

***REMINDER***

***LENOIR COUNTY  
COMMISSIONERS***

***BUDGET***

***WORK SESSION***

***APRIL 18, 2016***

***2:00 P.M.***

**LENOIR COUNTY BOARD OF COMMISSIONERS REGULAR MEETING: AGENDA  
MONDAY, APRIL 18, 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**

Andy Bailey, NC Department of Transportation

**PUBLIC COMMENTS**

Scheduled: None

Non-Scheduled:

**CONSENT AGENDA: 10 Min.**

**ACTION**

- |    |  |        |
|----|--|--------|
| 1. | Approval of Minutes: Regular Board Meeting: April 4, 2016.   | King   |
| 2. | Resolution Approving Proposal for Advertising and Execution of Contract with Eastern Carolina Council – Area Agency on Aging on one (1) Lenoir County Transit Vehicle.: \$775. | Greene |

**END OF CONSENT AGENDA**

**BUDGET ORDINANCE AMENDMENTS/RESOLUTIONS: 40 Min.**

- |    |   |           |
|----|---|-----------|
| 3. | Resolution Authorizing Lenoir County Health Department to Execute a Purchase Order to Contract with A & B Cleaning Service, Inc.: \$5,812.96. | Huff      |
| 4. | Resolution Authorizing a Proposal to Provide Professional Services to Lenoir County for the 2017 Revaluation: \$65,000.                       | Parrish   |
| 5. | Budget Ordinance Amendment: Debt Service: Increase: \$95,156.   | Chestnutt |

**APPOINTMENTS: 5 Min.**

- |    |  |       |
|----|--|-------|
| 6. | Resolution Approving Citizens to Boards, Commissions, Etc. 5 Min | Board |
|----|--|-------|

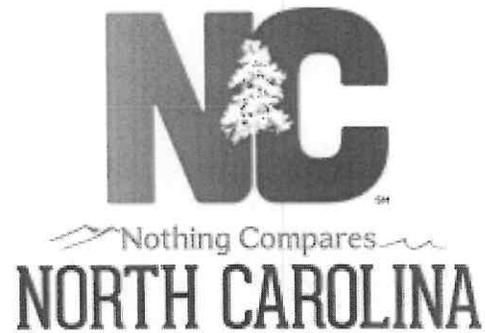
**OTHER ITEMS: 10 Min.**

- |    |   |       |
|----|---|-------|
| 7. | Items from County Manager   | Board |
| 8. | Items from County Attorney/Commissioners Public Comments/Closed Session (if necessary). | Board |

**LENOIR COUNTY BOARD OF COMMISSIONERS REGULAR MEETING: AGENDA**  
**MONDAY, APRIL 18, 2016 – TIME: 4:00 P.M.**  
**COMMISSIONERS' MEETING ROOM, LENOIR COUNTY COURTHOUSE**  
**130 S. QUEEN ST., KINSTON, N.C.**

**Summary of Actions Taken at the April 4, 2016 Meeting**

- |    |   |          |
|----|---|----------|
| 1. | Approval of Minutes: Regular Board Meeting: March 21, 2016.   | Approved |
| 2. | Proclamation Public Safety Telecommunicator Week.   | Approved |
| 3. | Resolution Approving a Grant Application to the Unified Hazard Mitigation Assistant Grant Program (HMA).                            | Approved |
| 4. | Resolution Approving Purchase and Installation of Security System at Primary 911 Site: Down East Protective: \$4,526.95.            | Approved |
| 5. | Resolution Approving Purchase and Installation of 20KW Duct Heater at Primary 911 Site: Harrod & Associates Constructors: \$8,087.  | Approved |
| 6. | Resolution Requesting the Establishment of fees for Rabies Vaccinations.  | Approved |
| 7. | Resolution Authorizing Purchase Order to Marathon Equipment for purchase of a Trash Compactor at Dobbs Farm Road Site: \$18,682.20. | Approved |



Lenoir County Board of Commissioners, April 18, 2016

*Lenoir County Comprehensive  
Transportation Plan*

John A. (Andy) Bailey – Transportation Engineer  
NCDOT – Transportation Planning Branch



## *Kinston Comprehensive Transportation Plan*

- Completed August 2007
- Identifies multimodal projects and programs planned for population and employment estimates in 2030
- Only considers Kinston and immediate surrounding area



## *What is a CTP?*

- **Comprehensive Transportation Plan**

- Long-Range Planning
- Assists local governments in making transportation decisions
- Participation
- Local needs
- Deficiencies and improvements
- Recommendations are CONCEPTS
- Not Fiscally Constrained
- Multimodal Maps Adopted
- Time-Frame
- CTP maps will include roadways, public transportation, rail, bicycle and pedestrian improvements and recommendations.
- A CTP is developed typically over a 18-month time frame.
- A CTP is a long-range transportation plan for the next 25-30 years.

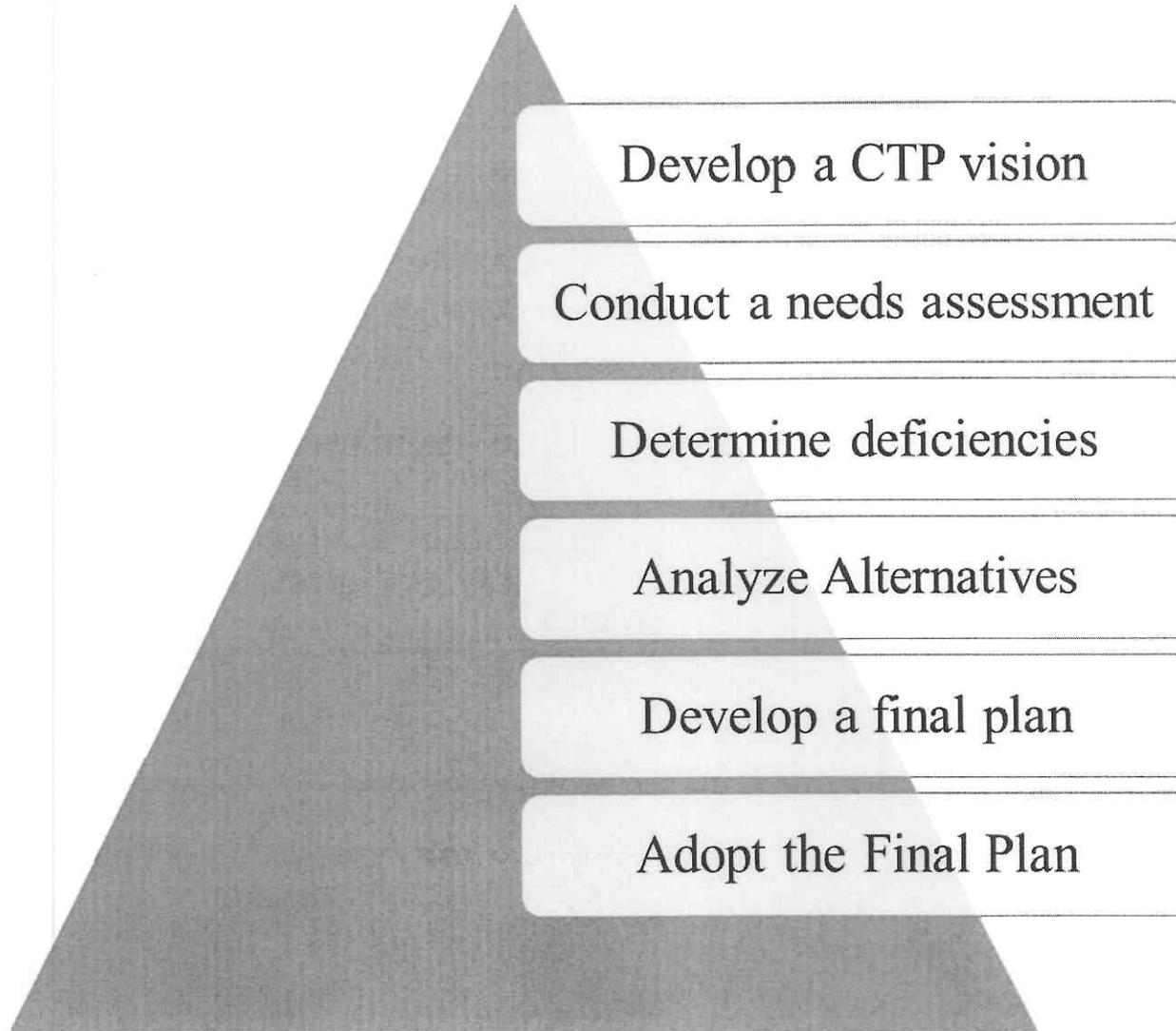


## *Why a CTP?*

- Common long range vision
- Guide for future development and transportation decisions
- Better integration of transportation planning with land use planning
- Minimization of impacts to the natural and human environment
- Stronger ties to local priorities
- Potential reduced project costs
- Detailed project information for Programming and Project Development



