

CUMBERLAND COUNTY BOARD OF COMMISSIONERS
THURSDAY, AUGUST 13, 2019 – 1:00 P.M.
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 (departed 1:30 p.m./returned 2:20 p.m.)
Commissioner Jimmy Keefe
Amy Cannon, County Manager
Melissa Cardinali, Assistant County Manager
Tracy Jackson, Assistant County Manager
Duane Holder, Assistant County Manager/Interim Health Director
Sally Shutt, Assistant County Manager
Rick Moorefield, County Attorney
Vicki Evans, Finance Director
Deborah Shaw, Budget Analyst
Heather Harris, Budget Analyst
Jeffery Brown, Engineering & Infrastructure Director
A.J. Riddle, Assistant Engineering & Infrastructure Director
Brenda Jackson, Social Services Director
Nedra Rodriguez, Workforce Development Director
Joel Strickland, FAMPO Director and Interim Planning Director
Darian Cobb, Fellow with NCACC County Manager Fellowship Program
Candice White, Clerk to the Board
Kellie Beam, Deputy Clerk

ABSENT: Commissioner Michael Boose
Commissioner Charles Evans
Commissioner Larry Lancaster

Chair Council called the meeting to order.

Amy Cannon, County Manager, requested revisions to the agenda to include:

- Removing and forwarding Item 3.A. Update on Cumberland and Harnett County Boundary Line by N.C. Geodetic Survey and Item 4.D. Contracted Temporary Staffing Agency Responses to "Ban the Box" to the September 12 Agenda Session meeting;
- Removing Items 4.A. Memorandum of Understanding Between County of Cumberland and City of Fayetteville for the Cumberland County Public Library's Storywalk Project and 4.F. Professional Project Management Services Agreement with the Wooten Company;
- Providing additional information under the monthly reports for Items 5.A. CDBG-DR Monthly Update and 5.C. Project Updates; and
- Adding as Item 6.A. Closed Session for Attorney Client Matter(s) Pursuant to NCGS 143.318.11(a)(3).

1. APPROVAL OF AGENDA

MOTION: Commissioner Adams moved to approve the agenda with the revisions as requested.

SECOND: Commissioner Faircloth

VOTE: UNANIMOUS (4-0)

2. APPROVAL OF MINUTES

A. Approval of June 13, 2019 Agenda Session Regular Meeting Minutes

MOTION: Commissioner Adams moved to approve the June 13, 2019 Agenda Session regular meeting minutes.
SECOND: Commissioner Faircloth
VOTE: UNANIMOUS (4-0)

3. PRESENTATIONS

A. Removed from the agenda.

B. 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 Engineering and Infrastructure Director and County Management recommend that the report be received and placed on the August 19th Board of Commissioners agenda as a consent item.

Jeffery Brown, Engineering and Infrastructure Director, presented the background information and recommendation/proposed action recorded above. Mr. Brown stated this report was being provided as information only. No questions or discussion followed, and no action was taken.

C. Upcoming Scheduled Financing

BACKGROUND

1. Capital Improvement Projects Originally Funded by the 2017 Draw Program

In 2015 a comprehensive study was completed by an external engineering firm on the conditions of roofs, parking lots, and building exteriors. As a result of that study, improvements were prioritized within a three-year capital improvement plan (CIP). Two separate debt issues were secured to provide funding for the projects. The first debt issuance was completed in 2016 through a bank installment financing totaling \$1.1 million. The second debt issuance was a cash-flow draw program that was secured in 2017 totaling \$11,220,000. The majority of projects from the 2017 draw program have now been contracted. Therefore, the County is now able to move forward in seeking Local Government Commission (LGC) approval for long term financing.

2. Refinancing of the Series 2009B Certificates of Participation

Financial advisors have provided finance staff with a refinancing analysis of the Series 2009B certificates of participation. The analysis shows the County has the potential to generate over \$1.5 million in interest rate savings by refinancing this debt. The total interest savings on the debt is projected to be \$1.5 million, resulting in projected annual average interest savings of \$250,000 over six years. The refinancing will not extend the life of the debt.

The Refinancing Process

Items one and two above will be combined into a single 2019 refinancing. The allowable time frame to refinance the bonds for which the interest savings are available coincides with the timing to refinance the CIP projects. Combining the two sources of debt into a single refinancing will achieve additional savings in issuance costs and in staff time as compared to conducting two separate debt issues.

Finance staff will continue to work with the financial advisors and bond counsel throughout this process. A competitive bid process will be conducted by the financial advisors to secure the best interest rates. Bond counsel will provide the legal documents for the upcoming refinancing process which will require the following Board actions: adoption of a Findings Resolution, authorization for LGC application filing, calling for a public hearing, holding a public hearing, and adoption of an Approving Resolution. The actions are scheduled to be taken during two separate upcoming Board of Commissioner meetings. LGC review and approval of the refinancing is scheduled for the October 1, 2019 LGC meeting.

RECOMMENDATION / PROPOSED ACTION

For information purposes only. Action will be requested from the Board of Commissioners under Items of Business during the August 19, 2019 and September 3, 2019 meetings.

Vicki Evans, Finance Director, presented the background information recorded above on the upcoming scheduled financings and the refinancing process and stated this information is being provided in preparation for action that will be requested of the Board of Commissioners at their August 19, 2019 and September 3, 2019 meetings. No questions or discussion followed, and no action was taken.

4. CONSIDERATION OF AGENDA ITEMS

- A. Removed from agenda.
- B. Chapin Hall Contract for Department of Social Services

BACKGROUND

The purpose of this contract with Chapin Hall at the University of Chicago is to allow for the continued development of 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. Chapin Hall 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 consideration of this contract for the Consent Agenda on August 19, 2019.

