CUMBERLAND COUNTY BOARD OF COMMISSIONERS
THURSDAY, MARCH 14, 2019 – 8:30 AM
JUDGE E. MAURICE BRASWELL CUMBERLAND COUNTY COURTHOUSE
117 DICK STREET, 5TH FLOOR, ROOM 564
AGENDA SESSION SPECIAL MEETING MINUTES

PRESENT: Commissioner Jeannette Council, Chair
Commissioner Marshall Faircloth, Vice Chairman
Commissioner Glenn Adams
Commissioner Michael Boose (arrived at 8:38 a.m.)
Commissioner Charles Evans
Commissioner Jimmy Keefe
Commissioner Larry Lancaster
Amy Cannon, County Manager
Melissa Cardinali, Assistant County Manager
Tracy Jackson, Assistant County Manager
Duane Holder, Assistant County Manager
Sally Shutt, Assistant County Manager
Rick Moorefield, County Attorney
Geneve Mankel, Communications & Outreach Coordinator
Vicki Evans, Finance Director
Deborah Shaw, Budget Analyst
Heather Harris, Budget Analyst
Jeffery Brown, Engineering & Infrastructure Director
Julean Self, Human Resources Director
Ivonne Mendez, Accounting Supervisor
Robert Van Geons, FCEDC
Teddy Warner, FCEDC
Dee Taylor, Interim Community Development Director
Tammy Gillis, Internal Audit
Gene Booth, Emergency Services
Adam Johnson, Emergency Services
Ted Mohn, Mayor Pro Tem Fayetteville City Council
Darian Cobb, County Management Fellow
Kevin Quinn, Chernoff Diamond
Candice White, Clerk to the Board
Kellie Beam, Deputy Clerk
Press

Ms. Cannon requested to add a closed session for an Economic Development Matter pursuant to NCGS 143.318.11(a)(3) and Commissioner Adams requested to add a closed session for a Personnel Matter pursuant to NCGS 143-318.11(a)(6).

1. APPROVAL OF AGENDA

MOTION: Commissioner Adams moved to approve the agenda with the requested additions recorded above.
SECOND: Commissioner Faircloth
VOTE: UNANIMOUS (6-0)

2. APPROVAL OF MINUTES

A. Approval of February 7, 2019 Agenda Session Regular Meeting Minutes

MOTION: Commissioner Adams moved to approve the February 7, 2019 Agenda Session minutes as presented.
SECOND: Commissioner Council
VOTE: UNANIMOUS (6-0)

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

3. PRESENTATIONS

A. Gray's Creek Phase I Citizen Survey Results

BACKGROUND
At the January 3, 2019, Board of Commissioners' Meeting, the Board instructed staff to move forward with seeking input from the residents of the Gray's Creek Water & Sewer District regarding their desire to have a public water system and gauge their interest in connecting to a public water system. A letter and survey were mailed to the property owners in the Phase I scenario on January 10, 2019 to see what their interest would be in extending water to that area. Survey results were due back on January 31, 2019.

650 surveys were mailed representing 851 total parcels in the Phase I scenario which includes property owners that own multiple parcels. There were 323 surveys returned to the County. Some respondents did not answer all the questions in each survey. Therefore, the total responses for certain questions on the charts below may vary from chart to chart.

The following are the questions and results of the survey:

Is the property:
- Owner-Occupied
- Rental Unit
- Vacant

Property Status	
Owner-Occupied	278
Rental Unit	11
Vacant	30

Option that they would prefer the County to take regarding the extension of water to your community:
- Explore funding opportunities to construct a public water system
- Nothing
- Other

Funding Choices	
Explore funding	303
Nothing	87
Other*	12

**It was noted by the residents that Chemours should pay for public water to be extended.*
If water lines are extended to the community, would you connect to the water system?
- Yes
- No

Connect to Waterline	
Yes	207
No	85
Undecided	28

RECOMMENDATION / PROPOSED ACTION
No action is necessary. The purpose of this item is to provide the Board of Commissioners the results of the citizen survey that was sent to the property owners within the Phase I project that has been identified in the Gray's Creek Water & Sewer District.

*****

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

Jeffery Brown, Engineering & Infrastructure Director, reviewed the background information and recommendation above.

Mr. Brown presented the following information:

Survey Information

- Surveys mailed out January 10, 2019
- Survey results due back on January 31, 2019
- There are 851 total parcels in Phase 1, with 650 surveys mailed out
- There were 323 surveys completed and returned

Survey Results – Property Status:

- Owner-Occupied – 278
- Rental Unit – 11
- Vacant – 30

Survey Results – Funding Options:

- Explore Funding – 303
- Nothing – 87
- Other – 12

Mr. Brown explained the survey results regarding funding options. Mr. Brown stated 87 individuals responded with "Nothing" which means those individuals did not want any action taken and are satisfied with what they currently have. Mr. Brown stated 12 individuals responded with "Other" and those individuals wrote they feel that Chemours should be responsible for paying for any water lines that need to be run to the area based on the contaminated wells.

Survey Results – Connect to the System:

- Yes – 207
- No – 85
- Undecided – 28

Survey Results – Surveys Returned:

- Paper – 284
- Online – 39
- Not Returned – 327

Mr. Brown displayed a map of the proposed Grays Creek water distribution system for Phase I. Mr. Brown responded to questions stating the purpose of the survey was to gauge interest and there were no details on projected costs, including costs to connect to the water line from the water main to the homeowners' house, in the survey that was sent out.

Commissioner Keefe asked if there is an expectation if the County were to bring in the water line that Chemours would work with the residents to help subsidize the cost of getting the water lines to the actual dwelling. Mr. Brown responded that is the expectation from the residents based off the survey results. Ms. Cannon stated staff along with the PWC commissioner-liaison, Commissioner Boose, are continuing to have discussions with PWC about developing a long-term sustainable structure beginning with Phase 1 so there are many questions that have not been answered, but they are working to explore every funding opportunity that may exist. Ms. Cannon further stated the Phase 1 area does not qualify for USDA grants.

No action taken. This item was for information only.

4. CONSIDERATION OF AGENDA ITEMS

A. Health Insurance Plan for Fiscal Year 2020 Presented by Chernoff Diamond

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

BACKGROUND
Kevin Quinn of Chernoff Diamond will present health insurance renewal options for the plan year beginning July 1, 2019. The Board is requested to consider the options and provide consensus to allow for the chosen options to be incorporated into the fiscal year 2020 budget process.

RECOMMENDATION / PROPOSED ACTION
Staff recommend forwarding this item to the full Board of Commissioners for approval as a Consent Agenda item at the March 18, 2019 Regular meeting with the following action:

- Approve the selected renewal options as presented by Chernoff Diamond to be effective on July 1, 2019.

*****

Vicki Evans, Finance Director, reviewed the background information and recommendation as recorded above. Ms. Evans stated staff have been working with Chernoff Diamond on a recommendation for planning options for FY2020 with minimal plan design changes for employees being recommended in an effort to provide continual stability. Ms. Evans stated there is a recommendation for a change to the retiree plan for those aged 65 or older. Ms. Evans stated Mr. Quinn from Chernoff Diamond would go over the recommendation regarding the retiree plan.

