time it will be credited to Buyer, or until this contract is otherwise properly terminated. In the event: (1) this offer is not accepted; or (2) any of the Seller's conditions hereto are not satisfied, then all earnest monies shall be refunded to Buyer. In the event of breach of this contract by Seller, all earnest monies shall be refunded to Buyer upon Buyer's request. In the event of breach of this contract by Buyer, then all earnest monies shall be forfeited to Seller upon Seller's request, but such forfeiture shall not affect any other remedies available to Seller for such breach.

(b) \$ 1500.00/1000, BALANCE of the purchase price in cash or readily available funds at Closing.

3. CONDITIONS:

- (a) This contract is not subject to Buyer obtaining financing.
- (b) The Property must be in substantially the same or better condition at Closing as on the date of this offer, reasonable wear and tear excepted.
- (c) The Property is being sold subject to all liens and encumbrances of record, if any.
- (d) Other than as provided herein, the Property is being conveyed "as is".
- (e) This contract is subject to the provisions of G.S. §160A-269. Buyer acknowledges that this contract is subject to certain notice provisions and the rights in others to submit upset bids in accordance therewith.
- (f) Title shall be delivered at Closing by QUITCLAIM DEED

4. SPECIAL ASSESSMENTS: Seller makes no warranty or representation as to any pending or confirmed governmental special assessments for sidewalk, paving, water, sewer, or other improvements on or adjoining the Property, or pending or confirmed owners' association special assessments. Buyer shall take title subject to all pending assessments, if any.

5. PRORATIONS AND ADJUSTMENTS: Unless otherwise provided, the following items shall be prorated and either adjusted between the parties or paid at Closing: (a) Ad valorem taxes on real property shall be prorated on a calendar year basis through the date of Closing; (b) All late listing penalties, if any, shall be paid by Seller; and (c) Rents, if any, for the Property shall be prorated through the date of Closing.

6. EXPENSES: Buyer shall be responsible for all costs with respect to any title search, title insurance, recording of the deed, its legal fees, and for preparation and recording of all instruments required to secure the balance of the purchase price unpaid at Closing. Seller shall pay for preparation of a deed and all other documents necessary to perform Seller's obligations under this agreement, and for any excise tax (revenue stamps) required by law.

7. EVIDENCE OF TITLE: Not Applicable.

8. LABOR AND MATERIAL: Seller shall furnish at Closing an affidavit and indemnification agreement in form satisfactory to Buyer showing that all labor and materials, if any, furnished to the Property within 120 days prior to the date of Closing have been paid for and agreeing to indemnify Buyer against all loss from any cause or claim arising therefrom.

9. CLOSING: Closing shall be defined as the date and time of recording of the deed. All parties agree to execute any and all documents and papers necessary in connection with Closing and transfer of title on or before thirty (30) days after no subsequent upset bids are submitted in accordance with G.S. §160A-269. The deed is to be made to: Hicks Propane, Inc.

CLOSING SHALL CONSTITUTE ACCEPTANCE OF THE PROPERTY IN ITS THEN EXISTING CONDITION.

10. POSSESSION: Unless otherwise provided herein, possession shall be delivered at Closing.

Buyer Initials HP Seller Initials _____

11. PROPERTY INSPECTION, APPRAISAL, INVESTIGATION:

(a) This contract is not subject to inspection, appraisal or investigation, as the Property is being bought "as is". Seller makes no representation as to water, sewer, conditions, title, access, or fitness for any intended use.

(b) CLOSING SHALL CONSTITUTE ACCEPTANCE OF THE PROPERTY IN ITS THEN EXISTING CONDITION.

12. RIGHT OF ENTRY, RESTORATION AND INDEMNITY: Buyer and Buyer's agents and contractors shall not have the right to enter upon the Property for any purpose without advance written permission of the Seller. If such permission is given, Buyer will indemnify and hold Seller harmless from all loss, damage, claims, suits or costs, which shall arise out of any contract, agreement, or injury to any person or property as a result of any activities of Buyer and Buyer's agents and contractors relating to the Property. This indemnity shall survive this contract and any termination hereof.

13. OTHER PROVISIONS AND CONDITIONS: (ITEMIZE ALL ADDENDA TO THIS CONTRACT AND ATTACH HERETO.): None.

14. RISK OF LOSS: The risk of loss or damage by fire or other casualty prior to Closing shall be upon Seller.

15. ASSIGNMENTS: This contract may not be assigned without the written consent of all parties, but if assigned by agreement, then this contract shall be binding on the assignee and the assignee's heirs, successors or assigns (as the case may be).

