

**AGENDA  
CRAVEN COUNTY BOARD OF COMMISSIONERS  
REGULAR SESSION  
MONDAY, OCTOBER 5, 2015  
7:00 P.M.**

CALL TO ORDER

ROLL CALL

INVOCATION

PLEDGE OF ALLEGIANCE

APPROVE AGENDA

PETITIONS OF CITIZENS

1. CONSENT AGENDA
  - A. Minutes of September 21, 2015 Regular Session
  - B. Request for Proclamation Recognizing Head Start Anniversary
  - C. Tax Releases and Refunds
  - D. Economic Development Request to Set Public Hearing
  - E. Finance Budget Amendment

DEPARTMENTAL MATTERS

2. CARTS: Kelly Walker, Transportation Director
  - A. Information Regarding the FY 2015-2016 Rural Operating Assistance Program Grant Application
  - B. Transportation Advisory Board (TAB) Approvals
    - Approval of the CARTS TAB Bylaws
    - Approval of TAB Composition based on North Carolina Department of Transportation/Public Transportation Division (NCDOT/PTD)
    - Approval of TAB Conflict of Interest Policy
  - C. Request to Set Public Hearing
3. SOCIAL SERVICES: Alfreda Stout, Deputy Director
  - A. Request for Budget Amendment to Add Additional Crisis Intervention Program (CIP) Funding Received
  - B. Request for Budget Amendment to Add Family Caregiver Funding Received
4. SOLID WASTE – REQUEST FOR EXEMPTION FOR ENGINEERING SERVICES RELATED TO SOLID WASTE CONVENIENCE SITE RELOCATION: Gene Hodges, Assistant County Manager – Operations/Facilities; Rusty Cotton, Solid Waste Director; Chad Strawn, Assistant Planning Director

5. APPOINTMENTS
6. COUNTY ATTORNEY'S REPORT: Jim Hicks
7. COUNTY MANAGER'S REPORT: Jack Veit
8. COMMISSIONERS' REPORTS

**PETITIONS OF CITIZENS**

**Board Action: Receive information**

Agenda Date: October 5, 2015

Presenter: \_\_\_\_\_

Agenda Item No. 1

Board Action Required or Considered: Yes

## CONSENT AGENDA

### A. MINUTES OF SEPTEMBER 21, 2015 REGULAR SESSION

The Board will be requested to approve the minutes of September 21, 2015 regular session.

### B. REQUEST FOR PROCLAMATION RECOGNIZING HEAD START ANNIVERSARY

Coastal Community Action is requesting a proclamation for the celebration of the 50<sup>th</sup> anniversary of the Head Start Program, and recognizing Connie Davis who has been with the program since its inception. The proclamation appears as Attachment #1.B.

### C. TAX RELEASES AND REFUNDS

Craven County Tax Administrator, Ronnie Antry, will submit the routine requests for tax releases and refunds contained in Attachment #1.C. for the Board's approval.

### D. ECONOMIC DEVELOPMENT REQUEST TO SET PUBLIC HEARING

Per the requirements of General Statutes 158-7.1, Economic Development staff is requesting that the Board of Commissioners set a public hearing related to the sale of real property in the industrial park to BSH Home Appliances Corporation for the purpose of industrial expansion and job creation. A public hearing is requested to be held at the next Board of Commissioners' meeting on October 19, 2015.

### E. FINANCE BUDGET AMENDMENT

The Board will be requested to adopt the budget amendment contained in Attachment #1.E.

**Amendments:** EMS/LEPC – EMS was awarded a 2015 Tier II grant in the amount of \$1,104.04. These funds were received on 05/19/15 but were not budgeted to be spent prior to 06/30/15. The County needs to budget the funds at this time to be utilized for hazard materials emergency response planning, training and related exercises.

**Board Action: A roll call vote is needed to approve consent agenda items.**

Agenda Date: October 5, 2015

Presenter: Kelly Walker

Agenda Item No. 2

Board Action Required or Considered: Yes

## **DEPARTMENTAL MATTERS: CARTS**

### **A. INFORMATION REGARDING THE FY 2015-2016 RURAL OPERATING ASSISTANCE PROGRAM GRANT APPLICATION**

The Rural Operating Assistance Program (ROAP) is a state-funded public transportation grant program administered by the North Carolina Department of Transportation – Public Transportation Division (NCDOT/PTD). ROAP consolidates the Elderly and Disabled Assistance Transportation Program (EDTAP), the Employment Transportation Assistance Program (EMPL), and the Rural General Public Transportation Program (RGP) into one application package. Each county served within the CARTS service area is responsible for making a ROAP application for its respected county.

Craven County has been awarded an allocation of: \$80,789 for EDTAP; \$25,278 for EMPL; and \$75,266 for RGP. Historically, a public hearing has been required. A public hearing is no longer required to apply for these funds. In addition to the completed application, a Certified Statement signed by the County Manager and the County Finance Officer is required. (See Attachment #2.A.) The application deadline is October 19, 2015.

#### **Board Action: Receive information**

### **B. TRANSPORTATION ADVISORY BOARD (TAB) APPROVALS**

Each applicant for 5311 Community Transportation Program (CTP) is required to have a Transportation Advisory Board (TAB) made up of stakeholders from the service area that care about the services provided by the transportation system. The composition of the TAB is to be approved by the governing body. It is expected that the TAB be actively engaged and discuss the unmet needs of the service area, service design and scheduling, billing rates and fares, resolve complaints, monitor compliance with federal regulations and the status of any deficiencies noted in any official federal, state, or local review or report. NCDOT has guidelines and requirements for the composition of the TAB which is included as part of the CTP application package. (See Attachment 2.B.)

- 1) CARTS is requesting approval of the updated CARTS TAB Bylaws. Some minor changes have been made to the bylaws approved in April 2010 by the CARTS TAB. These changes are to assure compliance with NCDOT compliance as well as bring the bylaws up to date with current practices.
- 2) CARTS is requesting approval of the composition of the CARTS TAB to assure compliance with NCDOT requirements. This package includes the guidance provided by NCDOT regarding the composition of the TAB as well as a listing of the current composition of the CARTS TAB.
- 3) NCDOT/PTD requires each TAB member to sign a conflict of interest policy statement which must be included with the CTP application. CARTS is requesting approval of the CARTS TAB Conflict of Interest Policy prior to obtaining current membership signatures. This package includes the proposed CARTS TAB Conflict of Interest Policy

**Board Action: 1) approval of the CARTS TAB Bylaws, 2) approval of the composition of the CARTS TAB, and 3) approval of the CARTS TAB Conflict of Interest Policy**

#### C. REQUEST TO SET PUBLIC HEARING

North Carolina Department of Transportation/Public Transportation Division (NCDOT/PTD) has released a call for projects for FY2017 5311 Community Transportation Program (CTP) and FY2017 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program. Each requires the opportunity for public input and a public hearing. Applications must be submitted no later than November 6, 2015. It is allowed that one combined public hearing be held.

The 5311 CTP grant is a formula based allocation grant for public transportation projects in non-urbanized areas. CARTS relies on this grant to assist with the Administrative and Capital costs of operation in the rural service area. The 5310 grant is eligible to be used in small urban and rural areas. Priority is given to capital projects, but operational projects may be considered. It is a competitive grant process.

The grant applications will be available for review no later than October 8, 2015.

**Board Action: Approval of a public hearing at the October 19, 2015 County Commissioners Meeting for CARTS to apply for FY2017 5311 and 5310 grant funding**

Agenda Date: October 5, 2015

Presenter: Alfreda Stout

Agenda Item No. 3

Board Action Required or Considered: Yes

## DEPARTMENTAL MATTERS: SOCIAL SERVICES

### A. REQUEST FOR BUDGET AMENDMENT TO ADD ADDITIONAL CRISIS INTERVENTION PROGRAM (CIP) FUNDING RECEIVED

Alfreda Stout, DSS Deputy Director, will present the budget amendment contained in Attachment #3.A., requesting to add additional federal funding received for the Crisis Intervention Program (CIP). Funds are 100% Federal, there is no County match.

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

### B. REQUEST FOR BUDGET AMENDMENT TO ADD FAMILY CAREGIVER FUNDING RECEIVED

Ms. Stout will present the budget amendment contained in Attachment #3.B. requesting approval of Family Caregiver Title III-E funds for Fiscal Year 2015-2016. There is no local match required for this funding.

These funds shall be used by family caregivers who provide care to older (60+) individuals or individuals (of any age) with Alzheimer's disease and related disorders with neurological and organic brain dysfunction.

These funds can also be authorized for use by grandparents and other relatives (not birth or adoptive parents) 55 years of age or older who are the primary caregivers to children under the age of 18. Family Caregiver Service programs are for temporary assistance for Caregivers.

Funding for Fiscal Year 15-16 is proposed as follows:

In Home Services, incontinence supplies for adults, support and educational meetings to include: Memory Café, Grandparents Support Group, Early Onset Alzheimer's Support Group, and Powerful Tools Training for Caregivers. Funding may also provide home delivered meals, congregate, respite services, and resource information.

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

Agenda Date: October 5, 2015

Presenters: Gene Hodges, Rusty Cotton, Chad Strawn

Agenda Item No. 4

Board Action Required or Considered: Yes

**DEPARTMENTAL MATTERS: SOLID WASTE – REQUEST FOR EXEMPTION FOR  
ENGINEERING SERVICES RELATED TO SOLID WASTE CONVENIENCE SITE  
RELOCATION**

Craven County has been notified by the North Carolina Department of Transportation (NCDOT) that the Havelock Bypass project will effectively take over the existing Hickman Hill Solid Waste Convenience Site located off of US Highway 70 in Township 6. Staff has begun the process of trying to identify suitable land in order to relocate this convenience site. NCDOT has offered a parcel of land that they own that is within a few hundred feet of the existing site as a possible location. In order to determine if this site is suitable for our purposes, a series of engineering and environmental studies must be performed. Working in conjunction with Planning, County staff reached out to several engineering firms that have done work for us in the past in order to get an estimate to include in the FY15-16 budget. Only one firm, Avolis Engineering, PA, submitted an estimate (see attached). The amount of \$8,750 was included in Solid Waste's budget for FY15-16. In July, another engineering firm, Vaughn & Melton Consulting Engineers & Surveyors, requested to submit an estimate. Their estimate for the same level of testing was \$14,100 (See Attachment #4).