Kevin Quinn, Chernoff Diamond, presented the following information:

Agenda:

- 2019 Renewal and Market Study Results
- BCBS NC Renewal Recommendations
- Recommendation: Retirees Over 65 Alternate Option
- Employee Pharmacy
- Next Steps

Renewal and Market Study Results

Coverage	2612 Enrolled	CURRENT BCBS NC	Renewal BCBS NC	Aetna Proposed	Cigna Proposed	UHC Proposed
			Fixed Cost Comparison			
PEPY		$968	$991	$1,252	$1,077	$1,175
Annual		$2,527,626	$2,587,374	$3,269,150	$2,812,130	$3,068,214
Differential from Current			$59,748	$741,524	$284,504	$540,588
			2.4%	29.3%	11.3%	21.4%
			Expected Liability			
PEPY		$7,325	$7,518	$7,518	$7,518	$7,518
Annual		$19,132,943	$19,635,829	$19,635,829	$19,635,829	$19,635,829
Differential from Current			$502,886	$502,886	$502,886	$502,886
			2.6%	2.6%	2.6%	2.6%
			Fixed Costs + Expected Claims			
PEPY		$8,293	$8,508	$8,769	$8,594	$8,692
Annual		$21,660,569	$22,223,203	$22,904,979	$22,447,959	$22,704,043
Differential from Current			$562,634	$1,244,410	$787,390	$1,043,474
			2.6%	5.7%	3.6%	4.8%
			Fixed Costs + Expected Claims + 5% Margin			
PEPY		$8,293	$8,884	$9,145	$8,970	$9,068
Annual		$21,660,569	$23,204,995	$23,886,770	$23,429,751	$23,685,835
Differential from Current			$1,544,425	$2,226,201	$1,769,182	$2,025,265
			7.1%	10.3%	8.2%	9.4%

- Carriers proposed Wellness funds. BCBS will include a $60,000 wellness budget in Year 1, then a $30,000 budget for the next two years
- Cape Fear was non responsive during this RFP process.

Mr. Quinn stated they did a full-fledged market study by requesting renewal proposals from BCBS, CIGNA, United Healthcare and Cape Fear Medical Center to make sure all options were covered. Mr. Quinn stated by negotiating with BCBS and doing a market study, it minimized any kind of increase by BCBS and there ended up being a 2.4% administrative and stop loss increase which is very favorable. Mr. Quinn stated there are around $19 million in claims each year and right now the County is at 96% of last year's expected calculations. Mr. Quinn stated both administrative costs as well as projected claims for July 1, 2019 through July 30, 2020, are at about a 2.6% increase which is favorable, however, because it is recommended to work in a 5% margin based on the claims data just to make sure the County stays within budget. Mr. Quinn stated the benefits team is very confident that we should be at or below our projected claim numbers. Mr. Quinn stated they were able to negotiate $60,000 of wellness dollars from BCBS and will put those dollars to work for the employees of Cumberland County.

BCBS NC: Renewal Recommendations:

- Recommendations for Renewal 7/1/2019

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

- Diagnostic Imaging Management (DIM) – Add Program – Cost $0.35 PMPM
- Prescription
  - Adopt RX Savings Solutions Portal
  - Adopt Specialty Co-Pay Solutions
- Telemedicine Co-Payment – Reduce co-pay from $30 to $15
- Consider carving out Retirees over Age 65 to AmWINS

Mr. Quinn stated the Diagnostic Imaging Management (DIM) is to make sure an MRI is medically necessary as they are very expensive. Mr. Quinn stated the DIM program will cost about $0.35 per member per month, which comes up to about $15,000 annually, but it will save the organization $150,000 annually in claim dollars.

Mr. Quinn stated telemedicine is really growing for non-emergency issues and saves the employee money because the co-pay will be reduced from $30 to $15.

Retirees Over Age 65: AMWINS

	BCBS NC Retiree + 65 Plan		AMWINS Retiree + 65 Plan
# of Retirees	621		621
Admin Fee	$22.00		
Stop Loss Fee	$64.73		
Fully Insured Monthly Cost			$258.57
Total Monthly Fixed Costs	$53,859		$160,569
Total Annual Fixed Costs	$646,312		$1,926,826
Total PEPM Claims	$361		
Total PEPY Claims	$4,329		
Annualized Retiree Claims Costs	$2,688,246		
Total Monthly Average Retiree Cost	$447		$258.57
Total Annual Retiree Cost	$3,334,558		$1,926,826
		Annual Savings	-$1,407,731
			-42%

Total PEPY Retiree Claims based on last plan year plus 3%.

Plan design changes with AmWINS will reduce County's OPEB liability and net expense. Additional analysis should be performed to determine impact.

Mr. Quinn stated using an insured product through AMWINS for retirees over 65 years of age could be a potential hard dollar cash savings of $1.4 million.

Retirees Over Age 65: AMWINS: Proposal

Medical Plan Key Advantages proposed by AmWINS

Benefit	United American	BCBSNC
Deductible	$185 Part B Only	$2,000 or $3,000
OOP Max	$2,000	$5,000 or $6,000
What Applies to OOP	Coinsurance Only - Med Only	Ded. Coins and Copays Med/Rx
Hospital Inpatient	$0	Ded. and Coins apply
Skilled Nursing	$0 to 100 Days Max	Ded/Coins to 60 Days Max
Urgent Care	$30 OV Copay	Ded. and Coins Apply
Specialists Visits	$30 OV Copay	Ded. and Coins Apply
Provider Network	Any Medicare Provider	In and Out of Network
Home Health Care	$0	Ded. and Coins Apply
Outpatient Lab/Xray	$0	Ded. and Coins Apply
Claims Risk Exp.	United American	Cumberland County

Significant Savings Achieved by:

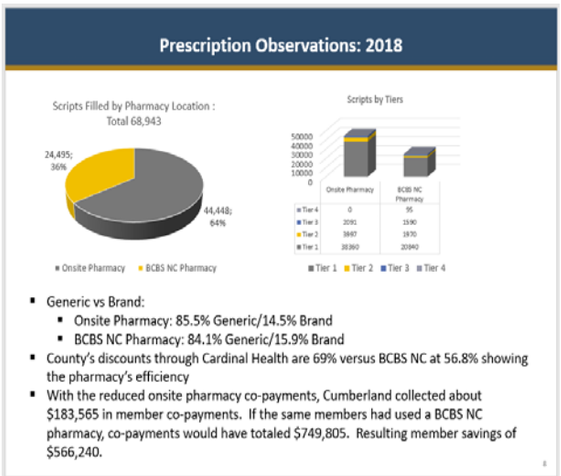
- Blending risks across pool of businesses
- Program accesses deep Medicare D subsidies
- Fully integrated with Medicare (claims process electronically)

Mr. Quinn discussed the medical plan key advantages proposed by AMWINS for retirees over age 65. Mr. Quinn stated retirees over age 65 would do much better from a financial standpoint with this proposal by blending risks across a pool of businesses, accessing deep Medicare D subsidies and being fully integrated with Medicare (claims process electronically). Mr. Quinn stated they are working to see if the in-house pharmacy can participate with the AMWINS program.

Retirees Over Age 65: BCBS NC / AMWINS: Illustrative Cost Increase

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

Mr. Quinn discussed the estimated annual costs savings of using the AMWINS program.



Mr. Quinn stated 64% of pharmacy claims are filled by the County's on-site pharmacy. Mr. Quinn further stated employees saved $566,240 last year by using the on-site pharmacy.

Ms. Evans stated that with respect to the option to consider carving out retirees over age 65 to AMWINS, and stated she wanted to make sure the board is aware they have not yet determined if retirees over age 65 would be able to use the in-house pharmacy. Ms. Evans further stated the savings would be different depending on whether or not the in-house pharmacy can be used. Ms. Evans stated most items from the Agenda Session are moved to the next BOC meeting but to allow further time to explore the in-house pharmacy piece this item would come back to the BOC at the April 1, 2019 regular meeting. Ms. Evans stated she would also like to know the board's consensus on all of the renewal recommendations proposed today.

Chair Council asked how retirees would be educated on the new changes with AMWINS. Mr. Quinn stated AMWINS is set up for full retiree one-on-one calls, discussions, communications, etc. to be educated.

MOTION: Commissioner Keefe moved to place this item on the consent agenda at the April 1, 2019 regular meeting.
SECOND: Commissioner Faircloth
VOTE: UNANIMOUS (7-0)

B. Draft Performing Arts Center (PAC) Feasibility Study Request for Proposal (RFP) and Proposed Timeline

BACKGROUND
On October 18, 2018 the Board of Commissioners held a meeting in order to update the capital planning model and planning priorities. At that meeting, the Board decided to prioritize the economic and feasibility study for a performing arts center. In support of the priority, the Board appropriated $300,000 for the study.

Management and Finance have researched various facilities across the country and their approach to such a study. The result is the draft RFP and proposed timeline included in this packet.

