

CUMBERLAND COUNTY BOARD OF COMMISSIONERS
THURSDAY, OCTOBER 14, 2021 – 1:00 PM
117 DICK STREET, 5TH FLOOR, ROOM 564
AGENDA SESSION REGULAR MEETING MINUTES

PRESENT: Commissioner Charles Evans, Chairman
Commissioner Glenn Adams, Vice Chairman
Commissioner Michael Boose (departed the meeting at 1:30 p.m.)
Commissioner Jeannette Council
Commissioner Jimmy Keefe
Commissioner Larry Lancaster
Commissioner Toni Stewart
Amy Cannon, County Manager
Tracy Jackson, Assistant County Manager
Sally Shutt, Assistant County Manager
Rick Moorefield, County Attorney
Vicki Evans, Finance Director
Dr. Jennifer Green, Public Health Director
Brenda Jackson, Social Services Director
Rawls Howard, Planning and Inspections Director
Jermaine Walker, County Engineer
Hank Graham, FAMPO Director
Dee Taylor, Community Development Director
Dr. Anthony Wade, Chief Human Resources Officer
Tye Vaught, Management Analyst
Candice H. White, Clerk to the Board
Kellie Beam, Deputy Clerk to the Board
Press

Chairman Evans called the meeting to order.

INVOCATION / PLEDGE OF ALLEGIANCE

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

Amy Cannon, County Manager, introduced Tye Vaught, Management Analyst, and spoke briefly about his experience.

Ms. Cannon asked the Board to consider moving Item 4.A and Item 4.B. forward on the agenda to accommodate Spectra Regional Vice President Trent Merritt's flight schedule.

1. APPROVAL OF AGENDA

MOTION: Commissioner Lancaster moved to approve the agenda to include moving Item 4.A. and Item 4.B. forward on the agenda.

SECOND: Commissioner Council

VOTE: UNANIMOUS (7-0)

2. APPROVAL OF MINUTES

A. September 9, 2021, Agenda Session Regular Meeting

MOTION: Commissioner Keefe moved to approve the September 9, 2021, Agenda Session regular meeting minutes.

SECOND: Commissioner Boose

VOTE: UNANIMOUS (7-0)

4.A. Amendment to Spectra Venue Management Agreement

BACKGROUND

Attached you will find the current Management Agreement and a proposed Amendment to the Management Agreement for the Crown Coliseum Complex. In the current agreement, the initial term expires on June 30, 2022. This initial term may be extended for an additional period of five years, to end on June 30, 2027.

The amendment includes an initial term of five years expiring on June 30, 2027 with an option to extend the term an additional five years ending on June 30, 2032. The Fixed Management Fee is \$99,000 representing an increase in the base fee of \$3,000. In addition, Spectra proposes to contribute \$100,000 by September 1, 2023; an additional \$100,000 to the facility by September 1, 2023; and if the terms of the agreement are extended to June 30, 2032, an additional \$100,000 by September 1, 2027. These contributions will be used for mutually agreed improvements or equipment designed to increase revenue generated at the venue. In the event any individual venues are closed or repurposed in a material way, Spectra has the right to seek a negotiation in good faith for appropriate fee changes that reflect facility changes.

RECOMMENDATION / PROPOSED ACTION

Consider the proposed amendment to the Management Agreement for the Crown Complex Facilities.

Ms. Cannon stated the background information recorded above states there is an increase in the base fee, which is incorrect. Ms. Cannon stated the base fee in the original agreement was \$96,000 that is increased each year by the Consumer Price Index and last year it was \$101,000. Ms. Cannon stated the proposed amendment to the Management Agreement is resetting the base fee back to \$99,000 representing a reduction in the base fee. Commissioner Boose asked whether it would still be increased each year by the CPI. Ms. Cannon responded in the affirmative.

Trent Merritt, Regional Vice President, stated Spectra proposes an amendment to its existing Management Agreement that is set to expire June 30, 2022, that will not only extend its Management Agreement but will also provide additional capital investments from Spectra to Cumberland County for the Crown Complex. Mr. Merritt provided a brief overview of the material changes in the proposed amendment as laid out in the background information recorded above. Mr. Merritt stated the fee structure will remain the same except for resetting/slightly reducing the base management fee. Mr. Merritt stated with the potential for a new or replacement facility for the Crown Arena and Crown Theater scheduled to close November 2025, Spectra included language in the proposed amendment to renegotiate that piece should a new or replacement facility be built by Cumberland County.

MOTION: Commissioner Boose moved to approve the proposed amendment to the Management Agreement as presented to activate a five-year term for 2022-2027 and to include an additional five-year renewal term at the county's discretion.

SECOND: Commissioner Council

VOTE: UNANIMOUS (7-0)

4.B. Crown Complex Multi-Purpose Market and Financial Feasibility Study Next Steps

BACKGROUND

Attached is the Market and Financial Feasibility Study Summary presented to the public on September 15, 2021. A few of the key findings presented are as follows:

- Cost to upgrade the Theatre/Arena are cost prohibitive
- Public/Stakeholder feedback supports replacement with a new venue
- Programming must be reflective of young, diverse market
- Local, regional and national promoters expressed interest in new venue
- Consideration should be given to regional market competition

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- Entertainment industry has experienced sustained growth
- Demand exists for a multi-purpose venue
- Existing Food & Beverage Tax most viable source to fund the new venue

The study also presented information on the building program, site analysis, financial analysis and the economic and fiscal impacts. The following timeline and Next Steps were presented:

- Secure Project Funding.....Late 2021 to Early 2022
- Option to Hire Owners Rep.....Mid 2022
- Site Selection & Purchase.....Late 2022 to Early 2023
- Design & DocumentationLate 2022 to Late 2023
- Final Building Review/Approval and Construction Contract Executive.....Early 2024
- Construction.....Mid 2024 to Late 2025
- Venue Opening.....November 2025

The first step in this timeline is securing project funding. If the Board has a desire to move this project forward, the County should work with our Financial Advisor, DEC Associates Inc., in a review of the project costs, key financial assumptions and financial pro forma. DEC would then update our Capital Planning Model with this data and present this to the Board.

RECOMMENDATION / PROPOSED ACTION

Management and the Finance Director recommend the following action be placed on the October 18, 2021, Board of Commissioners' Consent Agenda:

Initiate the first step of securing project funding by directing the Finance Director to work with our Financial Advisor, DEC Associates Inc., in reviewing the project costs, key financial assumptions and financial pro forma.

Ms. Cannon presented the background information recorded above. Ms. Cannon stated next steps presented in the study were to secure project funding and the option to hire owner's representation. Ms. Cannon stated following the study, Finance Director Vicki Evans shared the presentation with the county's Financial Advisor, DEC Associates Inc. Ms. Cannon stated a Performing Arts Center, or some type of venue is already in the Capital Planning Model. Ms. Cannon stated staff are seeking guidance as it relates to moving this project forward. Ms. Cannon stated if the collective decision of the Board is to move this project forward, her recommendation is to engage the County's Financial Advisor, DEC Associates, Inc. in reviewing the financial assumptions, project costs and updating the Capital Planning Model with a presentation at the November Agenda Session. Ms. Cannon stated staff can also prepare and present the Request for Proposal (RFP) to engage the Owner's Representative at the November Agenda Session.

Commissioner Keefe asked how much had been allocated for this venue in the Capital Planning Model. Ms. Evans stated \$50M was a placeholder for debt issuance in 2023 and this placeholder is \$80M in 2024, but it does not contain additional operating costs. Questions followed.

Commissioner Adams stated he would like to have the financials before voting on a project manager. Ms. Cannon clarified that the financial would be provided at the November Agenda Session in tandem with presenting the Request for Proposal, and the Board would have to approve both items.

MOTION: Commissioner Council moved to ask DEC Associates, Inc. to come to the November Agenda Session with a revision to the Capital Planning Model as part of financial due diligence and have staff bring a draft Request for Proposal to present to the Board of Commissioners at the November Agenda Session.

SECOND: Commissioner Boose

DISCUSSION: Commissioner Keefe stated in the interest of time and so as not to delay the project, the Request for Proposal could go ahead and be released and at the November Agenda Session Ms. Cannon could report on who responded.