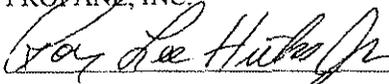
16. PARTIES: This contract shall be binding upon and shall inure to the benefit of the parties, i.e., Buyer and Seller and their heirs, successors and assigns. As used herein, words in the singular include the plural and the masculine includes the feminine and neuter genders, as appropriate.

17. SURVIVAL: If any provision herein contained which by its nature and effect is required to be observed, kept or performed after the Closing, it shall survive the Closing and remain binding upon and for the benefit of the parties hereto until fully observed, kept or performed.

18. ENTIRE AGREEMENT: This contract contains the entire agreement of the parties and there are no representations, inducements or other provisions other than those expressed herein. All changes, additions or deletions hereto must be in writing and signed by all parties.

19. NOTICE AND EXECUTION: Any notice or communication to be given to a party herein may be given to the party or to such party's agent. This offer shall become a binding contract (the "Effective Date") when signed by both Buyer and Seller and such signing is communicated to the offering party. This contract is executed under seal in signed multiple originals, all of which together constitute one and the same instrument, with a signed original being retained by each party, and the parties adopt the word "SEAL" beside their signatures below.

BUYER:
HICKS PROPANE, INC.

By:  (SEAL)

Its: _____

Date: 5/13/13

SELLER:
CRAVEN COUNTY

By: _____ (SEAL)

Its: _____

Date: _____

64737 / M 50277-T

First South Bank



ISSUED BY: MONEYGRAM PAYMENT SYSTEMS, INC
PO BOX 9476, MINNEAPOLIS, MN 55480
DRAWEE: BOKF, NA
EUFULA, OK

49-55
1031



P.O. BOX 2047
WASHINGTON, NC 27889

OFFICIAL CHECK

Date 5/13/13

Pay to the
Order of CRAVEN COUNTY

Amount \$ *****500.00

EXACTLY **500 AND 00/100 DOLLARS

Remitter HICK'S PROPANE INC.

DRAWER: FIRST SOUTH BANK

Memo _____

Sandra C. Hickerson
AUTHORIZED SIGNATURE



Craven NC - Document Stamp
Becky Thompson, Register of Deeds
Date 07/12/2005 Time 12:38:20 1 of 2 Pgs
No: 2005-00130517
Revenue Stamps \$4.00
Book 2329 Page 616

Prepared by: Zacchaeus Legal Services

STATE OF NORTH CAROLINA

Fee Amt : 17.00
Deeds Tax: 4.00

COMMISSIONER'S DEED

COUNTY OF CRAVEN

This deed, made this 23 day of June, 2005, by  MARK D. BARDILL, Commissioner, to County of Craven, North Carolina.

WITNESSETH:

That whereas the said MARK D. BARDILL was appointed Commissioner under an order of the District Court, in the tax foreclosure proceeding entitled Craven County versus Charles Peterson, et al, File No. 03-CVD-1987; and said MARK D. BARDILL was directed by said Order as Commissioner to sell the land hereinafter described at public sale after due advertisement according to law; and

Whereas, the said MARK D. BARDILL, Commissioner, did on the 3rd day of June, 2005, offer the land hereinafter described at a public sale at the Craven County Courthouse door, in New Bern, North Carolina, and then and there the said County of Craven became the last and highest bidder for said land for the sum of \$1,647.84; and no upset or increased bid having been made within the time allowed by law, and said sale having been confirmed by said Court, and said MARK D. BARDILL, Commissioner, having been ordered to execute a deed to said purchaser upon payment of the purchase money;

Now, therefore, for and in consideration of the premises and the sum of \$1,647.84 receipt of which is hereby acknowledged, the said MARK D. BARDILL, Commissioner, does by these presents, hereby bargain, sell, grant, and convey to the said County of Craven, and their successors, heirs and assigns that certain parcel or tract of land, situated in Number One Township, Craven County, North Carolina, and described as follows:

Starting at the point where the centerline of U.S. Highway 17 intersects the center of the Norfolk and Southern Railroad right of way near the town of Vanceboro and running thence in a Southerly direction along and with the centerline of U.S. Highway 17, 181.3 feet and running thence North 77° West 690.8 feet to an iron pipe, the point and place of beginning, and running thence from said point of beginning, so located, North 77° West 105.00 feet to an iron pipe and running thence North 13° East 414.41 feet to an iron pipe and running thence South 75° 59' East 105.00 feet to an iron pipe and running thence South 13° West 412.50 feet to the point and place of beginning and containing 1.0 acres, more or less, and being Lot No. 1 as shown on the survey entitled "Map for Mary Ruth Lewis" by Joseph Hagler, Jr., R.L.S.,

dated July 6, 1982. The grantors herein reserve a right of way 24 feet wide along the Southern boundary of the tract herein conveyed for ingress, egress and regress for the owners of the tract shown on the map referred to above.

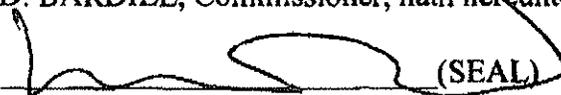
Date of 7/2/2005 3:36 PM
No: 2005-00130517

Subject to restrictive covenants and easements of record.
Parcel Number: 1 044 262

Book 2329 Page 617

To have and to hold the aforesaid tract of land, to the said County of Craven, and their successors, heirs and assigns forever, in as full and ample manner as said MARK D. BARDILL, Commissioner as aforesaid, is authorized and empowered to convey the same.

In witness whereof, the said MARK D. BARDILL, Commissioner, hath hereunto set his hand and seal.


(SEAL)
MARK D. BARDILL, Commissioner

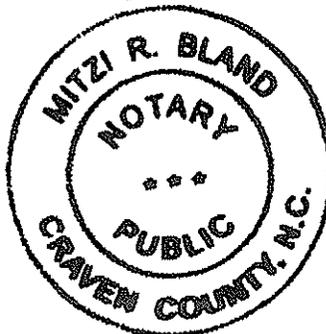
NORTH CAROLINA
CRAVEN COUNTY

I, MITZI R BLAND of said County, do hereby certify that MARK D. BARDILL, Commissioner, Grantor, personally appeared before me this day and acknowledged the execution of the foregoing deed.

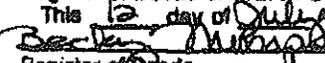
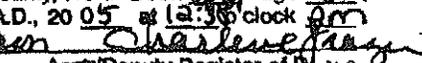
Witness my hand and official seal this the 24 day of June, 2005.