The objective with the draft RFP is to obtain a thorough study that provides the Board of Commissioners a solid foundation for future PAC decisions. The proposed timeline seeks to provide consultants with an appropriate amount of time in which to craft their RFP response.

Management is proposing the Chair of the Board of Commissioners appoint three members of the Board to sit as an evaluation team to:
- review all responsive proposals,
- interview the top three proposers,

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 make their recommendation to the full Board at the August 1, 2019 agenda session meeting.

The County Manager and Assistant County Manager for General Government and Stewardship will provide staff assistance to the evaluation team.

Management is seeking a consensus on the proposed timeline at the March 14 Agenda Session meeting.

In addition, the draft RFP is provided for Board review. Management is seeking input on the draft RFP with comments and suggestions forwarded to Vicki Evans, Finance Director by the end of the day Monday March 25, 2019. An updated draft RFP (with tracked changes) will be distributed on March 29, 2019 with the publication of the April 4, 2019 Agenda Session meeting agenda.

RECOMMENDATION / PROPOSED ACTION

- Provide direction for proposed timeline on RFP process for PAC Feasibility Study for the timeline to be incorporated into the Draft RFP.
- The proposed RFP incorporating Board of Commissioner changes will be on the April 4 Agenda Session meeting agenda.

*****

Melissa Cardinali, Assistant County Manager, stated before details are brought forward regarding this agenda item, she would like to update the board on some legislative matters she believes are pertinent to the discussion on this item. Ms. Cardinali stated on February 7, 2019, the proposed RFP for the PAC was brought forward to the board, but the board received an email from Senator Ben Clark the evening before regarding a potential bill on food and beverage legislation. On March 8, 2019, the board received another email from Senator Clark regarding a potential revised bill on food and beverage and a change to the formula. Ms. Cardinali explained the graphics, numbers and projections in the email were prepared by Senator Clark's office. Ms. Cardinali stated if this bill is filed, the calculations show that beginning next fiscal year FY 2020 – FY 2022, Cumberland County would have an annual loss of over $760,000 for those three years. Ms. Cardinali further stated FY 2023 – FY 2024, the County would have an annual loss of over $1.5 million, then beginning in FY 2025, the annual loss would be over $3 million going forward. Ms. Cardinali stated without these committed dollars, the County is unable to move forward with the PAC because the dollars are now programmed in the capital investment fund in support of the PAC.

In response to a question from Commissioner Keefe, Ms. Cardinali stated the County would have to make up the food and beverage dollars to support the Crown and it could be at least $3 million according to Senator Clark's projections. Commissioner Keefe stated the bill would eliminate a new capital program for a PAC and would put into question the survivability of the Crown Coliseum.

Commissioner Adams stated he believes the feasibility study should be tabled until the bill passes or does not pass. Commissioner Faircloth stated he would like to defer this item to the April 1, 2019 meeting when there may be more information available regarding the potential bill.

MOTION: Commissioner Adams moved to table the feasibility study until April 1, 2019.
SECOND: Commissioner Council

DISCUSSION:

Commissioner Faircloth asked what would happen if the board did not take any action. Ms. Cannon responded that the item would not move forward if the board did not take any action.

Commissioner Adams withdrew his motion and stated the board could just take this item as information. Commissioner Council withdrew her second.

Ms. Cannon stated staff would bring this item back with updates when more information is available. Commissioner Council appointed Commissioner Marshall Faircloth, Commissioner

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

Jimmy Keefe and Commissioner Glenn Adams to a three-member committee and asked them to work on clarifying the resolution the board previously gave the Legislative Delegation and work on a letter that is more detailed, including numbers on the impact this bill would have on Cumberland County, to send to all of the Legislative Delegation.

C. Request to Establish a Management Fellow Position for Recruitment Purposes and Associated Budget Ordinance Amendment #190193

BACKGROUND
The Board of Commissioners approved a request on October 1, 2018 for a Management Fellow to begin working with the County in early January 2019. At that time, the Board also approved the recruitment of a second Management Fellow. The second Fellow was to be included in the Fiscal Year 2020 budget for a July 1, 2019 effective date.

What was not evident in October when the Board recommended a second Fellow, was the timeline associated with a July 1 hire date.

Students graduating in May with their Master's in Public Administration (MPA) have started the application process with the International City / County Management Association (ICMA). Therefore, students will begin the interview process very shortly and begin receiving and accepting job offers within the next two months.

While the County would not anticipate expending funds for the second Fellow position prior to July 1, 2019, County policy requires the position and funding be established prior to offering a candidate a position.

Therefore, a position and budget need to be established prior to July 1 in order to aid in successfully competing for a qualified MPA graduate.

RECOMMENDATION / PROPOSED ACTION
Management recommends the following action be placed on the March 18th Board of Commissioner's agenda as a consent item:

- Establish a second Management Fellow position effective April 1, 2019 and approve associated budget ordinance amendment #190193 in the amount of $55,885.

*****

There were no questions or discussion.

MOTION: Commissioner Council moved to place this item on the consent agenda at the March 18, 2019 regular meeting.
SECOND: Commissioner Adams
VOTE: UNANIMOUS (7-0)

D. Bid Exception on Contract for Sheriff's Office Uniforms Under G.S. § 143-129

BACKGROUND
North Carolina General Statute § 143-129 (e) (6) allows an exception to bidding requirements for purchases of apparatus, supplies, materials or equipment when standardization or compatibility is the overriding consideration. The use of this exception requires Board of Commissioner approval prior to a contract award.

The Sheriff's Office is requesting an exception to bidding based on the referenced statute (see Attachment 1). This item has been reviewed with the County Attorney.

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

RECOMMENDATION / PROPOSED ACTION
The Sheriff's Office is requesting this item be forwarded to the full Board of Commissioners for approval as a Consent Agenda item at the March 18, 2019 Regular Meeting with the following action:

Approval of a bid exception for Sheriff's Office uniforms authorized under G.S. § 143-129 (e) (6) based on standardization and compatibility being the overriding consideration in regard to a contract with American Uniform Sales, Inc. for uniform items as specified in Attachment 2.

*****

Vicki Evans, Finance Director, reviewed the background information and recommendation as recorded above. Ms. Evans stated at the June 2018 meeting of the Policy Committee, there was a request for the Sheriff's Office to be exempt from the County's purchasing policy and that request was denied. Ms. Evans stated if this item is approved by the board, there would be a contract in place with the vendor and the County would be following the statutory purchasing process without a competitive bid process through an RFP. Ms. Evans further stated if this item does not pass, there would not be a contract and the Finance Office would continue working with the Sheriff's Office to develop an RFP.

Commissioner Council asked if the bid exception is legal. Rick Moorefield, County Attorney, stated it is a statutory exception. Commissioner Keefe asked if Mr. Moorefield endorsed the Sheriff's Office exception and Mr. Moorefield responded no. Mr. Moorefield stated the problem right now with this process is it does not comply with the County's purchasing policy and there is no contract in place.

Commissioner Keefe stated he does not want to change a policy for the whole county for one department when it seems this can be worked out in an RFP. Commissioner Adams stated this is taxpayer money and there needs to be a competitive bid process. Commissioner Adams stated he believes the Finance Office needs to go back on all contracts to see when the last time a bid process had been done.

MOTION: Commissioner Adams moved for staff to move forward with an RFP within 60 days and for this to be placed on the consent agenda at the March 18, 2019, regular meeting.
SECOND: Commissioner Boose
VOTE: UNANIMOUS (7-0)

Commissioner Boose departed the meeting.

E. Bid Award for County-Wide Temporary Services Contracts

BACKGROUND
The County currently contracts with a single county-wide vendor to provide temporary services. Obtaining qualified temporary staff in the timely manner needed to meet departmental needs has become increasingly more difficult. After receiving departmental input regarding county-wide temporary staffing needs, finance staff issued a request for proposals (RFP) for temporary services, with a plan for one or more contracts with a contract effective date of July 1, 2019.

A total of 17 responsive proposals were received and reviewed (see Attachment A). Staff is recommending contracts with the following four vendors: 22nd Century Technologies, Inc., Belflex Staffing Network, LLC., Manpower, Inc., and Mega Force Staffing Group, Inc. Temporary positions for each of the vendors will vary based on the lowest range of costs provided in the best and final offers.