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Commissioner Boose stated Ms. Cannon does not need to come back to the Board for approval of the Request for Proposal. Commissioner Boose stated he considered the cost of the Owner’s Representative to be in the cost of the project. Commissioner Keefe stated that differs from the motion. Ms. Cannon stated the Request for Proposal lays out the expectations and she planned to bring a draft Request for Proposal back to be sure the Board agrees with the scope of services before it is released. Commissioner Adams stated he does not know how a Request for Proposal can be prepared without knowing the financials.

VOTE: PASSED (6-1) (Commissioners Lancaster, Council, Keefe, Evans, Boose and Stewart voted in favor; Commissioner Adams voted in opposition)

Commissioner Boose departed the meeting at 1:30 p.m. without having been excused.

3. PRESENTATIONS

A. Cumberland County Schools' Multi-Year Capital Improvement Plan

BACKGROUND

In early 2019, management and staff of Cumberland County and Cumberland County Schools began discussions about the potential for adding school capital funding needs into the County's capital planning model. Joe Desormeaux, Cumberland County Schools' Associate Superintendent of Auxiliary Services, briefly described an assessment process his staff would conduct on all school facilities before bringing back a completed capital improvement plan. That assessment process was to be conducted by internal staff and external consultants and was to include facility assessments over multiple categories and systems and was expected to take over a year to complete.

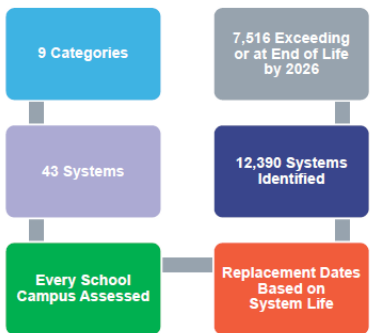
In August 2021, Mr. Desormeaux and staff presented a draft capital improvement plan to Cumberland County management and staff. Through that presentation, Mr. Desormeaux described the assessment and priority process and talked us through an example of a school costing model as well as the overall cost of the five-year capital plan and potential next steps. Since then, Mr. Desormeaux has made a presentation to the Board of Education and received feedback. The next step is for Mr. Desormeaux to present to the Board of Commissioners on the multi-year capital plan. The presentation is included in the agenda packet and includes potential next steps shown on the last page.

RECOMMENDATION / PROPOSED ACTION

Receive the presentation and discuss next steps.

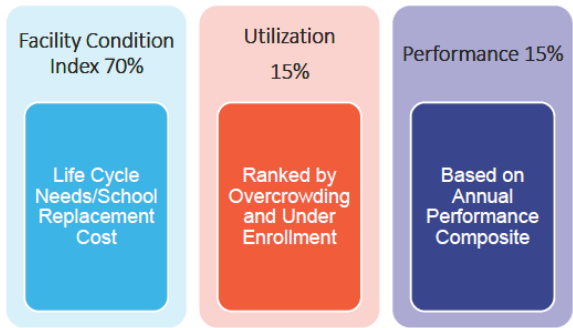
Joe Desormeaux, Cumberland County Schools' Associate Superintendent of Auxiliary Services, provided the following presentation on the process used to develop the Cumberland County Schools’ Multi-Year Capital Improvement Plan.

Assessment



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Priorities



Mr. Desormeaux displayed slides with several schools ranked according to performance, utilization and facility condition followed an example of a school costing model.

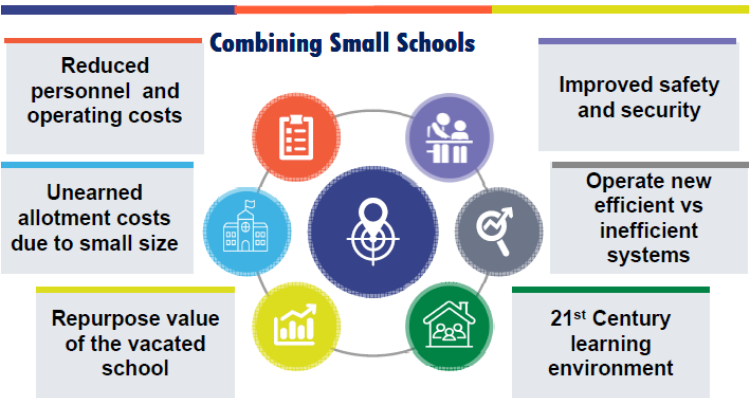
Mr. Desormeaux reviewed the following Multi-Year Capital Plan.

5 Year Capital Plan	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027
	FY2023	FY2024	FY2025	FY2026	FY2027
Renovation/Replacements	\$ 5,859,484	\$ 89,844,613	\$ 66,139,529	\$ 80,209,490	\$ 81,154,889
J. W. Coon	\$ 1,264,865	\$ 19,213,743			
Sunnyside	\$ 1,083,733	\$ 16,266,204			
Raleigh Road	\$ 764,555	\$ 11,765,533			
Cumberland Road	\$ 771,967	\$ 12,705,501			
Stedman Primary	\$ 1,974,363	\$ 25,884,127			
South View MS		\$ 1,927,461	\$ 27,822,681		
Shenwood Park		\$ 1,152,587	\$ 17,858,785		
A. B. Wilkins		\$ 929,458	\$ 15,621,683		
Ferguson Easley			\$ 1,335,940	\$ 20,034,755	
Ashley			\$ 886,553	\$ 13,908,548	
Ponderosa			\$ 1,255,483	\$ 18,929,931	
Beaver Dam			\$ 543,740	\$ 9,255,224	
Howard Learning			\$ 814,663	\$ 13,210,177	
Montclair				\$ 1,115,540	\$ 17,357,482
Westarea				\$ 1,463,643	\$ 22,373,057
Vanstory Hills				\$ 1,484,593	\$ 22,317,357
W. H. Owen				\$ 807,079	\$ 13,106,993
Design for 4 schools					\$ 6,000,000
Program Contingency (3%)	\$ 175,785	\$ 2,695,338	\$ 1,984,186	\$ 2,406,285	\$ 2,434,647
Program Management (3%)	\$ 175,785	\$ 2,695,338	\$ 1,984,186	\$ 2,406,285	\$ 2,434,647
Recurring	\$ 18,519,120	\$ 18,889,502	\$ 19,267,292	\$ 19,652,638	\$ 20,045,691
School Capital Outlay I (Buildings/Land)	\$ 13,525,200	\$ 13,795,704	\$ 14,071,618	\$ 14,353,050	\$ 14,640,111
School Capital Outlay II (Furniture/Equipment)	\$ 4,577,760	\$ 4,669,315	\$ 4,762,702	\$ 4,857,956	\$ 4,955,115
School Capital Outlay III (Vehicles)	\$ 416,160	\$ 424,483	\$ 432,973	\$ 441,632	\$ 450,465
CIP Yearly Total	\$ 24,730,173	\$ 114,124,792	\$ 89,375,193	\$ 104,674,698	\$ 106,069,874
CIP Facilities Only	\$ 19,384,684	\$ 103,640,317	\$ 80,211,147	\$ 94,562,541	\$ 95,795,001
CIP Total					\$ 438,974,729
CIP Facilities Only Total					\$ 393,593,688
Total Schools Renovated					17

Mr. Desormeaux displayed the following slide and explained new school cost per the DPR 5-year survey.

School	Capacity	Acreage	Sq. Foot	Cost
Elementary	700	17	110,000	\$33.6 M
Middle	800	23	140,000	\$44.4 M
High	1,600	56	255,000	\$83.0 M

Mr. Desormeaux spoke to consideration when combining small schools.



Mr. Desormeaux reviewed the following slides related to renovations and replacement costs.