# WHAT DOES THE CTP PROCESS INVOLVE?



## *Who is involved in the CTP Process?*

- Lenoir County
- Local municipal governments
- School system
- Parks & Recreation
- Transit
- Emergency services
- Community college
- Health Department
- Planning & Development
- Global TransPark
- NCDOT
- Public



## *WHAT FACTORS NEED TO BE STUDIED?*

- Safety
- Connectivity and Mobility
- Traffic
- North Carolina Strategic Transportation Corridor Facilities
- Federally Functionally Classified Roads



## *Lenoir County Growth Rate*

- The State of North Carolina as a whole is growing at 0.9% annually
- Currently, Lenoir County's population is 58,830
- According to the Office of State Budget and Management, Lenoir County is declining at 1.1% annually



## *QUESTIONS?*

### **John A. (Andy) Bailey**

NCDOT – Transportation Planning Branch

919-707-0991

[jabailey@ncdot.gov](mailto:jabailey@ncdot.gov)

### **Jamal Alavi, PE, CPM**

NCDOT – Transportation Planning Branch

919-707-0970

[jalavi@ncdot.gov](mailto:jalavi@ncdot.gov)

### **Patrick Flanagan**

Eastern Carolina RPO

252-638-3185 ext.3031

[pflanagan@eccog.org](mailto:pflanagan@eccog.org)



**MINUTES**

**LENOIR COUNTY BOARD OF COMMISSIONERS**

**April 4, 2016**

The Lenoir County Board of Commissioners met in open session at 9:00 a.m. on Monday, April 4, 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, Eric Rouse, and Linda Rouse Sutton.

Members Absent: Reuben Davis

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. Best led the audience in the Pledge of Allegiance.

**PUBLIC INFORMATION:**

None

**PUBLIC COMMENTS:**

None

**CONSENT AGENDA:**

1. Approval of Minutes: Regular Board Meeting: March 21, 2016.

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

A motion was made by Ms. Sutton and a second by Ms. Brown, to excuse Commissioner Reuben Davis from the meeting.

**BUDGET ORDINANCE AMENDMENTS/RESOLUTIONS:**

Item No. 2 was a Proclamation honoring Public Safety Telecommunicator Week. Ms. Paige Johnson, Telecommunications Operations Manager read the proclamation. Upon a motion by Mr. Best and a second by Mr. Daughety, Item No. 2 was unanimously approved.

Item No. 3 was a Resolution to Approve a Grant Application to the Unified Hazard Mitigation Assistance Grant Program (HMA). Mr. Samuel Kornegay, EMS Emergency Planner, stated Lenoir County Emergency Services –Emergency Management Division is applying for grant funding through the Unified Hazard Mitigation Assistance Grant Program for funding assistance in the implementation of a power redundancy system for Lenoir County EMS station five. Last year an evaluation of critical infrastructures was done by Lenoir County Emergency Services – Emergency Management Division. The research showed that our EMS stations did not have backup power in the case of a power failure. It was brought to our attention a grant opportunity existed through North Carolina Emergency Management Hazard Mitigation Branch. The application process was then started in the hopes to strengthen our critical infrastructure to be more disaster resistant and better prepared. Upon a motion by Ms. Sutton and a second by Mr. Daughety, Item No. 3 was unanimously approved.

Item No. 4 was a Approval of Purchase and Installation of Security System at Primary 911 Site: Down East Protection: \$4,526.95. Mr. Roger Dail, EMS Director, stated over the past two years, Lenoir and Jones County officials have implemented a merger of the Jones County E-911 Center with the Lenoir County E-911 Center. It was determined that security upgrades were needed at the primary E-911 Center located at 200 Rhodes Avenue, Kinston. As part of the new construction, additional cameras were added to the exterior of the building, as well as in the Communications Center. Also, door strike plates were installed to secure the Emergency Operations Center. This equipment is required to maintain optimum security for this facility. Upon a motion by Mr. Daughety and a second by Ms. Brown, Item No. 4 was unanimously approved.

Item No. 5 was a Approval of Purchase and Installation of 20KW Duct Heater at Primary 911 Site: Harrod & Associates Constructors: \$8,087. Mr. Roger Dail, EMS Director, stated over the past two years, Lenoir and Jones County officials have implemented a merger of the Jones County E-911 Center with the Lenoir County E-911 Center. As part of the merger, the existing Lenoir County E-911 Center was remodeled and expanded, to include the addition of two- (2) workstations, with the ability to add four- (4) additional workstations, for a total of a twelve- (12) position dispatch center. To accommodate this expansion, the HVAC system was redesigned, with a 10-ton unit installed. The communications center has been experiencing high humidity in the room, requiring dehumidifiers to be used to help maintain humidity levels. After multiple conference calls with the architectural firm, the general contractor, and the HVAC designing engineers, it was determined that the reason for the high humidity was due to the size of the unit and the fact that there may not be enough equipment in the room to generate the necessary heat. The purchase of the 20KW duct heater would allow the unit to run longer to draw the moisture out of the room. Upon a motion by Mr. Daughety and a second by Mr. Best, Item No. 5 was unanimously approved.

Item No. 6 was a Resolution Requesting the Establishment of fees for Rabies Vaccinations. Ms. Tracy Chestnutt, Finance Director, stated Mr. Joey Huff had another appointment and asked her to share the following resolution.

Ms. Chestnutt stated NCGS 130A-187 requires the local health directors to organize and assist other organizations to conduct rabies vaccination clinics at least annually. NCGS 130A-188 requires the Board of County Commissioners to establish the fee for rabies vaccinations at County sponsored vaccination clinics. Rabies Vaccination Clinics have been scheduled for Tuesday, April 19, 2016, at Riverbank Animal Hospital, Northside Animal Hospital, Five Oaks Animal Hospital, Countryview Animal Hospital, Faithful Friends, and Animal Hospital of Lenoir County in LaGrange. Upon a motion by Mr. Rouse and a second by Ms. Brown, Item No. 6 was unanimously approved.

Item No. 7 was a Resolution Authorizing a Purchase Order to Marathon Equipment Company: \$18,682.20. Mr. Joey Bryan, MIS Director, stated Recycling Site #1, also known as the Dobbs Farm Road Convenience Site, has been using the current compactor since it was opened in 1990. It has achieved many years of service, but at this time is beyond the ability to be repaired. Landfill personnel contacted Marathon Equipment Company and received a replacement quote in the amount of \$18,682.20. Marathon Equipment Company is the only provider of the size and type compactor that will work at our drop off sites as they are currently designed. Upon a motion by Mr. Rouse and a second by Ms. Sutton, Item No. 7 was unanimously approved.

Item No. 8 was a Resolution Approving Citizens to Boards, Commissions, Etc. Ms. Brown stated, there are no applicants, so no action is required at this time.

Mr. Hill stated the citizens of Lenoir County should continue to look at the openings on the different boards and commissions because this Board has spent a lot of time over the past couple of years trying to make sure there is a good cross section of individuals. This is an important area of service especially for those who like to serve and maybe contemplating serving on this Board in the future.

Item No. 9 was items from County Manager. Mr. Jarman reminded every one of the North Carolina Association of County Commissioners upcoming District meeting, on April 20<sup>th</sup> in Duplin County at the Mad Boar restaurant from 5:30 p.m. – 8:00 p.m. We will be glad to make transportation arrangements so everyone attending can ride together. Please let Ms. King know today if you are going and she will make sure the registration is taken care of prior to the deadline. Ms. King will check with Mr. Davis to see if he will be attending. Mr. Jarman asked the Board if they could meet at 2:00 p.m. prior to the regular meeting at the Tax Building in the Administrative Conference room to have a budget work session and return to the Commissioners Room for the regular 4:00 p.m. meeting. Mr. Jarman stated at this time Joey Bryan has information regarding concealed carry ordinances from other counties.

Mr. Bryan shared information regarding concealed carry ordinances from other counties, along with a letter from Ms. Agnes Ho, Director of Kinston Lenoir County Public Library. Ordinances included were Carbarrus, Avery, and Charlotte-Mecklenburg Counties. Mr. Bryan stated within his research he found five (5) counties had concealed carry ordinances allowing on all county properties, one (1) county has a conceal excluding DSS and Health Departments, six (6) counties prohibits concealed carry but allows in parks, nature centers, and green places like hiking trails. Thirty-five (35) counties prohibit by ordinances, and fifty-three (53) counties have nothing on the books. Mr. Rouse asked if he had any information from Pitt County. Mr. Bryan replied yes, and they are included within the five (5) counties.

