

CUMBERLAND COUNTY BOARD OF COMMISSIONERS
MAY 14, 2020 – 1:00 PM
117 DICK STREET, 5TH FLOOR, ROOM 564
AGENDA SESSION REGULAR MEETING MINUTES

In order to comply with the N. C. Governor's Executive Order 138, Sections 6.A. and 6.B., this remote meeting was simultaneously streamed online with live audio and video and available to the public and media live via the Cumberland County website (co.cumberland.nc.us), Facebook page (facebook.com/CumberlandNC), Youtube page (youtube.com/user/CumberlandCountyNC/videos) and on Fayetteville Cumberland Education Channel (FCE-TV) Spectrum Cable Channel 5. Staff entered and exited meeting room 564 so no more than ten (10) persons were gathered at the same time in accordance with the Governor's Executive Order.

PRESENT: Commissioner Glenn Adams, Vice Chairman
Commissioner Michael Boose
Commissioner Jeannette Council (attended by teleconference)
Commissioner Charles Evans (attended by video conference)
Commissioner Jimmy Keefe
Commissioner Larry Lancaster (attended by video conference)
Amy Cannon, County Manager
Duane Holder, Deputy County Manager (attended by video conference)
Melissa Cardinali, Assistant County Manager (attended by video conference)
Tracy Jackson, Assistant County Manager
Sally Shutt, Assistant County Manager (attended by video conference)
Rick Moorefield, County Attorney
Dr. Jennifer Green, Public Health Director (attended by video conference)
Candice H. White, Clerk to the Board
Kellie Beam, Deputy Clerk (attended by video conference)

ABSENT: Commissioner Marshall Faircloth, Chairman

Vice Chairman Adams called the meeting to order. Vice Chairman Adams recognized Commissioners Boose and Keefe who were also present and confirmed the video conference attendance of Commissioners Evans and Lancaster. Vice Chairman Adams stated Commissioner Council will attend by teleconference and Chairman Marshall Faircloth is unable to attend.

Amy Cannon, County Manager, requested the following changes to the agenda:

- Removal of Item 4.B. Consideration of the Amendments to the 2019 Annual Action Plan, 2015-2020 Consolidated Plan and Citizen Participation Plan
- Addition of a request from County Attorney Rick Moorefield under Item 4.E. to hire counsel to provide title opinions for easement parcel in Bragg Estates Water and Sewer District
- Addition under Item 5. of an update on the Coronavirus Relief Fund (CRF) by Duane Holder, Deputy County Manager

1. APPROVAL OF AGENDA

MOTION: Commissioner Boose moved to approve the agenda to include the changes requested by the County Manager.

SECOND: Commissioner Keefe

Vice Chairman Adams voiced his vote as being in favor.

When called on, Commissioner Boose voted in favor.

When called on, Commissioner Keefe voted in favor.

When called on, Commissioner Evans voted in favor.

When called on, Commissioner Lancaster voted in favor.

VOTE: UNANIMOUS (5-0)

Vice Chairman Adams confirmed the teleconference connection of Commissioner Council.

2. APPROVAL OF MINUTES

A. Approval of April 9, 2020 Agenda Session Regular Meeting Minutes

MOTION: Commissioner Lancaster moved to approve the April 9, 2020 agenda session regular meeting minutes.

SECOND: Commissioner Boose

Vice Chairman Adams voiced his vote as being in favor.
When called on, Commissioner Boose voted in favor.
When called on, Commissioner Keefe voted in favor.
When called on, Commissioner Council voted in favor.
When called on, Commissioner Evans voted in favor.
When called on, Commissioner Lancaster voted in favor.

VOTE: UNANIMOUS (6-0)

3. PRESENTATIONS

A. Southern Health Partners, Inc. Quarterly Statistics Report on Inmate Health Care

BACKGROUND

Through a contract with the Board of Commissioners, Southern Health Partners, Inc. began providing services to the inmates at the Cumberland County Detention Center in July 2017. Since that time, specific data has been tracked and reported related to those services as shown on the attachment. There is no known reporting of this data prior to July 2017.

This information has been provided by email from SHP to the Deputy County Manager, Public Health Director, and Finance Director on a monthly basis. Based on action taken by the Board of Commissioners during the April 20, 2020 meeting, moving forward, this information will be shared with Commissioners on a quarterly basis in the Reporting Section of the Agenda Session.

The statistics report recorded below will be presented. During discussion, any suggestions or requests for changes for future reporting periods will be appreciated.

RECOMMENDATION / PROPOSED ACTION

For information and discussion purposes.

Southern Health Partners, Inc. Quarterly Statistics Report on Inmate Health Care														
July 1, 2017 - March 31, 2020														
Provided for the Cumberland County Board of Commissioners														
Data Set	Description	Fiscal Year 2018				Fiscal Year 2019				Fiscal Year 2020				Average over all Quarters
		1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	
1	# of Hospital Admissions	7	5	6	9	6	4	4	3	3	4	2	QA	5
2	# Sent to Emergency Room	20	16	20	29	18	16	11	8	10	16	6	QA	15
3	# Outside Medical Visits (includes any specialty)	27	32	42	27	44	27	28	40	41	19	24	QA	32
4	# of In-House X-Ray Services	38	50	82	88	78	54	69	95	75	78	105	QA	74
5	# Seen On-Site By Mental Health	792	1188	461	461	1220	1403	1324	963	1043	859	1034	QA	977
6	# Seen by Physician and/or Physician Providers	132	154	222	291	354	288	299	319	256	300	267	QA	262
7	# Seen by Dentist (includes on-site & off-site)	56	77	66	63	53	42	56	69	63	51	48	QA	59
8	# of Receiving Screens done by Medical Staff	340	0	0	0	0	2021	3500	2946	2924	2923	2836	QA	1590
9	# Seen by Medical Staff for Sick Call	2029	2986	3612	3298	3512	3672	3739	3598	3507	4304	3513	QA	3434
10	# of History and Physicals Performed	377	858	1163	1487	1365	1353	1296	1243	1721	1476	1418	QA	1251
11	# of Rapid Plasma Reagin's performed (STD testing/syphilis)	331	399	549	513	538	489	486	440	342	415	312	QA	438
12	# of Other Sexually Transmitted Diseases	6	13	13	16	12	6	18	14	7	13	6	QA	11
13	# of Medical Refusals by Inmate	77	345	803	451	504	358	409	502	602	774	603	QA	493
14	# of Inmate Blood Sugar Checks	2239	2145	1728	1554	2508	2100	4265	3455	3362	3993	4105	QA	2859
15	# of Inmate Blood Pressure Checks	625	763	741	962	1193	1508	1705	2105	2510	2006	1776	QA	1445
16	# of TB Screens and/or PPD Tests	274	858	1163	1487	1365	1353	1296	1250	1305	1476	1418	QA	1204
17	# of Staph/MRSA Patients In-house	48	14	7	0	0	1	0	15	7	1	2	QA	9
18	# of Pregnant Females	9	11	16	18	22	19	18	12	9	14	15	QA	15
19	# of HIV Patients In-House	19	38	33	20	16	11	25	26	25	14	17	QA	22
20	# of Inmates Placed on Suicide Watch	95	113	115	109	94	141	133	305	861	169	260	QA	218
21	# of Inmate Deaths	1	0	0	3	0	0	0	0	2	1	0	QA	1
22	# of Inmates on Detox Protocols	94	81	65	145	80	200	175	208	214	177	150	QA	144
23	# of Diabetic Patients	no data	no data	no data	no data	no data	no data	no data	no data	no data	no data	41	QA	41
24	# of Asthma Patients	no data	no data	no data	no data	no data	no data	no data	no data	no data	no data	33	QA	33
25	# of Meds Administered	no data	no data	no data	no data	no data	no data	no data	no data	no data	no data	0	QA	0
26	# of Medication Aversion Therapy Patients (Suboxone for Opioid Use Disorder)	no data	no data	no data	no data	no data	no data	no data	no data	no data	no data	9	QA	9
Average Daily Population per Quarter:		775	740	763	746	751	725	697	649	680	714	674	QA	720
Gray highlighted cells show outliers as compared to quarterly averages. Per contact at SHP, those quarters' data were inaccurately counted and reported.														