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5 Year Capital Plan	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027
	FY2023	FY2024	FY2025	FY2026	FY2027
Renovation/Replacements	\$ 6,130,996	\$ 80,428,548	\$ 73,143,839	\$ 85,921,932	\$ 90,695,010
Cumberland Road/Walker Spivey	\$ 2,700,000	\$ 31,900,000			
Sunnyside/Seabrook	\$ 2,700,000	\$ 31,900,000			
W. H. Owen	\$ 730,996	\$ 11,714,717			
Raleigh Road/North ES		\$ 2,754,000	\$ 32,538,000		
Ponderosa		\$ 1,230,373	\$ 18,551,333		
A. B. Wilkins		\$ 929,458	\$ 15,621,683		
Ferguson Easley/Loucile Souders			\$ 2,809,080	\$ 33,188,760	
J. W. Coon/Sherwood			\$ 2,809,080	\$ 33,188,760	
Howard Learning			\$ 814,663	\$ 13,210,177	
Stedman Primary/Stedman ES/Beaver Dam				\$ 2,865,262	\$ 33,852,535
Westarea				\$ 1,463,643	\$ 22,373,057
South View MS				\$ 2,005,331	\$ 28,946,718
Achley/Glendale					\$ 2,922,567
Montclair					\$ 1,115,540
Vanstory Hills					\$ 1,484,593
Program Contingency (3%)	\$ 183,930	\$ 2,412,856	\$ 2,194,315	\$ 2,577,658	\$ 2,720,850
Program Management (3%)	\$ 183,930	\$ 2,412,856	\$ 2,194,315	\$ 2,577,658	\$ 2,720,850
Recurring	\$ 18,519,120	\$ 18,889,502	\$ 19,267,292	\$ 19,652,638	\$ 20,045,691
School Capital Outlay I (Buildings/Land)	\$ 13,525,200	\$ 13,795,704	\$ 14,071,618	\$ 14,353,050	\$ 14,640,111
School Capital Outlay II (Furniture/Equipment)	\$ 4,577,760	\$ 4,669,315	\$ 4,762,702	\$ 4,857,956	\$ 4,955,115
School Capital Outlay III (Vehicles)	\$ 416,160	\$ 424,483	\$ 432,973	\$ 441,632	\$ 450,465
CIP Yearly Total	\$ 25,017,976	\$ 104,143,764	\$ 96,799,761	\$110,729,887	\$ 116,182,402
CIP Facilities Only	\$ 19,656,196	\$ 94,224,252	\$ 87,215,457	\$100,274,983	\$ 105,335,122
CIP Total					\$ 452,873,789
CIP Facilities Only Total					\$ 406,706,010
Total Schools Renovated/Replaced					18
Total New Schools					6

5 Year Capital Plan	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027
	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
Renovation/Replacements	\$ 8,805,770	\$ 14,798,906	\$ 80,469,816	\$ 72,450,759	\$ 86,074,921	\$ 96,942,384
EE Smith (DOO funding and no aquatic)	\$3,805,770	\$ 31,367,910	\$ 31,995,268			
Cumberland Road/Walker Spivey		\$ 2,700,000	\$ 31,900,000			
W. H. Owen		\$ 730,996	\$ 11,714,717			
Sunnyside/Seabrook			\$ 2,700,000	\$ 31,900,000		
Ponderosa			\$ 1,230,373	\$ 18,551,333		
A. B. Wilkins			\$ 929,458	\$ 15,621,683		
Raleigh Road/North ES				\$ 2,754,000	\$ 32,538,000	
J. W. Coon/Sherwood				\$ 2,809,080	\$ 33,188,760	
Howard Learning				\$ 814,663	\$ 13,210,177	
Ferguson Easley/Loucile Souders					\$ 2,809,080	\$ 33,188,760
Stedman Primary/Stedman ES/Beaver Dam					\$ 2,865,262	\$ 33,852,535
Westarea					\$ 1,463,643	\$ 22,373,057
South View MS						\$ 2,005,331
Achley/Glendale						\$ 2,922,567
Montclair						\$ 1,115,540
Vanstory Hills						\$ 1,484,593
Program Contingency (3%)	\$ 114,178	\$ 1,043,967	\$ 2,414,094	\$ 2,173,528	\$ 2,382,248	\$ 2,908,272
Program Management (3%)	\$ 114,178	\$ 1,043,967	\$ 2,414,094	\$ 2,173,528	\$ 2,382,248	\$ 2,908,272
Recurring	\$ 13,000,000	\$ 18,519,120	\$ 18,889,502	\$ 19,267,292	\$ 19,652,638	\$ 20,045,691
School Capital Outlay I (Buildings/Land)	\$ 8,200,000	\$ 13,525,200	\$ 13,795,704	\$ 14,071,618	\$ 14,353,050	\$ 14,640,111
School Capital Outlay II (Furniture/Equipment)	\$ 4,400,000	\$ 4,577,760	\$ 4,669,315	\$ 4,762,702	\$ 4,857,956	\$ 4,955,115
School Capital Outlay III (Vehicles)	\$ 400,000	\$ 416,160	\$ 424,483	\$ 432,973	\$ 441,632	\$ 450,465
CIP Yearly Total	\$ 17,034,116	\$ 39,405,960	\$ 104,187,308	\$ 96,065,097	\$ 110,892,035	\$ 122,804,618
CIP Facilities Only	\$ 12,005,770	\$ 48,824,106	\$ 94,265,520	\$ 86,322,377	\$ 100,427,972	\$ 111,582,495
CIP Total						\$ 489,355,237
CIP Facilities Only Total						\$ 441,122,470
Total Schools Renovated/Replaced						18
Total New Schools						7

Mr. Desormeaux concluded his presentation with a review of potential next steps.

County presentation to BOE on debt capacity – TBD?

Adjust and provide official need – timeframe/format?

County run some debt capacity scenarios?

Start a recurring annual update

Mr. Desormeaux responded to questions that followed about E.E. Smith High, A.B. Wilkins High, Anne Chestnutt Middle and Lewis Chapel Middle on Skibo Road, Beaver Dam Elementary and Stedman Elementary, and T.C. Berrien Elementary.

In response to a question from Chairman Evans, Ms. Cannon stated the Board of Education has asked that county finance and management do a presentation on the county’s debt capacity at some point in the future and based on the county’s debt capacity, the Board of Education will come back with an official identification of the need and an official ask.

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In response to a request from Ms. Cannon, there was consensus to receive the presentation under Item 3.C. next.

C. Alliance Health Supported Community Paramedic Programs in Wake, Durham and Johnston Counties

BACKGROUND

Buncombe County officials presented information about their Community Paramedic Collaborative and Post Overdose Response Program at the September 9, 2021, Agenda Session.

Alliance Health, the managed care organization for public behavioral healthcare for the citizens of Cumberland, Durham, Johnston and Wake Counties, has supported community paramedic programs in other counties for several years.

Ann Oshel, Alliance Health Senior VP, Community Health and Well-Being, will discuss the community paramedic programs operating in Durham, Wake and Johnston Counties and the success they have had in diverting individuals from the emergency departments to crisis centers and other alternative providers.

RECOMMENDATION / PROPOSED ACTION

For information purposes.

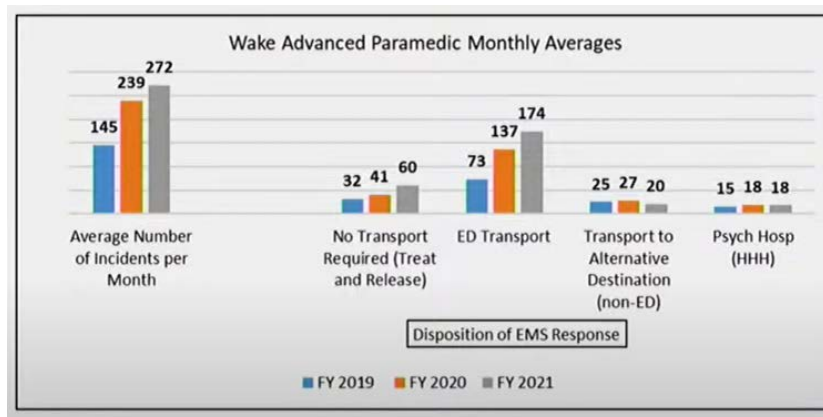
Ms. Cannon recognized in attendance Cape Fear Valley Health System CEO Mike Nagowski and Director of EMS Administration Brian Pearce. Ms. Cannon stated Assistant County Manager Sally Shutt, Commissioner Toni Stewart and she met with Mr. Nagowski about a potential community paramedic program. Ms. Cannon also stated Ann Oshel, Alliance Health Senior VP, Community Health and Well-Being, is present virtually and will present information about the paramedic programs operating in Durham, Wake and Johnston Counties.