Mr. Bryan stated he did not specifically mention Pitt County because they are in the process of repealing a previous ordinance. Mr. Jarman stated Pitt County was basically amending theirs, and you must have the regular ordinance along with the amended one which is not straight forward. Mr. Bryan stated in Pitt County they are required to share a copy of their permit to their Human Resources department to be placed in employees permanent file, however, before that is done it must be approved by the county manager in order for them to bring the weapon to work. Mr. Jarman asked whatever the Board decided to do to make sure it is clear and straight forward. Mr. Rouse stated he would like to see something simple and not complex from this Board so a person would not have to know anything about the ordinance which would eliminate any further issues. Mr. Hill stated he has been all over the map and has searched different areas and has gone full circle regarding how he felt about this entire process. He has visited the Department of Homeland Security site and looked at some of their information to get their view/approach on this issue. From all of the information he was able to gather, he found several different scenarios of where he is regarding this issue. In the beginning he thought he would be in favor of the ordinance and after much research, thought and prayer he is not. #1. After receiving information from the department heads, the discernment of the surveys, hearing from Sheriff Ingram, speaking with security personnel outside of government agencies, including banks and medical facilities, there really is no consistence stance on the matter of concealed weapons in government buildings from a national level of security at this time. #2. We are talking about implementing a policy that our current local highest ranking law enforcement officer that was elected by our public who supports the right to carry concealed weapons, doesn't support. As Sheriff Ingram has stated he does not want to put his officers in a position that when they enter buildings he would have to guess which one is the shooter. #3. When you look at policies regardless of whatever policy is put in, there is going to be some exceptions to the policy which will eliminate the courts, maybe library, jail, and SPCA. Regardless of what is done, there will be a limited ordinance. This really becomes more of a political stance to some degree and not an actual change of policy even at the highest level of what is put in place. #4. When we start looking at the buildings in question DSS, Health Department, and the Tax Department all of those building are located within a block or two from the local sheriff and police departments. Response time to the buildings are going to be in 2-3 minutes or as quick as can be because of the demographics. Last but not least, #5. It lacks the support of our department heads. Mr. Hill stated it has taken him a long time to get to this point and he is not in favor of moving forward with an ordinance at this time. We appreciate Commissioner Rouse bringing this important topic forth, and it may at some point in time, if not today get voted on. This discussion has highlighted some very primary needs such as: training, prepared awareness and emergency action plans for each department as well as the need for our management team and our department heads in conjunction with our law enforcement agencies working in collaboration. Mr. Hill mentioned how he has gone online and viewed Homeland Security's sites and found that they have good information and pamphlets in place regarding how to train employees and at no point in time in any of those pamphlets, plans and other information when it says "fight" did it state to pull out your own weapon and shoot anybody. It labels it much different than his original interpretation. This may not be where others would like for him to be, but it has taken him a long time to get there, a lot of research, reading information, praying and soul searching. This is an important decision because it involves the safety and well being of our employees. At this time we can continue with the ordinance and bring it back for a vote at our next meeting, or we can vote now. Mr. Hill mentioned he is not in favor of adopting an ordinance for concealed weapons because we are not there yet, and we have not done any other things that need to be done prior.

If in the future after we have implemented our action plans and training and we get to the point where that has been done, at that point in time he might be in favor of adopting an ordinance. Mr. Rouse asked Mr. Hill if he would be in favor of developing an action plan and then look at adopting an ordinance once the action plan is in place. Mr. Hill replied if the action plan gets the Board to that point, yes, but that action plan would definitely have to get them there, but we are not there yet. Mr. Rouse stated he disagreed, and they are ready because the survey that was sent out made it very clear. Everyone understood going in what the department heads was going to say. Whereas it may not address the definition, most shootings happen when people are disarmed. Mr. Hill replied most of the workforce shootings are not active shooter incidents, they are either self-inflicted or accidental. Mr. Rouse stated since there is a special election coming up to place it on the ballot and let the public vote. Mr. Daughety stated 67% of the people stated on the survey they would feel safer if allowed to bring weapons and that's evident they have a great concern for their safety, which should be a question to this Board of how to address their concerns. Our question should be what is it that makes them feel unsafe because all of our county employees should always feel safe at their workplace. Mr. Hill replied that is the idea and purpose of the emergency action plan being developed as it is part of the process. Mr. Daughety stated he would like to make a motion to charge the county manager to put an action plan together and get back to the Board in a timely manner. Mr. Jarman stated for the record the 67% was only of the people that responded which is approximately 470 of the 700 employees that the survey was sent to, and you can prove both sides of the survey with statistics. Mr. Jarman asked for a more specifics pertaining to plan. From the conversation you had and from the research that was done, we will be doing some active shooter training. We will find the right resource and program that fit and implement it in all departments. The need for training has been evident through this discussion and as we start with the training we may become aware of other things that we need in place and take it from there. Ms. Sutton stated during the training we might find out other things that would also make the employees feel much safer. Mr. Daughety suggested re-sending the survey to the ones that responded asking them to make suggestions of what would make their workplace safer. Mr. Jarman stated we could do another survey but the instructions were to send the Pitt County survey and that is what was done. Ms. Sutton stated why not see what the training plans cover prior to resending another survey. Mr. Rouse stated what bothers him is they are getting into a situation where the majority has responded and the percentage that responded felt like it was needed. Mr. Hill responded this Board also had to use discernment, hear from department heads as well as doing our individual research. This is not a cut and dry decision that can be made without considering what its like to be a supervisor in these buildings, and input from our high ranking law officials because they would be the first responders. It was very clear where law enforcement stood and it was the same on a national level and that carried a lot of weight. When law enforcement tells him we are not ready, we are not ready. Mr. Hill stated in his opinion the bottom line is we have not taken enough steps to just jump into the ordinance. Mr. Rouse asked what if they make it part of the request to develop a policy that addresses allowing this. Mr. Hill replied that would be no different than what we are dealing with now, we need to let the training take us there and again if there is a need. He doesn't feel like the Board has taken enough steps within its own organization. Ms. Sutton stated she is not against guns and she is for the safety of all employees, but we had the survey and we also heard from the managers, and in essence, they are like this Board with citizens and they have to look at it from an entirely different perspective.

The employee looks from her perspective (individual) and the manager has to look at it from the entire department (whole), not just an individual employee scenario, so by going through the training it will heighten the awareness of the employees to what it could mean if employees had guns. I agree we are not to that point yet more training needs to be done and more awareness. Mr. Rouse asked what if the training is implemented and 67% of the people come back and say they still feel the same. Ms. Sutton replied to cross that bridge when they get there. Mr. Rouse replied that is the current situation now. Mr. Jarman stated you should give weight to the survey but many times when this Board has an issue before you, it depends on how you ask the questions, the people who are ok with it the way it is are not the ones who fill your room. They are not the ones who come in here and surveys are the same way so if you asked the survey geared to one perspective on it and if you are going to do a survey and rely heavy on it, it should have gone out very neutral so that the people taking the survey did not know if you were expressing for or against. Mr. Hill stated why not put it on the agenda next month and vote up or down because it's time to move on because they have been discussing it long enough. Mr. Best stated safety is a big concern and he has carried a firearm for many years. What he continues to hear throughout this conversation is guns/weapons are the solutions and yet we have not come up with any other ideas of safety for employees. Guns are not the answer because many people possess guns, but guns are not for all things. Rockingham County has had this same issue on their agenda for over a year and has not been able to make a decision because of one reason and that's safety. We need to look at the safety quality of this situation because it is this Board's job to make sure the employees are going to be safe in the workplace. Mr. Best stated in his opinion by allowing employees to have a gun at the workplace is not going to solve a safety problem. Mr. Daughety stated this is an overwhelming concern from county employees and the Board should not walk away without a plan for their safety because it was county employees that came to him expressing their concerns. Mr. Rouse stated he would prefer to put it to a vote and let the people decide on a ballot.

Ms. Sutton made a motion to allow the county manager to go forth with training as stated and possibly including the question asking employees what are their specific safety concerns and what will make them feel safer, Mr. Daughety second. Common consent. Mr. Rouse voted yes but stated it should be done in a timely manner.

Mr. Jarman stated Administration will not drag their feet but please keep in mind they are also working on the budget, so they will try to get it back to the Board promptly. Mr. Rouse asked what about the public because they should have a voice in this matter. Mr. Jarman replied he is not sure what specific questions you can put to the public with something like this. The public has elected this Board for them to correspond with you, and you to be the voices that conduct the business of the county. Therefore, this Board can continue to have discussions and gather information and bring it back and we can't have 59,000 or so people in on everything this Board will be tasked with. Mr. Griffin stated from a legal perspective the states along the east coast including North Carolina generally take the philosophy that the elected representative are there to make those decisions and not put issues in front of the public on the ballot and vote on it. Also, he is not sure if it would be legal to ask a referendum question like that. Mr. Hill stated the Board could take an additional vote on it if they prefer to do so. Mr. Rouse asked without Mr. Davis? Ms. Sutton replied it did not matter, anytime you have an issue you can vote on it. Mr. Jarman stated once this training is implemented, this Board will need to participate in the training as well.

