

CUMBERLAND COUNTY BOARD OF COMMISSIONERS
MONDAY, SEPTEMBER 16, 2019 – 6:45 PM
117 DICK STREET, 1ST FLOOR, ROOM 118
REGULAR MEETING MINUTES

PRESENT: Commissioner Jeannette Council, Chair
Commissioner Marshall Faircloth, Vice Chairman
Commissioner Glenn Adams
Commissioner Michael Boose
Commissioner Charles Evans
Commissioner Jimmy Keefe
Commissioner Larry Lancaster
Amy Cannon, County Manager
Tracy Jackson, Assistant County Manager
Sally Shutt, Assistant County Manager
Darian Cobb, Fellow with NCACC County Manager Fellowship Program
Rick Moorefield, County Attorney
Rob Hasty, Assistant County Attorney
Vicki Evans, Finance Director
Deborah Shaw, Budget Analyst
Heather Harris, Budget Analyst
Jeffery Brown, Engineering and Infrastructure Director
Joel Strickland, FAMPO Director and Interim Planning Director
Ed Byrne, Senior Planner
Nedra Rodriguez, Workforce Development Director
Lisa Blausen, Sheriff's Office Business Manager
Candice H. White, Clerk to the Board
Kellie Beam, Deputy Clerk to the Board

Chair Council called the meeting to order.

INVOCATION / PLEDGE OF ALLEGIANCE

Pastor Riley Halliday, Manna Church, provided the invocation followed by the Pledge of Allegiance to the American flag led by Commissioner Evans.

INTRODUCTION OF FAYETTEVILLE-CUMBERLAND YOUTH COUNCIL MEMBERS

Dede Effen
Ramie Mack

Dede Effen stated she is the current chair of the FCYC and attends Massey Hill Classical High School. Ramie Mack stated she is the 9th grade liaison to the FCYC, this is her first time attending a Board of Commissioners' meeting and she attends Seventy First High School.

PUBLIC COMMENT PERIOD

Amy Cannon, County Manager, read the public comment policy. Chair Council recognized the clerk to the board who called the following speakers:

Willie C. Williams – Mr. Williams stated he is president of the Community Awareness Alliance. Mr. Williams stated the goal of the CCA is to support and provide solutions to issues in the community such as homelessness. Mr. Williams spoke to his interaction with a homeless individual and stated he has a feeling nothing is going to happen for the homeless. Mr. Williams asked the Board of Commissioners to do something for the homeless and help the City of Fayetteville.

Amy Cannon, County Manager, requested the correction to the amount in the cover memo for agenda Item 2.F. from \$65,000 to \$65,900.

1. APPROVAL OF AGENDA

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>

MOTION: Commissioner Adams moved to approve the agenda with the correction as requested.
SECOND: Commissioner Lancaster
VOTE: UNANIMOUS (7-0)

2. CONSENT AGENDA

A. Approval of September 3, 2019 Regular Meeting Minutes

B. Approval of Sole Source Procurement of Vehicle Camera System

BACKGROUND

Funds in the amount \$784,650 have been approved and appropriated in the fiscal year 2020 budget for the purchase of (17) Sheriff's Office vehicles. This amount includes the cost of the vehicles, equipment and accessories. Each vehicle must be outfitted to include an in-car camera system.

The Sheriff's Office currently utilizes Enforcement Video, LP dba WatchGuard Video cameras in their entire fleet. The software application that allows access and downloading of recordings was created specifically for the current camera system. The new cameras must be compatible with this software. There is no other camera system currently available that will support this software. WatchGuard Video has provided two quotes for this purchase, totaling \$104,343.40.

RECOMMENDATION / PROPOSED ACTION

Finance and Purchasing staff recommend utilizing the sole source bid exception based on North Carolina General Statute 143-129 (e) (6) (ii) (iii), as compatibility with the existing camera system software is the overriding consideration and the needed product is available from only one source of supply.

C. Approval of Sole Source Procurement of Portable Planetarium

BACKGROUND

The Library received funds through the Library Services and Technology Art (LSTA) grant in the amount of \$48,271 for the purchase of a Digital STARLAB Portable Planetarium and accompanying software. Additionally, a portion of budgeted E-rate funds (rebate funds for schools and libraries received from phone and internet vendors) in the amount of \$8,671.80 have been allocated for this purchase.

The grant funds were approved for this specific product and brand, which is sold exclusively by Science First, LLC. The vendor has provided a quote in the amount of \$56,942.80.

