

**LENOIR COUNTY BOARD OF COMMISSIONERS REGULAR MEETING: AGENDA
MONDAY, FEBRUARY 15, 2016 – TIME: 4:00 P.M.
COMMISSIONERS’ MEETING ROOM, LENOIR COUNTY COURTHOUSE
130 S. QUEEN ST., KINSTON, N.C.**

CALL TO ORDER, INVOCATION, PLEDGE OF ALLEGIANCE: 5 Min. Est.

PUBLIC INFORMATION

Brantley Briley, Lenoir Community College

PUBLIC COMMENTS

Scheduled: Virgil Byrd, Jr.
Michael Byrd
James Mumford

Non-Scheduled:

CONSENT AGENDA: 10 Min.

ACTION

- | | |
|--|---------|
| 1. Approval of Minutes: Regular Board Meeting: February 1, 2016. | King |
| 2. Releases and Refunds to the Individuals Listed Herein. | Parrish |
| 3. Budget Ordinance Amendment: General Fund: DSS: \$2,422. Increase. | Moore |

END OF CONSENT AGENDA

BUDGET ORDINANCE AMENDMENTS/RESOLUTIONS: 40 Min.

- | | |
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| 4. Resolution Approving Revision of the Lenoir County Transit Passenger Policy. | Greene |
| 5. Resolution Approving the Emergency Lease of a Caterpillar D6T LGP Dozer for use at the landfill: Gregory Poole (Washington, NC): \$10,000 per month. | Bryan |
| 6. Budget Ordinance Amendment: Capital Improvements Fund Landfill: \$3,400. Increase. | Chestnutt |
| 7. Budget Ordinance Amendment: Capital Improvements Fund Sheriff/DSS: \$20,920. Increase. | Chestnutt |
| 8. Resolution Approving Mileage Reimbursement Rate Change for County Employees from \$.575 to \$.54 per mile effective February 1, 2016. | Chestnutt |
| 9. Resolution Approving Acceptance of Proposal and Execution of Contract for Independent Audit Services: Carr, Riggs & Ingram, L.L.C., LaGrange, NC: \$46,100. | Chestnutt |

- | | | |
|-----|---|---------|
| 10. | Budget Ordinance Amendment: General Fund: Health: (General Admin-Triple P Grant): \$59,827. Increase. | Huff |
| 11. | Resolution Approving Economic Development Grant Agreement: West Pharmaceutical Services: \$400,000. | Pope |
| 12. | Resolution Approving Revision #2 to the FY2015-2016 Lenoir County Home and Community Block Grant Funding Plan: \$547,946. | Moore |
| 13. | Resolution Approving Order for Tax Collector to Advertise 2015 Taxes which are a Lien on Real Property. | Parrish |

APPOINTMENTS: 5 Min.

- | | | |
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| 14. | Resolution Approving Citizens to Boards, Commissions, Etc. 5 Min | Board |
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OTHER ITEMS: 10 Min.

- | | | |
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| 15. | Items from County Manager | Board |
| 16. | Items from County Attorney/Commissioners Public Comments/Closed Session (if necessary) | Board |

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Summary of Actions Taken at the February 1, 2016 Meeting

- | | | |
|----|---|----------|
| 1. | Approval of Minutes: Regular Board Meeting: January 19, 2016. | Approved |
| 2. | Resolution Honoring DSS employee Edna Futrell. | Approved |
| 3. | Resolution in Support of Reviewing Traffic Movement at the Intersection of Highway 258 South and Will Baker Road/Central Avenue to Determine if the Temporary Signal Should Become Permanent. | Tabled |
| 4. | Resolution Approving Records Retention Rate and Disposition Schedule. | Approved |
| 5. | Resolution approving a Purchase Order to East Coast Equipment for a John Deere Z930 Commercial Mower in the amount of \$8,784.12. | Approved |
| 6. | Resolution Approving a Purchase Order to Ernie Everett Site Prep for sidewalks throughout the Dog Park in the amount of \$11,250. | Approved |
| 7. | Budget Ordinance Amendment: General Fund Recreation: \$15,434. Increase. | Approved |
| 8. | Resolution Approving the Financing by North Lenoir Fire Protection Association, Inc. of up to \$600,000 for the Financing of a Pierce Enforcer Heavy Duty Rescue Truck. | Approved |
| 9. | Resolution Approving Citizens to Boards, Commissions, Etc. | Approved |

MINUTES

LENOIR COUNTY BOARD OF COMMISSIONERS

February 01, 2016

The Lenoir County Board of Commissioners met in open session at 9:00 a.m. on Monday, February 01, 2016, in the Board of Commissioners' Main Meeting Room in the Lenoir County Courthouse at 130 S. Queen St., Kinston, NC.

Members present: Chairman Craig Hill, Vice Chairman Jackie Brown, Commissioners, Roland Best, Mac Daughety, Reuben Davis, Eric Rouse, and Linda Rouse Sutton.

Members Absent: None

Also present were: Michael W. Jarman, County Manager, Tracy Chestnutt, Finance Officer, Vickie F. King, Clerk to the Board, Joey Bryan, MIS Director, Robert Griffin, County Attorney, members of the general public and news media.

Chairman Hill called the meeting to order at approximately 9:00 a.m. Ms. Brown offered the Invocation and Mr. Rouse led the audience in the Pledge of Allegiance.

PUBLIC INFORMATION:

None

PUBLIC COMMENTS:

Mr. Virgil Byrd, Jr., stated he is present today to represent and be a voice for the Sons of the Confederate Veterans and every soul that was lost in this state over one hundred fifty years (150) ago. Political correctness is destroying our country and the very fiber that once held this great country together. Without honor and respect our family units, neighborhoods, towns, and cities, fall apart. This observance is to commemorate the lost lives of confederate soldiers from the State of North Carolina. It is stated that North Carolina has lost more soldiers than any other state. By denying this observance you are denying our freedom of speech and our right to petition the government by only allowing us three (3) minutes to speak about our great history. Governor McCrory signed Senate Bill 22 which was passed this year that protects monuments, memorial events, and anything pertaining to North Carolina military issues. If we can educate the people and provide facts they would have a greater understanding of what the confederate flag represents. The Sons of Confederate Veterans have attorneys who are willing to donate their time to causes such as this, but we wanted the opportunity to speak with the Commissioners prior to moving forward with any information. Mr. Byrd stated if they are denied this observance something that he will not have any part of nor any control over but some of their people are going to the City of Kinston and get a petition to parade down Queen Street March 4th and we are hoping this does not happen. Although we have changed flags several times since its conception in 1861, we've kept the day of observance the same March 4th.

Citizens must learn to distinguish the good from the bad and remember how lives were lost in the battle and realize the Sons of the Confederate Veterans have the right to observe and fly the confederate flag on March 4th every year.

Mr. Michael H. Byrd stated he was in agreement with everything Virgil Byrd, Jr. stated.

Mr. Hill thanked both Virgil & Michael Byrd for their time.

Ms. Brown asked if any other counties were flying the confederate flag at their courthouse.

Mr. Jarman replied he was not sure, however, we can try and poll the Clerk's Listserve and report the findings to the Board, or Mr. Byrd may know if other counties are observing.

Mr. Byrd replied in the very beginning we wanted to contact all one hundred (100) counties but we did not have the personnel to reach each county. We tried targeting other areas like Fayetteville, Wilmington, New Bern, Kinston, Greensboro, High Point, and Raleigh. At some point, we think they did but currently we are not sure because we lost track. Mr. Byrd stated the group took into consideration with great thought which flags to use before deciding on the current flag. Last but not least as a suggestion to the Board, if the flag is flown again either fly it solely by itself, beside the stars and stripes or below, let's make sure it's done correctly because it should never be flown above the country flag.

Mr. Hill stated this issue regarding the confederate flag was brought to the attention of the Board six (6) or seven (7) months ago through an article by the Kinston Free Press. Never was it from any of the Commissioners. We had responses from the Sons of the Confederate Veterans and nationwide groups as well. As Commissioners, we listened very attentively because it was during a very emotional time (Charleston South Carolina shooting) and we did not want to make a quick decision. Mr. Hill mentioned he asked the questions "had anyone read the resolution" and "what did the resolution state" because there was so much discussion regarding what was going on. Mr. Hill stated he asked attorney Bob Griffin to research the issue. Upon further investigation, Mr. Griffin discovered the resolution was only for that specific year 1992, and it was not an ongoing resolution. This brings us to where we are today in reference to flying the confederate flag on March 4th. The question before the Board today is to clarify what the resolution is and determine if we will continue to support it or not support it. This will also give us ample time to investigate and reason through this process.

CONSENT AGENDA:

1. Approval of Minutes: Regular Board Meeting: January 19, 2016.

Upon a motion by Ms. Brown and a second by Mr. Best, the consent agenda was unanimously approved.

BUDGET ORDINANCE AMENDMENTS/RESOLUTIONS:

Item No. 2 was a Resolution Honoring DSS Employee Edna Futrell. Ms. Susan Moore, Social Services Director, stated Ms. Futrell has worked with DSS as the Child Support Program Manager for approximately eight (8) years.

Ms. Futrell has a long history working with the Child Support Program in North Carolina and has moved our program up to the top in the State of North Carolina. We are very proud of the services Ms. Futrell has provided Lenoir County. Ms. Moore read the resolution aloud for members of the Board and the viewing public. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 2 was unanimously approved.

Ms. Brown stated she really didn't want to see Ms. Futrell leave because DSS collections process has escalated since Ms. Futrell has been the program manager. Ms. Brown thanked Ms. Futrell for her efforts in serving the residents of Lenoir County. Ms. Futrell will be greatly missed.

Ms. Futrell stated it has been a wonderful experience and she appreciates the opportunity she had to work for Lenoir County.

Mr. Hill thanked Ms. Futrell for her services to Lenoir County.

Item No. 3 was a Resolution in Support of Reviewing Traffic Movement at the Intersection of Highway 258 South and Will Baker Road/Central Avenue to Determine if the Temporary Signal Should Become Permanent. Upon a motion by Mr. Rouse and a second by Mr. Davis, Item No. 3 was tabled until further notice.

Item No. 4 was a Resolution Approving Records Retention Rate and Disposition Schedule. Sheriff Ingram stated back in December the Sheriff's Department received information from the Government Records Section of the State Archive of North Carolina requesting approval of the Records Retention Rate and Disposition Schedule update. According to N.C.G.S. 121-5 and N.C.G.S. 132-3, agencies may only destroy public records with the consent of the N.C. Department of Natural and Cultural Resources. The records retention and disposition schedule are the primary way the DCR gives its consent. Without approving this schedule, agencies are obligated to obtain the Department's permission to destroy any record, no matter how insignificant. The Records Analysis unit undertook a project in 2015 to update nine standards. As they release new schedule updates they will be incorporated into the schedules. Upon a motion by Ms. Sutton and a second by Mr. Daughety, Item No 4 was unanimously approved.

Item No. 5 was a Resolution Approving a Purchase Order to East Coast Equipment for a John Deere Z930 Commercial Mower in the amount of \$8,784.12. Mr. Bill Ellis, Parks & Recreation Director, stated the county division mows approximately 177 acres of grass weekly including the county ball fields, nature center, campground and the dog park. The current mower is 11 years old and is has become a maintenance issue and is not worth repairing. Upon a motion by Mr. Daughety and a second by Mr. Best, Item No. 5 was unanimously approved.

Item No. 6 was a Resolution Approving a Purchase Order to Ernie Everett Site Prep for sidewalks throughout the Dog Park in the amount of \$11,250. Mr. Bill Ellis, Parks & Recreation Director, stated the dog park currently has dirt trails leading to each activity. In order for the dog park to be in compliance with the American Disability Act (ADA) guidelines, a hard surface is required to allow citizens in wheelchairs and on crutches safe access of all areas of the dog park. There are approximately 1,450 feet of sidewalks needed. The sidewalks will make the dog park more aesthetically pleasing and allow citizens access to the primary features of the dog park. Upon a motion by Ms. Sutton and a second by Mr. Daughety, Item No 6 was unanimously approved.

Item No. 7 was a Budget Ordinance Amendment: General Fund Recreation: \$15,434. Increase. Ms. Tracy Chestnutt, Finance Officer, stated this amendment was to appropriate county funds in the Parks and Recreation Department for the purchase of the Salt Wood Products property.