Mr. Best reminded everyone of the legislative luncheon in New Bern on April 14, 2016, from 11:30 a.m. – 2:30. This event is sponsored by ECC.

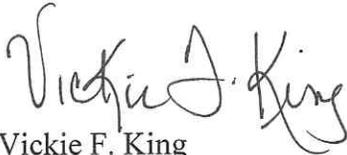
Ms. Sutton stated she attended Lenoir Community College recent Board meeting. It was announced that Dr. Briley will retire effective October 1, 2016. Also, Chairman Grady Bethel stepped down as chairman but will remain an active member of the Board.

Mr. Daughety asked the Board to prepare a resolution honoring Dr. Brantley Briley.

Mr. Hill stated Lenoir Memorial Hospital is in current active negotiation with UNC Health Systems to become a managing partner with the hospital. UNC Health Systems recently signed an agreement with Wayne Memorial. They are a well-renowned name and brand that should strengthen our local hospital. As we are aware there are few stand-alone hospitals at this time. LMH have not yet signed the contract but we should hear something maybe with the next couple of months.

Meeting Adjourned at 9:51 a.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Vickie F. King". The signature is written in black ink and is positioned above the printed name and title.

Vickie F. King  
Clerk to the Board

**INTRODUCED BY:** Michael W. Jarman, County Manager **DATE:** 04/18/16 **ITEM NO.:** 2

**RESOLUTION:** Approving Proposal for Advertising and Execution of Contract with Eastern Carolina Council – Area Agency on Aging on one (1) Lenoir County Transit Vehicle.:\$775.

**SUBJECT AREA:** Administrative

**ACTION REQUESTED:** The Board is requested to approve the following advertising proposal to Lenoir County Transit (LCT) from Eastern Carolina Council – Area Agency on Aging on one (1) Lenoir County Transit vehicle for a six (6) month period.

**HISTORY/BACKGROUND:** Lenoir County Transportation began operation in October 1994 and provides transportation to the residents of Lenoir County, serving both Human Service agencies and the general public. The Lenoir County Transportation Program is a partnership between the North Carolina Department of Transportation/Public Transportation Division (DOT/PTD) and Lenoir County Government. July 1, 2007, Lenoir County Transit chose to market the advertisements to allow all revenues to be allocated to the transit system.

**EVALUATION:** Eastern Carolina Council-Area Agency on Aging provides quality community based services for the elderly population of Eastern Carolina. They offer a wide range of services such as adult day care and health services; congregate nutrition and home delivered meals; home improvements; in home aide services and senior companion services; general and medical transportation services; legal services and group respite services. Eastern Carolina Council –Area Agency on Aging offer options counseling to elderly citizens and their families or caregivers to support them in making decisions about their long-term support services. They help individuals develop a plan that fit their specific needs and encourages the use of important community connections that are essential for a good quality of life. They also offer several family caregiver support programs, such as Grandparents Raising Grandchildren. They assist our elderly citizens of Lenoir County and all of Eastern North Carolina in many areas. Attached is a sample proof of the advertisement that will be placed on LCT van for Eastern Carolina Council-Area on Aging upon the Board’s approval. Based on a \$100/mo. for one advertisement by LCT and \$175 for the cost of placement and removal, the following revenues are anticipated for a six (6) month advertisement period.

**MANAGER'S RECOMMENDATION:**

Respectfully Recommend Approval.

*msj*  
Initials

**RESOLUTION: NOW THEREFORE BE IT RESOLVED** by the Lenoir County Board of Commissioners that the advertisements from Eastern Carolina Council – Area Agency on Aging on one (1) Lenoir County Transit vehicle be approved for a six (6) month period.

**AMENDMENTS:**

MOVED \_\_\_\_\_ SECONDED \_\_\_\_\_

APPROVED \_\_\_\_\_ DENIED \_\_\_\_\_ UNANIMOUS

YEA VOTES: Hill \_\_\_\_\_ Brown \_\_\_\_\_ Best \_\_\_\_\_ Daughety \_\_\_\_\_  
Davis \_\_\_\_\_ Rouse \_\_\_\_\_ Sutton \_\_\_\_\_

\_\_\_\_\_  
Craig Hill, Chairman 04/18/2016  
Date

\_\_\_\_\_  
ATTEST 04/18/2016  
Date



## ADVERTISING CONTRACT

201 E. King Street · P.O. Box 3289 · Kinston · North Carolina 28502

Wrap  
 Bus Exterior  
Size:  
Average Size 20x120  
 Other Size 44 x 30

Name: Eastern Carolina Council – Area on Aging  
Address: 233 Middle St. Ste. 300, Third floor O. Marks Building  
City/State/Zip: New Bern, NC 28563  
Contact: Leighann Morgan  
Email Address: eccadmin@eccog.org  
Phone: (252) 638-3185 Fax: (252) 638-3187

**Company Name: Eastern Carolina Council – Area on Aging**

**Location: 233 Middle St. Ste. 300, Third Floor O. Marks Building, New Bern, NC**

**Six (6) Month Rate: \$100 for one (1) advertisement**

**Size of Ad: 44 x 30**

**Price per Ad: \$100 x 1 = \$100 x 6 mos. = \$600 + \$175 cost of removal and placement of ad**

**Six month Rate: \$600**

**Contract Amount: \$600 for add + \$175 for removal and placement**

**Total Contract Amount: \$775**

**Installation Date:** \_\_\_\_\_

**Special Instructions: Advertisement on passenger side of 1 van**

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Agency/Advertiser hereby contracts for the outdoor advertising services described in our terms and conditions. Contracts transmitted to the Lenoir County Transit (LCT) to be effective contract time starts when the Ad is placed on the van.

**IMPORTANT:** Advertiser and/or Advertiser's agency is responsible for providing LCT with all necessary artwork within 10 days of the date the contract is signed. Failure to do so will result in LCT beginning the term of the contract and billing rent before the message is installed.

Lenoir County Transit (LCT): _____
Signature: _____
Advertiser/Agency: _____
Signature: _____
Printed Name: _____
Signature: _____
Name: _____

### SURETY AGREEMENT

In consideration of Lenoir County Transit (LCT) entering into this contract with Advertiser, the undersigned ("Surety") guarantees and becomes a surety for Advertiser in favor of LCT for all sums due by Advertiser under this contract. The obligation of Surety is joint and several and solid with Advertiser and Agent (if applicable) for the full performance of all of Advertiser's obligations under this contract or any continuation. Surety consents to all extensions. Surety waives any benefit that may allow him to limit this obligation to less than the full obligation of Advertiser. It is understood that without this guarantee or surety agreement, LCT would not be willing to enter this contract with Advertiser.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, year \_\_\_\_\_

\_\_\_\_\_  
Surety

Print Name: \_\_\_\_\_

Address: \_\_\_\_\_

# Medicare Part D Low Income Subsidy



**Call today to see if you qualify**  
**1-800-824-4648**

Eastern Carolina Council-Area Agency on Aging

**INTRODUCED BY:** Michael W. Jarman, County Manager **DATE:** 04/18/16 **ITEM NO.**3

**RESOLUTION:** Authorizing Lenoir County Health Department to Execute a Purchase Order to Contract with A & B Cleaning Service, Inc.:\$5,812.96.

**SUBJECT AREA:** Financial

**ACTION REQUESTED:** The Board is asked to grant permission to the Lenoir County Health Department to execute a purchase order to A & B Cleaning Service, Inc. to cover the initial cost of cleaning \$1,950.00 and two months cleaning for the fee of \$1,931.48 a month.

**HISTORY/BACKGROUND:** In 2013, Lenoir County Health Department contracted with Drake Janitorial Service, Inc. to supplement two (2) retiring employees. Currently, their work is not satisfactory and we would like to replace them with A & B Cleaning Service, Inc.

**EVALUATION:** This action is necessary to exhibit a cleaner and healthier environment for our public and current staff.

**MANAGER'S RECOMMENDATION:**

Respectfully Request Approval.

*mw*  
Initials

**RESOLUTION: NOW THEREFORE BE IT RESOLVED** by the Lenoir County Board of Commissioners that the Lenoir County Health Department is permitted to execute a purchase order to A & B Cleaning Service, Inc.

**AMENDMENTS:**

MOVED \_\_\_\_\_ SECOND \_\_\_\_\_

APPROVED \_\_\_\_\_ DENIED \_\_\_\_\_ UNANIMOUS \_\_\_\_\_

YEA VOTES: Hill \_\_\_\_\_ Brown \_\_\_\_\_ Best \_\_\_\_\_ Daughety \_\_\_\_\_  
Davis \_\_\_\_\_ Rouse \_\_\_\_\_ Sutton \_\_\_\_\_

\_\_\_\_\_  
Craig Hill, Chairman                      04/18/16  
Date

\_\_\_\_\_  
ATTEST                      Date

**INTRODUCED BY:** Michael W. Jarman, County Manager **DATE:** 4/18/16 **ITEM NO.** 4

**RESOLUTION:** Authorizing a Proposal to Provide Professional Services to Lenoir County for the 2017 Revaluation: \$65,000.