Ms. Oshel provided a brief update on Alliance Health's approach to using medics as a crisis continuum followed by a virtual PowerPoint presentation:

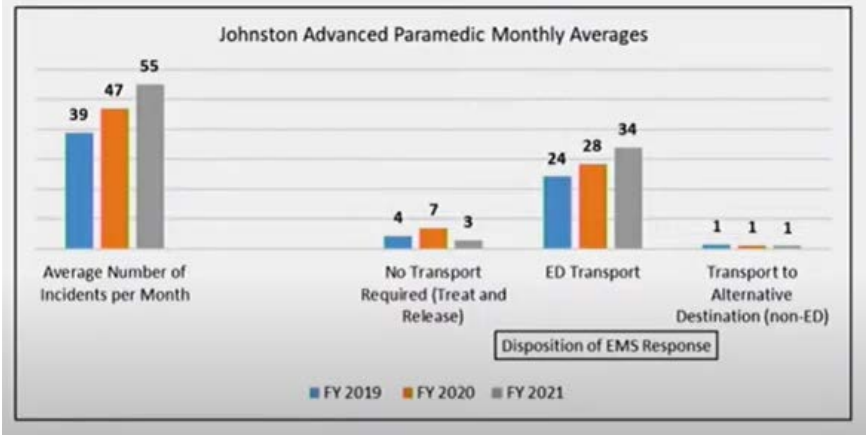
Overview of Community Paramedicine

- Since 2015 contracted with Durham, Wake and Johnston
- Medics must be certified in Crisis Intervention Team (CIT)
- Response happens within a 911 call
- Provides triage, assessment, onsite intervention, linkage to resources, and disposition
- Two tier reimbursement
 - Treat/No transport
 - Non-emergency transport
- Transport to approved alternative destinations
 - Must be non-hospital settings (i.e. facility based crisis centers or detox)
- Overall goal is to reduce unnecessary ED visits for psychiatric crisis episodes

Ms. Oshell reviewed the following slides to give the Board a sense of program data reported over a three-year period.



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Ms. Oshel provided the following results and stated even though 67% of individuals are transported to the ED, that means 33% either remain at home, go into treatment or are diverted. Ms. Oshel stated this program remains an important part of Alliance Health’s crisis continuum.

Results

- Programs saw a 14-20% increase in utilization from FY2020
- Overall, an average of 67% of all individuals are transported to the Emergency Department either due to medical acuity, psychiatric acuity, or patient choice

Ms. Oshel concluded her presentation and responded to questions that followed. Mr. Nagowski stated Cape Fear Valley Health has had great success with a paramedic program on the medical side and welcomes any level of collaboration with Alliance Health on this topic. Ms. Cannon stated staff will contact Buncombe County to get a better understanding of the specifics of their Community Paramedic Collaborative and Post Overdose Response Program and come back to the Board.

B. Compensation Administration Assessment Project

BACKGROUND

The County has not had a comprehensive assessment of its compensation administration structure, including comparative analysis of its class specifications and related market specifications since 2012. As a result, no 2021 data exists to validate its competitiveness in the marketplace. Additionally, issues have surfaced over years involving diverse topics ranging from pay compression to retention and recruitment involving the County’s employees.

In order to provide current information on these topics for the Board and County Management, Human Resources has recommended an assessment of the County’s compensation administration structure. The project’s actions are guided by the Personnel Ordinance which states that “the salary plan shall provide for the salary advancement of employees based upon changes in job responsibilities and prevailing labor market conditions.”

The objectives of this assessment are as follows:

- A real-time evaluation of organizational compensation structural grades and pay ranges
- Performing an organizational compensation analysis including labor market data and analysis as well as a proposed salary structure design and implementation
- Developing a compensation philosophy that will serve as the driving foundation for all talent management actions related to the organizational Employee Life Cycle.
- Using project outcomes for the development of a sustainable compensation administration system that allows for the most effective organizational programs and services involving talent acquisition, development, and management.

RECOMMENDATION / PROPOSED ACTION

For informational purposes only.

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Ms. Cannon stated due to the county’s issues involving recruitment and retention, she asked Dr. Anthony Wade, Chief Human Resources Officer, to review the county’s classification system. Dr. Wade provided the background information recorded above and the following PowerPoint presentation.

Compensation Administration Assessment
Evaluation of Current Pay Structure and Rates – Human Resources

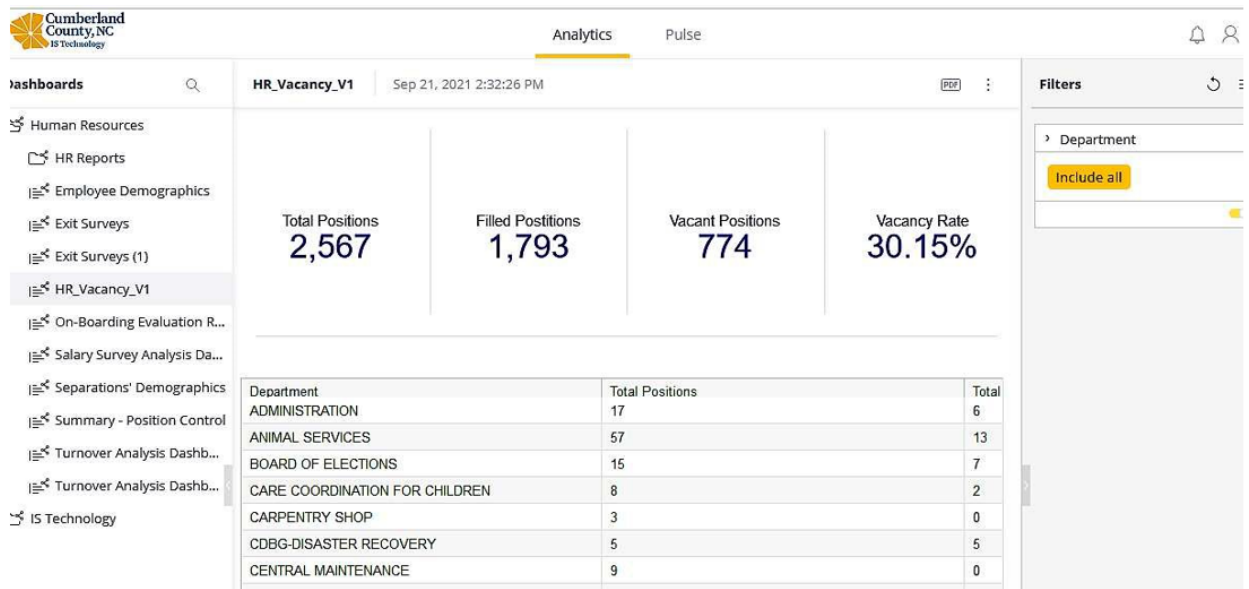
Compensation Administration Assessment - Current Compensation Environment

- Difficult to differentiate between pay rates for newly hired employees who are still learning their jobs and longer tenured employees who have achieved higher levels of competence in the same jobs.
- Compression challenges as a result of inequity in structural movement between supervisor/leads versus subordinates
- Example – Currently there is a supervisor at grade 66 with three years’ experience in his role who is only separated from his subordinate at grade 63 with only 11 months in his role by \$960 annually
- Traditional compensation administration principles advise that there should be an annual earnings difference between a subordinate and a supervisor/lead of at least 10-15%
- Reflects relative internal value of the roles based on the qualifications required and the duties/responsibilities assigned.
- Present structure inhibits movement within the pay structure
- Present structure has not benefitted from market pricing for similarly situated positions, affecting the County’s employee attrition and retention rate.

Dr. Wade provided several examples of how compression exists between positions within the organization. Dr. Wade stated other than COLAs, there are no systemic programs to advance monetary valuing of increasing experience or career development of employees. Dr. Wade stated with the exception of the Sheriff’s Office and Nursing, the county’s structure does not have anything in place to create valuing for employees and the result is that it inhibits individuals from pursuing professional development and certifications.

Dr. Wade displayed the following slide as a snapshot in time and stated the county’s vacancy rate as of September 21, 2021 was at 30.15%; the national average is usually around 20%. Dr. Wade stated there were also 340 voluntary resignations.

Compensation Administration Assessment - Current Staffing Vacancy Rate



Dr. Wade stated his discussion with the County Manager resulted in a desire to do the following:

Compensation Administration Assessment - Project Objectives

- A real-time evaluation of organizational compensation structural grades and pay ranges

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- Performing an organizational compensation analysis including labor market data and analysis as well as a proposed salary structure design and implementation
- Developing a compensation philosophy that will serve as the driving foundation for all talent management actions related to the organizational Employee Life Cycle.
- Using project outcomes used for the development of a sustainable compensation administration system that allows for the most effective organizational programs and services involving talent acquisition, development, and management.

Dr. Wade concluded his presentation and responded to questions and comments that followed.