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>

Vice Chairman Adams stated the report on inmate health care was included in the agenda packet for review and will be provided to Commissioners on a quarterly basis.

4. CONSIDERATION OF AGENDA ITEMS

A. Request for New Epidemiology Nurse and Funding for 3 Temporary Nurses for COVID-19 Response

BACKGROUND

The FY2021 Cumberland County Department of Health budget request includes a request for one additional Communicable Disease nurse (PHN III) to serve in the Epidemiology clinic. The current COVID-19 pandemic has highlighted and exacerbated the need for this position. Nurses in the Epidemiology Clinic are on the front lines of the COVID-19 pandemic. They are responsible for identifying positive cases, conducting case investigations and contact tracing for each positive case, and facilitating testing for suspected cases. They conduct these activities in addition to their other mandated duties to prevent the spread of other communicable diseases (TB, Hepatitis, Meningitis, etc.) The Epidemiology Clinic is currently staffed by three communicable disease nurses (PHN III), one nurse supervisor and a Medical Office Assistance. Prior to COVID-19, there was an identified need for an additional PHN III to manage the NCDHHS mandated services. During our State audit, North Carolina Department of Health and Human Services (NCDHHS) recommended the hiring of an additional nurse for the Epidemiology clinic. The salary and fringes for the new position \$75,610.

In addition, we have identified an additional need for five temporary nurses to aid in the response for the COVID-19 pandemic (two funded by NC DHHS COVID 19 funding and three funded by Cumberland County.) NC DHHS has tasked each local health department with increasing our capacity for contact tracing and testing for COVID-19. Increasing our capacity in these two areas is part of Governor Cooper's plan to reopen North Carolina. Currently, we cannot meet the demand to increase testing and contact tracing, while still providing our other services mandated by NCDHHS. The additional temporary nursing staff will support our efforts to deploy mobile test units in zip codes with the highest number of cases. As we increase testing, we will also see an increase in the number of positive cases, which require contact tracing. We anticipate needing at least 20 staff to assist with contact tracing daily. We are requesting additional Cumberland County funding for three temporary nurses for three months. The projected total cost is \$60,000

RECOMMENDATION / PROPOSED ACTION

Requesting the Board of County Commissioners to approve Budget Ordinance Amendment B200124 in the amount of \$135,610. This revision does require appropriation of fund balance.

Dr. Jennifer Green, Public Health Director, presented the background information and recommendation/proposed action recorded above. Dr. Green outlined duties epidemiology staff typically hold and duties the additional nurses would hold under COVID-19 to include assisting with testing and contact tracing. Dr. Green stated the cost to hire an additional nurse for the Epidemiology clinic full-time through the end of the current budget year would be \$7,785 and the cost for FY21 would be \$75,610. Dr. Green stated the projected cost to the county to fund three of the five temporary nurses for three months, Monday through Friday, would be \$60,000. Dr. Green stated the total request is for \$135,610 for the one full-time nurse and the three temporary nurses.

In response to a question posed by Vice Chairman Adams about the total request amount, Ms. Cannon stated the budget amendment amount is overstated for this fiscal year; the amount should be \$67,785 to fund the full-time nurse and three temporary nurses through June 30, 2020. Ms. Cannon stated the salary and fringe benefits in FY21 for the full-time nurse will be \$75,610. Ms. Cannon stated the budget amendment amount will be revised to reflect \$67,785 when this item is forwarded to the May 18, 2020 meeting.

Commissioner Keefe asked Dr. Green how she anticipated funding the 20 staff needed to assist with contact tracing daily. Dr. Green stated rotating schedules enable current staff to assist with contact tracing while balancing their duties in other clinical services, and the only funding being requested is for three temporary nurses through the end of the fiscal year.

MOTION: Commissioner Evans moved to approve Budget Ordinance Amendment B200124 in the amount of \$67,785 and forward to the May 18, 2020 regular meeting as a consent item.

SECOND: Commissioner Boose

Vice Chairman Adams voiced his vote as being in favor.

When called on, Commissioner Boose voted in favor.

When called on, Commissioner Keefe voted in favor.

When called on, Commissioner Council voted in favor.

When called on, Commissioner Evans voted in favor.

When called on, Commissioner Lancaster voted in favor.

VOTE: UNANIMOUS (6-0)

B. REMOVED FROM AGENDA

C. Contract for Crown Coliseum Cooling Tower Replacement

BACKGROUND

The Capital Improvement Plan (CIP) in FY 20 identified the replacement of the Crown Coliseum Cooling Tower. The total project budgeted amount is \$731,500. In February, Engineering & Infrastructure (E&I) staff contracted with Stanford White, Inc., to perform the design for the replacement of the cooling tower in the amount of \$66,000.

The project was advertised electronically on the Cumberland County Vendor Self Service site and State Interactive Purchasing Site (IPS). The project pre-bid meeting was held on April 20, 2020. The bid date was advertised for April 30, 2020. The certified bid tab and letter of recommendation to award the project from Stanford White, Inc., are attached. The lowest, responsible and responsive bidder was provided by Boilermasters, Inc., in the amount of \$530,000. This bid amount includes the acceptance of bid alternate #1 for a stainless-steel tower, which would provide a longer life cycle than a galvanized tower. Budgeted funds are available for the completion of this project.

RECOMMENDATION / PROPOSED ACTION

Staff recommends the following proposed actions be placed on the May 18th Board of Commissioners agenda as a consent item:

1. Accept the bids and award a contract to the lowest, responsible and responsive bidder, Boilermasters, Inc. in the amount of \$530,000.
2. Establish a contingency in the amount of \$53,000 to be used for additional work through a contract change order recommended by County Engineering staff and approved by the County Manager.

Tracy Jackson, Assistant County Manager, presented the background information and recommendation/proposed action recorded above. In response to a question posed by Commissioner Keefe, Ms. Cannon stated project costs will come out of Crown or occupancy tax funds.

MOTION: Commissioner Keefe moved to accept the bids and award a contract to the lowest, responsible and responsive bidder, Boilermasters, Inc. in the amount of \$530,000; establish a contingency in the amount of \$53,000 to be used for additional work through a contract change order recommended by County Engineering staff and approved by the County Manager; and forward to the May 18, 2020 regular meeting as a consent item.

SECOND: Commissioner Boose

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>

Vice Chairman Adams voiced his vote as being in favor.
When called on, Commissioner Boose voted in favor.
When called on, Commissioner Keefe voted in favor.
When called on, Commissioner Council voted in favor.
When called on, Commissioner Evans voted in favor.
When called on, Commissioner Lancaster voted in favor.

VOTE: UNANIMOUS (6-0)

D. Contract for Crown Coliseum and Agri-Expo ADA Repairs

BACKGROUND

County Engineering has been working to make improvements to the Crown Complex as funding allows. Renovations to restrooms and ticket booths that are not compliant with the Americans with Disabilities Act (ADA) were identified and have been slated for implementation. In the Crown Coliseum and Exposition Center, the restrooms lack proper grab bars, sinks, and plumbing fixtures. Additionally, the ticket booths in both facilities lack proper transaction windows to accommodate ADA customers. In order to provide compliant ADA restrooms and ticket booths, the Engineering and Infrastructure Department (E&I) selected Cromwell Architect Engineers, Inc., from the List of Qualified Architectural/Engineering Firms approved by the Board of Commissioners at the September 17, 2018 meeting. North Carolina General Statute 143-64.31 requires local governments to select firms qualified to provide architectural, engineering and surveying services on the basis of demonstrated competence and qualifications for the type of professional services required without regard to fee. Cromwell Architect and Engineers, Inc. and Engineering and Infrastructure staff met on-site to perform a walkthrough of the facilities issues. Cromwell Architects Engineers, Inc., completed the design and the project was advertised for a pre-bid meeting on April 21, 2020 and a bid meeting on May 1, 2020.

