

*WARREN COUNTY
BOARD OF COMMISSIONERS*

March 1, 2013

1:00 pm - Special Meeting

*WARREN COUNTY ARMORY CIVIC CENTER
COMMISSIONERS' MEETING ROOM
WARRENTON, NORTH CAROLINA*

PREPARED BY

**Angelena Kearney-Dunlap, NCCCC
NC Certified County Clerk to the
Warren County Board of Commissioners**

Call to Order March 1, 2013
Special Meeting
By
Chairman or Designee

Agenda Item # 2
Moment of Silence

Agenda Item # 3
Notice of Special Meeting



NOTICE

Special Meeting Warren County Board of Commissioners

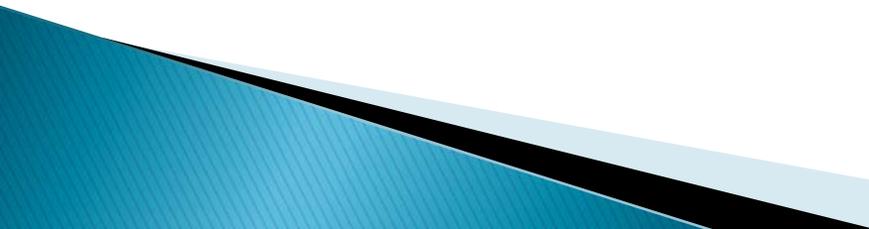
Notice is hereby given that the Warren County Board of Commissioners will hold a special meeting on **Friday, March 1, 2013 at 1:00 p.m.** in the Warren County Armory Civic Center Meeting Room, 501 US Hwy 158 Business, East, Warrenton, NC. The purpose of this special meeting is to:

Consider appropriating \$20,000 in County funding to the Ephraim Place Community Development Block Grant (CDBG) Project to be used to provide grants of up to \$5,000 to provide closing costs and down payment assistance for four low-to-moderate income (LMI) families or individuals to build homes in the Ephraim Place Subdivision to assist Warren County's efforts to meet the federal LMI benefit requirements for the Ephraim Place CDBG Project prior to the April 30, 2013 deadline.

All interested persons are invited to attend this meeting.

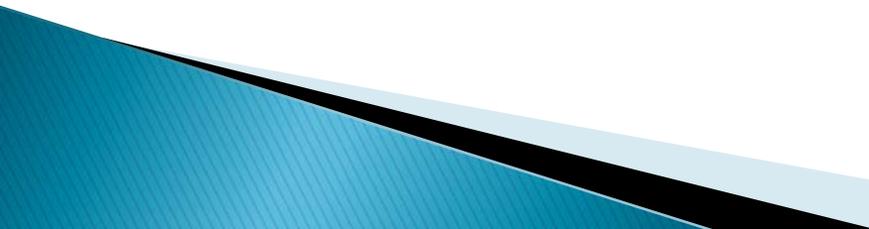
Jennifer Jordan, Vice Chairman
Warren County Board of Commissioners

Notice to papers ONLY
This is not an ad



Agenda Item # 4

Conflict of Interest Disclaimer

- ▶ *“Members of the Warren 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.
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Meeting Date: March 1, 2013

Agenda Item # 5

SUBJECT: Adopt Suggested Agenda

REQUESTED BY: Clerk / Deputy Clerk to the Board

SUMMARY: None

FUNDING SOURCE: N/A

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE: N/A

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

NOTES:



*SUGGESTED AGENDA
FOR
March 1, 2013 SPECIAL MEETING
OF THE WARREN COUNTY BOARD OF COMMISSIONERS
Armory Civic Center Commissioners' Meeting Room
WARRENTON, NORTH CAROLINA*

1. Call to Order Special Meeting – 1:00 pm by Chairman or Designee
2. Moment of Silence
3. Clerk Read Special Meeting Notice
4. Conflict of Interest Disclaimer
5. Adopt March 1, 2013 Special Meeting Suggested Agenda
6. Consider Funding Appropriation to Ephraim Place CDBG Housing Development Project (03-C-1187)
7. Consider Amendment # 7 to Warren County FY 2012-13 Budget Ordinance
8. Consider Amendment # 5 to Grant Project Ordinance for Ephraim Place CDBG Housing Development Project
9. Adjourn March 1, 2013 Special Meeting

