

CUMBERLAND COUNTY BOARD OF COMMISSIONERS
APRIL 8, 2021 – 1:00 PM
117 DICK STREET, 5TH FLOOR, ROOM 564
AGENDA SESSION REGULAR MEETING MINUTES

This meeting was conducted as a remote meeting under the N. C. Governor's State of Emergency Declaration. In compliance with the N. C. General Assembly's S.L. 2020-3, SB 704, this remote meeting was simultaneously streamed online with live audio and video and was available to the public and media live via the Cumberland County website (co.cumberland.nc.us), Youtube page (youtube.com/user/CumberlandCountyNC/videos) and on Cumberland County North Carolina TV (CCNC-TV) on Spectrum Cable Channel 5.

PRESENT: Commissioner Charles Evans, Chairman
Commissioner Glenn Adams, Vice Chairman
Commissioner Jeannette Council
Commissioner Jimmy Keefe
Commissioner Larry Lancaster
Commissioner Toni Stewart (attended remotely)
Amy Cannon, County Manager
Duane Holder, Deputy County Manager
Tracy Jackson, Assistant County Manager
Sally Shutt, Assistant County Manager
Angel Wright-Lanier, Assistant County Manager
Rick Moorefield, County Attorney
Vicki Evans, Finance Director
Brenda Jackson, Social Services Director
Ivonne Mendez, Accounting Supervisor
Keith Todd, IS Director
Jermaine Walker, Engineering and Infrastructure Director
Amy Hall, Public Utilities
Dee Taylor, Community Development Director
Deloma West, FAMPO Interim Director
Russell Pearlman, The Wooten Company Project Architect
Candice White, Clerk to the Board (attended remotely)
Kellie Beam, Deputy Clerk

ABSENT: Commissioner Michael Boose

Chairman Evans called the meeting to order and acknowledged the remote attendance of Commissioner Stewart.

INVOCATION / PLEDGE OF ALLEGIANCE

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

Amy Cannon, County Manager, requested an addition to the agenda as Item 4.K. Consideration of Professional Services Agreement with Excel Contracting, LLC, to Administer the Emergency Rental Assistance Program as forwarded from the April 5, 2021 regular meeting.

1. APPROVAL OF AGENDA

MOTION: Commissioner Lancaster moved to approve the agenda with the addition of Item 4.K.

SECOND: Commissioner Council

When called on, Commissioner Lancaster voted in favor.

When called on, Commissioner Council voted in favor.

When called on, Commissioner Keefe voted in favor.

When called on, Commissioner Evans voted in favor.

When called on, Commissioner Adams voted in favor.

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When called on, Commissioner Stewart voted in favor.

VOTE: UNANIMOUS (6-0)

2. APPROVAL OF MINUTES

A. March 11, 2021 Agenda Session Regular Meeting Minutes

MOTION: Commissioner Council moved to approve the March 11, 2021 Agenda Session regular meeting minutes.

SECOND: Commissioner Lancaster

When called on, Commissioner Lancaster voted in favor.

When called on, Commissioner Council voted in favor.

When called on, Commissioner Keefe voted in favor.

When called on, Commissioner Evans voted in favor.

When called on, Commissioner Adams voted in favor.

When called on, Commissioner Stewart voted in favor.

VOTE: UNANIMOUS (6-0)

3. PRESENTATIONS

A. Diversity, Equity, and Inclusion Advisory Committee (DEIAC)

BACKGROUND

Co-conveners to the DEIAC, Vicki Evans and Brenda Jackson, will share a power point presentation and an update regarding activities of the advisory committee.

RECOMMENDATION / PROPOSED ACTION

For discussion purposes only - no action needed.

Vicki Evans, Finance Director, and Brenda Jackson, Social Services, Director, who serve as co-conveners to the DEIAC, provided an update on activities of the advisory committee using the following PowerPoint presentation.

DEIAC Background

- On June 15, 2020, the Board unanimously approved their Resolution Against Racial Injustice
- DEI Advisory Committee (DEIA) was created and charged with establishing a DEI Strategic Plan around four focus areas: internal operations, training, recruitment and community outreach.
- Committee membership consists of . . .
 - Executive Steering Committee made of the County Management Team, General Managers and Public Information Support Staff
 - 22 dedicated and excited volunteers from a cross section of county departments with the General Managers serving as Co-Conveners and Public Information Office providing administrative support.

Ms. Jackson displayed a screenshot of DEIAC members meeting virtually.

DEIAC Accomplishments So Far.....

- Established a Charter
- Established Meeting Structure & Ground Rules
- Completed Diversity and Unconscious Bias Training

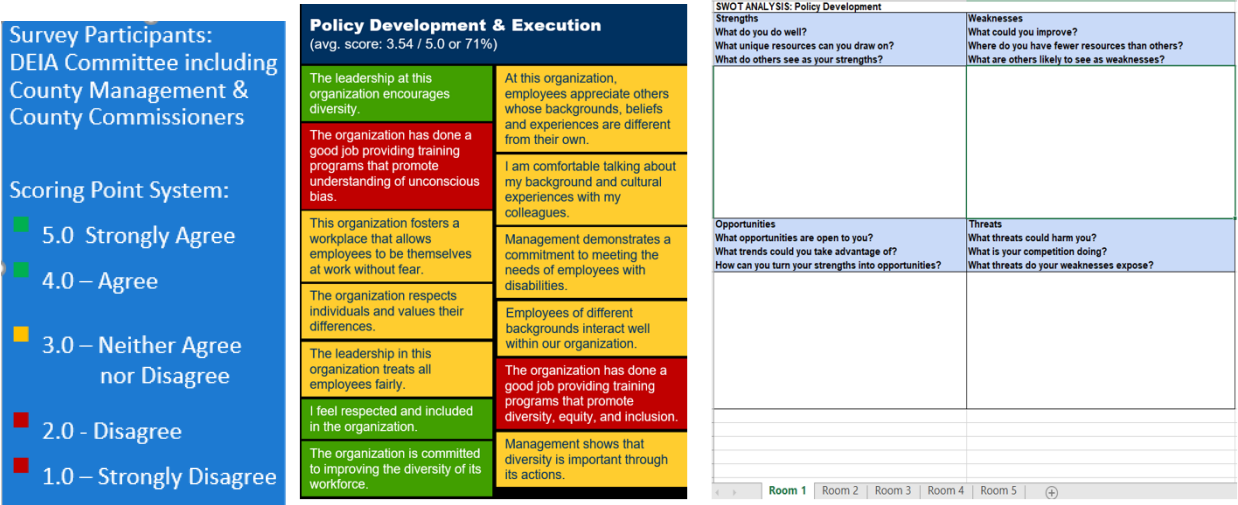
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- Engaged K.L. Scott & Associates, DEI Experts/Consultants to help create the Strategic Plan and conduct training
- Strategic Plan Phase I - Developing a DEI Maturity Assessment
 - Completed an initial DEI survey with Advisory Committee members and the Board
 - ❖ Data has been converted into Heat Maps which is a tool for visualizing complex statistical data and makes data sets comprehensible and actionable
 - ❖ Committee has received training on Heat Maps and how to use the data and tool
 - ❖ Beginning the SWOT (Strength, Weaknesses, Opportunities & Threats) Analysis process around the four focus areas established by the Board: Internal Operations, Policy Development, Staff Recruitment & Community Outreach
 - Next step includes expanding the survey group to all county employees

DEI Strategic Plan Phase I – Preliminary Maturity Assessment using DEIA Committee & Board survey data (*Excerpt: Heat Map for Internal Operations (Policy Development) & SWOT Analysis Tool*)

Ms. Jackson reviewed the Heat Map below and focused on the survey responses shown in red.



- Completed the Board assignment (August 2020) to review and make recommendations regarding the County Holiday Schedule
 - September-December 2020 - DEIAC researched, surveyed, debated, discussed, came to consensus on recommending two different options to Executive Steering Committee
 - February 2021 - Executive Steering Committee submitted a recommendation to the Board:
- The Board approved the addition of one "floating" holiday to the existing County Holiday Schedule that may be used at an employee’s discretion, taken on a day they choose.

Holiday Schedule Next Steps

- Personnel Ordinance update to reflect addition of floating holiday and intent of providing an opportunity for added diversity and inclusion
- Personnel Policy update to set parameters regarding additional floating holiday and emphasize intent of providing an opportunity for added diversity and inclusion. Key components of the policy:
 - Offer flexibility and support diversity by giving employees discretion to choose a holiday, event or paid day off that is significant to them.
 - Effective Date: June 1, 2021
 - Floating day cannot be used in lieu of sick or vacation leave and cannot be carried over to subsequent years.
 - Employee’s request will receive supervisory review and approval based on business needs

Ms. Evans displayed the DEIAC weblink and highlighted information available therein.

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Commissioner Keefe posed questions about the holiday schedule and stated for the record, he brought up an alternate holiday schedule as an opportunity to be more inclusion, specifically when dealing with religious holidays. Commissioner Keefe stated he does not feel that has been accomplished and the decision that was made was one of convenience more than inclusiveness. Ms. Jackson stated the DEIAC took this assignment very seriously, talked about established religious holidays and while employees may not celebrate a religious holiday such as Good Friday, they are so entrenched that employees use them for other reasons.

4. CONSIDERATION OF AGENDA ITEMS

A. Amendment of Section 605, Holidays of the Cumberland County Personnel Ordinance

BACKGROUND

At its meeting February 15, 2021, the Board approved the addition of a floating holiday to the County's current holiday schedule. The Board's action constituted an amendment to the County's Personnel Ordinance which must be formally adopted. The County Manager has requested the attached Ordinance to Amend Section 605 of the County's Personnel Ordinance be adopted. The County's Finance Director has requested that the language in the ordinance also be clarified to state that it applies only to full-time and part-time employees with benefits. The Ordinance Amendment recorded below incorporates the language to adopt these two amendments to Section 605, Holidays as set out in red font.

RECOMMENDATION / PROPOSED ACTION

County attorney recommends the amendments be approved to make the ordinance consistent with the Board's action and payroll policy.

AN ORDINANCE OF THE CUMBERLAND COUNTY BOARD OF COMMISSIONERS TO AMEND SECTION 605, HOLIDAYS OF THE CUMBERLAND COUNTY PERSONNEL ORDINANCE

WHEREAS, to make the County's holiday schedule more inclusive, the County's Diversity, Equity and Inclusion Advisory Committee, after lengthy discussion and consideration, recommended several options to the Executive Steering Committee. From those options, the Executive Steering Committee recommended that the County add a floating holiday in addition to keeping the current 12 holidays as provided for under Section 605, to offer employees the opportunity to support diversity and offer flexibility by giving employees discretion to choose a holiday, event or paid day off that is significant to them.; and

WHEREAS, the Board of Commissioners approves the Committee's recommendation.

NOW, THEREFORE, the Cumberland County Board of Commissioners ordains as follows:

1. Article VI, Section 605 of the Cumberland County Personnel Ordinance is amended by inserting a second sentence in Section 605(a), inserting clarifying language in the last sentence in Section 605(a), and inserting a second sentence in Section 605(b), with Section 605 to read in its entirety as follows:

Section 605. Holidays

- (a) The County shall observe the same holidays as the State of North Carolina. **In addition, all eligible employees can take one additional floating holiday to be taken during the course of a calendar year.** All full-time or part-time employees with benefits in a pay status the day before the holiday ~~shall receive holiday pay~~ shall be eligible.
- (b) The County manager shall develop and implement holiday pay administration procedures consistent with applicable federal and state laws. **The County manager shall develop and implement policies that administer the floating holiday granted herein.**

2. This ordinance shall be effective upon its final adoption as by law provided.

This the _____ day of April, 2021.