**SUBJECT AREA:** Purchase

**ACTION REQUESTED:** To approve a contract and purchase order for \$65,000 for the services of Pearson Appraisal Services which will provide necessary assistance in completing the Tax Department's software conversion and the 2017 Revaluation.

**HISTORY/BACKGROUND:** In July of 2015 the Tax Department began a software conversion from the "Bormuth" system to Cox & Company's "ONETax" software. This is the first software conversion the Tax Department has gone through in 25 years. The Software Service's Agreement with Cox & Company included the conversion and balancing of the data files, on-site training, and on-going support. The Tax Department went "live" with ONETax collections in November, personal property in December, and with real property in January. The collections and personal property conversions have progressed satisfactorily, but there have been issues with the real property conversion. During the 25 years that the Bormuth software was used, a large percentage of the values of real property parcels became based on "sound values". That is, adjustments were made over the years that resulted in the values being based on manual overrides instead of being driven by valuation codes and tables. The Software Services Agreement with Cox & Company does not include the construction of valuation tables, the analysis and conversion of override factors, or the creation of standardized table driven valuation structures that are needed for our 2017 revaluation.

**EVALUATION:** A "Request for Services Proposal" developed by the Tax Administrator resulted in a response from Pearson Appraisal Services, who has completed more appraisal projects in North Carolina than any other company. They have knowledgeable staff available with considerable experience working with the ONETax software system. Pearson Appraisal Services submitted a four phase proposal to provide services to complete the conversion process for the 2017 real property valuation. Phase 1 includes the construction of valuation tables, converting appraisal data, including override factors, and creating standardized valuation structures within ONETax software. Cost for Phase 1 is \$25,000 and the estimated timeframe is 2 months (May-June 2016). Phase 2 focuses on the development of commercial and industrial pricing tables and income models. Cost for Phase 2 is \$15,000, with a timeframe of approximately 6 weeks (July-mid-August 2016). Phase 3 involves the creation of the 2017 Schedule of Values, which must be totally rewritten as it will be based on the new ONETax software. It is critical to develop a sound Schedule of Values for 2017, as it will be the basis of future Schedules using the ONETax software. Cost for Phase 3 is \$10,000, with a timeframe of 20 work days (September-October 2016). Phase 4 is ongoing throughout the project and includes assistance with neighborhood delineation, running reports and queries for statistical analysis, and acting as a liaison between the Tax Department and Cox & Company. Cost for Phase 4 is \$15,000 (30 days throughout the project). The Tax Department currently has money available in this year's budget, from lapsed salaries and benefits, to fund Phase 1. The balance of the cost of the project (\$40,000) will be reflected in the 2016-2017 Revaluation Budget.

**MANAGER'S RECOMMENDATION:**

Respectfully recommend approval.

*mwe*  
Initials

**RESOLUTION: NOW THEREFORE BE IT RESOLVED** by the Lenoir County Board of Commissioners that the county approve a contract for \$65,000 and a purchase order for FY 2015-16 in the amount of \$25,000 and a purchase order for FY 2016-17 in the amount of \$40,000 for the services of Pearson Appraisal Services to provide necessary assistance in completing the Tax Department's software conversion and the 2017 Revaluation.

Funding source: FY 15-16-Tax Department-Contract Services 10-4140-6900  
FY 16-17-Revaulation-Contract Services 25-4141-6900

**AMENDMENTS:**

**MOVED** \_\_\_\_\_ **SECONDED** \_\_\_\_\_

**APPROVED** \_\_\_\_\_ **DENIED** \_\_\_\_\_ **UNANIMOUS** \_\_\_\_\_

**Yea Votes:** Hill \_\_\_ Best \_\_\_ Brown \_\_\_ Daughety \_\_\_

Davis \_\_\_ Rouse \_\_\_ Sutton \_\_\_

\_\_\_\_\_  
**Craig Hill, Chairman**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
Attest

\_\_\_\_\_  
Date

PEARSON'S  
APPRAISAL SERVICES, INC.

---

April 8, 2016

Mr. Darrell Parrish  
Lenoir County Tax Administrator  
101 N. Queen St.  
PO Box 3289  
Kinston, NC 28502

Dear Mr. Parrish:

I appreciate the opportunity to propose providing our appraisal services to assist the tax office staff with completion of Lenoir County's upcoming 2017 revaluation. Pearson's Appraisal Service (PAS) staff has enjoyed working with Lenoir County in the past and it is our belief that a close working partnership between the county staff and our staff results in the best product for the Lenoir County citizens.

I appreciate you and your staff taking the time to meet with me and after our meeting I fully understand what needs to be done to help the county finish the project. As you probably know, our firm has completed more projects in North Carolina than any other company and we have experienced staff to assign to your project. I am proposing myself as the project manager and my resume is attached. Emmett Curl will also be assigned to the project. Emmett was the Wake County Revenue Director for many years before retiring and joining PAS. Emmett worked in both Alamance and Chatham Counties using the ONETax software. I am also proposing Randy Willis who is finishing appeals in Vance County as an appraiser for your project. For the past two years Randy has worked daily using the ONETax software. Randy was our project supervisor in Vance County. Kristy Allgood is proposed to assist with the project and Kristy is proficient in training ONETax data entry. She is currently working in Vance County. All proposed staff are certified by the North Carolina Department of Revenue, Local Government Division.

Our proposal is broken out into Phases for the convenience of responding to the tasks outlined in your Request for Services Proposal. We have provided the number of days for each phase and per diem pricing with estimated completion dates. We have adequate staff available to provide assistance for additional services such as data entry staff if necessary on a per diem basis.

I appreciate the time you took to meet with me and we at Pearson Appraisal Services look forward to the opportunity to assist the county in producing a successful revaluation that is fair and equitable for the property owners and the officials of Lenoir County.

Sincerely,



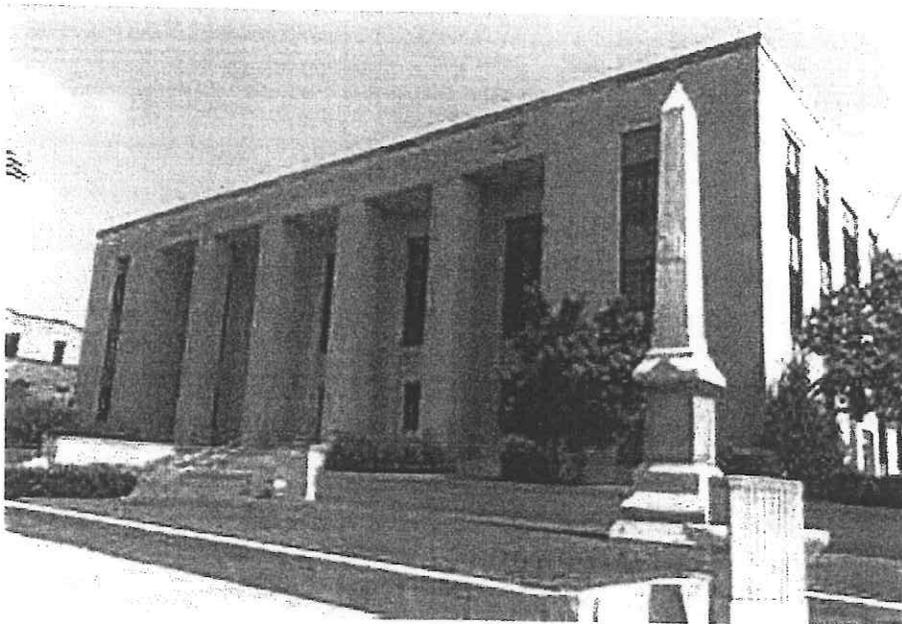
Bob Pearson  
Owner/Manager PAS

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Pearson's Appraisal Services, Inc.  
PO Box 36404 - Richmond VA 23235  
(800) 828-3129

<http://www.pearsonsappraisal.com/>

PROPOSAL TO PROVIDE  
PROFESSIONAL SERVICES TO  
LENOIR COUNTY FOR THE  
2017 REVALUATION



Submitted by:  
Pearson's Appraisal Service, Inc.  
April 8, 2016

## ***PROPOSAL FOR LENOIR COUNTY 2017 REVALUATION SERVICES***

After conducting an onsite visit to the Lenoir County Tax Office and meeting with Darrell Parrish, Tax Administrator, Markum Wheatly, Chief Appraiser, and Hugh Woodard, Personal Property Supervisor, Pearson's Appraisal Service, Inc (PAS) is pleased to present the following scope of work outline and corresponding estimate of work days required to complete select tasks regarding the 2017 real property revaluation.

For the purposes of the work tasks listed by the county above, we refer to the following tasks as Phase One of the project.

