

**MINUTES FROM A PUBLIC HEARING REGARDING CLOSE-OUT OF COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) INFRASTRUCTURE HOOK-UP PROJECT (# 10-C-2227) HELD BY THE BOARD OF COUNTY COMMISSIONERS FOR THE COUNTY OF WARREN IN THE WARREN COUNTY ARMORY CIVIC CENTER, MEETING ROOM, MONDAY, MAY 5, 2014 AT 5:45 PM.**

The Public Hearing was called to order by Chairman Bertadean W. Baker. Other Commissioners present: Jennifer Jordan, Barry Richardson and Ulysses S. Ross. Commissioner absent: Ruby Downey. Others in attendance: County Manager Linda T. Worth, Finance Director Gloria Edmonds and County Attorney Karlene Turrentine.

Notice of Public Hearing was read by the Clerk to the Board.

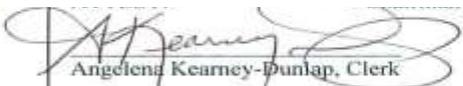
Karen Foster, Kerr Tar Regional Council of Governments (COG) Grants Specialist gave a brief overview of CDBG Grant 10-C-2227 accomplishments:

\$250,000 original grant amount;  
 \$181,616.45 funds spent;  
 All applicants that applied before deadline were served;  
 Forty-eight (48) households;  
 Eighty-eight (88) people were served, and  
 Sixteen (16) urgent repairs were performed.

There were no citizen comments.

Board members thanked Ms. Foster for her outstanding work.

On motion of Commissioner Jordan, which was seconded by Commissioner Ross and duly carried by unanimous vote, the Public Hearing was adjourned at 5:50 pm.



Angelena Kearney-Dunlap, Clerk

**MINUTES FROM THE REGULAR MONTHLY MEETING HELD BY THE BOARD OF COUNTY COMMISSIONERS FOR THE COUNTY OF WARREN IN THE WARREN COUNTY ARMORY CIVIC CENTER, MEETING ROOM ON MONDAY, MAY 5, 2014 AT 6:00 PM.**

The meeting was called to order by Chairman Bertadean W. Baker. Other Commissioners present: Ruby Downey, Jennifer Jordan, Barry Richardson and Ulysses S. Ross. Others in attendance: County Manager Linda T. Worth, Finance Director Gloria Edmonds and County Attorney Karlene Turrentine.

A moment of silence was followed by the Clerk to the Board reading the "Conflict of Interest Disclaimer."

*"Members of the County Board of Commissioners are advised, hereby, of their duty under the State Government Ethics Act to avoid conflicts of interest and the appearance of such conflict; and, further, are instructed to refrain from participating in any matter coming before this Board of County Commissioners with respect to which there is a conflict of interest or appearance of such conflict".*

*In accordance with the State Government Ethics Act, it is the duty of every Board member to avoid both conflicts of interest and appearances of conflict.*

*Does any Board member have any known conflict of interest or appearance of conflict with respect to any matter coming before this Board today?*

***If so, please identify the conflict and refrain from any undue participation in the particular matter involved.***

**There were no Citizen Comments.**

On motion of Commissioner Jordan, which was seconded by Commissioner Ross and duly carried by unanimous vote, May 5, 2014 Suggested Agenda was adopted with the following amendment:

Added Item 9-B: Amendment to Owner Engineer Agreement for Professional Services with Rivers & Associates, Inc. for Water/Sewer District # 3, Phase II Eaton's Ferry Bridge Crossing Project

On motion of Commissioner Jordan, which was seconded by Commissioner Richardson and duly carried by unanimous vote, minutes were approved as follows:

April 7, 2014 CDBG-I Public Hearing & Regular Monthly Meeting  
 April 16, 2014 CDBG-I Public Hearing and Special Meeting

On motion of Commissioner Jordan, which was seconded by Commissioner Richardson and duly carried by unanimous vote, Interest Income Report for March 2014 was approved:

**INTEREST INCOME REPORT  
 Month Of March 2014**

FUND	MARCH INCOME	FISCAL YEAR TO - DATE
General	172.94	1,757.85
Revaluation	2.69	24.08
E 911 Telephone System	2.90	25.06
Buck Spring Project	2.48	22.85
Ambulance Storage Facility	0.39	4.19
Simulcast System Upgrade	0.43	9.33
Regional Water Enterprise Fund	3.21	31.86
District I Enterprise Fund	7.66	75.42
Solid Waste	2.50	10.01
District II Enterprise Fund	7.64	65.59
District III Phase II BANS	1.16	2.47
District III Enterprise Fund	4.41	29.55
Soul City Pump Station Improvements	0.32	2.95
District III Phase III	0.51	4.75
	209.24	2,065.96

On motion of Commissioner Jordan, which was seconded by Commissioner Richardson and duly carried by unanimous vote, Tax Collector's Report for March 2014 was accepted:

**Tax Collector's Report  
 to the Warren County Board of Commissioners  
 For the Month MARCH 2014**

**Current Year Collections**

Tax Year	Charge	Collected in MARCH	Collected to Date	Balance Outstanding	Percentage Collected
MARCH 2014 FY14	\$16,762,315	\$246,766	\$15,619,376	\$1,142,939	93.18
MARCH 2013 FY13	\$16,877,536	\$249,744	\$15,615,745	\$1,061,791	93.71

**Delinquent Collections**

Year	Charge	Collected	Balance Outstanding	Percentage Collected
2012	\$638,181	\$23,478	\$328,320	51.45
2011	260,780	8,567	89,936	34.49
2010	152,255	3,893	25,026	16.44
2009	118,673	3,332	14,026	11.82
2008	110,786	788	9,833	8.88
2007	121,606	1,315	5,681	4.67
2006	114,534	1,312	5,319	4.64
2005	97,860	1,670	5,153	5.27
2004	87,935	1,023	3,618	4.11
2003	75,653	824	3,829	5.06
<b>Total Delinquent Years</b>	<b>\$ 1,778,273</b>	<b>\$46,202</b>	<b>\$ 490,741</b>	<b>\$ 1,287,532</b>

**Other MARCH Receipts**

County Penalties	\$ 20,925	\$ 93,296
Landfill User Fees	\$ 41,644	\$ 1,080,474
Municipalities	\$ 12,576	\$ 637,966
Fire District Taxes	\$ 20,677	\$ 771,778
Advance Taxes	\$ 11,276	\$ 19,640
<b>MARCH GRAND TOTAL</b>	<b>\$ 400,066</b>	<b>\$ 18,713,271</b>

Starlin L. Beatty, Tax Administrator *RB*  
 Starlin L. Beatty, Tax Administrator DATE 4/15/2014

On motion of Commissioner Jordan, which was seconded by Commissioner Richardson and duly carried by unanimous vote, Tax Release Requests (Over \$100) were approved:

Over \$100	5/5/2014	Date: _____
<b><u>MOTOR VEHICLE RELEASES:</u></b>		
COLEMAN CHARLES EDWARD	2010 0682 110 HD64462	49556 \$155.12 DECEASED
SUB-TOTAL MOTOR VEHICLE RELEASES:		\$155.12
SUB-TOTAL CORRECTION RELEASES:		\$0.00
Total Releases		\$ 155.12
<b><u>LANDFILL USER FEE RELEASES:</u></b>		
OWEN DANNY	2013 8082 300 E4 154A	19443 \$ 122.64 CLERICAL ERROR/PER SLB
TOTAL LFUF RELEASES:		\$ 122.64
Total Releases		\$ 280.76

County Manager approved Tax Release Requests (Under \$100) were accepted:

Under \$100	5/5/2014	Date: <i>Low</i> 5/5/14			
<b><u>ERROR CORRECTION RELEASES:</u></b>					
<b>NAME</b>	<b>Year ACCT#</b>	<b>MAP #</b>	<b>RECORD #</b>	<b>AMOUNT</b>	<b>REASON</b>
HUDGINS JOYCE L	2013 7433 300	K2C 23	16940	\$ 17.10	PAYMENT BASED ON WEB SITE
SPINNER GEORGIE S	2013 38339 301	J2B 76A 2Z	9766	\$ 3.00	CLERICAL ERROR
SPINNER GEORGIE S	2012 38339 112	J2B 76A 2Z	62649	\$ 5.48	CLERICAL ERROR
SPINNER GEORGIE S	2011 38339 111	J2B 76A 2Z	54835	\$ 5.78	CLERICAL ERROR
SPINNER GEORGIE S	2010 38339 110	J2B 76A 2Z	50966	\$ 5.81	CLERICAL ERROR
SPINNER GEORGIE S	2009 38339 109	J2B 76A 2Z	47596	\$ 6.17	CLERICAL ERROR
SPINNER GEORGIE S	2008 38339 108	J2B 76A 2Z	44679	\$ 5.91	CLERICAL ERROR
SPINNER GEORGIE S	2003 38339 103	J2B 76A 2Z	32925	\$ 7.46	CLERICAL ERROR
SUB-TOTAL ERROR CORRECTIONS:				\$ 58.71	
<b><u>MOTOR VEHICLE RELEASES:</u></b>					
ALBERT LEWIS	2013 33858 241	BLT8427	75532	\$51.31	HIGH MILEAGE
ALSTON MAMMIE RUTH	2013 15453 1240	BLT7970	74358	\$4.40	SOLD
COLEMAN CHARLES EDWARD	2010 0682 110	HD64461	49470	\$35.25	DECEASED
STRONG CEDRIC D	2013 35486 112	BEP2318	59345	\$36.10	TURNED IN
TURNER JACQUELINE D	2013 39150 9999	BCH3156	26385	\$8.03	REPOSSESSED
SUB-TOTAL MOTOR VEHICLE RELEASES:				\$133.09	
SUB-TOTAL CORRECTION RELEASES:				\$56.71	
Total Releases				\$ 189.80	

On motion of Commissioner Jordan, which was seconded by Commissioner Richardson and duly carried by unanimous vote, Resolution in Support of Take Pride in Lake Gaston Clean-Up Day 2014 was adopted:

*State of North Carolina*  
*County of Warren*

**Resolution in Support  
 Of  
 Take Pride in Lake Gaston Clean-up Day 2014**

**WHEREAS, there is a need to improve the appearance of Lake Gaston by removing litter and debris that create an eyesore and harm the environment; and**  
**WHEREAS, a clean Lake Gaston environment positively impacts water safety, economic development, travel, tourism and quality of life; and**  
**WHEREAS, the Lake Gaston Association is sponsoring Take Pride in Lake Gaston clean-up of the lake on May 31, 2014 in an effort to educate citizens on the harmful effects of litter; and**  
**WHEREAS, there is a need for citizen participation in maintaining the beauty of our county, and**  
**WHEREAS, it is in the interest of Warren County to support our volunteers in efforts to improve the appearance of the county;**  
**NOW, THEREFORE BE IT RESOLVED by the Board of Commissioners of Warren County, NC that it endorses and supports the Take Pride in Lake Gaston Clean-up Day 2014 initiative.**  
**Adopted this the 5<sup>th</sup> day of May 2014.**

**Bertadean W. Baker, Chairwoman**

On motion of Commissioner Jordan, which was seconded by Commissioner Richardson and duly carried by unanimous vote, April 2014 Monthly Performance Status Report was accepted for Community Development Block Grant "CDBG" # 11-C-2328 Scattered Sites Housing project.

On motion of Commissioner Jordan, which was seconded by Commissioner Richardson and duly carried by unanimous vote, April 2014 Monthly Performance Status Report was accepted for Community Development Block Grant "CDBG" # 10-C-2227 Infrastructure Hook-Up project.

On motion of Commissioner Jordan, which was seconded by Commissioner Richardson and duly carried by unanimous vote, Macon Robertson, Director of Warren County Public Utilities Department was designated Voting Delegate to May 14<sup>th</sup> NC Rural Water Association Meeting.

On motion of Commissioner Jordan, which was seconded by Commissioner Ross and duly carried by unanimous vote, Amendment #9 to the Warren County FY 2014 Budget Ordinance was adopted.