This was approved during the September 8, 2015, Commissioners meeting. Upon a motion by Mr. Davis and a second by Mr. Best, Item No 7 was unanimously approved.

Item No. 8 was a Resolution Approving the Financing by North Lenoir Fire Protection Association, Inc. of up to \$600,000 for the Financing of a Pierce Enforcer Heavy Duty Rescue Truck. Mr. Roger Dail, EMS Director, stated several months ago they brought a resolution to the Board for the purchase/finance of a fire truck. Recently the fire department was able to locate a lower rate and part of the requirement was to bring the resolution before the Board for approval of the new agreement. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 8 was unanimously approved.

Mr. Best stated he received a call from a neighbor in the Grifton area who mentioned how appreciative they were for the new fire station. They felt the station was a perfect fit for the area.

Item No. 9 was a Resolution Approving Citizens to Boards, Commissions, Etc. Upon a motion by Ms. Sutton and a second by Mr. Best, Item No. 8, was unanimously approved for Mr. Gary Alphin appointment to Lenoir County Planning & Inspection Board.

Item No. 10 was Items from the County Manager. Mr. Jarman stated the Lenoir County Transit monthly statistics for the month of December are included. The NC Association of County Commissioners has sent out registration information for the upcoming NCACC district meetings. The meeting will be April 20th in Duplin County at the Mad Boar from 5:30 p.m. – 8:00 p.m. Please notify Ms. King if you plan to attending.

Mr. Rouse asked if it was possible to get historical charts on inspections and the use of transit added to items from County Manager so he can see how they are trending each month. Mr. Jarman asked Mr. Rouse what type format he would like to see the information listed. Mr. Rouse replied twelve (12) months. Mr. Jarman stated at this time he would say yes, however, if he ran into issues he would let Mr. Rouse know. The reason being is our inspections software is as old as the others we are currently updating, so if it becomes a huge manual issue we will try to manipulate it to the best of our ability, or if it's just a computer report that's a simple process. Mr. Rouse stated the information can be an excel spreadsheet or something that would allow him to see the numbers from previous months. Mr. Jarman stated the inspections department report lists several different categories. Mr. Rouse replied he is only interested in the total amounts.

Mr. Rouse stated he felt the Board may want to address the Hull Road Transfer Station issues. He mentioned the asphalt is in terrible condition and the entire site is in great need of repaving. Mr. Jarman asked the Board to give him some leniency with the transfer station issues. He stated Joey Bryan visited that site on Friday to take some pictures but the water level was too high so we opted not to do that. We have received some bids from Tom Miller for improvements to the property but we noticed some inconsistently in the bids. Joey Bryan is currently working with Tom Miller to make sure everyone was bidding on the same thing and we are including all needs not just the asphalt. We are researching the situation and we will return to the Board with some proposals and exact numbers.

Mr. Rouse asked if the compactor was being included in the proposals because it is in bad condition as well. Mr. Jarman replied it will not be included in the estimates but it has been in several conversations. Mr. Daughety stated they are experiencing the same issues on the south side, the county, and the fair grounds. Mr. Daughety mentioned it would be a good idea if Mr. Miller did an assessment and needs of all the sites because they all had issues. Mr. Daughety stated another issue with the sites that he would like to see changed in his district which is a constant for the elderly and disabled are the condition of the steps. Whenever they have to deposit trash they have issues with the steps and having to reach over the side of the dumpster to deposit their trash. Some type of stationary steps should be added because the current situation is not user friendly. Mr. Daughety stated this is an issue he has confirmed himself and it is a justifiable concern from the citizens as well. Mr. Jarman stated he would be glad to take a look at the issues and determine if we possibly can construct some different type steps, or pour concrete and build ramps which could be cost prohibitive. If there is a huge list we will get the Board estimated costs along with a request for proposal. Keep in mind we may not be able to accomplish all of the tasks, but we will definitely take care of any safety issues.

Ms. Brown asked Mr. Rouse if he knew the status of the railroad track issue at Ferrell Road Intersection near Contentnea/Savannah School. Mr. Rouse replied it has been approved and funded, hopefully, we will see something happening by this summer.

Mr. Rouse mentioned the Bridge project is 35% complete.

Mr. Rouse stated he has a concern regarding the new tax software. It was his understanding that the new tax software was still a DOS based program and he was under the impression we were moving to a windows based program. Mr. Jarman stated this information was discussed when Mr. Parrish was purchasing it. Also, the change which Mr. Parrish has made is with basically the same funding that he was paying for maintenance on the old system. The change was an intermediate step toward improving what we had but it's not the \$700,000 or \$800,000 system that we would like to have. Although it is green screen it does improve our system. Mr. Rouse stated for informational purposes he would like to know how it impacts our operating systems, and are we limited to upgrading our operating systems. Joey Bryan stated we had the old system for over twenty-six (26) years. The company we are with is ONETax and it runs on a IBM I Series blade server which runs on a windows emulator, but it really does not impact our updating Operating Systems. As far as a desktop goes it will run on any Mac or Windows program, however, it is not like the ERP system we are currently installing in Finance, Human Resources and Payroll. Mr. Rouse stated basically there are no emulations issues with modern operating systems. Mr. Bryan replied no. Mr. Bryan stated currently taxes are being done correct which is different from the way it was done in the past, and employees and customers are having issues with the way it's done with the new system. We had to revise the business process with taxes, and when you are accustomed to doing something a certain way basically that is what you do. There were some issues in the beginning but we are getting over it because the software is written the way it is supposed to be done. Overall it's a good software package. The county has never had a really good online presence for our tax system when having to research taxes. Currently we only have our tax cards, register of deeds and GIS online. Mr. Bryan stated in July he will be asking for funds to have an online presence where we will have our Tax Department, Register of Deeds and GIS mapping and tax cards all integrated at one location.

For example, if you were to search Joey Bryan you would be able to see his vital statistics, property tax cards, and pay the bill online. If you would like to see more of how the online system will work you can visit Wilson County's website because we will be following their process.

Ms. Sutton shared handouts with the Board from the US 70 Corridor Commission meeting that included information regarding adopted and approved priority projects for 2016 and NC DOT adopted and approved priority projects for 2011.

Mr. Hill stated regarding the issue with the confederate flag he wanted to make sure the Board understood where they were at this time. Mr. Hill encouraged everyone to take a good look at Senate Bill 22 to determine if there are things we can or cannot do. We will continue to research to see if anything was done in prior years including an ordinance. As it currently stands we don't have supporting documentation to fly the flag. If we find because of Senate Bill 22 we have to fly the flag, if we find out at our next meeting there is an ongoing resolution and it can't be changed because of legal issues, if the resolution was only for one year, or if we have to make a decision not to fly the flag, a decision has to be made. Mr. Hill stated for the record in his opinion he would only like to see the American, State and County flags flown in front of the courthouse. There are more than adequate places to fly the confederate flag, like in museums and other places. This is not a knock on confederacy because we have Veteran's Day and there are lots of things that can be done differently. If it's been observed since 1992 there have not been any rallying around the flag or any ceremonies and if it's been there to honor the veterans with no activity, it's just been a symbol. There are a group of citizens in our communities that do not want to see the flag flown at the courthouse. Moving forward by our next meeting we need to get this issue resolved one way or another. Ms. Brown asked what the previous ordinance stated. Mr. Jarman replied the only thing we have been able to find was the requested information that was listed in the minutes stating Mr. Byrd came before the Board of Commissioners and made the request to fly the flag and it was approved. We do not have an actual resolution or ordinance. Mr. Rouse stated he was told the group went before the Board each year to have the flag flown and Commissioners Dee Smith and Oscar Herring suggested someone make a motion to fly the flag from that date forth. Mr. Rouse stated this would have happened several years after the initial approval to fly the flag.

Mr. Hill stated it would be wise for the Board to review Senate Bill 22 and continue researching to see if an ordinance was done so we will know where we stand on this issue. While others may view it as a rejection of confederate soldiers it definitely is not, we have great respect for the confederacy. However, we have to be careful because if allowed any special interest group getting enough pressure can make a request for their flag to be flown. Mr. Rouse stated on occasions the Board receives requests to fly other flags such as child abuse and others, so we have to be careful of the type of impact that can create. Mr. Hill stated in his opinion the flag pole in front of the courthouse should not be used for any other purpose. We are trying to be proactive and this is not just about this group it's about any group. Twenty years from now we don't know what will happen or what type of history will take place or what type of groups will come forward. Regardless of the decision, there will always be those who are in agreement and some in opposition. Mr. Hill stated he doesn't like being backed into a corner "if you don't do this we're going to do this" that kind of mentality does not sit well with him and he does not think it sits well with others. At any rate, this Board's decision should be in the best interest of our community. Mr. Hill stated whatever decision this Board makes he will support it.

Mr. Davis mentioned he saw statistics this past week that stated “more soldiers were killed in the Civil War than all other wars the United States has ever fought”, and “there are more people alive in the world today that have ever died”. That was mind boggling.

Mr. Jarman stated for the Boards knowledge when we looked for this information it involved going through all the old minute books and reading minutes from every meeting because the old minutes were not kept electronically.

Based on the record keeping we have had for the past several years we were not able to find a resolution or anything. We have some really old books with ordinances and if it was an ordinance we could put our hands on it. However, we will go back and research again.

Mr. Hill stated he read Senate Bill 22 and it probably can be interpreted a lot of different ways, so I would like for us to take a closer look at it.

CLOSED SESSION

Upon a motion by Ms. Brown and a second by Ms. Sutton a closed session was entered into at approximately 9:50 a. m. with the following cited: Number Four (4): To discuss matters relating to the location or expansion of industries or other businesses in the area served by Lenoir County.

OPEN SESSION

Upon a motion by Ms. Brown and a second by Mr. Daughety and unanimous approval, the Board moved out of closed session at approximately 10:05 a.m. The meeting re-convened in open session at approximately 10:06 a.m. Mr. Hill stated the Board went into closed session to discuss a potential industry in Lenoir County. No action was taken. Mr. Hill asked if there were any additional comments? There were none. Upon a motion made by Mr. Daughety and a second by Mr. Best, the meeting was adjourned.

Meeting Adjourned at 10:07 a.m.

Respectfully submitted,



Vickie F. King
Clerk to the Board

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 02/15/2016 **ITEM NO.** 2

RESOLUTION: Approving the Releases and Refunds to the Individuals Listed Herein

SUBJECT AREA: Financial

ACTION REQUESTED: Approval of Releases and Refunds as Prepared.

HISTORY/BACKGROUND: Releases and refunds result from listing and assessing due to incorrect and incomplete information.

EVALUATION: Taxpayers will or have overpaid taxes. Board action rectifies the mistake.