Under advice from the County Attorney, we are requesting a resolution of exemption for this project so that we can contract with Avolis Engineering to perform these engineering and surveying services and forgo the formal Request for Qualifications process.

**Board Action: Approve the resolution of exemption.**

Agenda Date: October 5, 2015

Presenter: \_\_\_\_\_

Agenda Item No. 5

Board Action Required or Considered: Yes

## APPOINTMENTS

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

**Board Action: Appointments will be effective immediately, unless otherwise specified.**

**A. PENDING APPOINTMENT(S):**

ADULT CARE HOME ADVISORY COMMITTEE

AUTHORIZATION: N.C.G.S.131D-31

MISSION/FUNCTION: Work to maintain the intent of the Domiciliary Home Residents 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 and disabled adults

NUMBER OF MEMBERS:  
9-11

TYPE:  
Dictated 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: \_\_\_\_\_

COMPENSATION: No  Yes  Specify: \_\_\_\_\_

**Term(s) ending:** Jessica James (Resigned)  
Mystre Van Horn (Resigned)  
Linda Chagnon (Appointed 2012; October Appointment)

**No applications on file.**

**B. CURRENT APPOINTMENTS**

CRAVEN COMMUNITY CHILD PROTECTION TEAM

AUTHORIZATION: NCGS 7B-1406

MISSION/FUNCTION: To respond to child protection needs before a child is harmed by taking action to identify and address gaps or deficiencies in services and resources through the annual report to the County Board of Commissioners, collaboration with community partners, promoting public awareness and advocating for action that addresses the child protection needs of each county.

NUMBER OF MEMBERS: 11-16 TYPE: DSS Director, DSS staff member, law enforcement officer, attorney from DA's office, executive director of local community action agency, public School superintendent or designee, member of DSS Board, mental health professional, Guardian ad Litem Coordinator, Public Health Director, local health care provider, EMS/firefighter, District Court Judge, Commissioners appointees from other county agencies or community at-large

QUALIFICATIONS: Stated above.

LENGTH OF TERMS: As set by respective agencies, position and Commissioners'

MEETING SCHEDULE: Quarterly; January, April, July, October

**Term(s) expiring:** Dawn Gibson (Appointed 2012)

**No application on file.**

**C. UPCOMING APPOINTMENTS**

**November**

Firemen's Relief Fund

Donald Rottman (Appointed 2013)

Agricultural Advisory Committee

Jackie Anderson (Appointed 2009)  
Dale Dawson (Appointed 2009)

**December**

EMS Advisory Council

James Zechman (Appointed 2013)

Health Board

Verdelle Newby (Appointed 2007)

Cove City Library Board

Theresa Hodges (Appointed 2007; unexpired term)

Commissioners' Appointments

Agenda Date: October 5, 2015

Presenter: Jim Hicks

Agenda Item No. 6

## **COUNTY ATTORNEY'S REPORT**

Initial Offer to Purchase Real Property – 345 Hudnell Road, Ernul (#1-028-162-B)

The County has received an offer in the amount of \$4,025.00 for this property, which was acquired through a tax foreclosure. The total taxes and costs that were foreclosed on were \$8,387.69. The current tax value is \$10,550.00. Attached are copies of the offer to purchase, deed, GIS information, and proposed resolution.

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

Agenda Date: October 5, 2015

Presenter: Jack Veit

Agenda Item No. 7

## **COUNTY MANAGER'S REPORT**

Agenda Date: October 5, 2015

Presenter: \_\_\_\_\_

Agenda Item No. 8

## **COMMISSIONERS' REPORTS**

Craven County



**COASTAL COMMUNITY ACTION, INC.  
HEAD START 50<sup>th</sup> ANNIVERSARY  
2015  
BY THE CRAVEN COUNTY BOARD OF COMMISSIONERS  
A PROCLAMATION**

**WHEREAS**, since its inception in 1965, Head Start has provided funding to sponsor programs through local non-profit organizations responsible for programmatic, administrative and fiscal oversight in the delivery of comprehensive services to meet the needs of eligible children birth to age 5, their families and their communities; and

**WHEREAS**, Head Start grew out of the Economic Opportunity Act of 1964, and President Lyndon B. Johnson's "War on Poverty", which was created to expand resources and services in low-income communities, and to eliminate barriers to advancement and the climb toward economic independence; and

**WHEREAS**, thousands of children, birth to age 5, have received early childhood education and development, health, social-emotional, dental and nutrition services and support, in preparation for school readiness in Carteret, Craven, Jones and Pamlico Counties under the umbrella of Coastal Progress, and Coastal Community Action, Inc. from 1965 to the present; and

**WHEREAS**, early childhood education and other comprehensive services for school readiness have been provided to children by Head Start over the last 50 years, as well as a variety of opportunities for parents to serve as leaders in program governance, to volunteer in classrooms, to gain training and knowledge for employment, to increase life skills, and to participate in the planning and development of all program requirements set forth in the Head Start Performance Standards; and

**WHEREAS**, with the guidance and assistance of a dedicated staff, Coastal Community Action, Inc., Family and Children's Services Program maintains enrollment of 617 children in Head Start, and 142 in Early Head Start on an annual basis, providing child development center-based and home-based services, achieving outcomes that show an increase in early childhood learning, cognitive and social skills in the long-term establishment of academic success, family development services and community support; and

**WHEREAS**, one staff member, Connie Davis, has served the program for the entire 50 years of its existence, being one of only three people in the nation, and the only person in North Carolina to achieve this milestone.

**NOW, THEREFORE**, the Craven County Board of Commissioners proclaims October 15, 2015 as a day of recognition of the anniversary of Head Start at Coastal Community Action, Inc., and of the longstanding service of Ms. Connie Davis.

Adopted this 5<sup>th</sup> day of October, 2015

\_\_\_\_\_  
Chairman Steve Tyson  
Craven County Board of Commissioners

\_\_\_\_\_  
Gwendolyn M. Bryan  
Clerk to the Board

TAX804P

CRAVEN COUNTY

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CREDIT MEMOS SUBJECT TO BOARD APPROVAL ON 10/05/2015

TAXPAYER NAME	ACCT#/TICKET#	AMOUNT
ALLTEL COMMUNICATIONS INC #197 CORRECTING APPRAISAL ERROR	0075094 2015-0090188	2,591.09
ARTHUR CONSTRUCTION COMPANY-JA CORRECTING APPRAISAL ERROR	0076010 2015-0090324	893.70
ARTHUR CONSTRUCTION COMPANY-JA CORRECTING APPRAISAL ERROR	0076010 2015-0090325	975.29
ARTHUR CONSTRUCTION COMPANY-JA CORRECTING APPRAISAL ERROR	0076010 2015-0090326	842.82
ATC ON AIR + LLC DOUBLE BILLED-SEE ACCT 54419	0087102 2015-0090569	19.36
BATH CONCEPTS SHOWER DOORS INC NOT IN BUSINESS 1/1/2015	0050983 2015-0003381	8.77
BLEAU, PAUL ASHLEY NOT IN BUSINESS 1/1/2010	0085265 2010-0048004	182.15
BLEAU, PAUL ASHLEY NOT IN BUSINESS 1/1/2011	0085265 2011-0091154	170.75
BLEAU, PAUL ASHLEY NOT IN BUSINESS 1/1/2012	0085265 2012-0091171	158.98
BLEAU, PAUL ASHLEY NOT IN BUSINESS 1/1/2013	0085265 2013-0095235	147.24
BLEAU, PAUL ASHLEY NOT IN BUSINESS 1/1/2014	0085265 2014-0092225	135.84
BLEAU, PAUL ASHLEY NOT IN BUSINESS 1/1/2015	0085265 2015-0090597	125.73
BONNEAU, ULYSSES JR & DOROTHY DID NOT OWN 1/1/2015	0100072 2015-0005520	753.88
CHURCH-GUILDFIELD MISSIONARY BA EXEMPT PER NCGS 105-278.3	0099356 2015-0010415	199.48

## CREDIT MEMOS SUBJECT TO BOARD APPROVAL ON 10/05/2015

TAXPAYER NAME	ACCT#/TICKET#	AMOUNT
CHURCH-GUILDFIELD MISSIONARY BA EXEMPT PER NCGS 105-278.3	0099356 2015-0010416	47.92
CHURCH-HOLLY HILL PENTECOSTAL EXEMPT PER NCGS 105-278.3	9000205 2015-0010421	37.19
CHURCH-VANCEBORO UNITED METHOD EXEMPT PER GS 105-278.3	0103096 2015-0010485	366.23
CRAFORD, JOHN BRADLEY DID NOT OWN 1/1/2015	0106638 2015-0012518	6.66
CRAVEN COUNTY EXEMPT PER NCGS 105-278.1	0019760 2015-0012538	36.00
CRAVEN COUNTY EXEMPT PER NCGS 105-278.1	0019760 2015-0012540	36.00
CRAVEN COUNTY & COVE CITY EXEMPT PER NCGS 105-278.1	0101812 2015-0012545	36.00
CRAVEN COUNTY & NEW BERN-CITY EXEMPT PER NCGS 105-278.1	0097563 2015-0012546	36.00
CRAVEN COUNTY & NEW BERN-CITY EXEMPT PER NCGS 105-278.1	0097563 2015-0012547	36.00
CUN, MARTIN TAY LATE LISTING CHARGED IN ERROR	0073729 2015-0013095	36.84
EAKINS, STANLEY GILBERT VALUE CORRECTION PER BILL OF SALE	0107431 2015-0090375	632.24
GAUDETTE, JOHN A & PATRICIA B INCORRECT OWNER-TO BE REBILLED	0063272 2015-0090386	637.48
GOFORTH, HAROLD GENE CORRECTED APPRAISAL ERROR	0104562 2015-0022172	80.11
GOFORTH, HAROLD GENE CORRECTED APPRAISAL ERROR	0104562 2015-0090060	195.45