- C. Southeastern Workforce Strategies Contract for Department of Social Services

BACKGROUND

The purpose of this contract renewal with Southeastern Workforce Strategies, LLC in the amount of \$313,874 is to allow for the continued development of 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 acts as the project manager and 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

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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 consideration of this contract renewal for the Consent Agenda on August 19, 2019.

Brenda Jackson, Social Services Director, presented the background information recorded above for Items 4.B. and 4.C., stated both contracts support work being done for aging out foster children and further explained the A Model Approach for Change (AMAC). Ms. Jackson stated the purpose of the project is to look at how outcomes can be changed using data and best practices as components of the Child Welfare system. Ms. Jackson stated Southeastern Workforce Strategies is the project manager and briefly reviewed the governance structure and partnerships involved in helping move the work along. Ms. Jackson stated this is a six-year project and Duke Endowment has funded \$700,000 for years 1 and 2 to go along with the \$100,000 in County dollars and \$50,000 in State dollars. Ms. Jackson stated Duke Endowment saw the value in the work and has funded years 3 and 4 at \$850,000 which will mainly pay for the contract work, research and project management. Ms. Jackson stated the request for Items 4.B. and 4.C. is to place them on the August 19, 2019 consent agenda for consideration of the contract renewals. Ms. Jackson responded to questions and stated County and State dollars will not change for years 3 and 4 and sustainability of the model is the intent at the end of the grant.

MOTION: Commissioner Faircloth moved to forward Items 4.B. and 4.C. to the August 19, 2019 consent agenda.

SECOND: Chair Council

VOTE: UNANIMOUS (4-0)

D. Removed from the agenda.

E. Interlocal Agreement between Capital Area Metropolitan Planning Organization (CAMPO) and Fayetteville Area Metropolitan Planning Organization (FAMPO)

BACKGROUND

The transportation planning section of the Cumberland County Planning Department, known as the Fayetteville Area Metropolitan Planning Organization (FAMPO), is partnering with the Capital Area Metropolitan Planning Organization (CAMPO), housed by the City of Raleigh, on a passenger rail study. The passenger rail study will look at the feasibility and needed improvements to support passenger rail between Fayetteville and Raleigh. The two Planning Organizations are proposing spending \$100,000 total on phase I of the plan, with each organization paying \$50,000. A consultant will be procured to carry out the study. The \$50,000 contribution from FAMPO will come out of the already approved fiscal year 2020 budget. In order for this plan to proceed, an interlocal agreement between the two organizations is needed.

RECOMMENDATION / PROPOSED ACTION

Staff and County Management recommend that the proposed action be placed on the August 19, 2019 Board of Commissioners agenda as a consent item:

Approve the Interlocal Agreement between Capital Area Metropolitan Planning Organization (CAMPO) and Fayetteville Area Metropolitan Planning (FAMPO).

Joel Strickland, FAMPO and Interim Planning Director, presented the background information recorded above and stated a passenger rail study was completed in 2003 which looked at passenger rail going from Raleigh to Fayetteville and to Wilmington. Mr. Strickland the FAMPO

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Transportation Policy Board asked to have passenger rail revisited mainly between Raleigh and Fayetteville to see whether the traffic numbers support passenger rail and what type of upgrades will be needed to the existing network for passenger rail to be feasible. Mr. Strickland stated the phase for this fiscal year will look at existing facilities and feasibility of the existing routes. Mr. Strickland explained the Norfolk Southern and CSX rail line routes between Fayetteville and Raleigh. Mr. Strickland stated the Transportation Policy Board has approved the \$50,000 contribution from FAMPO which will come out of the already approved fiscal year 2020 budget. In response to a question posed by Commissioner Adams, Mr. Strickland stated the MPOs have more money to work with than do the RPOs so Harnett County and Johnson County do not get enough funding to contribute to these type of projects. Mr. Strickland also stated talks have not taken place with the Department of Commerce but have taken place with the DOT Rail Division that has agreed to kick in funding for phase two. In response to a question by Commissioner Keefe, Mr. Strickland stated phase one will look where to put stops for the passenger rail to pick up passengers and whether the passenger rail will be economically feasible.

MOTION: Commissioner Adams moved to place Item 4.E. on the August 19, 2019 consent agenda.
SECOND: Chair Council
VOTE: UNANIMOUS (4-0)

F. Removed from agenda.

G. Memorandum of Understanding Between Cumberland County Workforce Development Board and Cumberland County Schools

BACKGROUND

During fiscal year 2017, the Cumberland County Workforce Development Board entered into a Memorandum of Understanding (MOU) with Cumberland County Schools (CCS) for a Career Development Coordinator to successfully obtain and maintain the Work Ready Community certification for the Cumberland County local area. The ACT Work Ready Communities certification is a community-based framework that links workforce development to education, aligns with the economic development needs of our community, and matches individuals to jobs based on skill levels. Cumberland County was certified as a Work Ready Community May 2018. Currently Cumberland County is at 69% of its maintenance goals for year two of maintenance (attached).

The Workforce Development Board, at its May 21, 2019 meeting, approved the MOU with CCS for their Career Development Coordinator to perform duties to include maintaining Cumberland County's Work Ready Community (CCWRC) certification, the Innovative Career Opportunities Now (ICON) summer internship program, and performing ACT job profiling key steps, not to exceed \$50,000 annually.

RECOMMENDATION / PROPOSED ACTION

The Workforce Development Board Director and County Management recommend the contract between the Workforce Development Board and Cumberland County Schools be placed on the August 19, 2019 Board of Commission agenda as a consent item. No budget revision is needed for this recommendation.

H. Memorandum of Understanding Between the Cumberland County Workforce Development Board and Fayetteville Technical Community College for Human Resource Development Services

BACKGROUND

Fayetteville Technical Community College (FTCC) has provided a part-time Human Resources Development (HRD) Coordinator to the Cumberland County NCWorks Career Center at no charge to the participants.