RELEASES OVER \$100

<u>YEAR</u>	<u>NAME</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>REASON</u>
2012	Benny Clayborn	92682	\$278.17	Adjusted Value
2013	Benny Clayborn	100283	281.66	Adjusted Value
2013	Juanita Gargano	100269	252.97	Double Listed
2013	Donald Houston	5580764	448.91	Corrected Listing
2014	Benny Clayborn	108111	277.07	Adjusted Value
2014	Juanita Gargano	108085	247.86	Double Listed
2014	Donald Houston	5580766	448.91	Corrected Listing
2015	Sally Alphin	35483	335.12	Corrected Listing
2015	Benny Clayborn	29353	267.87	Adjusted Value
2015	Community Hospice Inc	47086	250.49	Double Listed
2015	Crown Communication Inc	46960	640.07	Public Service Comp.
2015	Crown Communication Inc	46961	977.16	Public Service Comp.
2015	Crown Communication Inc	63338	4200.01	Public Service Comp.
2015	East Carolina Comm. Dev	2766	1434.30	Legal Exemption
2015	Glenda Edwards	33984	276.87	Corrected Listing
2015	George Everett	6190012	1407.77	Corrected Listing
2015	Edgar Foy	45458	303.41	Corrected Listing
2015	Juanita Gargano	28867	239.80	Double Listed
2015	Madeline Hill	8818	407.83	Legal Exemption
2015	Donald Houston	20206	448.91	Corrected Listing
2015	Donald Houston	6190067	448.91	Corrected Listing
2015	James Howard	28575	340.15	Corrected Listing
2015	Kinston Urological Assoc	44213	1337.97	Out of Business
2015	Jamie Lopez	38845	239.89	Corrected Listing
2015	Stephen Lovick	10422	1514.24	Adjusted Value
2015	Daniel Melendez	38564	261.44	Corrected Listing
2015	Correa Mercado	38565	257.60	Corrected Listing

2015	Tracy Oliver	63679	4184.29	Double Listed
2015	PNC Equipment Finance	47398	5368.63	Corrected Listing
2015	PNC Equipment Finance	6190036	4274.99	Corrected Listing
2015	SBA Towers II LLC	47095	792.87	Public Service Comp.
2015	SBA 2012 TC Assets	63469	2462.90	Public Service Comp.
2015	Edward Sutton	29378	272.86	Corrected Listing
2015	Universal Tire Center	51149	305.56	Double Listed
2015	Priscilla Walton	38306	102.94	Corrected Listing

REFUNDS

YEAR NAME ACCOUNT AMOUNT REASON

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.

mwj
Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the releases and refunds as set above are approved.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Hill _____ Brown _____ Best _____ Daughety _____
 Davis _____ Rouse _____ Sutton _____

Craig Hill, Chairman

02/15/2016
Date

ATTEST Date

BUDGET ORDINANCE AMENDMENT:

General Fund:

DSS:

\$2,422.00 INCREASE

Item No. 3



LENOIR COUNTY, NORTH CAROLINA

BUDGET AMENDMENT REQUEST

FY 15-16
Appropriations

Budget Amendment # _____

Date Approved _____

Distribution - Finance Office:

FUND	DEPARTMENT	LINE ITEM DESCRIPTION	
GENERAL	SOCIAL SERVICES	VARIOUS	
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> REVENUES		Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> EXPENDITURES	
Account # and Title	Amount	Account # and Title Amount	
INCREASE		INCREASE	
<u>10-3533-4010</u>		<u>10-5332-4010</u>	
H&CCBG	\$ 2,180.00	HCCBG - DSS	\$ 2,422.00
<u>10-3991-9910</u>			
FUND BALANCE APPROPRIATED	\$ 242.00		
Total	\$ 2,422.00	Total	\$ 2,422.00
Reason and Justification for Request:			
LENOIR COUNTY DEPARTMENT OF THE SOCIAL SERVICES RECEIVED ADDITIONAL ALLOCATION OF HCCBG FUNDS IN THE AMOUNT OF \$2,180.00 TO PROVIDE IN-HOME AID SERVICES TO THE CITIZENS OF LENOIR COUNTY. THIS FUNDING IS 90% STATE AND 10% COUNTY FUNDED. LENOIR COUNTY DSS IS REQUESTING AN ADDITIONAL INCREASE OF COUNTY FUNDING OF \$242.00.			
Department Head Approval	Date	Finance Officer Approval	Date
<i>Sam E. Moore</i>	2/3/2016	<i>Tracy Christen</i>	2-10-16
Budget Officer Approval	Date		
<i>Michael Gamm</i>	2/10/16		
Board Approval (When Applicable)	Date	Date of Minutes	

Finance Office - Copy

Department - Copy

Administration - Copy

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 02/15/2016 **ITEM NO. 4**

RESOLUTION: Approving Revision of the Lenoir County Transit Passenger Policy

SUBJECT AREA: Administration

ACTION REQUESTED: Approve Revisions of the Lenoir County Transit Passenger Policy.

HISTORY/BACKGROUND: The Lenoir County Transit Passenger Policy in existence has not been revised since June 2013. Since that time there have been several changes made to the operations of Lenoir County Transit, including the discontinuation of providing child safety seats for passengers who were required by law to be restrained in a child safety seat. The parent or guardian of the child is now required to provide a child safety seat for anyone required by law to be restrained. Because of these changes, the revisions needed to be made to provide an up-to-date Passenger Policy for the passengers of Lenoir County Transit.

EVALUATION: The revisions of the Lenoir County Transit Passenger Policies provide an updated acceptable standard for passengers of the Lenoir County Transit. This policy also aids in the management of the transit system to provide an efficient and equitable set of rules to all passengers as well as ensuring the safety and acceptable behavior for all passengers and vehicle operators of Lenoir County Transit.

MANAGER'S RECOMMENDATION:

Respectfully Recommend Approval


Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the Board approves the revision of the Lenoir County Transit Passenger Policy.

AMENDMENTS

MOVED _____ SECONDED _____

APPROVED _____ DENIED _____ UNANIMOUS

YEA VOTES: Best _____ Brown _____ Davis _____ Hill _____
Sutton _____ Daughety _____ Rouse _____

Craig Hill, Chairman 02/15/2016
Date

ATTEST 02/15/2016
Date

Lenoir County Transit

Passenger Policy

CONFIDENTIALITY

Any and all information regarding any individual person served by the Lenoir County Transit (LCT) is strictly confidential. Information shall not be released to any party in any form without prior authorization of the individual and LCT.

PASSENGER BEHAVIOR AND SAFETY REGULATIONS

Every passenger is expected to treat the driver and other passengers in the same polite manner in which they would like to be treated. LCT administrative staff reserves the right to terminate or suspend due to the misconduct by the passenger. The following are rules, regulations and conduct that must be adhered to at all times. A copy of the Lenoir County Transit Passenger Policies are made available on for inspection or review by any passenger or the public upon request.

- Disruptive or abusive behavior will not be tolerated. This includes badgering, bullying or harassing other passengers or the driver;
- Profanity, vulgarity or offensive language will not be tolerated;
- Appropriate shoes and clothing are required at all times;
- Passengers are not permitted to eat, drink, smoke or use any type of tobacco products, including e-cigarettes, vaporizers, etc. on any LCT vehicle. NO open food, beverages or drink containers are allowed on LCT vehicles due to the unsafe and unsanitary conditions created;
- Screaming, loud talking or playing loud music is not permitted;
- All passengers **must** wear seat belts at all times. **A passenger will be denied service if they choose not to abide by the seat belt policy.** Seat belts must be fastened at all times the vehicle is in motion. Passengers observed via video/audio surveillance may be issued a written warning by the LCT director or his/her designee;
- Child safety seats must be used in accordance with NC laws and regulations. Child safety seats are not provided by LCT, it is the responsibility of the parent, guardian or caregiver to provide a child safety seat. LCT will not provide one for you. **A parent, guardian or caregiver will be denied service if they choose not to abide by the child safety seat policy;**
- Inappropriate displays of affection, sexual harassment or sexual activity toward the driver or other passengers are not permitted. Offensive behavior will not be allowed on any LCT vehicle;

- Any release of human waste or any bodily fluids, including spitting on a LCT vehicle are prohibited;
- No one shall be allowed to carry more items on the LCT vehicle than could reasonably be carried by one person. This would pertain to items such as groceries or shopping bags. These items could cause injury to others in case of an accident;
- All passengers must comply with instructions given by the LCT driver when the issue regards safety regulations that would cause harm or potentially cause harm to that rider, or to other riders on the LCT van;
- No passenger shall interfere, obstruct or attempt to alter any of the video/audio surveillance equipment in any way;
- No one shall carry or possess any weapons, including guns, knives or any other object that could be used as a weapon on any LCT vehicle. This shall include concealed weapons for persons who have their concealed weapons permit;
- No passenger shall place their hands upon a Lenoir County Transit employee;
- Any passenger caught stealing from Lenoir County Transit or another passenger will be immediately suspended pending further investigation. The use of video/audio surveillance will be used to determine the circumstances and a suspension or a lifetime ban from the use of LCT services may be instituted.

The Lenoir County Transit Director or his/her designee has final authority on all misconduct issues that may or may not be covered in the examples list above. Lenoir County Transit will report any violations of law to the proper authorities.

SUSPENSION PROCEDURES

The following measures will be taken in preventing disruptive behavior by individual passengers.

First incident: When a passenger's behavior disrupts the driver, other passengers or is non-compliant with safety regulations, the LCT Director or his/her designee will communicate with the passenger and or the passenger's sponsor agency representative (if the passenger is a human services agency client) about his/her behavior. If the passenger is not riding under a human service agency program, the passenger will be addressed directly. The LCT Director or his/her designee will state to the passenger (or representative) the reason his/her behavior is objectionable and the steps the passenger must take to correct the behavior. The LCT Director or his/her designee will document this verbal warning indicating the date and time this took place.

Second Incident: If the passenger continues his/her disruptive behavior or non-compliance with safety regulations, the LCT Director or his/her designee will communicate with the passenger and the passenger's sponsoring agency (if applicable). During this conversation, the passenger will be presented with a written warning stating the reason his/her behavior is

objectionable and the steps he/she must take to correct the behavior. The warning will also state that another incident will result in suspension of transportation privileges for up to 30 days.

Third Incident: A third incident will result in suspension of transportation privileges for up to 30 days. The suspension notice will be delivered to the passenger and sponsoring agency (if applicable).

If a passenger continues his/her disruptive behavior or non-compliance with the safety regulations following his/her suspension, a written notice will be sent to the passenger notifying him/her that their transportation privileges have been permanently suspended. A copy of this notice will also be sent to the client's sponsoring agency (if applicable).

Immediate suspension: an immediate suspension of transportation privileges is allowable, when it is necessary, to protect the safety of person(s) or property. When transportation is suspended by the LCT Director or his/her designee, the sponsoring agency Department Manager will be notified immediately. In extreme circumstances, where a passenger's behavior or actions causes a breach of security or safety, and the passenger is not responsive to verbal warnings, immediate suspension may occur. This would warrant the passenger being asked to exit the vehicle or be removed from the vehicle immediately. Law enforcement would be called to assist if this type of intervention was deemed necessary. Any expulsion of a passenger under this category would require approval of the LCT Director or his/her designee.

Policy Revision date: _____

Angela Greene, LCT Director

Date

Chairman, Lenoir County Board of Commissioner's

Date

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 02/15/16 **ITEM NO.** 5

RESOLUTION: Approving the Emergency Lease of a Caterpillar D6T LGP Dozer for use at the landfill: Gregory Poole (Washington, NC): \$10,000 per month

SUBJECT AREA: Purchases / Bids

ACTION REQUESTED: The Board is requested to approve a month to month lease agreement for a Caterpillar D6T LGP Dozer with Gregory Poole Equipment Company of Washington, NC in the amount of \$10,000 per month and authorize the Lenoir County Manager or his designee to execute the necessary paperwork on behalf of the County for the agreement.

HISTORY/BACKGROUND: The Lenoir County Landfill operates a MSW (Municipal Solid Waste) transfer station and a C&D (construction & demolition) cell. A landfill employee was utilizing a Caterpillar D6R until its transmission failed. This Dozer is over 13 years old and has reached the end of its useful life. We had to have something to keep the vegetative debris pushed back so we needed to lease something until we can research and evaluate getting a replacement dozer.

EVALUATION: We are currently in the process of evaluating and bidding the type of replacement dozer needed for the old Caterpillar D6R, but in the interim we must have a leased dozer to keep the landfill in operating order and in compliance with state inspectors. We hope to have a recommended replacement solution for the commissioner's approval at the next meeting but even then the replacement would probably be 3 months out for delivery.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.


Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED By the Lenoir County Board of Commissioners that a month to month lease with Gregory Poole Equipment Company, of Washington NC, in the amount of \$10,000 per month is approved and be it further resolved the Lenoir County Manager or his designee be authorized to execute the necessary paperwork on behalf of the County for the Agreement.