## CREDIT MEMOS SUBJECT TO BOARD APPROVAL ON 10/05/2015

TAXPAYER NAME	ACCT#/TICKET#	AMOUNT
GORDON, HAROLD D & CAROLE A VALUE CORRECTION	2845150 2015-0022378	11.19
GRAY, JOHN D & CODIE W DID NOT OWN 1/1/2015	0092327 2015-0022677	74.76
GRIFFIN, SAMUEL SR HRS DWELLING VACANT SINCE 2000	0051940 2015-0023109	36.00
HADDOCK, LEVY DALE & MICHELLE LATE LISTING CHARGED IN ERROR	0073725 2015-0023688	38.81
HARRIS, JULIAN C & TAMMY B LATE LISTING CHARGED IN ERROR	0073709 2015-0025109	36.84
HARRISON, JOHNNY M JR & ANAKAH LATE LISTING FEE CHARGED IN ERROR	0073708 2015-0025215	41.17
HAWKINS, CURTIS H & DEBORAH S CORRECTED VALUE PER BILL OF SALE	0045097 2015-0025679	155.27
HERTZ CORPORATION - THE BILLING ERROR-RELEASED WHOLE BILL	0073724 2015-0026543	42.18
HERTZ CORPORATION - THE LATE LISTING CHARGED IN ERROR	0073724 2015-0026544	36.85
HOWELL, GROVER C & JACQUELINE DWELLING VACANT SINCE 2013	3569750 2015-0028092	36.00
HRYHARROW, JOHN ELLIS BOAT NOT TAXABLE TO CRAVEN COUNTY	0093783 2015-0028169	328.35
JOHNSON, GERALD CLYDE JR DOUBLE BILLED-SEE PID 1-041-008	0020846 2015-0030173	427.31
JONES, GINGER ROSE - EXECUTRIX RECYCLE FEE ERROR CORRECTION	0102373 2015-0090511	12.00
JTC INVESTMENTS LLC ANNEXED INTO NEW BERN 9/8/15	0029073 2015-0090514	626.45

## CREDIT MEMOS SUBJECT TO BOARD APPROVAL ON 10/05/2015

TAXPAYER NAME	ACCT#/TICKET#	AMOUNT
JTC INVESTMENTS LLC ANNEXED INTO NEW BERN 9/8/15	0029073 2015-0031279	25.46
KELTON, BELINDA MICHELLE NOT TAXABLE TO CRAVEN COUNTY	0102478 2014-0090551	48.80
KELTON, BELINDA MICHELLE NOT TAXABLE TO CRAVEN COUNTY	0102478 2015-0031696	46.71
KLEBER, STEVEN R & KAREN D CORRECTED VALUE PER BILL OF SALE	0015485 2015-0090409	797.13
MAYTON, JOHN VERNON GERALD NOT TAXABLE TO CRAVEN COUNTY	0097811 2014-0092516	412.33
MEYER, JOCHEN BOAT VALUE ERROR CORRECTION	0104092 2015-0090095	313.42
MEYER, JOCHEN BOAT VALUE ERROR CORRECTION	0104092 2015-0039111	278.27
MOBILE MINI INC LATE LISTING CHARGED IN ERROR	0074995 2015-0040067	1.34
MOBILE MINI INC LATE LISTING CHARGED IN ERROR	0074995 2015-0040069	15.26
MOBILE MINI INC LATE LISTING CHARGED IN ERROR	0074995 2015-0040070	2.90
MOBILE MINI INC LATE LISTING CHARGED IN ERROR	0074995 2015-0040072	2.67
MOBILE MINI INC LATE LISTING CHARGED IN ERROR	0074995 2015-0040073	1.02
MOBILE MINI INC LATE LISTING CHARGED IN ERROR	0074995 2015-0040076	1.07
MOBILE MINI INC LATE LISTING CHARGED IN ERROR	0074995 2015-0040077	1.70

CREDIT MEMOS SUBJECT TO BOARD APPROVAL ON 10/05/2015

TAXPAYER NAME	ACCT#/TICKET#	AMOUNT
MOBILE MINI INC LATE LISTING CHARGED IN ERROR	0074995 2015-0040079	.83
MOORE, CARRIE V ESTATE RECYCLE FEE ERROR CORRECTION	0103051 2015-0090519	12.00
MOSELEY, MARY ROGERS SENIOR EXCLUSION REMOVED IN ERROR	0013056 2015-0041356	325.77
MUELLER, GERALD H & THERESA B RECYCLE ERROR CORRECTION	0014332 2015-0090520	12.00
PRINCE, MARK WILLIAM & ELLEN R CORRECTED VALUE PER BILL OF SALE	0102968 2015-0046799	222.94
RAY, WILLIAM GUY RELEASED TO GUILFORD COUNTY	0068525 2015-0090434	1,056.95
RITCHIE, THOMAS E & JENNIFER LATE LISTING CHARGED IN ERROR	0073728 2015-0048809	41.20
RUSSELL, JOSEPH ADAM DID NOT OWN 1/1/2015	0092178 2015-0050167	38.58
SMITH, DAVID R & TONI A CORRECTED VALUE PER BILL OF SALE	0098891 2015-0052934	517.84
SMITH, DAVID R & TONI A VALUE CORRECTION PER BILL OF SALE	0098891 2015-0090128	518.50
SMITH, JONNIE VALUE CORRECTION	0084437 2015-0053159	812.86
SOMERDAY REVOCABLE LIVING TRUS LATE LISTING CHARGED IN ERROR	0073699 2015-0053638	39.91
SPEAR, WILLIE HAROLD & SPEAR, CORRECTED VALUATION FOR CONDITION	0107364 2015-0090453	44.69
SPEAR, WILLIE HAROLD & SPEAR, CORRECTED VALUE FOR CONDITION	0107364 2015-0090529	48.75

## CREDIT MEMOS SUBJECT TO BOARD APPROVAL ON 10/05/2015

TAXPAYER NAME	ACCT#/TICKET#	AMOUNT
SPRUELL, HORACE LEE FORECLOSURE-LIEN EXTINGUISHED	6801500 2010-0048396	60.12
SPRUELL, HORACE LEE FORECLOSURE-LIEN EXTINGUISHED	6801500 2011-0053796	56.69
SPRUELL, HORACE LEE FORECLOSURE-LIEN EXTINGUISHED	6801500 2012-0053756	53.15
SPRUELL, HORACE LEE HEIRS FORECLOSURE-LIEN EXTINGUISHED	0093955 2013-0051566	43.48
SPRUELL, HORACE LEE HEIRS FORECLOSURE-LIEN EXTINGUISHED	0093955 2014-0052715	40.20
SPRUELL, HORACE LEE HEIRS FORECLOSURE-LIEN EXTINGUISHED	0093955 2015-0054020	33.17
U S BANK NA CLERICAL ERROR CORRECTION	0093143 2015-0058765	1.63
WEBER, EDWARD A & ANGELA R MAR DID NOT OWN 1/1/2015	0048846 2015-0090473	57.23
78 -CREDIT MEMO(S)		17,314.95

## REFUNDS SUBJECT TO BOARD APPROVAL ON 10/05/2015

TAXPAYER NAME	ACCT#/TICKET#	AMOUNT
GRAY, JOHN D & CODIE W DID NOT OWN 1/1/2014	0092327 2015-0090167	83.48
HARRADEN, JOAN M RECYCLE ERROR CORRECTION	0086962 2014-0024703	12.00
	2 -REFUND(S)	95.48



## Application for Transportation Operating Assistance

### *FY2016 Rural Operating Assistance Program Funds*

<b>Name of Applicant (County)</b>	Craven County
<b>County Manager</b>	Jack Veit III
County Manager's Email Address	jveit@cravencountync.gov
<b>County Finance Officer</b>	Rick Hemphill
CFO's Email Address	rhemphill@cravencountync.gov
CFO's Phone Number	252-636-6603
<b>Person Completing this Application</b>	Kelly Walker
Person's Job Title	CARTS Director
Person's Email Address	carts@cravencountync.gov
Person's Phone Number	252-636-4917
<b>Community Transportation System</b>	Craven Area Rural Transit System
Name of Transit Contact Person	Kelly Walker
Transit Contact Person's Email Address	carts@cravencountync.gov

Application Completed by: \_\_\_\_\_ Date: \_\_\_\_\_  
Signature

**I certify that the content of this application is complete and accurately describes the county's administration of the ROAP Program, and the use of the ROAP funds in accordance with applicable state guidelines.**

County Manager: \_\_\_\_\_ Date: \_\_\_\_\_  
Signature

County Finance Officer: \_\_\_\_\_ Date: \_\_\_\_\_  
Signature

### Application Instructions

**County officials should read the ROAP Program State Management Plan which contains guidance on the administration of the ROAP Program and information about the preparation of grant applications.**

- The application must be completed by an official of the county or his/her designee.
- Click on the **gray rectangle** and type each answer. If needed, the text will automatically wrap to the next row. The answer may wrap to the next page if necessary.
- If the county wishes to explain their response to any questions or provide more information, the county may include additional pages with this application form. All the pages of the application and any pages added by the applicant should be scanned into the same file.
- If there are questions regarding this application, contact the NCDOT-PTD Mobility Development Specialist assigned to the area served by the transit system.