C. Moved forward on the agenda and recorded above.

4. CONSIDERATION OF AGENDA ITEMS

A. Moved forward on the agenda and recorded above.

B. Moved forward on the agenda and recorded above.

C. Public Health Department FY22 Fee Schedule Changes

BACKGROUND

North Carolina Law, G.S. 130-A-39(g) allows local health departments to implement fees for services rendered with the approval of the Cumberland County Board of Health and the Board of Commissioners. Fees are recommended for each vaccine by considering the acquisition cost of the vaccine, the Medicaid rate, 3rd Party rates and the type of vaccine being administered.

During the COVID-19 pandemic, Medicaid temporarily increased their fee schedule, and the Health Department anticipated this change would be temporary. However, after multiple extensions and in communication with our Medicaid Consultant, we were advised that these fees will remain at the increased rate and local health department fees should be set at the baseline Medicaid rates.

The proposed Cumberland County Health Department fee schedule reflects the change in fees to baseline Medicaid rates and the increased cost in medical supplies to render these services. Patients with low income may qualify for reduced fees which will be based on a sliding fee scale.

The Board of Health approved the proposed FY22 Public Health Department Fee Schedule at their meeting on September 21, 2021.

RECOMMENDATION / PROPOSED ACTION

The Public Health Director recommends placing the following action on the Board of Commissioner's October 18, 2021, Meeting as a Consent Item:

Approval of the FY22 Public Health Department Fee Schedule

Dr. Jennifer Green, Public Health Director, presented the background information and recommendation/proposed action recorded above. Dr. Green called attention to the proposed Cumberland County Health Department fee schedule that was provided in the agenda packet and noted changes to the Gardasil vaccine, tobacco cessation services and rabies vaccine.

MOTION: Commissioner Adams moved to approve the FY22 Public Health Department fee schedule and forward to the Board of Commissioners' October 18, 2021, meeting as a consent agenda item.

SECOND: Commissioner Council

VOTE: UNANIMOUS (7-0) (Commissioner Boose previously departed the meeting without having been excused.)

D. Public Health Department Billing Guide Updates

BACKGROUND

The Billing Guide provides detailed billing information for each program offered by the Health Department. The guidelines are in compliance with requirements from NC Department of Public Health, NC Department of Health and Human Services, Division of Medical Assistance and Centers for Medicaid and Medicare Services. The revised version includes the following changes effective October 18, 2021:

- PG 8: County of residence is no longer required for Women, Infants, and Children (WIC). NC DHHS no longer requires individuals to be a resident of the county in which services are received
- PG 10, 11, 13, and 14: United Healthcare, Tricare East, and Medcost are added throughout the manual as health plans CCDPH contracts with
- PG 18: The following have been added as income sources to determine eligibility for a sliding fee scale
 - Income taxes – adjusted gross income
 - Bank statements (only if it shows monthly deposits of income)
 - Patients in the Family Planning Clinic can self-declare income for individuals that are school age and 22 and under with college ID or proof of registration

The Board of Health approved the Billing Guide updates at their meeting on September 21, 2021.

All patients with scheduled appointments will be notified immediately of the Billing Guide updates. Patients requesting appointments will be informed of our proof of income policy change prior to scheduling an appointment. In addition, public notices will be posted in the clinics and at patient registration.

RECOMMENDATION / PROPOSED ACTION

The Public Health Director recommends placing the following action on the October 18, 2021, Board of Commissioners consent agenda:

Approve the Public Health Billing Guide Changes.

Dr. Green presented the background information and recommendation/proposed action recorded above.

MOTION: Commissioner Council moved to approve the FY22 Public Health Billing Guide changes and forward to the Board of Commissioners' October 18, 2021, meeting as a consent agenda item.

SECOND: Commissioner Adams

VOTE: UNANIMOUS (7-0) (Commissioner Boose previously departed the meeting without having been excused.)

E. Request from FAMIKS Transport, Inc. for Increase in Trip Rate for Community Transportation

BACKGROUND

Attached you will find a letter from FAMIKS Transport Inc., requesting an increase in their per trip rate. As you may recall in FY2021, FAMIKS included a per trip rate of \$25.50 in their bid response. Our other transportation vendor responded with a rate of \$24.50 per trip. The Board of Commissioners approved the contracts for both vendors at a per trip rate of \$24.50. FAMIKS is now seeking reconsideration of their original bid rate of \$25.50.

Staff surveyed other local governments that provide community transportation services under models similar to ours. That survey revealed that our per trip rate of \$24.50 or \$25.50 is less than other entities.

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If the proposed contract amendment is approved, the trip rate reimbursement will increase from \$24.50 per unit of service to \$25.50 per unit of service and will require all four FAMIKS contracts be amended and would be effective for services provided for the remainder of this fiscal year. The rate increase can be absorbed within the existing grant allocation for these programs.

RECOMMENDATION / PROPOSED ACTION

Staff recommends the following action be placed on the October 18, 2021, Board of Commissioners meeting as a consent agenda item:

Approve the trip rate increase from \$24.50 per unit of service/trip to \$25.50 per unit of service/trip for FAMIKS Transport, Inc.

Rawls Howard, Planning and Inspections Director, provided a brief overview of contracted services under the Community Transportation Program and trip rates for both of the county's transportation vendors. Mr. Howard presented the background information and recommendation/proposed action recorded above.

Commissioner Adams asked why a request was not made for a rate increase for both transportation vendors and whether anyone reached out to the other vendor, B&W Transporting, Inc. Mr. Howard stated no one reached out because the belief is that every business has its own operational model, and a request would be made if there was an issue. Commissioner Adams stated if the rate increases can be absorbed within the existing grant allocation for these programs, he thinks both vendors should be increased to \$25.50 per unit of service.

Hank Graham, FAMPO Executive Director, stated there is funding available to accommodate a rate increase for both vendors. Mr. Graham stated staff looked at transportation programs across the state and Cumberland County is unique in the way it implements its community transportation system; only 3 out of 150 systems are contracted to the county's level and degree. Mr. Graham stated the town of Wilson pays \$36.49 per trip and the town of Whiteville pays \$29 per trip. Mr. Graham responded to questions and stated although he does not the exact number, the number of trips is increasing. Commissioner Adams stated if one vendor needs a rate increase, then he thinks both vendors likely need a rate increase. Commissioner Adams stated staff should reach out to B&W Transporting, Inc. to see whether they refuse a rate increase, especially since the cost can be absorbed.

MOTION: Commissioner Keefe moved to approve the trip rate increase from \$24.50 per unit of service/trip to \$25.50 per unit of service/trip for FAMIKS Transport, Inc. and forward to the Board of Commissioners' October 18, 2021, meeting as a consent agenda item, and for staff to come back with trip numbers.

SECOND: Commissioner Council

VOTE: UNANIMOUS (7-0) (Commissioner Boose previously departed the meeting without having been excused.)

F. Revised Community Development Rental Rehabilitation Program Policy

BACKGROUND

The Community Development Department is revising certain program policies in an effort to achieve the goals and objectives outlined in the 2020 – 2024 Consolidated Plan. The purpose of revising the Rental Rehabilitation Program policy is to achieve the following specific goals:

- Increase affordable rental housing units in the community;
- Increase the interest in the program from local investors / owners; and
- Improve access to affordable housing for special populations (elderly, disabled, homeless, victims of domestic violence, and large families).

The main changes in the policy include the loan terms and targeting special populations. Additional verbiage has been included to further clarify program requirements. The revised policy is attached with the changes highlighted in blue text.

RECOMMENDATION / PROPOSED ACTION

Community Development Staff recommend forwarding the revised Rental Rehabilitation Program Policy to the October 18, 2021, Board of Commissioners meeting as a consent item for approval.

Dee Taylor, Community Development Director, presented the background information recorded above and stated the Community Development Department is reviewing and revising certain program policies to achieve the goals and objectives outlined in the 2020 – 2024 Consolidated Plan and to be sure the department is meeting the needs of the community and its expenditure obligations. Ms. Taylor stated the Rental Rehabilitation Program consists of low interest loans for investor/owners to rehab or acquire property to rent out to households that meet income requirements at or below 80% of median income.

Ms. Taylor provided the following PowerPoint presentation:

Main Revisions

Page	Revision	Justification
All	Included language to further clarify program eligibility, occupancy requirements, and other general program requirements.	Current policy is too vague.
7.3	Loan Rates / Terms: changed from 3% to 0% interest.	This provides incentives to draw more interest from investors / owners / landlords
7.3	Financing Options: Provided additional option for a full forgivable deferred loan if applicant commits to renting to special populations.	Meets special needs strategy in Community Development's Consolidated Plan.
7.7	Included affordability period chart.	Ensure applicants understand that rents must remain affordable for a certain time frame.
7.8	Clarified ineligible activities.	To ensure applicant complies with relocation requirements.