Based on the popularity and success of this course, in great part to the HRD Instructor conducting the course, it would greatly benefit Cumberland County citizens and businesses to expand the

availability of additional training, workshops, and courses developed and facilitated by FTCC's HRD Coordinator to a full-time basis.

The Workforce Development Board, at their May 21, 2019 meeting, approved the MOU with FTCC to fund fifty percent (50%) of the HRD Coordinator position, \$39,719.05, to provide these services on a full-time basis in the NCWorks Career Center.

RECOMMENDATION / PROPOSED ACTION

The Workforce Development Board Director and County Management recommend the contract between the Workforce Development Board and Fayetteville Technical Community College and granting the Workforce

Development Director authorization to sign the MOU be placed on the August 19, 2019 Board of Commission agenda as a consent item. No budget revision is needed for this recommendation.

I. Memorandum of Understanding with the Cumberland County Workforce Development Board and the North Carolina Veterans Foundation

BACKGROUND

During fiscal year 2019, the Cumberland County Workforce Development Board entered into a Memorandum of Understanding (MOU) with North Carolina Veterans Foundation (NCVF) to implement its proven strategy for showing business leaders why and how to hire military personnel, and work with public and private sector organizations to connect businesses with qualified military talent to fill their positions through the North Carolina for Military Employment (NC4ME) coalition.

The Workforce Development Board, at its March 19, 2019 meeting, approved the MOU with NCVF for the advancement of funds not to exceed \$99,750 to be used to pay for venues, food and beverages, outreach activities, technology, administrative support, and other items to connect businesses with qualified military talent. The period of performance of these activities will occur July 1, 2019 through June 30, 2020.

This program was previously provided using State Workforce dollars from several different Workforce agencies across North Carolina. In order to streamline the administrative accountability for the program, a representative of the State has asked if the entirety of the State's funding for this program can be funneled through Cumberland County instead of being split between several different local Workforce agencies.

Cumberland County would receive \$5,250 in administrative fees for taking on this new role. Moving to a single contract through one Workforce Board will save cost, time, and effort.

10 Hiring Events will be conducted at locations across North Carolina, including in Wilmington, Charlotte, Raleigh, Durham, Fayetteville, Jacksonville, Salisbury, Havelock, and others. Locations are selected in consultation with DWS, the other members of the NC4ME partnership, and local organizations. Not all events will be held in Cumberland County. However, companies and job seekers from Cumberland County are eligible to, and almost always do, participate in each of our events. This grant funding allows us to put on these events free of charge to employers and job seekers.

NC4ME is North Carolina's public-private partnership supporting military employment. The partnership includes the NC Department of Military & Veterans Affairs, NC National Guard, USO of NC, NC Society for Human Resource Management, and a series of others. There is no near-peer collection of exceptional public and private sector organizations combining their resources toward a similar goal or joint strategy. The unique "partnership approach to service delivery" that NC4ME uses to implement its joint strategy dramatically decreases costs. It's commitment to provide these services free of charge to employers and job seekers is also exceptionally rare in this space.

RECOMMENDATION / PROPOSED ACTION

The Workforce Development Board Director and County Management recommend that the proposed contract between the Workforce Development Board and the North Carolina Veterans

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Foundation be placed on the August 19, 2019 Board of Commissioners agenda as a consent item. No budget revision is needed for this recommendation.

J. Extension of Cumberland County Workforce Development Board Contract for One Stop Services with Two Hawk Workforce Services

BACKGROUND

Section 121(d)(2)(A) of the Workforce Innovation and Opportunity Act (WIOA) requires Cumberland County Board of Commissioners, as the administrative and fiscal agent of the Title I Workforce Innovation and Opportunity Act (WIOA) funding, to designate or certify a one-stop operator through a competitive procurement process. The operator is charged with coordinating the service delivery among partner agencies in NCWorks Career Center. Duties include but are not limited to:

- Managing daily operations in coordination with WIOA fiscal agent for the lease, utilities and other activities to support the center
- Managing partner responsibilities defined in the Memorandum of Understanding (MOU) among partners Managing hours of operation
- Managing services for individuals and businesses
- Ensure that basic services are available (orientations, labor market information, resource room) Implementing Cumberland County Workforce Development Board Policy
- Adhering to all federal and state regulations and policies
- Reporting to Cumberland County Workforce Development Board on operations, performance and continuous improvement recommendations

On May 10, 2017 the Board of Commissioners approved the award of the FY2018 one-stop operator services contract to Two Hawk Workforce Services. On March 22, 2018, the Workforce Development Board approved the action of extending the Two Hawk Workforce Services contract for an additional one-year period and adding additional funds to perform these services (Amendment I). Regulation allows for the extension of the one-stop service contract for up to three one-year periods if the contract is performing. Because of this, on May 21, 2019, the Workforce Development Board approved the action of extending the Two Hawk Workforce Services contract for an additional one-year period and adding additional funds, \$367,345, to perform these services (Amendment II).

RECOMMENDATION / PROPOSED ACTION

Workforce Development Director and County Management recommend that the proposed actions be placed on the August 19, 2019 Board of Commissioners meeting consent agenda:

- 1) Extend the existing contract for an additional year
- 2) Increase the contract budget to an amount not to exceed \$878,735 to become effective July 1, 2019 and ending June 30, 2020.