The certified bid tab and letter of recommendation to award the contract to the lowest, responsible and responsive bidder from Cromwell Architect Engineers, Inc., is attached. The lowest, responsible and responsive bid was submitted by M&E Contracting, Inc., in the amount of \$484,987 (\$466,548 for restroom renovations and \$18,439 as Option 2 for ticket booth renovations). An owner's allowance of \$50,000 is included within the bid amount, therefore a contingency amount is not needed for this project.

RECOMMENDATION / PROPOSED ACTION

County Engineering and County Management recommend the following proposed actions be placed on the May 18th Board of Commissioners agenda as a consent item:

Accept the bids and award a contract to the lowest, responsible and responsive bidder M&E Contracting, Inc. in the amount of \$484,987.

Mr. Jackson presented the background information and recommendation/proposed action recorded above. Mr. Jackson stated project design costs specific to these ADA improvements totaled \$56,230, bringing the total project cost to \$541,217. Mr. Jackson stated the total budget for the project is \$400,000. Mr. Jackson stated the Board is also being asked to approve Budget Ordinance Amendment #200234 to appropriate occupancy tax fund balance totaling \$58,717 to cover the budgetary cost overrun for the ADA improvements to restrooms and ticket booths at the Coliseum. Mr. Jackson stated the remainder of the cost overrun is being covered by the budgeted savings from the Crown cooling tower project totaling \$82,500. Mr. Jackson stated the budgetary increase for the ADA project is \$141,217. Mr. Jackson responded to questions and comments that followed.

MOTION: Commissioner Keefe moved to accept the bids and award a contract to the lowest, responsible and responsive bidder M&E Contracting, Inc. in the amount of \$484,987; approve Budget Ordinance Amendment #200234 to appropriate occupancy tax fund balance of \$58,717; and forward to the May 18, 2020 regular meeting as a consent item.

SECOND: Commissioner Boose

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>

Vice Chairman Adams voiced his vote as being in favor.
When called on, Commissioner Boose voted in favor.
When called on, Commissioner Keefe voted in favor.
When called on, Commissioner Council voted in favor.
When called on, Commissioner Evans voted in favor.
When called on, Commissioner Lancaster voted in favor.

VOTE: UNANIMOUS (6-0)

- E.1. Amendment to Owner-Engineer Agreement Number 1 with McGill Associates, P.A., for the Bragg Estates Water and Sewer District and Associated Budget Ordinance Amendment #200031

BACKGROUND

The contract between McGill Associates, P.A. and Bragg Estates Water and Sewer District was executed in 2015 (attached for reference). The contract did not include preparation of plats for thirty easements and 1 plat for the purchase of the sewer pump station site which is now needed for the preparation of the easement documents so the project can move forward. A lump sum amount of \$25,000 is proposed as additional compensation for the plats. There is also a request to increase the consultant's fees and make an adjustment to the construction phase services per the terms of the contract for McGill Associates, P.A., because their standard rate has increased since the contract was executed in 2015. The lump sum rate increase for the construction phase services requested is \$18,345, for a total contract increase for this amendment of \$43,345.

USDA Rural Development approved this request by McGill Associates, P.A. and funds are available in the project budget.

RECOMMENDATION / PROPOSED ACTION

The Public Utilities Division and County Management recommend that the following proposed actions below be placed on the May 18, 2020 Board of Commissioners agenda, and the Bragg Estates Water and Sewer District agenda, as consent items:

1. Approve Amendment to Owner-Engineer Agreement No. 1 with McGill Associates, P.A. in the amount of \$43,345.
2. Approve Budget Ordinance Amendment #200031 in the amount of \$43,345 for the Amendment to Owner-Engineer Agreement No. 1 with McGill Associates, P.A.

Mr. Jackson presented the background information and recommendation/proposed action recorded above. There were no questions.

MOTION: Commissioner Lancaster moved to approve Amendment to Owner-Engineer Agreement No. 1 with McGill Associates, P.A. in the amount of \$43,345; approve Budget Ordinance Amendment #200031 in the amount of \$43,345 for the Amendment to Owner-Engineer Agreement No. 1 with McGill Associates, P.A.; and forward to the May 18, 2020 regular meeting as a consent item.

SECOND: Commissioner Boose

Vice Chairman Adams voiced his vote as being in favor.
When called on, Commissioner Boose voted in favor.
When called on, Commissioner Keefe voted in favor.
When called on, Commissioner Council voted in favor.
When called on, Commissioner Evans voted in favor.
When called on, Commissioner Lancaster voted in favor.

VOTE: UNANIMOUS (6-0)

- E.2. Consideration of Request to Hire Counsel to Provide Title Opinions for Easement Parcels in Bragg Estates Water and Sewer District

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

BACKGROUND

Upon completion of the engineering for the Bragg Estates sewer system, it was determined that easements would be required on approximately 30 parcels within the Bragg Estates Subdivision. The County Attorney's Office does not have the staff to complete this work at this time. County Attorney requests the Board to authorize the District to engage local real estate attorney, Rebecca Person, to do this work. Ms. Person has an active real estate practice and does title work for the PWC and NCDOT. She has agreed to do this work for a flat fee of \$500 per parcel. The county attorney has examined the title to some parcels in this subdivision and believes this to be a reasonable fee.

RECOMMENDATION/PROPOSED ACTION

County attorney recommends the Board authorizes the Bragg Estates Water and Sewer District to engage attorney Rebecca Person to complete the title work for the acquisition of sewer easements in the Bragg Estates Subdivision at a flat fee of \$500 per parcel.

Rick Moorefield, County Attorney, presented the background information and recommendation/proposed action recorded above. There were no questions.

MOTION: Commissioner Boose moved to authorize the Bragg Estates Water and Sewer District to engage attorney Rebecca Person to complete the title work for the acquisition of sewer easements in the Bragg Estates Subdivision at a flat fee of \$500 per parcel.

SECOND: Commissioner Keefe

Vice Chairman Adams voiced his vote as being in favor.
When called on, Commissioner Boose voted in favor.
When called on, Commissioner Keefe voted in favor.
When called on, Commissioner Council voted in favor.
When called on, Commissioner Evans voted in favor.
When called on, Commissioner Lancaster voted in favor.

VOTE: UNANIMOUS (6-0)

F. Selection of a Fiscal Year 2021 Workforce Innovation and Opportunity Act Title I Program Services Provider and One Stop Center Manager

BACKGROUND

Cumberland County receives annual funding from the state to provide workforce development services through the Workforce Innovation and Opportunity Act (WIOA). These important services are focused on local employers, unemployed and underemployed adults, veterans, dislocated workers, In School Youth (aged 14-21) and Out of School Youth (aged 16-24). These services were contracted to Educational Data Systems, Inc, also known as "EDSI," for FY19 and the first 6 months of FY20. EDSI's contract ended December 31, 2019 and to date has not been extended.