RECOMMENDATION / PROPOSED ACTION
Staff recommends forwarding this item to the full Board of Commissioners for approval as a Consent Agenda item at the March 18, 2019 Regular Meeting with the following action:

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

Approval of four separate contracts for temporary services between the County and 22nd Century Technologies, Inc., Belflex Staffing Network, LLC., Manpower, Inc., and Mega Force Staffing Group, Inc., each to be effective July 1, 2019.

*****

Ms. Evans reviewed the background information and recommendation as recorded above. Ms. Evans stated because the County will be transitioning from a single contract to multiple contracts with different contracted rates per position, staff will be trained and there will be a budgetary impact which has been analyzed by temporary position. Ms. Evans further stated depending on each position, some position rates decreased as much as 18% but there was a position that doubled in cost. Ms. Evans stated for all positions within the selection, the lowest amounts were selected from the best and final offers. Ms. Evans stated moving this forward now will allow departments to be trained and to prepare for the FY2020 budget process.

Commissioner Evans asked if the temporary services being used are following the County's guidelines for hiring personnel, such as Ban the Box. Ms. Evans stated she does not believe that requirement was listed in the RFP. Commissioner Faircloth stated he remembers having the discussion that the vendors would not be required to use the some hiring guidelines that the County currently uses with Ban the Box.

MOTION: Commissioner Adams moved to place this item on the consent agenda at the March 18, 2019 regular meeting.
SECOND: Commissioner Evans
VOTE: UNANIMOUS (6-0)

F. Resolution to Authorize Use of Electronic Advertisement for Contracts Subject to G.S. § 143-129

BACKGROUND
G.S. § 143-129 requires that contracts for construction or repair work, in the amount of $500,000 or more, and contracts for the purchase of apparatus, supplies, materials and equipment, in the amount of $90,000 or more, be publicly advertised in a local newspaper. A decision to advertise solely by electronic means, whether for particular contracts or generally for all contracts that are subject to G.S. § 143-129, shall be approved by the governing board of the County at a regular meeting of the board.

In an effort to be more efficient and save time, staff are requesting the Board approve the attached resolution which will authorize the County Manager (or her designee) to advertise solicitations for bid using electronic means in lieu of or in addition to placing an advertisement in a newspaper.

RECOMMENDATION / PROPOSED ACTION
Staff recommends forwarding this item to the full Board of Commissioners for approval as a Consent Agenda item at the March 18, 2019 Regular Meeting with the following action:

Approval of the resolution to authorize use of electronic advertisement for contracts subject to G.S. § 143-129.

*****

Ms. Evans reviewed the background information and recommendation as recorded above. Ms. Evans stated the greatest benefit this resolution will provide is the saving of time. Commissioner Adams stated he believes all contracts should be advertised electronically for consistency.

MOTION: Commissioner Keefe moved to place this item on the consent agenda at the March 18, 2019 regular meeting with all advertisement for contracts to be done electronically.
SECOND: Commissioner Adams
VOTE: UNANIMOUS (6-0)

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

G. Cost Allocation Options for 9-1-1 Co-Location Lease with City of Fayetteville

BACKGROUND
Attached to this memo is information that illustrates potential costs and leasing options for the City of Fayetteville should it wish to partner with the County on a co-located 9-1-1 operation. The City requested and was provided information about options for occupying space at 500 Executive Place. The attached diagram indicates the amount of square footage within the facility that might be jointly shared or specifically assigned to each party. This square footage basis was then used to determine specific costs per entity based upon estimates from the County's 9-1-1 consultant, AECOM. This approach is similar to one used previously when the City and County were discussing the possibility of a joint 9-1-1- venture.

The preliminary floorplan was designed using lessons learned during Hurricane's Matthew and Florence and also with a thorough understanding of the normal operational constraints associated with the County's current facility. The proposed renovation/construction incorporates hardening of the 9-1-1 Center proper and also incorporates ergonomic considerations that address working long shifts in a stressful environment. It also considers the unique needs associated with operating an emergency operations center for multiple days with expanded staffing. These are factors that have been used across the nation when designing and constructing this type of critical facility.

RECOMMENDATION / PROPOSED ACTION
This information is being presented at the request of Commissioner Keefe.

*****

Tracy Jackson, Assistant County Manager, reviewed the background information and recommendation as recorded above.

Mr. Jackson reviewed the following information:

9-1-1 Co-Location Estimates for 500 Executive Place

Type Space	Square Footage	Percent	Total Cost by % Occupied	Lease Cost Factors
County Dedicated	7,916	33.26%	$8,273,282.34	
Jointly Utilized	12,211	51.31%	$12,762,133.74	$6,381,066.87
City Dedicated	3,673	15.43%	$3,838,777.92	$3,838,777.92
Gross Sq. Ft.	23,800	100.00%	$24,874,194.00	***$10,219,844.79***

Tot. Lease Amount - City	***$10,219,844.79***
Total Sq. Ft. - City	9,778.50
Tot. Cost per Sq. Ft. - City	$1,045.13

Lease Term	Lease Rate/Mth	Lease Rate/Year
Ten (10) Year	$85,165.37	$1,021,984.48
Fifteen (15) Year	$56,776.92	$681,322.99
Twenty (20) Year	$42,582.69	$510,992.24

County Dedicated	7,916
Jointly Utilized	12,211
City Dedicated	3,673
Gross Sq. Ft.	23,800

Description	***Yearly Cost/SF***	***Total (Entire Bldg)***
Utilities	3.25	77,350.00
Landscaping/Grounds	0.40	9,520.00
Parking Lot	0.48	11,424.00
Repairs & Maintenance	2.00	47,600.00
Janitoral	1.52	36,176.00
Security	0.35	8,330.00
		190,400.00

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

The consensus of the board was for this information to go to Cumberland County's 911 Committee. Chair Council appointed Commissioner Glenn Adams, Commissioner Marshall Faircloth and Commissioner Jimmy Keefe to the committee. Chair Council stated she and Commissioner Larry Lancaster will serve as backup to the 911 Committee.

MOTION: Commissioner Faircloth moved to ratify actions made by Chair Council regarding this matter up to this point.
SECOND: Commissioner Adams
VOTE: UNANIMOUS (6-0)

H. Request for Qualifications for Architectural/Engineering Services for Renovations to 500 Executive Place

BACKGROUND
The Board of Commissioners purchased the facility located at 500 Executive Place toward the end of 2018 to house the 911 Communications Center, Emergency Operations Center, Emergency Management and Fire Marshal offices. Prior to purchasing the facility, the County obtained the services of AECOM to complete a feasibility study to determine a preliminary layout of the facility for the uses listed above.

The next step is to obtain the Architectural/Engineering Services of a consulting firm to complete the necessary design drawings for the required renovations to the facility. North Carolina General Statute 143-64.31 requires local governments to select firms on the basis of demonstrated competence and qualifications to complete the project without regard to fee. Therefore, the County is required to issue a Request for Qualifications (RFQ). The draft RFQ is attached for your review. RFQ submittals are due to the Engineering & Infrastructure Office by 5:00 PM on April 24, 2019. The RFQs will then be reviewed and ranked. Engineering & Infrastructure Staff will then work with the most qualified firm to establish a scope of services and a fee for the services to be completed. The goal is to be able to present a recommendation and professional services agreement to the Board of Commissioners for consideration at the June 6, 2019 Agenda Session Meeting.

RECOMMENDATION / PROPOSED ACTION
The Engineering & Infrastructure Director and County Management recommend placing this item on the Consent Agenda of the March 18, 2019 Board of Commissioners Meeting for approval.

*****

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

Jeffery Brown, Engineering & Infrastructure Director, reviewed the background information and recommendation as recorded above. There were no questions or discussion.

