

CUMBERLAND COUNTY BOARD OF COMMISSIONERS
MONDAY, AUGUST 6, 2018 – 9:00 AM
117 DICK STREET, 1ST FLOOR, ROOM 118
REGULAR MEETING MINUTES

PRESENT: Commissioner Larry Lancaster, Chairman
Commissioner Jeannette Council, Vice Chair
Commissioner Glenn Adams
Commissioner Michael Boose (arrived 9:12 a.m.)
Commissioner Charles Evans
Commissioner Marshall Faircloth
Commissioner Jimmy Keefe
Amy Cannon, County Manager
Melissa Cardinal, Assistant County Manager
Tracy Jackson, Assistant County Manager
Sally Shutt, Assistant County Manager
Duane Holder, Assistant County Manager/Interim Health Director
Rick Moorefield, County Attorney
Vicki Evans, Finance Director
Deborah Shaw, Budget Analyst
Heather Harris, Budget Analyst
Brenda Jackson, Social Services Director
Jeffrey Brown, Engineering and Infrastructure Director
Candice White, Clerk to the Board
Kellie Beam, Deputy Clerk
Press

Chairman Lancaster called the meeting to order.

INVOCATION / PLEDGE OF ALLEGIANCE

Commissioner Keefe provided the invocation followed by the Pledge of Allegiance to the American flag.

Chairman Lancaster welcomed Spring Lake Mayor Dobbins.

Introduction of New Animal Control Director Elaine B. Smith

Tracy Jackson, Assistant County Manager, introduced Elaine B. Smith stating he has had the opportunity to work with her in previous years and it would be hard to find a person who is more compassionate and motivated about helping animals in Cumberland County. Ms. Smith thanked everyone for their continued support of Animal Control and stated she has three main goals for the department moving forward. One, is to develop programs to address the pet overpopulation in Cumberland County such as an accessible spay and neuter program for pets belonging to low income families and finding a more effective way to control the feral cat population. Two, is to develop community outreach and education programs to create and support more responsible pet owners. And three, is to look at ways to obtain outside funding for Animal Control through grants and other opportunities with corporate sponsors. Ms. Smith stated the main goal is to keep animals and citizens in Cumberland County safe.

Recognition of Commissioner Glenn Adams For Receiving the N.C. Bar Association's 2018 Legal Legends of Color Award

Chairman Lancaster recognized Commissioner Adams as one of the North Carolina Bar Association's 2018 Legal Legends of Color stating Commissioner Adams received the honor on June 22 at the Bar Association's annual meeting in Wilmington. Chairman Lancaster stated Commissioner Adams was one of four accomplished attorneys of color to be honored for their leadership and positive impact on North Carolina. Chairman Lancaster stated Commissioner Adams has served on the Board of Commissioners since 2014 and was the chairman in 2017.

Chairman Lancaster stated Commissioner Adams attended North Carolina Central University School of Law, received his Jurist Doctorate in 1984 and is a senior partner with Adams, Burge and Boughman in Fayetteville. Commissioner Adams stated what is important to him about this award is that it is by his peers in the legal profession and North Carolina Bar Association and to know that having graduated from North Carolina Central University School of Law, they stand tall in the legal profession. Commissioner Adams thanked the North Carolina Bar Association and minorities in the profession.

1. APPROVAL OF AGENDA

Amy Cannon, County Manager, clarified there are three Attorney Client matters under Item 6.B.

MOTION: Commissioner Council moved to approve the agenda.

SECOND: Commissioner Evans

VOTE: UNANIMOUS (7-0)

2. CONSENT AGENDA

A. Approval of June 11, 2018 Special Meeting Minutes Pursuant to NCGS 115C-431 and the June 18, 2018 Regular Meeting Minutes

B. Approval of FY 2018-2019 Agreement of Conditions and Local Governmental Resolution for Continued Funding of the Governor's Highway Safety Program Grant for Cumberland County Sobriety Court (Funded at 100%)

BACKGROUND

The Cumberland County Sobriety Court was established in September 2010 to respond to our community's need to address the number of high risk defendants charged with alcohol related offenses.

The attached Agreement of Conditions and Local Governmental Resolution must be reviewed and approved by the Board of Commissioners. The Federal Funding for this fiscal year has been approved in the amount of \$99,095, which is 100% of the grant. There is no local match required.

RECOMMENDATION / PROPOSED ACTION

Approve the attached Agreement of Conditions and Local Governmental Resolution to finalize the application process of the Sobriety Court Grant for Cumberland County and direct staff to submit the paperwork to the North Carolina Governor's Highway Safety Program.

C. Approval of Request to Call a Public Hearing August 20, 2018 for the Edward Byrne Justice Grant Assistance Program

BACKGROUND

The Sheriff's Office is eligible to apply for funding through the Edward Byrne Justice Grant Assistance Program through the United States Department of Justice (USDOJ). As part of the USDOJ requirements, the public must be offered the opportunity to comment. The Sheriff's Office will publicly advertise the grant opportunity in the Fayetteville Observer on August 4, 2018 and is requesting the Board of Commissioners to schedule a public hearing for the Edward Byrne Justice Grant Assistance Program application at the August 20, 2018 Cumberland County Board of Commissioners' Meeting.

RECOMMENDATION / PROPOSED ACTION

Approve the request for a Public Hearing to be held on August 20, 2018.

D. Approval of Report on the Disposal of Surplus Property Pursuant to N.C.G.S.160A- 226(a)

BACKGROUND

On June 15, 1998, the Board adopted a resolution found in the statutes allowing disposal of County

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personal property, worth less than \$5,000 per item or group of similar items, which have become obsolete, unusable, economically unrepairable, or otherwise surplus to the needs of the county.”

All items, with the exception of one, were disposed of at the Ann Street Landfill. Benco Dental is the vendor that provided the new X-ray machine to the Department of Public Health and they recycled the tube head as required by law and disposed of the remainder of the equipment at no cost to the County.

RECOMMENDATION / PROPOSED ACTION

That the Board adopts the report and that the report be duly recorded in the official minutes.

SURPLUS PROPERTY DISPOSAL LIST / FEBRUARY 1, 2018 – JUNE 27, 2018

ITEM NO.	PROPERTY DESCRIPTION	RENDERING DEPARTMENT	DISPOSAL METHOD
1	Office Desk	Information Services	Landfill-Ann Stre
2	Small Metal File Cabinets	Clerk Of Court	Landfill-Ann Stre
3	Large Office Desk	Superior Court	Landfill-Ann Stre
4	Kenmore Micorwaves 2	Health Department	Landfill-Ann Stre
5	Breast Pumps 15	Health Department	Landfill-Ann Stre
6	Sharp VCR	Health Department	Landfill-Ann Stre
7	Fornt Counter Desk	Law Libral y	Landfill-Aim Stre
8	TV&Stand	Winding Creek Alrnex	Land fill-Ann Stre
9	Sofa Chair	Winding Creek Annex	Landfill-Ann Stree
10	Office Chairs 2	Winding Creek Annex	Landfill-Ann Stre
11	Large Big Screen TV	Winding Creek Annex	Landfill-Ann Stre
12	Table	Clerk Of Court	Landfill-Ann Stre
13	Office Desk	Clerk Of Court	Landfill-Ann Stre
14	Filing Cabinets 2	Clerk Of Court	Landfill-Ann Stre
15	Large Office Desk	Information Services	Landfill-Ann Stre
16	Bookcase	Community Corrections	Landfill-Ann Stre
17	Office Chairs 4	Community Corrections	Landfill-Ann Stre
18	Lobby Chairs 6	Community Corrections	Landfill-Ann Stre
19	Bookcase	Agri Expo	Landfill-Ann Stre
20	Spinning Brochure Holder	Agri Expo	Landfill-Ann Stre
21	Vending Machine	Agri Expo	Landfill-Ann Stre
22	Office Desk 2	Agri Expo	Landfill-Ann Stre
23	Office Chairs 8	Child Support	Landfill-Ann Stree
24	Lobby Chairs 6	Child Support	Landfill-Ann Stre
25	Filing Cabinet, Damaged 1	Clerk Of Court	Landfill-Ann Stre
26	Book Self	Clerk Of Court	Landfill-Ann Stre
27	Love Seat	Judges Chambers	Landfill-Ann Stre
28	Sofa Chair	Judges Chambers	Landfill-Aim Stre
29	Chairs 16,Old	Judges Chambers	Landfill-A nn Stre
30	Office Desk	Community Corrections	Landfill-Ann Stre
31	Computer Tables 2	Community Corrections	Landfill-Aim Stre
32	Computer CPU 55	Information Services	Landfill-Ann Stre
33	Printers 8	Information Services	Landfill-Ann Stre
34	Phones 16	Information Services	Landfill-Ann Stre
35	DVR	Information Services	Landfill-Ann Stre

ITEM NO.	PROPERTY DESCRIPTION	RENDERING DEPARTMENT	DISPOSAL METHOD
36	Computer Monitor 1	Information Services	Landfill-Ann Stree
37	Computer Keyboard	Information Services	Landfill-Ann Stree
38	Copier	Information Services	Landfill-Ann Stre
39	File Cabinets	Health Department	Landfill -Ann Stre
40	Rocking Chairs	Health Department	Landfill-Ann Stre
41	Dentis Exam Chair	Health Department	Landfill-Ann Stree
42	Gender Pan X-Ray	Health Department	Benco Dental
43	Office Chairs 24	New Courthouse	Landfill-Ann Stre
44	Lobby Chairs 18	New Courthouse	Landfill-Ann Stre

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E. Approval of Resolution Designating Various Financial Institutions as Official Depositories

BACKGROUND

North Carolina General Statute 159-31 requires Board of Commissioner designation of financial institutions as official depositories of County funds. The most recent resolution on file was adopted on October 3, 2005. Since that time, additional banks have opened, some banks have closed, and several name changes have occurred. The resolution incorporates those financial institution changes.

RECOMMENDATION / PROPOSED ACTION

The Finance Director and County Management recommend the Board of County Commissioners adopt the resolution.

RESOLUTION DESIGNATING VARIOUS FINANCIAL INSTITUTIONS
AS OFFICIAL DEPOSITORIES

WHEREAS, THE Cumberland County Board of Commissioners are required to designate official depositories for the deposit of public funds by North Carolina General Statute 159-31; and

NOW, THEREFORE, BE IT RESOLVED by the Cumberland County Board of Commissioners in regular meeting assembled that:

1. The following financial institutions are hereby designated as official depositories of County funds:

Bank of America, N.A.
Branch Banking & Trust Company Capital Bank
Carolina Trust Bank Coastal Bank & Trust
F&M Bank (Farmers & Merchants Bank) Fidelity Bank
First Bank
First Carolina Bank
First Citizens Bank & Trust Lumbee Guaranty Bank
North Carolina Capital Management Trust PNC Bank (**Central Depository**)
Regions Bank Select Bank & Trust
Southern Bank & Trust Co. Wells Fargo Bank, N.A.

2. PNC Bank is hereby designated as the Central Depository.
3. The Finance Officer of this unit shall deposit on a daily basis all funds belonging to Cumberland County which may come into his/her hands as an employee of this unit into an official depository.
4. All checks or drafts on an official depository shall be signed by the Finance Officer or a properly designated Deputy Finance Officer and countersigned by another official of Cumberland County designated for this purpose by the Governing Board. In accordance with the NCGS 159-28.1, the use of facsimile signature machines and signature stamps or similar devices in signing checks and drafts and in signing the preaudit certificate on contracts and purchase orders is authorized.
5. The said Bank Depository shall deposit to the credit of this unit, the proceeds from all checks payable to the order of this unit and that under no circumstances may an item be converted into cash.

F. Approval of Induction of 2018 Agricultural Hall of Fame Nominee

BACKGROUND

The Cumberland County Agricultural Hall of Fame Committee met on Tuesday, July 24, 2018 and selected Mr. Tony Simpson, as the 2018 nominee for induction into the prestigious Cumberland County Agricultural Hall of Fame.

RECOMMENDATION / PROPOSED ACTION

Consider the induction of Mr. Tony Simpson into the Cumberland County Agricultural Hall of Fame.

- G. Approval of Resolution to Lease Certain Real Property to Cumberland County Communicare, Inc.

BACKGROUND

Cumberland County Communicare, Inc., a local not-for-profit agency that assists people in overcoming mental health problems, substance abuse/chemical dependency, and the trauma of sexual victimization and abuse, wishes to enter into a lease agreement with Cumberland County for 13,994 square feet of office space located at 109 Bradford Avenue in Fayetteville. This agreement contains terms that mirror the prior agreement between Communicare and Cumberland County and will take the place of that agreement which will expire June 30, 2021. The agreement also continues to recognize the in-kind services that Communicare provides to the County. The rent is proposed at an annual rate of \$41,308 and will be for a three-year term.