**AMENDMENT TO THE WARREN COUNTY BUDGET ORDINANCE**  
**2013/2014**  
**Amendment No. 9**

**Section 1** of the Warren County Budget Ordinance, pertaining to the General Fund operations of the County, shall be amended as follows:

Increase/(Decrease) Appropriations:

Court Facilities	\$ 10,900
Register of Deeds	1,407
Veteran Services	199
Tax Collection	497
Tax Assessor	497
DSS Administration	3,629
Youth Services Bureau	191
Building, Grounds & Maintenance - Major Bldg. Repairs	(13,500)
Building, Grounds & Maintenance - Contingency	(3,820)
Senior Center	1,463
<b>Total</b>	<b>\$ 1,463</b>

**Section 2** of the Warren County Budget Ordinance, pertaining to the General Fund operations of the County, shall be amended as follows:

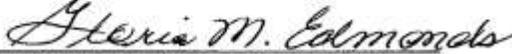
Increase/(Decrease) Revenues:

Fund Balance Appropriated	\$ 1,463
<b>Total</b>	<b>\$ 1,463</b>

**This amendment:**

- appropriates funds to the Court Facilities budget for building and grounds maintenance and repairs (i.e., exterior building repairs and upgrading parking lot).  
Funding Source: Buildings, Grounds & Maintenance - Major Building Repairs & Maintenance
- appropriates funds to the Register of Deeds budget for building and grounds maintenance repairs (i.e., exterior building repairs and upgrading parking lot).  
Funding Source: Buildings, Grounds & Maintenance - Major Building Repairs & Maintenance
- appropriates funds to the Veteran Services budget for building and grounds maintenance repairs (i.e., exterior building repairs and upgrading parking lot).  
Funding Source: Buildings, Grounds & Maintenance - Major Building Repairs & Maintenance
- appropriates funds to the Tax Collection budget for parking lot maintenance and repairs.  
Funding Source: Buildings, Grounds & Maintenance - Major Building Repairs & Maintenance
- appropriates funds to the Tax Assessor budget for parking lot maintenance and repairs.  
Funding Source: Buildings, Grounds & Maintenance - Major Building Repairs & Maintenance
- appropriates funds to the DSS Administration budget for building repairs and maintenance (i.e., water treatment for cooling tower).  
Funding Source: Building, Grounds & Maintenance - Contingency
- appropriates funds to the Senior Center budget for telephone expenses.  
Funding Source: Fund Balance Appropriated

Respectfully Submitted 05/05/2014

  
Gloria M. Edmonds, Finance Director

On motion of Commissioner Richardson, which was seconded by Commissioner Ross and duly carried by unanimous vote, Contract with Winston, Williams, Creech, Evans & Company, LLP to Audit Warren County Accounts for the period July 1, 2013 ending June 30, 2014 was approved at a total cost of \$48,200 (Audit \$41,800 & prep of annual financial statements \$6,400). Chairman Baker was authorized to sign the contract; Funding Source: General Fund.

Having held a required public hearing on May 5, 2014 at 5:45 pm to hear citizen comments regarding Close-Out of Community Development Block Grant (CDBG) Infrastructure Hook-Up Project # 10-C-2227, it was presented for Board's action. Request was made to authorize Chairman Baker to sign related documentation.

On motion of Commissioner Richardson, which was seconded by Commissioner Ross and duly carried by unanimous vote, Close-Out of Community Development Block Grant (CDBG) Infrastructure Grant Project # 10-C-2227 was approved, with Chairman Baker authorized to sign related documentation: Close-Out Performance Report and Certificate of Completion.

Macon Robertson, Director, Warren County Public Utilities, following bid opening on April 17, 2014 and subsequent negotiations with the low bidder Herring Rivenbark, Inc., presented proposed award of construction contract for Warren County Water & Sewer District 3, Eaton's Ferry Bridge Crossing Project for the Board of Commissioner's consideration and approval contingent upon commitment of Rural Economic Development grant funds for this project and availability of funds in Warren County Water & Sewer District III Enterprise Fund budget to fund the difference. All necessary approvals from outside regulatory agencies have been secured. Request was made to authorize Chairman of the Board to sign related documents.

On motion of Commissioner Richardson, which was seconded by Commissioner Ross and duly carried by unanimous vote, tentative award of construction contract to Herring Rivenbark, Inc. was approved for Warren County Water & Sewer District 3, Eaton's Ferry Bridge Crossing Project; contingent upon:

- 1) commitment of Rural Economic Development grant funds;
  - 2) the availability of funds in District III Enterprise Fund to fund the difference; and
  - 3) upon review and approval of all contract documents by the County Attorney.
- Chairman Baker was authorized to sign related documentation.