MOTION: Commissioner Adams moved to place this item on the consent agenda of the March 18, 2019 regular meeting for the Engineering & Infrastructure staff to work with other firms in conjunction with Cumberland County's 911 Committee.
SECOND: Commissioner Keefe
VOTE: UNANIMOUS (6-0)

I. Community Development Consolidated Plan Request for Proposal (RFP)

BACKGROUND
Community Development will partner with the City of Fayetteville Economic and Community Development Department to solicit proposals from a qualified consultant to assist the City and County with preparing the upcoming 5-year Consolidated Plan (July 1, 2020 - June 30, 2025) and Annual Action Plan (July 1, 2020 - June 30, 2021) as necessary to continue to receive Community Development Block Grant (CDBG) and Home Investment Partnerships Program Funds as entitlement grants from the U.S. Department of Housing and Urban Development (HUD). The Consolidated Plan will also include a Neighborhood Revitalization Strategy Area (NRSA) plan for census tracts identified by both the City and County. The County's plan is to target the Shaw Heights neighborhood as a NRSA.

The RFP will be published on April 1, 2019. The selected consultant is anticipated to begin work on July 1, 2019. The County and the City will enter into a separate agreement with the selected consultant.

RECOMMENDATION / PROPOSED ACTION
Staff requests to move this item forward to the full Board of Commissioners for approval as a Consent Agenda item at its regular meeting on March 18, 2019 with the following specific actions being requested:

1. Approval of the Request for Proposal to solicit a consultant to assist with the preparation of the Program Years 2020-2025 Consolidated Plan / Program Year 2020 Annual Action Plan.

*****

There were no questions or discussion.

MOTION: Commissioner Adams moved to place this item on the consent agenda of the March 18, 2019 regular meeting.
SECOND: Commissioner Evans
VOTE: UNANIMOUS (6-0)

Commissioner Adams asked to postpone discussion of discussing Item J. Update on the Proposed Mt. Vernon Estates Watershed Improvement Project until Commissioner Boose rejoined the meeting.

K. Process by Which the City of Fayetteville May Exercise Extraterritorial Jurisdiction (ETJ) within the Unincorporated Area Known as Shaw

BACKGROUND
The unincorporated area commonly known as Shaw is bounded by the Fort Bragg Military Reservation to the north and lies on each side of Murchison Road (NC 210). It encompasses portions of the subdivisions or communities of Tiffany Pines and North Point Village, and all of Shaw Heights. Other than the boundary with Fort Bragg, it is bounded by the City of Fayetteville and completely lies within one mile of the City's corporate limits. The County enforces the State Building Code and also applies its zoning, subdivision and minimum housing codes in this area.

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

Under G. S. 160A-360, all towns have the authority to enforce their planning and development Codes within one mile of the corporate limits unless the county is enforcing a zoning ordinance, subdivision regulations, and the State Building Code in the area. That statute also provides that when the county is enforcing these powers, the town and county can enter into an agreement as to the areas each will exercise these powers.

RECOMMENDATION / PROPOSED ACTION
The City and County can agree upon the area within which each will exercise these planning and development powers by each governing board's adoption of a formal resolution approving the agreement.

*****

Mr. Moorefield reviewed the background information and recommendation as recorded above. Commissioner Keefe asked if ETJ included transportation to the area, public safety, etc. Mr. Moorefield responded it is only for the specific items covered by the development statute such as zoning control, subdivision control and building inspections.

MOTION: Commissioner Adams moved to place this item on the consent agenda of the March 18, 2019 regular meeting.
SECOND: Commissioner Council
VOTE: UNANIMOUS (6-0)

L. Request from City of Fayetteville for County to Donate a Parcel for City to Develop a Senior Center

BACKGROUND
The City has requested the County to donate the parcel with PIN 0437-29-0849 to the City as part of a senior center in conjunction with Fayetteville State University also developing a wellness center on the larger site. The attached letter from Mayor Colvin to Chair Council describes the details of the request. The attached map shows the location of the lot. The PIN and map are correct; however; the legal description of the property contained in the letter is not correct. The correct description will be used for the deed to the City. This lot was obtained by the County by tax foreclosure in 1931 and has not been declared surplus.

RECOMMENDATION / PROPOSED ACTION
County Attorney recommends the Board declare this lot surplus and direct that it be conveyed to the City.

*****

There were no questions or discussion.

MOTION: Commissioner Keefe moved to place this item on the consent agenda of the March 18, 2019 regular meeting.
SECOND: Commissioner Faircloth
VOTE: UNANIMOUS (6-0)

M. Contract for Crown Coliseum Ice System Replacement Project and Associated Budget Ordinance Amendment

BACKGROUND
The Capital Improvement Plan (CIP) identified the Crown Coliseum Ice System for replacement as part of the installment financing that was approved by the Local Government Commission (LGC) in September 2017. The Crown Coliseum Ice System Replacement includes the demolition and installation of the ice floor and mechanical center, all associated mechanical and electrical work, as well as replacement of the dasher board system.

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

On October 15, 2018, the Cumberland County Board of Commissioners approved the professional services agreement for Stevens Engineers, Inc., for the design of the replacement of the ice rink chiller, cooling tower and ice floor. On December 20th, the Engineering & Infrastructure Director received notification from the design engineer requesting the contract be assigned to B32 Engineering Group, Inc. due to the formation of the engineering group after engineering functions were split from Stevens Engineer, Inc. This assignment was approved by the Board of Commissioners on January 22nd.

B32 Engineering Group, Inc., continued design during this reassignment and a pre-bid was held on February 13, 2019 at the Crown Coliseum. Specialty contractors and local contractors were invited to attend the pre-bid. The bid opening was scheduled for February 25th at 2:00 PM. Due to an insufficient number of bids for a formal project, the project will be re-advertised in the newspaper on March 1st. The project bid opening is now scheduled on March 11th at 2:00 PM.
The received bids will be presented at the Agenda Session Meeting on March 14th, with a recommendation to award the contract to the lowest, responsible and responsive bidder. The contract price that will be presented will include an 8% contingency within the total contract amount to address any changes or additional work.

A budget revision is needed to increase the total project amount for the Crown Coliseum ice system replacement project. Budgeted funds totaling $1,885,345 are available for the project within the Crown CIP installment financing. The original budget did not include the demolition and removal of the concrete floor. The consulting engineer has identified the replacement of key components of the ice plant chiller which are failing, as work that must be accomplished as part of this project. Overall construction costs have also increased since the time of the initial budget estimate. This budget revision will transfer $350,000 from the Crown Complex budget where funds were budgeted for the replacement of the dasher board system which has become part of this project. It is anticipated that a transfer of additional funds will be needed from the Crown Food & Beverage fund balance to cover the additional costs of this project. The exact amount will be known after the bids are opened and reviewed on March 11th.

RECOMMENDATION / PROPOSED ACTION
The Engineering and Infrastructure Director and County Management recommend the proposed actions be placed on the March 18th Board of Commissioners agenda as a consent item:

1. Accept the bids and award a contract to the lowest, responsible, and responsive bidder.

2. Approve Budget Ordinance Amendment #B190002 which will transfer additional funds (as determined from the bid opening on March 11th) from the Crown Food & Beverage fund balance and $350,000 is being transferred from the Crown org for the construction of the ice floor system at the Crown Coliseum.

*****

There were no questions or discussion.

MOTION: Commissioner Adams moved to place this item on the consent agenda of the March 18, 2019 regular meeting.
SECOND: Commissioner Council
VOTE: UNANIMOUS (6-0)

N. Request from NCDOT For Permanent Right of Way and Easements For I-295 Fayetteville Outer Loop Project

BACKGROUND
Cumberland County Engineering & Infrastructure (E&I) Staff was contacted by Hearns Real Estate Solutions (HRES) Staff on behalf of the North Carolina Department of Transportation (NCDOT) regarding additional right of way, a permanent drainage easement and a temporary construction easement on County owned property due to impacts of the future I-295 Fayetteville Outer Loop Project. NCDOT is acquiring right of way and easements for the project from I-95 in

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

Robeson County to south of SR 1003 (Camden Road) in Cumberland County for TIP Project U-2519AB. The County owns two parcels that are impacted by the construction of this project.