Rick Moorefield, County Attorney, presented the background information recorded above and highlighted amendments to the Cumberland County Personnel Ordinance in red font. Mr. Moorefield stated his recommendation after reviewing the proposed policy would be to eliminate the second sentence in red font in Section 605 (b) so that (b) only states, “The County manager shall develop and implement holiday pay administration procedures consistent with applicable federal and state laws”. Mr. Moorefield stated it would be a more legally sound position to treat the floating holiday the same as the other holidays.

MOTION: Commissioner Adams moved to adopt the amendment to Section 605. Holidays as proposed with the exception of Section 605 (b) which should state, “The County manager shall develop and implement holiday pay administration procedures consistent with applicable federal and state laws”.

SECOND: Commissioner Lancaster

When called on, Commissioner Lancaster voted in favor.

When called on, Commissioner Council voted in favor.

When called on, Commissioner Keefe voted in opposition.

When called on, Commissioner Evans voted in favor.

When called on, Commissioner Adams voted in favor.

When called on, Commissioner Stewart voted in favor.

VOTE: PASSED (5-1) (Commissioners Lancaster, Council, Evans, Adams and Stewart voted in favor; Commissioner Keefe voted in opposition)

B. Renovation Options for the Board of Commissioners' Meeting Room

BACKGROUND

Mr. Russell Pearlman, an architect with the Wooten Company, will provide a presentation outlining findings and renovation options for Room 118 of the Judge E. Maurice Braswell Courthouse and the Courtroom of the Historic Courthouse.

RECOMMENDATION / PROPOSED ACTION

Staff is seeking feedback and direction from the Board of Commissioners regarding the renovation concepts presented by the Wooten Company.

Tracy Jackson, Assistant County Manager, introduced Russell Pearlman, Project Architect with The Wooten Company, and stated after discussions with Commissioners, Mr. Pearlman developed some concepts for renovation option for Room 118 of the Judge E. Maurice Braswell Courthouse and the Courtroom of the Historic Courthouse. Mr. Jackson noted that challenges to renovations at the Historic Courthouse included the lack of existing technology, ADA accessibility issues, limited onsite parking, no space for closed session meetings and the potential need for elevator modernization.

Mr. Pearlman displayed and reviewed detailed design options for the Board of Commissioners' meeting room 118 in the Judge E. Maurice Braswell Courthouse and the courtroom at the Historic Courthouse. Mr. Pearlman stated the existing meeting room 118 will accommodate 159 people and the new floor plan will accommodate 117; the current courtroom at the Historic Courthouse will accommodate 98 people and the new floor plan will accommodate 133. Mr. Jackson stated the design options or renderings are high end in terms of finishes and a lot of the cost involves a new ceiling look, newer electronics and updating standards for broadcast and audio-visual

capability. Mr. Jackson stated staff are seeking feedback and guidance from the Board. Questions and discussion followed.

Commissioner Council asked whether the design options were being presented in lieu of a general government services building. Ms. Cannon stated a feasibility study for a general government services building is in the beginning process and will look at the county's building inventory and the need for another facility. Ms. Cannon stated because a new facility could be five or more years down the road, the question before the Board of Commissioners is whether to move forward with a renovation at some level or hold off until there is a new facility. Commissioner Adams suggested that the Board take the options under consideration when talking about \$2.575M cost and not decide at this meeting. Discussion continued.

MOTION: Commissioner Lancaster moved for Commissioners to visit the Historic Courthouse and to forward renovation options for the Board of Commissioners' meeting room to the May 13 Agenda Session meeting.

SECOND: Commissioner Keefe

DISCUSSION: Commissioner Adams asked that Commissioners visit the Historic Courthouse without having to schedule a special meeting and also asked that the architect and staff be present during the visits.

When called on, Commissioner Lancaster voted in favor.

When called on, Commissioner Council voted in favor.

When called on, Commissioner Keefe voted in favor.

When called on, Commissioner Evans voted in favor.

When called on, Commissioner Adams voted in favor.

When called on, Commissioner Stewart voted in favor.

VOTE: UNANIMOUS (6-0)

C. Fayetteville Area Metropolitan Planning Organization (FAMPO) Multi-Modal Congestion Management Process (CMP)

BACKGROUND

FAMPO has identified the need to update and create a comprehensive, multi-modal Congestion Management Process (CMP). The CMP is a study that will develop and implement strategies to manage congestion in the Fayetteville metropolitan planning area and involves all modes of transportation.

As of 2019, the FAMPO area had a population of 388,337, with anticipated growth especially in Harnett and Hoke Counties. This continued growth is expected to have a significant, and potentially negative, impact on the transportation network and land use patterns of the study area. Increase in traffic volumes, development activities, congestion and population can all be expected in the region.

FAMPO has programmed and allocated a total of \$200,000 for this project, which will span over a period of two fiscal years. The FAMPO Transportation Policy Board (TPB) approved an amendment to the FY 2021 Unified Planning Work Program budget on January 27, 2021, which includes \$100,000 in Special Studies for the project to begin in FY 2021. The TPB also approved the FY 2022 Unified Planning Work Program budget on January 27, 2021, which includes \$100,000 in Special Studies specifically for the completion of the CMP in FY 2022.

A Request for Letters of Interest (RFLOI) was issued for consultant services to lead this project. A NCDOT-approved consultant was chosen through the selection process with a bid of \$199,948.88.

The project will be spanning the FY21 and FY22 fiscal years, with expenditures starting in FY21. The County's budget office has reviewed this project. Approval from the Board of County Commissioners is required for the execution of the contract to begin this study.

RECOMMENDATION / PROPOSED ACTION

Staff requests the County Commissioner's approval of the FAMPO Multi-Modal Congestion Management Study to be implemented by the North Carolina Department of Transportation pre-qualified consulting firm in the amount of \$199,948.88. Staff requests this item be placed on the Consent Agenda for the April 19, 2021 Regular Meeting.

Deloma Graham, Interim Director of the Fayetteville Area Metropolitan Planning Organization (FAMPO), stated FAMPO has identified the need to update and create a Comprehensive, Multi-Modal Congestion Management Study. Ms. Graham presented the background information and recommendation/proposed action recorded above.

MOTION: Commissioner Adams moved to approve the FAMPO Multi-Modal Congestion Management Study to be implemented by the North Carolina Department of Transportation pre-qualified consulting firm in the amount of \$199,948.88 and forward to the April 19, 2021 Board of Commissioners meeting as a consent agenda item.

SECOND: Commissioner Lancaster

When called on, Commissioner Lancaster voted in favor.

When called on, Commissioner Council voted in favor.

When called on, Commissioner Keefe voted in favor.

When called on, Commissioner Evans voted in favor.

When called on, Commissioner Adams voted in favor.

When called on, Commissioner Stewart voted in favor.

VOTE: UNANIMOUS (6-0)

D. Use and Occupancy Agreement with North Carolina Department of Transportation (NCDOT) for the NORCRESS System

BACKGROUND

The Public Utilities Department has received a Use and Occupancy Agreement from North Carolina Department of Transportation (NCDOT) for the NORCRESS system. This agreement between the NCDOT and NORCRESS outlines the terms for pre-existing sewer lines to remain within the highway right-of-way. NCDOT is widening I-95 from I-95 Business/US 301 to SR 1001 (Long Branch Road, Exit 71) to eight lanes. This project requires the relocation and adjustment of specific NORCRESS-owned sewer lines located within NCDOT right-of-way. All work will be completed at the expense of NCDOT and in accordance with General Statute 136-27.1. Included with this agreement is a North Carolina Department of Environmental Quality Permit Application requisite for NCDOT to be able to move forward with relocating the sewer lines. Matt Jones with McGill Associates and Amy Hall have been collaborating with NCDOT to review and approve the plans to relocate the sewer lines.

The County Attorney has reviewed the attached Use and Occupancy Agreement.

RECOMMENDATION / PROPOSED ACTION

The Public Utilities Department and County Management recommend that the item be placed on the April 19, 2021 Board of Commissioners agenda and the NORCRESS Water and Sewer District Governing Board agenda as a consent item.

Jermaine Walker, Engineering and Infrastructure Director, presented the background information recorded above and stated an 8" pipe will run across Falcon Road, all work will be funded by NCDOT and NCDOT has requested the proper permitting through the N.C. Department of Environmental Quality. Mr. Walker stated the contractor, RK&K Civil Engineering, that is NCDOT's primary contractor, will coordinate with NCDOT and the almost seventy utility owners/customers during installation of water and sanitary sewer lines for any necessary shutdowns or by-pass pumpings. Mr. Walker also stated NCDOT special provisions bind the contract to guarantee materials and workmanship against all defects or negligence for a period of twelve months after acceptance; the project will not be accepted until there is a joint acceptance between the county's Public Utilities, PWC and any other representatives of NORCRESS or other stakeholders.

Commissioner Adams asked whether an 8" pipe would be sufficient because the pipe on Loch Creeks Road was not sufficient to carry all the water when it rains. Mr. Walker responded in the affirmative.

MOTION: Commissioner Council moved to follow the recommendation that the item be placed on the April 19, 2021 Board of Commissioners agenda and the NORCRESS Water and Sewer District Governing Board agenda as a consent item.
SECOND: Commissioner Lancaster

When called on, Commissioner Lancaster voted in favor.
When called on, Commissioner Council voted in favor.
When called on, Commissioner Keefe voted in favor.
When called on, Commissioner Evans voted in favor.
When called on, Commissioner Adams voted in favor.
When called on, Commissioner Stewart voted in favor.

VOTE: UNANIMOUS (6-0)

E. Request for Information on FY22 Proposed Budget

BACKGROUND

During a meeting of the Board of Education's Finance Committee on Thursday, March 25, the committee unanimously approved the budget which calls for the school system to receive \$88.1 million from the County. The Board of Education has yet to approve the budget.

The County's FY22 proposed budget is scheduled to be presented on Thursday, May 27. Prior to the formal presentation, Commissioner Keefe asked that the Board of Commissioners receive input from the management team during the April 8 Agenda Session meeting as it relates to the possible increase in local funding for the Cumberland County Schools and any other large funding requests or County needs to be funded in the FY22 budget.

RECOMMENDATION / PROPOSED ACTION

For information only.

Ms. Cannon stated for purposes of information, she will provide a high-level look at the current status of the FY22 budget process. Ms. Cannon stated this year, County Management and Budget staff met with each department to review their needs and their FY22 budget requests. Ms. Cannon stated for the FY22 budget, there are \$23M in additional expenditure requests proposed above the FY21 adopted budget and include the following:

- \$1.5M new positions
- \$1.1M operating cost
- \$1.4M recruitment and retention third phase of implementation
- \$3M public safety body cameras
- \$1.2M records management system
- \$2M radio replacements

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\$1M FTCC in operating funds
\$7.4M Cumberland County Schools
\$4.3M vehicle fleet that is aging
\$1.3 technology upgrades
\$1M maintenance and repairs

Ms. Cannon stated these requests are funded by non-restricted revenues in the General Fund or ad valorem, motor vehicle and sales tax. Ms. Cannon stated the average annual growth over a five-year period for these revenue sources has been about 2.4% or \$4M compared to the \$23M in proposed budget requests. Ms. Cannon stated revenue projections have not been finalized and there is a lot of work to be done between now and May 27 to prepare a balanced recommended budget for the Board's review.