## FY2016 ROAP Program Schedule

Pre-Deadline Disbursement (25%)

TBA – Waiting on Final State Budget

**Application Deadline**

**October 19, 2015**

Final Disbursement (75%)

After November 6, 2015

*The 25% disbursement must be returned to the state if a ROAP application is not received by the application deadline. The Final Disbursement will occur only after review and approval of this ROAP application.*

## County's Management of ROAP Funds

All counties are eligible to receive Rural Operating Assistance Program (ROAP) funding from the State of North Carolina. As a recipient of ROAP funds, the county must implement administrative processes that will ensure the following:

- ROAP funds are expended on needs identified through a public involvement and/or planning process.
- ROAP funds are expended on eligible activities only.
- Supporting documentation of expenditures is maintained.
- Service recipients meet eligibility requirements and their eligibility is documented.
- Trips funded with ROAP funding are monitored and evaluated throughout the period of performance.
- An accounting of trips and expenditures is provided in a semi-annual report to NCDOT.
- ROAP funds received and expended are included in the local annual audit.

Transportation Needs and Public Involvement in Funding Decisions	Yes	No
A. Did the county ask the Community Transportation Advisory Board (TAB), which is affiliated with the community transit system, to recommend how the ROAP funds should be sub-allocated?	X	
B. Were outreach efforts conducted to inform agencies about the availability of ROAP funds and to discuss transportation needs BEFORE the county decided how to sub-allocate the ROAP funds?	X	
C. Is the method used to sub-allocate the ROAP funds fair and equitable? Open and transparent?	X	
Financial Management of ROAP Funds	Yes	No
D. Does the county pass through any ROAP funds to agencies or organizations that are not county governmental departments or agencies?		X
E. If yes, does the county have a written agreement with these agencies that addresses the proper use, return and accountability of these funds? <i>(Include a sample agreement with application)</i>	N/A	N/A
F. Do any of the organizations or departments receiving ROAP funds plan to use private transit contractors to provide the ROAP funded trips? <i>(Their procurement practices will need to meet all federal and state requirements for procurement of professional services.)</i>		X
G. Are ROAP funds being deposited in an interest bearing account?	X	
H. Does the county provide any local funds for transportation operating assistance to any of the ROAP sub-recipients in addition to the state ROAP funds?		X
I. Is supporting documentation maintained for all ROAP grant financial transactions for five years? <b>IMPORTANT: Yes is the only correct answer.</b>	X	

Monitoring and Oversight Responsibilities	Yes	No
J. Does the county require the subrecipients of ROAP funds to provide progress reports and statistical data about the trips provided with ROAP funds?	X	
K. If progress reports and/or operating statistical reports are required by the county, how frequently are these provided to the county for evaluation? Monthly		
L. Does the county require the subrecipients of ROAP funds to use the coordinated transportation services of the federally funded Community Transit System operating in the county?	X (subrecipient is CTS)	
Accountability to North Carolina Taxpayers	Yes	No
M. Is the county prepared to provide documentation that an eligible citizen was provided an eligible service or trip on the billed date, by whatever conveyance, at the specified cost?	X	

## Elderly and Disabled Transportation Assistance Program

The Elderly and Disabled Transportation Assistance Program (EDTAP), originally enacted by legislation in the 1989 Session of the North Carolina General Assembly (Article 2B, 136-44.27), provides operating assistance funds for the transportation of the state's elderly and disabled citizens. This transportation assistance allows the elderly and disabled to reside for a longer period in their homes, thereby enhancing their quality of life.

Organizations or Departments Receiving EDTAP Funds	EDTAP Suballocation	Estimated One Way Trips	Avg. Cost of Trip
<b>Craven Area Rural Transit System</b>	<b>\$ 80,789</b>	<b>7881</b>	<b>\$ 10.25</b>
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
<b>TOTAL</b>	<b>\$ 80,789</b>	<b>7881</b>	
Elderly and Disabled Transportation Assistance Program Questions			
<p>N. What will be the purposes of the trips provided with EDTAP funds? <i>(Check all that apply)</i></p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Personal care activities, medical appointments, pharmacy pick-up, shopping, bill paying, meetings, classes, banking</li> <li><input type="checkbox"/> Job interviews, job fair attendance, job readiness activities or training, GED classes</li> <li><input type="checkbox"/> Transportation to workplace</li> <li><input type="checkbox"/> Group field trips/tours to community special events (Federal charter regulations apply to transit.)</li> <li><input type="checkbox"/> Overnight trips to out-of-county destinations (Federal charter regulations apply to transit)</li> <li><input type="checkbox"/> Human service agency appointments</li> </ul>			
<p>O. How will the transportation services be provided? <i>(Check all that apply)</i></p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Public Transportation System</li> <li><input type="checkbox"/> Private Provider</li> <li><input type="checkbox"/> Taxi Service</li> <li><input type="checkbox"/> Agency Staff Driver</li> <li><input type="checkbox"/> Volunteer Driver Program</li> </ul>			

Elderly and Disabled Transportation Assistance Program Questions (con't)	Yes	No
P. Does the federally funded Community Transit System operating in your county receive a sub-allocation of EDTAP funds?	X	
Q. Will any of the subrecipients use their EDTAP sub-allocation as matching funds for any of the following programs? <i>(Matching funds for operating assistance or purchase of service only.)</i> 5310 – Elderly Individuals and Individuals with Disabilities Program 5311 - Non-urbanized Area Formula Program 5316 – Job Access and Reverse Commute Program (JARC) 5317 – New Freedom Program		X
R. Will any of the subrecipients of EDTAP funds charge a fare for an EDTAP funded trip?		X
S. EDTAP funded trips are expected to be provided throughout the entire year. If the EDTAP funds are expended in less than a year, will the county provide county funds to prevent the discontinuation of transportation trips?	X	

### Employment Transportation Assistance Program

The Employment Transportation Assistance Program (EMPL) is intended to help DSS clients that transitioned off Work First or TANF in the last 12 months, Workforce Development Program participants and/or the general public to travel to work, employment training and/or other employment related destinations.

Organizations or Departments Receiving EMPL Funds	EMPL Suballocation	Estimated One Way Trips	Avg. Cost of Trip
<b>Craven Area Rural Transit System</b>	<b>\$ 25,278</b>	<b>1,555</b>	<b>\$ 16.25</b>
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
<b>TOTAL</b>	<b>\$ 25,278</b>	<b>1,555</b>	

#### Employment Transportation Program Questions

<p>T. What will be the purposes of the transportation services provided with EMPL funds? <i>(Check all that apply)</i></p> <p><input checked="" type="checkbox"/> Job interviews, job fair attendance, job readiness activities or training  <input checked="" type="checkbox"/> Transportation to workplace (Scheduled by the individual only. No agency scheduled trips.)  <input checked="" type="checkbox"/> Child(ren) of working parent transported to Child Care</p>
<p>U. How will the transportation services be provided? <i>(Check all that apply)</i></p> <p><input checked="" type="checkbox"/> Public Transportation System  <input type="checkbox"/> Private Provider  <input type="checkbox"/> Taxi Service  <input type="checkbox"/> Agency Staff Driver  <input type="checkbox"/> Volunteer Driver Program</p>
<p>V. Describe the eligibility criteria to be used in this county to determine who will be provided EMPL funded trips.  It is verified that the passenger's trip purpose is for the trip purposes indicated in section T. above. Methods of verification may include, but is not limited to: employment verification letter, work schedule, pay stubs.</p>

Elderly and Disabled Transportation Assistance Program Questions (con't)	Yes	No
W. Does the federally funded Community Transit System operating in your county receive a sub-allocation of EMPL funds?	X	
X. Will any of the subrecipients of EMPL funds charge a fare for an EMPL funded trip?	X	
Y. Has the county transferred any EMPL funds to EDTAP or RGP in the last two years?	X	
Z. Will any of the subrecipients use their EMPL sub-allocation as matching funds for any of the following programs? <i>(Matching funds for operating assistance or purchase of service only.)</i> 5310 – Elderly Individuals and Individuals with Disabilities Program 5311 - Non-urbanized Area Formula Program 5316 – Job Access and Reverse Commute Program (JARC) 5317 – New Freedom Program		X
AA. EMPL funded trips are expected to be provided throughout the entire year. If the EDTAP funds are expended in less than a year, will the county provide county funds to prevent the discontinuation of transportation trips?	X	

### Rural General Public Program

The Rural General Public Program assistance funds are intended to provide transportation services for individuals from the county who do not have a human service agency or organization to pay for the trip. The county, in consultation with the Community Transportation System, must determine the RGP services to be provided with the RGP funds.

Community Transit System Receiving RGP Funds	RGP Suballocation	Estimated One Way Trips	Avg. Cost of Trip
<b>Craven Area Rural Transit System</b>	<b>\$ 75,266</b>	<b>4,124</b>	<b>\$ 18.25</b>
<b>TOTAL</b>	<b>\$ 75,266</b>	<b>4,124</b>	
Rural General Public Transportation Program Questions			Yes or No
AB. What will be the trip purposes of the transportation services provided with RGP funds? <i>(Check all that apply)</i> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Personal care activities, medical appointments, pharmacy pick-up, shopping, bill paying, meetings, classes, banking</li> <li><input checked="" type="checkbox"/> Job interviews, job fair attendance, job readiness activities or training, GED classes</li> <li><input checked="" type="checkbox"/> Transportation to workplace (Scheduled by the individual only. No agency scheduled trips.)</li> <li><input checked="" type="checkbox"/> Child(ren) of working parent transported to child care</li> <li><input type="checkbox"/> Group field trips/tours to community special events (Federal charter regulations apply to transit.)</li> <li><input type="checkbox"/> Overnight trips to out-of-county destinations (Federal charter regulations apply to transit.)</li> <li><input checked="" type="checkbox"/> Human service agency appointments</li> </ul>			
AC. How will the transportation services be provided? <i>(Check all that apply)</i> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Public Transportation System</li> <li><input type="checkbox"/> Private Provider</li> <li><input type="checkbox"/> Taxi Service</li> <li><input type="checkbox"/> Volunteer Driver Program</li> </ul>			
AD. Will RGP trips be provided for citizens who need transportation but don't have a human service agency or organization to pay for the trip?			X