The Board adopted the required resolution of intent at its May 7, 2018 Regular Meeting, and a notice of intent to enter into a proposed lease was advertised in the Fayetteville Observer on May 16, 2018. Adoption of the following resolution will authorize the Chairman to execute the lease.

RECOMMENDATION / PROPOSED ACTION

Adopt the following resolution:

The Cumberland County Board of Commissioners finds:

The real property located at 109 Bradford Avenue., Fayetteville, (the old Highsmith-Rainey Hospital) will not be needed for government purposes for the term proposed for the lease of property to Cumberland County Communicare, Inc.;

The Board adopted a resolution of intent to lease the property described herein at its Regular Meeting on May 7, 2018; and

The notice of intent was advertised in the Fayetteville Observer on May 16, 2018.

BE IT RESOLVED that the Chairman is authorized to execute a lease to Cumberland County Communicare, Inc., a non-profit corporation, for 13,944 square feet of real property located at 109 Bradford Avenue in Fayetteville, NC for a term of three (3) years commencing on July 1, 2018, at an annual rent of Forty-One Thousand Three Hundred Eight Dollars (\$41,308) per year.

- H. Approval of Supplemental Agreement with County Tax Services Inc. for Auditing Services

BACKGROUND

Under N.C.G.S. 105-299, the Board of County Commissioners may employ appraisal firms, mapping firms or other persons or firms having expertise in one or more of the duties of the assessor to assist the assessor in the performance of these duties. In the employment of these firms, primary consideration must be given to one of the firms registered with the Department of Revenue (NCDOR) pursuant to N.C.G.S. 105-289(I). Currently there are only 5 firms registered with NCDOR. Auditing firms are employed to conduct compliance audits of business personal property and gross receipts returns that are subject to property taxes in Cumberland County.

The Cumberland County Board of Commissioners approved the original contract for the auditing firm, County Tax Services, Inc. at the August 18, 2014 commissioners' meeting (Services Agreement CTSI- 072014). N.C.G.S. 105-299 establishes the fee scale for compensation.)

The approved FY2019 budget, designated an amount not to exceed \$325,500 to continue providing auditing services for Cumberland County Tax Administration by County Tax Services, Inc. Board of Commissioner approval of Supplemental Agreement CTSI-07022018 is required to reflect the approved budgeted amount and continued auditing services.

The County Attorney requests that any amendments to original contracts be approved by the Board of Commissioners to be legally sufficient.

RECOMMENDATION / PROPOSED ACTION

Approve Supplemental Agreement #CTSI-07022018, which continues the auditing processes as approved in the original Services Agreement #CTSI-072014.

I. Approval of Tax Collector's Preliminary Report and Proposed Annual Settlement

BACKGROUND

North Carolina General Statutes, Section 105-373 requires the Tax Collector of Cumberland County after the 1st day of July of each year to render a preliminary report to the Board of County Commissioners concerning persons whose tax liabilities remain unpaid and to propose an annual settlement of taxes charged to him for collection for the past year. The Tax Collector has submitted such preliminary report and proposed settlement. The preliminary report consists of (i) a list of persons owning real property whose taxes for the tax year of 2017-2018 remain unpaid, (ii) a list of the persons not owning real property whose taxes for the year 2017-2018 remain unpaid (the proposed insolvent list), and (iii) a statement under oath by the Tax Collector that he has made diligent efforts to collect such taxes. The proposed settlement consists of the amounts of taxes with which the Tax Collector has been charged for the year and the amounts of credits against such charges, the real and personal property tax balance is charged to the forthcoming tax year. See Exhibits A, B and C in the County Clerk's Office.

RECOMMENDATION / PROPOSED ACTION

The statute requires the Board to review the preliminary report, determine the insolvent list to be entered into the minutes, credit the Tax Collector with the insolvent list and make a settlement, i.e., approve or correct the proposed settlement. The Legal Department has reviewed for legal sufficiency. Propose that the Board adopts the resolution attached as Exhibit D and recorded below.

RESOLUTION ACCEPTING PRELIMINARY REPORT OF THE TAX COLLECTOR, CREDITING THE INSOLVENT LIST, AND APPROVING PROPOSED ANNUAL SETTLEMENT

Whereas, North Carolina General Statutes, Section 105-373, requires the Tax Collector of Cumberland County after the 1st day of July of each year to render a preliminary report to the Board of County Commissioners concerning persons whose tax liabilities remain unpaid and to propose an annual settlement of taxes charged to the Tax Collector for collection for the past ten years; and

Whereas, the Tax Collector has submitted such preliminary report and proposed settlement. Now therefore, the Board of Commissioners of Cumberland County hereby resolves:

1. That the preliminary report of the Tax Collector of Cumberland County, consisting of (i) a list of persons owning real property whose taxes for the preceding fiscal year 2017-2018 remain unpaid and the principal amount owned by each person; (ii) a list of the persons not owning or who have not listed real property whose taxes for the preceding fiscal tax year 2017-2018 remain unpaid and the principal amount owned by each person (the proposed insolvent list) and (iii) a statement under oath by the Tax Collector that he has made diligent efforts to collect such taxes, be and it hereby is, accepted;
2. That the Board hereby finds that the persons in the list of those that do not own or have not listed real property are insolvent as that term is used in G.S. 105-373, directs that the list of such person be entered into the minutes of the meeting of the Board as the insolvent list, and further directs that the amounts in such list be, and hereby are, credited to the Tax Collector in his annual settlement;
3. That the proposed settlement of the Tax Collector, appended hereto, for taxes in his hands for collection for the fiscal tax year 2017-2018, be and it hereby is, approved and that he be, and thereby is, charged with the amounts set forth in the settlement under the heading

“Charges” and credited with the amounts set forth in the settlement under the heading “Credits”.

Adopted this 6th day of August 2018.

J. Approval of FY2018-2019 Tax Levy Charge to the Collector

BACKGROUND

In accordance with NCGS 105-321(b) before delivering the tax receipts to the Tax Collector in any year, the Board of County Commissioners shall adopt and enter into its minutes an order directing the Tax Collector to collect the taxes charged in the tax records and receipts.

RECOMMENDATION / PROPOSED ACTION

A copy of the order must be delivered to the Collector at the time the tax receipts are delivered to him. Propose that the Board approve the levy and charge the Collector with the responsibility to collect the taxes.

K. Approval of Offer to Purchase Surplus Properties Being Located at 4734 Hickory Ridge Road and 4612 Desert Ridge Road

BACKGROUND

The County acquired the two parcels described below at a tax foreclosure sale in 2016 for a total purchase price of \$14,958.15 by the Deed recorded in Book 9849 at page 737.

PIN 9493-44-0709, located at 4734 Hickory Ridge Road, with tax value of \$75,200; and PIN 9493-46-0194, located at 4612 Desert Ridge Road, with tax value of \$10,000

According to the County’s tax records, 4734 Hickory Ridge Road has a manufactured home located on it, and 4612 Desert Ridge Road is a vacant lot. Both lots are zoned residential. Mr. Jose Cervantes has made an offer to purchase these parcels for a total price of \$14,958.15. If the Board proposes to accept this offer, the proposed sale must be advertised subject to the upset bid process of G.S. § 160A-269. The proposed advertisement is included in the recommendation below.

RECOMMENDATION / PROPOSED ACTION

The County Attorney recommends that the Board consider the offer of Jose Cervantes. If the Board proposes to accept the offer, resolve that the described real properties are not needed for governmental purposes and direct that it be advertised and sold pursuant to the upset bid process of G. S. § 160A-269.

**CUMBERLAND COUNTY BOARD OF COMMISSIONERS ADVERTISEMENT OF
PROPOSAL TO ACCEPT AN OFFER TO PURCHASE CERTAIN REAL PROPERTY
PURSUANT TO N.C.G.S § 160A-269**

Take notice that the Board of Commissioners finds the following real properties not needed for governmental purposes and proposes to accept an offer to purchase the properties with PIN 9493-44-0709, located at 4734 Hickory Ridge Road, and PIN 9493-46-0194, located at 4612 Desert Ridge Road, being the properties described in the deed recorded in Book 9849 at page 737, for a total purchase price of \$14,958.15. Within 10 days of this notice, any person may raise the bid by not less than ten percent (10%) of the first one thousand dollars (\$1,000) and five percent (5%) of the remainder by making a five percent (5%) deposit of the bid with the Clerk. This procedure shall be repeated until no further qualifying upset bids are received. The Board of Commissioners may at any time reject any and all offers. Further details may be obtained from the Office of the County Attorney, Suite 551-Courthouse, Fayetteville, NC 28302.

L. Approval of Offer to Purchase Surplus Property Located at 5404 Cardigon Court, Fayetteville

BACKGROUND

The County and the City of Fayetteville acquired the real property with the PIN 0408-65-2584, located at 5404 Cardigon Court, Fayetteville, at a tax foreclosure sale in 2017 for a purchase price of \$11,410.32. The property is zoned SF10 with a tax value of \$72,600.00. The City conveyed its

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interest in the property to the County by a quitclaim deed recorded on July 10, 2018, in Book 10339 at page 306. Based on the GIS Mapping and the tax records, there is a structure on the lot. Velvet Clover, LLC, made an offer to purchase the property for \$11,410.32. If the Board proposes to accept this offer, the proposed sale must be advertised subject to the upset bid process of G. S. § 160A-269. The proposed advertisement is included in the recommendation below.

RECOMMENDATION / PROPOSED ACTION

The County Attorney recommends the Board consider the offer of Velvet Clover, LLC. If the Board proposes to accept the offer, resolve that the described real property is not needed for governmental purposes and direct that it be advertised and sold pursuant to the upset bid process of G. S. § 160A-269.

CUMBERLAND COUNTY BOARD OF COMMISSIONERS ADVERTISEMENT OF PROPOSAL TO ACCEPT AN OFFER TO PURCHASE CERTAIN REAL PROPERTY PURSUANT TO N.C.G.S § 160A-269

Take notice that the Board of Commissioners finds the real property with PIN 0408-65-2584 located at 5404 Cardigon Court, Fayetteville, is not needed for governmental purposes and proposes to accept an offer to purchase the property for \$11,410.32. Within 10 days of this notice any person may raise the bid by not less than ten percent (10%) of the first one thousand dollars (\$1,000) and five percent (5%) of the remainder by making a five percent (5%) deposit of the bid with the Clerk. This procedure shall be repeated until no further qualifying upset bids are received. The Board of Commissioners may at any time reject any and all offers. Further details may be obtained from the Office of the County Attorney, Suite 551-Courthouse, Fayetteville, NC 28302.

M. Approval of Offer to Purchase Surplus Real Property Located at 6330 Beauchamp Drive

BACKGROUND

The County acquired the real property with PIN 0442-56-9352 at a tax foreclosure sale in 2008 for a purchase price of \$4,392.34. The parcel is described in the tax records as 6330 Beauchamp Dr., zoned RR, with a tax value of \$10,000.00. Based on the County GIS Parcel Viewer System, the parcel is a vacant. Mr. Joseph E. Turner has made an offer to purchase the property for \$4,392.34 and has submitted the required deposit to the Finance Department. If the Board proposes to accept this offer, the proposed sale must be advertised subject to the upset bid process of G. S. § 160A-269. The proposed advertisement is included in the recommendation below.

RECOMMENDATION / PROPOSED ACTION

The County Attorney recommends that the Board consider the offer of Mr. Joseph E. Turner and if the Board proposes to accept the offer, resolve that the described real property is not needed for governmental purposes and direct that it be advertised and sold pursuant to the upset bid process of G. S. § 160A-269.

CUMBERLAND COUNTY BOARD OF COMMISSIONERS ADVERTISEMENT OF PROPOSAL TO ACCEPT AN OFFER TO PURCHASE CERTAIN REAL PROPERTY PURSUANT TO N.C.G.S § 160A-269

Take notice that the Board of Commissioners finds the real property described herein is not needed for governmental purposes and proposes to accept an offer to purchase the property with PIN 0442-56-9352, located at 6330 Beauchamp Dr., for a purchase price of \$4,392.34. Within 10 days of this notice any person may raise the bid by not less than ten percent (10%) of the first one thousand dollars (\$1,000) and five percent (5%) of the remainder by making a five percent (5%) deposit of the bid with the Clerk. This procedure shall be repeated until no further qualifying upset bids are received. The Board of Commissioners may at any time reject any and all offers. Further details may be obtained from the Office of the County Attorney, Suite 551-Courthouse, Fayetteville, NC 28302.