The RFP for FY21 WIOA Title I Program Services was released on January 6, 2020 (copy attached) and the deadline for receipt of proposals was February 17, 2020. Proposals were received from Eckerd Concepts, EDSI, and Two Hawk Workforce Services. Proposals were evaluated by an ad hoc review committee, which consisted of Workforce Development Board and Youth Council members. The review committee reviewed submissions for the following information which were weighted as indicated: customer flow, staffing, statement of work, and program design (36%); organizational experience, past performance, and references (23%); transition and staff training plan (9%); program cost/budget proposal (14%); and program metrics (9%). Bidders made oral presentations (9%) to supplement their proposals on March 4, 2020. The review committee recommended Two Hawk Workforce Services as the most qualified and responsive proposer which was then considered and approved by the Executive Committee of the Workforce

Development Board on April 3, 2020. A copy of the scoring results for each of the proposed service providers is attached.

Estimated allocations for FY21 for the specific program areas in Cumberland County were included in the RFP as follows:

1. \$800,000 for adult services programs
2. \$550,000 for dislocated worker programs
3. \$800,000 for youth services programs

These not-to-exceed amounts may be subject to change as they were based upon a prior estimate of available funds. It is anticipated that the exact funding amount will be known at or about the time of final contract negotiations. All contracts for services will be on a cost-reimbursement basis, based upon performance, and may be extended for two additional years at the discretion of the County.

With Board of Commissioner approval, the Workforce Development Board will negotiate a FY21 contract with Two Hawk Workforce Services to be presented for the consideration of the Board of Commissioners prior to July 1, 2020.

RECOMMENDATION / PROPOSED ACTION

The Executive Committee of Workforce Development Board:

1. Recommends approval of Two Hawk Workforce Services as the successful proposer to provide WIOA Title I Youth, Adult, and Dislocated Worker program services for the Cumberland County NCWorks Career Center in FY21, and
2. Requests authorization to negotiate a FY21 contract for services with Two Hawk Workforce Services

Mr. Jackson presented the background information and recommendation/proposed action recorded above. Commissioner Boose asked to have this item and Item 3.E. forwarded to the May 18, 2020 meeting as consent items.

MOTION: Commissioner Council moved to approve Two Hawk Workforce Services to provide WIOA Title I Youth, Adult, and Dislocated Worker program services for the Cumberland County NCWorks Career Center in FY21; authorize negotiations for a FY21 contract for services with Two Hawk Workforce Services; and forward to the May 18, 2020 regular meeting as a consent item.

SECOND: Commissioner Lancaster

Vice Chairman Adams voiced his vote as being in favor.

When called on, Commissioner Boose voted in favor.

When called on, Commissioner Keefe voted in favor.

When called on, Commissioner Council voted in favor.

When called on, Commissioner Evans voted in favor.

When called on, Commissioner Lancaster voted in favor.

VOTE: UNANIMOUS (6-0)

G. Deobligation of Hurricane Matthew Community Development Block Grant - Disaster Recovery Funding by the North Carolina Office of Recovery and Resiliency and Associated Budget Ordinance Amendment #200122

BACKGROUND

The North Carolina Office of Recovery and Resiliency (NCORR) has formally notified the County that it has deobligated funding initially allocated for Hurricane Matthew. This was previously discussed with the Board of Commissioners at their December 12, 2019 Agenda Session meeting in which representatives from NCORR were present to explain the forthcoming deobligation of funds. The item was moved forward as an item of business at the December 16, 2019 regular meeting and a new subrecipient agreement with the State was approved at that time.

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>

Attached is a copy of the letter sent to the County de-obligating \$20,535,000 of the original Hurricane Matthew allocation of \$23,260,000 awarded to Cumberland County. A budget amendment is necessary to reduce the budget by the amount of the deobligated funds.

RECOMMENDATION / PROPOSED ACTION

Staff recommends the following proposed action be placed on the May 18th Board of Commissioners agenda as a consent item:

Approve Budget Ordinance Amendment #200122 in the amount of \$20,535,000 recognizing the deobligation of these CDBG-DR funds.

Mr. Jackson presented the background information and recommendation/proposed action. Mr. Jackson stated the amount for associated Budget Ordinance Amendment #200122 should be \$20,199,473. Mr. Jackson stated the county held out money for the Robins Meadow project. Commissioner Keefe asked how much of the initial award of \$34 million was used. Mr. Jackson responded approximately \$3 million and a good portion of that will be the Robins Meadow project along with some administrative and other costs for which the county was eligible. Mr. Jackson stated this item will also deobligate the interlocal agreement with the City of Fayetteville who had their own agreement with the state. Additional questions and discussion followed.

Mr. Jackson stated the county still has mitigation projects for which it is using State and FEMA funds whereas the CDBG-DR funds were HUD funds. Mr. Jackson stated CDBG-DR funds from Hurricanes Matthew and Florence are going to be combined by the state to refocus and repurpose projects that may include infrastructure.

MOTION: Commissioner Council moved to approve Budget Ordinance Amendment #200122 in the amount of \$20,199,473 recognizing the deobligation of these CDBG-DR funds and forward to the May 18, 2020 regular meeting a consent item.

SECOND: Commissioner Evans

Vice Chairman Adams voiced his vote as being in opposition.

When called on, Commissioner Boose voted in opposition.

When called on, Commissioner Keefe voted in opposition.

When called on, Commissioner Council voted in favor.

When called on, Commissioner Evans voted in favor.

When called on, Commissioner Lancaster voted in favor.

VOTE: FAILED (3-3) (Commissioners Council, Evans and Lancaster voted in favor; Commissioners Adams, Boose and Keefe voted in opposition)

Ms. Cannon stated due to the lack of a unanimous vote, this item will be forwarded to the May 18, 2020 regular meeting as an item of business. Ms. Cannon also stated this will be an audit exception if the funds are not deobligated and cleared off the county's books.

H. Update on the Lock's Creek Stream Debris Clearance Project

BACKGROUND

On October 21, 2019, the Board of Commissioners approved an interlocal agreement between the Cumberland County and the City of Fayetteville to perform a stream debris removal project on a specified portion of Locks Creek and its tributaries. This project is being funded with grant monies from the North Carolina Department of Agriculture – Division of Soil & Water Conservation in the amount of \$446,234.

Since the execution of the interlocal agreement, the City of Fayetteville selected an engineering firm, McAdams Engineering, and the project was kicked-off on January 3, 2020. Since that date, the project team has been working to obtain necessary approvals, permits (such as FAA, US Corps of Army Engineers, and NC DEQ), and temporary easements in order to gain access, identify and assess areas of blockage, and notify property- owners of the project.

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>

To date, the team has identified thirty-three individual debris removal locations, and they are finalizing a Preliminary Engineering Report summarizing the work to be completed at each location as well as the defined rough access to each. Surveyors have also begun the necessary property boundary work to pull together temporary construction easements required to accomplish the work.

The project team is targeting an October start date for construction pending easement acquisitions. Attached is a map showing the locations of the individual debris removal locations.

RECOMMENDATION / PROPOSED ACTION

There is no action being requested. This is just for information only.

Mr. Jackson presented the background information recorded above. Vice Chairman Adams called for questions. No questions were posed. Vice Chairman Adams asked to have this information placed on the agenda for the Fayetteville-Cumberland County Liaison Committee.

I. Engagement with Elliott Davis for Census Data Testing for the Local Government Employee Retirement System (LGERS) Employer Participants

BACKGROUND

The Office of State Auditor (OSA) selected a sample of 49 employer participants of the LGERS and has asked those units and their independent auditors to provide assurance to OSA on the accuracy of certain elements of census data. The objective of census data testing conducted through an external audit engagement is to provide assurance to OSA and the Department of State Treasurer that the census data being provided by employers is materially correct.

Cumberland County was last selected for this type of data testing during the audit for fiscal year 2016. This is a separate engagement from the fiscal year 2020 contract to audit accounts at an additional cost of \$7,500. The report is due to the Local Government Commission on or before October 31, 2020.