Rural General Public Program Questions (con't)	Yes	No
AE. Since the subrecipient can only use RGP funds to pay for 90% of the cost of a trip, will the Community Transit System use fare revenue to generate the local 10% match requirement for RGP funds?	X	
AF. Will RGP funded trips be coordinated on vehicles with human service agency trips?	X	
AG. Will the Community Transit System use any of their RGP sub-allocation as matching funds for any of the following programs? <i>(Matching funds for operating assistance or purchase of service only)</i> 5310 – Elderly Individuals and Individuals with Disabilities Program 5311 - Non-urbanized Area Formula Program 5316 – Job Access and Reverse Commute Program (JARC) 5317 – New Freedom Program		X
AH. Is any part of the county in an urbanized area according to the 2010 census?	X	
AI. RGP funded trips are expected to be provided throughout the entire year. If the RGP funds are expended in less than a year, will the county provide county funds to prevent the discontinuation of transportation trips?	X	

	FY2015	FY2016	Difference	
EDTAP - Craven	81,164	80,789	-375	
EMPL-Craven	41,419	25,278	-16,141	
RGP-Craven	93,790	75,266	-18,524	
	216,373	181,333	-35,040	<b>83.81%</b>
<b>REDUCTION</b>		<b>-35,040</b>		<b>16.19%</b>
EDTAP - Jones	45,185	45,174	-11	
EMPL-Jones	5,347	4,807	-540	
RGP-Jones	41,498	41,814	316	
	92,030	91,795	-235	<b>99.74%</b>
<b>REDUCTION</b>		<b>-235</b>		<b>0.26%</b>
EDTAP - Pamlico	46,153	46,310	157	
EMPL-Pamlico	5,229	5,363	134	
RGP-Pamlico	42,892	44,156	1,264	
	94,274	95,829	1,555	<b>101.65%</b>
<b>REDUCTION</b>		<b>1,555</b>		<b>-1.65%</b>

Craven County



**Craven Area Rural Transit System  
PUBLIC TRANSPORTATION**

2822 Neuse Blvd.  
New Bern, North Carolina 28562  
Phone: 252-636-4917 - Fax: 252-636-4919  
Email: carts@cravencountync.gov



CARTS Transportation Advisory Board (CARTS TAB)  
BYLAWS

Adopted by Craven County Board of Commissioners \_\_\_\_\_ (DATE) \_\_\_\_\_

- A. **Applicability of Rules.** These rules apply to all meetings of the CARTS Transportation Advisory Board (CARTS TAB) at which the board is to be informed and advise on the day to day operation (discuss unmet needs in the services area, service design and scheduling, billing rates and fares and to resolve complains) of the Craven Area Rural Transit System which is the regional transportation system for Craven, Jones, & Pamlico counties including the New Bern urban area.
- B. **Membership** composition is approved by the Craven County Board of Commissioners. It should consist of stakeholders who care about the services provided by the transit system, from Public Human Service Agency, Transportation Providers, Public and Business Sectors, Government and Governmental Affiliates, and Transit Users per the Community Transportation Program administered by North Carolina Department of Transportation/Public Transportation Division.
- C. **Meetings** must be open and advertised to the public. They are held at least but not less than quarterly. Calendar of meeting is set by the CARTS TAB on a yearly basis. Special meetings may be called by either the Chairperson or the CARTS Director.
- D. **Officers** consist of a Chairperson and a Secretary. The Chairperson and Secretary are elected at large by the group at the first meeting each calendar year.
- E. **Agenda** for meeting is set by the CARTS Director or Assistant Director with the option for all member/attendee to speak.
- F. **Attendance** of either the member or their representative at meetings is required at least 50% of the time in order to stay an active member.
- G. **Authority** of the CARTS TAB is limited to advisory/recommendation capacity only as the Craven Area Rural Transit System is governed by the Craven County Board of Commissioners and is the Craven County Transportation Department.
- H. **Conflict of Interest** policy is a separate document, approved by the Craven County Board of Commissioners. A signed copy of the conflict of interest policy by each TAB member is required.



## Craven Area Rural Transit System

2822 Neuse Blvd.

New Bern, North Carolina 28562

Phone: 252-636-4917 - Fax: 252-636-4919

Email: [carts@cravencountync.gov](mailto:carts@cravencountync.gov)



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### CARTS Transportation Advisory Board Composition

Approved by the Craven County Board of Commissioners \_\_\_\_\_ (DATE)

The CARTS TAB is a locally formed advisory group based on guidelines provided by the North Carolina Department of Transportation/Public Transportation Division (NCDOT/PTD). Each transportation system is required to have a TAB approved by the governing board. NCDOT/PTD has recommended guidelines and requirements regarding TAB composition. These recommendations are conveyed through the Community Transportation Program Overview provided by NCDOT/PTD. This document includes examples provided in the Overview as well as the slots approved by the Craven County Board of Commissioners for each category on the CARTS TAB. Slots have been designated based on historical participation on the CARTS TAB, identified areas of under representation, and consideration for representation of all geographical areas within the CARTS service area.

Examples of Public Human Service Agencies include: Senior Services, DSS, Vocational Rehabilitation, Head Start, Shelter Workshop, Health Dept., Veterans Administration, Smart Start, Mental Health, Housing Authority, and Human Service Transit Users. Designated slots for the CARTS TAB under the category of Public Human Service Agencies are as follows:

1. Department of Social Services
  - a. Craven County Department of Social Services
  - b. Jones County Department of Social Services
  - c. Pamlico County Department of Social Services
2. Vocational Rehabilitation
3. Mental Health
  - a. Trillium Health Services
  - b. Port Human Services
4. One agency representing Senior Services, Health Dept., Veterans Administration, or Housing Authority
5. One agency representing Senior Services, Health Dept., Veterans Administration, or Housing Authority not already represented in slot 4.

Examples of Transportation Providers include: private transportation providers, intercity bus providers, ambulance service, regional authority, urban system, faith based services, volunteers. Designated slots for the CARTS TAB under the category of Transportation Providers are as follows:

1. Private transportation provider
  - a. Craven County
  - b. Jones County
  - c. Pamlico County
2. Ambulance service
3. One agency representing faith based services or volunteers

Examples of public and business sectors include: Chamber of Commerce, major employers, DBE's, hospital/dialysis center staff, non-profit organizations, employment transit users, general public transit users, and public citizens. Designated slots for the CARTS TAB under the category of public and business sectors are as follows:

1. Dialysis Center
  - a. Craven County (which also serves Pamlico County)
  - b. Jones County
2. Hospital or other medical provider entity serving Craven, Jones, and/or Pamlico County
3. Non-profit
4. Public citizen or non-profit
5. Public citizen or non-profit

Examples of government and governmental affiliates include: MPO, RPO, economic development, Employment Security Commission, job link and/or career centers, elected officials, county government staff, community college. Designated slots for the CARTS TAB under the category of government and governmental affairs are as follows:

1. MPO
2. RPO
3. Economic Development
  - a. Craven County
  - b. Jones County
  - c. Pamlico County
  - d. City of New Bern
4. NC Department of Commerce – Division of Employment services, NC Joblink, or career center
5. Elected official
6. County government staff (i.e. County Manager, Finance Officer, etc.)
  - a. Craven County
  - b. Jones County
  - c. Pamlico County
7. Community college
  - a. Craven Community College
  - b. Lenoir Community College (Jones County)
  - c. Pamlico Community College

A Transit User is a passenger that currently utilizes the transit system. There will be four designated slots for this category.

1. Craven County (rural)
2. Jones County (rural)
3. Pamlico County (rural)
4. City of New Bern (urban)

Craven County



## Craven Area Rural Transit System

2822 Neuse Blvd.

New Bern, North Carolina 28562

Phone: 252-636-4917 - Fax: 252-636-4919

Email: [carts@cravencountync.gov](mailto:carts@cravencountync.gov)



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### Craven Area Rural Transit System (CARTS) Transportation Advisory Board Conflict of Interest Policy

No member of the CARTS Transportation Advisory Board (TAB) or employee of the Craven Area Rural Transit System who is involved in making or administering a contract or service on behalf of the agency may derive a direct or indirect benefit from the contract or service. It shall further be the policy that no member of the CARTS TAB or employee of CARTS may solicit or receive any gifts, rewards or promise of rewards in exchange for recommending, influencing, or attempting to influence the award of a contract or services. No member of the CARTS TAB or employee shall accept gifts or rewards, directly or indirectly from any person or agency for which services have been rendered by Craven Area Rural Transit System.

Violation of this policy shall result in removal from the CARTS TAB, in the case of a member of the board, and immediate disciplinary action in the case of an employee.