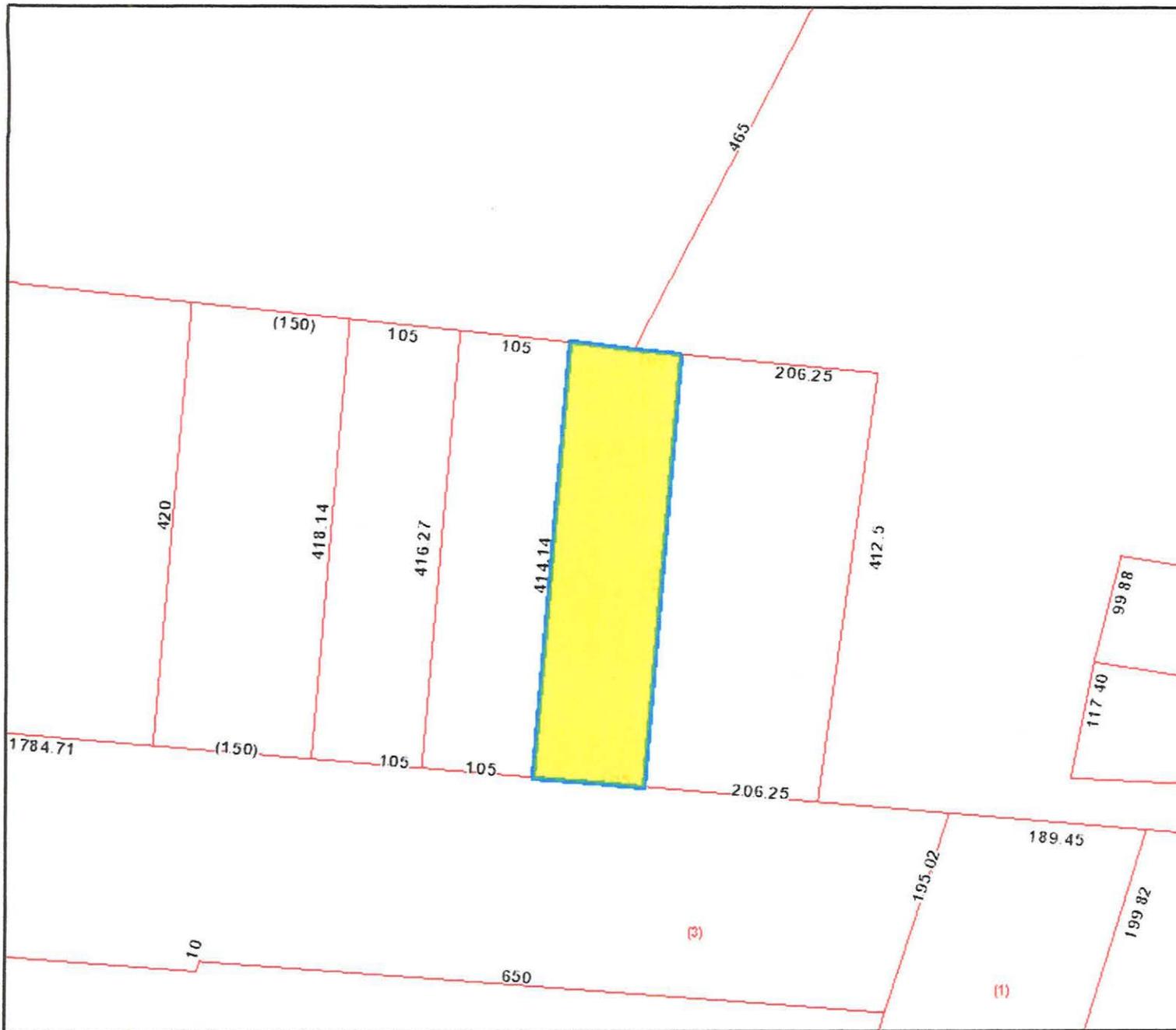

Notary Public

My commission expires: 02/12/2007



State of North Carolina, Craven County
The foregoing certificate(s) of Mitzi R Bland

is (are) certified to be correct. This instrument was presented for registration this day and hour and duly recorded in the office of the Register of Deeds of Craven County, NC in Book 2329 Page 616
This 12 day of July, 20 05 at 12:36 clock pm
 
Register of Deeds Asst./Deputy Register of Deeds



Map Legend

-  PARCEL HOOKS
-  Recorded Survey Lot#s
-  Parcels
-  l
-  w
-  SUBGROUPS



Craven County does NOT warrant the information shown on this map and should be used ONLY for tax assessment purposes.


1 inch equals 142 feet



NORTH CAROLINA

OFFER TO PURCHASE AND CONTRACT

CRAVEN COUNTY

TIMMERY BRYANT, as Buyer, hereby offers to purchase and CRAVEN COUNTY, as Seller, upon acceptance of said offer, agrees to sell and convey, all of that plot, piece or parcel of land described below (hereafter referred to as the "Property"), upon the following terms and conditions:

1. REAL PROPERTY: Located in or near the City/Town of New Bern, Craven County, North Carolina, being known as and more particularly described as:

Street Address: 128 Little Lake Circle

Subdivision Name: N/A

Tax Parcel ID No.: 8-223-1-031

Plat Reference: N/A

Being all of that property more particularly described in Deed Book 2115, Page 812 in the Craven County Registry.

2. PURCHASE PRICE: The purchase price is \$1,900.00 and shall be paid as follows:

(a) \$500.00, EARNEST MONEY DEPOSIT with this offer by cash bank check certified check other: _____ to be held by Seller until the sale is closed, at which time it will be credited to Buyer, or until this contract is otherwise properly terminated. In the event: (1) this offer is not accepted; or (2) any of the Seller's conditions hereto are not satisfied, then all earnest monies shall be refunded to Buyer. In the event of breach of this contract by Seller, all earnest monies shall be refunded to Buyer upon Buyer's request. In the event of breach of this contract by Buyer, then all earnest monies shall be forfeited to Seller upon Seller's request, but such forfeiture shall not affect any other remedies available to Seller for such breach.

(b) \$1,400.00, BALANCE of the purchase price in cash or readily available funds at Closing.