N. Approval of Offer to Purchase Surplus Real Property Located at 1114 Morgan Street, Fayetteville

BACKGROUND

The City and County acquired the real property with PIN 0437-03-2562 at a tax foreclosure sale in 2014 for a purchase price of \$6,222.88. The City has deeded its interest to the County. The parcel is described in the tax records as 1114 Morgan St.. (0.18 AC), zoned MR5, with a tax value of \$7,500. Based on the County GIS Parcel Viewer System, it is a vacant lot. L&I Investments, LLC, has made an offer to purchase the property for \$6,222.88 and has submitted the required deposit to the Finance Department. If the Board proposes to accept this offer, the proposed sale must be advertised subject to the upset bid process of G. S. § 160A-269. The proposed advertisement is included in the recommendation below.

RECOMMENDATION / PROPOSED ACTION

The County Attorney recommends that the Board consider the offer of L&I Investments, LLC, and if the Board proposes to accept the offer, resolve that the described real property is not needed for governmental purposes and direct that it be advertised and sold pursuant to the upset bid process of G. S. § 160A-269.

CUMBERLAND COUNTY BOARD OF COMMISSIONERS ADVERTISEMENT OF PROPOSAL TO ACCEPT AN OFFER TO PURCHASE CERTAIN REAL PROPERTY PURSUANT TO N.C.G.S § 160A-269

Take notice that the Board of Commissioners finds the real property described herein is not needed for governmental purposes and proposes to accept an offer to purchase the property with PIN 0437-03-2562, located at 1114 Morgan Street, Fayetteville, for a purchase price of \$6,222.88. Within 10 days of this notice any person may raise the bid by not less than ten percent (10%) of the first one thousand dollars (\$1,000) and five percent (5%) of the remainder by making a five percent (5%) deposit of the bid with the Clerk. This procedure shall be repeated until no further qualifying upset bids are received. The Board of Commissioners may at any time reject any and all offers. Further details may be obtained from the Office of the County Attorney, Suite 551-Courthouse, Fayetteville, NC 28302.

- O. Approval of Offer to Purchase Surplus Real Property Located at 4745 Camden Road, Fayetteville, NC

BACKGROUND

The County acquired the real property with PIN 0415-62-4089 at a tax foreclosure sale in 2016 for a purchase price of \$7,882.38. The parcel is described in the tax records as Lot 19 & Maj Pt 6 John V. Blackwell Sub, zoned R10, with a tax value of \$39,000.00. Based on the County GIS Parcel Viewer System, there is a dwelling on the property. Mr. Don Gilmore has made an offer to purchase the property for \$7,882.38 and has submitted the required deposit to the Finance Department. If the Board proposes to accept this offer, the proposed sale must be advertised subject to the upset bid process of G. S. § 160A-269. The proposed advertisement is included in the recommendation below.

RECOMMENDATION / PROPOSED ACTION

The County Attorney recommends that the Board consider the offer of Mr. Gilmore and if the Board proposes to accept the offer, resolve that the described real property is not needed for governmental purposes and direct that it be advertised and sold pursuant to the upset bid process of G. S. § 160A-269.

CUMBERLAND COUNTY BOARD OF COMMISSIONERS ADVERTISEMENT OF PROPOSAL TO ACCEPT AN OFFER TO PURCHASE CERTAIN REAL PROPERTY PURSUANT TO N.C.G.S § 160A-269

Take notice that the Board of Commissioners finds the real property described herein is not needed for governmental purposes and proposes to accept an offer to purchase the property with PIN 0415-62-4089, located at 4745 Camden Road, Fayetteville, for a purchase price of \$7,882.38. Within 10 days of this notice any person may raise the bid by not less than ten percent (10%) of the first one thousand dollars (\$1,000) and five percent (5%) of the remainder by making a five percent (5%) deposit of the bid with the Clerk. This procedure shall be repeated until no further qualifying upset bids are received. The Board of Commissioners may at any time reject any and all offers. Further

details may be obtained from the Office of the County Attorney, Suite 551-Courthouse, Fayetteville, NC 28302.

- P. Approval of Offer to Purchase Surplus Real Property Located at 4709 Star Rite Ln, Fayetteville, NC

BACKGROUND

The County acquired the real property with PIN 9493-45-9348 at a tax foreclosure sale in 2016 for a purchase price of \$7,263.93. The parcel is described in the tax records as LT 107 Upchurch Sands Sec 4, zoned RR, with a tax value of \$57,900. Based on the County GIS Parcel Viewer System, there is a dwelling on the property. Mr. Don Gilmore has made an offer to purchase the property for \$7,263.93 and has submitted the required deposit to the Finance Department. If the Board proposes to accept this offer, the proposed sale must be advertised subject to the upset bid process of G. S. § 160A-269. The proposed advertisement is included in the recommendation below.

RECOMMENDATION / PROPOSED ACTION

The County Attorney recommends that the Board consider the offer of Mr. Gilmore and if the Board proposes to accept the offer, resolve that the described real property is not needed for governmental purposes and direct that it be advertised and sold pursuant to the upset bid process of G. S. § 160A-269.

CUMBERLAND COUNTY BOARD OF COMMISSIONERS ADVERTISEMENT OF PROPOSAL TO ACCEPT AN OFFER TO PURCHASE CERTAIN REAL PROPERTY PURSUANT TO N.C.G.S § 160A-269

Take notice that the Board of Commissioners finds the real property described herein is not needed for governmental purposes and proposes to accept an offer to purchase the property with PIN 9493-45-9348, located at 4709 Star Rite Ln, for a purchase price of \$7,263.93. Within 10 days of this notice any person may raise the bid by not less than ten percent (10%) of the first one thousand dollars (\$1,000) and five percent (5%) of the remainder by making a five percent (5%) deposit of the bid with the Clerk. This procedure shall be repeated until no further qualifying upset bids are received. The Board of Commissioners may at any time reject any and all offers. Further details may be obtained from the Office of the County Attorney, Suite 551- Courthouse, Fayetteville, NC 28302.

- Q. Approval of Offer to Purchase Surplus Property Located at 803 Barnes St, Fayetteville

BACKGROUND

The County and the City of Fayetteville acquired the real property with the PIN 0436-39-5858 located at 803 Barnes St, Fayetteville, at a tax foreclosure sale in 2008 for a purchase price of \$6,370.23. The property is zoned MR5 with a tax value of \$7,000.00. The City conveyed its interest in the property to the County by a quitclaim deed recorded on July 10, 2018, in Book 10339 at page 306. Based on the GIS Mapping and the tax records, there is no structure on the lot. Lourdes Olmeda made an offer to purchase the property for \$6,370.23. If the Board proposes to accept this offer, the proposed sale must be advertised subject to the upset bid process of G. S. § 160A-269. The proposed advertisement is included in the recommendation below.

RECOMMENDATION / PROPOSED ACTION

The County Attorney recommends the Board consider the offer of Lourdes Olmeda. If the Board proposes to accept the offer, resolve that the described real property is not needed for governmental purposes and direct that it be advertised and sold pursuant to the upset bid process of G. S. § 160A-269.

CUMBERLAND COUNTY BOARD OF COMMISSIONERS ADVERTISEMENT OF PROPOSAL TO ACCEPT AN OFFER TO PURCHASE CERTAIN REAL PROPERTY PURSUANT TO N.C.G.S § 160A-269

Take notice that the Board of Commissioners finds the real property with PIN 0436-39-5858 located at 803 Barnes Street, Fayetteville, is not needed for governmental purposes and proposes to accept an offer to purchase the property for \$6,370.23. Within 10 days of this notice any person may raise the bid by not less than ten percent (10%) of the first one thousand dollars (\$1,000) and five percent (5%) of the remainder by making a five percent (5%) deposit of the bid with the Clerk.

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This procedure shall be repeated until no further qualifying upset bids are received. The Board of Commissioners may at any time reject any and all offers. Further details may be obtained from the Office of the County Attorney, Suite 551-Courthouse, Fayetteville, NC 28302.

R. Approval of Offer to Purchase Surplus Property Located at 508 Orlando Street, Fayetteville

BACKGROUND

The County and the City of Fayetteville acquired the real property with the PIN 0436-04-0696 located at 508 Orlando St, Fayetteville, NC, at a tax foreclosure sale in 2014 for a purchase price of \$17,851.44. The property is zoned MR5 with a tax value of \$27,100.00. The City conveyed its interest in the property to the County on July 10, 2018, by a quitclaim deed recorded in Book 10339 at page 306. Based on the GIS Mapping and the tax records, there is a structure on the lot. Mountain Island Property, LLC, made an offer to purchase the property for \$17,851.44. If the Board proposes to accept this offer, the proposed sale must be advertised subject to the upset bid process of G. S. § 160A-269. The proposed advertisement is included in the recommendation below.

RECOMMENDATION / PROPOSED ACTION

The County Attorney recommends the Board consider the offer of Mountain Island Property, LLC. If the Board proposes to accept the offer, resolve that the described real property is not needed for governmental purposes and direct that it be advertised and sold pursuant to the upset bid process of G. S. § 160A-269.

**CUMBERLAND COUNTY BOARD OF COMMISSIONERS ADVERTISEMENT OF
PROPOSAL TO ACCEPT AN OFFER TO PURCHASE CERTAIN REAL PROPERTY
PURSUANT TO N.C.G.S § 160A-269**

Take notice that the Board of Commissioners finds the real property with PIN 0436-04-0696, located at 508 Orlando Street, Fayetteville, is not needed for governmental purposes and proposes to accept an offer to purchase the property for \$17,851.44. Within 10 days of this notice any person may raise the bid by not less than ten percent (10%) of the first one thousand dollars (\$1,000) and five percent (5%) of the remainder by making a five percent (5%) deposit of the bid with the Clerk. This procedure shall be repeated until no further qualifying upset bids are received. The Board of Commissioners may at any time reject any and all offers. Further details may be obtained from the Office of the County Attorney, Suite 551-Courthouse, Fayetteville, NC 28302.

S. Approval of Offer to Purchase Surplus Property, Located at 810 Silk Lane, Fayetteville

BACKGROUND

The County and the City of Fayetteville acquired the real property with the PIN 0437-22-0702 located at 810 Silk Ln., Fayetteville, NC, at a tax foreclosure sale in 2016 for a purchase price of \$9,074.12. The property is zoned MR5 with a tax value of \$85,000.00. The City conveyed its interest in the property to the County on July 10, 2018, by a quitclaim deed recorded in Book 10339 at page 306. Based on the GIS Mapping and the tax records, there is a structure on the lot.

Mountain Island Property, LLC, made an offer to purchase the property for \$9,074.12. If the Board proposes to accept this offer, the proposed sale must be advertised subject to the upset bid process of G. S. § 160A-269. The proposed advertisement is included in the recommendation below.

RECOMMENDATION / PROPOSED ACTION

The County Attorney recommends the Board consider the offer of Mountain Island Property, LLC. If the Board proposes to accept the offer, resolve that the described real property is not needed for governmental purposes and direct that it be advertised and sold pursuant to the upset bid process of G. S. § 160A-269.

**CUMBERLAND COUNTY BOARD OF COMMISSIONERS ADVERTISEMENT OF
PROPOSAL TO ACCEPT AN OFFER TO PURCHASE CERTAIN REAL PROPERTY
PURSUANT TO N.C.G.S § 160A-269**

Take notice that the Board of Commissioners finds the real property with PIN 0437-22-0702 located at 810 Silk Lane, Fayetteville, NC is not needed for governmental purposes and proposes

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to accept an offer to purchase the property for \$9,074.12 Within 10 days of this notice any person may raise the bid by not less than ten percent (10%) of the first one thousand dollars (\$1,000) and five percent (5%) of the remainder by making a five percent (5%) deposit of the bid with the Clerk. This procedure shall be repeated until no further qualifying upset bids are received. The Board of Commissioners may at any time reject any and all offers. Further details may be obtained from the Office of the County Attorney, Suite 551-Courthouse, Fayetteville, NC 28302.

T. Approval of Sale of Surplus Real Property Located at 2224 Dixie Trail, Fayetteville

BACKGROUND

On May 1, 2018, the Board adopted a resolution of its intent to accept an offer to purchase property with PIN 0416-81-9454, being S ½ LT 60 Pine Acres Sec 2, located at 2224 Dixie Trail, Fayetteville, Plat Book 18, Page 45, and directed that it be advertised and sold pursuant to the upset bid process of G.S. § 160A-269. Marlen E. Sutton has posted a bid for her offer to purchase the property for the purchase price of \$8,563.13. The parcel is zoned residential, with a tax value of \$26,600.00. Based on the County GIS Parcel Viewer System and the tax records, the parcel has a structure on the property.

Notice of the proposed sale, subject to the upset bid process required by G. S. § 160A-269, was advertised in the Fayetteville Observer on June 2, 2018. The publisher's affidavit is attached. More than 10 days have elapsed since the notice was published. No upset bid was received.