RECOMMENDATION / PROPOSED ACTION

Staff recommend forwarding this item to the full Board of Commissioners for approval as a Consent Agenda item at the May 18, 2020 regular meeting with the following action:

Approval of the engagement with Elliott Davis for Census Data Testing for the Local Government Employee Retirement System (LGERS) Employer Participants, totaling \$7,500.

Vicki Evans, Finance Director, presented the background information and recommendation/proposed action recorded above.

MOTION: Commissioner Lancaster moved to approve the engagement with Elliott Davis for Census Data Testing for the Local Government Employee Retirement System (LGERS) Employer Participants totaling \$7,500 and forward to the May 18, 2020 regular meeting as a consent item.

SECOND: Commissioner Boose

Vice Chairman Adams voiced his vote as being in favor.

When called on, Commissioner Boose voted in favor.

When called on, Commissioner Keefe voted in favor.

When called on, Commissioner Council voted in favor.

When called on, Commissioner Evans voted in favor.

When called on, Commissioner Lancaster voted in favor.

VOTE: UNANIMOUS (6-0)

J. Discussion of Proposed Local Bill Requests

BACKGROUND

Cumberland County is requesting two local bills related to the Food and Beverage Tax and the Occupancy Tax.

1. The request for the amendment to the Food and Beverage Tax Local Act that removes the sunset and allows the commissioners to keep the tax in place. The amendment also clarifies that the funds can be expended on facilities that are not located at the Crown Complex. Both of these amendments are needed for the county to continue any planning for a performing arts center or replacement theater.

The County Attorney has provided the language for the amendment as follows:

Amend Session Law 1993-413, Senate Bill 923, as follows:

Amend Section 8 by expanding the use of the proceeds to include new arts or entertainment facilities which are not affiliated with the existing facilities commonly known as the Crown Complex.

Sec. 8. Use of Proceeds. – The county shall transfer the proceeds of the prepared food and beverage tax to the Cumberland County Civic Center Commission, an agency of Cumberland County. The proceeds transferred to the Cumberland County Civic Center Commission shall be used (i) to provide for, when due, payments for the current fiscal year with respect to any financing for new arena facilities or for the expansion of the existing arena facilities, which may include off-street parking for use in conjunction with the facilities and (ii) to pay other costs of acquiring, constructing, maintaining, operating, marketing, and promoting the new arena or expanded arena facilities. The Cumberland County Civic Center Commission is authorized to acquire, construct, maintain, operate, market and promote any such arena, civic center, arts or entertainment facility that is approved by the Board of County Commissioners, whether or not such facility is affiliated with the existing civic center commonly known as the Crown Complex.

The Commission may contract with any person, agency, association, or nonprofit corporation to carry out the activities and programs for which the tax proceeds may be expended. All contracts entered into pursuant to this subsection shall require an annual financial audit of any funds expended and a performance audit of contractual obligations.

Amend Section 11 by removing the repeal requirement.

Sec. 11. Repeal. – A tax levied under this act may be repealed by a resolution adopted by the Cumberland County Board of Commissioners. ~~The Cumberland County Board of Commissioners shall repeal the tax when the new or expanded arena facilities for which the tax was imposed are constructed and any debt for those facilities has been paid.~~ Repeal of a tax levied under this act shall become effective on the first day of a month and may not become effective until the end of the fiscal year in which the repeal resolution was adopted. Repeal of a tax levied under this act does not affect a liability for a tax that has attached before the effective date of the repeal, nor does it affect a right to a refund of a tax that accrued before the effective date of the repeal.

2. The request for the occupancy tax amendment is to authorize the Cumberland County Tourism Development Authority to develop a grant assistance program similar to what was just done for Buncombe County's TDA in the COVID-19 Recovery Act.

The County Attorney has provided the language for this amendment as follows:

“Amend Session Law 2001-484, Senate Bill 348, to authorize the Cumberland County Tourism Development Authority to expend any funds remitted to it from the Cumberland County Occupancy Tax, except those funds that are required to be distributed to the Arts Council of Fayetteville/Cumberland County, on a program similar to the program established for the Buncombe County Tourism Development Authority in Part I, Section 1.5(a) of Session Law 2020-3, Senate Bill 704. This shall be a program for grants to assist small businesses that have closed or

been otherwise significantly affected due to the economic hardship occasioned by the COVID- 19 pandemic with the costs of recommencing business activities.”

RECOMMENDATION / PROPOSED ACTION

Provide staff with guidance regarding details for proposed local bills related to Food and Beverage Tax and Occupancy Tax.

Vice Chairman Adams stated he requested the local bills related to the food and beverage tax and the occupancy tax. Vice Chairman Adams stated Ms. Cannon contacted John Meroski/FACVB and Vivek Tandon/TDA and he contacted Fayetteville Mayor Mitch Colvin and Greg Weber/Arts Council. Vice Chairman Adams briefly explained the responses of those contracted regarding the two local bills and also his conversations with Representative John Szoka, who would not sponsor a local bill if there was push back, and Representative Elmer Floyd, who filed a blank bill as a placeholder for the food and beverage tax bill. Vice Chairman Adams stated at this time, the question is whether to request support for the two local bills or just the local bill related to the food and beverage tax. Vice Chairman Adams stated because the request for the amendment to the Food and Beverage Tax Local Act was not opposed by Vivek Tandon/TDA or John Meroski/FACVB, he favored requesting a local bill for that one only.

Commissioners Keefe, Boose and Lancaster concurred that the focus should be on the local bill for the food and beverage tax. Commissioner Evans stated he felt everyone dealing with this should meet at one time for discussion as opposed to one person making phone calls. Commissioner Council stated she favored amending the local act related to the food and beverage tax. Vice Chairman Adams stated the phone calls were made to get the sentiment of the community before commissioners engaged in the discussion occurring at this meeting. Vice Chairman Adams stated discussion thus far at today’s meeting takes the FACVB and the TDA out of the discussion because commissioners appear to favor a resolution to amend only the local act for the food and beverage tax.

Mr. Moorefield stated the deadline for submission of a resolution requesting an amendment is 4 PM Tuesday, May 19. Mr. Moorefield pointed out that neither of the local bills propose changes to the use of the funds, and neither the Board of Commissioners nor the Fayetteville City Council have the authority to change the use of either of the funds from their statutory purpose. Mr. Moorefield stated the food and beverage fund is to be used strictly for the Crown. Commissioner Evans stated he was opposed to the resolution.

Mr. Moorefield pointed out the food and beverage tax will expire in 2023, which only leaves two years to either tear down or close the theater. Ms. Cannon stated on average, \$2.1 million in food and beverage funds is used each year to bridge the gap between the event revenue and event expenditures. Ms. Cannon stated in 2023, the choice would be to either take an appropriation out of the general fund, which is generally not done for enterprise funds, or close the Coliseum.

Following discussion, there was consensus to forward to the May 18, 2020 regular meeting as an item of business for further discussion and consideration of a resolution to amend the local act authorizing the food and beverage tax by removing the sunset provision and clarifying that the tax proceeds can be used for arts and entertainment facilities located anywhere within the county.

5. OTHER ITEMS

Duane Holder, Deputy County Manager, stated the \$5.7 million federal allocation, known as the Coronavirus Relief Funds (CRF), are funds Cumberland County will receive from the State once the county submits its state mandated plan which is due by June 1. Mr. Holder stated the CRF are one of several sources of funds available for local government; local governments can also apply for FEMA Personal Assistance Funds, Community Development Block Grant funds, an Emergency Solutions Grant, law enforcement grants and transportation grants. Mr. Holder stated spending must be directly related to expenditures incurred to address the COVID-19 pandemic and cannot be used to cover revenue losses as a result of the pandemic.