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date





**DIVISION OF SOCIAL SERVICES**

**FUNDING SOURCE: CRISIS INTERVENTION PAYMENT**

**EFFECTIVE DATE: 07/01/2015**

**AUTHORIZATION NUMBER: 4**

**ALLOCATION PERIOD**

**FROM JUNE 2015 THRU MAY 2016 SERVICE MONTHS**

**FROM JULY 2015 THRU JUNE 2016 PAYMENT MONTHS**

Co. No.	COUNTY	Initial Allocation		Additional Allocation		Grand Total Allocation	
		Federal	Total	Federal	Total	Federal	Total
01	ALAMANCE	236,250.00	236,250.00	406,525.00	406,525.00	642,775.00	642,775.00
02	ALEXANDER	52,824.00	52,824.00	77,615.00	77,615.00	130,439.00	130,439.00
03	ALLEGHANY	18,653.00	18,653.00	30,441.00	30,441.00	49,094.00	49,094.00
04	ANSON	62,704.00	62,704.00	106,582.00	106,582.00	169,286.00	169,286.00
05	ASHE	46,136.00	46,136.00	78,356.00	78,356.00	124,492.00	124,492.00
06	AVERY	25,647.00	25,647.00	41,921.00	41,921.00	67,568.00	67,568.00
07	BEAUFORT	92,177.00	92,177.00	151,658.00	151,658.00	243,835.00	243,835.00
08	BERTIE	54,117.00	54,117.00	87,958.00	87,958.00	142,075.00	142,075.00
09	BLADEN	82,293.00	82,293.00	140,287.00	140,287.00	222,580.00	222,580.00
10	BRUNSWICK	164,220.00	164,220.00	264,440.00	264,440.00	428,660.00	428,660.00
11	BUNCOMBE	380,490.00	380,490.00	599,654.00	599,654.00	980,144.00	980,144.00
12	BURKE	149,654.00	149,654.00	248,055.00	248,055.00	397,709.00	397,709.00
13	CABARRUS	193,295.00	193,295.00	339,907.00	339,907.00	533,202.00	533,202.00
14	CALDWELL	137,292.00	137,292.00	223,688.00	223,688.00	360,980.00	360,980.00
15	CAMDEN	9,084.00	9,084.00	14,892.00	14,892.00	23,976.00	23,976.00
16	CARTERET	93,836.00	93,836.00	151,330.00	151,330.00	245,166.00	245,166.00
17	CASWELL	46,069.00	46,069.00	82,565.00	82,565.00	128,634.00	128,634.00
18	CATAWBA	238,453.00	238,453.00	400,614.00	400,614.00	639,067.00	639,067.00
19	CHATHAM	66,794.00	66,794.00	126,578.00	126,578.00	193,372.00	193,372.00
20	CHEROKEE	46,024.00	46,024.00	81,435.00	81,435.00	127,459.00	127,459.00
21	CHOWAN	32,570.00	32,570.00	51,291.00	51,291.00	83,861.00	83,861.00
22	CLAY	19,366.00	19,366.00	29,114.00	29,114.00	48,480.00	48,480.00
23	CLEVELAND	199,811.00	199,811.00	328,624.00	328,624.00	528,435.00	528,435.00
24	COLUMBUS	124,190.00	124,190.00	203,457.00	203,457.00	327,647.00	327,647.00
25	CRAVEN	144,184.00	144,184.00	247,315.00	247,315.00	391,499.00	391,499.00
26	CUMBERLAND	566,336.00	566,336.00	954,742.00	954,742.00	1,521,078.00	1,521,078.00
27	CURRITUCK	23,296.00	23,296.00	37,932.00	37,932.00	61,228.00	61,228.00
28	DARE	35,199.00	35,199.00	56,642.00	56,642.00	91,841.00	91,841.00
29	DAVIDSON	256,542.00	256,542.00	454,632.00	454,632.00	711,174.00	711,174.00
30	DAVIE	46,633.00	46,633.00	96,506.00	96,506.00	143,139.00	143,139.00
31	DUPLIN	104,025.00	104,025.00	190,312.00	190,312.00	294,337.00	294,337.00
32	DURHAM	430,419.00	430,419.00	689,133.00	689,133.00	1,119,552.00	1,119,552.00
33	EDGECOMBE	150,171.00	150,171.00	252,868.00	252,868.00	403,039.00	403,039.00
34	FORSYTH	548,859.00	548,859.00	962,400.00	962,400.00	1,511,259.00	1,511,259.00
35	FRANKLIN	97,752.00	97,752.00	167,252.00	167,252.00	265,004.00	265,004.00
36	GASTON	362,195.00	362,195.00	626,447.00	626,447.00	988,642.00	988,642.00
37	GATES	17,855.00	17,855.00	30,096.00	30,096.00	47,951.00	47,951.00
38	GRAHAM	17,042.00	17,042.00	29,067.00	29,067.00	46,109.00	46,109.00
39	GRANVILLE	79,491.00	79,491.00	127,068.00	127,068.00	206,559.00	206,559.00
40	GREENE	40,827.00	40,827.00	65,908.00	65,908.00	106,735.00	106,735.00
41	GUILFORD	835,150.00	835,150.00	1,460,063.00	1,460,063.00	2,295,213.00	2,295,213.00
42	HALIFAX	154,803.00	154,803.00	265,223.00	265,223.00	420,026.00	420,026.00
43	HARNETT	189,249.00	189,249.00	318,754.00	318,754.00	508,003.00	508,003.00
44	HAYWOOD	99,212.00	99,212.00	171,048.00	171,048.00	270,260.00	270,260.00
45	HENDERSON	126,329.00	126,329.00	220,242.00	220,242.00	346,571.00	346,571.00
46	HERTFORD	58,750.00	58,750.00	94,341.00	94,341.00	153,091.00	153,091.00
47	HOKE	90,898.00	90,898.00	165,456.00	165,456.00	256,354.00	256,354.00

**CRISIS INTERVENTION PAYMENT (CIP) cont. AUTHORIZATION NUMBER: 4**

	COUNTY	Initial Allocation		Additional Allocation		Grand Total Allocation	
		Federal	Total	Federal	Total	Federal	Total
48	HYDE	10,173.00	10,173.00	16,824.00	16,824.00	26,997.00	26,997.00
49	IREDELL	161,879.00	161,879.00	267,063.00	267,063.00	428,942.00	428,942.00
50	JACKSON	60,799.00	60,799.00	110,139.00	110,139.00	170,938.00	170,938.00
51	JOHNSTON	257,082.00	257,082.00	439,707.00	439,707.00	696,789.00	696,789.00
52	JONES	20,340.00	20,340.00	34,683.00	34,683.00	55,023.00	55,023.00
53	LEE	104,181.00	104,181.00	166,469.00	166,469.00	270,650.00	270,650.00
54	LENOIR	130,310.00	130,310.00	207,010.00	207,010.00	337,320.00	337,320.00
55	LINCOLN	101,863.00	101,863.00	171,490.00	171,490.00	273,353.00	273,353.00
56	MACON	58,938.00	58,938.00	95,698.00	95,698.00	154,636.00	154,636.00
57	MADISON	37,134.00	37,134.00	58,495.00	58,495.00	95,629.00	95,629.00
58	MARTIN	53,891.00	53,891.00	87,384.00	87,384.00	141,275.00	141,275.00
59	MCDOWELL	86,443.00	86,443.00	146,479.00	146,479.00	232,922.00	232,922.00
60	MECKLENBURG	1,419,677.00	1,419,677.00	2,326,895.00	2,326,895.00	3,746,572.00	3,746,572.00
61	MITCHELL	25,317.00	25,317.00	40,290.00	40,290.00	65,607.00	65,607.00
62	MONTGOMERY	55,522.00	55,522.00	83,384.00	83,384.00	138,906.00	138,906.00
63	MOORE	105,860.00	105,860.00	172,438.00	172,438.00	278,298.00	278,298.00
64	NASH	160,625.00	160,625.00	252,940.00	252,940.00	413,565.00	413,565.00
65	NEW HANOVER	313,812.00	313,812.00	543,602.00	543,602.00	857,414.00	857,414.00
66	NORTHAMPTON	57,236.00	57,236.00	95,591.00	95,591.00	152,827.00	152,827.00
67	ONSLow	204,043.00	204,043.00	369,676.00	369,676.00	573,719.00	573,719.00
68	ORANGE	154,482.00	154,482.00	247,396.00	247,396.00	401,878.00	401,878.00
69	PAMLICO	20,009.00	20,009.00	33,040.00	33,040.00	53,049.00	53,049.00
70	PASQUOTANK	75,262.00	75,262.00	124,709.00	124,709.00	199,971.00	199,971.00
71	PENDER	83,289.00	83,289.00	145,438.00	145,438.00	228,727.00	228,727.00
72	PERQUIMANS	24,487.00	24,487.00	41,733.00	41,733.00	66,220.00	66,220.00
73	PERSON	69,518.00	69,518.00	114,577.00	114,577.00	184,095.00	184,095.00
74	PITT	324,075.00	324,075.00	564,478.00	564,478.00	888,553.00	888,553.00
75	POLK	26,909.00	26,909.00	41,976.00	41,976.00	68,885.00	68,885.00
76	RANDOLPH	221,954.00	221,954.00	388,461.00	388,461.00	610,415.00	610,415.00
77	RICHMOND	115,889.00	115,889.00	199,344.00	199,344.00	315,233.00	315,233.00
78	ROBESON	375,396.00	375,396.00	628,351.00	628,351.00	1,003,747.00	1,003,747.00
79	ROCKINGHAM	160,281.00	160,281.00	285,557.00	285,557.00	445,838.00	445,838.00
80	ROWAN	228,657.00	228,657.00	375,966.00	375,966.00	604,623.00	604,623.00
81	RUTHERFORD	135,708.00	135,708.00	230,436.00	230,436.00	366,144.00	366,144.00
82	SAMPSON	130,106.00	130,106.00	216,759.00	216,759.00	346,865.00	346,865.00
83	SCOTLAND	94,593.00	94,593.00	172,054.00	172,054.00	266,647.00	266,647.00
84	STANLY	91,250.00	91,250.00	153,242.00	153,242.00	244,492.00	244,492.00
85	STOKES	62,090.00	62,090.00	98,600.00	98,600.00	160,690.00	160,690.00
86	SURRY	136,484.00	136,484.00	220,765.00	220,765.00	357,249.00	357,249.00
87	SWAIN	24,856.00	24,856.00	42,658.00	42,658.00	67,514.00	67,514.00
88	TRANSYLVANIA	48,807.00	48,807.00	79,549.00	79,549.00	128,356.00	128,356.00
89	TYRRELL	9,034.00	9,034.00	14,473.00	14,473.00	23,507.00	23,507.00
90	UNION	203,118.00	203,118.00	330,490.00	330,490.00	533,608.00	533,608.00
91	VANCE	125,248.00	125,248.00	210,503.00	210,503.00	335,751.00	335,751.00
92	WAKE	796,447.00	796,447.00	1,364,988.00	1,364,988.00	2,161,435.00	2,161,435.00
93	WARREN	50,562.00	50,562.00	83,683.00	83,683.00	134,245.00	134,245.00
94	WASHINGTON	30,807.00	30,807.00	51,841.00	51,841.00	82,648.00	82,648.00
95	WATAUGA	72,895.00	72,895.00	122,386.00	122,386.00	195,281.00	195,281.00
96	WAYNE	227,942.00	227,942.00	387,823.00	387,823.00	615,765.00	615,765.00
97	WILKES	137,524.00	137,524.00	225,997.00	225,997.00	363,521.00	363,521.00
98	WILSON	168,692.00	168,692.00	261,899.00	261,899.00	430,591.00	430,591.00
99	YADKIN	55,804.00	55,804.00	93,854.00	93,854.00	149,658.00	149,658.00
100	YANCEY	33,534.00	33,534.00	54,817.00	54,817.00	88,351.00	88,351.00
150	Jackson Indian	8,000.00	8,000.00	0.00	0.00	8,000.00	8,000.00
187	Swain Indian	4,000.00	4,000.00	0.00	0.00	4,000.00	4,000.00
	<b>Total</b>	<b>15,000,000.00</b>	<b>15,000,000.00</b>	<b>25,244,534.00</b>	<b>25,244,534.00</b>	<b>40,244,534.00</b>	<b>40,244,534.00</b>