RECOMMENDATION / PROPOSED ACTION

County Attorney recommends the Board accept this offer and authorize the Chair to execute a deed for the property upon the County's receipt of the balance of the purchase price.

U. Approval of Southeastern Workforce Strategies, LLC. Contract for the Department of Social Services

BACKGROUND

The purpose of this contract is to develop a multidimensional and integrative service delivery model for aging out foster children and older teens in transition to adulthood in Cumberland County DSS custody to improve their outcomes. Southeastern Workforce Strategies, LLC (SWS) acts as a trusted intermediary to assist CCDSS to integrate all efforts, such as A Model Approach for Change in Child Welfare (AMAC-CW), and to collaborate with Cumberland's Partners to create a model for change in child welfare. AMAC-CW employs a modified approach to collective impact that will result in an effective, articulated, and documented approach to system changes that will improve outcomes for older youth in foster care and advance child welfare and family support programs in Cumberland County. Duke Endowment has awarded Cumberland County DSS a multi-year grant for the implementation plan for AMAC-CW, in an effort to reform child welfare systems.

RECOMMENDATION / PROPOSED ACTION

We respectfully request your approval of the contract for Southeastern Workforce Strategies, LLC. For \$252,000.00.

V. Approval of Rejection of Bids for Office Supply Formal RFP #18-5-CTY

BACKGROUND

On March 22, 2018, County Finance received bids in response to a formal invitation for bids (#18-5-CTY) for office supplies. The bid sheet provided vendors with the items currently under contract and an estimated annual quantity to be purchased by the County. The intention of the estimated quantities was to give vendors a general idea of how much the County may purchase of each item, realizing that quantities could impact a quoted unit price. Two vendors responded to the request.

Upon review of the vendor bids, staff realized that the estimated quantities were not based on recent County purchases. Staff have also since realized that the list of items to be considered for contract needs to be updated to reflect an accurate listing of office supplies that have been ordered within the past fiscal year. In order to determine overall cost with a higher degree of accuracy, using up-to-date information is a necessity.

In consideration of the need to update the items list and the estimated quantities, staff is recommending that all bids be rejected. Upon bid rejection, a new invitation for bids for office supplies will be issued that will contain the updated information. In accordance with GS143-129(b), proposals may be rejected for any reason determined by the Board to be in the best interest of the unit.

RECOMMENDATION / PROPOSED ACTION

Reject all bids for office supplies from County bid number 18-5-CTY.

W. Approval of Formal Bid Award for Splash Pad Installation

BACKGROUND

Fayetteville-Cumberland Parks and Recreation recently issued a formal bid for splash pads to be installed within areas of the District (Eastover, Godwin, Gray's Creek, Linden, and Wade). Formal bids were solicited, received and evaluated in accordance with GS 143-129, 143-131 by the City. Because the County is actually responsible for budgeting and paying for these projects (because they are located in the District area), the Board of Commissioners is required to award the bid. Documents have been reviewed by County Purchasing staff to ensure the bid was conducted in accordance with general statutes.

RECOMMENDATION / PROPOSED ACTION

Based on the lowest, responsive, responsible bidder standard of award, request approval to award to Armstrong Construction Company, Inc.

X. Approval of Budget Ordinance Amendments for the August 6, 2018 Board of Commissioners' Agenda

BACKGROUND

General Fund 101

- 1) Education - Budget Ordinance Amendment B190688 to appropriate fund balance in the amount of \$686,891 for the Cumberland County Board of Education current school expense

The Board is requested to approve Budget Ordinance Amendment B190688 to appropriate fund balance in the amount of \$686,891 for the Cumberland County Board of Education current school expense. This is the result of the special meeting held on June 11, 2018 where an agreement was reached to increase the annual current expense budget for the Board of Education to \$80,150,000. The fiscal year 2019 budget as adopted on June 04, 2018 initially appropriated \$79,463,109 for current school expense.

Please note this amendment requires the use of general fund balance.
Solid Waste Fund 625

- 2) Solid Waste - Budget Ordinance Amendment B190708 to appropriate Solid Waste fund balance in the amount of \$78,360 to purchase items for the maintenance of the landfill gas system

The Board is requested to approve Budget Ordinance Amendment B190708 to appropriate Solid Waste fund balance in the amount of \$78,360. Beginning in July, Cumberland County will maintain the landfill gas system located at Ann Street. The equipment, which is necessary for continued operation and maintenance of the gas system, will be purchased from Fayetteville Gas Producers (FGP).

Please note this amendment requires the appropriation of solid waste fund balance.

REGARDING THE FOLLOWING ITEMS 3 - 11 PLEASE NOTE:

Each fiscal year County departments may have projects that are not complete by the fiscal year end (6/30/18) or items ordered that have not been received by fiscal year end. These projects or items were approved in the Fiscal Year 2018 budget; however, the money was not spent by June 30, 2018.

The following amendments seek to bring those funds forward from FY 2018 into the current fiscal year, allowing departments to complete and pay for these items. These revisions are not using 'new' funds but are recognizing the use of FY18 funds in FY19.

General Fund 101

- 3) Library Grants- Budget Ordinance Amendment B190527 to bring FY18 funds forward in the amount of \$500 for the Library Services and Technology Act (LSTA) Grant

The Board is requested to approve Budget Ordinance Amendment B190527 to bring FY18 funds forward in the amount of \$500. These funds were awarded from the State Library of North Carolina – Library Services and Technology Act (LSTA) Research Institute for Public Libraries to be used towards continuing education expenses for staff. This grant was originally approved by the Board on May 5, 2018.

- 4) Library Grants - Budget Ordinance Amendment B190530 to bring FY18 funds forward in the amount of \$300 for the Truth, Racial Healing, and Transformation Great Stories Club Grant

The Board is requested to approve Budget Ordinance Amendment B190530 to bring FY18 funds forward in the amount of \$300. These funds were awarded from the American Library Association to purchase books, programming materials, and refreshments for the program participants. The grant was originally approved by the Board on April 3, 2018.

- 5) Register of Deeds - Budget Ordinance Amendment B190788 to bring FY18 funds forward in the amount of \$440,766 for expenses related to record indexing

The Board is requested to approve Budget Ordinance Amendment B190788 to bring FY18 funds forward in the amount of \$440,766. This represents funds that were unspent in FY18 and will be used in the current year for indexing land and other legal records.

- 6) Animal Control - Budget Ordinance Amendment B190764 to bring FY18 funds forward in the amount of \$4,366 for the Pet Smart grant

The Board is requested to approve Budget Ordinance Amendment B190764 to bring FY18 funds forward in the amount of \$4,366. These grant funds were received in FY18 and will be used in the current year to purchase cat portals and privacy curtains for the cats in the holding area of the shelter.

- 7) Planning - Budget Ordinance Amendment B190473 to bring FY18 funds forward in the amount of \$6,250 for completion of a process review study

The Board is requested to approve Budget Ordinance Amendment B190473 to bring FY18 funds forward in the amount of \$6,250. The purpose of the study is to review the subdivision and site plan review processes and responsibilities as they exist between the Town of Hope Mills staff and County staff on development both with the Town of Hope Mills and in their Municipal Influence Area.

- 8) Soil Conservation District - Budget Ordinance Amendment B190596 to bring FY18 funds forward in the amount of \$205,305 from the North Carolina Department of Agriculture and Consumer Services Division of Soil and Water Conservation

The Board is requested to approve Budget Ordinance Amendment B190596 to bring FY18 funds forward in the amount of \$205,305. These funds are for storm debris removal from Hurricane Matthew and were originally approved by the Board on February 5, 2018.

- 9) Social Services - Budget Ordinance Amendment B190616 to bring FY18 funds forward in the amount of \$111,600 from the Department of Health and Human Services for the Adoption Promotion Program

The Board is requested to approve Budget Ordinance Amendment B190616 to bring FY18 funds forward in the amount of \$111,600 representing Adoption Promotion Program Funds from the

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Department of Health and Human Services. These funds were received in late June and will be used to fund adoption events in the current year.

- 10) Social Services - Budget Ordinance Amendment B190727 to bring FY18 funds forward in the amount of \$3,447 to complete the closed-circuit TV project

The Board is requested to approve Budget Ordinance Amendment B190727 to bring FY18 funds forward in the amount of \$3,447 to complete the NC Fast closed-circuit TV and communication project that began in FY2018.

Recreation Fund 250

- 11) Parks and Recreation - Budget Ordinance Amendment B190610 to bring FY18 funds forward in the amount of \$1,653,004 for projects incomplete at year-end

The Board is requested to approve Budget Ordinance Amendment B190610 to bring FY18 funds forward in the amount of \$1,653,004 for various recreation projects not completed by the end of FY18.

RECOMMENDATION / PROPOSED ACTION

Approve Budget Ordinance Amendments

- Y. Approval of Cumberland County Facilities Committee Report and Recommendation(s)

1. Memorial Parking Markers

BACKGROUND

A local military veteran, Mr. Rick Murillo, with the support of a non-profit group, Southern CC, Inc. (please see attached information), has developed a program utilizing parking space signage that serves as a memorial marker for military veterans and first responders that have died in the line of duty. Mr. Murillo is requesting the opportunity to place markers in various County parking lots. Attached are photos of markers that are in place at area businesses and venues in Cumberland County. Southern CC and Mr. Murillo would pay for the creation of each marker and install the signage on a post installed by the County Sign Shop. The only cost to the County would be the installation of the post for each sign. Engineering and Infrastructure would work with Mr. Murillo to determine the proper location, placement, and quantity of signs allowed at any County facility.

RECOMMENDATION / PROPOSED ACTION

The Facilities Committee at its August 2, 2018 meeting approved this item to move forward to the full Board of Commissioners as a consent agenda item at the August 6, 2018 regular meeting.

2. Lease Agreement Renewal for the Jernigan Solid Waste Container Site

BACKGROUND

The Solid Waste Department operates the Jernigan Container site located at 9221 Giles Road, Linden, NC. Cumberland County leases the property for this site from CES, L.L.C. This container site has been in operation for over thirty-five years at the same location and it is critical that this site remain open in order to provide the necessary service to the citizens within the surrounding community. The current lease agreement is set to expire on August 12, 2018.

The property owner has agreed to renew the lease with Cumberland County for an additional five years with the same terms as the exiting lease (attached for your convenience). The current lease amount is \$4,000 for the full five-year lease agreement which is to be paid promptly after the execution of the lease agreement.

RECOMMENDATION / PROPOSED ACTION

The Facilities Committee approved the lease renewal of the Jernigan Solid Waste Container Site at the August 2, 2018 Facilities Committee Meeting and forwarded this item to the full Board as a consent agenda item at its August 6, 2018 Board of Commissioners' Meeting.

3. National Flood Insurance Program (NFIP) Community Rating System (CRS) Annual Recertification Progress Report

BACKGROUND

Cumberland County participates within the National Flood Insurance Program's (NFIP) Community Rating System (CRS). The CRS is a voluntary incentive program that recognizes and encourages community floodplain management activities that exceed the minimum NFIP requirements. The County's participation allows those that are required to have flood insurance to receive discounted insurance premium rates. Cumberland County currently has a class rating of 8 which allows property owners to receive a 10% discount off their insurance premiums for policies within the Special Flood Hazard Area (SFHA).

As part of the County's annual recertification process, our Department is required to provide an update on each action item related to floodplain management outlined within the Cumberland County Multi-Jurisdictional Hazard Mitigation Plan. Another requirement is that this progress report be presented to the governing board. The progress report is being provided as an attachment to this memo.

RECOMMENDATION / PROPOSED ACTION

The Facilities Committee received the report and forwarded this item to the full Board of Commissioners as a consent agenda item at its August 6, 2018, Board of Commissioners' Meeting.

4. Contract for Exterior Building Repairs at Multiple County Facilities

BACKGROUND

The Historic Courthouse, Headquarters Library and Hope Mills Library were identified for exterior repairs including shingle replacement, exterior insulation and finish systems (EIFS) repairs, vertical crack repairs, lintel repair and stair repairs. These repairs were included in the capital improvement installment financing plan that was approved by the Local Government Commission (LGC) on September 12, 2017.

A pre-bid meeting was held on June 7, 2018. Informal bids were received on June 21, 2018 for the proposed roof and exterior wall repairs. The certified bid tab along with a letter of recommendation from Fleming & Associates, PA, the project engineer, have been attached. The lowest, responsible and responsive bid was submitted by Jacobs Construction & Home Improvements in the amount of \$226,080. A \$15,000 owner's allowance is included within the bid amount for any additional work that may be needed.

RECOMMENDATION / PROPOSED ACTION

The Facilities Committee approved the recommendation listed below at its August 2, 2018, meeting and forwarded this item to the full Board of Commissioners as a consent agenda item at its August 6, 2018 Board of Commissioners' Meeting:

- Accept the bids for the exterior building repairs to multiple County facilities and approve a contract with Jacobs Construction & Home Improvements in the amount of \$226,080.