- 1. Constructing land and building valuation tables
- 2. Converting and/or adjusting appraisal data such as grade, condition, and override factors
- 3. Creating a standardized table driven valuation structure and a standard code structure within ONETax software

In our experience and opinion the first sixty (60) days are critical for completing these three contracted tasks and by July 1, 2016 provide the county appraisers parcels ready to review in the 2017 revaluation database.

1. Constructing land and building valuation tables. PAS will provide experienced qualified staff to build land tables and buildings valuation tables based on qualified sales from 2014 and 2015. As newer qualified sales become available we will update the tables as needed to include 2016 sales. Our final emphasis will be on 2016 sales.
2. Converting and/or adjusting appraisal data such as grade, condition, and override factors. PAS staff will review current and converted grades, conditions, and overrides in the tax database to make recommendations before adjustments are made. Our stated goal is to have the ONETax valuation tables working to eliminate the need for overrides. We will meet with tax office personnel to agree on a methodology to move the values from overrides to system software generated values to improve data reliability and equity.
3. Creating a standardized table driven valuation structure and a standard code structure within ONETax software. Our staff will work with county staff to develop standardized tables based on data codes from which values can be generated. In conjunction with county staff we will develop standardized codes for use on this project and for future county use.

4. Development of residential, commercial, and industrial building pricing tables. PAS proposes developing only the residential building pricing tables in Phase One. This will allow the county to get their appraisers on review work by July 1, 2016.

PAS also includes in this Phase providing any desired training of data entry staff. We have on staff and propose using on this project, Kristy Allgood, administrative assistant to Randy Willis, our project supervisor in Vance County. Kristy has been using the ONETax software daily for the last two years on the Vance County project. Kristy will provide any necessary data entry training for Lenoir County. We also propose Randy Willis as an appraiser on this project and as stated Randy served as our Project Supervisor in Vance County.

Timeframe for Phase One Tasks May – June 2016

Costs for Phase One: 50 work days x \$500 = \$25,000

#### Phase Two

- 4. Continued. PAS proposes the development of commercial and industrial building pricing tables after July 1, 2016. We will also develop depreciation schedules while building the pricing tables. During this phase PAS will work with the county's personal property supervisor, Hugh Wilson to ascertain what is considered real property and what is valued as business personal property to avoid double listings and taxation. An example is sub-zero freezers which are usually built into a building structure.
- 6. Analyzing income and expense information collected by the COUNTY. PAS staff will analyze the income and expense data collected by the county and we can also use industry sources such as Loop.Net and RealtyRates.com to aid in the valuation of commercial properties. With these tools PAS has access to your local active listings, recent sales, and leases for commercial and industrial properties.
- 7. Development and analysis of Commercial and Industrial income models. PAS staff will analyze income as available for the building of income models.

Timeframe for Phase Two Tasks July – mid August, 2016

Costs for Phase Two: 30 work days x \$500 = \$15,000

PAS proposes assigning Emmett Curl to assist with the commercial and industrial pricing tables and depreciation tables. Emmett retired as the Wake County Revenue Director and is familiar with all aspects of a successful revaluation. Mr. Curl has been assisting PAS with projects since his retirement. Mr. Curl will also assist with the analyzing of income and expense data collected by the county as well as analyze and develop commercial and industrial income models.

### Phase Three

- 8. Creating the 2017 Schedule of Values, to include assistance with presentation and questions related to the Schedule of Values.

The county has changed Computer Assisted Mass Appraisal or CAMA software since the last reappraisal. The 2017 Schedule of Values or SOV must be based on the new ONETax software which equates to a total rewrite of the SOV for 2017. PAS staff will work with county designated personnel to develop a SOV the county can use to explain and defend the appraisal process until the next revaluation. PAS believes it is important to spend ample time on this task as it can be the basis of future Schedules of Values using the ONETax CAMA software.

Timeframe for Phase Three Tasks September and October 2016

Costs for Phase Three 20 work days x \$500 = \$10,000

Phase Four and also ongoing during the project

- 5. Development, identification, and delineation of valuation neighborhoods
- 9. Running system reports, queries, and statistical analysis utilizing the ONETax software
- 10. Acting as a liaison between the County and Cox and Company during all conversion activities

PAS understands the county has approximately 400+/- neighborhoods delineated and as an ongoing part of the project PAS will review, confirm, and update as many neighborhoods as possible by July 1<sup>st</sup>. PAS staff will work with the Geographic Information Systems Director, the tax administrator, and the chief appraiser to make final neighborhood market adjustments.

As to running system reports, queries, and statistical analysis in ONETax, PAS has contacted Jerry Brady, Cox & Company's Vice President and he explained the "canned" reports available and agreed to develop special reports as needed and requested by Lenoir County. PAS will work with a county representative to review final statistical reports before final values are calculated. It is agreed between the county and PAS that PAS will act as a liaison between the county and Cox and Company concerning conversions decisions.

PAS staff has first hand experience with Computer Assisted Mass Appraisal or CAMA software conversions. We are working with Nash and Vance Counties revaluation projects and assisting with verifying their data conversions. One of the challenges is developing a process to update sound values with system calculated values and this involves developing codes to represent numerical values.

Timeframe for Phase Four Tasks: Ongoing until completion of project.  
Costs for Phase Four: 30 work days x \$500 = \$15,000

**ONETax WORK EXPERIENCE.**

PAS can demonstrate experience and references of counties whose projects were completed using the Cox & Company, ONETax software.

Name	County	Experience
Robert (Bob) Pearson	Vance	Commercial and Industrial Appraisal Review
Emmett Curl	Alamance	Six months
	Chatham	Two years
Randy Willis	Vance	Two years
Kristy Allgood	Vance	Two years

In conclusion, Pearson's Appraisal Service, Inc appreciates the opportunity to propose on providing professional appraisal services to Lenoir County as they finish the 2017 revaluation. PAS has the professional staff to assist Lenoir County with this project. We understand and fully appreciate that time is of the essence and we are able to begin working on the project as soon as practical after the signing of an Agreement to proceed with service.

Our objective is to assist the county in getting the CAMA tables working properly and eliminating the value overrides that maybe the result of the conversion process. We will assist in any way we can to help get this project completed and the notices ready to mail by the end of March 2017. If services are needed other than those listed above we can provide as much appraisal assistance as desired at \$500.00 per person per day. Residential appraisal assistance can be provided at a rate of \$425.00 per person per day.

Thank you for the opportunity to provide this proposal quote for the 2017 revaluation. We are always available to answer questions or provide more detailed information as needed.

BUDGET AMENDMENT-DEBT SERVICE  
INCREASE-\$95,156



LENOIR COUNTY, NORTH CAROLINA  
BUDGET AMENDMENT REQUEST

FY 2015 - 2016  
Appropriations

Budget Amendment # \_\_\_\_\_  
Date Approved \_\_\_\_\_

Distribution - Finance Office:

<b>FUND</b> GENERAL FUND	<b>DEPARTMENT</b> FINANCE/DEBT SERVICE	<b>LINE ITEM DESCRIPTION</b> BOND REFINANCE	
<b>Check One Box</b> New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <b>REVENUES</b>		<b>Check One Box</b> New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <b>EXPENDITURES</b>	
<b>Account # and Title</b>	<b>Amount</b>	<b>Account # and Title</b>	<b>Amount</b>
<u>INCREASE</u> 10-3910-9105 BOND PREMIUM SERIES 2015 REFUNC	95,156.00	<u>INCREASE</u> 10-3910-7515 SERIES 2015 REFUNDING COSTS	95,156.00
		<u>DECREASE</u>	
<b>Total</b>	<b>95,156.00</b>	<b>Total</b>	<b>95,156.00</b>
<b>Reason and Justification for Request:</b>			
THE PURPOSE OF THIS AMENDMENT IS TO PROPERLY APPROPRIATE FUNDS FOR REVENUE AND EXPENDITURES RELATED TO THE SERIES 2015 BOND REFINANCE.			
<b>Department Head Approval</b> <i>Leacy Chestnutt</i>		<b>Finance Officer Approval</b> <i>Leacy Chestnutt</i>	
Date 4/11/2016		Date 4/11/2016	
<b>Budget Officer Approval</b> <i>MW Jarman</i>		Date 4/12/14	
<b>Board Approval ( When Applicable)</b>		<b>Date of Minutes</b>	
Date		Date	

**INTRODUCED BY:** Michael W. Jarman, County Manager **DATE:** 4/1816 **ITEM NO.:** 6

**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>
None		

**CURRENT VACANCIES:**

**Lenoir County Health Board - (1) Optometrist**

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

**MANAGER'S RECOMMENDATION:**

Respectfully Request Approval.