F. Request for Information on American Rescue Plan Funding

BACKGROUND

County Management, Finance and Budget staff are monitoring the American Rescue Plan stimulus funding through NACo and NCACC. Cumberland County has been allocated \$65 million. On March 17, NACo sent a letter to the White House and U. S. Department of Treasury seeking guidance on the use of the funding and outlining county priorities for the implementation of the American Rescue Plan's funding. As of March 19, guidance on how the money may be used had not been released.

Commissioner Keefe asked to have an update on the American Rescue Plan stimulus funding provided during the April 8 Agenda Session meeting to include information on the team that will be comprised to work on this significant project.

RECOMMENDATION / PROPOSED ACTION

For information only.

Ms. Cannon stated as an update on the American Rescue Plan funding, information in the Bill that was passed stipulated that it would be the U. S. Department of Treasury that would provide specific guidance on the use of the funding and no guidance has been received to date. Ms. Cannon stated entities will be audited and if the funding is not spent according to the guidelines, the funding will have to be paid back. Ms. Cannon stated the current belief is that it will be another 45 to 60 days before that guidance is issued; however, staff is already preparing and in the planning stages. Ms. Cannon stated the team will be led by Assistant County Managers Sally Shutt and Angel Wright-Lanier, Finance Director Vicki Evans, Finance Accounting Supervisor Ivonne Mendez and she will also be part of the team. Ms. Cannon stated other members of the team will include the Grants Manager, County Budget and other departmental personnel as needed along the way. Ms. Cannon stated the county is already engaged with the lobbyist in an effort to get as much information as soon as possible.

Commissioner Adams stated there is not much that can be done until receipt of the guidelines and the Board needs to exercise caution when sending direction to the team that these are one-time funds and should not be used for recurring expenses. Commissioner Adams stated the American Jobs Bill is currently sitting in Congress and there is also U.S. Rep. Richard Hudson's Community Project Funding, and these funding resources should also be reviewed, and the Board should set its priorities. Following a brief discussion, Chairman Evans asked Ms. Cannon to meet with Commissioners Adams and Keefe and come back to the Board with a plan.

G. Strategic Objectives for the Board's Priorities

BACKGROUND

The Board of Commissioners identified seven top priorities for Fiscal Year 2022 during a special meeting on February 16, 2021. The priorities are listed below in order of priority. A commissioner liaison was assigned to each priority area.

County management and staff worked with the commissioner liaisons in developing objectives and key performance indicators of success for each goal. The Priorities and Objectives report is recorded below.

- 1. Performing Arts Center – Commissioner Boose
- 2. Grays Creek public water access – Commissioner Lancaster
- 3. County Wide public water – Commissioner Evans
- 4. Homelessness – Commissioner Stewart
- 5. Government Communication – Commissioner Keefe
- 6. Economic Development – Commissioner Council
- 7. County Facility Asset Inventory and Audit – Commissioner Adams

RECOMMENDATION / PROPOSED ACTION

Consider the Priorities and Objectives recorded below and move forward to the April 19 regular meeting of the Board of Commissioners.

Sally Shutt, Assistant County Manager, reviewed the background information and the seven priorities and their respective objectives, action steps and key performance indicators recorded below.

PRIORITY 1: Performing Arts Center	
Priority 1 Objective 1	Complete Market Analysis and Feasibility Study
Work began on the feasibility study for the PAC before the onset of COVID-19, roughly January 21-23, 2020. Work on this item is currently paused. The final phase of the engagement with Spectra’s vendor, CSL, is the community survey. Schedule timelines were negatively impacted due to COVID-19.	
Action Steps	<ul style="list-style-type: none">• Vendor conducts community survey (projected to begin late spring or early summer)• Vendor reports study results to Spectra Venue Management (projected completion date is late summer or early fall)• Spectra provides market analysis and feasibility study results to the Board of Commissioners
Key Performance Indicators	<ul style="list-style-type: none">• Percent of County residents and other community stakeholders participating in the survey• Completion of study and delivery of results to BOC
Priority 1 Objective 2	Board direction based on results of Market Analysis and Feasibility Study
Action Steps	<ul style="list-style-type: none">• Board of Commissioners directs staff on next steps for the PAC based on market analysis and feasibility study results• Staff begins background work with financial advisors and bond counsel to determine how a financing package might be structured
Key Performance Indicators	<ul style="list-style-type: none">• Staff adherence to timelines provided by Board of Commissioners

In response to a question posed by Commissioner Keefe, Ms. Cannon stated there have been conversations with Spectra about the timing of the market analysis and feasibility study.

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PRIORITY 2: Gray's Creek Public Water Access

Priority 2 Objective 1	Develop a long-term financially sustainable water system to address GenX contamination in the Gray's Creek District
Action Steps	<ul style="list-style-type: none"> • Extend water to the schools in Gray's Creek District • Continue extension of water lines throughout the district • Develop operational plan that provides long-term financial sustainability
Key Performance Indicators	<ul style="list-style-type: none"> • Public water extended to schools in Gray's Creek • Operational Plan completed • Timeframe developed for completion of remaining phases
Priority 2 Objective 2	Partner with the Public Works Commission (PWC) as the primary water provider
Action Steps	<ul style="list-style-type: none"> • Determine the role of PWC in operation of water system • Develop agreement for provision of water to the district
Key Performance Indicators	<ul style="list-style-type: none"> • Role and participation from PWC defined • Agreement with PWC completed

Priority 2 Objective 3	Identify funding sources for costs of extending water lines
Action Steps	<ul style="list-style-type: none"> • Continue to engage Chemours in seeking funding • Work with Federal lobbyist to identify grants and financial assistance • Partner with USDA for long-term, low-interest loans
Key Performance Indicators	<ul style="list-style-type: none"> • Agreement from Chemours to fund Gray's Creek construction • Funding secured through grants or long-term loans

There were no questions or feedback on Priority 2: Gray's Creek Public Water Access.

PRIORITY 3: Countywide Public Water

Priority 3 Objective 1	Explore long-term plan to extend public water throughout the county
Action Steps	<ul style="list-style-type: none"> • Update 2009 Countywide Water Study • Conduct financial feasibility study of water expansion in each identified district • Seek funding sources to create long-term financial sustainability
Key Performance Indicators	<ul style="list-style-type: none"> • Select consultant to update the Preliminary Engineering Report (PER) • Initiate study • Report findings to the Board

There were no questions or feedback on Priority 3: Countywide Public Water.

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PRIORITY 4: Homelessness													
Priority 4 Objective 1	Work with homeless consultant, OrgCode, to develop a Three-Year Homelessness Strategic Plan												
On March 11, 2021, Dee Taylor presented the contract for OrgCode as an information item since it did not require Board approval. OrgCode is the consultant selected to work with Cumberland County and project stakeholders through a process that will produce a fully vetted three-year homelessness strategic plan. The plan will be the first step towards a comprehensive plan that will lay out how the County will handle homelessness for the next several years. This document will capture the action steps outlined in OrgCode’s scope of work. The strategic plan will provide the County with the following: action steps, funding sources, and key performance indicators. The completion date for this effort will be no later than June 30, 2021 as indicated by the proposed project timeline below.													
Action Steps	<table><tr><th colspan="2">Phase SCHEDULE / TIMELINE ESTIMATES</th></tr><tr><td>Start-Up Tele-Conference</td><td>By week two after Contract Execution</td></tr><tr><td>Phase 1</td><td>March - April</td></tr><tr><td>Phase 2</td><td>May</td></tr><tr><td>Phase 3</td><td>May - June</td></tr><tr><td>Project Completion</td><td>No later than June 30, 2021</td></tr></table>	Phase SCHEDULE / TIMELINE ESTIMATES		Start-Up Tele-Conference	By week two after Contract Execution	Phase 1	March - April	Phase 2	May	Phase 3	May - June	Project Completion	No later than June 30, 2021
Phase SCHEDULE / TIMELINE ESTIMATES													
Start-Up Tele-Conference	By week two after Contract Execution												
Phase 1	March - April												
Phase 2	May												
Phase 3	May - June												
Project Completion	No later than June 30, 2021												
Key Performance Indicators	<ul style="list-style-type: none">• Hold start-up teleconference no later than week two after contract execution• Manage the schedule and ensure that the consultant stays on task regarding the schedule• Stakeholder identification												

Ms. Shutt stated the timeline under Objective 1 basically follows the phases of the study. In response to a question from Chairman Evans, Ms. Shutt stated the consultant will come back with recommendations for a Three-Year Strategic Plan on Homelessness.

Priority 4 Objective 2	Phase 1: Assessment of Current Programs and Resources
Action Steps	<ul style="list-style-type: none">• Use scientific methods to measure and assess the context, formation, process, impacts and outcomes of the tools, approaches and activities involved in the current homeless response system• Manage the schedule and ensure that the consultant stays on task regarding the schedule• OrgCode will conduct a comprehensive operational and fidelity review of the status of the homeless response system• Research available program, funding, inventory and HMIS homeless data to examine the local capacity to address existing and projected need for the next three years (2021-2024)• OrgCode will seek to engage and receive data from the City and County along with the housing authority to gather the most comprehensive funding perspective of housing and supports• Gather data and review documentation• Community and Stakeholder Feedback
Key Performance Indicators	<ul style="list-style-type: none">• Adherence to the schedule as outlined by the contract• Percentage of work completed

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Priority 4 Objective 3	Phase 2: Needs Assessment and Gaps Analysis Report
Action Steps	<ul style="list-style-type: none"> • Data Organization and System Mapping: <ul style="list-style-type: none"> ○ Conduct qualitative and quantitative analysis of the information gathered in Phase 1 ○ The data will be organized to clearly represent the current state of the homeless in Cumberland County ○ Identify any observable differences in homelessness experiences utilizing a racial, gender and familial lens ○ Highlight other subpopulations such as persons fleeing violence, unaccompanied youth, and veterans
	<ul style="list-style-type: none"> • Gaps Analysis Report: <ul style="list-style-type: none"> ○ OrgCode to write and present a Gaps Analysis Report to the County and the Continuum of Care ○ Present supply and demand comparisons ○ The Gap Analysis Report will set the stage for developing and organizing a data driven, evidence-informed, community led strategic plan
Key Performance Indicators	<ul style="list-style-type: none"> • Adherence to the schedule as outlined by the contract • Percent of work completed
Priority 4 Objective 4	Phase 3: Developing the Three-Year Strategic Plan on Homelessness
Action Steps	<p>Critical to the development of the final strategic plan will be an understanding of the community's vision and priorities in their effort to end homelessness.</p> <ul style="list-style-type: none"> • Community Public Forums: OrgCode will conduct two facilitated public forums (approximately 90 minutes each) to focus on: service provider audiences such as community leaders, faith-based organizations, neighborhood associations, business, and housing developer communities. • Stakeholder Forums: OrgCode will conduct two forums (likely Zoom-based) with primary and secondary stakeholders. The feedback forums will reflect on the status of the homeless response system and develop priorities on impacts on other community systems and supportive services and housing providers. • Continuum of Care Operations Workshop: OrgCode will conduct a facilitated workshop with specific homeless service system operations providers. • Leadership Strategic Planning Retreat: OrgCode will develop a preliminary draft framework to serve as the working document of the Three-Year Homelessness Strategic Plan. This will be presented at a final County and CoC executive leadership strategic planning retreat. The retreat is envisioned to be either a site visit gathering of at least a half-day (if possible given COVID) or a multi-part Zoom facilitated retreat. This session will help develop goals and strategies for each impact area and prioritize goals and strategies. • Draft Strategic Plan: The final phase of the project will be the compilation of the Three-Year Homelessness Strategic Plan. The leadership staff will have an opportunity to review the document and make recommendations for edits during this time.