The first parcel that is impacted is located on SR 1116 (Old Plank Road) and identified as U-2519AB Parcel 098 (PIN 9493-84-1667). This is a vacant property that is approximately 0.597 acres. The permanent acquisition includes 0.018 acres of right of way and 0.010 acres of permanent drainage easement. A map of the permanent acquisition and permanent drainage easement has been attached. E&I Staff does not feel that granting the permanent right of way and permanent drainage easement to NCDOT would have a negative impact on this property. NCDOT is not offering compensation due to the fact that the lot remains large enough to be developed as a residential site and the road frontage is being increased from 15' to approximately 25'.

The second parcel that is impacted is located at 4759 Black Bridge Road and identified as U-2519AB Parcel 122 (PIN 0403-44-4448). This is the Parker Solid Waste Container Site and is approximately 0.342 acres. The temporary construction easement acquisition includes approximately 0.066 acres. The offer includes payment and improvements to chain-link fencing and signs for the container site. A map of the temporary construction easement has been attached. E&I Staff does not feel that granting the temporary construction easement to NCDOT would have a negative impact on this property. Since this is a temporary easement, NCDOT is also asking for an agreement for entry to be executed as well.

All the necessary documents have been attached for your review.

RECOMMENDATION / PROPOSED ACTION
The Engineering and Infrastructure Director and County Management recommend the proposed actions be placed on the March 18th Board of Commissioners agenda as a consent item:

1. Approve the permanent right of way acquisition and permanent drainage easement for Parcel 098.
2. Approve granting the temporary construction easement acquisition along with the agreement for entry for Parcel 122.

*****

There were no questions or discussion.

MOTION: Commissioner Adams moved to place this item on the consent agenda of the March 18, 2019 regular meeting and to send a letter to NCDOT requesting lighting at exit 13 on 295.
SECOND: Commissioner Lancaster
VOTE: UNANIMOUS (6-0)

5. OTHER ITEMS

6. MONTHLY REPORTS

A. Community Development Block Grant-Disaster Recovery (CDBG-DR) Update

BACKGROUND
Cumberland County implements activities funded through the Community Development Block Grant - Disaster Recovery program. The attached report is an update on the status of all projects undertaken by Cumberland County including the Housing Recovery Program applications submitted through the Intake Center.

RECOMMENDATION / PROPOSED ACTION
No action is needed. This item is provided for information purposes only.

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

CUMBERLAND COUNTY CDBG-DR PROGRAM

UPDATE FOR THE MARCH 14, 2019

BOARD OF COMMISSIONER'S AGENDA SESSION

Status as of February 23, 2019:

Total Applications	County Application Intake (Step 1)	State Eligibility Check (Step 2)	State Duplication of Benefits Check (Step 3)	State Under Further Review /Withdrawn /Ineligible/Inactive
316	27 (5 county/22 city)	26 (5 county/21 city)	3 (3 city)	43 / 22 /40/ 1
State Inspection & Environmental Review (Step 4)	**State Grant Determination (Step 5)**	**Contractor Selection (Step 6)**	**Construction (Step 7)**	**Completion (Step 8)**
94 (23 county/71 city)	59 (15 county/44 city)	0	0	1 (1 county/0 city)

**Step 1 performed by County; Steps 2-8 performed by State*

Milestones/Activities:

- The 59 in Step 5 consist of: 17 Appeals (11-city/6-county); 30 Accepted (25-city/5-county); and 12 Pending Applicants Decision (7-city/5-county);
- Board approved Professional Project Management Services agreement with Threadcraft Engineering at the meeting on February 18, 2019;
- Board approved proposed Draft Amendment One to CDBG-DR Agreement between State and County submitted to NCEM/Commerce – pending HUD approval State's Action Plan Amendment#3;
- Ongoing– County staff processing applications and submitting to State for conducting Steps 2-8;
- Robins Meadow Permanent Supportive Housing Project notice to proceed with environmental review issued; Robins Meadow Permanent Supportive Housing Project A/E Services RFQ posted;
- City staff identified sites to submit preliminary project information for Community Resource Center Project
- The State is still currently developing policies before implementing the following programs – Buyout/Acquisition; Renters/Landlords; and Temporary/Relocation Programs

Current Staffing:

- State POC: John Ebbighausen – Director of Disaster Recovery Programs, NC Office of Recovery & Resiliency (NCORR); David Cauthorn, Comm. Outreach Specialist – NCORR
- Cumberland County:
  - Sylvia McLean, P.T. Community Development (CD) Consultant; Terrinique Washington, Admin Support Specialist; Chavaungh McLamb, Admin Housing Coordinator II; Tye Vaught, Admin Program Officer II
- City of Fayetteville: Cindy Blot, Eco & CD Director; Anedra Walls, Admin Assistant

Hours of Operation (Cumberland County Application Intake Center):

- Monday – Friday, 9 a.m. to 4 p.m.
- Location – Cumberland County Community Development Dept – 707 Executive Place

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

*****

The board received the Community Development Block Grant Disaster Recovery (CDBG-DR) update.

B. Project Updates

BACKGROUND
Please find attached the monthly project update report for your review.

RECOMMENDATION / PROPOSED ACTION
This is for information purposes only as there is no action required for this item.

MONTHLY PROGRESS REPORT

Project Location	Construction Amount	Project Status	Contract Duration
Courthouse, Detention Center, Community Corrections, Headquarters Library Parking Lots	$174,251.53	HQ Parking Lot improvements are the remaining improvements on this project. The project has been delayed by PNG and PWC.	90 days
Veteran's Services Parking Lot	$135,462.33	Contractor is preparing project schedule. Weather and asphalt availability have delayed the contract start date.	35 days
Building Envelope Repairs Project	$551,479.00	The contractor is performing work at the Department of Social Services.	120 days
Crown Coliseum Membrane and Sealant	$1,735,100.00	The contractor is performing remaining change orders and cleaning up the site	180 days
Crown Complex Stormwater Pond A	$642,212.50	Contractor is installing additional drainage due to seeping. The bottom of the pond is being excavated.	150 days
Crown Complex Stormwater Pond B	$705,040.00	Contractor is installing ground cover on the project. Grading operations are completed. The contractor is preparing for sheet pile installation.	150 days
Overhills Park Water and Sewer District	$4,131,106.59	Contractor is performing repairs to both lift stations. The contractor is awaiting the arrival of parts to complete the lift station repairs due to Hurricane Florence.	565 days

*****

The board received the Monthly Project Updates.

C. Financial Report

BACKGROUND
The financial report is included which shows results of the general fund for fiscal year 2019, January year-to- date. Additional detail has been provided on a separate page explaining any percentages that may appear inconsistent with year-to-date budget expectations.

RECOMMENDATION / PROPOSED ACTION
No action needed - for discussion and information purposes only.

County of Cumberland
General Fund Revenues

REVENUES	FY17-18 AUDITED	FY18-19 ADOPTED BUDGET	FY18-19 REVISED BUDGET	YTD ACTUAL AS OF January 31, 2019	PERCENT OF BUDGET TO DATE
Ad Valorem Taxes					
Current Year	$ 163,194,457	$ 163,777,000	$ 163,777,000	$ 158,651,754	96.9% (1)
Prior Years	1,105,826	1,121,000	1,121,000	993,595	88.6%
Motor Vehicles	18,788,786	18,326,000	18,326,000	11,033,614	60.2% (2)
Penalties and Interest	740,525	500,000	500,000	400,825	80.2%
Other	955,996	908,000	908,000	592,672	65.3%
Total Ad Valorem Taxes	184,785,590	184,632,000	184,632,000	171,672,460	93.0%
Other Taxes					
Sales	41,809,642	42,625,774	42,625,774	14,158,303	33.2% (3)
Real Estate Transfer	1,096,191	700,000	700,000	758,653	108.4%
Other	1,040,243	1,060,000	1,060,000	320,336	30.2%
Total Other Taxes	43,946,076	44,385,774	44,385,774	15,237,292	34.3%
Unrestricted & Restricted Intergovernmental Revenues	64,499,043	62,049,904	63,778,018	25,717,963	40.3% (4)
Charges for Services	13,697,342	12,312,681	12,349,416	5,890,623	47.7%
Other Sources (includes Transfers In)	8,790,385	2,442,205	2,540,280	1,916,080	75.4%
Proceeds Refunding Bonds	23,005,000	-	-	-	NA (5)
Premium on COPS Sold	4,285,557	-	-	-	NA (5)
County Closing Contribution	254,735	-	-	-	NA (5)
Lease Land CFVMC	3,813,452	3,714,637	3,714,637	3,533,596	95.1% (6)
Total Other	40,149,130	6,156,842	6,254,917	5,449,676	87.1%
Total Revenue	**$ 347,077,181**	**$ 309,537,201**	**$ 311,400,125**	**$ 223,968,014**	**71.9%**
Fund Balance Appropriation		7,447,195	23,083,442	-	0.0% (7)
Total Funding Sources	**$ 347,077,181**	**$ 316,984,396**	**$ 334,483,567**	**$ 223,968,014**	**67.0%**