RECOMMENDATION / PROPOSED ACTION

Finance and Purchasing staff recommend utilizing the sole source bid exception based on North Carolina General Statute 143-129 (e) (6) (ii), as the needed product is available from only one source of supply.

D. Approval of Sole Source Procurement of Conducted Electrical Weapons

BACKGROUND

Funds in the amount of \$41,600 have been approved and appropriated in the Sheriff's Office fiscal year 2020 budget for the purchase of (32) Conducted Electrical Weapons (CEW).

The Sheriff's Office currently utilizes TASER brand CEW equipment. To maintain uniformity, new equipment must be the same brand, which is sold exclusively by Axon Enterprises, Inc. The vendor has submitted a quote in the amount of \$41,327.68.

RECOMMENDATION / PROPOSED ACTION

Finance and Purchasing staff recommend utilizing the sole source bid exception based on North Carolina General Statute 143-129 (e) (6) (ii) (iii), as standardization is the overriding consideration and the needed product is available from only one source of supply.

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>

E. Approval of Sole Source Procurement of Pneumatic Controls

BACKGROUND

Funds in the amount of \$72,000 have been approved and appropriated in the fiscal year 2020 budget for the upgrade of pneumatic controls on the 3rd floor of the Department of Social Services (DSS) building. The existing pneumatic controls are being replaced with a direct digital controls (DDC) system.

The DDC controls for the remaining floors of the DSS building are operated using Metasys software. The new controls must be compatible with the existing software. Metasys software is proprietary to Johnson Controls, Inc. To maintain standardization and ensure compatibility, the new controls need to be purchased from and installed by Johnson Controls, Inc. A quote has been submitted in the amount of \$59,520.50.

RECOMMENDATION / PROPOSED ACTION

Finance and Purchasing staff recommend utilizing the sole source bid exception based on North Carolina General Statute 143-129 (e) (6) (iii), as compatibility with the existing software and standardization of equipment are the overriding considerations for the needed upgrade.

F. Approval of Sole Source Procurement of Conveyor System

BACKGROUND

Funds in the amount \$90,000 have been approved and appropriated in the fiscal year 2020 budget for the replacement of the Detention Center's conveyor system. The County Engineer is recommending to upgrade the system instead of replacing due to cost savings. The conveyor system can be upgraded at a cost of \$65,900. A new system could cost between \$100,000 to \$110,000. The upgrade would save the County a minimum of \$34,100. The upgrade comes with a one-year warranty and will leave the County with a system that functions at the same capacity as a new system.

The existing system is a White Conveyors, Inc. system; therefore, it can only be upgraded by this vendor. The upgrade will consist of some new parts and controls that are exclusively manufactured and sold by White Conveyors, Inc.

RECOMMENDATION / PROPOSED ACTION

Finance and Purchasing staff recommend utilizing the sole source bid exception based on North Carolina General Statute 143-129 (e) (6) (ii), whereas the parts and controls required for the requested upgrade are available from only one source.

G. Approval to Pay Prior Year Invoices

BACKGROUND

There is a period of time after June 30th of fiscal year-end in which transactions of the prior fiscal year will continue to be processed (typically until the third week in August). After that cutoff date has passed, a department may still receive a vendor invoice that is payable for services that were rendered, or goods were received in the prior fiscal year. When that occurs, approval by the Board of Commissioners is required for payment. The following departmental invoices meet that criteria:

Sheriff's Office:

Vendor: Mecklenburg County

Invoice Date: 2/3/19

Amount: \$136.76

Vendor: Crye Precision

Invoice Date: 1/8/19

Amount: \$12,551.30

Credit Memo Date: 4/19/19

Amount (\$1,500.00)

Community Development:
Vendor: Belflex Staffing Network
Invoice Date: 6/16/19
Amount: \$740.40

Staff have verified these invoices have not been paid and the credit memo has not yet been processed. There are sufficient funds within the fiscal year 2020 departmental budgets to cover these expenditures.

RECOMMENDATION / PROPOSED ACTION
Management is requesting approval to pay prior year invoices for the Sheriff's Office and Community Development totaling \$11,928.46 (net).