Meeting Date: March 1, 2013

Agenda Item # 6

SUBJECT: Ephraim Place CDBG Project (03-C-1187)

REQUESTED BY: Vice Chairman Jordan

SUMMARY: Request to consider appropriating \$20,000 from Fund Balance to the Ephraim Place CDBG Project to be used to fund grants up to \$5,000 to 4 qualified families or individuals to provide closing costs/down payment assistance to construct 4 homes in Ephraim Place Subdivision with construction to commence on or before 4/1/2013, to assist Warren County in meeting the federal low-to-moderate income (LMI) benefit requirement for CDBG Grant 03-C-1187 by the 4/30/2013 deadline for project close-out.

FUNDING SOURCE: Fund Balance

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

Recommend approval to appropriate \$20,000 from Fund Balance to the Ephraim Place CDBG Project to fund grants up to \$5,000 to 4 qualified families/individuals to provide closing costs/down payment assistance, with the stipulation that there must be no fewer than 4 qualified families/individuals chosen to receive grant funds and they must be in a position to commence construction in Ephraim Place Subdivision on or before 4/1/2013 in order to receive the grant funding from Warren County.

NOTES:

Meeting Date: March 1, 2013

Agenda Item # 7

SUBJECT: Ephraim Place CDBG Project (03-C-1187)

REQUESTED BY: Barry Mayo, Finance Director

SUMMARY: Amendment # 7 to Warren County FY 2012-13 Budget Ordinance to appropriate \$20,000 from Fund Balance to the Ephraim Place CDBG Project or the purpose stated in Agenda Item #6.

FUNDING SOURCE: Fund Balance

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

Recommend approval of Amendment # 7 to Warren County FY 2012-13 Budget Ordinance.

NOTES:

AMENDMENT TO THE WARREN COUNTY BUDGET ORDINANCE

2012/2013

Amendment No. 7

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:

Transfer to Other Funds - Ephraim Place	20,000
Total	\$ 20,000

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

Fund Balance Appropriated	20,000
Total	20,000

This amendment:

- appropriates funds to the Ephraim Place Housing Development to provide grants of up to \$5,000 to provide closing costs and down payment assistance for four low-to-moderate income (LMI) families or individuals to build homes in the Ephraim Place Subdivision.

Respectfully Submitted 03/01/2013

Barry J. Mayo

Barry J. Mayo, Finance Director

Meeting Date: March 1, 2013

Agenda Item # 8

SUBJECT: Ephraim Place CDBG Project (03-C-1187)

REQUESTED BY: Barry Mayo, Finance Director

SUMMARY: Amendment # 5 to the Grant Project Ordinance for Ephraim Place CDBG Housing Development Project to appropriate \$20,000 from fund balance to the project for the reasons stated in Item #6.

FUNDING SOURCE: Fund Balance

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

Recommend approval of Amendment # 5 to Grant Project Ordinance for Ephraim Place CDBG Housing Development Project.

NOTES:

**CAPITAL PROJECT ORDINANCE
WARREN COUNTY
AMENDMENT TO THE GRANT PROJECT ORDINANCE FOR THE
EPHRAIM PLACE HOUSING DEVELOPMENT PROJECT
(Amendment No. 5)**

Section 3 The following revenues are anticipated to be available to complete the project:

Transfer from General Fund	20,000
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Total	\$ 20,000

Section 4 The following amounts are appropriated for the project:

Closing Cost/Down Payment Assistance	20,000
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Total	\$ 20,000

Explanation:

appropriates funds to the Ephraim Place Housing Development to provide grants of up to \$5,000 to provide closing costs and down payment assistance for four low-to-moderate income (LMI) families or individuals to build homes in the Ephraim Place Subdivision.

Respectfully Submitted 03-01-2013

Barry J. Mayo
Barry J. Mayo, Finance Director

Meeting Date: March 1, 2013

Agenda Item #9

Adjourn Meeting