	<ul style="list-style-type: none">Final Homelessness Strategic Plan Document: OrgCode recommends at least a two-week comment period and review. Consultant will finalize and make delivery of the final plan for adoption by the County and the COC. The final deliverables will be the strategic plan document, a brief PPT covering the highlights of the plan and a one-pager summarizing the plan for education, training, and marketing of the plan.
Key Performance Indicators	<ul style="list-style-type: none">Adherence to the schedule as outlined by the contractPercent of work completed

Commissioner Keefe stated this was initiated by Commissioners and asked Community Development Dee Taylor what she told OrgCode about the vision/concerns of Commissioners for the start-up plan and when Commissioner lost the tether to this project. Ms. Taylor stated OrgCode plans to return with recommendations but will still obtain Commissioners’ feedback prior to finalizing the recommendations/strategic plan. Additional questions/comments followed about notification of and access to the survey.

PRIORITY 5: Government Communication	
Continue to build the County’s internal and external communication channels and overall reach	
Priority 5 Objective 1	Improve internal communication and employee access to information
Action Steps	<ul style="list-style-type: none">Continue to use multiple communication channels such as “all employee” emails, County Connection and Wellness Connection newsletters, Cumberland Alerts and employee town halls to effectively reach employees/internal audiencesUpgrade the look, feel and functionality of the Intranet to improve the user experienceDeploy WebEx in more departments for virtual meetings and collaborative communicationProvide monthly departmental presentations to commissioners and create other content spotlighting departments for internal and external use
Key Performance Indicators	<ul style="list-style-type: none">Internal employee survey with questions on internal communication – percentage who use County website, Intranet and social media; satisfaction with content of employee newsletters; use of Cumberland Alerts and town hall meetingsPercentage of employees who open newsletters, participate in town halls, open AlertsIntranet ease of navigation survey questionsImplementation of WebEX and usage

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Priority 5 Objective 2	Improve external communication by updating website design and functionality and providing excellent social media and web content to better inform and engage with residents
Action Steps	<ul style="list-style-type: none"> • Complete website redesign including content migration and departmental review, bringing library website under the County's website • Launch redesigned website in spring • Develop and implement countywide social media strategy in accordance with best practices and policy • Better coordinate posts across all County social media properties using content calendar and other strategies • Develop a comprehensive communications plan/program that includes how citizens contact and engage with county departments (email, website, social media, future mobile apps, telephone and other channels) • Develop an updated comprehensive communications plan for sharing information to citizens through various outlets (website, print, radio, TV, billboards, in-house Countywide digital signage, telephone, text messaging, etc.)
Key Performance Indicators	<ul style="list-style-type: none"> • Website launch • Tracked growth in website usage • Social media strategy development and implementation • Tracked growth in social media reach • Comprehensive communications plan for citizen contact/engagement • Comprehensive communications plan for information sharing
Priority 5 Objective 3	Improve and expand digital media production for CCNC-TV and web channels
Action Steps	<ul style="list-style-type: none"> • Live broadcast of three Boards of Commissioners meetings each month and rebroadcasting on CCNC-TV • Continue live broadcast of monthly advisory board meetings held virtually • Promote all live videos via the county website, social media and local media • Develop content that spotlights departments and educates citizens about services and the Board of Commissioners • Share and promote content related to municipalities and other governmental agencies, including features on smaller communities, current events and other information
	<ul style="list-style-type: none"> • Complete creation of Cablecast Screenweave app for on-demand and streaming service on multiple platforms
Key Performance Indicators	<ul style="list-style-type: none"> • Number of meetings and events live streamed • Percentage of departments with content created for channel • Percentage of municipalities sharing information • Usage of Screenweave app

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Priority 5 Objective 4	Improve intergovernmental communication and maintain strong relationships with municipal, regional, state and federal officials
Action Steps	<ul style="list-style-type: none"> • Work with lobbyist and federal elected officials to develop and implement federal action plan and provide updates to the BOC • Provide updates with BOC on state legislation and Cumberland County delegation actions; share county information with delegation, including all media releases • Provide updates with BOC from municipalities, Fort Bragg and Board of Education on issues that have impact on county government • Participate in Mayors' Coalition; schedule departmental presentations to the group at quarterly meetings and provide communications support to the coalition • Share and promote content related to municipalities and other governmental agencies on CCNC-TV and other platforms; feature one municipality each month
Key Performance Indicators	<ul style="list-style-type: none"> • Level of grant awards and other federal funding applied for and obtained • Number of updates provided on federal, state and municipal activities • Level of information and content sharing on County platforms
Priority 5 Objective 5	Develop, launch and promote web applications to improve citizen and employee engagement
Action Steps	<ul style="list-style-type: none"> • Fully implement WebEx videoconferencing/online meeting software across the County • Fully implement ONESolution public safety mobile software • Launch EnerGOV planning and environmental health software to the public • Complete the build out of the Public Records Request online submission and tracking platform
	<ul style="list-style-type: none"> • Promote GIS applications on website to the public and employees. • Implement single point platform to accept payments (web and mobile) • Implement a citizen reporting web app for Solid Waste, Animal Services and other departments • Begin business requirements gathering for the development of a comprehensive county app that offers information on departments and the ability to communicate with departments and elected officials
Key Performance Indicators	<ul style="list-style-type: none"> • WebEX implementation, training and usage • OneSolution usage • Energov usage (employees and citizens), number of permits, online transactions (types and revenue amounts), customer survey responses • Public Records Request – usage, number requests, number responses, customer survey responses, time to respond to request, request type trends • GIS apps – New app development, usage and adoption of GIS across the County, number of GIS apps hits on the website. Usage rates based on Arc Data, customer survey responses • Payment app – implementation, usage, total revenue collected, total collection index • Percentage of completion of business plan for comprehensive county app and development of the app

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There were no questions or feedback on Priority 5: Government Communication.

PRIORITY 6: Economic Development	
Priority 6 Objective 1	Close any remaining service gaps and ensure affordable access to broadband
Action Steps	<ul style="list-style-type: none"> • Work with existing and new service providers • Identify any remaining infrastructure gaps and pursue potential grants and partnerships to facilitate 100% County-wide coverage • Work to secure grant, state, and federal funding to make broadband access affordable for students and low-income households
Key Performance Indicators	<ul style="list-style-type: none"> • Broadband coverage areas
Priority 6 Objective 2	Identify and develop infrastructure-served industrial sites to support job creation
Action Steps	<ul style="list-style-type: none"> • Work with FCEDC, PWC / utility providers, the Mayors Coalition and planning staff to identify 1,000 acres for future job creation • Develop cost estimates for infrastructure extensions
Key Performance Indicators	<ul style="list-style-type: none"> • Inventory of infrastructure-served industrial sites
Priority 6 Objective 3	Expand support for expungement efforts and reentry programs
Action Steps	<ul style="list-style-type: none"> • Consider pursuing a structured program to increase expungement program participation • Create financial incentives for employers that hire reentry candidates
Key Performance Indicators	<ul style="list-style-type: none"> • Program creation • Number of individuals with past convictions enrolled in program and hired
Priority 6 Objective 4	Connect with key business sectors
Action Steps	<ul style="list-style-type: none"> • Facilitate a series of quarterly dialogue sessions with local business stakeholders with the support of the FCEDC • Propose cohort groups to include major employers, micro enterprises and startups, defense and technology companies, and the development / construction industries • Create candid dialogue with local companies on issues they are facing and how best the County could support their growth • Join FCEDC staff on select existing industry visits
Key Performance Indicators	<ul style="list-style-type: none"> • Participation in session • Participation in industry visits

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There were no questions or feedback on Priority 6: Economic Development.

PRIORITY 7: County Facility Asset Inventory and Audit	
Priority 7 Objective 1	Perform a Feasibility Study for a General Government Services Building
Action Steps	<ul style="list-style-type: none">• Project approved and budgeted in FY21• Develop a scope of work and distribute a request for proposals• Evaluate proposals and choose the most responsive firm• Initiate study• Report findings to the BOC
Key Performance Indicators	<ul style="list-style-type: none">• Successful selection of a firm• Successful completion of the study
Priority 7 Objective 2	Perform a Space Utilization Study of All County Facilities
Action Steps	<ul style="list-style-type: none">• Determine an estimated cost and obtain BOC approval• Develop a scope of work and distribute a request for proposals• Evaluate proposals and choose the most responsive firm• Initiate study• Report findings to the BOC
Key Performance Indicators	<ul style="list-style-type: none">• Budget approval for study successfully obtained• Successful selection of a firm• Successful completion of the study
Priority 7 Objective 3	Perform an ADA/Accessibility Assessment of All County Facilities
Action Steps	<ul style="list-style-type: none">• Determine an estimated cost and obtain BOC approval• Develop a scope of work and distribute a request for proposals• Evaluate proposals and choose the most responsive firm• Initiate study• Report findings to the BOC
Key Performance Indicators	<ul style="list-style-type: none">• Budget approval for study successfully obtained• Successful selection of a firm• Successful completion of the study
Goal 7 Objective 4	Identify Life Cycles of All County Facilities and Associated Critical Building Infrastructure
Action Steps	<ul style="list-style-type: none">• Determine an estimated cost and obtain BOC approval• Develop a scope of work and distribute a request for proposals• Evaluate proposals and choose the most responsive firm• Initiate study• Report findings to the BOC
Key Performance Indicators	<ul style="list-style-type: none">• Budget approval for study successfully obtained• Successful selection of a firm• Successful completion of the study

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Priority 7 Objective 5	Centralization of Custodial and Facilities Services Across County Departments
Action Steps	<ul style="list-style-type: none">Determine potential costs associated with centralizationPlan for the centralization of the employees and assets in questionImplement the centralizationAssess post-centralization for success/opportunities for improvement
Key Performance Indicators	<ul style="list-style-type: none">Identification of potential costsSuccessful integration of employees and assetsVisible improvement in service capabilities and response to facility and custodial needs

There were no questions or feedback on Priority 7: County Facility Asset Inventory and Audit.

MOTION: Commissioner Lancaster moved to forward the Priorities and Objectives to the April 19, 2021 regular meeting of the Board of Commissioners.

SECOND: Commissioner Council

When called on, Commissioner Lancaster voted in favor.

When called on, Commissioner Council voted in favor.

When called on, Commissioner Keefe voted in favor.

When called on, Commissioner Evans voted in favor.

When called on, Commissioner Adams voted in favor.

When called on, Commissioner Stewart voted in favor.

VOTE: UNANIMOUS (6-0)

H. Confirmation of Priorities and Projects within the Capital Planning Model

BACKGROUND

During the February 16, 2021 Special Meeting of the Board of County Commissioners, seven items were prioritized by the Board. Those items include:

Performing Arts Center

Grays Creek and Cedar Creek Water Access

Countywide Water (drinking water quality)

County Facility Asset Inventory and Audit

Homelessness

Government Communication

Economic Development

In comparison, the capital planning model is currently not consistent with the first four capital project priorities on the list above. The table below on the left identifies each capital project and related feasibility study as it is currently presented within the model. The table on the right shows proposed changes to update the model to be consistent with current capital priorities. Proposed changes are highlighted in yellow.