H. Approval of Health Department Delinquent Accounts to be Turned Over to the NC Debt Setoff Program

BACKGROUND
At the Board of Health meeting on August 20, 2019, the Board approved writing off a total of \$35,313.64 as bad debts. The bad debt accounts with balances of \$50.00 or higher will be processed through the North Carolina Debt Setoff Program. This program can attach to a debtor's State Income Tax refund and/or lottery winnings for payment of bad debts. The accounts with balances under \$50.00 will continue to be worked for collection through our in-house collection efforts. This write-off of bad debts is in compliance with the Cumberland County Health Department's Debt Collection Policy 02-03 to write-off bad debts every quarter.

RECOMMENDATION / PROPOSED ACTION
Approve write-off of \$35,313.64 bad debts to the North Carolina Debt Setoff Program.

CUMBERLAND COUNTY DEPARTMENT OF PUBLIC HEALTH
DELINQUENT ACCOUNTS TO BE TURNED OVER FOR COLLECTION
BAD DEBT WRITE OFF #57
June 30, 2019

PROGRAM	AMOUNT
ADULT HEALTH CLINIC	\$703.48
CHILD HEALTH CLINIC	\$5,301.50
FAMILY PLANNING CLINIC	\$22,684.79
IMMUNIZATIONS	\$3,432.83
MATERNAL HEALTH CLINIC	\$3,191.04
TOTAL	\$35,313.64

All bad debt accounts with balances of \$50.00 or higher, will be sent to the North Carolina Debt Set-Off Program, which can attach a debtor's State Income Tax Refund for payment of bad debts.

The above accounts are 90 days old or older as of 03/31/2019

I. Approval Resolution for Little River Grant Funds

BACKGROUND
The County Manager's Office was made aware of a potential grant opportunity that may allow the County to perform stream debris clearance and improve the water flow along the Little River which runs approximately 20 miles along the Northern border of Cumberland County.

Staff is seeking \$337,000 from the North Carolina Attorney General's Environmental Enhancement Program to perform this work. Recorded below is a resolution in support of a Letter of Interest (attached) that was submitted on August 19, 2019.

RECOMMENDATION / PROPOSED ACTION
Staff recommends approval of the resolution.

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 BOARD OF COMMISSIONERS
RESOLUTION FOR LITTLE RIVER GRANT FUNDS**

WHEREAS, the Little River constitutes part of the northern boundary of Cumberland County with Harnett County; and

WHEREAS, the Little River lies in the Cape Fear River Basin and is a significant tributary of the Cape Fear River; and

WHEREAS, Hurricane Florence had many devastating impacts upon Cumberland County and its waterways, including much of the Little River; and

WHEREAS, debris remaining from Hurricane Florence is restricting the flow along a sensitive twenty-mile stretch of the Little River, is contributing to increased erosion on the banks, and the increased erosion poses a significant risk to water quality and public health and safety; and

WHEREAS, Cumberland County staff has obtained a proposal from a qualified contractor to remove the debris along this stretch of the Little River at a cost of \$377,000.

NOW THEREFORE, the Cumberland County Board of Commissioners resolve that staff shall seek grant funds to undertake a project to clear the debris along this twenty-mile stretch of the Little River to improve the flow and water quality of this significant tributary of the Cape Fear River, and thereby promoting the public health, welfare and safety.

Adopted this 16th day of September 2019.

- J. Approval of Budget Ordinance Amendment for the September 16, 2019 Board of Commissioners' Agenda

BACKGROUND
General Fund 101

- 1) Register of Deeds Automation - Budget Ordinance Amendment B200986 to appropriate Register of Deeds restricted fund balance in the amount of \$234,000 for indexing land records

The Board is requested to approve Budget Ordinance Amendment B200986 to appropriate Register of Deeds restricted fund balance in the amount of \$234,000 for indexing land records performed by Logan Systems.

This project consists of two phases: Phase 1 – 1979-1983 and Phase II – 1974-1978 which will be completed in FY20.

Please note this amendment requires the appropriation of Register of Deeds restricted fund balance.

REGARDING THE FOLLOWING ITEMS 2 – 4 PLEASE NOTE:

Each fiscal year County departments may have projects that are not complete by the fiscal year end (6/30/19) or items ordered that have not been received by fiscal year end. These projects or items were approved in the Fiscal Year 2019 budget; however, the money was not spent by June 30, 2019.

The following amendments seek to bring those funds forward from FY 2019 into the current fiscal year, allowing departments to complete and pay for these items. These revisions are not using 'new' funds but are recognizing the use of FY19 funds in FY20.