Affordability Chart / Rental Rehabilitation Program

Amount of Assistance Per Unit	Minimum period of affordability in years
Less than \$15,000	5
\$15,000 to \$40,000	10
More than \$40,000 or refinancing or acquisition, rehabilitation, and reconstruction	15

Consolidated Plan (5-Year Strategic Plan)
Goals / Objectives Met

Housing Strategy <ul style="list-style-type: none">Preserving existing owner and renter occupied housing inventory in Cumberland County.
Special Needs Strategy <ul style="list-style-type: none">Increase the supply of affordable, decent, safe, sound, and accessible housing for the elderly, persons with disabilities, the developmentally delayed, and persons with other special needs through rehabilitation of existing housing and construction of new accessible housing.Improve accessibility and make reasonable accommodations for the physically disabled.
Homeless Strategy <ul style="list-style-type: none">Develop housing opportunities for persons and families experiencing homelessness, and those who are at-risk of becoming homeless.

Commissioner Stewart asked how homeowners find out about the program. Ms. Taylor stated application for the program is ongoing, most find out about the program on the county’s website and the program is mentioned during public meetings. Ms. Taylor stated one of the program requirements is that the units must be in Cumberland County so some of the applications submitted

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do not qualify; investors/owners do not have to be in Cumberland County. Commissioner Adams stated this is an outstanding program and offered suggestions to better promote the program.

MOTION: Commissioner Adams moved to approve the revised Rental Rehabilitation Program Policy and forward to the Board of Commissioners' October 18, 2021, meeting as a consent agenda item.
SECOND: Commissioner Council
VOTE: UNANIMOUS (7-0) (Commissioner Boose previously departed the meeting without having been excused.)

G. OrgCode Consulting, Inc. Proposal for a Homelessness Strategic Plan

BACKGROUND

Through a Request for Proposal process, Cumberland County selected OrgCode Consulting, Inc. to develop a Three-Year Homelessness Strategic Plan. At the August 2, 2021, Board of Commissioners' meeting, Ms. Cindy Crain from OrgCode Consulting, Inc. presented the Homelessness Strategic Plan. The structure of the plan outlined the following:

- four major impact areas to address;
- objectives for addressing the impact areas;
- leading voices to advocate on behalf of the homeless; and
- recommended actions steps to be completed by the leaders and the community.

At the September 20, 2021, Board of Commissioners Meeting, the Board approved the consent item for County staff to proceed with engaging OrgCode Consulting, Inc. to develop a scope of work detailing an implementation plan for recommendations from the Homeless Strategic Plan and present the proposal at the October Agenda Session meeting.

Funding is available within the Community Development budget to begin implementation of the recommendations identified in the Homeless Study.

RECOMMENDATION / PROPOSED ACTION

County staff recommend that the proposed action below be placed on the October 18, 2021, Board of Commissioners agenda as a consent item:

Approve the proposed service offer submitted by OrgCode Consulting, Inc. in the amount not to exceed \$30,500.

Ms. Taylor presented the background information recorded above and called attention to the proposal submitted by OrgCode Consulting, Inc. to include the scope of services for implementing the three-year Homeless Strategic Plan. Ms. Taylor reviewed the three phases of the proposal to include costs related to completing the project: Phase 1 – Organization of Community Implementation of the Strategic Plan; Phase 2 – Quarter 1 Implementation; and Phase 3 – Hand Off to Local Leadership.

MOTION: Commissioner Adams moved to approve the proposed service offer submitted by OrgCode Consulting, Inc. in the amount not to exceed \$30,500 and forward to the Board of Commissioners' October 18, 2021, meeting as a consent agenda item.
SECOND: Commissioner Keefe
VOTE: UNANIMOUS (7-0) (Commissioner Boose previously departed the meeting without having been excused.)

H. Creech and Associates' Proposal for a Space Needs Analysis and Facilities Master Plan

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BACKGROUND

On May 3, 2021, Cumberland County advertised a Request for Qualifications for a General Government Services Building Space Utilization and Site Analysis study. The Study would examine current usage within the Judge E. Maurice Braswell Cumberland County Courthouse (JEMB Courthouse), the Cumberland County Historic Courthouse, and 109 Bradford Avenue to determine the space needs for the departments that are currently housed in these facilities and which departments currently under the direction of the County Manager could be relocated to a future General Government Services Building.

During the August 10, 2021, Board of Commissioners' Agenda Session, the Board of Commissions accepted the selection of Creech and Associates as the preferred choice to conduct the General Services Building Space Utilization and Site Analysis Study and granted permission to enter into negotiations for a refined scope and final price at which time Staff would present to the Board for approval.

Attached is Creech and Associates' proposal for design services to complete a comprehensive space needs analysis and facility master plan for the prescribed departments within Cumberland County government. The intent is to analyze current utilization of existing facilities, determine current and future needs for space, and generate a master plan to address deficiencies of the 24 departments identified in the study. The facilities included in this assessment are the Judge E. Maurice Braswell Courthouse, Historic Courthouse, Bradford Building (109 Bradford Ave), Spainhour Building (223 Hull Rd.) and the Winding Creek Annex (707 Executive Place).

The purpose of this analysis will be to create a Facilities Master Plan that incorporates the future design and construction of a new General Government Services Building and select renovations to the other facilities with the results providing a recommendation on the size and location of the new General Government Services Building.

The cost of the study which incorporates a facilities condition assessment, spaced needs analysis and facilities master plan is \$331,500. The estimated length to complete the study is 8 months and Staff will provide periodic updates to the Board of Commissioners during this process.

The Board previously approved funding in the Capital Investment Fund for this study.

RECOMMENDATION / PROPOSED ACTION

Staff recommends the following action be placed on the October 18, 2021, Board of Commissioner's Agenda as a consent item:

Accept Creech and Associates' proposal to conduct the General Services Building Space Utilization and Site Analysis Study.

Jermaine Walker, County Engineer, presented the background information recorded above and recommendation/proposed action.

MOTION: Commissioner Keefe moved to accept Creech and Associates' proposal to conduct the General Services Building Space Utilization and Site Analysis Study and forward to the Board of Commissioners' October 18, 2021, meeting as a consent agenda item.

SECOND: Commissioner Council

VOTE: UNANIMOUS (7-0) (Commissioner Boose previously departed the meeting without having been excused.)

I. Discussion of August 16, 2021, Action Regarding Historic Courthouse (Moved from September Agenda Session)

BACKGROUND

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August 10, 2021, Agenda Session

The County Engineer presented a proposal from the Wooten Company to complete an expanded scope of work, determining the additional costs associated with renovations at the Historic Courthouse.

At that meeting Chairman Evans asked that this item and the RFQ for the general government services building be presented and discussed at the same time. After much discussion, a motion was made to cease consideration of consultant services for Historic Courthouse renovations and to approve the RFQ for consultant services for a general government services building. That motion passed with a vote of five to one.

August 16, 2021, Board of County Commissioner's Meeting

The item was moved forward from the August 10 Agenda Session for consideration. A motion was made to proceed with the renovation of the Historic Courthouse provided that all of the funding be from ARP funds not to exceed \$3M, to make it ADA compatible and with Covid restrictions and social distancing for the public. That motion passed with a vote of four to three.

September 9, 2021, Agenda Session

Commissioner Evans placed an item on this agenda session to discuss the August 16, 2021, actions regarding the Historic Courthouse. After much discussion, Commissioner Adams made a motion to table this to the October meeting.

The County has been considering a General Government Services Building which will centralize services and enhance the customer service experience for our citizens. This first step in this process is the Building Utilization Study. The Historic Courthouse and the departments housed in that facility are included in this comprehensive review.

RECOMMENDATION / PROPOSED ACTION

County Management recommends suspending consideration of renovating the Historic Courthouse pending the completion and the findings of the Building Utilization Study.

Ms. Cannon presented the background information recorded above as it relates to discussions regarding the Historic Courthouse and County Management's recommendation/proposed action. Ms. Cannon stated because the Historic Courthouse is included in the Building Utilization Study, management felt it would be good to obtain an outside assessment of the best utilization of the historic building for the county, i.e. renovation, historic preservation or other use. Ms. Cannon noted that Mr. Walker has already made interior improvements to the building significant to the customer's perspective and to employees. Ms. Cannon stated that work will continue.