AMENDMENTS:

MOVED _____ **SECONDED** _____

APPROVED _____ **DENIED** _____ **UNANIMOUS** _____

Yea Votes: Hill ___ Brown ___ Best ___ Daughety ___ Davis ___

Daughety ___ **Sutton** ___

Craig Hill, Chairman

Date

Attest

Date

BUDGET ORDINANCE AMENDMENT: CAPITAL IMPROVEMENTS FUND
 LANDFILL: \$3,400 INCREASE



LENOIR COUNTY, NORTH CAROLINA
 BUDGET AMENDMENT REQUEST

FY 2015 - 2016
 Appropriations

Budget Amendment # _____
 Date Approved _____

Distribution - Finance Office:

FUND GENERAL FUND	DEPARTMENT FINANCE/LANDFILL	LINE ITEM DESCRIPTION CONTRACT SERVICES	
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <p style="text-align:center;">REVENUES</p>		Check One Box New Appropriation: <input type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <p style="text-align:center;">EXPENDITURES</p>	
Account # and Title	Amount	Account # and Title	Amount
INCREASE 66-3842-8900 INSURANCE-MISCELLANEOUS 3,400.00		INCREASE	
DECREASE 66-3991-9910 RETAINED EARNINGS-APPROPRIATED 3,400.00			
Total 0.00		Total 0.00	
Reason and Justification for Request: THE PURPOSE OF THIS BUDGET AMENDMENT IS TO RECORD LANDFILL REVENUES RECEIVED AS A RESULT OF INSURANCE CLAIMS FOR DAMAGED VEHICLES.			
Department Head Approval <i>Nancy Chestnut</i>		Finance Officer Approval <i>Nancy Chestnut</i>	
Date 2/9/16		Date 2/9/16	
Budget Officer Approval <i>MWJ</i>			
Date 2/9/16			
Board Approval (When Applicable)		Date of Minutes	

BUDGET ORDINANCE AMENDMENT: CAPITAL IMPROVEMENTS FUND
SHERIFF/DSS: \$20,920 INCREASE



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

FY 2015 - 2016
Appropriations

Budget Amendment # _____
Date Approved _____

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
GENERAL FUND		FINANCE/DSS & SHERIFF		CONTRACT SERVICES	
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> REVENUES			Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> EXPENDITURES		
Account # and Title		Amount	Account # and Title		Amount
<u>INCREASE</u>			<u>INCREASE</u>		
10-3842-8500	INSURANCE-MISCELLANEOUS	20,920.00	10-4310-3530		1,920.00
			10-5310-5100		19,000.00
<u>DECREASE</u>					
Total		20,920.00	Total		20,920.00

Reason and Justification for Request:
THE PURPOSE OF THIS BUDGET AMENDMENT IS TO RECORD GENERAL FUND REVENUES AND EXPENDITURES RECEIVED AS A RESULT INSURANCE CLAIMS FOR DAMAGED VEHICLES.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Tracy Chesto</i>	2-9-16	<i>Tracy Chesto</i>	2-9-16
Budget Officer Approval	Date		
<i>M. J. [Signature]</i>	2/9/16		
Board Approval (When Applicable)	Date	Date of Minutes	

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 2/15/16 **ITEM NO.:** 8

RESOLUTION: Approving Mileage Reimbursement Rate Change for County Employees from \$.575 to \$.54 per mile effective February 1, 2016.

SUBJECT AREA: Financial

ACTION REQUESTED: The Board is requested to approve the decrease in the mileage reimbursement rate for County Employees who are required to use their personal vehicles in the delivery of County Government services, from \$.575 to \$.54 per mile, per IRS guidelines.

HISTORY/BACKGROUND: Lenoir County has historically adjusted its mileage reimbursement rate for employees using their personal vehicles to the IRS established rate. In recent years, the IRS has increased and decreased the mileage rate and Lenoir County has responded accordingly. In 2008, the IRS increased the mileage rate from \$.505 to \$.585 and the County implemented the new rate. It was later reduced in 2008 to \$.55 and the County reduced its rate accordingly. In 2009, the rate was adjusted from \$.55 to \$.50 and the County did likewise. In 2010, the IRS rate was increased from \$.50 to \$.51 and the County increased its rate to \$.51 in January of that year. On July 2, 2011, the IRS increased the mileage rate from \$.51 to \$.555 and the County increased its rate accordingly. The IRS bases these standard mileage rates on a study conducted each year by Runheimer International on the fixed and variable costs of operating an automobile. An increase was announced by the IRS on December 19, 2015 to \$.575 per mile and the County adjusted its rate accordingly on January 1, 2015. Administration was notified on December 17, 2015 of the decrease to \$.54.

EVALUATION: Decreasing the mileage rate will mean County employees who are required to use their personal vehicles in the delivery of County Government services will be reimbursed at the rate recommended by the IRS. This will require no additional funding requests for FY15-16.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval

MW
Initials

RESOLUTION: NOW, THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that a decrease in the mileage reimbursement rate for county employees who are required to use their personal vehicles in the delivery of County Government services, from \$.575 to \$.54 per mile is approved, and be it further resolved this rate change is effective as of February 1, 2016.

AMENDMENTS

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Hill _____ Brown _____ Best _____ Daughety _____

Davis _____ Rouse _____ Sutton _____

Craig Hill, Chairman

02/15/16
Date

ATTEST 02/15/16
DATE

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 2/15/2016 **ITEM NO.** 9

RESOLUTION: Approving Acceptance of Proposal and Execution of Contract for Independent Audit Services: Carr, Riggs & Ingram, L.L.C., LaGrange, NC: \$46,100.

SUBJECT AREA: Financial

ACTION REQUESTED: The Board is requested to authorize the acceptance of a proposal from Carr, Riggs & Ingram, L.L.C. of LaGrange, NC, to perform independent audit services and continuing disclosure for FY 2015-16 and also authorize the Finance Officer and the Chairman of the Board of Commissioners to execute the contract for Fiscal Year 2015-2016 in the amount of \$46,100.

HISTORY/BACKGROUND: On May 5, 2014, the Board accepted a proposal from the certified public accounting firm of Carr, Riggs & Ingram, L.L.C. of LaGrange, NC to conduct the annual financial audit and continuing disclosure of Lenoir County for Fiscal Year 2013-14 at a cost of \$44,400; Fiscal Year 2014-15 at a cost of \$45,200; and Fiscal Year 2015-16 at a cost of \$46,100. Carr, Riggs & Ingram L.L.C.'s proposal represented the lowest cost to the County of all proposals submitted. The County has contracted with Carr, Riggs & Ingram, L.L.C. (formerly Pittard, Perry and Crone, Inc.) to conduct their fiscal year audits for the past several years with only a marginal increase in cost each year.

EVALUATION: The Board is reminded that it is mandatory that this independent audit be undertaken. The auditor works at the behest of the Board, not the County Administration. This proposal involves a one year contract.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.


Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED that the Board authorizes acceptance of the proposal for audit services and continuing disclosure from Carr, Riggs & Ingram, L.L.C. of LaGrange, NC, and authorizes the Finance Officer and the Chairman of the Board to execute a contract for preparation of said document for Fiscal Year 2015-16 in the amount of \$46,100.

AMENDMENTS:

APPROVED _____ **DENIED** _____ **UNANIMOUS** _____

Yea Votes: Hill _____ Brown _____ Best _____ Daughety _____ Davis _____

Rouse _____ Sutton _____

Craig Hill, Chairman

February 15, 2016

Date

Attest

February 15, 2016

Date

BUDGET ORDINANCE AMENDMENT:
 GENERAL FUND:
 HEALTH:
 (General Admin-Triple P Grant)
 Increase to Budget \$59,827.00

Item No. 10



LENOIR COUNTY, NORTH CAROLINA
 BUDGET AMENDMENT REQUEST

FY 2015 - 2016
 Appropriations

Budget Amendment # _____
 Date Approved _____

Distribution - Finance Office:

FUND	DEPARTMENT	LINE ITEM DESCRIPTION
GENERAL	HEALTH	VARIOUS
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> REVENUES		Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> EXPENDITURES
Account # and Title	Amount	Account # and Title Amount
<u>Increase</u> 10-3510-2600	Positive Parenting Program 59,827.00	<u>Increase</u> 10-5110-6902 Positive Parenting Program 59,827.00
Total	\$ 59,827.00	Total \$ 59,827.00

Reason and Justification for Request:
 Increased funding to support implementation of Triple P for families and children ages 0 - 5.

Department Head Approval	Date	Finance Officer Approval	Date
<i>[Signature]</i>	1/23/16	Tracy Chestnut	2-8-16
Budget Officer Approval	Date		
<i>[Signature]</i>	2/8/16		
Board Approval (When Applicable)	Date	Date of Minutes	

Finance Office - Copy

Department - Copy

Administration - Copy

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 02/01/2016 **ITEM NO.** 11

RESOLUTION: Approving Economic Development Grant Agreement: West Pharmaceutical Services \$400,000

SUBJECT AREA: Economic Development

ACTION REQUESTED: To approve the attached Economic Development Grant Agreement between Lenoir County and West Pharmaceutical Services.

HISTORY/BACKGROUND: West Pharmaceutical Services located in Lenoir County in 1974 with an initial investment of approximately \$3 million. West Pharmaceutical Services constructed an 80,000 SF manufacturing facility to produce molded rubber pharmaceutical products. In the mid 1980's, they completed an \$8.5 million expansion adding 55,000 SF and 25 new jobs. In January 2003, a tragic explosion forced the company to close its Rouse Road location. In June 2003, West Pharmaceutical Services purchased Lenoir County's Shell Building #2, located at 1028 Enterprise Boulevard, Kinston, NC, and reopened operations in early 2004. In 2007, West Pharmaceutical Services expanded this facility with a 30,000 SF addition and invested an additional \$18 million in new non-depreciated capital investment. In 2011, West Pharmaceutical Services upgraded the facility into a "world-class facility" with a \$29 million investment.

EVALUATION: West Pharmaceutical Services is announcing a new expansion to their facility, located at 1028 Innovation Way, Kinston, North Carolina. The expansion will have a capital investment of \$19 million in machinery and equipment. As with previous economic development projects, the incentive grant will be performance-based and distributed based upon the actual goals achieved. In the event that West Pharmaceutical Services is unable to meet the total investment goals, the grant will be prorated based upon the actual investment created. We will report this performance to the Board on an annual basis.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

MWJ
Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the attached Economic Development Grant Agreement between Lenoir County and West Pharmaceutical Services, dated February 1, 2016, which is attached and made a part of this resolution by reference, is be approved; and be it further resolved that the Chairman of the Lenoir County Board of Commissioners is authorized to execute this agreement on behalf of Lenoir County.

AMENDMENTS:

MOVED _____ SECONDED _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: HILL _____ BROWN _____ BEST _____ DAUGHETY _____

DAVIS _____ ROUSE _____ SUTTON _____

Craig Hill, Chairman

Date

ATTEST

Date

STATE OF NORTH CAROLINA
COUNTY OF LENOIR

ECONOMIC DEVELOPMENT AGREEMENT

This AGREEMENT is executed this _____ day of _____ 2016, by and between West Pharmaceutical Services, Inc., a corporation authorized to do business in the state of North Carolina, having its principal place of business at 1028 Innovation Way, Kinston, NC, 28504 (hereinafter "West Pharmaceutical Services, Inc."), and Lenoir County a political subdivision of the State of North Carolina, having its principal place of business at 130 South Queen St., Kinston, NC 28501 (hereinafter the "County").

WITNESSETH:

WHEREAS, West Pharmaceutical Services, Inc. desires to install certain machinery and equipment in its existing facility located in Kinston, Lenoir County, representing a total non-depreciated investment of at least \$19,000,000 in personal property by December 31, 2016; and

WHEREAS, West Pharmaceutical Services, Inc. shall incur certain costs for installation of these improvements; and

WHEREAS, the addition of these improvements will expand the County tax base through increased ad valorem tax value created as a consequence of capital investment in machinery and equipment being brought into the County; and

WHEREAS, the County recognizes that a portion of the revenues generated as a consequence of this business venture be returned to West Pharmaceutical Services, Inc. to pay a portion of the costs of the investment, and that such revenues be designated as an "Economic Development Grant" to West Pharmaceutical Services, Inc., in the amount of Four Hundred Thousand Dollars (\$400,000); and

WHEREAS, the parties hereto wish to reduce their understanding regarding the details of the Economic Development Grant and West Pharmaceutical Services, Inc. performance to this writing;

NOW, THEREFORE, for the mutual considerations noted hereinafter, the sufficiency of which are hereby acknowledged, the parties do hereby contract and agree as follows:

I. Economic Development Incentives.

West Pharmaceutical Services, Inc. will incur costs in certain machinery and equipment installed in its existing facility and the County will realize economic benefits due to the expansion of the tax base. As an incentive for West Pharmaceutical Services, Inc. to invest in machinery and equipment in its existing facility and in accordance with NCGS 158-7.1, the County shall provide to West Pharmaceutical Services, Inc. the incentives set forth herein in accordance with the terms and conditions of this Agreement. The County shall provide an Economic Development Grant to West Pharmaceutical Services, Inc. with an estimated value of \$400,000, with such a grant to be made available to West Pharmaceutical Services, Inc. as set forth in Exhibit A.