5. Contract for Stream Debris Removal from Waterways Within the County

BACKGROUND

Cumberland County was awarded funding through the North Carolina Department of Agriculture and Consumer Services – Division of Soil and Water Conservation in the amount of \$1,219,408. The County identified specific waterways prior to applying for the grant funding. These waterways are South River, Sandy Creek and Locks Creek.

A pre-bid meeting was held on July 23, 2018, in which specialty contractors were invited to attend. Bids are scheduled to be received on August 1, 2018 for the proposed stream debris removal. The received bids will be presented to the Facilities Committee at the August 2nd meeting for consideration to award a contract to the lowest, responsible and responsive bidder.

The lowest, responsible and responsive bidder was submitted by Hall's Tree Service in the amount of \$912,381. The bid tab has been attached. Hall's Tree Service is a local contractor and has recently completed the debris removal from Rockfish Creek.

RECOMMENDATION / PROPOSED ACTION

The Facilities Committee approved the recommendation listed below at its August 2, 2018 meeting and forwarded this item to the full Board as a consent agenda item at its August 6, 2018 Board of Commissioners' Meeting:

- Accept the bids for the stream debris removal from South River, Sandy Creek and Locks Creek and approve a contract with Halls Tree Service in the amount of \$912,381.
6. Approval of Grants of Easements to South River Electric Membership Corporation in Cedar Creek Industrial Park

BACKGROUND

South River Electric Membership Corporation has requested the county to grant it the six easements that are attached for the distribution of electric power in the Cedar Creek Industrial Park. The county attorney has verified that each of the easements is located on county-owned property. Each easement appears to be in the form of a standard easement used by power companies

RECOMMENDATION / PROPOSED ACTION

County attorney recommends approval of the easements. At its August 2, 2018, Facilities Committee voted to recommend approval of the request to the Board of Commissioners.

- Z. Approval of Cumberland County Finance Committee Report and Recommendation(s)
1. Waive Permit Fees

BACKGROUND

The Garden Grove Mobile Home Park is defunct as a result of a failed septic system, and some of the remaining residents could benefit from assistance relocating their mobile homes. Staff is requesting that the following permitting fees be waived for the resident-owners of mobile homes currently sited on the premises of the Garden Grove Mobile Home Park in Spring Lake, NC:

- \$155.00 per singlewide/\$200.00 per doublewide for the manufactured home placement inspection from Planning & Inspections
- \$ 90.00 Environmental Health fee for inspection of existing septic tank in mobile home park (AIW) after the home has been set-up in new location

RECOMMENDATION / PROPOSED ACTION

This item was approved by the Finance Committee at its August 2, 2018 meeting to move forward for consideration to the full Board of Commissioners as a consent agenda item at the August 6, 2018 Board of Commissioners regular meeting.

2. Hazard Mitigation Grant Agreement (HMGP) for Two FEMA Approved Projects and Associated Budget Ordinance Amendment #B190017

BACKGROUND

FEMA and the North Carolina Department of Public Safety – Division of Emergency Management have approved two (2) Hurricane Matthew-related acquisition projects totaling \$266,761 (Federal Share \$200,071/State Share \$66,690). Funding will allow Cumberland County to acquire and demolish two (2) residential structures that were severely damaged as a result of Hurricane Matthew. Both structures are located in a floodplain. After the properties have been acquired and the structures demolished, the associated land will be maintained as open space in perpetuity.

Staff first provided information about the FEMA HMGP program to the Policy Committee on April 6, 2017 and to the full Board of Commissioners on April 18, 2017. Staff has been diligent about providing information to the State and FEMA and has consistently met all deadlines in this regard. Staff has also provided program updates over time to Committee and the Board (attached is an update regarding the status of current aid programs).

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RECOMMENDATION / PROPOSED ACTION

The Finance Committee approved forwarding the grant agreement to the full Board for approval as a consent agenda Item at its August 6, 2018 regular meeting in order to avoid any delays on the part of the County in moving these projects forward.

Approve Budget Ordinance Amendment #B190017 to recognize \$266,761 from the North Carolina Hazard Mitigation Grant Program. No additional County funds are required.

3. Contract to Purchase Board of Elections Voting Equipment

BACKGROUND

The Board of Elections is seeking to purchase new tabulators and counters. The County wants to upgrade the current M100s to DS200s and the 650 High Speed Counters to 850 High Speed Counters. The equipment was tested in the May primary and the Board of Elections is ready to purchase.

The Board of Elections obtained the current M100 tabulators and 650 High Speed Counter in 2006. The machines use old technology and the Board of Elections has begun to experience memory card and machine failures on Election Day. The Board of Elections is proposing to upgrade the current equipment to the DS200 tabulators to replace the M100 tabulators and the 850 High Speed Counter to replace the 650 High Speed Counter.

The attached contract for the purchase between the Board of Elections and Election Systems and Software has been reviewed by the Cumberland County Legal Department and the Finance Committee recommended approving the request at their August 2, 2018, meeting.

Election Systems and Software is our current vendor. They are currently the only certified voting equipment vendor in North Carolina. The total cost is \$514,739.91 for the purchase of the equipment with Election Systems and Software. We will receive a trade-in value of \$67,338.50 for current equipment and \$23,400 credit from previous rental fees paid.

A letter from the Board of Elections Chair is also attached.

RECOMMENDATION / PROPOSED ACTION

Follow the recommendation of the Finance Committee to approve the purchase of the DS200 tabulators and the 850 High Speed Counters using the funds that have been budgeted for the new equipment.

4. Contract to Provide Tax Software and Associated Budget Ordinance Amendment #B190646

BACKGROUND

Cumberland County Tax Administration completed an extensive RFP process for acquiring a new software solution for the Tax software project. The new software system features flexibility of the software, ease of use, compliance with RFP requirements, mobile application, and cost.

Cumberland County Tax Administration Department is in the process of upgrading its processes and software. The organization is currently in need of a modern, comprehensive software package that encompasses a mobile companion that is compatible with the software. This will eliminate the need to use several different programs, streamline their processes, provide the ability to perform tasks while mobile, and provide enhanced automation. The upgrade of the tax software will increase the efficiency of the office by reducing the use of paper as well as the need to hand walk paperwork for one person or section to another within the same organization by creating electronic workflows. The new software will bring the organization from an outdated, green screen mainframe product to a modern easy to use program that can be accessed remotely. The product will also provide a central portal through which all citizens will have the ability to access status information of past and present tax actions as well as make online payments. It will offer citizens and Cumberland tax employees a unified and user-friendly approach to maneuver through the system.

As a result of the RFP process which included demos, site visits, and detailed functionality reviews, it was clear that one vendor demonstrated the ability to meet the functionality required by the Tax Department and within budget. Information Services Technology and Tax Administration Departments selected Farragut Systems Inc., as the vendor for the tax software project. Farragut has developed software and is working with the North Carolina Association of County Commissioners (NCACC) in a cooperative technology initiative to assist in streamlining and optimizing the property tax process for North Carolina through the identification and application of best business practices and standards. Please view the estimated cost listed below.

RECOMMENDATION / PROPOSED ACTION

1. Approval of contract by Finance Committee for Farragut Systems Inc., (contract has been reviewed and approved by the legal department for legal sufficiency) for the Tax Software as recommended by Information Services Technology and the Tax Department.
2. Approve Budget Ordinance Amendment B190646 in the amount of \$2,320,069 to be used towards the implementation costs for the tax software. This amendment requires the use of fund balance, which has been previously assigned specifically for this project.
5. Engaging Outside Legal Counsel for DSS Independent Contractor for Children's Services - E. Gurnee and Budget Ordinance Amendment #B190042

BACKGROUND

The overriding and primary need for this contract is to have a knowledgeable and capable attorney to handle the many cases being appealed from Juvenile Court to the North Carolina Court of Appeals. Cases are being appealed in record numbers. Seven cases are pending. Every case must be professionally addressed meeting stringent Court of Appeals requirements. These cases are time consuming with drop dead deadlines. These cases are decided on the written, not oral argument. They required research, extensive knowledge of the law, and excellent writing ability which allows this work to be managed remotely. When time allows, this contract attorney would be able to assist with legal research, termination of parental rights petitions and other legal duties as assigned.

RECOMMENDATION / PROPOSED ACTION

Finance Committee recommends approval of the contract for Elizabeth Gurnee in the amount of \$6,000 effective July 1, 2018 through June 30, 2019 and budget ordinance amendment #B190042 to move \$26,000 from salaries to fund balance.

6. Engaging Outside Legal Counsel for DSS Independent Contractor for Children's Services - M. Russ and Budget Ordinance Amendment #B190042

BACKGROUND

Due to the increased number of children in foster care, the number of cases held by the DSS Attorneys exceed twice the amount of cases recommended by the American Bar Association at 100 plus cases per attorney. In the past, this has caused a delay in the drafting of Termination of Parental Rights (TPR) petitions. This delay keeps the children in foster care longer, slows the process toward permanency for these children and increases the cost to the County. Margaret Russ is responsible for drafting many of the TPR petitions. Having one person draft these petitions provides a consistency which the judges and other attorneys appreciate as well as providing the DSS attorneys with the information they need to move the cases through the court. Ms. Russ is also responsible for cases involving the RIL – Responsible Individuals List, coordinates cases between DSS and Fort Bragg and is the liaison with the District Attorney office.

RECOMMENDATION / PROPOSED ACTION

Finance Committee recommends approval of the contract for Margaret Russ in the amount of \$20,000 effective July 1, 2018 through June 30, 2019 and budget ordinance amendment #B190042 to move \$26,000 from salaries to fund balance.

7. Request by United Developers, Inc. To Waive Landfill Disposal Fees

BACKGROUND

Attached is a request was received from United Developers, Inc., and the Fayetteville Metropolitan Housing Authority for the “grandfathering” of concrete disposal fees for the Grove View Terrace

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Project. When the subcontractor's demolition proposals were received by United Developers in April of 2017, the County fee schedule did not have a disposal fee for concrete at the Ann Street Landfill.

A disposal fee of \$18 per ton was adopted as part of the FY 18 budget which was effective July 1, 2018. The demolition contractor has estimated disposal of approximately 25,000 tons of concrete and brick at a cost of \$450,000.

RECOMMENDATION / PROPOSED ACTION

The Finance Committee approved the following at its Finance Committee on August 2, 2018 meeting and forwarded this item to the full Board as a Consent Item at its August 6, 2018 Board of Commissioners' Meeting.

- Waive the disposal fees for inert debris (concrete & block) from the demolition of the Grove View Terrace Project.
- The County will invoice the contractor for the demolition cost and write this amount off as the County's additional contribution to the project.

8. Participation in the National 2018 Clear the Shelter Event

BACKGROUND

Each August a national event occurs called "Clear the Shelter." It is a joint effort between the Humane Society of the United States, NBC media network and some corporate sponsors. This year the event will be on Saturday August 18th. Cumberland County Animal Control has not participated in the past, but other area shelters such as Wake County, Durham County, Orange County, Johnston County all have participated in the past and are doing it again this year.

In order to participate in the event, Cumberland County is required to waive adoption fees for every adoptable animal in the shelter. The goal is to get every adoptable animal a new home. Depending on the number of animals adopted, this could mean waiving revenue upwards of \$10,000.

We contacted Wake County to determine the potential impact of holding an event. Wake County has participated in the event for 2 years and plans to do so this year as well. Last year they had over 1,000 people come to their shelter for the event. They cleared out their shelter and had very few animals returned afterwards and at a lower return rate than they usually see. Participating animal shelters, and national organizations such as ASPCA and Best Friends Animal Society, see the positive publicity and decrease in animal euthanasia as far outweighing the loss in fees.

WRAL TV will be broadcasting from area shelters all day to promote the event. They will also be doing stories on responsible pet ownership throughout the week prior to the event. Last year, area shelters placed over 1,200 animals through Clear the Shelter (www.cleartheshelters.com).

RECOMMENDATION / PROPOSED ACTION

Request the Board of Commissioners accept and approve the Finance Committee recommendation to approve participation in the "2018 Clear the Shelter Event".

AA. Approval of Cumberland County Policy Committee Report and Recommendation(s)

1. Approval of Amendment to the Purchasing Policy to Reflect Updates in the Federal Uniform Procurement Standards

BACKGROUND

A request to consider updates to the County Purchasing Policy was presented during the August 2, 2018 policy committee meeting. The changes in the Purchasing Policy are based on updates provided in a June 20, 2018 statement of the Office of Management and Budget (OMB). The dollar thresholds for the micro- purchase increased from \$3,500 to \$10,000 and the simplified acquisition threshold increased from \$150,000 to \$250,000. The changes are reflected in the revised Purchasing Policy. The policy committee unanimously approved of the revisions.