K. Amendment of Educational Data Systems, Inc. (EDSI) Statement of Work with Cumberland County Workforce Development Board

BACKGROUND

On September 20, 2018, the Board of Commissioners approved the extension of contract #2019093 with EDSI through December 30, 2019. Since that time, Workforce Development Staff have determined that the performance metrics needed to be amended to meet end of calendar year State requirements. This amendment will establish these additional performance metrics for the period of July 1, 2019 through December 31, 2019. The amendment will also require EDSI to have a greater management presence onsite at the NC Works Career Center. This amendment also changes the way the Administrative Fee will be calculated. Currently the Administrative Fee is a flat annual rate paid in 1/12th increments regardless of how the contract is performing. The proposed change will calculate the Administrative Fee based on the percentage of performance metrics completed. An example would be a Performance Goal to serve 500 youth and young adults but only served 250, EDSI is entitled to 50% of the Administrative Fee. The Cumberland County Workforce Development Board approved these changes at their May 21, 2019 meeting.

The proposed contract amendment incorporates the following: 1) adds performance metrics for the period of July 1, 2019 through December 31, 2019, 2) requires EDSI management to have greater onsite presence and 3) changes the calculation method for payment of the Administrative Fee.

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RECOMMENDATION / PROPOSED ACTION

The Workforce Development Board Director and County Management recommend that the proposed contract amendment be placed on the August 19, 2019 Board of Commission agenda as a consent item. No budget revision is needed for this recommendation.

Nedra Rodriguez, Workforce Development Director, referenced the background information and recommendation/proposed action recorded above for Items 4.G. – 4.K. and stated no additional funding is being requested for the Career Development Coordinator under Item 4.G. There were no questions or discussion.

MOTION: Commissioner Adams moved to place Items 4.G. - 4.K. on the August 19, 2019 consent agenda.

SECOND: Chair Council

VOTE: UNANIMOUS (4-0)

L. Contract for Detention Center Sealant Replacement Project

BACKGROUND

Within the Capital Improvement Plan (CIP) there is an identified project that consists of sealing expansion joints, performing window replacement on failed window units, and wet sealing of the Detention Center building exterior. Please note the expanded portion of the Detention Center is not included in this project, and this is only for the original building. These repairs were included in the approved FY 2020 budget.

The project was advertised electronically on the Cumberland County Vendor Self Service site and the State Interactive Purchasing System. The project pre-bid meeting was held on July 8, 2019, in which contractors were invited to attend. Informal bids are scheduled to be received on August 1, 2019. The bid tab will be presented at the August 8th Agenda Session meeting, along with a recommendation to award a contract to the lowest, responsible and responsive bidder as well as establishing a contingency for the project.

RECOMMENDATION / PROPOSED ACTION

The Engineering and Infrastructure Director and County Management recommend that the proposed actions below be placed on the August 19th Board of Commissioners agenda as a consent item:

1. Accept the bids and award a contract to the lowest, responsible and responsive bidder.
2. Establish a contingency to be used for additional work recommended by the E&I Director and approved by the County Manager.

Mr. Brown presented the background information recorded above and reviewed the bid tab for the project. Mr. Brown stated three additional bids were received; however, the bidders withdrew their bids when they were determined to be incomplete. Mr. Brown stated the lowest bid received for the project was from Pro-Tech Construction out of Raleigh at \$150,359.00. Mr. Brown reviewed the two proposed actions recorded above and responded to questions.

MOTION: Chair Council moved to place Item 4.L. and the proposed actions on the August 19, 2019 consent agenda.

SECOND: Commissioner Faircloth

VOTE: UNANIMOUS (4-0)

M. Consideration of Offer to Purchase a Small Portion of a Tract in Cedar Creek Industrial Park

BACKGROUND

Steve Clark has offered to purchase a portion of a 276.47 acre tract of land in Cedar Creek Industrial Park that adjoins his property. His offer is attached. It is roughly a triangle shown on the attached GIS map with the arrow in an orange marker. He has not had the property surveyed so it is not known what the acreage is but based on its area relative to the adjoining lots it appears to be approximately 0.4 acres. His offer is for \$5,000 per acre. The tax office assesses this commercial zoned property at 0.26 per square foot which equals \$11,326 per acre. The portion Mr. Clark wants is bounded by a utility easement and three residential lots. It would not appear to impact the value of the remaining commercial parcel to cut this portion out of the larger tract. It would require subdivision approval by the City of Fayetteville. This sale would also be subject to the statutory upset bid procedure.

RECOMMENDATION / PROPOSED ACTION

County Attorney recommends that the Board determine if it wishes to make this sale and establish the terms upon which the sale will be made. Those terms should include that the purchaser obtain a survey from which the boundary and acreage can be determined, compliance with the City's subdivision regulations, and the sales price on a per acre basis.

Rick Moorefield, County Attorney, presented the background information recorded above. Mr. Moorefield stated it did not appear sale of the sliver of land would have any impact on the value or use of the remaining parcels; however, the issue is the offer amount compared to the tax assessed value. Mr. Moorefield also stated if the sliver is sold, it would require subdivision approval by the City of Fayetteville which he has told Mr. Clark would be his responsibility. Mr. Moorefield stated this sale would also be subject to the statutory upset bid procedure. Mr. Moorefield stated should the Board approve the sale, his recommendation is to use the tax assessed value as the sales price of 0.26 per SF and have Mr. Clark subdivide according to City of Fayetteville regulations. Commissioner Adams asked whether the parcel had been shown to the board of the FCEDC. Mr. Moorefield stated it was forwarded to the FCEDC President and CEO. Ms. Cannon stated he does not believe subdividing and selling this sliver will have any impact on the industrial park based on the way it is configured. A brief discussion followed. Mr. Moorefield stated the County would pay the advertising costs.

MOTION: Commissioner Keefe moved to sell the portion of the 276.47 acre tract of land in Cedar Creek Industrial Park based on the tax assessed value and that the purchaser handle the survey and closing costs.
SECOND: Commissioner Faircloth
VOTE: UNANIMOUS (4-0)

5. MONTHLY REPORTS

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

BACKGROUND

Cumberland County, in partnership with NC Emergency Management, is implementing 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 applications processed through the Intake Center.