*mwj*  
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>

**AMENDMENTS:**

MOVED \_\_\_\_\_ SECOND \_\_\_\_\_

APPROVED \_\_\_\_\_ DENIED \_\_\_\_\_ UNANIMOUS \_\_\_\_\_

YEA VOTES: Hill \_\_\_\_\_ Brown \_\_\_\_\_ Best \_\_\_\_\_ Daughety \_\_\_\_\_  
Davis \_\_\_\_\_ Rouse \_\_\_\_\_ Sutton \_\_\_\_\_

\_\_\_\_\_  
Craig Hill, Chairman

4/18/16  
Date

\_\_\_\_\_  
ATTEST                      4/18/16  
Date

**TO:** Chairman and Members of the Board  
**FROM:** Mike Jarman, County Manager  
**DATE:** April 18, 2016  
**SUBJECT:** Items from County Manager

1. Financial Performance Summary
2. Inspections & Transit Summary
3. NCACC District Meeting - April 20, 2016 5:30 p.m. – 8:00 p.m.

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

**EXPENDITURES**

**74.97%**

DESCRIPTION	BUDGET FOR YEAR	EXPENDITURES TO DATE	ENCUMBRANCE	UNENCUMBERED BALANCE	% EXPEND/ENCUMBR
<b>GENERAL FUND:</b>					
Governing Body	218,700.00	166,863.21	-	51,836.79	76.3%
County Manager	283,476.00	199,012.69	-	84,463.31	70.2%
Finance	297,817.00	206,402.03	239.00	91,175.97	69.4%
Human Resources	174,913.00	106,529.59	-	68,383.41	60.9%
Tax Office	787,865.00	544,369.08	2,100.79	241,395.13	69.4%
Legal	62,500.00	20,005.02	-	42,494.98	32.0%
Court Facility	568,852.00	320,468.31	23,992.97	224,390.72	60.6%
Elections	465,327.00	193,751.23	43,664.81	227,910.96	51.0%
Register of Deeds	274,855.00	191,842.09	11,844.34	71,168.57	74.1%
Non-Departmental	2,010,850.00	1,529,389.22	134,041.09	347,419.69	82.7%
Process Funds	948,683.46	649,571.03	740.00	298,372.43	68.5%
Outside Agencies	129,500.00	66,708.93	-	62,791.07	51.5%
Management Info Systems	1,091,125.00	824,966.77	72,178.66	193,979.57	82.2%
Public Buildings	588,079.00	389,673.10	51,549.97	146,855.93	75.0%
Sheriff	4,774,141.20	3,293,011.70	68,783.23	1,412,346.27	70.4%
Sheriff - Civil Process	275,246.00	69,693.85	15,695.41	189,856.74	31.0%
Sheriff - Concealed Weapon	21,589.72	12,649.94	-	8,939.78	58.6%
Central Communications	1,415,156.00	1,031,710.73	24,609.42	358,835.85	74.6%
Jail	4,071,693.00	3,031,113.27	266,978.67	773,601.06	81.0%
Emergency Management	373,913.00	249,930.04	17,096.98	106,885.98	71.4%
Emergency Medical Services	4,038,568.00	2,902,073.18	177,733.85	958,760.97	76.3%
Inspections	225,707.00	162,765.67	-	62,941.33	72.1%
Medical Examiner	40,000.00	40,680.00	-	(680.00)	101.7%
Economic Development	277,459.00	199,938.30	-	77,520.70	72.1%
Veterans Service Office	33,241.00	16,109.61	500.00	16,631.39	50.0%
Cooperative Extension	379,358.00	239,064.34	5,515.97	134,777.69	64.5%
JCPC - Parenting Matters	29,913.96	23,075.28	-	6,838.68	77.1%
Cooperative Ext-Grants	141,854.55	47,672.37	749.70	93,432.48	0.0%
Soil Conservation	121,076.00	80,456.26	-	40,619.74	66.5%
Health Department	4,483,244.35	2,911,778.75	111,596.52	1,459,869.08	67.4%
BioTerrorism - Health	53,664.00	20,990.41	-	32,673.59	39.1%
M. Health Department	245,715.00	184,286.25	-	61,428.75	75.0%
Public Assistance (DSS)	14,635,904.14	9,614,388.58	169,279.26	4,852,236.30	66.8%
Education	9,900,000.00	7,425,000.00	-	2,475,000.00	75.0%
Community College	2,260,000.00	1,695,000.06	-	564,999.94	75.0%
Cultural	740,500.00	555,374.97	-	185,125.03	75.0%
Recreation	914,434.00	614,766.72	-	299,667.28	67.2%
Debt Service	7,704,785.00	7,611,635.72	-	93,149.28	98.8%
Transfer to Other Funds	2,381,366.00	0.00	-	2,381,366.00	0.0%
Contingency	50,000.00	0.00	-	50,000.00	0.0%
<b>TOTAL GENERAL</b>	<b>67,491,071.38</b>	<b>47,442,718.30</b>	<b>1,198,890.64</b>	<b>18,849,462.44</b>	<b>72.07%</b>
<b>OTHER FUNDS:</b>					
Employee Insurance Fund	4,754,360.00	2,650,128.08	0.00	2,104,231.92	55.7%
Vehicle Replacement Fund	482,000.00	366,561.25	114,394.25	1,044.50	99.8%
Fed Seized Property Fund	70,000.00	23,658.43	9,144.35	37,197.22	46.9%
State Controlled Substance Fund	25,000.00	4,193.35	806.65	20,000.00	20.0%
School Capital Fund	3,217,343.00	3,208,500.30	0.00	8,842.70	99.7%
Transportation Fund	1,250,173.00	631,908.68	185,512.42	432,751.90	65.4%
Scrap Tire Disposal Fund	170,000.00	78,730.62	0.00	91,269.38	46.3%
Emergency Telephone Fund	534,124.00	433,113.55	6,107.88	94,902.57	82.2%
Revaluation Fund	74,144.00	56,260.73	0.00	17,883.27	75.9%
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	2,246,903.29	3,259.28	2,333,552.43	49.1%
Fire Districts	1,457,424.00	1,269,137.06	0.00	188,286.94	87.1%
Solid Waste Management	3,112,839.00	1,754,747.86	398,006.52	960,084.62	69.2%
Trust & Agency Fund					
Family & Caregiver-Smart Sta	61,153.23	35,788.44	0.00	25,364.79	58.5%
<b>TOTAL OTHER FUNDS</b>	<b>19,811,300.23</b>	<b>12,759,631.64</b>	<b>717,231.35</b>	<b>6,334,437.24</b>	<b>68.0%</b>
<b>GRAND TOTAL</b>	<b>87,302,371.61</b>	<b>60,202,349.94</b>	<b>1,916,121.99</b>	<b>25,183,899.68</b>	<b>71.2%</b>