Current Capital Planning Model			Proposed Updated Capital Planning Model		
Fiscal Year Ending	Project Estimate	Project Description	Fiscal Year Ending	Project Estimate	Project Description
2021	\$ 277,944	Feasibility Study - Grays Creek Water	2021	\$ 277,944	Feasibility Study - Grays Creek Water
2021	500,000	Feasibility Study - County Facilities	2021	500,000	Feasibility Study - County Facilities
2022	50,000,000	Performing Arts Center	2023	50,000,000	Performing Arts Center
2022	7,500,000	Civil War Museum	remove		
2022	35,000,000	County General Services Building/Courthouse Renovation	2023	35,000,000	County General Services Building/Courthouse Renovation
2025	20,000,000	Grays Creek Water	2025	20,000,000	Grays Creek and Cedar Creek Water
2033	70,000,000	Water Expansion	2033	70,000,000	Water Expansion

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Please note: Project estimates can be updated at a later time, upon receipt of feasibility study results.

RECOMMENDATION / PROPOSED ACTION

Staff recommends forwarding this item to the full Board of Commissioners for approval as a Consent Agenda item at the April 19, 2021 regular meeting with the following action:

Approve updates to the capital planning model as proposed:

- Change the Performing Arts Center project debt takeout from fiscal year ending 2022 to 2023, Remove the Civil War Museum project from the model,
- Change the County General Services Building/Courthouse Renovation project debt takeout from fiscal year ending 2022 to 2023, and
- Update the Grays Creek Water project description to Grays Creek and Cedar Creek Water.

Vicki Evans, Finance Director, presented the background information recorded above, the current capital planning model and proposed updates to the capital planning model. Mr. Evans stated review of the capital planning model is an important part of the recommended FY22 budget process. Ms. Evans stated staff want to be sure the capital planning model is consistent with the Board's priorities and two of the original projects set in 2017 have already resulted in debt issuance and are no longer on the list; the Emergency Operations Center and the FTCC Fire Training Center projects. Ms. Evans further reviewed the table recorded above with proposed changes highlighted in yellow. Ms. Evans stated recommendations for updates include moving the Performing Arts Center and County General Services Building/Courthouse Renovation project debt takeout from 2022 to 2023 and updating the Grays Creek Water project description to Grays Creek and Cedar Creek Water. Ms. Evans stated the Civil War Museum is no longer a part of the capital planning model and recommendation is to remove it from the model.

Commissioner Keefe asked why the Civil War Museum had been removed. Ms. Cannon stated it was only recommended for removal because the City of Fayetteville removed its commitment of the \$7.5M which was part of the Board's January 2017 resolution in support of the proposed North Carolina Civil War History Center. Commissioner Keefe asked why staff would propose something done by resolution adopted by the Board. Ms. Cannon stated staff are only recommending removal from the capital planning model because the conditions laid out in resolution have fallen apart. Ms. Cannon stated this item is only intended to reconfirm the Board's priorities.

Commissioner Adams suggested removing the Cedar Creek water project from the Grays Creek Water project as proposed and placing Cedar Creek water under the 2033 water expansion as a whole because the project estimate will not cover both. Commissioner Adams stated he would like to see a school to replace E.E. Smith in the capital planning model at some point. A brief discussion followed about schools, education, the feasibility study on county facilities and a county general services building. Commissioner Adams stated he concurred that the conditions laid out in resolution in support of the Civil War Museum have fallen apart and if the project comes back to life, it can be revisited, but the money estimated for the project should be placed elsewhere.

MOTION: Commissioner Adams moved to forward the proposed updates to the capital planning model as proposed to the April 19, 2021 regular meeting of the Board of Commissioners.

SECOND: Commissioner Lancaster

When called on, Commissioner Lancaster voted in favor.

When called on, Commissioner Council voted in favor.

When called on, Commissioner Keefe voted in opposition.

When called on, Commissioner Evans voted in favor.

When called on, Commissioner Adams voted in favor.

When called on, Commissioner Stewart voted in favor.

VOTE: PASSED (5-1) (Commissioner Lancaster, Council, Evans, Adams and Stewart voted in favor. Commissioner Keefe voted in opposition.)

I. Lease Agreement for Right Track Group Home

BACKGROUND

During the December 10, 2020 Agenda Session, the Board received a report from Alliance Health officials regarding the provision of Behavioral Health services. During that presentation, Alliance advised the County on measures it is taking, in coordination with the Cumberland County Department of Social Services (DSS) and North Carolina Department of Health & Human Services (NC DHHS) to better arrange for services for children in DSS custody that have a need for out of home placement for treatment. One such measure is the establishment of a group home for referrals.

In an effort to meet this and other unmet needs in Cumberland County, the Board granted approval for the utilization of up to \$1M of restricted Cumberland County fund balance that is currently kept by Alliance Health. A portion of these funds will be utilized to establish a residential group home, in Cumberland County, that will help facilitate placement of children that are court-involved, and/or in DSS custody and found to be in need of residential treatment services.

Alliance Health has worked with County management and Cumberland County DSS to solicit the services of a reputable child residential treatment provider for the operation of this program. The attached lease agreement between Cumberland County and Alliance Health will enable utilization of the current Right Track Group Home, which is owned by the County, by Thompson Child & Family Focus for the operation of these residential services. Referrals for these vital services will be for Cumberland County youth.

RECOMMENDATION / PROPOSED ACTION

Management recommends and requests that the following item be placed on the April 19th Board of Commissioners agenda as a consent item:

- Approve the lease agreement with Alliance Health for utilization of the Right Track Group Home located at 162 Sally Hill Circle, Fayetteville, for the provision of Level 3 child residential treatment services.

Duane Holder, Deputy County Manager, presented the background information. Mr. Holder stated the currently vacant Right Track Group Home will be utilized for the provision of Level 3 group home services, the lease will be a \$1 per year annual lease for up to five years with the Alliance and during that time the Alliance will sublease the home at no cost to Thompson Child & Family Focus, a leading provider of clinical and prevention services for children and families across the Carolinas and also a nationally accredited nonprofit agency. Mr. Holder stated there are several renovations and improvements that need to occur in order to prepare the facility for state licensure and the county will work with the Alliance to accomplish that work. Mr. Holder reviewed the recommendation/proposed action recorded above. Commissioner Adams stated for the county to lease a facility for only \$1 per year far outweighs the cost of sending these children in DSS custody out of the county and out of state. Commissioner Adams stated at the last Alliance meeting, the other counties were envious that Cumberland County was able to do this and they were going to try to figure out how to do the same thing. Mr. Holder stated one of the goals that cannot be quantified is the effort to reunify children with their parents and to keep them close to home will facilitate that reunification.

MOTION: Commissioner Adams moved to approve the lease agreement with Alliance Health for utilization of the Right Track Group Home located at 162 Sally Hill Circle, Fayetteville, for the provision of Level 3 child residential treatment services and forward to the April 19, 2021 Board of Commissioners' agenda as a consent item.

SECOND: Commissioner Council

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When called on, Commissioner Lancaster voted in favor.
When called on, Commissioner Council voted in favor.
When called on, Commissioner Keefe voted in favor.
When called on, Commissioner Evans voted in favor.
When called on, Commissioner Adams voted in favor.
When called on, Commissioner Stewart voted in favor.

VOTE: UNANIMOUS (6-0)

J. Request of the Town of Linden to Relinquish Its Jurisdiction to the County for Minimum Housing Code Enforcement

BACKGROUND

On November 17, 2020, the Town of Linden Board of Commissioners adopted a formal resolution to subject the jurisdiction of the Town of Linden to the County's Minimum Housing Code and to request the Board of County Commissioners to accept the jurisdiction of the Town of Linden for this purpose and apply and enforce the County's Minimum Housing Code within the town's jurisdiction. A copy of the Resolution is attached.

The Town of Linden and the County have the authority to undertake this transfer of jurisdiction and application of the County's Minimum Housing Code pursuant to N.C.G.S. § 160D-202. Chapter 160D is new and is in effect now, but it allows the existing local Minimum Housing Ordinances to also remain in effect until July 1, 2021. (Session Law 20-25, Section 51.(a) and (b)) Staff is currently working on revisions to the County's Minimum Housing Code. The process by which the County may accept the jurisdiction of a town and apply the County's ordinance requires that both governing boards adopt formal resolutions, and the County will have to amend its Ordinance to include the town's jurisdiction. The Ordinance amendment will require a public hearing.

This action requested by the Town of Linden is what the Board of Commissioner approved for the Town of Wade.

RECOMMENDATION / PROPOSED ACTION

The Board may accept the jurisdiction of the Town of Linden for the purpose of applying and enforcing the County's Minimum Housing Code as set forth in Article IV, Chapter 4, Cumberland County Code by adopting the resolution set out as follows:

Cumberland County Board of Commissioners
Resolution to Accept the Jurisdiction of the Town of Linden for the
Application and Enforcement of the County's Minimum Housing Code

Whereas, N.C.G.S. § 160D-202 authorizes a town to relinquish its jurisdiction to a county for the application and enforcement of the county's Minimum Housing Code and authorizes a county to accept such jurisdiction to apply and enforce its Minimum Housing Code; and

Whereas, on November 17, 2020, the Town of Linden Board of Commissioners adopted a resolution relinquishing its jurisdiction to the County of Cumberland for the purpose of applying and enforcing the County's Minimum Housing Code, being Article IV, Chapter 4, Cumberland County Code, with a copy of the Town's resolution being attached hereto.

Now therefore, be it resolved that the Cumberland County Board of Commissioners do accept the jurisdiction of the Town of Linden for the application and enforcement of the County's Minimum Housing Code, being Article IV, Chapter 4, Cumberland County Code.

Be it further resolved that the County's Minimum Housing Code, being Article IV, Chapter 4, Cumberland County Code, shall be amended to include the jurisdiction of any town within

Cumberland County which requests to relinquish its jurisdiction to the County for this purpose and for which the Cumberland County Board of Commissioners accepts such jurisdiction.

Be it further resolved that the effective date of the application of the County's Minimum Housing Code within the jurisdiction of the Town of Linden shall be the date the amendment expanding the jurisdiction of the Cumberland County Minimum Housing Code is adopted by the Board of Commissioners after public hearing.

Adopted April ____, 2021.

Rick Moorefield, County Attorney, presented the background information and referenced the resolution recorded above. Commissioner Adams stated he does not have a problem with the amendment, he does not believe there is any enforcement of the County's Minimum Housing Code taking place, even in our own community, and there needs to be a frank discussion about this. Commissioner Keefe stated it is complaint driven. Mr. Moorefield responded to questions that followed and asked the Board to take the item forward to the April 19, 2021 regular meeting.

MOTION: Commissioner Council moved to take the item forward to the April 19, 2021 regular meeting.

SECOND: Commissioner Lancaster

When called on, Commissioner Lancaster voted in favor.

When called on, Commissioner Council voted in favor.

When called on, Commissioner Keefe voted in favor.

When called on, Commissioner Evans voted in favor.

When called on, Commissioner Adams voted in favor.

When called on, Commissioner Stewart voted in favor.