General Fund 101

- 2) Information Services - Budget Ordinance Amendment B200921 to re-appropriate FY19 funds in the amount of \$51,949 for the Energov project

The Board is requested to approve Budget Ordinance Amendment B200921 to re-appropriate FY19 funds in the amount of \$51,949 for the Energov project. EnerGov is the land management and central permitting system that will integrate Planning, Inspections and Environmental Health departments. This project is scheduled to be complete in December 2020.

Solid Waste Fund 625

- 3) Solid Waste - Budget Ordinance Amendment B200576 to re-appropriate FY19 funds in the amount of \$1,595,619 for the completion of projects and capital outlay items

The Board is requested to approve Budget Ordinance Amendment B200576 to re-appropriate FY19 funds in the amount of \$1,595,619 for completion of projects and capital outlay items that were not completed in FY19.

Workers Compensation Fund 800

- 4) Workers Compensation - Budget Ordinance Amendment B201127 to re-appropriate FY19 funds in the amount of \$2,000 to complete fund liability analysis

The Board is requested to approve Budget Ordinance Amendment B201127 to re-appropriate FY19 funds in the amount of \$2,000. This was for a consultant to analyze loss reserves for the Worker's Compensation fund.

RECOMMENDATION / PROPOSED ACTION

Approve Budget Ordinance Amendments

K. Approval of Cumberland County Board of Commissioners Agenda Session Items

1. Contract Amendments to Temporary Services Contracts

BACKGROUND

On July 1, 2019 the new contracts for temporary services went into effect as a result of the request for proposals process conducted last spring. When recommending contracts, a commissioner asked whether or not the companies apply "Ban the Box" principles. Since that time, finance staff polled the four contractors. The results showed that one contractor implements "Ban the Box" and the other three currently do not but would consider if the County requires.

RECOMMENDATION / PROPOSED ACTION

At the September 12, 2019 Agenda Session meeting, the Board of Commissioners unanimously agreed to place the action below as a Consent Item on the September 16, 2019 Board of Commissioners' Meeting:

Amend the temporary services contracts with a request for implementation of "Ban the Box". Require contractor implementation of "Ban the Box" principles the next time a request for proposals process is conducted for contracted temporary services.

2. Permanent Easement for Fiber Optic Cable at Veterans Services with South Carolina Telecommunications Group, LLC

BACKGROUND

Cumberland County Engineering & Infrastructure (E&I) staff discovered that South Carolina Telecommunications Group, LLC., was installing fiber-optic cable at the intersection of East Russell Street and Cool Spring Street in May 2019. The fiber-optic cable and junction box were installed beyond the back of the curb and through further inspection were located on Cumberland County property at Veterans Services. E&I staff communicated to the vendor and their engineering staff that a permanent easement would be necessary to have the fiber-optic cable and junction box

remain in the installed location. South Carolina Telecommunications Group, LLC., has proposed a permanent easement and a purchasing price in the amount of \$5,000.00.

A map of the permanent easement and the easement document have been attached. E&I staff does not feel that granting the permanent easement to South Carolina Telecommunications Group, LLC., would have a negative impact on Veterans Services property nor their operations. The easement document has been reviewed and approved by the County Attorney's Office.

RECOMMENDATION / PROPOSED ACTION

At the September 12, 2019 Agenda Session Meeting, the Board of Commissioners approved placing the proposed action as a Consent Item on the September 16, 2019 Board of Commissioners' Meeting:

Approve granting the proposed permanent easement to the South Carolina Telecommunications Group, LLC. for the amount of \$5,000.00.

3. Contract for Detention Center Roof Project

BACKGROUND

The Capital Improvement Plan (CIP) identified the Detention Center Roof Re-Cover project as part of the list of installment financing projects that was approved by the Local Government Commission (LGC) in September 2017. The Detention Center Roof Re-Cover project includes improvements to the original side of the Detention Center.

The project was advertised electronically on the Cumberland County Vendor Self Service site and the State Interactive Purchasing System. The project mandatory pre-bid meeting was held on August 8, 2019 and bids were received on August 22, 2019. The certified bid tab and letter of recommendation from Fleming and Associates, the project engineer, is attached. The lowest, responsible and responsive bidder is Owens Roofing, Inc, in the amount of \$1,238,351.00. The lowest bid was submitted by Triangle Roofing Services, Inc., however they requested to withdraw their bid due to a mathematical error.