Mr. Holder stated an initial meeting was held internally with county management and budget, finance, emergency services and public health staff to outline a process for planned development. Mr. Holder stated management wants to receive input from commissioners as to planning efforts as well as any thoughts commissioner have as the plan is developed. Mr. Holder stated county management is planning to convene a meeting with administrators of all county municipalities to update them on the availability of funding, eligible expenditures and the reporting and record keeping requirements that come along with the allocation of the funds. Mr. Holder stated it is important to note that the county is accountable to the federal government for CRF expenditures. Mr. Holder stated an internal workgroup has been formed that will be working over the next few weeks to develop a plan; the Sheriff's Office will be solicited for their involvement in the workgroup and county legal will be plugged in as a part of the effort.

Ms. Cannon stated Mr. Holder laid out the direction in which staff would like to move but staff would like to hear the collective thoughts of the Board today. Vice Chairman Adams asked commissioners for their input. Commissioner Council stated she had interest in knowing all expenses the county had incurred to address COVID-19 and what may be pending because she would like them covered and then shared with municipalities. Vice Chairman Adams stated he felt the bulk of expenditures incurred by the county were with the Health Department, Department of Social Services and the Sheriff's Office and he also felt staff should provide some indication of expenses incurred by the county and how to share with municipalities.

Commissioner Lancaster stated he concurred with most of the discussion and felt confident staff could come up with a plan for sharing and covering the county's eligible expenses. Commissioner Boose stated he concurred with Commissioner Council and asked whether the funds could be used for future expenses to address the COVID-9 pandemic. Mr. Holder responded in the affirmative and stated forecasting future expenses (testing, contract tracing, etc.) is part of the challenge before the workgroup. Mr. Holder stated the CRF funds have to be expended by December 30, 2020. Commissioner Evans stated he was in agreement. Commissioner Keefe stated he felt the county needed to layout the criteria because when federal money is funneled through the state to the county, the rules can start changing just as they did with Hurricane Matthew. Commissioner Keefe stated he was not opposed to funds going to community programs and first responders affected by COVID-19 pandemic, but it is incumbent on the county to set the parameters. Vice Chairman Adams stated the sooner the funds are obligated to the various recipients, the better. There was consensus to include municipalities and have staff return with a plan.

6. MONTHLY REPORTS

A. Community Development - Disaster Recovery Update

BACKGROUND

Cumberland County, in partnership with the North Carolina Office of Recovery & Resiliency (NCORR), is implementing a Community Recovery Infrastructure activity funded through the Community Development Block Grant Disaster Recovery Program. The attached report is an update on the status of the activity (Robin's Meadow Permanent Supportive Housing) undertaken by Cumberland County. In addition, the report includes an update on activities funded through DRA 17 and HMGP.

RECOMMENDATION / PROPOSED ACTION

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

CUMBERLAND COUNTY DISASTER RECOVERY PROGRAMS UPDATE FOR THE MAY 14, 2020 BOARD OF COMMISSIONER'S AGENDA SESSION

Status as of April 29, 2020:

Milestones/Activities:

- NCORR executed SRA with County December 17, 2019;
- Robins Meadow Permanent Supportive Housing Project/Community Recovery Infrastructure – received project specific award letter January 23, 2020;

- Robins Meadow Permanent Supportive Housing Project/Community Recovery Infrastructure - A/E Services – The Wooten Co. working with staff on the design development phase;
- DRA-17 & HMGP Projects – County completed acquisition 10 properties; Notice to Proceed is dated for May 4, 2020 for the demolition of the properties.

Current Staffing:

- State POC: John Ebbighausen – Director of Disaster Recovery Programs, NC Office of Recovery & Resiliency (NCORR); Mary Glasscock; Infrastructure Manager (NCORR)
- Cumberland County:
 - o Sylvia McLean, P.T. Community Development (CD) Consultant

Commissioner Council terminated her simultaneous communication and thereby departed the meeting.

B. Financial Report

BACKGROUND

The financial report is included which shows results of the general fund for fiscal year 2020, March year-to- date. Additional detail has been provided on a separate page explaining any percentages that may appear inconsistent with year-to-date budget expectations.

RECOMMENDATION / PROPOSED ACTION

For information/discussion purposes only.

County ofCumberland General Fund Revenues						
REVENUES	FY18-19 AUDITED	FY19-20 ADOPTED BUDGET	FY19-20 REVISED BUDGET	YTD ACTUAL AS OF March 31, 2020	PERCENT OF BUDGET TO DATE	*
Ad Valorem Taxes						
<u>Current Year</u>	\$ 165,634,524	\$ 165,517,000	\$ 165,517,000	\$ 164,232,139	99.2% (1)	
Prior Years	1,252,112	1,186,000	1,186,000	707,307	59.6%	
Motor Vehicles	19,996,530	19,937,832	19,937,832	13,418,723	67.3% (2)	
Penalties and Interest	699,244	742,000	742,000	535,244	72.1%	
Other	1,057,248	993,000	993,000	731,641	73.7%	
Total Ad Valorem Taxes	188,639,658	188,375,832	188,375,832	179,625,053	95.4%	
Other Taxes						
Sales	45,124,463	43,327,484	43,327,484	24,054,829	55.5% (3)	
Real Estate Transfer	1,351,286	700,000	700,000	1,305,315	186.5%	
Other	990,033	929,726	929,726	407,779	43.9%	
Total Other Taxes	47,465,781	44,957,210	44,957,210	25,767,923	57.3%	
Unrestricted & Restricted Intergovernmental Revenues	59,774,565	62,157,523	64,948,127	39,145,513	60.3% (4)	
Charges for Services	14,213,771	13,255,898	13,710,334	8,191,251	59.7% (5)	
Other Sources (includes Transfers In)	3,880,475	2,668,738	2,782,305	2,386,079	85.8%	
Lease Land CFV/MC	3,871,987	3,871,986	3,871,986	4,012,056	103.6% (6)	
Total Other	7,752,461	6,540,724	6,654,291	6,398,136	96.2%	
Total Revenue	\$ 317,846,236	\$ 315,287,187	\$ 318,645,794	\$ 259,127,875	81.3%	
Fund Balance Appropriation		8,667,646	24,482,006	-	0.0%	
Total Funding Sources	\$ 317,846,236	\$ 323,954,833	\$ 343,127,800	\$ 259,127,875	75.5%	

This space was intentionally left blank.