VOTE: UNANIMOUS (6-0)

K. Consideration of Professional Services Agreement with Excel Contracting, LLC to Administer the Emergency Rental Assistance Program

BACKGROUND

The selection committee, which consisted of three City employees and three County employees, reviewed all proposals, and determined Excel Contracting, LLC was the most responsible bidder to administer the Emergency Rental Assistance Program. Five proposals were received in response to the RFP. Excel Contracting, LLC has agreed to administer the program for the County for 9.5% of disbursed rental assistance. Funds in the amount of \$3,361,991 will be allocated for beneficiary assistance. Cumberland County Community Development Department desires to enter into an agreement with Excel Contracting, LLC with the term beginning April 12, 2021 and ending December 31, 2021.

RECOMMENDATION / PROPOSED ACTION

Cumberland County Community Development Department recommends and requests that the Board of Commissioners approve the professional services agreement with Excel Contracting, LLC as per the attached Professional Services Agreement.

Ms. Cannon stated the county was notified on Tuesday, April 6, that Excel Contracting, LLC had withdrawn itself from consideration of entering into a contract with the county to administer the Emergency Rental Assistance Program due to issues they encountered securing subcontractor assistance. Ms. Cannon stated because this was a joint venture, both the city and county Community Development departments will regroup to determine a pathway forward.

Tracy Jackson, Assistant County Manager, responded to questions about the current status of Workforce Development and stated the State appears to be very cautious in developing the process as things move forward. Mr. Jackson stated the county has met all requirements to date, but he is hesitant to put an end date on the process.

5. OTHER ITEMS

A. Update on Grants Management Activities

BACKGROUND

The Grants Manager position was filled in August 2020. Finance Director will be providing an update on the position's activities since being hired as well as plans for the future moving forward.

RECOMMENDATION / PROPOSED ACTION

No action needed - for discussion purposes only.

Ivonne Mendez, Accounting Supervisor, provided an update on grants management activities using the following PowerPoint presentation.

Grants Manager

- Job description created which includes:
 - Grants writing and research
 - Maintain a County-wide inventory of active grants
 - Grant budgeting and tracking
 - Grant analysis and reporting
 - Grant compliance monitoring
 - Periodic auditing of grant programs
- Position has been filled since August 2020

Tasks to Date

- Oriented with our processes
 - Met with department POCs
 - Determine department's needs
 - Ongoing projects
 - Future projects
 - Funding requirements (matching)
- Researched grant opportunities, forwarded info
 - New opportunities will be shared with departments
- Point of contact on multiple large grants
 - CARES Act (\$12.2M)
 - HAVA Funds- supporting Board of Elections (\$250K)
 - Non-congregate sheltering supporting Emergency Services (\$27K)
 - Justice System Advisory Council
 - Emergency Rental Assistance - supporting Community Development (\$3.7M)
 - American Rescue Plan (\$65M)

Create Grants Management Infrastructure

- Update policy & procedures
 - Decentralized process – recurring, new grants
 - Requesting/budgeting/accountability
 - Defined process for consistency
- Grants writing training
 - Being offered to departments – up to 20 participants
 - May 4, 2021 (Basic)
 - June 3, 2021 (Intermediate)
 - Maximize opportunities for award
 - Grants management system

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- Access to Federal, State, foundation opportunities
 - Applications in a central depository
 - Nationwide samples of applications that resulted in awards
- Tracking & reporting
- Vision - Communication with Lobbyist
 - Work with County management and lobbyists to frame the support strategy for grants

Commissioner Adams stated he must have thought the Grants Manager position would go after large grants for the county rather than facilitate grants after the county had already received them. Ms. Cannon asked whether the Board’s vision for the Grants Manager position was that the departments would no longer write grants and the Grants Manager would be the only person in the organization writing grants. Commissioner Adams stated departments can still write grants, but he thought the position would go after grants the departments did not have. Ms. Cannon stated that is still the vision but there have not been many grant opportunities until recently due to COVID. Ms. Cannon stated the process thus far has been for the position to establish relationships with all departments that either write grants or have programs for which they are seeking grants, provide grant writing training, identify grant opportunities and assist with writing grants. Questions followed. Angel Wright-Lanier, Assistant County Manager, stated best practice is to hire a grants writer, provide grant writing training and have people in departments who are subject matter experts that the Grants Manager can work with to help submit grants. Ms. Wright-Lanier stated when considering grants that may be coming from the Federal government, the involvement of all these individuals is going to be required.

6. MONTHLY REPORTS

A. Financial Report

BACKGROUND

The attached financial report shows results of the general fund for fiscal year 2021, February year-to-date. Additional detail has been provided on a separate page explaining percentages that may appear inconsistent with year-to-date budget expectations.

RECOMMENDATION / PROPOSED ACTION

No action needed - for discussion and information purposes only.

County ofCumberland General Fund Revenues					
	FY19-20	FY20-21	FY20-21	YTD ACTUAL	PERCENT OF
REVENUES	AUDITED	ADOPTED BUDGET	REVISED BUDGET	(unaudited) AS OF February 28, 2021	BUDGET TO DATE
Ad Valorem Taxes					
Current Year	\$ 166,739,244	\$ 165,908,675	\$ 165,908,675	\$ 163,945,872	98.8% (1)
Prior Years	817,964	897,000	897,000	1,261,632	140.7%
Motor Vehicles	20,340,183	19,955,512	19,955,512	12,746,164	63.9% (2)
Penalties and Interest	773,447	712,000	712,000	363,694	51.1%
Other	835,588	1,025,000	1,025,000	657,997	64.2%
Total Ad Valorem Taxes	189,506,426	188,498,187	188,498,187	178,975,359	94.9%
Other Taxes					
Sales	47,282,838	41,542,711	41,542,711	21,944,526	52.8% (3)
Real Estate Transfer	1,689,875	1,450,000	1,450,000	1,337,377	92.2%
Other	909,559	959,000	959,000	250,545	26.1%
Total Other Taxes	49,882,272	43,951,711	43,951,711	23,532,448	53.5%
Unrestricted & Restricted Intergovernmental Revenues	61,437,895	68,389,413	75,048,559	35,630,043	47.5% (4)
Charges for Services	14,524,383	13,072,456	13,072,456	7,260,324	55.5% (5)
Other Sources (includes Transfers In)	3,048,166	1,710,608	1,812,837	836,905	46.2%
Lease Land CFV/MC	4,012,056	4,012,056	4,012,056	4,313,522	107.5%
Total Other	7,060,222	5,722,664	5,824,893	5,150,427	88.4%
Total Revenue	\$ 322,411,198	\$ 319,634,431	\$ 326,395,806	\$ 250,548,602	76.8%
Fund Balance Appropriation		8,663,701	18,064,169	-	0.0%
Total Funding Sources	\$ 322,411,198	\$ 328,298,132	\$ 344,459,975	\$ 250,548,602	72.7%

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County of Cumberland General Fund Expenditures					
	FY19-20	FY20-21	FY20-21	YTD ACTUAL	PERCENT OF
DEPARTMENTS	AUDITED	ADOPTED BUDGET	REVISED BUDGET	(unaudited) AS OF February 28, 2021	BUDGET TO DATE **
Governing Body	\$ 612,702	\$ 674,975	\$ 693,619	\$ 420,867	60.7%
Administration	1,682,579	1,814,947	1,835,664	1,003,161	54.6%
<u>Public Affairs/Education</u>	661,051	885,902	898,331	464,340	51.7%
Human Resources	1,009,126	1,009,875	1,028,519	560,000	54.4%
Print, Mail, and Design	643,314	756,378	764,664	476,999	62.4%
Court Facilities	114,371	156,220	156,220	38,154	24.4% <u>(1)</u>
<u>Facilities Maintenance</u>	967,335	1,202,491	1,419,688	717,556	50.5%
Landscaping & Grounds	690,227	702,394	727,182	445,093	61.2%
Carpentry	211,909	228,058	234,273	135,501	57.8%
<u>Facilities Management</u>	1,259,321	1,523,436	1,557,880	884,654	56.8%
Public Buildings Janitorial	784,441	870,951	1,044,344	596,767	57.1%
<u>Central Maintenance</u>	590,365	672,722	711,468	414,992	58.3%
Information Services	5,552,864	5,323,420	6,073,408	3,236,883	53.3%
Board of Elections	1,400,349	1,673,589	2,083,957	1,560,936	74.9% <u>(2)</u>
Finance	1,299,307	1,418,140	1,449,215	879,413	60.7%
Legal	631,925	807,290	936,155	400,150	42.7% <u>(3)</u>
Register of Deeds	2,435,628	2,526,950	3,015,363	1,413,738	46.9%
Tax	5,625,153	6,271,825	6,466,523	3,422,082	52.9%
General Government Other	2,976,609	7,003,558	10,446,019	4,080,764	39.1% <u>(4)</u>
Sheriff	48,610,275	53,395,158	54,612,838	29,211,378	53.5%
Emergency Services	3,655,978	4,310,596	4,521,957	2,643,468	58.5%
Criminal Justice Pretrial	563,625	588,662	629,211	357,539	56.8%
Youth Diversion	31,665	35,671	35,671	18,936	53.1%
Animal Services	3,283,993	3,484,642	3,786,204	2,090,044	55.2%
Public Safety Other (Medical Examiners, NC Detention Subsidy)	1,062,544	1,213,209	1,213,209	705,218	58.1%
Health	21,068,569	24,301,667	26,782,593	14,025,932	52.4%
Mental Health	5,316,988	5,519,255	5,524,489	3,984,354	72.1% <u>(5)</u>
Social Services	56,772,920	63,278,940	64,589,900	34,126,800	52.8%
Veteran Services	426,127	452,713	465,142	268,171	57.7%

County of Cumberland General Fund Expenditures					
	FY19-20	FY20-21	FY20-21	YTD ACTUAL	PERCENT OF
DEPARTMENTS	AUDITED	ADOPTED BUDGET	REVISED BUDGET	(unaudited) AS OF February 28, 2021	BUDGET TO DATE **
Child Support	4,929,310	5,595,639	5,593,567	3,199,130	57.2%
Spring Lake Resource Administration	29,503	34,542	34,542	15,945	46.2%
Library	10,168,162	10,036,208	10,499,284	6,017,697	57.3%
Culture Recreation Other (Some of the Community Funding)	260,568	260,569	260,569	71,959	27.6% <u>(6)</u>
Planning	2,711,212	3,271,297	3,335,814	1,860,294	55.8%
Engineering	978,925	585,162	592,711	223,668	37.7% <u>(7)</u>
<u>Cooperative Extension</u>	558,569	799,384	809,742	401,849	49.6%
Location Services	192,231	257,796	269,929	131,219	48.6%
Soil Conservation	183,211	151,537	2,707,668	94,591	3.5% <u>(8)</u>
Public Utilities	85,108	87,602	94,554	58,335	61.7%
Economic Physical Development Other	20,000	20,000	20,000	20,000	100.0%
Industrial Park	2,220	2,212	20,087	2,091	10.4% <u>(9)</u>
Economic Incentive	402,406	461,947	709,947	28,749	4.0% <u>(10)</u>
Water and Sewer	20,287	250,000	400,189	103,679	25.9% <u>(11)</u>
Education	94,408,174	94,411,029	94,411,029	61,889,086	65.6%
Other Uses:					
Transfers Out	30,131,528	19,969,574	20,996,637	539,843	2.6% <u>(12)</u>
TOTAL	\$ 315,022,674	\$ 328,298,132	\$ 344,459,975	\$ 183,242,024	53.2%
	FY19-20	FY20-21	FY20-21	YTD ACTUAL	PERCENT OF
Expenditures by Category	UNAUDITED	ADOPTED BUDGET	REVISED BUDGET	(unaudited) AS OF February 28, 2021	BUDGET TO DATE
<u>Personnel Expenditures</u>	\$ 131,852,636	\$ 149,112,328	\$ 149,248,574	\$ 83,954,748	56.3%
<u>Operating Expenditures</u>	151,277,149	158,589,325	172,292,427	97,937,351	56.8%
Capital Outlay	1,761,361	626,905	1,922,337	810,082	42.1% <u>(13)</u>
Transfers To Other Funds	30,131,528	19,969,574	20,996,637	539,843	2.6% <u>(12)</u>
TOTAL	\$ 315,022,674	\$ 328,298,132	\$ 344,459,975	\$ 183,242,024	53.2%