RECOMMENDATION / PROPOSED ACTION

No action is need. This item is provided for informational purposes only.

CUMBERLAND COUNTY CDBG-DR PROGRAM UPDATE FOR THE AUGUST 8, 2019 BOARD OF COMMISSIONER'S AGENDA SESSION

Status as of July 24, 2019:

Total Applications	County Application Intake (Step 1)	State Eligibility Check (Step 2)	State Duplication of Benefits Check (Step 3)	State Under Further Review
349	17 (5 county/12 city)	8 (2 county/6 city)	16 (15 city/1 county)	56 (11 county/45 city)
State Inspection & Environmental Review (Step 4)	State Grant/Award Determination (Step 5)	Contractor Selection/Bid Work (Step 6)	Construction (Step 7) Complete (Step 8)	Withdrawn/Ineligible/ Inactive
17 (3 county/14 city)	117 (71 county/46 city)	12 (8 county/4 city)	15 (0 county/15 city) 6 (2 county/4 city)	25 (13 county/12 city) 42 (17 county/25 city) 18 (0 county/18 city)

**Step 1 performed by County; Steps 2-8 performed by State for County; Steps 2-8 performed by Horne & State for City*

Milestones/Activities:

Board approved proposed Draft Amendment One to CDBG-DR Agreement between State and County submitted to NCEM/Commerce –HUD approval State’s Action Plan Amendment #3 March 5;

- U.S. Department of Housing & Urban Development recently approved North Carolina Office of Recovery & Resiliency (NCORR) effective July 1 as the administering agency for CDBG-DR grant funds;
- NCORR in the process of reviewing new SRA’s for local governments;
- Ongoing– County staff finalizing processing applications, follow-up with all applicants and submitting to State for conducting Steps 2-8. Staff continue to follow-up with applicants to provide continuity and status update of applicant’s file in Step 5; in addition, staff also provide consultations, closing and post-closing to applicants;
- Robins Meadow Permanent Supportive Housing Project – pending notification from NCORR Authority to Use Grant Funds letter;
- Robins Meadow Permanent Supportive Housing Project A/E Services – pending BOC approval
- Community Resource Center Project new preliminary project site information form submitted to NCORR – staff in process of preparing additional project information to submit to NCORR on the proposed project site;
- NCORR is still developing policies before implementing the following programs – Buyout/Acquisition; Renters/Landlords under the CDBG-DR Program;
- DRA-17 Program – County and State staff closed 7 buyout properties to date; Hazardous Material Site Assessment Services RFP under staff review;

Current Staffing:

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

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

Ms. Cannon stated Duane Holder, Assistant County Manager/Interim Health Director, will provide an update on meetings with the City of Fayetteville over the last several months and the path that has been laid out for the September 12 Agenda Session. Mr. Holder stated Laressa Witt, Chair of the Continuum of Care, will be invited to give the Board a presentation on the homeless coordinated entry accomplished in Cumberland County as well to talk about the concept of a community resource center. Mr. Holder stated the Homeless Committee has not only been working on the community resource center, it has also been working on the homeless initiative. Mr. Holder stated a report from Endeavors will be provided at the September 16 regular meeting.

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Mr. Holder stated the community resource center CDBG-DR project proposed by the City of Fayetteville is currently seeking state approval in order to proceed while at the same time the County has already submitted projects for urgent repair of houses and construction of apartments at Robins Meadow as a supportive housing project. Mr. Holder stated all state approvals have been received for the Robins Meadow project and a contract with Wooten Company was on the agenda to start the disaster recovery project. Mr. Holder stated the community resource center is not yet at that stage because in May the state asked some supplemental questions about the day center and the City felt in order to answer the questions answered, architecture and engineering would be required.

Mr. Holder stated the \$3.8 million for the project only covers construction of the community resource center and associated construction costs. Mr. Holder stated the community resource center is intended to be a one-stop-shop to coordinate health and human services for the homeless as well as to double as an emergency shelter in the time of natural disasters. Mr. Holder stated conceptually the center has also been proposed as a place where homeless persons could have a mailbox/mail services, showers and laundry services. Discussion followed.

Commissioner Adams departed the meeting.

B. Unaudited FY2019 Financial Report

BACKGROUND

The financial report is included which shows results of the general fund for fiscal year 2019, June year-to-date (unaudited). Additional detail has been provided on a separate page explaining percentages that may appear inconsistent with year-to-date 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	UNAUDITED YTD ACTUAL AS OF June 30, 2019	PERCENT OF BUDGET TO DATE	*
Ad Valorem Taxes						
Current Year	\$ 163,194,457	\$ 163,777,000	\$ 163,777,000	\$ 165,634,524	101.1%	(1)
Prior Years	1,105,826	1,121,000	1,121,000	1,252,112	111.7%	
Motor Vehicles	18,788,786	18,326,000	18,326,000	18,196,333	99.3%	(2)
Penalties and Interest	740,525	500,000	500,000	699,244	139.8%	
Other	955,996	908,000	908,000	1,057,248	116.4%	
Total Ad Valorem Taxes	184,785,590	184,632,000	184,632,000	186,839,461	101.2%	
Other Taxes						
Sales	41,809,642	42,625,774	42,625,774	37,706,903	88.5%	(3)
Real Estate Transfer	1,096,191	700,000	700,000	1,351,286	193.0%	
Other	1,040,243	1,060,000	1,060,000	990,033	93.4%	
Total Other Taxes	43,946,076	44,385,774	44,385,774	40,048,222	90.2%	
Unrestricted & Restricted Intergovernmental Revenues	64,499,043	62,049,904	64,608,650	50,585,834	78.3%	(4)
Charges for Services	13,697,342	12,312,681	12,892,196	13,147,139	102.0%	
Other Sources (includes Transfers In)	8,790,385	2,442,205	2,574,680	3,830,937	148.8%	
Proceeds Refunding Bonds	23,005,000	-	-	-	0.0%	
Premium on COPS Sold	4,285,557	-	-	-	0.0%	
County Closing Contribution	254,735	-	-	-	0.0%	
Lease Land CFVIMC	3,813,452	3,714,637	3,714,637	3,871,986	104.2%	
Total Other	40,149,130	6,156,842	6,289,317	7,702,923	122.5%	
Total Revenue	\$ 347,077,181	\$ 309,537,201	\$ 312,807,937	\$ 298,323,579	95.4%	
Fund Balance Appropriation		7,447,195	26,664,950		0.0%	
Total Funding Sources	\$ 347,077,181	\$ 316,984,396	\$ 339,472,887	\$ 298,323,579	87.9%	