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

County of Cumberland
General Fund Expenditures

DEPARTMENTS	FY17-18 AUDITED	FY18-19 ADOPTED BUDGET	FY18-19 REVISED BUDGET	YTD ACTUAL AS OF January 31, 2019	PERCENT OF BUDGET TO DATE **
Governing Body	$ 574,959	$ 628,960	$ 628,960	$ 415,428	66.1%
Administration	1,395,666	1,525,894	1,565,394	876,579	56.0%
Public Affairs/Education	470,475	497,286	523,286	262,593	50.2%
Human Resources	803,599	924,551	924,551	576,792	62.4%
Print, Mail, and Design	690,408	788,684	788,684	544,755	69.1%
Court Facilities	150,183	156,220	156,220	38,021	24.3% (1)
Facilities Maintenance	1,812,003	1,024,101	1,024,101	523,859	51.2%
Landscaping & Grounds	591,282	669,140	669,140	404,047	60.4%
Carpentry	184,325	162,507	162,507	101,262	62.3%
Facilities Management	1,233,496	1,316,856	1,316,856	759,999	57.7%
Public Buildings Janitorial	705,450	724,839	724,839	412,605	56.9%
Central Maintenance	613,017	948,724	954,091	455,429	47.7%
Information Services	3,425,808	4,336,330	7,087,516	3,194,458	45.1% (2)
Board of Elections	1,148,659	2,237,329	2,242,171	1,239,076	55.3%
Finance	1,156,051	1,295,351	1,295,351	726,848	56.1%
Legal	715,602	804,578	804,578	440,470	54.7%
Register of Deeds	1,971,119	2,394,577	2,846,373	1,250,057	43.9%
Tax	5,154,623	5,683,071	5,820,571	3,388,481	58.2%
Debt Service	21,449,809	-	-	-	NA (3)
General Government Other	2,816,737	3,967,735	4,555,766	2,010,736	44.1%
Sheriff	46,553,352	52,720,576	53,174,995	30,877,517	58.1%
Emergency Services	3,018,749	3,674,666	3,976,373	2,135,795	53.7%
Criminal Justice Pretrial	447,799	564,038	564,038	300,018	53.2%
Youth Diversion	9,549	63,654	63,654	13,300	20.9% (4)
Animal Control	2,909,358	3,248,915	3,293,898	1,944,058	59.0%
Public Safety Other (Medical Examiners, NC Detention Subsidy, etc.)	1,296,751	1,444,268	1,444,268	564,534	39.1% (5)
Public Health	21,281,667	23,104,110	23,589,340	13,529,361	57.4%
Mental Health	3,098,258	5,463,227	5,471,227	3,868,903	70.7%
Social Services	59,392,604	60,359,879	60,539,520	35,048,415	57.9%
Veteran Services	383,191	408,159	408,159	223,400	54.7%

County of Cumberland
General Fund Expenditures

DEPARTMENTS	FY17-18 AUDITED	FY18-19 ADOPTED BUDGET	FY18-19 REVISED BUDGET	YTD ACTUAL AS OF January 31, 2019	PERCENT OF BUDGET TO DATE **
Child Support	4,757,955	5,205,713	5,205,713	2,863,445	55.0%
Spring Lake Resource Administration	30,978	34,332	34,332	15,696	45.7%
Library	10,176,826	10,807,325	10,823,937	6,505,574	60.1%
Stadium Maintenance	92,285	117,296	117,296	60,187	51.3%
Culture Recreation Other (Some of the Community Funding)	268,069	268,069	268,069	236,535	88.2% (6)
Planning	2,888,049	3,522,591	3,528,841	1,868,164	52.9%
Engineering	1,171,023	1,987,178	1,587,178	703,416	44.3%
Cooperative Extension	550,814	717,173	719,173	329,698	45.8%
Location Services	304,055	315,177	315,177	92,409	29.3% (7)
Soil Conservation	142,710	142,570	647,875	142,697	22.0% (8)
Public Utilities	89,168	87,153	87,153	53,150	61.0%
Economic Physical Development Other	20,000	20,000	20,000	20,000	100.0%
Industrial Park	1,117	1,104	11,254	8,571	76.2%
Economic Incentive	462,345	461,677	461,677	28,749	6.2% (9)
Water and Sewer	-	250,000	250,000	-	0.0% (10)
Education	93,830,717	92,457,009	93,143,900	61,257,267	65.8%
Other Uses:					
Transfers Out	7,611,953	19,451,804	30,645,565	258,256	0.8% (11)
Refunding of 2009A and 2011B LOBS	27,531,480	-	-	-	NA (12)
TOTAL	**$ 335,384,092**	**$ 316,984,396**	**$ 334,483,567**	**$ 180,570,611**	**54.0%**

Expenditures by Category	FY17-18 UNAUDITED	FY18-19 ADOPTED BUDGET	FY18-19 REVISED BUDGET	AS OF January 31, 2019	PERCENT OF BUDGET TO DATE
Personnel Expenditures	$ 123,827,311	$ 140,421,227	$ 140,478,008	$ 80,760,537	57.5%
Operating Expenditures	151,864,357	153,678,512	159,691,473	97,452,332	61.0%
Capital Outlay	2,582,289	2,655,876	2,891,544	1,672,044	57.8%
Debt Service	21,966,702	-	-	-	0.0% (3)
Refunding of 2009A and 2011B LOBS	27,531,480	-	-	-	0.0% (12)
Transfers To Other Funds	7,611,953	20,228,781	31,422,542	685,698	2.2% (11)
TOTAL	**$ 335,384,092**	**$ 316,984,396**	**$ 334,483,567**	**$ 180,570,611**	**54.0%**

COUNTY OF CUMBERLAND

Fiscal Year 2019 - January Year-to-Date Actuals (Report Run Date: February 27, 2019)
Additional Detail
General Fund Revenues
*

(1)	**Current Year Ad Valorem** 96.9% - the bulk of revenues are typically recorded between November - January.
(2)	**Motor Vehicles** 60.2% - YTD Actual reflects 7 months of collections.
(3)	**Sales Tax** 33.2% - YTD Actual reflects 4 months of collections.
(4)	**Unrestricted/Restricted Intergovernmental** 40.3% - A large portion of this revenue is expenditure based. Funds are spent/then we are paid. This leads to a one-two month lag in receiving the funds.
(5)	**Proceeds on Refunding/Premium/Closing** NA - The County has not completed a refunding this fiscal year.
(6)	**Lease Land CFVMC** 95.1% - The hospital is invoiced at the beginning of the year and typically pays immediately.
(7)	**Fund Balance Appropriation** 0% - Direct entries are not made to fund balance.