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COUNTY OF CUMBERLAND

Fiscal Year 2021 - February Year-to-Date Actuals (Report Run Date: March 24, 2021)

Additional Detail

General Fund Revenues

*

- (1) **Current Year Ad Valorem 98.8%** - The bulk of revenues are typically recorded between November - January.
- (2) **Motor Vehicles 63.9%** - YTD Actual reflects 7 months of collections.
- (3) **Sales Tax 52.8%** - There is a three month lag. YTD Actual reflects 5 months of collections.
- (4) **Unrestricted/Restricted Intergovernmental 47.5%** - The majority of funds in this category are reimbursement based. The FY2021 personnel expenditures are trending lower than budget as a result of vacancies within departments which has an impact on drawing this category of revenue. There is also a typical two month lag in recording revenues.
- (5) **Charges for Services 55.5%** - The largest component of charges for services is revenue from the Board of Ed for security at 19% of budget. 57% of that revenue has been billed/collected to date. Many revenues for charges are underbudget due to the effects of COVID and some departments being closed to the public or not working at 100% capacity.

General Fund Expenditures

**

- (1) **Court Facilities 24.4%** - Expenditures are in line with past fiscal year trends at this point in the fiscal year.
- (2) **Board of Elections 74.9%** - Costs are higher than normal because of the federal election that was held in November. That trend will not continue further into the fiscal year as that was a one-time event. Department will continue to monitor budget to actual results. If needed, a budget revision will be completed to ensure expenditures do not exceed budget.
- (3) **Legal 42.7%** - Personnel costs are low as a result of multiple vacancies in the department earlier in the fiscal year.
- (4) **General Government Other 39.1%** - The revised budget includes expenditures allocating an additional \$4.7M of CARES Act funding to be utilized in this fiscal year.
- (5) **Mental Health 72.1%** - Per the agreement with Alliance Health, quarterly funds are to be transmitted at the beginning of each quarter. Three quarterly payments have been made so far this fiscal year.
- (6) **Culture Recreation Other 27.6%** - Expenditures are in line with past fiscal year trends at this point in the fiscal year.
- (7) **Engineering 37.7%** - Personnel costs are low as a result of multiple vacancies in the department.
- (8) **Soil Conservation 3.5%** - Approximately \$2.1M in USDA Grant funds were budgeted recently and are unexpended. Over \$400k in remaining grant funds from the NC Division of Soil & Water Conservation were re-appropriated recently and are unexpended.
- (9) **Industrial Park 10.4%** - Approximately \$16.5k in funds were recently moved to this organization to repair a lighted sign and to cover an increase in PWC bills due to a leak with the irrigation system. These funds are unexpended.
- (10) **Economic Incentive 4.0%** - Economic incentives are paid when the company complies.
- (11) **Water and Sewer 25.9%** - A re-appropriation in the amount of \$150,189 was approved by the BOCC on 9/8/20 but not yet utilized.
- (12) **Transfers Out 2.6%** - Transfers are often prepared toward the end of the fiscal year.
- (13) **Capital Outlay 42.1%** - The county's trend is for capital items to be purchased toward the mid-end of the fiscal year.

B. 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 FY21 are up 9.86% for the month of February as compared to the same month in FY20. To provide some perspective, below is the eight-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 fiscal years 2020 and 2021. Additionally, graphs are provided in the attachment to aid in the analysis.

Year to date claims and premium payment through February	\$12,648,099
Less year to date stop loss credits	<u>(\$310,102)</u>
Net year to date claims and premium payment through February	\$12,337,997

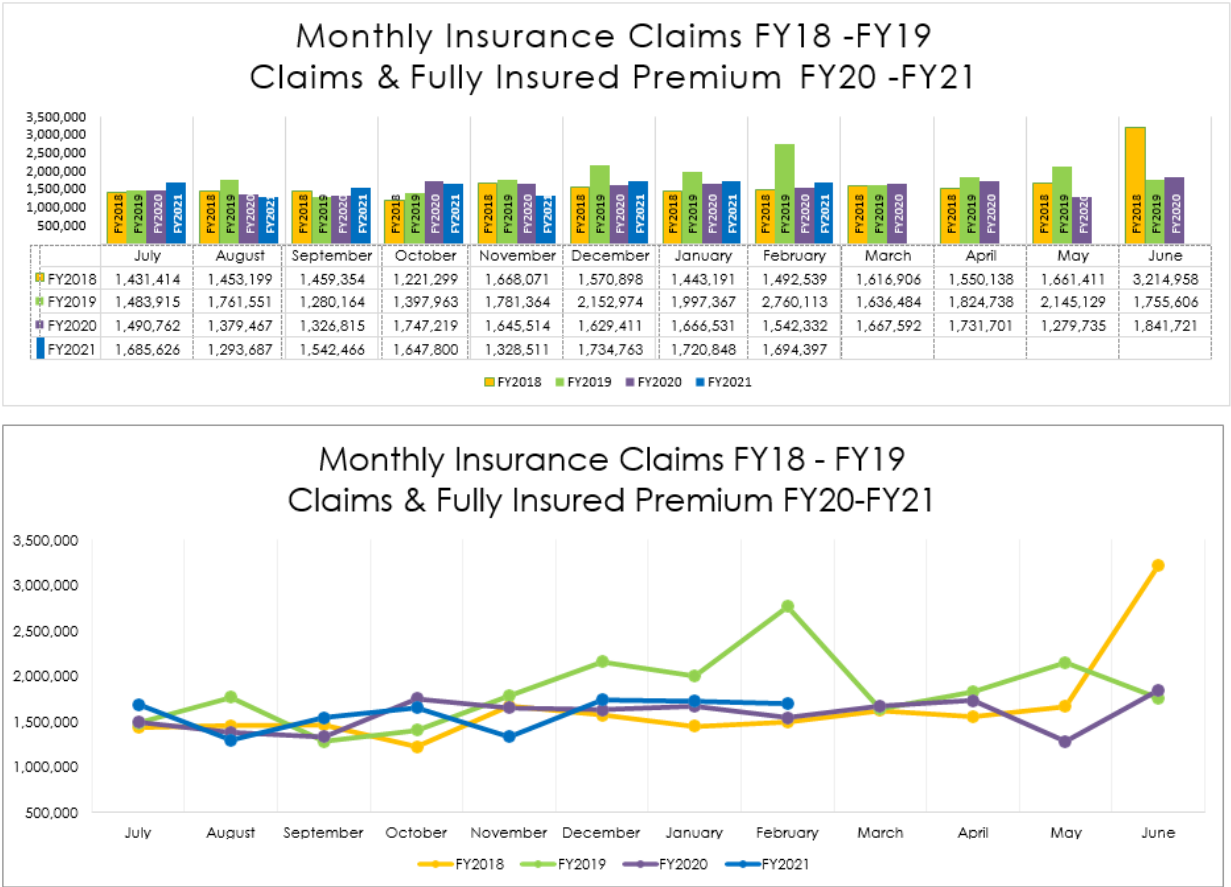
Average monthly claims and fully insured premium (before stop loss) per fiscal year February:

FY17	\$1,387,303
FY18	\$1,467,496
FY19	\$1,826,926
FY20	\$1,553,506
FY21	\$1,581,012

RECOMMENDATION / PROPOSED ACTION

For information only – no action needed.

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

BACKGROUND

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

RECOMMENDATION / PROPOSED ACTION

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

CUMBERLAND COUNTY DISASTER RECOVERY PROGRAMS UPDATE
FOR THE APRIL 8, 2021
BOARD OF COMMISSIONERS' AGENDA SESSION

Status as of March 30, 2021:

Milestones/Activities (beginning with the most recent activity):

- Project is still pending the City of Fayetteville's final commercial review. The Wooten Company submitted an updated project schedule. It is anticipated that construction will be completed June 2022.
- NCORR completed its review of the construction project manual.
- The construction project manual prepared by The Wooten Company was sent to NCORR for review. Invitation to Bid for the construction of the project are expected to be posted within the next month pending the City of Fayetteville's final commercial review and NCORR's final review of the construction project manual;
- NCORR held a technical assistance session with Community Development Staff (Sylvia McLean and Dee Taylor) on December 16, 2020 to ensure Community Development is carrying out the requirements of the agreement and the CDBG-DR program. NCORR staff included Dan Blaisdell, Bill Blankenship, Joe Brook, Mary Glasscock, Tracey Colores, and Kristina Cruz;

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- A letter (dated July 28, 2020) was sent to NCORR requesting additional CDBG-DR funds in the amount of \$1,000,000 to cover construction and supportive services. A follow-up was made with NCORR regarding the status of the request and Community Development had to submit a revised letter (dated October 21, 2020) to clarify the amount requested. Community Development is still waiting to receive a response from NCORR regarding the status of the request;
- The Wooten Company submitted a revised project schedule. Community Development submitted a request to NCORR to extend the deadline to obligate funds to March 9, 2021;
- Robins Meadow Permanent Supportive Housing Project/Community Recovery Infrastructure - A/E Services – The Wooten Company is providing construction administration services and completing the construction document phase. The firm had submitted documents to City of Fayetteville Technical Review Committee and Engineering Review Committee to complete the final review process;
- DRA-17 & HMGP Projects – County completed acquisition and demolition of 10 properties;
- Robins Meadow Permanent Supportive Housing Project/Community Recovery Infrastructure – received project specific award letter January 23, 2020; and
- NCORR executed SRA with County December 17, 2019.

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

D. Community Development Update

BACKGROUND

This report provides a quarterly update on projects and activities being implemented through the Community Development Department for the Program Year period beginning July 1, 2020 and ending June 30, 2021. The funding sources used to carry out the projects and activities include the Community Development Block Grant (CDBG), Home Investment Partnerships Program (HOME), Continuum of Care (CoC) Program, CDBG- CV, Emergency Rental Assistance Program, and general funds.

RECOMMENDATION / PROPOSED ACTION

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

**COMMUNITY DEVELOPMENT UPDATE
FOR THE APRIL 8, 2021
BOARD OF COMMISSIONER'S AGENDA SESSION**

Projects Status as of March 30, 2021 FUNDING SOURCES

- U.S. Department of Housing and Urban Development (HUD)
 - Community Development Block Grant (CDBG)
 - Home Investment Partnerships Program (HOME)
 - Continuum of Care Program
- U.S. Department of Treasury
 - Emergency Rental Assistance Program
- Local General Funds

NEW PROJECTS / ACTIVITIES

Three-Year Homelessness Strategic Plan

On January 19, 2021, Cumberland County issued a Request for Proposal to seek a consultant to analyze the provision of the homeless services delivery system in Cumberland County and develop a three-year actionable homelessness strategic plan. The scope of analyzation includes but is not limited to, reviewing existing services, identifying gaps and duplications across programs and services, and recommending improvements to the community's homeless service delivery system.