RECOMMENDATION / PROPOSED ACTION

At the September 12, 2019 Agenda Session Meeting, the Board of Commissioners approved placing the proposed actions as a Consent Item on the September 16, 2019 Board of Commissioners' Meeting:

1. Accept the bids for the roof re-cover project and award a contract to the lowest, responsible and responsive bidder, Owens Roofing, Inc., in the amount of \$1,238,351.
2. Establish a contingency in the amount of \$100,000 to be used for additional work recommended by the E&I Director and approved by the County Manager.
4. Professional Project Management Services Agreement with The Wooten Company

BACKGROUND

Cumberland County Community Development requested proposals seeking firms to provide architectural and engineering services for the new construction of a permanent supportive housing project. This project will be funded using the Community Development Block Grant – Disaster Recovery (CDBG-DR) funds and will serve homeless families with priority given to those that were impacted by Hurricane Matthew. The project will be located on Candleberry Court, Fayetteville (off Old Wilmington Road) adjacent to the apartments that are currently being used as the Robin's Meadow Transitional Housing Program.

The Request for Proposal (RFP) was posted from November 15, 2018 to December 21, 2018 and again from February 27, 2019 to March 15, 2019. The RFP was also distributed to 12 architectural and engineering firms. Only one response was received for each advertisement of the RFP which came from The Wooten Company. The selection committee reviewed the proposal from The Wooten Company and after renegotiations, Community Development desires to enter into a contract with The Wooten Company with the amount not to exceed \$111,700. Funds for the CDBG-DR services are currently available.

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

At the September 12, 2019 Agenda Session Meeting, the Board of Commissioners approved placing the proposed action below as a Consent Item on the September 16, 2019 Board of Commissioners' Meeting.

1. Approval of the professional service agreement with The Wooten Company for the amount not to exceed \$111,700.
5. Request to Set Meeting Dates for Annual Updates to the Capital Planning Model

BACKGROUND

In March 2018 the Board of Commissioners began the process of incorporating capital project priorities into the capital planning model. In November the model was updated and implemented into the FY20 budget. As discussed in the initial meetings, updating Board priorities within the capital planning model is an annual occurrence.

The request for today is to set the meeting dates to update the capital planning model. The County's financial advisors, DEC Associates, Inc., will facilitate the process.

Management recommends the Board of Commissioners meet on October 17 to review the previously determined FY20 capital planning model priorities. At that time, staff will seek guidance regarding modifications to the previously determined FY20 priorities as well as any additional projects the Board wants to accomplish through the model.

Initially management recommended a review of the October 17 project modifications and model updates on November 21. However, it is the recommendation of management to push the November date back to a date in January 2020.

This change will allow the Board to review the impact of the modified capital planning model priorities with the most current and comprehensive relevant fiscal data. In January it is management's goal to have final annual audit numbers, a comprehensive capital improvement plan, as well as information from the school system on capital needs for inclusion in the model.

RECOMMENDATION / PROPOSED ACTION

At the September 12, 2019 Agenda Session meeting, the Board of Commissioners unanimously agreed to place the action below as a Consent Item on the September 16, 2019 Board of Commissioners' Meeting:

Approve setting the meeting dates for the time and purpose stated below:

Thursday October 17, 2019 @ 1:00 p.m. to review the previously determined FY20 priorities and seek Board input on modifications to those priorities.

January 2020 (date to be determined) review the impact of modified priorities as well as FY19 audited fund balance results, capital improvement plan, and school capital requests on the model.

6. Allied Universal Security Contract for Department of Social Services

BACKGROUND

The purpose of this contract is to enhance security at the Department of Social Service building on Ramsey Street. Due to the increased number of incidents of domestic violence and workplace violence, as well as the increased customer volume resulting from the start of the Energy program at the Department of Social Services building effective July 1, 2019, there is a need for a stronger security presence. In the past, the Department of Social Services has maintained one Sheriff Deputy, two unarmed security guards and one armed security guard. This contract will replace the existing contract for two unarmed security guards with two armed security guards. These three armed security guards along with the Sheriff Deputy will enhance the security presence to improve customer and employee safety. Funds for this contract were approved in the FY 2019- 2020 annual budget.