General Fund Expenditures
**

(1)	**Court Facilities** 24.3% - Expenses are low due to repairs and maintenance expenses not being expended thus far.
(2)	**Information Services** 45.1% - Funds have been encumbered for the Tax Office software project (~$1,526,000) and for computer software (~$633,000), but not yet paid.
(3)	**Debt Service** NA - This category has been moved out of the general fund and into the capital investment fund.
(4)	**Youth Diversion** 20.9% - Vacant position within the department. An allocation is done for the administrative assistant that is helping with the program.
(5)	**Public Safety Other** 39.1% - Invoice receipt is lagging by 1.5 months. However, funds are encumbered for these services through year-end.
(6)	**Culture and Rec Other** 88.2% - Funding for 5 different contracts. ASOP contract paid in full for the year.
(7)	**Location Services** 29.3% - Vacant position within the department.
(8)	**Soil Conservation** 22.0% - The Stream Debris Removal grant has not been expended because of the difficulty in clearing streams due to extreme/unusually high waters.
(9)	**Economic Incentive** 6.2% - Economic incentives are budgeted at 100% of agreements but are not paid unless/until the company complies.
(10)	**Water and Sewer** 0% - Use of the budgeted funds has not yet been required.
(11)	**Transfers Out** 0.8% - Transfers are generally prepared toward the end of the fiscal year.

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

*****

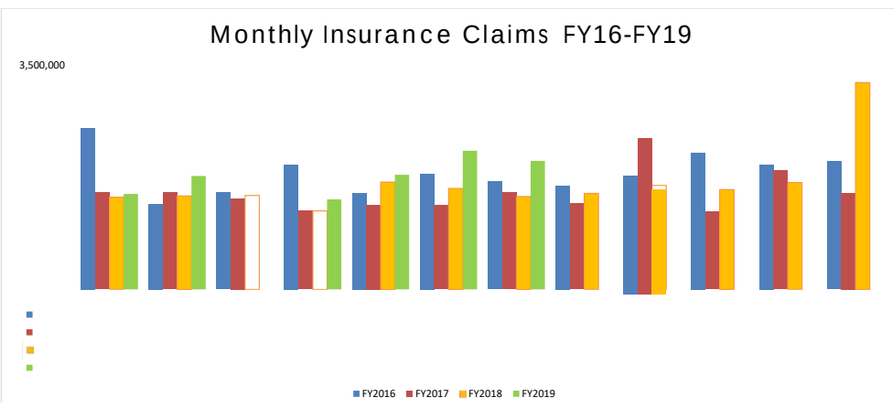
The board received the Financial Report.

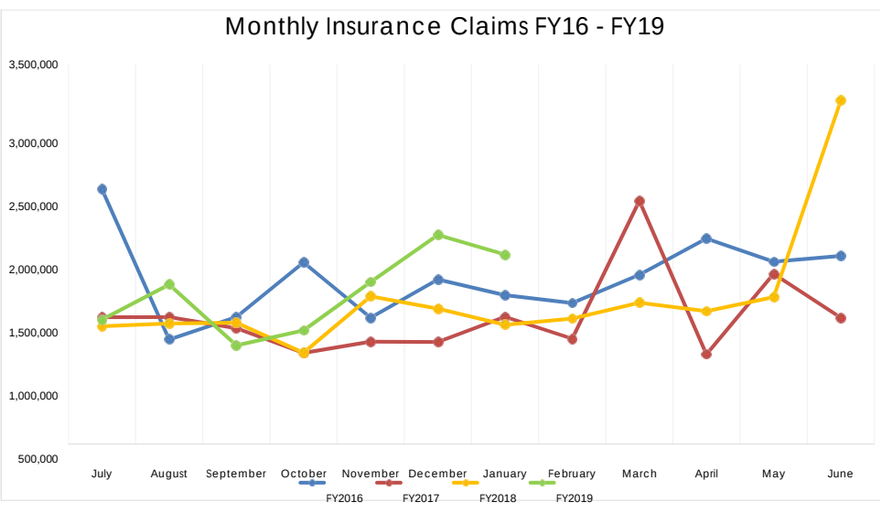
D. Health Insurance Update

BACKGROUND
Total health insurance claims for FY19 are up 38% for the month of January as compared to the same month in FY18. To provide some perspective on the claims, below is the 7-month average for the past 5 fiscal years. This average represents the average claims for July - January of each fiscal year. Additionally, graphs are provided as an aid to the analysis.

Average claims per fiscal year through January:
FY15 $1,536,398
FY16 $1,750,837
FY17 $1,395,026
FY18 $1,463,919
FY19 $1,693,614

RECOMMENDATION / PROPOSED ACTION
For information only – no action needed.





*****

The board received the Health Insurance Update.

Commissioner Keefe stated he noticed a significant increase in the health insurance claims the last two months. Ms. Cardinali stated there were two very significant claims in the last two months which are the reason for the increase mentioned by Commissioner Keefe. Ms. Cardinali stated she would verify the total claims report from BCBS before the stop loss kicks in and she will bring the report back to the board.

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

7. CLOSED SESSION:

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

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

C. Personnel Matter Pursuant to NCGS 143-318.11 (a)(6)

MOTION: Commissioner Faircloth moved to go into closed session for Attorney Client Matter(s) pursuant to NCGS 143-318.11(a)(3), Economic Development Matter Pursuant to NCGS 143-318.11(a)(4), Personnel Matter Pursuant to NCGS 143-318.11(a)(6).
SECOND: Commissioner Adams
VOTE: UNANIMOUS (6-0)

Commissioner Boose returned to the closed session meeting.

MOTION: Chair Council moved to reconvene in open session.
SECOND: Commissioner Adams
VOTE: UNANIMOUS (7-0)

J. Update on the Proposed Mt. Vernon Estates Watershed Improvement Project

BACKGROUND
The Cumberland County Soil and Water Conservation District is not going to review the plan for the proposed Mt. Vernon Estates watershed improvement project. The District's Director has referred the county attorney to the Soil and Water Conservation Engineer for this area. The county attorney sent the proposed plan of work to that Engineer on March 8, 2019. The county attorney asked the S&W Water Conservation Engineer to review the plan of work for the following purpose:

This would be the first watershed improvement project the county has undertaken and it is not being done pursuant to any county-wide plan. I know this is not something the District has any statutory responsibility to review; however; I am seeking guidance as to what the county should be concerned about with such a project. The preliminary engineering was done by an engineer hired by the property owners who only wanted the dam repaired. The county will have to hire the engineer to design the project if it becomes a county watershed project. I had asked the District to review the plan, not to approve it, but just to provide guidance on what further engineering work might be needed and whether it was basically a worthwhile project for the affected watershed.

If any information is received before the Agenda Session, it will be presented.

RECOMMENDATION / PROPOSED ACTION
Presented as an update only.

*****

Mr. Moorefield reviewed the background information and recommendation as recorded above. Mr. Moorefield stated the local Soil and Water Conservation District supervisor is not going to review the plan for the proposed Mt. Vernon Estates watershed improvement project. Mr. Moorefield stated he was referred to the regional engineer, who reviewed the preliminary engineering report and discussed the project with him. Mr. Moorefield reported that the regional engineer said he was not an expert in watershed improvement projects but in reviewing this, he thought the plan designed by this engineer qualifies as a project and the County could move forward based on that engineering report. Mr. Moorefield stated he wanted to reiterate that if the County moves forward with this plan, it is not for the purpose of repairing the dam, it would become a County watershed project. Mr. Moorefield further stated the County would own or have

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

legal rights to access to the dam, would be responsible for the dam, and it would be a County owned project that would need to be maintained.

In response to a question from Commissioner Boose, Mr. Jackson stated there are a number of dams breached inside the County at this time and a number of high hazard dams. Commissioner Boose asked if any other entity has approached the County about financially helping with a similarly situated dam. Mr. Moorefield stated Lake Upchurch is another project that has come to the County for assistance.

Commissioner Faircloth stated he became opposed to this project when he discovered the County had to take ownership of the dam. Commissioner Faircloth stated he wants to help the people but does not want to take ownership of the project. Commissioner Keefe asked if it would take state legislation for the County to partner with the owners to help but not take ownership of the dam. Mr. Moorefield stated the County does not have the authority to repair the dam with an assessment project by state statute.

No action taken. This item was for information only.

*****

A brief discussion followed about holding Agenda Session's on the second Thursday of the month at 1:00 p.m.

There being no further business, the meeting adjourned at 11:37 a.m.

Approved with/without revision:

Respectfully submitted,

_____

Kellie Beam
Deputy Clerk to the Board

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