Motion was amended by Commissioner Richardson, which was seconded by Commissioner Ross and duly carried by unanimous vote to indicate low bid of \$416,320 from Herring Rivenbark, Inc.

On motion of Commissioner Richardson, which was seconded by Commissioner Ross and duly carried by unanimous vote, Amendment #1 to Owner-Engineer Agreement for Professional Services with Rivers & Associates, Inc. for Water & Sewer District #3, Eaton's Ferry Bridge Crossing Project resulting in a decrease of \$54,600 in Resident Project Representative costs, for an amended agreement cost of \$161,200 was approved, contingent upon:

- 1) commitment of Rural Economic Development grant funds;
- 2) the availability of funds in District III Enterprise Fund to fund the difference; and
- 3) on review and approval of all contract documents by the County Attorney. Chairman Baker was authorized to sign related documents.

Having been granted authority to enter into contracts up to but not to exceed \$50,000; contracts executed by the County Manager were presented for the Board of Commissioners' information.

On motion of Commissioner Richardson, which was seconded by Commissioner Ross and duly carried by unanimous vote, Contracts Approved in April 2014 by County Manager Worth were accepted as information only:

**RE:** Notice of Contracts Approved by the County Manager

Pursuant to the contracting authority granted to me by the Board of County Commissioners, please be advised that I have approved the following contractual agreements in the month of April 2014 on behalf of Warren County:

Economic Development Commission

Community Voice Consulting  
Gabriel Cumming, Principal  
108 S. Main St.  
Warrenton, NC 27589

The Economic Development Commission Contractor Service Agreement with Community Voice Consulting, Gabe Cumming, Principal, for the provision of consulting services to the County has been extended one additional month through June 1, 2014. Lapsed salaries in the EDC departmental budget will be used to pay this contract cost.

Senior Center

T&T Charter  
278 King Road  
Henderson, NC 27537

Long Creek Coach Line (2)  
250 Welcome Avenue  
Henderson, NC 27536

Contracts with the listed vendors were entered into for various trips sponsored by the Senior Center for seniors. The seniors participating in the trips pay a fee to participate which is in turn used to pay these contracts.

Detention Center

Southern Software  
150 Perry Drive  
Southern Pines, NC 28387

NC Department of Public Safety  
4220 Mail Service Center  
Raleigh, NC 27699-4220

The Annual Software Support Agreement for the Detention Center's Jail-Pak Software has been renewed for FY 15. Funds will be included in the Detention Center's FY 15 departmental budget to cover the cost of this agreement.

The Annual Memorandum of Understanding between Warren County and the NC Department of Public Safety for the preparation of meals for the Detention Center has been signed by the appropriate county officials. Funds will be included in the Detention Center's FY 15 departmental budget to cover the cost of this agreement.

On motion of Commissioner Ross, which was seconded by Commissioner Richardson and duly carried by unanimous vote, County Manager's April 2014 Status Report was accepted as information only:

Following is a recap of my work activities for the month of April 2014:

Administration

- Budget Work with Finance Officer & Staff (4/1/14)
- Viewed Occupancy Tax Webinar at EDC with EDC Staff and Others (4/2/14)
- Participated in conference call re: Kerr Lake Regional Water System (KLRWS) (4/2/14)
- Annual Leave (4/4/14)
- Prepared for and attended Board of Commissioners Public Hearing and Regular Meeting (4/7/14)
- Guest Speaker for EMERGE Job Training Employment Seminar along with HR Manager (4/8/14)
- Participated in conference call re: KLRWS (4/8/14)
- Attended KLRWS Advisory Board Meeting (4/14/14)
- Viewed NCACC Webinar with Finance Officer and Staff providing guidance on statewide revenues and expenditures (4/15/14)