A. The County shall pay to West Pharmaceutical Services, Inc. in installments a total grant of \$400,000 as shown on, and in accordance with terms and conditions described in, Exhibit A to this Agreement (the “**County Performance Grant**”);

II. Representations.

The County represents and warrants that (a) it has the power and authority to bind itself to the requirements of this Agreement and (b) this Agreement is executed under the authority granted to the County under North Carolina General Statutes 158-7.1, The Local Development Act of 1925, as amended, and 1987 Sessions Laws, Chapter 1002, a Local Act applying to the County.

III. Miscellaneous Provisions.

A. Independent Agreement. This Agreement and the conditions hereof only relate to the provisions and grants from the County set forth herein and do not limit or affect other commitments made by the County, the City, the State of North Carolina, or other entities.

B. Governing Law. This Agreement has been drafted and shall be interpreted under the laws of the State of North Carolina and in the event any provision is found by a court of competent jurisdiction to be unenforceable or unconstitutional, all other provisions shall remain in full force and effect.

C. Binding Agreement. The parties hereto acknowledge that this Agreement and the foregoing actions and grants each represent binding contractual agreements among the parties hereto and that West Pharmaceutical Services, Inc. is acting in reliance upon this Agreement and the provisions and grants provided herein in its decision as to whether it will expand its investment in Lenoir County, North Carolina.

- D. Assignment. This Agreement shall be assignable by West Pharmaceutical Services, Inc. to any entity that is controlled by, controls or under common control with West Pharmaceutical Services, Inc. or in the case of a sale of substantially all of the operating assets of the facility, this Agreement may be assigned to the purchaser of the facility.
- E. Survival. The contractual commitments provided for herein and made by the parties hereto shall be deemed to continue into the future, survive, and remain binding upon future elected officials to the full extent permitted under applicable law.
- F. Force Majeure. West Pharmaceutical Services, Inc. shall not assume any responsibility for any event or failure to act that is due to any cause in whole or in part that is beyond West Pharmaceutical Services, Inc. control, even if advised of same, foreseeable or in contemplation of the parties, including without limitation force majeure, the public enemy, fire, flood, earthquake, hurricane, strike or labor disputes, boycott, the inability to obtain raw materials, labor or transportation, the loss of any public or private supplied utilities, the regulations issued by any government or any of its agencies, acts of God, or any other cause similar or dissimilar to the foregoing.
- G. Entire Agreement. This writing contains the entire agreement between the parties hereto and may be amended only by writing signed by all parties hereto.

Signature Page Follows

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the day and year first above written.

LENOIR COUNTY

Attest:

Craig Hill, Chairman
Lenoir County Board of Commissioners

Vickie King
Clerk to the Board

WEST PHARMACEUTICAL SERVICES, INC.

Attest:

By: _____

Secretary

Title: _____

EXHIBIT A**Performance Goals**

Year	Non Depreciated Capital Investment	Capital Investment Cumulative Totals	County Grant	County Grant Payment Year
2016	\$19,000,000	\$19,000,000	\$97,000	\$ - 0 -
2017	-0-	-0-	\$89,000	\$97,000
2018	-0-	-0-	\$80,000	\$89,000
2019	- 0 -	- 0 -	\$71,000	\$80,000
2020	-0-	-0-	\$63,000	\$71,000
2021	-0-	-0-	-0-	\$63,000
Totals	\$19,000,000	\$19,000,000	\$400,000	\$400,000

Calculation Methodology:

West Pharmaceutical Services', Inc. performance against the capital investment goals shall be reviewed in September of each year, beginning in CY 2016. The total amount of capital investment as of January 1st of that year shall be calculated; the total shall be expressed as a percentage of the total projected goal. The percentage shall be the percentage of capital investment and the grant funds that shall be actually awarded in each calendar year. Should the percentage of the cumulative projected goal be less than 100% as of January 1st of any given year, the County shall accrue the amount of funds budgeted but unearned and such funds shall be paid out in the first year West Pharmaceutical Services, Inc. attains in a given year at least 100% of its cumulative projected goal, in addition to the amount of funds budgeted for that year. The payments by the County, should West Pharmaceutical Services, Inc. be current in all tax payments and performance goals be met, shall be made by September 30th of each year beginning in 2017. This grant shall expire on December 31, 2021.

Example of Calculation Methodology:

<i>Year</i>	<i>Capital Investment Cumulative Totals Goal</i>	<i>Actual Investment</i>
2016	\$19,000,000	\$17,000,000 (89%)

% attained = 89%

Amount due from Lenoir County in 2017 = .89 x \$97,000 = \$86,330

Definitions:

“Capital Investment” shall be the ad valorem tax value of the property located in the County that is owned by West Pharmaceutical Services, Inc. its affiliates, or financing entities where West Pharmaceutical Services, Inc. or its affiliates maintain operational control of the property. Any disputes as to the calculation of Capital Investment shall be subject to mediation between senior executives of the applicable parties, or if such mediation is not successful by an action at law or in equity.

“Budget” unless otherwise agreed in this Agreement, the County shall approve a budget for the specific grant amount offered to West Pharmaceutical Services by July 1st of each year that the respective grant is offered, for payment by the agreed-upon date.

No provision of this Agreement shall be construed or interpreted as creating a pledge of the faith and credit of the County within the meaning of any constitutional debt limitation. No provision of this Agreement shall be construed or interpreted neither as delegating governmental powers nor as a donation or a lending of the credit of the County within the meaning of the State Constitution. No provision of this Agreement shall be construed to pledge or to create a lien on any class or source of the County's moneys, nor shall any provision of the Agreement restrict to any extent prohibited by law, any action or right of action on the part of any future County governing body. To the extent of any conflict between this paragraph and any other provisions of this Agreement, this paragraph shall take priority.

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 02/15/16 **ITEM NO.** 12

RESOLUTION: Approval of Revision #2 to the FY2015-2016 Lenoir County Home and Community Care Block Grant Funding Plan.

SUBJECT AREA: Financial

ACTION REQUESTED: The Board is requested to approve the revised FY 2015-2016 Lenoir County Home and Community Care Block Grant funding plan in the amount of \$ 547,946.

HISTORY/BACKGROUND: The Home and Community Care Block Grant began July 1, 1992. It is comprised of funding for in-home and community based services, currently available through the Division of Aging, as well as a portion of funding targeted for in-home and community based services previously administered by the North Carolina Division of Social Services. Funds from the Older Americans Act constitute approximately 45% of Home and Community Care Block Grant funding and are intended to develop and enhance comprehensive and coordinated community based systems of services, opportunities, and protections for older adults. Future funds appropriated by the General Assembly for this purpose will also be included in the Home and Community Care Block Grant. Area Agencies on Aging will fund county programs on aging through grant agreements with Boards of County Commissioners and community service providers.

Home and Community Care Block Grant funds provide services to the elderly population of Lenoir County by providing meals, Level I, II and III in-home care services, operation of local senior centers, adult day care services and transportation. These grant funds are utilized by DSS and the local Council on Aging to provide senior services. The majority of the funds, \$369,862 are used by the Lenoir County Council on Aging.

The block grant gives County Commissioners maximum discretion in deciding how aging funds will be administered and budgeted in their County. By endorsing a local Funding Plan, Boards of County Commissioners will define the services to be provided, determine funding levels for services, and identify the community service providers to be involved with providing Home and Community Care Block Grant services.

EVALUATION: Home and Community Care Block Grant funds provide essential services such as meals, in-home aide care, operation of local senior centers, adult day care services and transportation to the elderly population of Lenoir County. HCCBG funds are 90% Federal and State funds and require a 10% County match. The purpose of this request is to increase the county funding plan in the amount of \$8,718.00 and reallocate funds within the Council on Aging's budget.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval

mwj
Initials

RESOLUTION: NOW, THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the FY2015-2016 Lenoir County Home and Community Care Block Grant Funding Plan in the amount of \$547,946.00 is approved.

AMENDMENTS:

MOVED _____ **SECONDED** _____

APPROVED _____ **DENIED** _____ **UNANIMOUS** _____

Yea Votes: Hill _____ Brown _____ Best _____ Daughety _____ Davis _____
Rouse _____ Sutton _____

Craig Hill, Chairman

Date

Attest

Date

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 2/15/2016 **ITEMNO.:** 13

RESOLUTION: Order for Tax Collector to Advertise 2015 Taxes which are a Lien on Real Property

SUBJECT AREA: Legal

ACTION REQUESTED: Order the Tax Collector to advertise 2015 taxes, which are a lien on real property.

HISTORY / BACKGROUND: Pursuant to G.S. 105-369(a), the Governing Body (Lenoir County Board of Commissioners) shall order the Tax Collector to advertise such tax liens.

EVALUATION: Pursuant to G.S. 105-369(a), the Governing Body (Lenoir County Board of Commissioners) shall order the Tax Collector to advertise such tax liens. The outstanding 2015 taxes which are a lien on real estate are \$2,687,782.15. This figure includes county, fire, and late listing penalty as of February 9, 2016.



County of Lenoir

Office of the
Tax Administrator

Drawer 3289
Kinston, N.C. 28502

TO: Board of Commissioners

FROM: Darrell Parrish/ Lenoir County Tax Collector

RE: G.S. 105-369(a) Unpaid Real Estate Taxes

DATE: February 15, 2016

General Statute G.S. 105-369(a) requires the tax collector to report to the governing body the total of unpaid 2015 taxes that are liens on real property and the governing body shall order the tax collector to advertise such tax liens.

The total of unpaid 2015 taxes that are liens on real property is \$2,687,782.15.

We will advertise these tax liens in the newspaper on March 30, 2016.

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 2/15/16 **ITEM NO.:** 14

RESOLUTION: Approving Citizens to Boards, Commissions, Etc.

SUBJECT AREA: Boards and Commissions

ACTION REQUESTED: Officially and publicly appoint various applicants to various vacancies on boards, commissions, task forces, etc.

HISTORY/BACKGROUND: The County Manager/County Clerk advertises vacancies on boards, commissions, committees, task forces, etc. The County Manager/County Clerk serves only clearinghouse functions with respect to the appointment process; no influence is exerted in this role. Commissioners are welcome to recruit applicants, or citizens may apply on their own free will.

EVALUATION: The following Boards currently have existing vacancies/expiring terms.

<u>BOARD/COMMITTEE/COMMISSION</u>	<u>APPLICANT/ CURRENT MEMBER</u>	<u>TERM EXPIRATION</u>
Lenoir County Nursing Home & Adult Care	Anne Gaddis 2nd Appearance	2018
Lenoir County Economic Development	Dean Baker 2nd Appearance	2019
Lenoir County Nursing Home & Adult Care	Ella Hall James L. Evans 1st Appearance	2018 2018
Lenoir Memorial Hospital Board	Dexter E. Floyd (primary) Stuart Lindley (alternate) Michael G. Haddad, MD (primary) Wayne Jarman, MD (alternate) 1st Appearance	2020 2020 2020 2020
Lenoir County Economic Development	Woodard H. Gurley Bobby Merritt 1st Appearance	2019 2019

CURRENT VACANCIES:

Lenoir County Health Board - (1) Optometrist

Lenoir County Planning & Inspections Districts 5, 6 and Alternate #1

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.


Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the following appointments are made:

<u>BOARD/COMMITTEE/COMMISSION</u>	<u>APPLICANT/ CURRENT MEMBER</u>	<u>TERM EXPIRATION</u>
Lenoir County Nursing Home & Adult Care	Anne Gaddis 2 nd Appearance	2018
Lenoir County Economic Development	Dean Baker 2 nd Appearance	2019

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Hill _____ Brown _____ Best _____ Daughety _____

Davis _____ Rouse _____ Sutton _____

Craig Hill, Chairman

2/15/16
Date

ATTEST

2/15/16
Date

And "TT"

APPLICATION FOR APPOINTMENT

RECEIVED

to

LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS

JAN 22 2016

The Lenoir County Board of Commissioners believes that all citizens should have the opportunity to participate in governmental decisions. One way of participating is by serving as a citizen member of one of the County's advisory boards. If you want to be considered for appointment to an advisory board, please complete the Application below and mail it to the Lenoir County Clerk to the Board, P.O. Box 3289, Kinston, NC 28502, or fax to (252) 559-6454.

LENOIR COUNTY
MANAGER'S OFFICE

Advisory Board/Committee/Commission interested in:

Community Advisory Committee (Naming Names)

(I understand that this application will be kept on the active file for two years only, and I, hereby, authorize Lenoir County to verify all information included in this application.)