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County of Cumberland						
General Fund Expenditures						
DEPARTMENTS	FY17-18	FY18-19	FY18-19	UNAUDITED	PERCENT OF	
	AUDITED	ADOPTED BUDGET	REVISED BUDGET	YTD ACTUAL AS OF June 30, 2019	BUDGET TO DATE	**
Governing Body	\$ 574,959	\$ 628,960	\$ 628,960	\$ 608,475		96.7%
Administration	1,395,666	1,525,894	1,621,279	1,437,207		88.6%
Public Affairs/Education	470,475	497,286	523,286	451,670		86.3%
Human Resources	803,599	924,551	924,551	889,553		96.2%
Print, Mail, and Design	690,408	788,684	788,684	710,591		90.1%
Court Facilities	150,183	156,220	156,220	121,158		77.6%
Facilities Maintenance	1,812,003	1,024,101	1,054,101	808,301		76.7%
Landscaping & Grounds	591,282	669,140	675,672	608,287		90.0%
Carpentry	184,325	162,507	162,507	149,782		92.2%
Facilities Management	1,233,496	1,316,856	1,316,856	1,140,822		86.6%
Public Buildings Janitorial	705,450	724,839	797,721	653,459		81.9%
Central Maintenance	613,017	948,724	963,592	855,426		88.8%
Information Services	3,425,808	4,336,330	7,104,766	4,424,643		62.3% (1)
Board of Elections	1,148,659	2,237,329	2,242,171	1,615,307		72.0%
Finance	1,156,051	1,295,351	1,295,351	1,158,184		89.4%
Legal	715,602	804,578	804,578	686,532		85.3%
Register of Deeds	1,971,119	2,394,577	2,846,373	2,061,640		72.4%
Tax	5,154,623	5,683,071	5,820,571	5,305,599		91.2%
Debt Service	21,449,809	-	-	-		0.0% (2)
General Government Other	2,816,737	3,967,735	4,345,665	2,958,656		68.1% (3)
Sheriff	46,553,352	52,720,576	53,519,971	47,398,858		88.6%
Emergency Services	3,018,749	3,674,666	3,983,893	3,214,045		80.7%
Criminal Justice Pretrial	447,799	564,038	564,038	487,789		86.5%
Youth Diversion	9,549	63,654	63,654	24,504		38.5% (4)
Animal Control	2,909,358	3,248,915	3,343,956	3,053,108		91.3%
Public Safety Other (Medical Examiners, NC Detention Subsidy, etc.)	1,296,751	1,444,268	1,444,268	1,021,830		70.8%
Public Health	21,281,667	22,604,110	23,506,540	22,263,642		94.7%
Mental Health	3,098,258	5,463,227	5,471,227	5,289,732		96.7%
Social Services	59,392,604	60,359,879	61,293,017	55,098,679		89.9%
Veteran Services	383,191	408,159	408,159	361,435		88.6%
Child Support	4,757,955	5,205,713	5,205,713	4,752,166		91.3%
Spring Lake Resource Administration	30,978	34,332	34,332	30,226		88.0%

County of Cumberland						
General Fund Expenditures						
DEPARTMENTS	FY17-18	FY18-19	FY18-19	UNAUDITED	PERCENT OF	
	AUDITED	ADOPTED BUDGET	REVISED BUDGET	YTD ACTUAL AS OF June 30, 2019	BUDGET TO DATE	**
Library	10,176,826	10,807,325	10,832,563	10,131,284		93.5%
Stadium Maintenance	92,285	117,296	117,296	91,661		78.1%
Culture Recreation Other (Some of the Community Funding)	268,069	268,069	268,069	260,569		97.2%
Planning	2,888,049	3,522,591	3,528,841	2,830,757		80.2%
Engineering	1,171,023	1,987,178	1,587,178	1,096,715		69.1% (5)
Cooperative Extension	550,814	717,173	719,173	592,879		82.4%
Location Services	304,055	315,177	315,177	147,622		46.8% (6)
Soil Conservation	142,710	142,570	650,375	194,220		29.9% (7)
Public Utilities	89,168	87,153	87,153	82,858		95.1%
Economic Physical Development Other	20,000	20,000	20,000	20,000		100.0%
Industrial Park	1,117	1,104	11,254	9,020		80.1%
Economic Incentive	462,345	461,677	461,677	429,724		93.1%
Water and Sewer	-	250,000	291,291	-		0.0% (8)
Education	93,830,717	92,457,009	93,143,900	92,222,510		99.0%
Other Uses:						
Transfers Out	7,611,953	19,951,804	34,527,268	30,779,342		89.1%
Refunding of 2009A and 2011B LOBS	27,531,480	-	-	-		0.0% (9)
TOTAL	\$ 335,384,092	\$ 316,984,396	\$ 339,472,887	\$ 308,530,465		90.9%