Commissioner Keefe stated the Board has already taken action to proceed with renovation of the Historic Courthouse and although he realizes the building needs a major renovation, he felt using ARP funds not to exceed \$3M to make it compatible with Covid restrictions and social distancing for the public would lessen the financial pain. Commissioner Adams stated to suspend consideration of renovating the Historic Courthouse and halt further expenditures would not undo the prior action but would allow time for the Board to receive the Building Utilization Study findings.

MOTION: Commissioner Adams moved to suspend consideration of renovating the Historic Courthouse and halt further expenditures pending the Building Utilization Study and forward to the Board of Commissioners' October 18, 2021, meeting as a consent agenda item.

SECOND: Commissioner Stewart

VOTE: UNANIMOUS (7-0) (Commissioner Boose previously departed the meeting without having been excused.)

J. Request to Consider Contracts at Regular Board of Commissioners' Meetings

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BACKGROUND

The County's contract approval process now requires Board of Commissioner approval and the Chairman's signature at the end of the contract approval workflow. There have been times when the contract approval process has taken longer because of the requirement to present the contract at a Board of Commissioner Agenda Session Meeting which occurs once monthly, and then receive approval at the next regular board meeting. Depending on the date of legal sufficiency approval, there is potential for a contract to be pending board approval for up to 45 days.

To become more efficient in the contract approval process, staff are requesting approval for contracts to be presented as an item of business at a regularly scheduled board meeting if waiting for the next Agenda Session will create delays that impact the project timeline or cost.

RECOMMENDATION / PROPOSED ACTION

Staff and County Management recommend that the following action be forwarded to the October 18, 2021, Board of Commissioners' Meeting as a Consent Agenda item:

Approval for contracts to be presented as an item of business at the regularly scheduled Board of Commissioner meetings if waiting for the next Agenda Session will result in project delays.

Vicki Evans, Finance Director, presented the background information and recommendation/proposed action recorded above. In response to a question from Commissioner Adams, Ms. Cannon stated the contracts will be included in the agenda packet.

MOTION: Commissioner Council moved to approve for contracts to be presented as an item of business at the regularly scheduled Board of Commissioner meetings if waiting for the next Agenda Session will result in project delays and forward to the Board of Commissioners' October 18, 2021, meeting as a consent agenda item.

SECOND: Commissioner Keefe

VOTE: UNANIMOUS (7-0) (Commissioner Boose previously departed the meeting without having been excused.)

K. Request to Conduct Community Survey

BACKGROUND

Local governments across the country conduct community surveys to gather citizen feedback that helps inform policy decision-making, long-range priorities, and strategic planning for the organization.

Some counties conduct surveys annually; others every two or three years. The public opinion poll is designed to assess awareness and perception of County services and determine priorities for the community. The survey also sets a baseline for future surveys and performance measurements.

The Board of Commissioners established Government Communication as a key priority for 2021-2022 and objectives include developing a comprehensive communications plan that includes how citizens contact and engage with County departments and how the County shares information with residents. A citizen engagement and communications survey will assist in creating this plan and setting performance indicators.

Rather than conducting a survey limited to external communications, management is recommending a more extensive community survey like those conducted by other local governments. Three survey samples from 2020 and 2021 are attached from Cabarrus County; Durham City and County; and Mecklenburg County.

The recommendation includes hiring a survey consultant that specializes in conducting resident surveys for jurisdictions and has the research to provide benchmarking data.

If the board approves, the suggested timing would be to design the survey instrument and sampling plan by early November; conduct the survey in November/December and have the results ready for the commissioners prior to the annual planning retreat in late January.

RECOMMENDATION / PROPOSED ACTION

Approve Cumberland County conducting a community survey and move to the agenda for the Board of Commissioners Regular Meeting on October 18, 2021.

Sally Shutt, Assistant County Manager, presented the background information recorded above and stated the first community survey will set a baseline for future surveys and for performance measurement. Ms. Shutt reference sample surveys included in the agenda packet conducted by other county governments in N. C. Ms. Shutt stated as part of the Board's priorities for Governmental Communication, Public Information and Innovation and Technology services are tasked with developing a comprehensive communications plan, so staff will be conducting a survey of citizens and the recommendation is to make this survey more extensive so additional feedback can be gathered.

Commissioner Adams referenced a survey conducted by the City of Greensboro and stated the Board may want to look at the capacity of that platform down the road. Commissioner Keefe asked how the survey would be disseminated. Ms. Shutt stated mail and other methods will be used to reach different areas of the county geographically.

MOTION: Commissioner Keefe moved conduct a community survey, have staff investigate electronic community survey software program opportunities and forward to the Board of Commissioners' October 18, 2021, meeting as a consent agenda item.

SECOND: Commissioner Council

VOTE: UNANIMOUS (7-0) (Commissioner Boose previously departed the meeting without having been excused.)

L. Amendment of a Land Lease Agreement with Crown Castle South, LLC

BACKGROUND

Cumberland County is the Lessor, and Crown Castle South, LLC, is the Lessee, of a small piece of land (approx. 4,200 square feet including a right-of-way) located in the Cumberland Industrial Center at 853 Technology Drive (see attached location map) upon which a cellular monopole tower is situated.

The original lease (attached) commenced on June 2, 1997, but was amended and extended (copy attached) on September 24, 1997. This extension will expire on September 24, 2022. Crown Castle South, LLC, has proposed the following amendment and extension to the current lease agreement:

1. A Five Thousand Dollar (\$5,000.00) bonus for amending/extending the agreement
2. Commencing on September 24, 2022, and every five (5) years thereafter, (each an "Adjustment Date") increase the annual rent by an amount equal to fifteen percent (15%) of the annual rent in effect for the year immediately preceding the Adjustment Date

A comparison of the current and proposed lease terms is attached.

RECOMMENDATION / PROPOSED ACTION

Staff requests this item be moved forward to the October 18, 2021, Board of Commissioners' Meeting as an Item of Business due to statutory requirements for a Resolution of Intent to Lease by the Board and a thirty (30) day advertising period of the Intent to Lease.

Tracy Jackson, Assistant County Manager, presented the background information recorded above.

MOTION: Commissioner Keefe moved to forward to the Board of Commissioners' October 18, 2021, meeting as an Item of Business.
SECOND: Commissioner Adams
VOTE: UNANIMOUS (7-0) (Commissioner Boose previously departed the meeting without having been excused.)

5. OTHER ITEMS

A. ARP Committee Update

BACKGROUND

The ARP Committee met on October 4, 2021.

County Attorney Rick Moorefield presented information on ARP Fiscal Recovery Programs and Compliance with N.C. General Statutes. His presentation is attached. The key points for ARP funding are:

- Federal law, including the federal procurement laws, applies.
- The state Constitution and law apply and strongly restrict the use of the funds.
- The applicability of the state and federal law makes this particularly cumbersome.

Finance Director and General Manager for Financial Services Vicki Evans shared the attached information on Financial Compliance Requirements and Tracking.

ARP Training – School of Government

A six-day virtual course held over three weeks in October has been developed to explore the details of allowable expenditures under the ARP as well as NC state law, the intricacies of the Uniform Guidance and other state and federal compliance, reporting and auditing requirements.

This free training will include faculty from the School of Government, staff from the NCACC, NC Department of State Treasurer, NC League of Municipalities, and the NC Pandemic Recovery Office. Our internal ARP Workgroup and many other staff members will be participating in this training. The dates of the scheduled sessions are:

October 13: Understanding ARP/CLFRF: Laying the Foundation*

October 15: Compliance Requirements I: Auditing, Subawards and Reports

October 20: Compliance Requirements II: Procurement, Conflicts of Interest and Other Uniform Guidance Provisions

October 22: Eligible Uses Under CLFRF and State Law

October 26: Best Practices for Effective Community Engagement

October 28: Strategic Planning and Performance Management

Program Administration

For the application-based programs, our goal is to use internal resources as much as possible to manage the intake process. For Household Assistance, we have had conversations with Social Services Director Brenda Jackson about utilizing caseworkers to manage this process. Our goal is to utilize Community Development as the lead for the Business Assistance program and we will assemble an internal workgroup for the Non-Profit Assistance program. The committee reviewed DRAFT applications for these programs and provided feedback.