* * * * *

Name: Anne Gaddis
Address: 4379 Henry St
City/State/Zip: Gritton NC 28530
Telephone: (Home) 252-523-9339 (Work) —
Occupation: Retired
Business Address: same as home
Age: (Optional): 88
Number hours available per month for this position: 10
Training: continued training by COG state over several terms on this board
Business and Civic Experience/Skills: Retired Real Estate Broker, teacher, local, district & state positions in Extension and Community Assn., Rural Club, Election judge
Other County Boards/Committees/Commissions presently serving on: Home & Community Care Block Grant Committee
Expiration date of Term: 2017

Circle your voting precinct

- K-1 (Carver Courts Recreation Center)
- K-2 (Old Plummer Daniel's Building)
- K-3 (Fairfield Recreation Center)
- K-4 (Northwest Elementary School)
- K-5 (Spillman Baptist Church)
- K-6 (Teachers Memorial School)
- K-7 (Emma Webb Recreation Center)
- K-8 (Holloway Recreation Center)
- K-9 (Kinston Number 4 Fire Station)
- Contentnea (Contentnea Ruitan Building) Hugo FWB Church
- Falling Creek (Banks Elementary School Gym)
- Institute (Institute Methodist Church)
- Moseley Hall (Frink Middle School Gym)
- Neuse (Agricultural Center)
- Pink Hill 1 (Bethel Baptist Church)
- Pink Hill 2 (Pink Hill Rescue Station)
- Sand Hill (Sand Hill VF Department)
- Southwest (Southwest VF Department)
- Trent 1 (Deep Run VF Department)
- Trent 2 (Moss Hill Ruitan Building)
- Vance (GTP Ed & Training CTR.)
- Woodington (Woodington Middle School)

CERTIFICATION

I certify that I have read and understand the 75% attendance requirement established in the Lenoir County Board Appointment Policy. I further certify, that I am aware, if my attendance drops below the 75% attendance requirements that I will be automatically removed from said Board appointment.

Anne Gaddis
Signature of Applicant

1/18/16
Date

2nd 199-2015

RECEIVED

APPLICATION FOR APPOINTMENT

RECEIVED

to

JAN 22 2015 LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS 2015

The Lenoir County Board of Commissioners believes that all citizens should have the opportunity to participate in government decisions. One way of participating is by serving as a citizen member of one of the County's advisory boards. If you want to be considered for appointment to an advisory board, please complete the Application below and mail it to the Lenoir County Clerk to the Board, P.O. Box 3289, Kinston, NC 28502, or fax to (252) 559-6454.

LENOIR COUNTY MANAGER'S OFFICE

Advisory Board/Committee/Commission interested in:

Dean Baker ECONOMIC DEVELOPMENT

(I understand that this application will be kept on the active file for two years only, and I, hereby, authorize Lenoir County to verify all information included in this application.)

Name: Dean Baker
Address: 2641 Westridge Rd.
City/State/Zip: Kinston NC 28504
Telephone: (Home) 252-527-9401 (Work) 252-560-5648
Occupation:
Business Address:
Age: (Optional):
Number hours available per month for this position:
Training:
Business and Civic Experience/Skills:
Other County Boards/Committees/Commissions presently serving on:
Expiration date of Term:

Circle your voting precinct

- K-1 (Carver Courts Recreation Center)
K-2 (Old Plummer Daniel's Building)
K-3 (Fairfield Recreation Center)
K-4 (Northwest Elementary School)
K-5 (Spillman Baptist Church)
K-6 (Teachers Memorial School)
K-7 (Emma Webb Recreation Center)
K-8 (Holloway Recreation Center)
K-9 (Kinston Number 4 Fire Station)
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Falling Creek (Banks Elementary School Gym)
Institute (Institute Methodist Church)
Moseley Hall (Frink Middle School Gym)
Neuse (Agricultural Center)
Pink Hill 1 (Bethel Baptist Church)
Pink Hill 2 (Pink Hill Rescue Station)
Sand Hill (Sand Hill VF Department)
Southwest (Southwest VF Department)
Trent 1 (Deep Run VF Department)
Trent 2 (Moss Hill Ruitan Building)
Vance (Army Reserve Center, Airport)
Woodington (Woodington Middle School)

CERTIFICATION

I certify that I have read and understand the 75% attendance requirement established in the Lenoir County Board Appointment Policy. I further certify that I am aware, if my attendance drops below the 75% attendance requirements that I will be automatically removed from said Board appointment.

Signature of Applicant: Dean Baker

Date: Dec 8th 2015

APPLICATION FOR APPOINTMENT
to
LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS

FEB - 1 2016

LENOIR COUNTY
MANAGER'S OFFICE

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Advisory Board/Committee/Commission interested in:

Community Advisory Committee (Nursing Homes)
(I understand that this application will be kept on the active file for two years only, and I, hereby, authorize Lenoir County to verify all information included in this application.)

* * * * *

Name: Ella H Hall
Address: Mailing PO Box 3115 Kinston 28502 Physical 532 Tyrce Rd, Kinston 28504
City/State/Zip: Kinston NC 28504
Telephone: (Home) 252-523-5216 (Work) _____
Occupation: Retired Nursing State of North Carolina
Business Address: _____
Age: (Optional): _____
Number hours available per month for this position: varies
Training: CPR Training, LPN Nursing degree, Diabetic Prosper Project Lay Educator
Business and Civic Experience/Skills: Community blood service volunteer, Community health non profit health fairs, Red Cross volunteer, Womens Fellowship member, Active Church member
Other County Boards/Committees/Commissions presently serving on: Red Cross Board member Kinston Civitan member
Expiration date of Term: _____

Circle your voting precinct

- | | |
|---|--|
| K-1 (Carver Courts Recreation Center) | Institute (Institute Methodist Church) |
| K-2 (Old Plummer Daniel's Building) | Moseley Hall (Frink Middle School Gym) |
| K-3 (Fairfield Recreation Center) | <u>Neuse (Agricultural Center)</u> |
| K-4 (Northwest Elementary School) | Pink Hill 1 (Bethel Baptist Church) |
| K-5 (Spillman Baptist Church) | Pink Hill 2 (Pink Hill Rescue Station) |
| K-6 (Teachers Memorial School) | Sand Hill (Sand Hill VF Department) |
| K-7 (Emma Webb Recreation Center) | Southwest (Southwest VF Department) |
| K-8 (Holloway Recreation Center) | Trent 1 (Deep Run VF Department) |
| K-9 (Kinston Number 4 Fire Station) | Trent 2 (Moss Hill Ruitan Building) |
| Contentnea (Contentnea Ruitan Building) | Vance (GTP Ed & Training CTR.) |
| Falling Creek (Banks Elementary School Gym) | Woodington (Woodington Middle School) |

CERTIFICATION

I certify that I have read and understand the 75% attendance requirement established in the Lenoir County Board Appointment Policy. I further certify, that I am aware, if my attendance drops below the 75% attendance requirements that I will be automatically removed from said Board appointment.

Ella H Hall
Signature of Applicant

1-28-2016
Date

RECEIVED

1st Appearance

APPLICATION FOR APPOINTMENT

RECEIVED

FEB - 8 2016

to

LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS

FEB 9 2016

LENOIR COUNTY MANAGER'S OFFICE

LENOIR COUNTY MANAGER'S OFFICE

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Advisory Board/Committee/Commission interested in:

NURSING HOME / ADULT CARE ADVISORY COMMITTEE

(I understand that this application will be kept on the active file for two years only, and I, hereby, authorize Lenoir County to verify all information included in this application.)

* * * * *

Name: JAMES LEE EVANS
Address: 2639 TURNAGE DRIVE
City/State/Zip: KINSTON, NC 28501
Telephone: (Home) 252-522-1509 (Work) N/A
Occupation: RETIRED - ENGINEER
Business Address: N/A
Age: (Optional): 64
Number hours available per month for this position: 10-20
Training: LIFE EXPERIENCE / ELDER RELATIVES
Business and Civic Experience/Skills: TEXTILE ENGINEER / SUPERVISOR & MGR. FORMER B.O.E. PRESENT WORKER, ORAL & WRITTEN COMMUN.
Other County Boards/Committees/Commissions presently serving on: NONE
Expiration date of Term:

Circle your voting precinct

- K-1 (Carver Courts Recreation Center)
K-2 (Old Plummer Daniel's Building)
K-3 (Fairfield Recreation Center)
K-4 (Northwest Elementary School)
K-5 (Spillman Baptist Church)
K-6 (Teachers Memorial School)
K-7 (Emma Webb Recreation Center)
K-8 (Holloway Recreation Center)
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Moseley Hall (Frink Middle School Gym)
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Southwest (Southwest VF Department)
Trent 1 (Deep Run VF Department)
Trent 2 (Moss Hill Ruitan Building)
Vance (GTP Ed & Training CTR.)
Woodington (Woodington Middle School)

CERTIFICATION

I certify that I have read and understand the 75% attendance requirement established in the Lenoir County Board Appointment Policy. I further certify, that I am aware, if my attendance drops below the 75% attendance requirements that I will be automatically removed from said Board appointment.

James L. Evans
Signature of Applicant

FEB 8, 2016
Date



RECEIVED

FEB - 1 2016

**LENOIR COUNTY
MANAGER'S OFFICE**

January 26, 2016

Mr. Craig Hill, Chairman
Lenoir County Board of Commissioners
PO Box 3289
Kinston, NC 28502

Dear Mr. Hill:

The Lenoir Memorial Hospital Board of Directors met last evening and approved the following nominees for consideration by the Lenoir County Commissioners for appointment to our Board of Directors:

- Dexter E. Floyd – primary
- Stuart Lindley – alternate

Mr. Floyd was appointed to the Lenoir Memorial Hospital Board of Directors in June of 2010 to complete the unexpired term of J. Clark Johnson, DDS, and was reappointed for a four-year term in January of 2012. He is eligible to serve another four-year term, which will expire in January of 2020.

- Michel G. Haddad, MD – primary
- Wayne Jarman, MD – alternate

Dr. Haddad is being nominated to fill the board seat held by Ralph Lee Cox, MD, whose term expired in January of 2016. If appointed, Dr. Haddad's first term will expire in January of 2020.

I am enclosing copies of justifications for the above nominees in compliance with the "Guidelines for Selection of Nominees" (copy attached).

If we can provide additional information, please let us know.

Sincerely,

A handwritten signature in black ink that reads "Gary E. Black".

Gary E. Black, FACHE
President and CEO

GEB:dl

1st Appearance

RECEIVED

DEXTER E. FLOYD

FEB - 1 2016

Dexter Floyd was born in Lake City, South Carolina, and attended school in Kinston, South Carolina.

LENOIR COUNTY
SHERIFF'S OFFICE

Mr. Floyd served his country in the United States National Guard for six years, reaching the rank of Staff Sergeant.

Mr. Floyd's early career was in grocery sales. He worked with A&P Stores in South Carolina for ten years, and was store manager for five years. Mr. Floyd came to Kinston in 1971 to take a position as retail supervisor for Piggly Wiggly Corporation. In 1976, he purchased his first Piggly Wiggly store in LaGrange, and now owns and operates Piggly Wiggly stores throughout eastern North Carolina area and is Chairman of the Board of Piggly Wiggly North Carolina, LLC.

He and his wife, Dorothy, reside at 3315 Quail Ridge Road in Kinston. They have one son and two grandchildren.

Mr. Floyd is active in community and civic affairs. He currently serves as a member of the Lenoir Community College Foundation Board of Trustees, the Campbell University Board of Trustees, and formerly the Wachovia Board of Trustees.

Mr. and Mrs. Floyd are active members of First Baptist Church in Kinston and a past deacon.

Mr. Floyd was appointed to the Lenoir Memorial Board of Directors in June of 2010 to complete the unexpired term of J. Clark Johnson, DDS, and was reappointed for a four-year term in 2012. He is eligible to serve one additional four-year term.

Mr. Floyd has been a very active member of the Lenoir Memorial Hospital Board of Directors, serving on the Finance & Investment Committee, the Audit Committee, the Retirement Committee, and the Executive Compensation Committee.

1st Appearance

RECEIVED

FEB - 1 2016

**LENOIR COUNTY
MANAGER'S OFFICE**

DAVID STUART LINDLEY

Stuart Lindley was born in Raleigh, North Carolina. He is married to Anne Lindley, and they reside 1201 College Street in Kinston.

Mr. Lindley received a BSBA from UNC Chapel Hill and a MBA from UNC Wilmington. He is President of Discovery Insurance Company in Kinston.