Expenditures by Category	FY17-18	FY18-19	FY18-19	AS OF	PERCENT OF	
	UNAUDITED	ADOPTED BUDGET	REVISED BUDGET	June 30, 2019	BUDGET TO DATE	
Personnel Expenditures	\$ 123,827,311	\$ 140,421,227	\$ 138,839,086	\$ 125,844,698		90.6%
Operating Expenditures	151,864,357	153,678,512	162,700,818	149,733,610		92.0%
Capital Outlay	2,582,289	2,655,876	3,405,715	2,172,816		63.8%
Debt Service	21,966,702	-	-	-		0.0% (1)
Refunding of 2009A and 2011B LOBS	27,531,480	-	-	-		0.0% (9)
Transfers To Other Funds	7,611,953	20,228,781	34,527,268	30,779,342		89.1%
TOTAL	\$ 335,384,092	\$ 316,984,396	\$ 339,472,887	\$ 308,530,465		90.9%

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COUNTY OF CUMBERLAND

Fiscal Year 2019 - June Year-to-Date Actuals UNAUDITED (Report Run Date: July 29, 2019)

Additional Detail

General Fund Revenues

*

- (1) Current Year Ad Valorem 101.1% of budget; 99.34% collection rate
- (2) Motor Vehicles 99.3% - YTD actual reflects 11 months of collection
- (3) Sales Tax 88.5% - YTD actual reflects 10 months of collection
- (4) Unrestricted/Restricted Intergovernmental 78.3% - Revenue accruals have not yet been finalized/posted

General Fund Expenditures

**

- (1) Information Services 62.3% - The Tax Office Software project will incur the majority of costs in FY2020.
- (2) Debt Service NA - This category has been moved out of the general fund and into the capital investment fund.
- (3) General Government Other 68.1% - Contracted services specific to Hurricane Florence came in under budget; funds remaining in contingency.
- (4) Youth Diversion 38.0% - A position was vacant 3/4 of the year.
- (5) Engineering 69.1% - The stream debris removal grant has not been expended because of weather delays.
- (6) Location Services 46.8% - Vacant position within the department.
- (7) Soil Conservation 29.9% - The stream debris removal grant has not been expended because of weather delays.
- (8) Water and Sewer 0% - No expenditures have been incurred.
- (9) Refunding NA - The County has not completed a refunding this fiscal year.

C. 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 and the HQ Library Slope Failure.	90 days
Veteran's Services Parking Lot	\$135,462.33	The project is 98% complete with the dumpster enclosure remaining to be installed. This work was communicated to be scheduled on 8/1-8/2.	40 days
Crown Complex Stormwater Pond A	\$642,212.50	Contractor is cleaning up site and addressing items on the punch list.	150 days
Crown Complex Stormwater Pond B	\$705,040.00	Contractor is cleaning up site and addressing items on the punch list.	150 days
Overhills Park Water and Sewer District	\$4,131,106.59	The lift stations are pending activation based on NC Division of Water Quality approval.	565 days
Crown Coliseum Ice Plant, Chiller and Ice Floor Replacement	\$3,441,390.00	The contractor has installed concrete pads for the mechanical room and cooling tower, piping through the mechanical room, and is preparing the ice floor refrigerant piping. The anticipated concrete installation for the ice floor is 8/13.	150 days
Expo Center and Crown Coliseum East Parking Lot	\$1,328,480.00	The contractor is coordinating around scheduled events for the Coliseum. The contractor has placed most of the intermediate asphalt and is preparing to place surface. The concrete installation at the entrance to the Expo is nearly completed and the contractor is preparing to complete all grading operations.	60 days
Building Maintenance and Central Maintenance Parking Lot	\$420,422.87	Contractor initiated work on 4/22/2019. The contractor is preparing the subgrade for ABC stone and is installing ABC on the project. The contractor has installed the storm drainage pipe, drainage box and collar.	180 days
Roof Repairs Project	\$344,000.00	The contractor is performing punch list items on the project.	120 days
Detention Center Boiler Replacement (Phase II)	\$181,000.00	Contractor has started demolition and installation of the boilers. The contractor is scheduling the electrician subcontractor at this time.	120 days
Detention Center Lobby Renovation	\$148,887.81	The lobby renovation is 90% complete. The remaining items include punch list items that were identified by E&I staff, Detention Center staff and the architect.	120 days
Detention Center Roof Replacement	Pending	The engineer for the project's fee is shown. The bid opening is scheduled for 8/22/2019 and the contract will go before the BOC in 9/19.	Bid Opening Pending
Detention Center Building Exterior Improvements	Pending	The bid date is scheduled for 8/1/2019 and bids will be presented to the BOC at the 8/8/2019.	90 days
Department of Social Services Chiller Replacement Project	\$471,600.00	The chiller is installed and is operational. The contractor is performing punch list items identified by E&I staff and engineer.	120 days
LEC Elevator Modernization Project	\$122,000.00	The engineer has received the purchase order for the design of the project. The design costs associated with the project are the only costs we have incurred at this time. The engineer met on-site on 6/4/19 to begin field verification of the fire alarm and walls. The engineer has contacted the COF Fire Marshal for confirmation on the requirements for the necessary upgrade to the fire alarm. The electrical engineer on the team was on-site on 7/31/19.	Design Pending
Judge E. Maurice Braswell Courthouse Generator	\$2,828,700.00	The engineer has prepared construction documents and plans which were reviewed by the County on 4/24/19. The pre-bid was on 5/22/19 and a bid date of 6/4/19. Only one bid was received, so the project will be re-advertised with a bid opening scheduled for 6/12. On 6/12, we received one bid in the amount of \$2,737,200. The total construction amount associated with the project includes the engineer's fee and the construction costs.	179 days

Ms. Cannon recalled the Capital Planning Model was developed as a living, breathing document that would need to be revisited each year and the goal was to separate capital out of the operating budget. Ms. Cannon stated during a typical budget year the operating budget would be discussed in June and the Capital Planning Model would be revisited in the fall. Ms. Cannon stated on October 17, 2019, the financial advisors will be present and staff would like to provide preliminary audit information about the financial balance in the Capital Planning Model, the Engineering Department will have information on the 2021 and beyond Capital Improvement Project requests for County departments and the Board will have the opportunity to revisit the priorities. Ms.