3. CONDITIONS:

- (a) This contract is not subject to Buyer obtaining financing.
- (b) The Property must be in substantially the same or better condition at Closing as on the date of this offer, reasonable wear and tear excepted.
- (c) The Property is being sold subject to all liens and encumbrances of record, if any.
- (d) Other than as provided herein, the Property is being conveyed "as is".
- (e) This contract is subject to the provisions of G.S. §160A-269. Buyer acknowledges that this contract is subject to certain notice provisions and the rights in others to submit upset bids in accordance therewith.
- (f) Title shall be delivered at Closing by QUITCLAIM DEED

4. SPECIAL ASSESSMENTS: Seller makes no warranty or representation as to any pending or confirmed governmental special assessments for sidewalk, paving, water, sewer, or other improvements on or adjoining the Property, or pending or confirmed owners' association special assessments. Buyer shall take title subject to all pending assessments, if any.

5. PRORATIONS AND ADJUSTMENTS: Unless otherwise provided, the following items shall be prorated and either adjusted between the parties or paid at Closing: (a) Ad valorem taxes on real property shall be prorated on a calendar year basis through the date of Closing; (b) All late listing penalties, if any, shall be paid by Seller; and (c) Rents, if any, for the Property shall be prorated through the date of Closing.

6. EXPENSES: Buyer shall be responsible for all costs with respect to any title search, title insurance, recording of the deed, its legal fees, and for preparation and recording of all instruments required to secure the balance of the purchase price unpaid at Closing. Seller shall pay for preparation of a deed and all other documents necessary to perform Seller's obligations under this agreement, and for any excise tax (revenue stamps) required by law.

7. EVIDENCE OF TITLE: Not Applicable.

8. LABOR AND MATERIAL: Seller shall furnish at Closing an affidavit and indemnification agreement in form satisfactory to Buyer showing that all labor and materials, if any, furnished to the Property within 120 days prior to the date of Closing have been paid for and agreeing to indemnify Buyer against all loss from any cause or claim arising therefrom.

9. CLOSING: Closing shall be defined as the date and time of recording of the deed. All parties agree to execute any and all documents and papers necessary in connection with Closing and transfer of title on or before thirty (30) days after no subsequent upset bids are submitted in accordance with G.S. §160A-269. The deed is to be made to Timmery Bryant.

CLOSING SHALL CONSTITUTE ACCEPTANCE OF THE PROPERTY IN ITS THEN EXISTING CONDITION.

10. POSSESSION: Unless otherwise provided herein, possession shall be delivered at Closing.

Buyer Initials TMB Seller Initials _____

11. PROPERTY INSPECTION, APPRAISAL, INVESTIGATION:

(a) This contract is not subject to inspection, appraisal or investigation, as the Property is being bought "as is". Seller makes no representation as to water, sewer, conditions, title, access, or fitness for any intended use.

(b) CLOSING SHALL CONSTITUTE ACCEPTANCE OF THE PROPERTY IN ITS THEN EXISTING CONDITION.

12. RIGHT OF ENTRY, RESTORATION AND INDEMNITY: Buyer and Buyer's agents and contractors shall not have the right to enter upon the Property for any purpose without advance written permission of the Seller. If such permission is given, Buyer will indemnify and hold Seller harmless from all loss, damage, claims, suits or costs, which shall arise out of any contract, agreement, or injury to any person or property as a result of any activities of Buyer and Buyer's agents and contractors relating to the Property. This indemnity shall survive this contract and any termination hereof.

13. OTHER PROVISIONS AND CONDITIONS: (ITEMIZE ALL ADDENDA TO THIS CONTRACT AND ATTACH HERETO.): None.

14. RISK OF LOSS: The risk of loss or damage by fire or other casualty prior to Closing shall be upon Seller.

15. ASSIGNMENTS: This contract may not be assigned without the written consent of all parties, but if assigned by agreement, then this contract shall be binding on the assignee and the assignee's heirs, successors or assigns (as the case may be).

16. PARTIES: This contract shall be binding upon and shall inure to the benefit of the parties, i.e., Buyer and Seller and their heirs, successors and assigns. As used herein, words in the singular include the plural and the masculine includes the feminine and neuter genders, as appropriate.

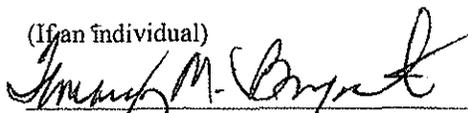
17. SURVIVAL: If any provision herein contained which by its nature and effect is required to be observed, kept or performed after the Closing, it shall survive the Closing and remain binding upon and for the benefit of the parties hereto until fully observed, kept or performed.