- Attended Triangle North Recruiting Team Meeting with EDC Director and Economic Development Coordinator (4/16/14)
- Prepared for and attended Board of Commissioners Public Hearing and Special Meeting (4/16/14)
- Attended W/S District 3, Phase II, Eaton's Ferry Bridge Crossing Project Bid Opening (4/17/14)
- Good Friday Holiday (4/18/14)
- Participated in NCACC sponsored conference call to discuss NC Fast along with DSS Director (4/22/14)
- Prepared for and conducted Noise Ordinance Control Board Variance Hearing (4/23/14)
- Attended meeting with Public Utilities Director and others to discuss W/S District 3, Phase II, Eaton's Ferry Bridge Crossing Project (4/23/14)
- Annual Leave (4/24-25/14)
- Prepared for and conducted Buck Spring Committee Meeting (4/29/14)
- Recorded WARR Radio Show: "Warren County Report", to be aired 5/1/14 at 11:45 a.m. (4/30/14)
- Prepared for and conducted monthly Department Head's meeting (4/30/14)

#### **Other Activities**

- Attended Emergency Management Public Officials Conference at VGCC Main Campus (4/3/14)
- Attended NCACC District Meeting in Bertie County (4/9/14)
- Participated in 2014 County Government Celebration Recognizing Volunteers (4/10/14)
- Participated in Warren County Health Department's Annual Health Fair Activities (4/15/14)

#### **Project Updates**

##### **Simulcast Radio System Upgrade Project – Phase II**

Funding options will be included in the Manager's proposed FY 15 budget to move forward with Phase II of the Radio System Upgrade Project.

##### **Buck Spring Project**

The Buck Spring Project Committee is meeting monthly and continuing to work on developing a recommendation for the Board of Commissioners of a proposed capital project for the Buck Spring property. Work is also continuing on the upgrades funded by the PARTF grant and County matching funds.

#### **CDBG Projects**

##### **2010 and 2011 CDBG Grants**

We are working diligently with Kerr-Tar COG Grant Administrators to close-out the 2010 Infrastructure Hook-Up Grant Project. Work is ongoing in the 2011 Scattered Site CDBG Grant Project.

##### **Golden LEAF Community-Based Grantsmaking Initiative**

Following submission of our full application and at the request of Golden LEAF (GL), Warren County's Team will be meeting with GL representatives on May 5, 2014 to further discuss our GL Community-Based Grantsmaking Initiative CAVE Project submission.

Revised Buck Spring Park Reserved Use Agreement was presented for Board's review and adoption. The proposed revisions were necessitated due to the previous facility use agreement being outdated and the Buck Spring facility had undergone significant improvements utilizing PARTF Grant and county matching funds.

On motion of Commissioner Richardson, which was seconded by Commissioner Jordan and duly carried by unanimous vote, revised Buck Spring Park Reserved Use Agreement was adopted effective May 1, 2014.

# Buck Spring Park

217 Nathaniel Macon Drive  
Littleton, NC27850

Warren County Manager's Office Telephone: 252-257-3115  
Warren County Cooperative Extension Service Telephone: 252-257-3640

## Reserved Use Agreement

**(NOTE:** A copy of this Agreement will be returned to you as confirmation of requested dates.)

1. Name of Group \_\_\_\_\_  
 Person in Charge (attending with group) \_\_\_\_\_  
 Address \_\_\_\_\_ Phone ( \_\_\_\_ ) \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_
2. Purpose of Event \_\_\_\_\_
3. Date(s) Requested \_\_\_\_\_
4. Time Arriving \_\_\_\_\_ Time Departing \_\_\_\_\_
5. **EXPECTED ATTENDANCE:** \_\_\_\_\_
6. **Meals Planned:** (Check as Appropriate)  
 Will cook \_\_\_\_\_ meals at the Park using kitchen facilities, etc. (indicate number)  
 \_\_\_\_\_ Meals will be served by outside caterer **with access** to kitchen facilities  
 \_\_\_\_\_ Meals will be served by outside caterer **without access** to kitchen facilities  
 \_\_\_\_\_ Meals will be served by outdoor cookout grills **with access** to kitchen facilities  
 \_\_\_\_\_ Meals **will not** be served.

**(NOTE:** Lodging is not available at Buck Spring Park; however, there is a spacious overnight primitive camping area and accessible restrooms located near the picnic shelter. There is also a small kitchen located within the picnic shelter along with several picnic tables. Other items of interest at Buck Spring Park include a children's playground, two miles of nature trails with identified points of interest, a public access pier on Lake Gaston for fishing, and the historic Homestead of Nathaniel Macon that includes the residence, smoke house, corn crib, and Macon's Grave.