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

At the September 12, 2019 Agenda Session Meeting, the Board of Commissioners approved placing the proposed action below as a Consent Item on the September 16, 2019 Board of Commissioners' Meeting:

1. Approval of Contract for Universal Protection Service, LP d/b/a Allied Universal Security Services in the amount of \$235,000.
7. Approval of Interlocal Agreement with the Town of Wade

BACKGROUND

The Town of Wade adopted a resolution applying the County's Minimum Housing Ordinance within the Town's corporate limits and has now requested to enter into an interlocal agreement with the County for the County to enforce the County's Minimum Housing Ordinance within the Town's corporate limits. All costs will be the responsibility of the County. The Towns of Eastover, Stedman and Falcon have entered into interlocal agreements for enforcement of the County's Minimum Housing Code within their jurisdictions. The Town of Wade was offered the same agreement as was approved by Eastover, Falcon and Stedman; however, the Town of Wade declined that agreement and has requested that it have no liability other than any claim that may be covered by its liability insurance. This is a significant departure from the way the County does its own Code enforcement because the County does not carry general liability insurance and relies on the defense of governmental immunity. If a claim is not covered by the Town's insurance, it would be the full liability of the County.

RECOMMENDATION / PROPOSED ACTION

County attorney recommends the Board consider the following options:

- (1) Approve Town's request as presented; or
- (2) Require Town to remain liable for any claim not covered by its insurance.

At its September 12, 2019, Agenda Session, the Board voted to recommend that the agreement require the Town to remain liable for any claim not covered by its insurance.

The attached agreement complies with that recommendation.

MOTION: Commissioner Faircloth moved to approve consent agenda Items 2.A. – 2.K.7.

SECOND: Commissioner Adams

VOTE: UNANIMOUS (7-0)

3. PUBLIC HEARINGS

Ms. Cannon explained the Board of Commissioners' procedures for public hearings.

- A. No Rezoning Cases for the September 16, 2019 Board of Commissioners' Meeting
- B. Public Hearing for Approval of Resolution and Submission of FY 2021 North Carolina Department of Transportation Public Transportation Grants

BACKGROUND

Staff requests a public hearing be held regarding the FY 2021 Community Transportation Program (5311) Grant Application which is due October 4, 2019. Staff also request approval for submission of grant applications for ROAP, 5310, and 5307 in the amounts listed below. This is an annual request that funds the Cumberland County Community Transportation Program which coordinates existing transportation programs operating in Cumberland County using local transportation providers. The funding period will run from July 1, 2020 to June 30, 2021. Funding will be used to provide trips to work, school, medical, and general errands.

The administrative portion will be used for salaries and fringes of the Transportation Coordinator and the Transportation Assistants, office supplies, driver drug and alcohol testing, travel to

meetings and conferences, program marketing for all services provided to County residents, legal advertising and North Carolina Public Transportation Association (NCPTA) membership.

The Community Transportation Program is requesting funding in the following amounts from the NC Department of Transportation (a local match is required as noted below and is typically funded in the local FY Budget):

Project:	Total Amt.:	Local Share:
Administrative (5311)	\$187,697	\$28,155 (15%)
Capital (5310)	\$250,000	\$25,000 (10%)
Capital (5307)	\$96,378	\$9,638 (10%)
Rural Operating Assistance Program (ROAP)/		
EDTAP	\$157,499	None
EMPL	\$73,897	None
Rural General Public (RGP)	\$75,237	\$7,524 (10%)
Total Project:	\$840,708	\$70,317

RECOMMENDATION / PROPOSED ACTION

Staff requests the Board hold the Public Hearing for the Community Transportation Program (5311) and approve the Program Resolution and submission of the FY 2021 Projects for Community Transportation Program (5311, 5310, 5307 and ROAP) Grant Applications to the NC Department of Transportation.

Joel Strickland, FAMPO Director and Interim Planning Director, presented the background information recorded above followed by the recommendation/proposed action. Mr. Strickland stated the total budget for the prior year Community Transportation Program was \$836,771 compared to \$840,708 for the FY 2021 Community Transportation Program, which is a slight increase in administrative funds that is being offered by NCDOT to the County. Mr. Strickland stated this leads to an increase of \$591.00 in the local match funds for FY 2021.

Chair Council opened the public hearing.

The clerk to the board stated there were no speakers.

Chair Council closed the public hearing.

MOTION: Commissioner Adams moved to approve the Program Resolution and submission of the FY 2021 Projects for Community Transportation Program (5311, 5310, 5307 and ROAP) Grant Applications to the NC Department of Transportation.
 SECOND: Chair Council
 VOTE: UNANIMOUS (7-0)

C. Public Hearing on the Community Development Program Year 2018 Draft Consolidated Annual Performance and Evaluation Report (CAPER)

BACKGROUND

Attached is the draft PY2018 Consolidated Annual Performance and Evaluation Report (CAPER) prepared by Community Development. This document is available for public review and comment during the period September 3, 2019 – September 17, 2019. Copies have also been distributed to several locations throughout the County in compliance with our Citizen Participation Plan (See attached Public Notice). The final CAPER will be available in the County Commissioners office and at the Community Development office for viewing.