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Proposals were due February 19, 2021. The selection committee recommended OrgCode Consulting, Inc. The Consultant has begun implementing activities identified under Phase I of the Scope of Services which entails assessing current programs and resources available in the community for the target population. The plan is expected to be completed by June 2021.

Emergency Rental Assistance Program

In January 2021, the U.S. Department of Treasury allocated \$3,735,545 to Cumberland County and \$6,383,863 to the City of Fayetteville to implement the Emergency Rental Assistance Program established by section 501 of Division N of the consolidated Appropriations Act, 2021, Pub. L. No 116-260 (December 27, 2020). Cumberland County and the City of Fayetteville issued a joint Request for Proposal (RFP) on February 10, 2021 to seek a qualified firm to administer the Emergency Rental Assistance Program (ERAP). Five proposals were received in response to the RFP. The selection committee has made its recommendation for a consultant. The agreement is pending final approval from the Board of Commissioners.

Request for Applications

The Community Development Department is currently seeking qualified applicants to submit applications for affordable housing development, public facilities / improvements, public services (human services), and economic development activities. The deadline for application submission is April 23, 2021.

PROJECTS AND ACTIVITIES FOR JULY 1, 2020 – JUNE 30, 2021 FUNDING CYCLE

Public Services (Total awards = \$575,000 in CDBG funds)

- Better Health of Cumberland County (\$80,000) - to provide prescription medication, eye exams, eyeglasses, dental extractions, and transportation assistance to low to moderate income persons.
- Cape Fear Valley Hospital / Cumberland County Medication Access Program (\$30,000) - For prescription medication and supplies. Will serve low to moderate income persons.
- Cumberland HealthNET (\$80,000) - For two Homeless Coordinated Entry Specialists positions, supplies, and printing.
- Endeavors (\$95,000) - To provide case management, rent/mortgage assistance, and utility payment assistance for those who are homeless or at-risk of being homeless.
- Fayetteville Urban Ministry (\$145,000) - For case management, housing assistance, services, and supplies. Will serve those who are homeless or at-risk of being homeless.
- Kingdom Community Development Corporation (\$95,000) - To provide case management, rent/mortgage assistance, and utility payment assistance for those who are homeless or at-risk of being homeless. Agency is located in Spring Lake.
- The Salvation Army (\$50,000) - For shelter operating costs (supplies, rent, utilities, food, and maintenance). Will serve homeless individuals and families.

Note: CDBG funds normally have a cap of 15% of total allocation, which limits the amount that Community Development can award to public service activities. However, for the Program Years 2019 and 2020, the

U.S. Department of Housing and Urban Development (HUD) suspended the cap during the COVID-19 crisis. This allowed Community Development to fund more agencies that provide human services such as rental assistance and health services.

Affordable Housing Development (Total Awarded = \$497,700 in CDBG and \$500,000 in HOME funds)

- Action Pathways (\$113,300) – For rehabilitation of two housing units. Pending environmental review clearance. This project will benefit low to moderate income residents.
- Hillside – FMHA LLC (\$187,400) – Installation of HVAC units at a senior complex. The Fayetteville Metropolitan Housing Authority has begun work. Anticipates completion within the next 45 days.
- Kingdom Community Development Corporation (\$197,000 in CDBG and \$500,000 in HOME funds) – For acquisition and construction of affordable housing units located in Spring Lake. Pending purchasing contract.

Special Economic Development Activities

Community Development provided a conditional award letter to an applicant with an allocation amount of \$500,000 pending commitments from other funding sources and environmental review clearance. The estimated number of full-time equivalent jobs to be created is 100, with at least 51 jobs targeting low to moderate income persons.

CDBG-CV Funds (2nd Allocation) – Cumberland County received a second allocation of CDBG-CV funding from HUD in the amount of \$435,210, bringing the total allocation for CDBG-CV funds to \$944,404. An amendment to the Program Year 2019 Annual Action Plan was submitted to HUD to outline how funds will be allocated. The Community Development Department recommended the following allocations:

CDBG-CV	Allocation
FY-19-20 CDBG-CV	\$944,404
Administration	\$100,000
Public Services (Human Services)	\$500,404
Economic Development	\$344,000
Total CDBG-CV Allocations	\$944,404

Update on expenditures:

- Small Business Resiliency Program – Application process was reopened and will remain open until funds are no longer available. Awards have been provided to 23 businesses totaling approximately \$206K.
- Public Services – CDBG-CV funds will also be used to fund agencies providing public services. The Department of Public Health has been awarded \$226,000 to expand health services related to COVID-19.
- Community Development is partnering with nonprofit agencies to use funds towards public services to assist with rental/utility payments and other unmet needs and administration (not to exceed 20% of the total).

OTHER ONGOING PROJECTS AND ACTIVITIES

Housing Rehabs (owner-occupied and rental)

Public Facilities Rehab:

- Myrover-Reese Fellowship Home – serves individuals who are homeless and have a substance use disorder.
- Family Endeavors’ Reveille Retreat transitional housing – serves those who are homeless.

Disaster Recovery

Currently have a contract with The Wooten Company for construction documents, bidding, and construction administration in the amount not to exceed \$90,573. The Wooten Company presented the Robin’s Meadow design before the Board of Commissioners on June 11, 2020. The contract was approved by the Board on June 15, 2020. The Wooten Company has finalized

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documents and plans with the Fayetteville Technical Review Committee. Bids for the construction of Robin's Meadow is expected to be released within the next month.

Fayetteville / Cumberland County Continuum of Care (CoC) on Homelessness
The CoC Board meeting is held the fourth Monday of every month at 4:00 p.m.

Robin's Meadow Transitional Housing (Grant Cycle: July 1, 2020 – June 30, 2021) - \$80,517
County-owned property (12 apartment style units) is provided as transitional housing for homeless families with children. Cumberland County Community Development currently serves as grantee but will eventually transfer grantee responsibilities to another agency through a Request for Proposal process.

Safe Homes for New Beginnings (Grant Cycle: December 1, 200 – November 30, 2021) - \$59,957
Community Development currently partners with Family Promise (formerly Cumberland Interfaith Hospitality Network) for the provision of housing units and case management. Community Development is planning to transfer grantee responsibilities to Family Promise, pending the CoC approval.

Emergency Solutions Grant – CV
Cumberland County Community Development serves as the Collaborative Applicant / Lead Agency on behalf of the CoC in the submission of grant applications to the State for Emergency Solutions Grant. Each year the State allocates approximately \$129K for the Fayetteville / Cumberland County area. Last year, the State allocated an additional amount of ESG (COVID-19) funding in the amount of \$440,882 during round 1 of allocations and \$1,324,147 during round 2 of allocations to be used for Crisis Response (shelter operations & services), Housing Stability (rapid rehousing and homeless prevention), and street outreach. Community Development posted a Request for Proposal during both rounds of allocations on behalf of the CoC. All project applications were submitted along with the collaborative application by July 17th to the State for round 1. The State awarded ESG- CV funding to Endeavors in the amount of \$334,442 for housing stability and to the Salvation Army in the amount of \$106,400 for crisis response. For Round 2, Endeavors, Inc. was awarded funding to provide rental assistance and supportive services.

Homeless Initiative (City and County) – The next Homeless Committee meeting is TBD.

E. Coronavirus Relief Funds (CRF) Plan Update

BACKGROUND

During the initial round of CARES Act funding, Cumberland County Government was the recipient of \$12,220,383 of Coronavirus Relief Funds (CRF). Per State of North Carolina mandate, the County was required to make \$3,055,096 of the total funds available for appropriation for any municipalities in the County requesting funding for eligible expenses. The County was able to pull down the balance of available funds through reimbursement of eligible expenses and activities.

At the September 8, 2020 regular meeting, the Board approved the County's Modified CRF Plan and also approved the expenditure of \$5,631,641 funding made available as the result of federal funds. Staff will provide a monthly update of expenditures for the approved projects.

RECOMMENDATION / PROPOSED ACTION

For information only - no action needed

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CORONAVIRUS RELIEF FUND (CRF)
AUTHORIZED PROJECT STATUS
AS OF FEBRUARY 28, 2021

Approved Project	Original Budget	YTD Actual + Encumbrance	Alternate Expenditures	Remaining
Protective Barriers	\$ 32,030	\$ 26,221	\$ -	\$ 5,809
Office/Workspace Modifications	693,929	71,257	14,233	627,718
Other Expenses	296,835	83,951	131,623	81,261
Public Health COVID Response	1,300,000	-	456,815	1,057,901
Technology	2,538,847	2,532,750	-	6,097
Virtual Learning Centers	270,000	120,323		149,677
Volunteer Fire Departments	500,000	500,000		-
APPROVED PLAN TOTAL	\$ 5,631,641	\$ 3,334,502	\$ 602,671	\$ 1,928,462

F. Project Updates

BACKGROUND

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

RECOMMENDATION / PROPOSED ACTION

No action is requested. This is for information only.

MONTHLY PROGRESS REPORT				
Project Location	Contract Amount	Project Status	Contract Start Date	Contract Duration
Spring Lake Family Resource Center, Chiller Replacement	\$197,000.00	Boilermasters was low bidder. Chairman signed contract. 3/19 - with Legal for approval		90 days
LEC Elevator Modernization Project	\$1,362,557.00	Work on all 3 elevators is complete. DOL has made follow up inspection and found additional deficiencies. Contractor making corrections and scheduling additional follow-up with DOL. Change order for final work with Legal for approval.	4/6/2020	179 days
BMF, Bordeaux Library, West Regional Library	\$143,284.00	Prep work has begun for BMF may have to apply coating on roof the weekend of the 10th, then Bordeaux, then West Regional.	3/22/2021	90 days
Crown Coliseum Cooling Tower Replacement	\$649,000.00	Cooling Towers operational, project substantially complete. Change order work pending for drain piping, pressure gauges and actuator valve. Change order approved 3/19, PO provided to Contractor 3/22. Received C/O work to be scheduled.	5/18/2020	93 days
Crown Coliseum Parking Lot Improvement Project (Areas 1, 2, & 3)	\$714,979.70	Project Completed. Awaiting final pay application. David Byrd said he would send this week.	3/16/2020	120 days
Crown Coliseum ADA Bathroom and Ticket Booth Renovations	\$541,217.00	Overall construction approximately 95% complete. Need to talk about what to about toilet partitions. New toilet partitions have holes/screws to fill holes where grab bars were mounted at a incorrect location.	9/14/2020	180 days
Emergency Services Center Construction Project	\$5,963,231.00	Contractor is in the demolition phase. Plumbing demo completed; demo of walls and other trades is ongoing. Facilities preparing a pad for existing generator to be relocated to CMF.	3/8/2021	300 days

There were no questions or discussion about the monthly reports recorded above.

7. CLOSED SESSION

There was no closed session.

MOTION: Commissioner Council moved to adjourn.

SECOND: Commissioner Lancaster

When called on, Commissioner Lancaster voted in favor.

When called on, Commissioner Council voted in favor.

When called on, Commissioner Keefe voted in favor.

When called on, Commissioner Evans voted in favor.

When called on, Commissioner Adams voted in favor.

When called on, Commissioner Stewart voted in favor.

VOTE: UNANIMOUS (6-0)

There being no further business, the meeting adjourned at 3:50 p.m.

Approved with/without revision:

Respectfully submitted,

Candice H. White
Clerk to the Board

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