**FUNDING SOURCE: Federal Low Income Home Energy Assistance Funds**  
**CFDA Number: 93.568**  
**CFDA Name: Low-Income Home Energy Assistance**  
**Award Name: Low-Income Home Energy Assistance**  
**Award Number: G15B1NCLIEA & G16B1NCLIEA**  
**Award Date: FFY 2015 & 2016**  
**Federal Agency: DHHS/ACF**

**GRANT INFORMATION: This represents 100% federal dollars.**  
**This allocation represents the remaining balance of funding as designated in Session Law 2015-241 (House Bill 97).**

**XS411 Heading: CRISIS**  
**Tracked on XS411: Federal Share 100%**

**OBLIGATIONS INCURRED AND EXPENDITURES MADE UNDER THIS ADVICE WILL BE  
SUBJECT TO TO LIMITATIONS PUBLISHED BY FEDERAL AND STATE  
AGENCIES AS TO THE AVAILABILITY OF FUNDS**

**AUTHORIZED SIGNATURE**

  
\_\_\_\_\_

**DATE:**

**September 21, 2015**  
\_\_\_\_\_





Alfreda Stout &lt;alfreda.stout@cravencountync.gov&gt;

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**re: Craven County FCSP allocations for FY 2015-2016**

2 messages

January Brown &lt;jbrown@eccog.org&gt;

Mon, Sep 14, 2015 at 1:51 PM

To: Kent Flowers-Craven DSS &lt;cravencounty.dss@cravencountync.gov&gt;

Cc: "Alfreda: Craven" &lt;alfreda.stout@cravencountync.gov&gt;



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Phone: 252.638.3185 ext. 3011 • Fax: 252.638.3187 • Email: [jbrown@eccog.org](mailto:jbrown@eccog.org)

Dear Kent Flowers,

Please find attached the contract for the Family Caregivers Support Program for July 1, 2015 to June 30, 2016 for Craven County. Your allocation total for this year is **\$19,158.**

**Please understand that this allocation amount is pending our RAAC board approval of FCSP Regional allocation on October 5, 2015.** We are not awarding these funds until our RAAC board approves them. I am attaching your contract so that you may begin working on your allocations and your scope of services. I will contact you once the RAAC board has approved the FCSP allocations and I will verify with you the \$19,158. Once I have verified with you the amount may then get the contracts signed and sent into ECC-AAA.

Once verification of you allocations is completed with you please complete two copies of the attached contract, the Explanation of Scope of Services, and return the completed originals to Eastern Carolina Council Area Agency on Aging within 30 days of verification. Please notice that unit's amounts and number of clients being served explanations table in your contract. Please review the information in regards to explanation of client FCSP eligibility to the scope of services along with the ECCAAA cap requirements.

The DAAS is currently revisiting the assurances that must be in place when receiving federal and state funds. Our agency may have to amend contract agreements to include the assurances sometime during this fiscal year once we get clarification which assurances we must gather from providers.

I look forward to working with you this coming year and thank you so much for your time. If you have any further questions please feel free to contact me at 252-638-3185 ext. 3011.



**Eastern Carolina Council**

**January N. Brown**

**Human Services Planner-**

**Family Caregivers Resource Specialist**

PO Box 1717  
New Bern, NC 28563-1717  
233 Middle Street, Suite 300  
New Bern, NC 28560  
Office: 252.638.3185 Ext. 3011

Fax: 252.638.3187  
Cell: 252.229.3294

*ECC is a quasi-governmental planning organization serving Carteret, Craven, Duplin, Greene, Jones, Lenoir, Onslow, Pamlico, and Wayne Counties.*

*DISCLAIMER: Pursuant to the Freedom of Information-Privacy Acts (FOIPA) and North Carolina General Statutes Chapter 132, Public Records, this electronic mail message and any attachments hereto, as well as any electronic mail message(s) sent in response to it may be considered public record and as such subject to request and review by anyone at anytime.*



**Primary FY15-16 FCSP Contract blank.docx**  
51K

CRAVEN COUNTY  
RESOLUTION PURSUANT TO  
N.C.Gen.Stat. §143-64.32

WHEREAS, N.C.Gen.Stat. §143-64.31 requires the selection of firms to perform architectural, engineering, and surveying services by a County to be without regard to fee, after public announcement of such services; and,

WHEREAS, Craven County ("County") proposes to enter into an engineering service contract to determine the environmental appropriateness of an available parcel for the relocation of the Hickman Hills Solid Waste Convenience Site located off US Highway 70, Township 6 in Craven County ("Service Contract"); and,

WHEREAS, the amount of professional fees under the proposed Service Contract is estimated to be less than Fifty Thousand and No/100 Dollars (\$50,000.00); and,

WHEREAS, N.C.Gen.Stat. §143-64.32 allows a County to exempt itself from the requirements of N.C.Gen.Stat. §143-64.31, when the amount of professional fees is estimated to be less than Fifty Thousand and No/100 Dollars (\$50,000.00); and,

WHEREAS, the County finds that it is in its best interest to exempt the proposed Service Contract from the provisions of G.S. §143-64.31.

NOW, THEREFORE, THE BOARD OF COMMISSIONERS OF CRAVEN COUNTY  
RESOLVES:

Section 1. The above-described Service Contract is hereby made exempt from the provisions of G.S. §143-64.31 for the reasons stated in this resolution.

Section 2. This resolution shall be effective upon adoption.

Adopted this \_\_\_ day of October, 2015.

(County Seal)

CRAVEN COUNTY

\_\_\_\_\_  
STEVE TYSON, Chairman

\_\_\_\_\_  
GWENDOLYN BRYAN,  
Clerk to the Board

9\\SERVER04\lssdocs\0000025\00059383.000.DOCX



Gene Hodges &lt;mhodges@cravencountync.gov&gt;

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**Fwd: Proposed Craven County Convenience Site (Hickman Hill)**

1 message

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**Solon Cotton** <rcotton@cravencountync.gov>  
To: Gene Hodges <mhodges@cravencountync.gov>

Fri, Sep 25, 2015 at 4:14 PM

Vaughn &amp; Melton Engineering prices

----- Forwarded message -----

From: **Dwayne Alligood** <dhalligood@vaughnmelton.com>  
Date: Tue, Aug 4, 2015 at 11:28 AM  
Subject: Proposed Craven County Convenience Site (Hickman Hill)  
To: "rcotton@cravencountync.gov" <rcotton@cravencountync.gov>  
Cc: Victor Barbour <jvbarbour@vaughnmelton.com>

Rusty,

It was a pleasure for Victor Barbour and me to meet with you, Gene Hodges, Don Baumgardner and Chad Strawn on July 22<sup>nd</sup> to discuss the relocation of the Hickman Hill Convenience Site. You requested Vaughn & Melton provide pricing for certain items of work related to Parcel ID#6-216-001. The portion of this parcel to be reviewed is approximately 5 acres in size and is the portion located between existing US 70 and the railroad tracks.

I have talked with representatives of NCDOT's Program Development and Environmental Analysis Unit regarding this tract. They provided me with their current wetland file and jurisdictional determination. Unfortunately, this file only covers a small portion of the 5 acres in question. They did indicate they were aware this site was being considered for possible relocation of the Hickman Hill Convenience Site. If the site is determined to be suitable it will have to go through the Right of Way Disposal and Control of Access Committee for approval prior to transferring the property. It does not appear there will be any objections to the transfer of property but it will have to go through that process.

Below are Vaughn & Melton's quotation for work as you requested:

1. Engineering evaluation and report for general development issues. (\$1500.00 – General review of site including public utilities, soil conditions, highway access, floodplains, topography, etc.)
2. Wetland delineation, documentation and ACOE confirmation. (\$5300.00 – Site review to determine the presence / absence of jurisdictional features, delineation of jurisdictional features, documentation of jurisdictional features and concurrence of features by the appropriate US Army Corps of Engineers Field Representative.)
3. Wetland survey / plat. (\$2000.00 – Conduct field survey and provide boundary plat with delineated wetlands.)
4. Geotechnical Evaluation, 2 borings. (\$3,200.00 – Two soil test borings and a preliminary engineering report. The borings will be 25 feet below existing grade. Standard Penetration Test (SPT) sampling will be performed. Soil samples will be visually classified and the boreholes will be checked for groundwater upon completion of

drilling.)

5. Phase I Environmental Site Assessment. (\$2,100.00 – Site evaluation and reporting following ASTM E1527 standards.)

Prices in this proposal are valid through the end of September, 2015.

Thank you for the opportunity to provide this quote to you. If you find this quote acceptable, please let me know and we will draft a Short Form Letter Agreement for these services to be signed and executed. I look forward to hearing back from you.

Best regards.