**LENOIR COUNTY**  
**FINANCIAL PERFORMANCE SUMMARY - 2015-16**

**REVENUES**

**MONTH ENDING MARCH 31, 2016**

**74.97%**

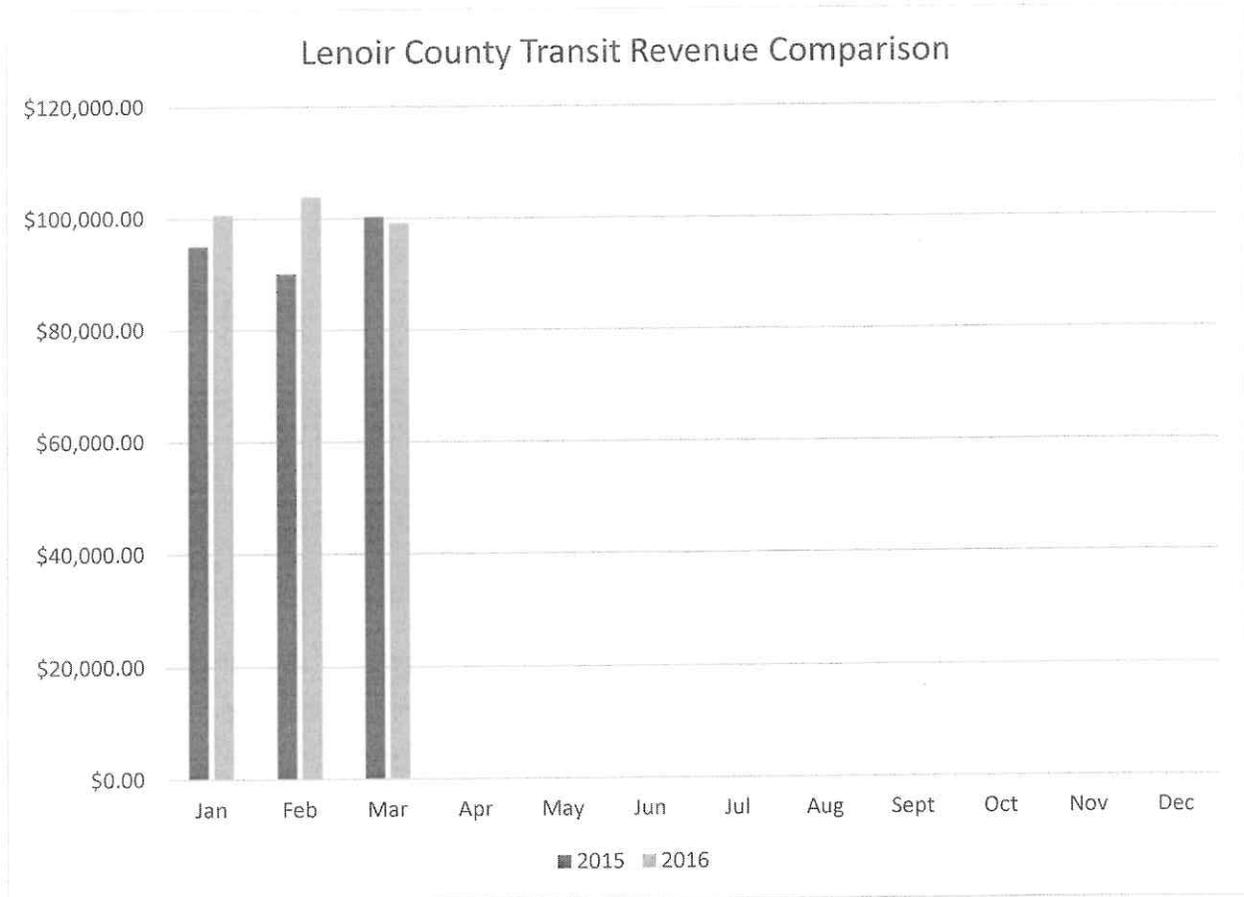
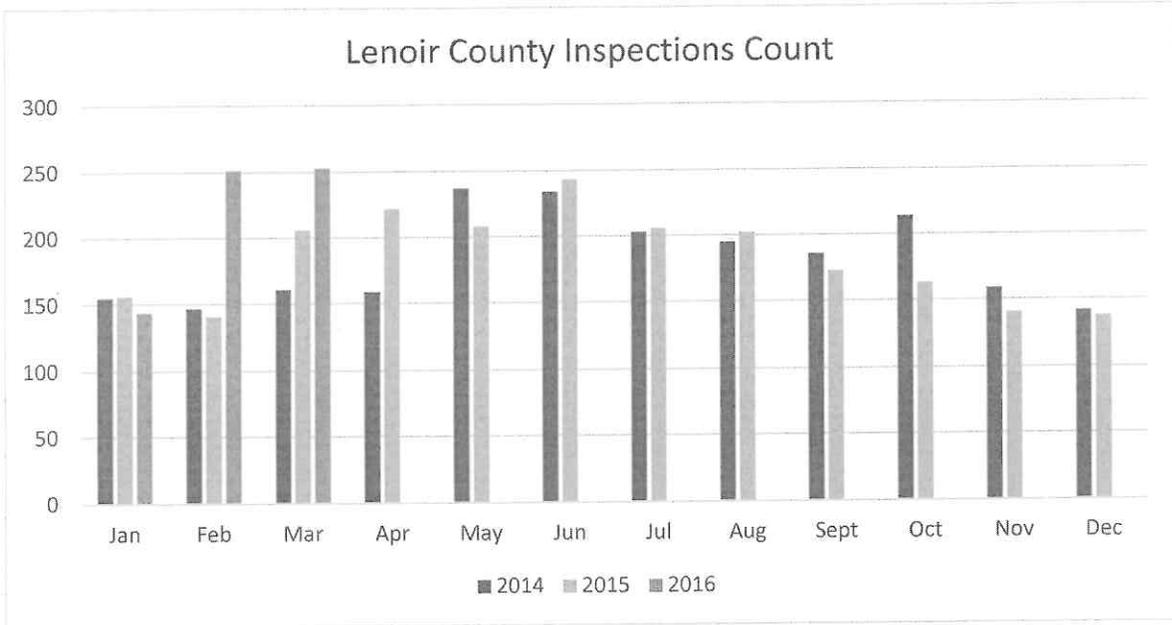
<u>DESCRIPTION</u>	<u>BUDGET FOR YEAR</u>	<u>REVENUES TO DATE</u>	<u>REMAINING BALANCE</u>	<u>% REC'D</u>
<b>GENERAL FUND:</b>				
Health Department	1,923,473.00	1,563,612.31	359,860.69	81.29%
Public Assistance (DSS)	10,439,141.00	5,989,042.00	4,450,099.00	57.37%
Property Taxes	34,865,438.00	32,966,472.02	1,898,965.98	94.55%
Sales Taxes	6,250,000.00	3,237,983.78	3,012,016.22	51.81%
Other General	14,013,019.38	8,678,923.24	5,334,096.14	61.93%
<b>TOTAL GENERAL</b>	<b>67,491,071.38</b>	<b>52,436,033.35</b>	<b>15,055,038.03</b>	<b>77.69%</b>
<b>OTHER FUNDS:</b>				
Employee Insurance	4,754,360.00	3,299,488.11	1,454,871.89	69.40%
Vehicle Replacement	482,000.00	-	482,000.00	0.00%
Fed Seized Property	70,000.00	33,863.20	36,136.80	48.38%
State Controlled Substance	25,000.00	3,399.93	21,600.07	13.60%
School Capital Fund	3,217,343.00	1,071,803.38	2,145,539.62	33.31%
Transportation Fund	1,250,173.00	871,032.18	379,140.82	69.67%
Scrap Tire Disposal	170,000.00	39,600.45	130,399.55	23.29%
Emergency Telephone	534,124.00	356,082.48	178,041.52	66.67%
Revaluation Fund	74,144.00	-	74,144.00	0.00%
Automation-Preservation Fnd	19,025.00	15,743.02	3,281.98	82.75%
MSW Landfill-Debt Service	-	10.08	(10.08)	
Capital Improve Fund	4,583,715.00	37,500.00	4,546,215.00	0.82%
Fire Districts	1,457,424.00	1,351,749.45	105,674.55	92.75%
Solid Waste Management	3,112,839.00	2,109,188.54	1,003,650.46	67.76%
Trust and Agency Fund:				
Smart Start Program	61,153.23	32,019.42	29,133.81	52.36%
<b>TOTAL OTHER FUNDS</b>	<b>19,811,300.23</b>	<b>9,221,480.24</b>	<b>10,589,819.99</b>	<b>46.55%</b>
<b>GRAND TOTAL</b>	<b>87,302,371.61</b>	<b>61,657,513.59</b>	<b>25,644,858.02</b>	<b>70.63%</b>

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

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

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

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



# Lenoir County Transit

## Monthly Statistics

Month of March

Days of Service 27

Passenger Trips	Total
Ambulatory Passengers	5431
Non Ambulatory Passengers	525
<b>Total Passenger Trips</b>	<b>6956</b>

Purpose of Trips	Total
Medical (including Dialysis)	2427
Education	881
Employment	1353
Other	2295
	<b>6956</b>

Revenue	Total
Invoice Revenue	88,721.62
RGP Ticket Sales	3,502.00
EDTAP Ticket Fares	540.00
Fares Collected by Vehicle Operators	7,482.00
<b>Total Monthly Revenue</b>	<b>100,245.62</b>

### 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

**Items from Commissioners Public Comments/County Attorney/Closed Session  
(if necessary)**

1. Transportation Update – Commissioner Rouse

# Lenoir County

April 2016

## TIP Projects

**B-4565:** Bridges #42 and #43 over Neuse River on US 70 Business (Queen St.). Awarded to Thalle Construction Co., Inc. Project approximately 55% complete.

- Stage 1 of overflow bridge currently being poured.
- Girders are set on Neuse River bridge. Deck pours in May.

**EB-3314D:** Kinston Riverwalk, multi-use path from downtown through Pearson Park to the Power Plant. Awarded to Lanier Construction. Project is approximately 99% complete (final inspection and vegetation establishment remain).

## Resurfacing

**NC 148:** Resurface from 2215 ft West of SR 1575 (Poole Rd) to NC 58. Awarded to Barnhill Contracting Co. Available July 1, 2016 with a completion date of November 1, 2016.

**US 258:** Resurface from 300 ft South of SR 1342 (Will Baker Rd) to US 70. Awarded to Barnhill Contracting Co. Available May 2, 2016 with a completion date of September 30, 2016.

**Secondary Roads:** Awarded to S.T. Wooten Corp. Available July 1, 2016 with a completion date of October 15, 2016.

- SR 1152 Smith-Grady Rd, resurface from NC 11 to NC 55
- SR 1546 Banks School Rd, resurface from US 70 to 100 ft East of Eastwood Dr

**Asphalt Preservation project** - apply joint sealer on 15 roads. Awarded to Slurry Pavers, Inc.  
**\*\*\*Project is complete\*\*\***

Please contact Jeff Cabaniss at [jcabaniss@ncdot.gov](mailto:jcabaniss@ncdot.gov) or 252-439-2836 if you have any questions or comments.