18. ENTIRE AGREEMENT: This contract contains the entire agreement of the parties and there are no representations, inducements or other provisions other than those expressed herein. All changes, additions or deletions hereto must be in writing and signed by all parties.

19. NOTICE AND EXECUTION: Any notice or communication to be given to a party herein may be given to the party or to such party's agent. This offer shall become a binding contract (the "Effective Date") when signed by both Buyer and Seller and such signing is communicated to the offering party. This contract is executed under seal in signed multiple originals, all of which together constitute one and the same instrument, with a signed original being retained by each party, and the parties adopt the word "SEAL" beside their signatures below.

BUYER:

(If an individual)

 (SEAL)

Name: Timmy Bryant

Date: 5-7-13

SELLER

CRAVEN COUNTY

By: _____ (SEAL)

Its: _____

Date: _____

STATE EMPLOYEES' CREDIT UNION
00034 New Bern - Glenburnie Road

CASHIER'S CHECK

011023

DATE: May 07, 2013

66-7704/2531

PAY
TO THE
ORDER OF CRAVEN COUNTY

\$*****500.00

**** FIVE HUNDRED DOLLARS AND 00 CENTS

REMITTER: ERLINDA C DOBSON

VOID AFTER 180 DAYS

MEMO: *Timmy Bryant*
~~to [unclear]~~

[Handwritten Signature]
AUTHORIZED SIGNATURE

Security Features included. Details on back.



Work Flow No: 9999-

Book **2115** Page **812**

Fee Amt : 14.00
Excise Tax: 4.00

STATE OF NORTH CAROLINA
COUNTY OF CRAVEN

COMMISSIONER'S DEED
8-223-1031

Revenue Stamps: \$4.00

This deed, made this 10 day of November, 2003, by MARK D. BARDILL, Commissioner, to County of Craven, North Carolina.

WITNESSETH:

That whereas the said MARK D. BARDILL was appointed Commissioner under an order of the District Court, in the tax foreclosure proceeding entitled Craven County versus Lawson Creek Investments, Inc., et al, File No. 03-CVD-769; and said MARK D. BARDILL was directed by said Order as Commissioner to sell the land hereinafter described at public sale after due advertisement according to law; and

Whereas, the said MARK D. BARDILL, Commissioner, did on the 24th day of October, 2003, offer the land hereinafter described at a public sale at the Craven County Courthouse door, in New Bern, North Carolina, and then and there the said County of Craven became the last and highest bidder for said land for the sum of \$1,872.99; and no upset or increased bid having been made within the time allowed by law, and said sale having been confirmed by said Court, and said MARK D. BARDILL, Commissioner, having been ordered to execute a deed to said purchaser upon payment of the purchase money;

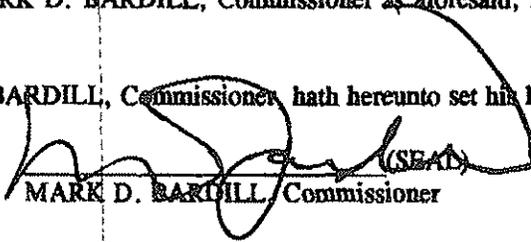
Now, therefore, for and in consideration of the premises and the sum of \$1,872.99, receipt of which is hereby acknowledged, the said MARK D. BARDILL, Commissioner, does by these presents, hereby bargain, sell, grant, and convey to the said County of Craven, and their successors, heirs and assigns that certain parcel or tract of land, situated in Number Eight Township, Craven County, North Carolina, and described as follows:

Being all of Lot Number 31, as the same is shown upon that map entitled "PLAN OF THE LAKES AT GRACIE FARMS", by Eastern Engineering and Associates, dated December 16, 1983, and recorded in Plat Cabinet C, Slide 395, of the Craven County Registry, reference to which is hereby made for a more accurate description.

This conveyance is made subject to those certain Restrictive Covenants recorded in Book 1048 at Page 570 of the Craven County Registry.

To have and to hold the aforesaid tract of land, to the said County of Craven, and their successors, heirs and assigns forever, in as full and ample manner as said MARK D. BARDILL, Commissioner as aforesaid, is authorized and empowered to convey the same.

In witness whereof, the said MARK D. BARDILL, Commissioner, hath hereunto set his hand and seal.