Dwayne

**Dwayne H. Alligood, PE**  
***Vaughn & Melton Consulting Engineers & Surveyors***

(252) 229-4506

[dhalligood@vaughnmelton.com](mailto:dhalligood@vaughnmelton.com)

Website: [www.vaughnmelton.com](http://www.vaughnmelton.com)



## **AVOLIS ENGINEERING, P.A.**

P.O. Box 15564 · New Bern, North Carolina 28561 · Office: 252.633.0068

February 16, 2015

Mr. Chad Strawn  
Assistant Director of Planning and Community Development  
406 Craven Street  
New Bern, NC 28560-4971

Re: Proposal for Engineering Evaluation, Potential Convenience Center Site,  
US Highway 70, Havelock, NC

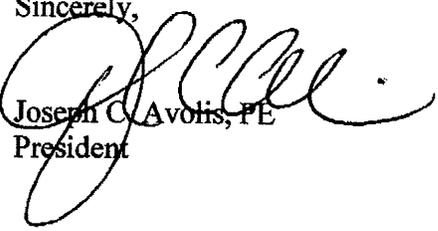
Dear Chad:

We appreciate you contacting us to provide a proposal for the above-referenced site. The site is approximately five acres in size and is that portion of NCDOT parcel 6-216-001 lying between US Highway 70 and the railroad tracks. It is understood that the site has been used for spoil disposal in the past. 404 wetlands and stream buffers are likely issues on the site. In order to assess the site, the following engineering services are proposed:

- Engineering evaluation and report for general development issues - (\$750).
- Wetland delineation, documentation and ACOE confirmation - (\$1,600).
- Wetland survey/plat - (\$1,500).
- Geotechnical Evaluation, 2 borings - (\$2,500).
- Phase I Environmental Site Assessment - (\$2,400).

The above prices are stand alone for each item should you choose to only do specific tasks. Should you have any questions, please do not hesitate to give me a call.

Sincerely,

  
Joseph C. Avolis, PE  
President



**Current  
Hickman Hill  
Convenience Site**



**To New Bern**

**1800 Feet**

**US 70**

**Potential  
Relocation  
Site**

**To Havelock**

**RESOLUTION**

THAT WHEREAS, Craven County has received an offer to purchase a parcel of property owned by it identified as 345 Hudnell Road, Ernul, NC, Tax Parcel Number 1-028-162-B, and more particularly described in Deed Book 3069 at Page 462 in the Craven County Registry (hereinafter the "Real Property"), a copy of said offer is attached hereto as Exhibit A; and

WHEREAS, the Board of Commissioners is authorized to sell the County's interest in the property pursuant to the provisions of North Carolina General Statute §160A-269.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF CRAVEN COUNTY:

1. That the Board of Commissioners hereby authorizes the initiation of the upset bid process for the Real Property by advertising notice of the offer to purchase in accordance with the provisions of North Carolina General Statute §160A-269.

2. That the County Manager, Clerk and/or Attorney are authorized to take all actions necessary to accomplish the purposes of this Resolution.

ADOPTED THIS 5<sup>th</sup> DAY OF OCTOBER, 2015.

\_\_\_\_\_  
STEVE TYSON, Chairman

(County Seal)

\_\_\_\_\_  
GWENDOLYN BRYAN,  
Clerk to the Board

CRAVEN COUNTY

VERNICE HOYLE 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 Township 1, Craven County, North Carolina, being known as and more particularly described as: Street Address: 345 Hudnell Rd, Ermul, NC 28527 Subdivision Name: n/a Tax Parcel ID No.: 1-028-162-B Plat Reference: n/a

Handwritten: 4,025.00

Being all of that property more particularly described in Deed Book 3069, Page 462 in the Craven County Registry.

2. PURCHASE PRICE: The purchase price is ~~\$9,000.00~~ and shall be paid as follows:

Handwritten: 3,525

(a) \$500.00 EARNEST MONEY DEPOSIT with this offer by  cash  bank check  certified check  other: N/A 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 this offer is not accepted, 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) ~~\$8,500.00~~ 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. PAYMENT OF TAXES: Any Ad valorem taxes to which the Property is subject shall be paid in their entirety by Buyer.

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. 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 September 30, 2015. The deed is to be made to: VERNICE HOYLE or assign(s).

Handwritten: October 31, 2015

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

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

10. 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.

11. 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.

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

Buyer Initials [Signature] Seller Initials \_\_\_\_\_ Page 1 of 2

13. **RISK OF LOSS:** The risk of loss or damage by fire or other casualty prior to Closing shall be upon Seller.
14. **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).
15. **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.
16. **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.
17. **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.
18. **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:

Vernice Hoyle (SEAL)  
 Name: VERNICE HOYLE  
 Date: 09-02-15

Address: 850 Lane Farm Rd  
Cone City NC  
 Phone No. (252) 633-6228

SELLER

CRAVEN COUNTY

By: \_\_\_\_\_ (SEAL)  
 Its: \_\_\_\_\_  
 Date: \_\_\_\_\_

Buyer Initials

GH

Seller Initials

STATE EMPLOYEES' CREDIT UNION  
80034 New Bern - Glenburnie Road

# CASHIER'S CHECK

020151

DATE: September 21, 2015

66-7704/2531

PAY TO THE ORDER OF CRAVEN COUNTY

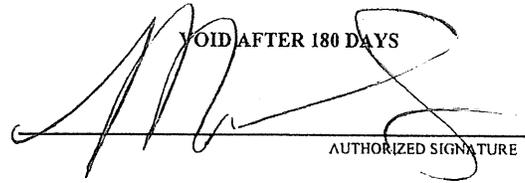
\$\*\*\*\*\*500.00

\*\*\* FIVE HUNDRED DOLLARS AND 00 CENTS

REMITTER: VERNICE I HOYLE

MEMO:

VOID AFTER 180 DAYS



AUTHORIZED SIGNATURE

⑈020151⑈ ⑆253177049⑆08619903437⑈

Details on back. Security Features included.

## Craven County Geographic Information System

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

This report was created by Craven County GIS reporting services on 7/29/2015 5:20:46 PM

**Parcel ID :** 1-028 -162-B  
**Owner :** CRAVEN COUNTY  
**Mailing Address :** PO BOX 1128 NEW BERN NC 28563  
**Property Address :** 345 HUDNELL RD  
**Description :** IPOCK LD  
**Lot Description :**



---

**Assessed Acreage :** 2.110      **Calculated Acreage :** 2.130  
**Deed Reference :** 3069-0462      **Recorded Date :** 3 5 2012  
**Recorded Survey :**  
**Estate Number :**  
**Land Value :** \$10,550      **Tax Exempt :** Yes  
**Improvement Value :** \$0      **# of Improvements :** 0  
**Total Value :** \$10,550  
**City Name :**      **Fire tax District :** TOWNSHIP 1  
**Drainage District :**      **Special District :**  
**Land use :** VACANT-RESIDENTIAL TRACT

### Recent Sales Information

SALE DATE	Sellers Name	Buyers Name	Sale Type	Sale Price
3/5/2012	LITTLETON, BEN G	CRAVEN COUNTY	STRAIGHT TRANSFER	\$8,387
6/20/1997	SIMPKINS, SADIE LEE & JOHN WESLEY	LITTLETON, BEN G	STRAIGHT TRANSFER	\$12,000

### List of Improvements to Site

No improvements listed for this parcel

  
 Image ID: 000002085110 Type: CRP  
 Recorded: 03/05/2012 at 08:49:57 AM  
 Fee Amt: \$43.00 Page 1 of 2  
 Revenue Tax: \$17.00  
 Workflow# 0000064717-0001  
 Craven, NC  
 Sherri B. Richard Register of Deeds  
 BK 3069 Pg 462

Prepared by: Zacchaues Legal Services ✓

Revenue Stamps \$17.00

STATE OF NORTH CAROLINA

COMMISSIONER'S DEED

COUNTY OF CRAVEN

ID# 1 028 162-B

This deed, made this 1st day of March, 2012, by MARK D. BARDILL, Commissioner, to County of Craven of P.O. Box 1128, New Bern, Craven County, North Carolina 28563.

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 Ben G. Littleton and spouse, if any, et al, File No. 03-CVD-1827; 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 10th day of February, 2012, 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 \$8,387.69; 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 \$8,387.69, 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:

Being all of Lot #2 as shown on plat of survey of Biggs A. Ipock Heirs (Home Tract) dated October 10, 1975, prepared by G. Jerome Norman, Registered Land Surveyor, and recorded in Plat Cabinet A on Slide 92A, in the office of the Register of Deeds of Craven County.

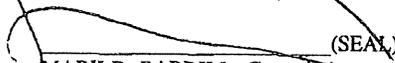
LESS AND EXCEPTING beginning at an existing iron pipe that is located the following courses and distances from an existing PK nail in the centerline of a wooden bridge that is over the Beaver Dam Swamp that is part of S.R. 1630 Hudnell Road, S 76 deg. 34' 23" East 30.00 feet; thence N 13 deg. 21' 19" E. 272.22 feet; thence from this POINT OF BEGINNING S 13 deg. 21' 19" W 95 feet to a set iron pipe; thence N 76 deg. 34' 23" W. 50.00 feet to a set iron pipe; thence S 13 deg. 21' 19" W 45.01 feet to a set iron pipe; thence N 76 deg. 35' 13" W 138.73 feet to a set iron pipe; thence N 13 deg. 25' 37" E. 140.05 feet to a set iron pipe; thence S 76 deg. 34' 23"

*Handwritten initials*

E. 186.55 feet to the POINT OF BEGINNING, containing 0.55 acres, more or less, according to a survey by Matthews Blizzard Surveying, PLLC, dated January 23, 1998 for Harry L. Sutton and Susan A. Sutton. Subject to restrictive covenants and easements of record.  
Parcel Number: 1 028 162-B

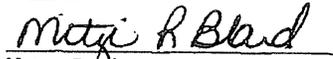
To have and to hold the aforesaid tract of land, to the said County of Craven, and their successors, heirs and assigns forever, in as full and ample manner as said MARK D. BARDILL, Commissioner as aforesaid, is authorized and empowered to convey the same.

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 1<sup>st</sup> day of March, 2012.

  
Notary Public

My commission expires: 02/12/2017

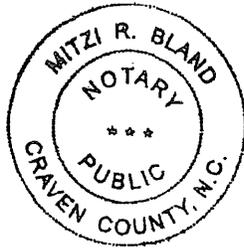


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