Mr. Lindley is actively involved in community and civic affairs and currently serves on the Executive Committee of Arendell Parrott Academy. He is on the Committee of 100 Board, the Pride of Kinston Board, Mother Earth Brewing Board, and is Treasurer of the Lenoir County Chamber of Commerce. Mr. Lindley will complete his service on the LMH Foundation Board in March of this year, where he has served as chairman since June of 2011.

Mr. Lindley and his family attend St. Mary's Episcopal Church, where he serves as Treasurer.

1st Appearance

RECEIVED

FEB - 1 2016

LENOIR COUNTY
MANAGER'S OFFICE

MICHEL G. HADDAD, MD

Michel G. Haddad, MD was born in Lebanon in 1962. He and his wife, Audra, reside at 2298 Autumn Drive in Kinston. They have four children.

Dr. Haddad received a bachelor's degree in Zoology from N.C. State University, a master's degree in Pathology from The University of North Carolina at Chapel Hill, and a medical degree from The Bowman Gray School of Medicine. He completed his residency at East Carolina University School of Medicine and served as chief resident from May of 1992 until June of 1993.

Dr. Haddad has been a practicing physician with Pathology Associates of Kinston, PA (formerly Kinston Pathologists, PA) since February of 1994. He is board certified in Anatomic and Clinical Pathology with the American Board of Pathology, and is a member of the American Society of Clinical Pathologists and the North Carolina Medical Society. Dr. Haddad is an active member of the Lenoir-Greene County Medical Society where he has served as President, Vice President and Secretary.

Actively involved in Medical Staff affairs, Dr. Haddad has served as a member of the Infection Control Committee, the Resident Intern Committee, the Cancer Committee, and the Medical Staff Executive Committee. Dr. Haddad currently serves Lenoir Memorial Hospital as Medical Laboratory Director and Chairman of the Department of Pathology.

As Medical Staff President, Dr. Haddad was appointed to the Lenoir Memorial Hospital Board of Directors in October of 2010 and served in that capacity until September of 2012. He was an active member of the Board of Directors, serving on the Planning Committee, Quality Assurance Committee, Finance & Investment Committee, Audit Committee, and Joint Conference Committee.

1st Appearance

RECEIVED

FEB - 1 2016

LENOIR COUNTY
MANAGER'S OFFICE

WAYNE T. JARMAN, M.D.

Dr. Jarman was born in Seattle, Washington. He received his medical degree from the Bowman Gray School of Medicine, and completed his medical internship and residency at North Carolina Baptist.

Dr. Jarman and his wife, Paula, reside at 1106 Oriental Avenue in Kinston, and are the proud parents of twin sons, who are both currently employed by Spirit Aerosystems. He and his family are active members of Grace Fellowship Church.

Dr. Jarman, board-certified by the American Board of Surgeons, joined the Active Medical Staff of Lenoir Memorial Hospital in March of 1997, when he joined Kinston Surgical Associates. In 2012, Dr. Jarman joined Lenoir Surgical, which is owned and operated by Lenoir Memorial Hospital.

Actively involved in Medical Staff affairs, Dr. Jarman has served as a member of the Operating Room Committee, the CQI-Department of Surgery Subcommittee, the Resident Intern Committee, the Blood Transfusion Committee, the Special Care Committee, and the Medical Staff Executive Committee. He currently serves as chairman of the Credentials Committee.

As Medical Staff President, Dr. Jarman was appointed to the Lenoir Memorial Hospital Board of Directors in October of 2012 and served in that capacity until September of 2014. He was an active member of the Board of Directors, serving on the Planning Committee, Quality

Assurance Committee, Facility Committee, Finance & Investment Committee, and Joint Conference Committee.

1st Appearance

RECEIVED

APPLICATION FOR APPOINTMENT
to
LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS - 4 2016

The Lenoir County Board of Commissioners believes that all citizens should have the opportunity to participate in governmental decisions. One way of participating is by serving as a citizen member of one of the County's advisory boards. If you want to be considered for appointment to an advisory board, please complete the Application below and mail it to the Lenoir County Clerk to the Board, P.O. Box 3289, Kinston, NC 28502, or fax to (252) 559-6454.

LENOIR COUNTY
CLERK'S OFFICE

Advisory Board/Committee/Commission interested in:

WOODARD H. (WOODY) GURLEY

(I understand that this application will be kept on the active file for two years only, and I, hereby, authorize Lenoir County to verify all information included in this application.)

* * * * *

Name: WOODARD H. GURLEY
Address: 405 LAKE PINES DR.
City/State/Zip: LAGRANGE, NC 28551
Telephone: (Home) _____ (Work) 252-516-3186
Occupation: MAYOR FOR TOWN OF LAGRANGE
Business Address: PO BOX 368, 203 S. CENTER ST. LAGRANGE, NC 28551
Age: (Optional): _____
Number hours available per month for this position: UNLIMITED
Training: _____
Business and Civic Experience/Skills: MAYOR OF LAGRANGE, CHAIRMAN OF ADVISORY BOARD OF THE LITTLE BANK IN LAGRANGE, OWNER OF GURLEY DEVELOPMENT CORP.
Other County Boards/Committees/Commissions presently serving on: NONE

Expiration date of Term: _____

Circle your voting precinct

- | | |
|---|---|
| K-1 (Carver Courts Recreation Center) | Institute (Institute Methodist Church) |
| K-2 (Old Plummer Daniel's Building) | <u>Moseley Hall (Frink Middle School Gym)</u> |
| K-3 (Fairfield Recreation Center) | Neuse (Agricultural Center) |
| K-4 (Northwest Elementary School) | Pink Hill 1 (Bethel Baptist Church) |
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| K-9 (Kinston Number 4 Fire Station) | Trent 2 (Moss Hill Ruitan Building) |
| Contentnea (Contentnea Ruitan Building) | Vance (Army Reserve Center, Airport) |
| Falling Creek (Banks Elementary School Gym) | Woodington (Woodington Middle School) |

CERTIFICATION

I certify that I have read and understand the 75% attendance requirement established in the Lenoir County Board Appointment Policy. I further certify that I am aware, if my attendance drops below the 75% attendance requirements that I will be automatically removed from said Board appointment.

Woodard H. Gurley
Signature of Applicant

02-04-2016
Date

1st Appearance

RECEIVED

APPLICATION FOR APPOINTMENT
to
LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS

FEB 5 2016

LENOIR COUNTY
MANAGER'S OFFICE

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Advisory Board/Committee/Commission interested in:

ECONOMIC DEVELOPMENT

(I understand that this application will be kept on the active file for two years only, and I, hereby, authorize Lenoir County to verify all information included in this application.)

* * * * *

Name: Bobby Merritt
Address: PO Box 188
City/State/Zip: Kinston, NC 28501
Telephone: (Home) 252.566.5050 (Work) 252.527.6223
Occupation: Director of Workforce Development
Business Address: PO Box 188, Kinston, NC 28501
Age: (Optional): _____
Number hours available per month for this position: _____
Training: _____
Business and Civic Experience/Skills: Lenoir County Manufacturers Association, Manager of NC Works Career Center
Other County Boards/Committees/Commissions presently serving on: _____
Lenoir County Economic Development Board
Expiration date of Term: 2015

Circle your voting precinct

- | | |
|---|--|
| K-1 (Carver Courts Recreation Center) | Institute (Institute Methodist Church) |
| K-2 (Old Plummer Daniel's Building) | Moseley Hall (Frink Middle School Gym) |
| K-3 (Fairfield Recreation Center) | Neuse (Agricultural Center) |
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| Falling Creek (Banks Elementary School Gym) | Woodington (Woodington Middle School) |

CERTIFICATION

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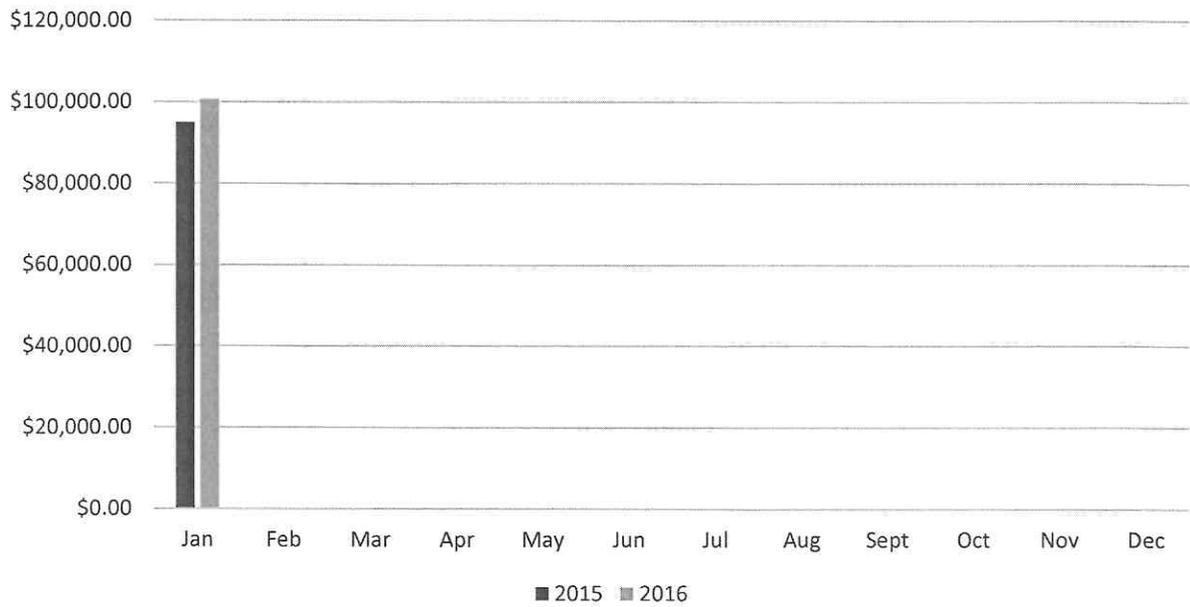
Bobby Merritt
Signature of Applicant

2/4/16
Date

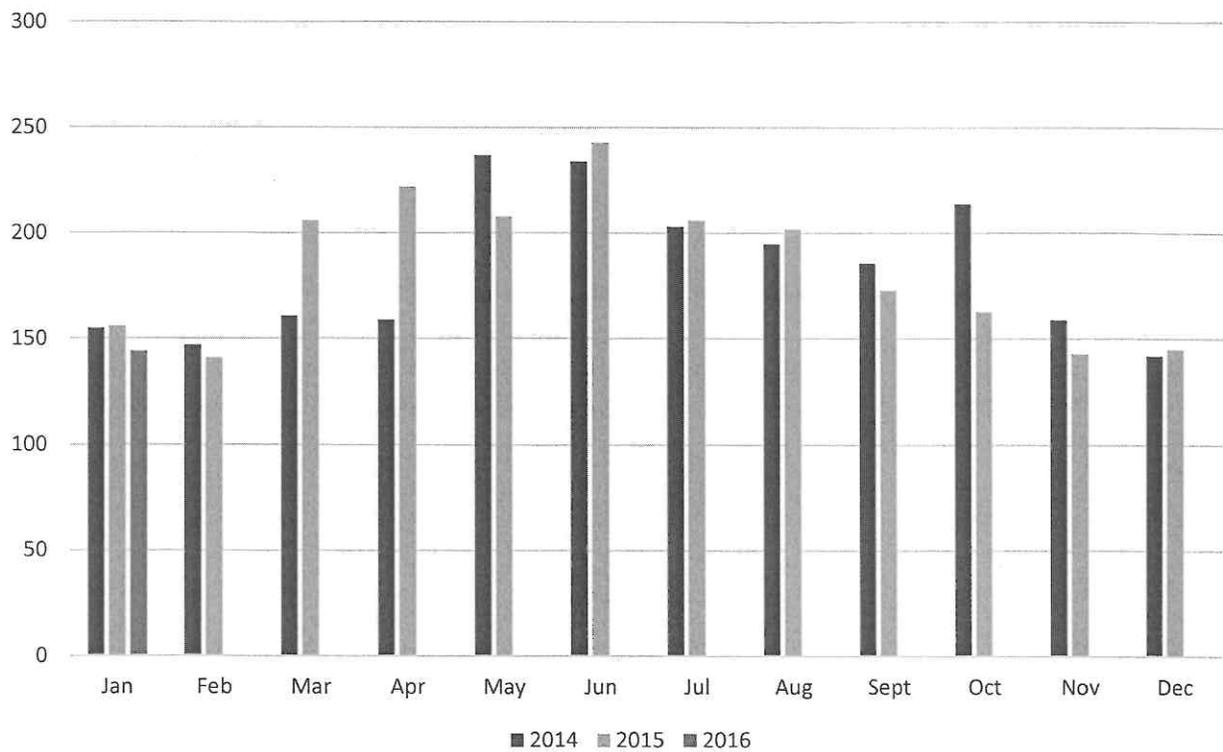
TO: Chairman and Members of the Board
FROM: Mike Jarman, County Manager
DATE: February 15, 2016
SUBJECT: Items from County Manager