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Cannon stated as the Board adjusts the priorities, staff will come back on November 21, 2019 with a final model for more discussion.

Commissioner Adams returned to the meeting.

D. Health Insurance Update

BACKGROUND

Total health insurance claims for FY19 are down 45.39% for the month of June as compared to the same month in FY18. To provide some perspective on the claims, below is the 12-month average for the past 5 fiscal years. This average represents the average claims for July – June of each fiscal year. Although the average claims amount per month is higher for the current year than prior years, it appears that funds are sufficiently budgeted to cover the projected year-end actual total. Additionally, graphs are provided as an aid to the analysis.

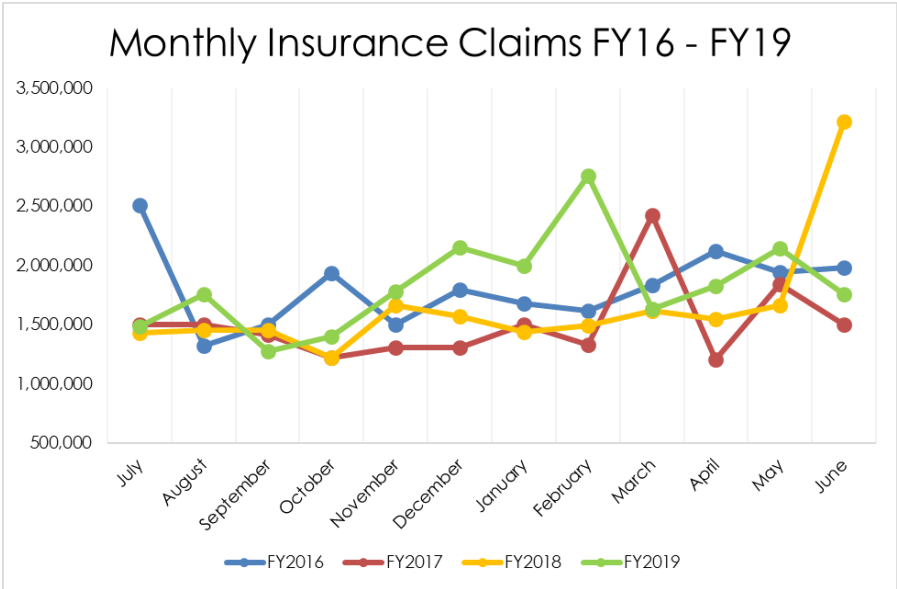
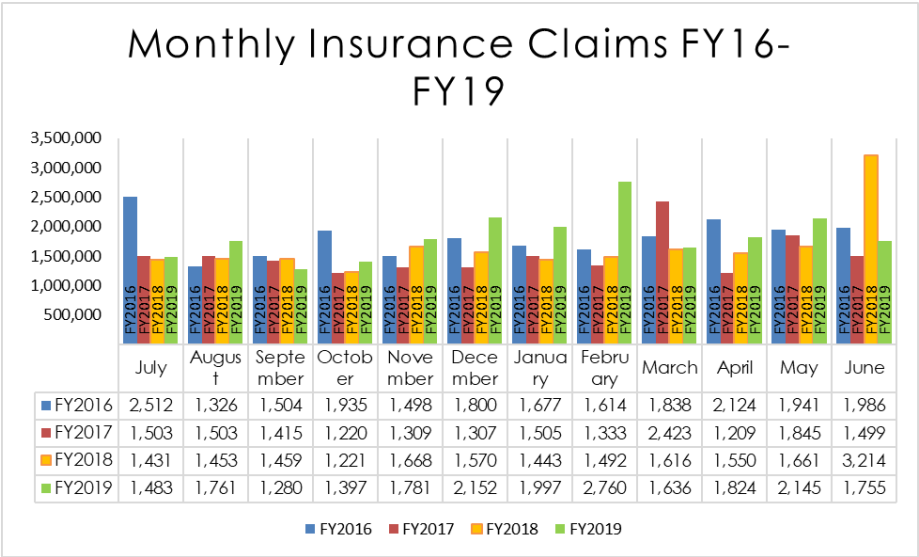
Year to date claims thru June \$21,846,820.41
Less year to date stop loss credits (2,356,412.65)
Net year to date claims thru June \$19,490,407.76

Average claims (before stop loss) per fiscal year through June:

FY15 \$1,548,990
FY16 \$1,813,478
FY17 \$1,506,354
FY18 \$1,648,615
FY19 \$1,831,447

RECOMMENDATION / PROPOSED ACTION

For information only – no action needed.



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6. CLOSED SESSION

A. ATTORNEY CLIENT MATTER(S) PURSUANT TO NCGS 143.318.11(A)(3)

MOTION: Commissioner Faircloth moved to go into closed session for Attorney Client Matter(s) pursuant to NCGS 143.318.11(a)(3).

SECOND: Chair Council

VOTE: UNANIMOUS (4-0)

MOTION: Chair Council moved to reconvene in open session.

SECOND: Commissioner Faircloth

VOTE: UNANIMOUS (4-0)

Ms. Cannon advised the Board that the Fayetteville Cumberland Economic Development Corporation planned for the consultant to provide a presentation to both the City and County elected officials during a breakfast meeting at the Department of Social Services. Preliminary dates were discussed.

MOTION: Commissioner Keefe moved to adjourn.

SECOND: Chair Council

VOTE: UNANIMOUS (4-0)

There being no further business, the meeting adjourned at 2:55 p.m.

Approved with/without revision:

Respectfully submitted,

Candice H. White
Clerk to the Board