**PLEASE INDICATE BELOW YOUR RESERVATION PREFERENCE:**

**\* Please make checks payable to: Warren County**

- \_\_\_\_\_ Picnic Area (without access to kitchen) - \$25.00 per day
- \_\_\_\_\_ Picnic Area with access to kitchen - \$50.00 per day
- \_\_\_\_\_ Overnight primitive camping, including use of kitchen (supply your own tents) - \$125.00 per day

**BUCK SPRING PARK**  
*Reserved Use*  
**Rules and Regulations**

Name of Group \_\_\_\_\_

I, as a representative of the above named group, hereby reserve facilities indicated for the stated date and time. As a representative of this group, I understand it is my duty to ensure that all of the following Buck Spring Park rules and regulations are obeyed by the group while using the facilities. Please initial in the space provided indicating that you have read and understand each rule.

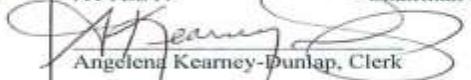
1. The Buck Spring Park is open to the public on a first-come first-serve basis. However, you may reserve the picnic shelter with or without access to the kitchen, or reserve the facility for primitive camping with use of the kitchen for a fee. Upon payment of the fee and approval of this Reserved Use Agreement, the facilities indicated will be reserved for you and notice will be placed on site stating the facility is reserved. \_\_\_\_\_
2. No alcoholic beverages, drugs, firearms, or fireworks are allowed within or near the Park's boundaries. There will be no smoking inside any buildings at Buck Spring Park or in the playground area, or camp fire made in or near forested areas. \_\_\_\_\_
3. Adult chaperones for youth groups are the responsibility of the rental group. No caretaker or staff will be employed to assist you. In case of emergency call 911. \_\_\_\_\_
4. Parking is not allowed in unauthorized areas. Once you have completed unloading you must move all vehicles to the proper parking areas. No motorcycles, mini-bikes, etc. are allowed on Park grounds or on the nature trails. \_\_\_\_\_
5. No amplified music will be allowed at the Park, except for special events, which will end at 11:00 PM. No pets please! Shooting fireworks are prohibited on the grounds unless authorized in advance by special permit from the Warren County Manager's Office. \_\_\_\_\_
6. Should inclement weather occur while using the facility, groups that have paid the required reservation fee may remain until the end of the reserved time. **No refunds will be given due to inclement weather.** However, rain dates will be allowed if the group contacts the Warren County Manager's Office to reschedule the reservation at least 24 hours before the reserved date and time. \_\_\_\_\_
7. Groups are expected to provide their own set-up and clean-up. Any additional clean-up of the area required by Warren County staff will be billed to the user. \_\_\_\_\_
8. All items specifically provided by Buck Spring Park at the time of use must remain at the Park in the same condition as they are found. In the event of damage to tables, restrooms, playground equipment, buildings, etc., **the renter becomes liable for replacement of any such items or repair of damage.** \_\_\_\_\_
9. Users of the facility must follow the rules and regulations posted in the Playground Area. \_\_\_\_\_
10. If your reservation includes use of the kitchen, the renter should pick up a set of keys from the Warren County Cooperative Extension Office, 158 Ruffers Lane, Warrenton, NC, at least 24 hours prior to use of the property and return the keys to the same office within the first 24 hour workday period following use of the facility. \_\_\_\_\_
11. Violations of Buck Spring Park rules and regulations may result in a group being asked to leave the Park with no refund of the reservation fee. By signing this agreement, you acknowledge that you have read and understand the rules and regulations set forth, and that you agree to be responsible for your group complying with the rules and regulations. \_\_\_\_\_

Signature of Group Representative \_\_\_\_\_ Date \_\_\_\_\_

Signature of Warren County Representative \_\_\_\_\_ Date \_\_\_\_\_

County Manager Linda T. Worth presented the FY 2015 proposed budget.

With no further business to discuss and on motion of Commissioner Richardson which was seconded by Commissioner Jordan and duly carried, the May 5, 2014 Board of Commissioners meeting was adjourned at 7:00 pm.



Angelena Kearney-Dunlap, Clerk