(SEAL)
MARK D. BARDILL, Commissioner

NORTH CAROLINA
CRAVEN COUNTY

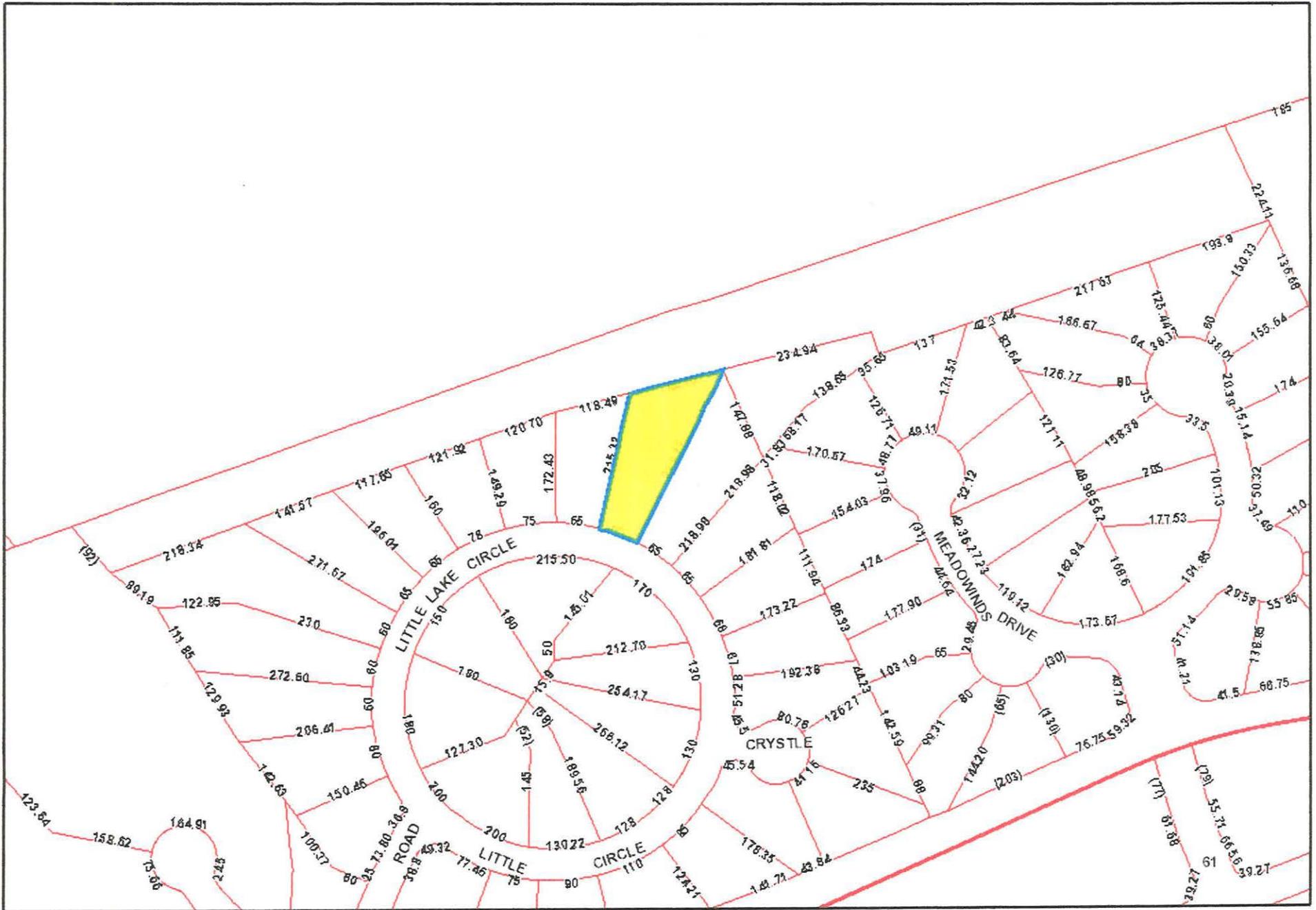
I, MITZI R. ROUSE of said County, do hereby certify that MARK D. BARDILL, Commissioner, Grantor, personally appeared before me this day and acknowledged the execution of the foregoing deed.

Witness my hand and official seal this the 10 day of November, 2003.

Mitzi R. Rouse
Notary Public

My commission expires: 02/12/2007





Craven County does NOT warrant the information shown on this map and should be used ONLY for tax assessment purposes.

1 inch equals 202 feet