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

County of Cumberland General Fund Expenditures						
DEPARTMENTS	FY18-19 AUDITED	FY19-20 ADOPTED BUDGET	FY19-20 REVISED BUDGET	YTD ACTUAL AS OF March 31, 2020	PERCENT OF BUDGET TO DATE	**
Governing Body	\$ 610,121	\$ 662,458	\$ 662,458	\$ 468,164	70.7%	
Administration	1,448,887	1,837,782	1,837,782	1,166,375	63.5%	
<u>Public Affairs/Education</u>	455,570	847,376	863,546	443,416	51.3% ₍₁₎	
Human Resources	893,308	1,169,176	1,169,176	754,496	64.5%	
Print, Mail, and Design	719,586	775,255	775,255	536,201	69.2%	
Court Facilities	121,286	203,470	211,970	103,557	48.9% ₍₂₎	
<u>Facilities Maintenance</u>	808,708	1,102,362	1,138,810	723,643	63.5%	
Landscaping & Grounds	622,743	724,187	724,187	471,672	65.1%	
Carpentry	152,063	230,045	230,045	142,357	61.9%	
<u>Facilities Management</u>	1,172,046	1,435,808	1,435,808	850,474	59.2%	
Public Buildings Janitorial	680,038	857,847	857,847	562,224	65.5%	
<u>Central Maintenance</u>	881,695	706,587	735,477	385,937	52.5%	
Information Services	4,455,373	4,812,492	7,057,366	3,513,994	49.8% ₍₃₎	
Board of Elections	1,618,420	2,022,011	2,022,011	1,055,701	52.2%	
Finance	1,175,657	1,412,532	1,412,532	907,332	64.2%	
Legal	705,449	873,883	873,883	458,540	52.5%	
Register of Deeds	2,095,487	2,462,240	3,137,006	1,681,915	53.6%	
Tax	5,550,502	5,913,536	5,941,085	3,798,566	63.9%	
General Government Other	3,295,143	4,126,674	4,782,896	2,139,283	44.7% ₍₄₎	
Sheriff	48,326,988	54,114,179	55,186,085	34,612,227	62.7%	
Emergency Services	3,337,827	3,806,111	4,339,202	2,523,914	58.2%	
Criminal Justice Pretrial	491,622	587,684	587,684	407,966	69.4%	
Youth Diversion	22,768	37,027	37,027	18,876	51.0% ₍₅₎	
Animal Control	3,101,494	3,462,878	3,739,759	2,343,618	62.7%	
Public Safety Other (Medical Examiners, NC Detention Subsidy)	1,070,647	1,554,236	1,554,236	703,295	45.3% ₍₆₎	
Health	22,490,684	23,325,572	24,055,483	15,065,620	62.6%	
Mental Health	5,290,783	5,468,948	5,630,923	5,169,290	91.8%	
Social Services	56,140,773	62,535,270	63,531,084	39,445,481	62.1%	
Veteran Services	369,584	454,308	454,308	306,961	67.6%	
Child Support	4,805,597	5,412,018	5,412,018	3,436,324	63.5%	
Spring Lake Resource Administration	30,226	34,542	34,542	18,122	52.5%	

County of Cumberland General Fund Expenditures						
DEPARTMENTS	FY18-19 AUDITED	FY19-20 ADOPTED BUDGET	FY19-20 REVISED BUDGET	YTD ACTUAL AS OF March 31, 2020	PERCENT OF BUDGET TO DATE	**
Library	10,215,040	10,739,461	10,952,196	7,247,144	66.2%	
<u>Stadium Maintenance</u>	93,284	10,000	10,000	1,399	14.0% ₍₇₎	
Culture Recreation Other (Some of the Community Funding)	260,569	260,569	260,569	247,535	95.0%	
Planning	2,910,536	3,315,834	3,341,686	1,872,629	56.0%	
Engineering	1,113,724	699,048	1,076,471	798,555	74.2%	
<u>Cooperative Extension</u>	602,184	773,148	773,148	365,119	47.2% ₍₈₎	
Location Services	176,925	211,911	211,911	130,706	61.7%	
Soil Conservation	194,174	145,291	608,174	105,580	17.4% ₍₉₎	
Public Utilities	83,287	88,106	88,106	61,375	69.7%	
Economic Physical Development Other	20,000	20,000	20,000	20,000	100.0%	
Industrial Park	9,020	1,427	3,415	1,249	36.6% ₍₁₀₎	
Economic Incentive	429,724	521,677	521,677	374,626	71.8%	
Water and Sewer	-	250,000	250,000	-	0.0% ₍₁₁₎	
Education	93,502,807	94,047,126	94,047,126	69,845,706	74.3%	
Other Uses:						
Transfers Out	34,241,477	19,902,741	30,531,830	583,502	1.9% ₍₁₂₎	
TOTAL	\$ 316,793,829	\$ 323,954,833	\$ 343,127,800	\$ 205,870,664	60.0%	

Expenditures by Category	FY17-18 UNAUDITED	FY19-20 ADOPTED BUDGET	FY19-20 REVISED BUDGET	AS OF March 31, 2020	PERCENT OF BUDGET TO DATE
<u>Personnel Expenditures</u>	\$ 128,499,408	\$ 145,632,904	\$ 146,222,384	\$ 91,595,307	62.6%
<u>Operating Expenditures</u>	151,804,878	156,762,673	163,641,641	112,224,237	68.6%
Capital Outlay	2,248,067	1,656,515	2,731,945	1,467,617	53.7%
Transfers In Other Funds	34,241,477	19,902,741	30,531,830	583,502	1.9% ₍₁₂₎
TOTAL	\$ 316,793,829	\$ 323,954,833	\$ 343,127,800	\$ 205,870,664	60.0%

This space was intentionally left blank.

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

COUNTY OF CUMBERLAND

Fiscal Year 2020 - March Year-to-Date Actuals (Report Run Date: April 30, 2020)

Additional Detail

General Fund Revenues

*

- (1) **Current Year Ad Valorem 99.2%** - The bulk of revenues are typically recorded between November - January.
- (2) **Motor Vehicles 67.3%** - YTD Actual reflects 8 months of collections.
- (3) **Sales Tax 55.5%** - YTD Actual reflects 6 [month](#) of collections.
- (4) **Unrestricted/Restricted Intergovernmental 60.3%** - There is typically a one to [two month](#) lag in receipt of this funding which is directly impacted by expenditures (reimbursement based).
- (5) **Charges for services 59.7%** - There is a lag in billing the Board of Education for security. The third fiscal quarter payment should be paid in April or May.
- (6) **Lease Land CFVMC 103.6%** - Paid in full.

General Fund Expenditures

**

- (1) **Public Information 51.3%** - Personnel costs are low caused by two positions being vacant through November 2019 and another remaining vacancy.
- (2) **Court Facilities 48.9%** - Requests that have been held will be processed toward the end of the fiscal year, as the budget allows.
- (3) **Information Services 49.8%** - Personnel costs are low as there are five vacancies within the department.
- (4) **General Government Other 44.7%** - The percentage of expenditures is in line with past fiscal year trends.
- (5) **Youth Diversion 51.0%** - Operating costs are lower as new staff transition into the position.
- (6) **Public Safety Other 45.3%** - Outside agency invoices are typically paid quarterly. The third quarter is usually paid in May.
- (7) **Stadium Maintenance 14.0%** - ~~Swanodogs~~ last submitted a telephone reimbursement request for the month of August 2019. Additional costs are not expected.
- (8) **Cooperative Extension 47.2%** - Personnel costs are low caused by vacancies within the department.
- (9) **Soil Conservation 17.4%** - Approximately \$452K in NC Disaster Recovery Act 2018 funds remain unexpended.
- (10) **Industrial Park 36.6%** - Expenditures include grounds maintenance costs through January.
- (11) **Water and Sewer 0%** - There has not been an expenditure need to date this fiscal year.
- (12) **Transfers Out 1.9%** - Transfers are generally recorded toward the end of the fiscal year.

Vice Chairman Adams asked to have an update on revenue trends amid COVID-19 placed on the May 18, 2020 regular meeting agenda.

C. Health Insurance Update

BACKGROUND

As of July 1, 2019, retirees who are 65 and older became covered by a County funded fully insured plan through AmWINS. All other covered members remained insured by the County’s self-funded plan through BCBS. The information provided below and within the graphs has been updated to include the monthly premium amount paid to fund the fully insured plan and the actual monthly claims amounts for all other covered members. Combining these amounts for FY20 and beyond is necessary to ensure a complete picture when comparing the claims results to prior years.

Total health insurance claims plus the fully insured premium amount for FY20 are up 1.90% for the month of March as compared to the same month in FY19. To provide some perspective, below is the nine-month average for the past five fiscal years. This average represents the average monthly year-to-date claims for each fiscal year and includes the fully insured premium for FY20. Additionally, graphs are provided in the attachment to aid in the analysis.