RECOMMENDATION / PROPOSED ACTION

Approve the revised Purchasing Policy as recommended by the Policy Committee.

Cumberland County

Section I – Board Approved Policies

Subsection 3: Cumberland County Financial / Audit

Policy No. 3-3: Purchasing Policy

The following policy was originally adopted on June 21, 1999 by the Board of Commissioners. This policy was amended on February 25, 2002, November 1, 2010, June 5, 2017, and June 18, 2018 by the Board of Commissioners.

1.0 PURPOSE

This manual has been developed as a resource for Cumberland County employees to follow when procuring goods and services on behalf of the County. The policy and procedures provided in this manual were established to ensure the fair and equitable treatment of all persons involved in public purchasing, to maximize the purchasing value of public funds in procurement, and to provide safeguards for maintaining a procurement system of quality and integrity, in accordance with North Carolina General Statutes (N.C.G.S).

2.0 SCOPE

This policy applies to all County employees conducting purchases on behalf of Cumberland County.

3.0 POLICY

3.1 Local Preference Policy

Contracts for the provision of services in any amount and all contracts for the purchase of apparatus, materials, supplies and equipment in which the aggregate purchase price in any single contract is less than \$30,000 shall be awarded to local vendors or suppliers, to the greatest extent possible, in accordance with the further conditions set out herein.

Local vendors or suppliers shall be those who demonstrate that they pay business personal or real property taxes and are either self-employed residents of Cumberland County or employ at least one resident of Cumberland County as an employee or officer of the contracting business entity.

3.2 Purchase Orders

All services and purchases in amounts of \$1,000 and more must have a purchase order prior to the purchase being made or the services being rendered. All purchases of goods in an amount greater than \$500 requires a document (invoice, quote, proposal, etc.) with sale details.

3.3 Purchases & Services

Less than 1,000

Department heads shall authorize services or purchases of apparatus, supplies, materials or equipment up to \$999.99 without a purchase order if sufficient funds are budgeted and available within the department budget. Prior to the purchase departments must ensure there is an appropriation authorizing the obligation and that sufficient funds will remain in the appropriation to pay the amounts that are expected to come due in the fiscal year in which the obligation is incurred.

\$1,000 – \$29,999.99

Department heads shall solicit proposals for services or purchases of apparatus, supplies, materials or equipment when the estimated cost is between \$1,000 - \$29,999.99. County Purchasing will review the purchase upon receipt of requisition to ensure compliance with County policies. County Purchasing may elect to solicit additional proposals on a random basis or if experience has revealed that a more favorable price is available.

3.4 Purchases of apparatus, supplies, materials, or equipment

\$30,000 – \$89,999.99

Informal bids are required for any purchase of apparatus, supplies, materials, or equipment that requires an expenditure of \$30,000 - \$89,999.99, except for purchases that qualify under the Competitive Bidding Exceptions as per N.C.G.S 143-129(e). Departments shall submit specifications to County Purchasing for purchases in this category.

\$90,000 and Above

Formal bids are required for any purchase of apparatus, supplies, materials, or equipment in amounts of \$90,000 or more, with exception of purchases that qualify under the Competitive Bidding Exceptions as per N.C.G.S 143-129(e). Departments shall submit specifications to County Purchasing for purchases in this category. The County Manager will must approve bid awards in amounts between \$90,000 - \$99,999.99. The Board of County Commissioners must approve bid awards in amounts of \$100,000 or greater.

3.5 Purchase of Services

\$30,000 and Above

An Informal RFP process is required for services estimated to cost \$30,000 or more. County Purchasing will review the proposal upon receipt of requisition to ensure compliance with county policies. County Purchasing may elect to solicit additional proposals on a random basis or if experience has revealed that a more favorable price is available.

3.6 Procurement Cards

The procurement card program was established to provide a more rapid turnaround of requisitions for low dollar value goods, and to reduce paperwork and handling costs. Procurement cardholders may initiate transactions in person, or by telephone, within the established limits of these procedures. Department heads may designate individuals to receive procurement cards. Procurement cardholders must attend a class in County Purchasing addressing the guidelines involved in the responsibility associated with the card. To ensure pre-audit requirement compliance, funds for each department's estimated procurement card charges shall be encumbered at the beginning of each fiscal year.

3.7 Contracts

All contracts for expenditures, in amounts of \$50,000 or more require County Manager signature. Contracts resulting from a formal bid process for expenditures in amounts of \$100,000 or more require Chairman to the Board of Commissioners signature, after Board approval. Contracts with a total amount less than \$50,000 may be signed by the Department head.

These signature requirements pertain to all contracts in which the county is obligated to expend funds, even if the funds have been approved by the Board of Commissioners in the original budget.

Contracts funded with federal grant or loan funds must be procured in a manner that conforms with all applicable Federal laws, policies, and standards, including those under the Uniform Guidance (2 C.F.R. Part 200). See the Addendum following section 4.0 of this policy for the Uniform Guidance Procurement Policy.

3.8 Federal and State Law Compliance

Federal law and North Carolina general statutes allow local policy to be more restrictive. When comparing federal, state, and local procurement requirements to implement federal programs or grants, the most restrictive requirement shall be applied. This policy is more restrictive regarding bid requirements of services and dollar thresholds for contractual signatures in comparison to state statute requirements. Periodically, legislation results in changes to law and/or general statutes. This policy shall be automatically updated upon changes in general statutes referenced within this policy, except for bid requirements of services and dollar thresholds for contractual signatures.

4.0 IMPLEMENTATION

The Finance Director is responsible for implementing and enforcing this Policy and to interpret it consistent with its spirit and intent, fiscal prudence and accountability. The Finance Director is authorized to prescribe additional administrative instructions for implementing the above policy.

ADDENDUM

Uniform Guidance Procurement Policy for North Carolina Local Governments

I. Purpose

The purpose of this Policy is to establish guidelines that meet or exceed the procurement requirements for purchases of goods (apparatus, supplies, materials, and equipment), services, and construction or repair projects when federal funds are being used in whole or in part to pay for the cost of the contract.

II. Policy

A. Application of Policy. This policy applies to contracts for purchases, services, and construction or repair work funded with federal financial assistance (direct or reimbursed). The requirements of this Policy also apply to any subrecipient of the funds.

All federally funded projects, loans, grants, and sub-grants, whether funded in part or wholly, are subject to the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for federal awards (Uniform Guidance) codified at 2 C.F.R. Part 200 unless otherwise directed in writing by the federal agency or state pass-through agency that awarded the funds.

B. Compliance with Federal Law. All procurement activities involving the expenditure of federal funds must be conducted in compliance with the Procurement Standards codified in 2 C.F.R. § 200.317 through § 200.326 unless otherwise directed in writing by the federal agency or state pass-through agency that awarded the funds. Cumberland County will follow all applicable local, state, and federal procurement requirements when expending federal funds. Should the County have more stringent requirements, the most restrictive requirement shall apply so long as it is consistent with state and federal law.

C. Contract Award. All contracts shall be awarded only to the lowest responsive responsible bidder possessing the ability to perform successfully under the terms and

conditions of the contract.

- D. No Evasion.** No contract may be divided to bring the cost under bid thresholds or to evade any requirements under this Policy or state and federal law.
- E. Contract Requirements.** All contracts paid for in whole or in part with federal funds shall be in writing. The written contract must include or incorporate by reference the provisions required under 2 C.F.R § 200.326 and as provided for under 2 C.F.R. Part 200, Appendix II.
- F. Contractors' Conflict of Interest.** Designers, suppliers, and contractors that assist in the development or drafting of specifications, requirements, statements of work, invitation for bids or requests for proposals shall be excluded from competing for such requirements.
- G. Approval and Modification.** The administrative procedures contained in this Policy are administrative and may be changed as necessary at the staff level to comply with state and federal law.

III. General Procurement Standards and Procedures:

Either the Purchasing Department or the Requesting Department shall procure all contracts in accordance with the requirements of this Section of the Policy.

- A. Necessity.** Purchases must be necessary to perform the scope of work and must avoid acquisition of unnecessary or duplicative items. The Purchasing Department and/or the Requesting Department should check with the federal surplus property agency prior to buying new items when feasible and less expensive. Strategic sourcing should be considered with other departments and/or agencies who have similar needs to consolidate procurements and services to obtain better pricing.
- B. Clear Specifications.** All solicitations must incorporate a clear and accurate description of the technical requirements for the materials, products, or services to be procured, and shall include all other requirements which bidders must fulfill and all other factors to be used in evaluating bids or proposals. Technical requirements must not contain features that restrict competition.
- C. Notice of Federal Funding.** All bid solicitations must acknowledge the use of federal funding for the contract. In addition, all prospective bidders or offerors must acknowledge that funding is contingent upon compliance with all terms and conditions of the funding award.
- D. Compliance by Contractors.** All solicitations shall inform prospective contractors that they must comply with all applicable federal laws, regulations, executive orders, and terms and conditions of the funding award.
- E. Fixed Price.** Solicitations must state that bidders shall submit bids on a fixed price basis and that the contract shall be awarded on this basis unless otherwise provided for in this Policy. Cost plus percentage of cost contracts are prohibited. Time and materials contracts are prohibited in most circumstances. Time and materials contracts will not be used unless no other form of contract is suitable and the contract includes a "Not to Exceed" amount. A time and materials contract shall not be awarded without express written permission of the federal agency or state pass-through agency that awarded the funds.
- A. Use of Brand Names.** When possible, performance or functional specifications are preferred to allow for more competition leaving the determination of how to reach the required result to the contractor. Brand names may be used only when it is impractical or uneconomical to write a clear and accurate description of the requirement(s). When a brand name is listed, it is used as reference only and "or equal" must be included in the description.

- B. Lease versus Purchase.** Under certain circumstances, it may be necessary to perform an analysis of lease versus purchase alternatives to determine the most economical approach.
- C. Dividing Contract for Minority/Women Business Enterprises (M/WBE) Participation.** If economically feasible, procurements may be divided into smaller components to allow maximum participation of small and minority businesses and women business enterprises. The procurement cannot be divided to bring the cost under bid thresholds or to evade any requirements under this Policy.
- D. Documentation.** Documentation must be maintained by the Purchasing Department and/or the Requesting Department detailing the history of all procurements. The documentation should include the procurement method used, contract type, basis for contractor selection, price, sources solicited, public notices, cost analysis, bid documents, addenda, amendments, contractor's responsiveness, notice of award, copies of notices to unsuccessful bidders or offerors, record of protests or disputes, bond documents, notice to proceed, purchase order, and contract. All documentation relating to the award of any contract must be made available to the granting agency upon request.
- E. Cost Estimate.** For all procurements costing \$250,000 or more, the Purchasing Department and/or Requesting Department shall develop an estimate of the cost of the procurement prior to soliciting bids. Cost estimates may be developed by reviewing prior contract costs, online review of similar products or services, or other means by which a good faith cost estimate may be obtained. Cost estimates for construction and repair contracts may be developed by the project designer.
- F. Contract Requirements.** The Requesting Department must prepare a written contract incorporating the provisions referenced in Section II.C of this Policy.
- G. Debarment.** No contract shall be awarded to a contractor included on the federally debarred bidder's list.
- H. Contractor Oversight.** The Requesting Department receiving the federal funding must maintain oversight of the contract to ensure that contractor is performing in accordance with the contract terms, conditions, and specifications.
- I. Open Competition.** Solicitations shall be prepared in a way to be fair and provide open competition. The procurement process shall not restrict competition by imposing unreasonable requirements on bidders, including but not limited to unnecessary supplier experience, excessive or unnecessary bonding, specifying a brand name without allowing for "or equal" products, or other unnecessary requirements that have the effect of restricting competition.
- F. Geographic Preference.** No contract shall be awarded on the basis of a geographic preference.

IV. Specific Procurement Procedures

Either the Purchasing Department or the Requesting Department shall solicit bids in accordance with the requirements under this Section of the Policy based on the type and cost of the contract.

- A. Service Contracts** except for Architectural/Engineering (A/E) professional services and **Purchase Contracts costing less than \$10,000** shall be procured using the Uniform Guidance "micro-purchase" procedure (2 C.F.R. § 200.320(a)) as follows:
 - 1. The contract may be awarded without soliciting pricing or bids if the price of the goods or services is considered to be fair and reasonable.
 - 2. To the extent practicable, purchases must be distributed among qualified suppliers.