The PY2018 CAPER details program accomplishments and an assessment of our efforts in meeting the goals and objectives set forth in our Annual Action Plan for the period July 1, 2018

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>

through June 30, 2019. Performance reporting meets three basic purposes: 1) it provides HUD with necessary information for the Department to meet its statutory requirements to assess each grantee’s ability to carry out relevant community development programs in compliance with all applicable rules and regulations; 2) it provides information necessary for HUD’s Annual Report to Congress, also statutorily mandated; and 3) it provides grantees an opportunity to describe to citizens their successes in revitalizing deteriorated communities and meeting objectives outlined in the Consolidated Plan. This reporting tool assures that citizens, community groups, and other interest stakeholders in the community planning process are accurately informed of the use of these federal funds.

RECOMMENDATION / PROPOSED ACTION

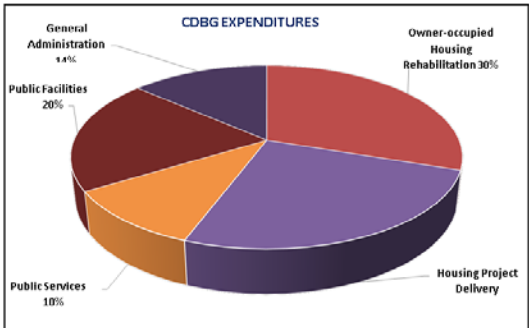
- 1. Receive the presentation on the Consolidated Annual Performance and Evaluation Report (CAPER)
- 2. Community Development requests that the Board of County Commissioners hold a public hearing on the draft PY2018 CAPER to offer input and comments, as well as receive comments from the public. No other action is necessary.

Dee Taylor, Community Development Director, presented the background information recorded above and stated the PY2018 CAPER is for year four of the five-year strategic plan.

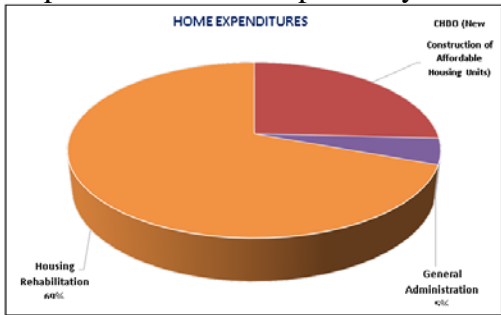
CONSOLIDATED PLAN PROCESS STATUS						
Consolidated Plan (5 Year Strategic Plan)						
Determines Community Needs (through Community Input) Prioritizes those Needs Set Goals for Meeting those Needs						
Program Year	Begins July 1st and ends June 30 th	2015 - 2020				
		Year 1	Year 2	Year 3	Year 4	Year 5
Annual Action Plan	Describes projects and activities to undertake during the year	✓	✓	✓	✓	✓
Consolidated Annual Performance & Evaluation Report	Reports on accomplishments and progress of the completed year	✓	✓	✓	Pending	Not Started

Ms. Taylor stated the main priorities identified in the Consolidated Plan include expanding affordable housing, addressing homelessness and expanding public services and public facilities, and entitlement dollars from HUD, CDBG and HOME Investment Partnership Program funds, are used for these activities.

Ms. Taylor provided the following presentation on the PY2018 CAPER beginning with CDBG expenditures:



Ms. Taylor presented HOME expenditures or funds primarily used to carry out housing activities:



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>

Ms. Taylor stated \$427,444, a combination of CDBG and Home funds, were used to rehab twenty-one housing units. Ms. Taylor stated the age range of the beneficiaries is fifty-two and older with 29% considered moderate income, 57% considered low income and 14% considered extremely low income according to HUD guidelines.



Ms. Taylor stated the County's public services funds support two programs which assist low-moderate income residents in paying for prescription medical and dental expenses by partnering with non-profit agencies such as Better Health of Cumberland County and Cumberland County Medication Active Program, and during the reporting period 2,732 households were served and \$67,398 were expended.