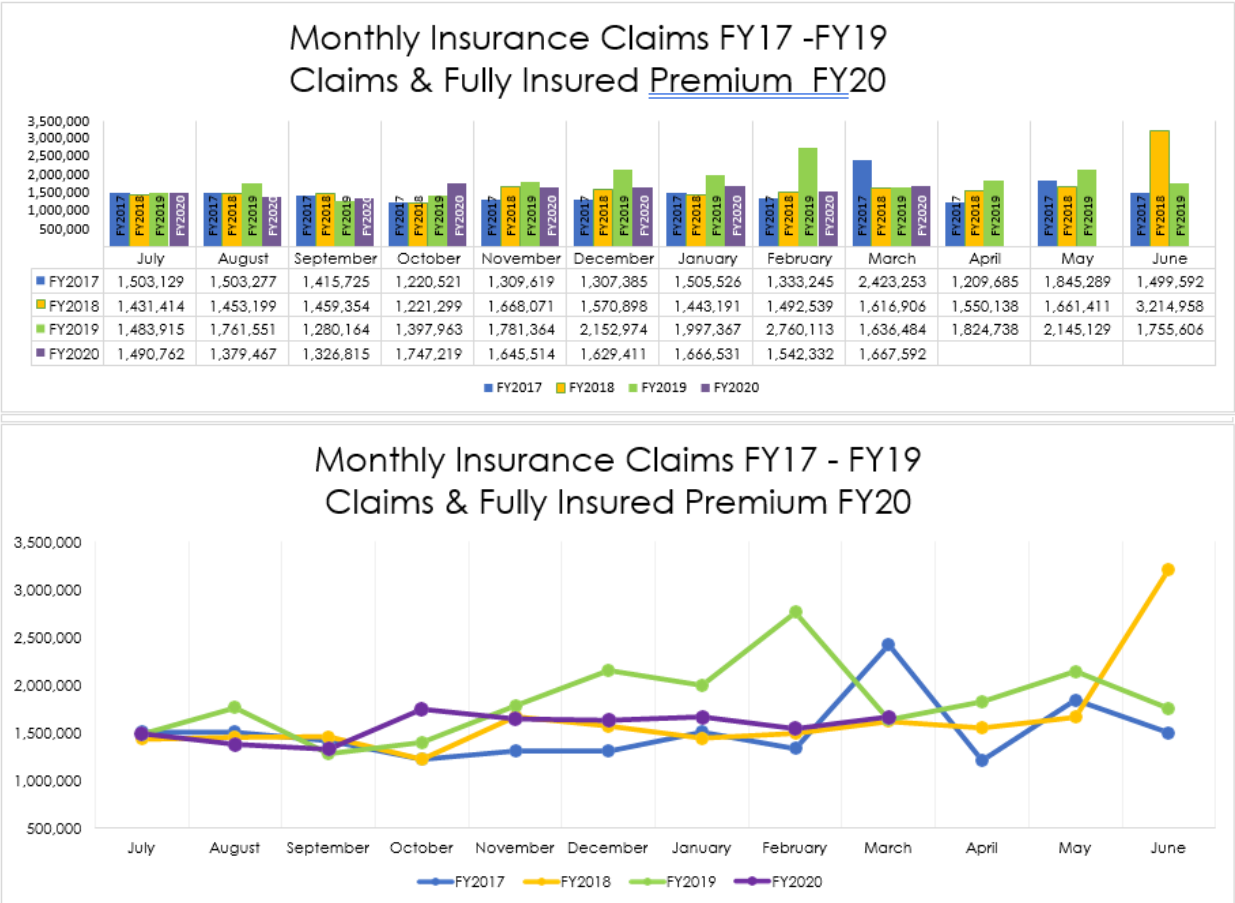
Year to date claims and premium payment through March	\$14,095,643
Less year to date stop loss credits	<u>(\$496,756)</u>
Net year to date claims and premium payment through March	\$13,598,887

Average monthly claims and fully insured premium (before stop loss) per fiscal year March:

FY16	\$1,745,427
FY17	\$1,502,409
FY18	\$1,484,097
FY19	\$1,805,766
FY20	\$1,566,183

RECOMMENDATION / PROPOSED ACTION

For information only – no action needed.



D. 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	Contract Amount	Project Status	Contract Start Date	Contract Duration
Detention Center Roof Replacement	\$1,238,351.00	The contractor is installing the roof drains and metal cap flashing on the completed roof areas. The membrane placement and solar tube installation is completed. The contractor will complete punch list items identified by the engineer and manufacturer's representative prior to installing lightning protection.	11/18/2019	120 days
Department of Social Services Chiller and Cooling Tower Replacement Project	\$741,215.00	The contractor is awaiting materials. The cooling tower is to ship at the end of April and the chiller in the middle of May. The installation of the cooling tower will take place beginning at the end of May 21st through May 24th (Memorial Day Weekend). The contractor has installed valves that would allow a temporary chiller to be utilized in the future if there is a need.	4/4/2020	120 days
Judge E. Maurice Braswell Courthouse Generator	\$2,828,700.00	The contractor has poured the concrete pads for the generators and fuel tank. The automatic transfer switch (ATS) and electrical panel pads in the mechanical rooms have also been poured. The contractor is currently installing conduits in the Courthouse from the mechanical yard to the mechanical rooms.	10/23/2019	179 days
LEC Elevator Modernization Project	\$1,362,557.00	The contractor started work on April 6th performing electrical rough-in for the electrical upgrades for the fire alarm panel and the elevator equipment rooms, followed by the installation of HVAC, lighting, and elevator improvements.	4/6/2020	179 days
Department of Social Services Carpet	\$348,000.00	The contractor is continuing work on the 3rd floor and anticipates completing this floor by 5/15/2020. The contractor will then schedule the work on the 4th floor.	3/30/2020	120 days
Department of Social Services Elevator Modernization Project	\$133,530.00	The engineer completed the design for code compliant and increased HVAC needs for the elevator machine rooms. The elevator machine room components were bid on 5/1/2020. The contract amount is \$95,000 with Hajig Plumbing and Mechanical. The County Attorney has received the proposed Sourcewell agreement for review from Thyssen Krupp for elevator replacement components.	Not Started	60 days
Crown Coliseum Cooling Tower Replacement - Engineering Services	\$596,000.00	The pre-bid was hosted on 4/20/2020 and the project was bid on 4/30/2020. The proposed contract is for \$530,000 to Boiler Masters, Inc. The project is scheduled to go before the BOC Agenda Session on 5/14/2020 for approval.	Not Started	93 days
Detention Center Grinder Pump	\$232,400.00	The contractor has received a purchase order and signed contract. The contractor is preparing the construction schedule and ordering materials.	Not Started	160 days
Hope Mills Library Boiler Replacement	\$120,266.00	The contractor started work on 5/4/2020 to replace the boiler. The work is scheduled to be completed by 5/15/2020.	5/4/2020	179 days
Crown Coliseum Parking Lot Improvement Project	\$653,976.60	The contract is pending County Attorney approval. Upon approval, a purchase order will be requested and provided to the contractor.	Not Started	120 days
Crown Coliseum ADA Bathroom and Ticket Booth Renovations	\$541,217.00	The pre-bid was hosted on 4/21/2020 and the bid date was 5/1/2020. The proposed contract is for \$484,987 to M&E Contracting, Inc. The project is scheduled to go before the BOC Agenda Session on 5/14/2020.	Not Started	180 days

7. CLOSED SESSION

No closed session was held.

MOTION: Commissioner Lancaster moved to adjourn.
SECOND: Commissioner Keefe

When called on, Commissioner Adams voted in favor.
When called on, Commissioner Boose voted in favor.
When called on, Commissioner Keefe voted in favor.

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>

When called on, Commissioner Evans voted in favor.
When called on, Commissioner Lancaster voted in favor.

VOTE: UNANIMOUS (5-0)

There being no further business, the meeting adjourned at 2:50 p.m.

Approved with/without revision:

Respectfully submitted,

Candice H. White
Clerk to the Board