- B. Service Contracts** (except for A/E professional services) and **Purchase Contracts costing \$10,000 up to \$90,000** shall be procured using the Uniform Guidance “small purchase” procedure (2 C.F.R. § 200.320(b)) as follows:
1. Obtain price or rate quotes from an “adequate number” of qualified sources (a federal grantor agency might issue guidance interpreting “adequate number,” so the Requesting Department should review the terms and conditions of the grant award documents to confirm whether specific guidance has been issued).
 2. Take affirmative steps to solicit price quotes from M/WBE vendors and suppliers as required under 2 C.F.R. § 200.321.
 3. Cost or price analysis is not required prior to soliciting bids.
 4. Award the contract on a fixed-price basis (a not-to-exceed basis is permissible for service contracts where obtaining a fixed price is not feasible).
 5. Award the contract to the lowest responsive, responsible bidder.
- C. Service Contracts** (except for A/E professional services) and **Purchase Contracts costing \$90,000 and above** shall be procured using a combination of the most restrictive requirements of the Uniform Guidance “sealed bid” procedure (2 C.F.R. § 200.320(c)) and state formal bidding procedures (G.S. 143-129) as follows:
1. Cost or price analysis is required prior to soliciting bids.
 2. Complete specifications or purchase description must be made available to all bidders.
 3. The bid must be formally advertised in a newspaper of general circulation for at least seven full days between the date of the advertisement and the date of the public bid opening. Electronic-only advertising must be authorized by the governing board. The advertisement must state the date, time, and location of the public bid opening, indicate where specifications may be obtained, and reserve to the governing board the right to reject any or all bids only for “sound documented reasons.”
 4. Take affirmative steps to solicit price quotes from M/WBE vendors and suppliers as required under 2 C.F.R. § 200.321.
 5. Open bids at the public bid opening on the date, time, and at the location noticed in the public advertisement. All bids must be submitted sealed. A minimum of 2 bids must be received in order to open all bids.
 6. Award the contract to the lowest responsive, responsible bidder on a fixed-price basis. Governing board approval is required for purchase contracts unless the governing board has delegated award authority to an individual official or employee. Any and all bids may be rejected only for “sound documented reasons.”
- D. Service Contracts** (except for A/E professional services) **costing \$250,000 and above** may be procured using the Uniform Guidance “competitive proposal” procedure (2 C.F.R. § 200.320(d)) when the “sealed bid” procedure is not appropriate for the particular type of service being sought. The procedures are as follows:
1. A Request for Proposals (RFP) must be publicly advertised. Formal advertisement in a newspaper is not required so long as the method of advertisement will solicit proposals from an “adequate number” of qualified firms.
 2. Take affirmative steps to solicit price quotes from M/WBE vendors and suppliers as provided under 2 C.F.R. § 200.321.
 3. Identify evaluation criteria and relative importance of each criteria (criteria weight) in the RFP.
 4. Consider all responses to the publicized RFP to the maximum extent practical.
 5. Must have a written method for conducting technical evaluations of proposals and selecting the winning firm.
 6. Award the contract to the responsible firm with most advantageous proposal taking into account price and other factors identified in the RFP. Governing board approval is not required.
 7. Award the contract on a fixed-price or cost-reimbursement basis.

- E. Construction and repair contracts costing less than \$10,000** shall be procured using the Uniform Guidance “micro-purchase” procedure (2 C.F.R. § 200.320(a)) as follows:
1. The contract may be awarded without soliciting pricing or bids if the price of the goods or services is considered to be fair and reasonable.
 2. To the extent practicable, contracts must be distributed among qualified suppliers.
- F. Construction and repair contracts costing \$10,000 up to \$250,000** shall be procured using the Uniform Guidance “small purchase” procedure (2 C.F.R. § 200.320(b)) as follows:
1. Obtain price or rate quotes from an “adequate number” of qualified sources (a federal grantor agency might issue guidance interpreting “adequate number,” so the requesting department should review the terms and conditions of the grant award documents to confirm whether specific guidance has been issued).
 2. Take affirmative steps to solicit price quotes from M/WBE vendors and suppliers as required under 2 C.F.R. § 200.321.
 3. Cost or price analysis is not required prior to soliciting bids, although price estimates may be provided by the project designer.
 4. Award the contract on a fixed-price or not-to-exceed basis.
 5. Award the contract to the lowest responsive, responsible bidder. Governing board approval is not required.
- G. Construction and repair contracts costing \$250,000 up to \$500,000** shall be procured using the Uniform Guidance “sealed bid” procedure (2 C.F.R. § 200.320(c)) as follows:
1. Cost or price analysis is required prior to soliciting bids (this cost estimate may be provided by the project designer).
 2. Complete specifications must be made available to all bidders.
 3. Publicly advertise the bid solicitation for a period of time sufficient to give bidders notice of opportunity to submit bids (formal advertisement in a newspaper is not required so long as other means of advertising will provide sufficient notice of the opportunity to bid). The advertisement must state the date, time, and location of the public bid opening, and indicate where specifications may be obtained.
 4. Take affirmative steps to solicit price quotes from M/WBE vendors and suppliers as provided under 2 C.F.R. § 200.321.
 5. Open the bids at the public bid opening on the date, time, and at the location noticed in the public advertisement. All bids must be submitted sealed. A minimum of 2 bids must be received in order to open all bids.
 6. A 5% bid bond is required of all bidders. Performance and payment bonds of 100% of the contract price is required of the winning bidder.
 7. Award the contract on a firm fixed-price basis.
 8. Award the contract to the lowest responsive, responsible bidder. Governing board approval is not required. Any and all bids may be rejected only for “sound documented reasons.”
- H. Construction and repair contracts costing \$500,000 and above** shall be procured using a combination of the most restrictive requirements of the Uniform Guidance “sealed bid” procedure (2 C.F.R. § 200.320(c)) and state formal bidding procedures (G.S. 143-129) as follows:
1. Cost or price analysis is required prior to soliciting bids (this cost estimate should be provided by the project designer).
 2. Complete specifications must be made available to all bidders.
 3. Formally advertise the bid in a newspaper of general circulation for at least seven full days between the date of the advertisement and the date of the public bid opening. Electronic-only advertising must be authorized by the governing board. The advertisement must state the date, time, and location of the public bid opening, indicate where specifications may be obtained, and reserve to the governing board the right to reject any or all bids only for “sound documented reasons.”

4. Take affirmative steps to solicit price quotes from M/WBE vendors and suppliers as provided under 2 C.F.R. § 200.321.
5. Open the bids at the public bid opening on the date, time, and at the location noticed in the public advertisement. All bids must be submitted sealed and in paper form. A minimum of 3 bids must be received in order to open all bids.
6. A 5% bid bond is required of all bidders (a bid that does not include a bid bond cannot be counted toward the 3-bid minimum requirement). Performance and payment bonds of 100% of the contract price is required of the winning bidder.
7. Award the contract on a firm fixed-price basis.
8. Award the contract to the lowest responsive, responsible bidder. Governing board approval is required and cannot be delegated. The governing board may reject and all bids only for “sound documented reasons.”

I. Construction or repair contracts involving a building costing \$300,000 and above

must comply with the following additional requirements under state law:

1. Formal HUB (historically underutilized business) participation required under G.S. 143-128.2, including local government outreach efforts and bidder good faith efforts, shall apply.
2. Separate specifications shall be drawn for the HVAC, electrical, plumbing, and general construction work as required under G.S. 143-128(a).
3. The project shall be bid using a statutorily authorized bidding method (separate-prime, single-prime, or dual bidding) as required under G.S. 143-129(a1).

J. Contracts for Architectural and Engineering Services costing under \$250,000 shall be procured using the state “Mini-Brooks Act” requirements (G.S. 143-64.31) as follows:

1. Issue a Request for Qualifications (RFQ) to solicit qualifications from qualified firms (formal advertisement in a newspaper is not required). Price (other than unit cost) shall not be solicited in the RFQ.
2. Take affirmative steps to solicit price quotes from M/WBE vendors and suppliers as provided for under 2 C.F.R. § 200.321.
3. Evaluate the qualifications of respondents based on the evaluation criteria developed by the Purchasing Department and/or Requesting Department.
4. Rank respondents based on qualifications and select the best qualified firm. Price cannot be a factor in the evaluation. Preference may be given to in-state (but not local) firms.
5. Negotiate fair and reasonable compensation with the best qualified firm. If negotiations are not successfully, repeat negotiations with the second-best qualified firm.
6. Award the contract to best qualified firm with whom fair and reasonable compensation has been successfully negotiated. Governing board approval is not required.

K. Contracts for Architectural and Engineering Services costing \$250,000 or more

shall be procured using the Uniform Guidance “competitive proposal” procedure (2

C.F.R. § 200.320(d)(5)) as follows:

1. Publicly advertise a Request for Qualifications (RFQ) to solicit qualifications from qualified firms (formal advertisement in a newspaper is not required). Price (other than unit cost) shall not be solicited in the RFQ.
2. Take affirmative steps to solicit price quotes from M/WBE vendors and suppliers as provided under 2 C.F.R. § 200.321.
3. Identify the evaluation criteria and relative importance of each criteria (the criteria weight) in the RFQ.
4. Proposals must be solicited from an “adequate number of qualified sources” (an individual federal grantor agency may issue guidance interpreting “adequate number”).
5. Must have a written method for conducting technical evaluations of proposals

All references to any materials which are described in these minutes or incorporated into these minutes are to the materials that are contained in the same numbered item in the agenda for this meeting. These may be viewed online in the agenda set out on this web page <http://co.cumberland.nc.us/departments/commissioners-group/commissioners/meeting-documents>

- and selecting the best qualified firm.
6. Consider all responses to the publicized RFQ to the maximum extent practical.
 7. Evaluate qualifications of respondents to rank respondents and select the most qualified firm. Preference may be given to in-state (but not local) firms provided that granting the preference leaves an appropriate number of qualified firms to compete for the contract given the nature and size of the project.
 8. Price cannot be a factor in the initial selection of the most qualified firm.
 9. Once the most qualified firm is selected, negotiate fair and reasonable compensation. If negotiations are not successfully, repeat negotiations with the second-best qualified firm.
 10. Award the contract to best qualified firm with whom fair and reasonable compensation has been successfully negotiated. Governing board approval is not required.

V. **Exceptions**

Non-competitive contracts are allowed ***only*** under the following conditions and with the written approval of the federal agency or state pass-through agency that awarded the federal funds:

- A. Sole Source.** A contract may be awarded without competitive bidding when the item is available from only one source. The Purchasing Department and/or Requesting Department shall document the justification for and lack of available competition for the item. A sole source contract must be approved by the governing board.
- B. Public Exigency.** A contract may be awarded without competitive bidding when there is a public exigency. A public exigency exists when there is an imminent or actual threat to public health, safety, and welfare, and the need for the item will not permit the delay resulting from a competitive bidding.
- C. Inadequate Competition.** A contract may be awarded without competitive bidding when competition is determined to be inadequate after attempts to solicit bids from a number of sources as required under this Policy does not result in a qualified winning bidder.
- D. Federal Contract.** A contract may be awarded without competitive bidding when the purchase is made from a federal contract available on the U.S. General Services Administration schedules of contracts.
- E. Awarding Agency Approval.** A contract may be awarded without competitive bidding with the express written authorization of the federal agency or state pass-through agency that awarded the federal funds so long as awarding the contract without competition is consistent with state law.

MOTION: Commissioner Faircloth moved to approve consent agenda Items 2.A. – 2AA.1.
SECOND: Commissioner Council
VOTE: UNANIMOUS (7-0)

3. ITEMS OF BUSINESS

- A. Presentation on Opioid Support Grant and Consideration of Approval of Associated Budget Ordinance Amendment #B190765 to Reflect Grant Amount

BACKGROUND

Cumberland County and the City of Fayetteville are teaming up for an intensive two-year program to address the opioid crisis in our community through an initiative sponsored by Blue Cross and Blue Shield of North Carolina (Blue Cross NC) and the UNC School of Government. Cumberland County is one of 10 communities selected from 39 applications across the state and will receive \$20,000 in grant funding over the two-year period. Each team, or “community,” comprises at least

one North Carolina county and represents multiple departments, jurisdictions, and organizations addressing challenges posed by the opioid epidemic.

The 10 selected teams are:

- Beaufort, Hyde, Martin, Tyrell and Washington Counties, Office of the District Attorney and Chief District Court Judge in the N.C. Second Judicial District, and human services and law enforcement agencies from all five counties;
- Cabarrus County, including the City of Concord and the City of Kannapolis; Cumberland County and the City of Fayetteville;
- Durham County;
- Forsyth County, including the City of Winston-Salem and the Town of Kernersville; Greene, Lenoir, and Wayne Counties, including the N.C. Eighth Judicial District; Mecklenburg County;
- Onslow County, including the City of Jacksonville; Transylvania County; and
- Wilkes County, including the Town of Wilkesboro.

The project, coordinated through the School of Government's ncIMPACT initiative, will complement health and policy efforts at the state and local levels by working with communities that are ready to implement best practices. Local governments are the front lines of policy implementation, and the School assists them through training, advising, and research.