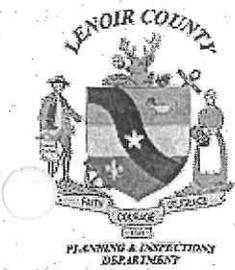
1. Transit and Inspections Summary Reports
2. Inspection & Permit Reports
3. Transit Monthly Statistics
4. Financial Performance Summary Reports
5. Confederate Flag Information
-Clerk's Listserve Survey

Lenoir County Transit Revenue Comparison



Lenoir County Inspections Count





**LENOIR COUNTY
PLANNING & INSPECTIONS DEPARTMENT**

PO BOX 3289
101 NORTH QUEEN STREET
KINSTON, NC 28502
PHONE: 252-559-2260
FAX: 252-559-2261



**LENOIR COUNTY INSPECTIONS
PERMIT/INSPECTION REPORT**

JANUARY 2016

PERMITS ISSUED: 87

PERMITS VALUE: \$ 1,475,932

PERMIT FEES: \$ 9,056

SINGLE FAMILY DWELLINGS: 2

MOBILE HOMES: 7

COMMERCIAL: 1

ADDITIONS: 3

ELECTRICAL: 26

PLUMBING: 7

MECHANICAL: 24

OTHER: 17

TOTAL INSPECTIONS: 144

FY Monthly Revenue Comparison

	Jan-15	Jan-16
Revenue		
Invoice Revenue	\$ 77,102.28	\$ 80,717.47
RGP Ticket Sales	\$ 4,290.00	\$ 3,198.00
EDTAP Ticket Fares	\$ 704.00	\$ 2,600.00
Fares Collected by Vehicle Operators	\$ 12,872.00	\$ 14,104.00
Total	\$ 94,968.28	\$ 100,619.47

Lenoir County Transit

Monthly Statistics

Month of January

Days of Service 26

Passenger Trips	Total
Ambulatory Passengers	5173
Non Ambulatory Passengers	503
Total Passenger Trips	5676

Purpose of Trips	
Medical (including Dialysis)	2393
Education	796
Employment	1208
Other	1279
	5676

Revenue	Total
Invoice Revenue	80,717.47
RGP Ticket Sales	3,198.00
EDTAP Ticket Fares	2,600.00
Fares Collected by Vehicle Operators	14,104.00
Total Monthly Revenue	100,619.47

Explanation of Purpose of Trips:

Medical: riders being taken to medical appointments; to doctor's appointments, dialysis, etc.

Education: riders being taken to LCC for classes

Employment: riders being taken back and forth to work

Other: riders being taken to day care, for financial services, human services, legal appointments, nutrition, pharmacy, recreation, shopping and social outings

Explanation of Revenue Terms:

Invoice Revenue: Rides billed by Transit to DSS, Work First, Council on Aging, ECU, and Vocational Rehab

RGP Ticket Sales: Rural General Public

EDTAP Ticket fares: Elderly Disabled Transportation Assistance Program

Fares Collected by Vehicle Operators: Cash collected by drivers for riders who have not purchased tickets in advance

LENOIR COUNTY
FINANCIAL PERFORMANCE SUMMARY - 2015-16
MONTH ENDING JANUARY 31, 2016

EXPENDITURES

58.33%

DESCRIPTION	BUDGET FOR YEAR	EXPENDITURES TO DATE	ENCUMBRANCE	UNENCUMBERED BALANCE	% EXPEND/ENCUMBR
GENERAL FUND:					
Governing Body	218,700.00	139,718.45	0	78,982	63.9%
County Manager	283,476.00	154,485.82	0	128,990	54.5%
Finance	297,817.00	168,778.93	0	129,038	56.7%
Human Resources	174,913.00	82,903.96	0	92,009	47.4%
Tax Office	787,865.00	441,045.33	2,290	344,530	56.3%
Legal	62,500.00	16,075.02	0	46,425	25.7%
Court Facility	568,852.00	246,699.95	32,837	289,315	49.1%
Elections	465,327.00	162,371.69	45,021	257,934	44.6%
Register of Deeds	274,855.00	152,646.05	16,704	105,505	61.6%
Non-Departmental	2,010,850.00	1,269,403.18	152,295	589,152	70.7%
Process Funds	948,683.46	491,323.18	740	456,620	51.9%
Outside Agencies	129,500.00	46,099.01	0	83,401	35.6%
Management Info Systems	1,091,125.00	710,704.75	84,722	295,699	72.9%
Public Buildings	588,079.00	296,416.69	62,261	229,402	61.0%
Sheriff	4,772,221.20	2,555,284.70	123,367	2,093,569	56.1%
Sheriff - Civil Process	275,246.00	58,520.65	15,695	201,030	27.0%
Sheriff - Concealed Weapon	21,589.72	10,038.01	0	11,552	46.5%
Central Communications	1,415,156.00	832,537.09	33,250	549,368	61.2%
Jail	4,071,693.00	2,435,396.35	397,661	1,238,635	69.6%
Emergency Management	373,913.00	196,523.14	21,655	155,735	58.3%
Emergency Medical Services	4,070,568.00	2,290,050.07	244,321	1,536,197	62.3%
Inspections	225,707.00	128,324.75	0	97,382	56.9%
Medical Examiner	40,000.00	28,230.00	0	11,770	70.6%
Economic Development	277,459.00	154,466.87	0	122,992	55.7%
Veterans Service Office	33,241.00	13,295.17	500	19,446	41.5%
Cooperative Extension	379,358.00	182,887.06	12,799	183,672	51.6%
Cooperative - Parenting Matters	29,913.96	18,708.21	0	11,206	62.5%
Cooperative Ext-Grants	141,854.55	34,954.97	0	106,900	0.0%
Soil Conservation	121,076.00	62,649.82	0	58,426	51.7%
Health Department	4,359,276.35	2,266,160.57	201,149	1,891,966	56.6%
BioTerrorism - Health	53,664.00	16,610.80	0	37,053	31.0%
M. Health Department	245,715.00	143,333.75	0	102,381	58.3%
Public Assistance (DSS)	14,664,482.14	7,525,891.84	266,588	6,872,002	53.1%
Education	9,900,000.00	5,775,000.00	0	4,125,000	58.3%
Community College	2,260,000.00	1,318,333.38	0	941,667	58.3%
Cultural	740,500.00	431,958.31	0	308,542	58.3%
Recreation	899,000.00	539,850.06	0	359,150	60.1%
Debt Service	7,704,785.00	7,611,485.72	0	93,299	98.8%
Transfer to Other Funds	2,349,366.00	0.00	0	2,349,366	0.0%
Contingency	50,000.00	0.00	0	50,000	0.0%
TOTAL GENERAL	67,378,327.38	39,009,163.30	1,713,856.50	26,655,307.58	0.60
OTHER FUNDS:					
Employee Insurance Fund	4,754,360.00	1,778,968.49	0.00	2,975,391.51	37.4%
Vehicle Replacement Fund	450,000.00	366,561.25	85,425.25	-1,986.50	100.4%
Fed Seized Property Fund	70,000.00	19,865.44	144.35	49,990.21	28.6%
State Controlled Substance Fund	25,000.00	4,193.35	806.65	20,000.00	20.0%
School Capital Fund	3,217,343.00	2,700,000.00	0.00	517,343.00	83.9%
Transportation Fund	1,250,173.00	482,785.91	196,485.83	570,901.26	54.3%
Scrap Tire Disposal Fund	170,000.00	56,742.24	0.00	113,257.76	33.4%
Emergency Telephone Fund	534,124.00	379,412.98	37,878.61	116,832.41	78.1%
Revaluation Fund	74,144.00	36,423.59	0.00	37,720.41	49.1%
Automation-Preservation Fund	19,025.00	0.00	0.00	19,025.00	0.0%
MSW Landfill-Debt Service	0.00			0.00	
Capital Improvements Fund	4,583,715.00	2,227,288.77	9,280.00	2,347,146.23	48.8%
Fire Districts	1,457,424.00	1,063,969.86	0.00	393,454.14	73.0%
Solid Waste Management	3,112,839.00	1,346,428.32	52,629.06	1,713,781.62	44.9%
Trust & Agency Fund					
Family & Caregiver-Smart Start	61,153.23	27,529.41	0.00	33,623.82	45.0%
TOTAL OTHER FUNDS	19,779,300.23	10,490,169.61	382,649.75	8,906,480.87	55.0%
GRAND TOTAL	87,157,627.61	49,499,332.91	2,096,506.25	35,561,788.45	59.2%

LENOIR COUNTY
FINANCIAL PERFORMANCE SUMMARY - 2015-16
MONTH ENDING JANUARY 31, 2016

REVENUES

58.33%

DESCRIPTION	BUDGET FOR YEAR	REVENUES TO DATE	REMAINING BALANCE	% REC'D
GENERAL FUND:				
Health Department	1,809,703	1,237,909	571,794	68.40%
Public Assistance (DSS)	10,436,961	4,309,964	6,126,997	41.30%
Property Taxes	34,865,438	30,612,952	4,252,486	87.80%
Sales Taxes	6,250,000	2,055,568	4,194,432	32.89%
Other General	13,966,225	7,711,081	6,255,145	55.21%
TOTAL GENERAL	67,328,327	45,927,473	21,400,854	68.21%
OTHER FUNDS:				
Employee Insurance	4,754,360.00	2,589,488.56	2,164,871.44	54.47%
Vehicle Replacement	450,000.00	0.00	450,000.00	0.00%
Fed Seized Property	70,000.00	33,863.20	36,136.80	48.38%
State Controlled Substance	25,000.00	3,287.43	21,712.57	13.15%
School Capital Fund	3,217,343.00	689,357.39	2,527,985.61	21.43%
Transportation Fund	1,250,173.00	656,577.66	593,595.34	52.52%
Scrap Tire Disposal	170,000.00	20,168.00	149,832.00	11.86%
Emergency Telephone	534,124.00	267,061.86	267,062.14	50.00%
Revaluation Fund	74,144.00	0.00	74,144.00	0.00%
Information-Preservation Fnd	19,025.00	12,099.19	6,925.81	63.60%
M.W Landfill-Debt Service	0.00	7.89	-7.89	
Capital Improve Fund	4,583,715.00	37,500.00	4,546,215.00	0.82%
Fire Districts	1,457,424.00	1,223,453.37	233,970.63	83.95%
Solid Waste Management	3,112,839.00	1,878,174.64	1,234,664.36	60.34%
Trust and Agency Fund:				
Smart Start Program	61,153.00	22,718.73	38,434.27	37.15%
TOTAL OTHER FUNDS	19,779,300.00	7,433,757.92	12,345,542.08	37.58%
GRAND TOTAL	87,107,627.38	53,361,231.10	33,746,396.28	61.26%

Project Based Revenues:	BUDGET	TO DATE	REMAINING	% REC
CAPITAL PROJECTS FUND	29,399,574.00	28,915,594.89	483,979.11	98.35%
CDBG RELATED PROJECTS	755,000.00	236,676.08	518,323.92	31.35%
Total Project Based	30,154,574.00	29,152,270.97	1,002,303.03	

* **Bold area represents "Project Based" funds in which Revenues to date includes revenues from prior years since the beginning of the project**

Project Based Expenditures:	BUDGET	EXPENDED TO DATE	ENCUMBERED	REMAINING
CAPITAL PROJECTS FUND	29,399,574.00	29,048,472.82	1,700.00	349,401
CDBG RELATED PROJECTS	755,000.00	216,676.08	0.00	538,324
Total Project Based	30,154,574.00	29,265,148.90	1,700.00	887,725

* **Bold area represents "Project Based" funds in which Expenditures to date includes expenditures from prior years since the beginning of the project**