Ms. Taylor stated Cumberland County also partnered with the FMHA to provide additional affordable housing through the redevelopment of Grove View Terrace by expending \$100,000 for the demolition of 216 existing units. Ms. Taylor stated 270 new units will be constructed which will bring 54 additional affordable units in the community. Ms. Taylor stated the Cross Creek Pointe project is expected to be completed in the next Program Year. Ms. Taylor stated three Robin’s Meadow transitional houses were also renovated at a cost of \$67,863.

Ms. Taylor stated Continuum of Care money is also received through HUD to provide transition and supportive housing for homeless individuals and families with \$124,801 being expended. Ms. Taylor stated one of the purposes of the homeless initiative funds was to provide a Homeless Management Information System (HMIS), a database mandated by HUD to be used by agencies receiving CoC funding and the Emergency Solutions Grant (ESG). Ms. Taylor stated nine agencies use this for fifteen programs to track client data, housing and services for homeless persons. Ms. Taylor stated the funds are also used to fund a data and evaluation analyst position to ensure there is clean data in the community, to train end users on HMIS and to prepare and submit mandated reports to HUD. Ms. Taylor stated homeless initiative funds are also used to fill gaps in services in the community.

Ms. Taylor stated in June 2018 Community Development contracted with Family Endeavors to provide services to those in the community experiencing homelessness. Ms. Taylor stated the contract was through June 30, 2020; however, all of the funds have been expended as of June 30, 2019. Ms. Taylor stated those funds served 158 households or 259 individuals.

HOMELESSNESS (HOMELESS INITIATIVE)	
FAMILY ENDEAVORS	
Served 158 households / 259 Individuals	
Rental Application Fees	\$215
Security Deposits	\$19,963
Rental Payments	\$121,943
Utility Deposits	\$2,041
Utility Payments	\$16,268
Transportation	\$14,400
Case Management	\$15,819
Administration	\$9,350
Total	\$199,999

Ms. Taylor stated Family Endeavors identified the following challenges to implementing homeless services in the community:

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>

- Need additional staff to obtain and complete follow up due to heavy case management workload
- Plan for emergencies; nowhere to go
- Participants needed car repairs to get to work
- Income levels; participants working on commission or tips had a hard time maintaining

Ms. Taylor stated referrals were also accepted from Action Pathways through its re-entry program. Ms. Taylor concluded her presentation by sharing a story of an individual who came through the re-entry program.

Commissioner Adams posed questions regarding the geographic area served and whether Cross Creek Pointe would provide transitional housing for individuals in the unincorporated area since the County contributed the \$100,000 for the demolition of 216 existing units. Ms. Taylor stated the geographic area depends on the funding source and initially there was a conversation with Cross Creek Pointe about transitional housing for individuals in the unincorporated area. Ms. Taylor stated they have been accepting applications from the County's transitional housing. Commissioner Adams asked how far down the County's applicants were on the waiting list since the City also funds. Duane Holder, Assistant County Manager, stated it is not uncommon in communities across the state to have housing set-aside and the County will start requiring this for any appropriations.

Commissioner Boose posed questions about the housing rehabilitation program, the nine agencies utilizing the HMIS and where the HUD evaluations or reports are housed. Ms. Taylor stated she would provide a list of the nine agencies and a link to access the HUD reports.

Chair Council opened the public hearing.

The clerk to the board stated there were no speakers.

Chair Council closed the public hearing.

No action was necessary.

4. ITEMS OF BUSINESS

There were no items of business.

5. NOMINATIONS

A. Board of Adjustment (1 Vacancy)

Commissioner Adams nominated Linda Amos.

6. APPOINTMENTS

A. Southeastern Economic Development Commission (SEDC) (1 Vacancy)

MOTION: Commissioner Faircloth moved to appoint Commissioner Jeannette Council to the Southeastern Economic Development Commission.

SECOND: Commissioner Adams

VOTE: UNANIMOUS (7-0)

Chair Council recognized members of the FCYC who shared what they learned from attending the meeting.

7. CLOSED SESSION

A. Personnel Matter(s) Pursuant to NCGS 143-310.11(a)(6)

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>

MOTION: Commissioner Boose moved to go into closed session for Personnel Matter(s)
Pursuant to NCGS 143-310.11(a)(6).
SECOND: Commissioner Faircloth
VOTE: UNANIMOUS (7-0)

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

MOTION: Commissioner Adams moved to adjourn.
SECOND: Commissioner Evans
VOTE: UNANIMOUS (7-0)

There being no further business, the meeting adjourned at 8:30 p.m.

Approved with/without revision:

Respectfully submitted,

Candice H. White
Clerk to the Board