The School of Government and Blue Cross NC will provide the following to each participating community: five regional forums at which teams will form goals, set implementation plans, collaborate across fields and jurisdictions, and learn from experts on opioid-related issues; School of Government support throughout the process; \$10,000 to assist with the costs of hiring a community project manager; and \$10,000 in implementation funding for the project.

Duane Holder, Assistant County Manager for Community Support Services and the interim Health Director, serves on the project's three-member core team along with Captain Lars Paul of the Fayetteville Police Department and Dr. Sam Fleishman, Chief Medical Officer for Cape Fear Valley Health System.

Mr. Holder will provide the Board of Commissioners with an update on the program and the Cumberland- Fayetteville Opioid Response Team (C-FORT) that has been formed as part of the initiative. The team includes representatives from local government, law enforcement, the court system, medical community, educators, behavioral health providers, human services agencies and more.

RECOMMENDATION / PROPOSED ACTION

Approve the Budget Ordinance Amendment #B190765 in the total amount of \$20,000.

Duane Holder, Assistant County Manager, reviewed the background information recorded above. Mr. Holder shared the following statistics:

- 2016 – City of Fayetteville ranked 15th nationally for prescription opioid use and 18th for heroin; study found that 47% of opioid prescriptions were abused
- February 2018-Cumberland County had the second highest rate for opioid overdose emergency department visits in North Carolina
- along with Mecklenburg, Forsythe, Davidson and Wake counties Cumberland County had the highest concentration of heroin overdose emergency department visits
- 2017 – 263 opioid overdose emergency department visits
- January, February 2018 – 43 more visits than the 39 visits in January, February 2017
- 1999-2016 – 353 opiate poisoning deaths in Cumberland County
- 1999-2008 – opiate poisoning deaths in Cumberland County hovered between 8-14 annually; beginning in 2009, the number reached 34 and climbed to 41 in 2015 and 50 in 2016
- Cape Fear Valley Roxie Center reports 75% of admissions are from opiate detox

Update on Current Year-to-Date Numbers

- January-June 2017 – 111 opioid overdose emergency department visits
- January-June 2018 – 186 opioid overdose emergency department visits (average of 1 person per day)

Mr. Holder provided the following overview and presentation of the Opioid Support Grant program. Mr. Holder stated this grant and these funds are not intended to be a cure-all nor will they help implement all the programming necessary to address the issue, but they will enable counties to engage in a planned and methodical process to identify why counties are in the situation and then to see what needs to be done to get out of the situation. Mr. Holder stated the hope is this grant will leverage more funds down the road and unlike the 2016 task force, the intent of this program to be a sustained effort to address the issue rather than just have conversation about it.

Overview

Basics of the Program

School of Government and Blue Cross

Goals

Funding

Community Team Approach

Core Team

Cumberland-Fayetteville Opioid Response Team (C-FORT)

Actions to Date

Next Steps

Project Manager

September Forum in Chapel Hill

Timeline

Basics of the Program

- Sponsored by the UNC School of Government and Blue Cross NC
- 10 teams selected from 39 applications
- Two-year, collective-impact approach
 - Help communities identify impacts of opioid crisis
 - Build on prior work in the community
 - Formulate programs, plans, policies and strategies to mitigate identified impacts

School of Government

- Guide participants' visions and strategies; provide technical assistance
- Support the aligned activities of team members
- Work with teams to establish measurement for goals
- Host 5 forums across the state
- Help teams build public goodwill for the project
- Assist team members with challenges they may encounter

Funding

- \$10,000 – for project director
- \$10,000 – for project implementation
- County is the fiscal agent

Team Approach

- Core Team (Duane Holder, Assistant County Manager/Interim Health Director; Captain Lars Paul, Fayetteville Police Department; Dr. Sam Fleishman, Chief Medical Officer for Cape Fear Valley Health System.
- Cumberland Fayetteville Opioid Response Team (C-FORT); name required by School of Government
 - Local government, law enforcement, court system, medical community, educators, behavioral health providers, human services agencies and more

Actions to Date

Identified Critical Opioid Issues Facing Community

- Recovery resources
- Crime

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<http://co.cumberland.nc.us/departments/commissioners-group/commissioners/meeting-documents>

- Medical Health (public health crisis in which the Public Health Department can take a major role in leadership of the mission)
- Addiction
- Early intervention strategies
- Patient and community education
- Overdoses and burden inflicted on community systems

Timeline Overview	
Summer 2018	• Team Building; Brainstorming and Problem Identification Work; Initial Stakeholder Analysis
Fall 2018	• Forum 1, Sept 12, Chapel Hill • Ongoing Team Work and School Support • Forum 2, November (tbd)
Spring 2019	• Forum 3, April (tbd) • Ongoing Team Work and School Support
Summer 2019	• Ongoing Team Work and School Support
Fall 2019	• Forum 4, November (tbd) • Ongoing Team Work and School Support
Spring 2020	• Forum 5, May (tbd)

Next Steps

- Approve Budget Revision
- Ongoing Monthly meetings
- Hire a Contracted Project Manager
- August – Stakeholder Identification
- September 12 – First forum at SOG

Commissioner Keefe offered comments stating it is his belief that county governments are the only governing bodies that can take responsibility and collectively reduce opioid use in our communities. Commissioner Keefe stated Cumberland County government has a direct connection to all systems involved to include Public Health, Social Services, Mental Health Services, the Detention Center, the Court system, public education system, local Hospital System, Veterans Services and even volunteer fire departments. Commissioner Keefe stated this is a community problem and he challenges the Board of Commissioners to take the lead.

In response to a question from Commissioner Evans, Mr. Holder stated the funding is to deal with opioids. Commissioner Evans stated opioid abuse is a problem, but addiction overall is a problem. Commissioner Evans stated he would like to see the Board take a proactive position and focus its attention on substance abuse and all addictions. Commissioner Boose concurred with Commissioner Evans and stated the County is the only entity that connects to the other systems and the focus should be on addiction and mental health issues. Mr. Holder stated the trend is for it to be seen as a street level drug with individuals turning to heroin due to the crack down on prescriptions. Commissioner Faircloth stated this is moving from the prescription level to the street level as a problem and the synthetic opiates on the street are much tougher to deal with. Commissioner Faircloth stated approval of the budget amendment is a step in the right direction. Commissioner Adams suggested also contacting Pathways for Prosperity.

MOTION: Commissioner Adams moved to approve Budget Ordinance Amendment #B190765 in the total amount of \$20,000.
SECOND: Commissioner Boose
VOTE: UNANIMOUS (7-0)

B. Consideration of the Removal of Coach William McNeill from the Parks and Recreation Advisory Commission

BACKGROUND

In a prior closed session, the Board discussed the legal process to remove Coach William McNeill from the Parks and Recreation Advisory Commission for the threatening tone of his May 7, 2018, letter to the Mayor and City Council of Fayetteville. In addition to the threatening tone of his letter,

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Coach McNeill also asserted that, “Any purchase of City/County park property is supposed to be approved by this board. The fact that the city is applying for grants and spending money on a parks project without committee approval is against the city charter and the committee bylaws.” These assertions are not true. The Parks and Recreation Advisory Commission does not have the authority to approve anything. It functions purely as an advisory committee. The attached letter from Chairman Lancaster dated June 4, 2018 was mailed to Coach McNeil by the legal department. Coach McNeill has not resigned.

Pursuant to Rule 29 of the Board’s Rules of Procedure, the standard for removal of a member of the Parks and Recreation Advisory Commission is that there must be cause for the removal. If the Board finds that Coach McNeill’s May 7, 2018, letter to the Mayor and City Council of Fayetteville was detrimental to the function of the Parks and Recreation Advisory Commission due to its threatening tone and the false assertions made by Coach McNeill, the Board may find that to be cause for removing Coach McNeill.

Copies of Coach McNeill’s May 7, 2018, letter; Chairman Lancaster’s June 4, 2018, letter; Articles I – III of the By-Laws of the Fayetteville-Cumberland Parks and Recreation Advisory Commission; and Rule 29 of the Rules of Procedure are attached.

RECOMMENDATION / PROPOSED ACTION

If the Board wishes to remove Coach McNeill from the Parks and Recreation Committee for cause pursuant to Rule 29 of the Board’s Rules of Procedure, find that the threatening tone and false assertions contained in Coach McNeill’s letter of May 7, 2018, to the Mayor and City Council of Fayetteville was detrimental to the function of the Parks and Recreation Advisory Commission and that it constitutes cause to remove Coach McNeill from the Parks and Recreation Advisory Commission.

Rick Moorefield, County Attorney, reviewed the background information and recommendation recorded above. Mr. Moorefield stated in addition to the assertions made in Mr. McNeill’s letter to the City Council were his threatening tone that he would immediately contact the State Treasurer’s Office and report all maleficence.

Commissioner Evans asked Ms. Cannon whether she had any direct face-to-face conversation with Mr. McNeill. Ms. Cannon responded no meetings had taken place since she and Commissioner Evans had a meeting with Mr. McNeill in December and a later telephone conversation. Commissioner Evans stated in light of Mr. McNeill’s hospitalization, he felt there should be a sit-down talk with him to hear his side before a vote is taken. Commissioner Adams reiterated Commissioner Evans’ comments and asked the Board to allow him to get up and have some conversation. Commissioner Boose stated if appointees to boards have more due process than that given to employees, setting a precedent for them to sit down and talk with the Board is a dangerous thing to start doing. Commissioner Boose stated should the votes not be present to remove Mr. McNeill, his suggestions would be to suspend his duties as chairman and as a voting board member pending further notice. Commissioner Council stated issues involving Mr. McNeill have been going on for eight months and County Commissioners were elected to ensure boards and committees function. Commissioner Council stated to put this matter off any further will not help anyone and to wait will send a negative message to citizens and municipalities.

MOTION: Commissioner Council moved to find that the threatening tone and false assertions contained in William McNeill’s letter of May 7, 2018 to the Mayor and City Council of Fayetteville were detrimental to the function of the Parks and Recreation Advisory Commission and that it constitutes cause to remove William McNeill from the Parks and Recreation Advisory Commission and that the Board remove him effective immediately.

SECOND: Commissioners Keefe

DISCUSSION: Commissioner Evans stated it is unfair and he did not understand disallowing Mr. McNeill an opportunity to speak about issues facing him. Commissioner Keefe stated the issues did not just come up, fairness is a broad term and the letter is just one piece of some of the actions that have taken place. Commissioner Keefe stated there is a history of unfair treatment of women on the board and he will not tolerate

someone in our diverse environment to treat other volunteers who serve on boards with disrespect. Commissioner Adams stated he was not privy to other actions and a vote by this Board is based on Mr. McNeill's letter. Commissioner Evans and Keefe offered further comments.

VOTE: PASSED (5-2) (Commissioners Faircloth, Keefe, Council, Lancaster and Boose voted in favor; Commissioners Adams and Evans voted in opposition)

4. NOMINATIONS

A. Board of Adjustment (3 Vacancies)

Commissioner Adams nominated Alfonso Ferguson, Sr., George Turner and Gregory Parks.

B. Fayetteville Technical Community College (FTCC) Board of Trustees (1 Vacancy)

Commissioner Boose nominated David Williford. Commissioner Adams nominated Ernest Goodson.

5. APPOINTMENTS

A. Appointment of Chairman of ABC Board

B. Human Relations Commission (2 Vacancies)

MOTION: Commissioner Council moved to appoint Lee Boughman as chairman of the ABC Board and to appoint Georgeanna Pinckney and Eric Olson to the Human Relations Commission.

SECOND: Commissioner Boose

VOTE: UNANIMOUS (7-0)

6. CLOSED SESSION:

A. Economic Development Matter(s) Pursuant to NCGS 143-318.11(a)(4)

B. Attorney Client Matter(s) Pursuant to NCGS 143.318.11(a)(3)

C. Personnel Matter(s) Pursuant to NCGS 143.318.11(a)(6)

MOTION: Commissioner Boose moved to go into closed session for Economic Development Matter(s) Pursuant to NCGS 143-318.11(a)(4), Attorney Client Matter(s) Pursuant to NCGS 143.318.11(a)(3) and Personnel Matter(s) pursuant to NCGS 143-318.11(a)(6).

SECOND: Commissioner Council

VOTE: UNANIMOUS (7-0)

MOTION: Commissioner Boose moved to reconvene in open session.

SECOND: Commissioner Keefe

VOTE: UNANIMOUS (7-0)

MOTION: Commissioner Adams moved to adjourn.

SECOND: Commissioner Boose

VOTE: UNANIMOUS (7-0)

There being no further business, the meeting adjourned at 11:06 a.m.

Approved with/without revision:

Respectfully submitted,

Candice H. White
Clerk to the Board