Staff Needed for ARP

At the September 9, 2021, Agenda Session, the Board asked that I develop our staffing needs and report back to the ARP Committee. Our internal workgroup is continuing to participate in the School of Government virtual “office hour” calls and NCACC Manager weekly meetings, which have been very helpful in understanding the details of ARP from a Treasury guidance standpoint, coupled with the mandates related to NC general statutes. We are developing a framework of roles and responsibilities across the following functional areas: finance, budget and performance measurement, procurement, administration, legal and infrastructure.

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Our Management Analyst position approved in the FY2022 budget will have a significant role in the ARP programs. At this point we have identified the need for additional staff in Finance and Engineering and we are refining that need to begin developing job descriptions. We will bring that information back to the Committee once it is finalized.

RECOMMENDATION / PROPOSED ACTION

For information purposes.

Commissioner Keefe, Chairman of the ARP Committee, provided a recap of ARP Committee meetings and activities to date and stated the committee is awaiting guidance from the School of Government as it relates to processes and acceptable expenditures. Ms. Cannon referenced presentations in the agenda packet provided by the County Attorney and Finance Director that laid out program requirements from a legal and finance perspective. Ms. Cannon stated one of the most limiting factors is the General Statutes are more restrictive than the U.S. Treasury guidelines. Ms. Cannon staff are participating in the School of Government training to explore specifics related to allowable expenditures under the ARP as well as NC state law, the intricacies of the Uniform Guidance and other state and federal compliance, reporting and auditing requirements.

B. Update on Fayetteville-Cumberland Liaison Committee Meetings

BACKGROUND

The Fayetteville-Cumberland Liaison Committee is continuing to meet on a regular basis. In the August 18, 2021, and September 15, 2021, meetings, several motions were approved to take items back to the full Board of Commissioners and Fayetteville City Council for approval. Those items are listed below:

August 18, 2021, Liaison Committee Meeting:

Presentation by Dee Taylor on the Homeless Initiative Fund

The Homeless Initiative Fund and Committee were created by an Interlocal Agreement between the City and County to address homelessness. The purpose of the fund is as follows:

- Provide community-wide programs/services that address homelessness
- Support the Homeless Management Information System
- Provide support for the Data and Evaluation Analyst position

After discussion regarding the membership of that committee, a motion was made to expand the Committee to provide better community representation. The recommended committee makeup is as follows:

2 County Commissioners
2 City Council Members
Deputy City Manager
Assistant County Manager
City and County Community Development Directors
Continuum of Care Chairperson
School Superintendent or designee
Board of Education Member

Motion: Approve the recommended members of the Homeless Committee recorded above and for this item to go back to the Fayetteville City Council and the Board of Commissioners for approval. This motion passed unanimously.

September 15, 2021, Liaison Committee Meeting

Presentation by Robert Van Geons on the Fayetteville-Cumberland Economic Development Commission Funding Model

Mr. Van Geons provided the following regarding the funding model:

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40% City of Fayetteville
40% Cumberland County
20% Private Sector donations

The FCEDC Board of Directors is currently made up of ten voting members and three ex-officio, non-voting members. The ten voting members are appointed as follows:

Cumberland County Board of Commissioners (4 Seats)

- Chairman or his designee (1)
- Resident of Cumberland County (3)

Fayetteville City Council (4 Seats)

- Mayor or his designee (1)
- Resident of Cumberland County (3)

Community Development Foundation (2 Seats)

- Member of the Community Development Foundation Board (1)
- Resident of Cumberland County (1)

Mr. Van Geons said the Community Development Foundation provided \$100,000 to FCEDC and that he would provide a list of the current private sector investors. There were additional questions raised regarding term limits, Board diversity and membership on the Business Advisory Council.

This item will be on the October 20, 2021, Liaison Committee Meeting for follow-up and discussion.

Presentation by Commissioner Toni Stewart on Buncombe County's Community Paramedic Collaborative

Buncombe County created a Community Paramedic program to address citizens struggling with behavioral health issues and substance abuse, who experience crises after hours and on weekends leaving the 911 system as the only option. To address this need, the paramedic scope of practice was expanded to allow Buncombe County Paramedics to work in tandem with trained behavioral health staff to offer unique care such as Mobile Medication Assisted Treatment and diversion from the emergency room. In addition, this program offers a post overdose program with case management and access to treatment.

Commissioner Stewart asked that the City and County come together with resources to discuss options to fund a paramedic collaboration program in Cumberland County. Mayor Colvin responded that the City and County should work together to change the outcome of many 911 calls.

Motion: Chairman Evans moved that the Community Paramedic Collaboration item be taken to the City Council and Board of Commissioners for information and discussion to appoint one city council member and one county commissioner to work on the community paramedic collaboration and bring updates to the FCLC as needed. This motion passed unanimously.

After approval of this motion, Mayor Pro Tem asked if the County was willing to assist the City with the operation of the Homeless Day Center. After much discussion, the following motion was made.

Motion: Mayor Colvin moved that the City Council and the Board of Commissioners discuss the Homeless Day Center and get some sort of guidance on whether there is an appetite to collaborate or not, for planning purposes. The motion passed (4 to 1).

RECOMMENDATION / PROPOSED ACTION

Consider actions taken by the Fayetteville-Cumberland Liaison Committee.

Commissioner Adams, who serves as the 2021 Fayetteville-Cumberland Liaison Committee Chairman, referenced the recap recorded above which included committee discussion about re-energizing and expanding the membership of the Homeless Committee.

MOTION: Commissioner Adams moved to approve the recommended members of the Homeless Committee as identified.
SECOND: Commissioner Council
VOTE: UNANIMOUS (7-0) (Commissioner Boose previously departed the meeting without having been excused.)

Commissioner Adams stated there were questions at the Fayetteville-Cumberland Liaison Committee meeting about the makeup of the FCEDC Board of Directors' membership to include the standing group or membership on the Business Advisory Council. Commissioner Adams stated members have to pay \$150, which to him is in direct competition with Chamber membership. Commissioner Adams stated the FCEDC should go about economic development and not use its energy to create groups. Commissioner Adams stated at some point the Board of Commissioners may need to provide direction on what the economic development board does.

Commissioner Adams stated there was a presentation at the Fayetteville-Cumberland Liaison Committee meeting about the Community Paramedic Collaboration and there was discussion about the homeless day center and the homeless shelter. Commissioner Adams stated the city posed the question as to whether the county would collaborate with the city and move forward on tackling the homeless issue. Commissioner Adams stated that is the question he is bringing forward for discussion.

Commissioner Stewart stated her position is to let the city handle the day center and that the county focus on the shelter. Commissioner Adams stated he agrees that the two projects should be kept separate and moved forward; however, the Homeless Committee will be the organization the city and county can work through together. Discussion followed.

MOTION: Commissioner Adams moved that the county move forward with the city through the homeless initiative already in place and let the city deal with the day center because the day center and the shelter move independently.
SECOND: Commissioner Lancaster

DISCUSSION: Commissioner Stewart asked for clarification of the motion. Commissioner Adams stated his motion is to collaborate with the city using the model of the Homeless Committee. Commissioner Stewart stated her understanding was that the city wanted to know whether the county was going to collaborate with them on the day center. Commissioner Adams stated his motion was to collaborate with the city on the homeless initiative; the day center is the city's, and they need to pay for it.

RESTATED MOTION: Commissioner Adams moved to collaborate with the city on homelessness through the Homeless Committee Interlocal Agreement we have with the city already.
SECOND TO RESTATED MOTION: Commissioner Lancaster

DISCUSSION: Commissioner Stewart asked Commissioner Adams if he was only talking about collaborating with the city using the Homeless Committee. Commissioner Keefe asked whether there was intent in the motion that the county supply assets to the day center. Commissioner Adams responded in the negative.

VOTE ON RESTATED MOTION: PASSED (4-3) (Commissioners Lancaster, Council, Adams and Boose voted in favor; Commissioners Evans, Stewart and Keefe voted in opposition) (Commissioner Boose previously departed the meeting without having been excused.)

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6. MONTHLY REPORTS

A. Preliminary FY2021 Financial Report June Year-to-Date

BACKGROUND

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

RECOMMENDATION / PROPOSED ACTION

No action needed. For discussion and information purposes only.

County ofCumberland General Fund Revenues						
REVENUES	FY19-20 AUDITED	FY20-21 ADOPTED BUDGET	FY20-21 REVISED BUDGET	YTD ACTUAL (unaudited) AS OF September 27, 2021	PERCENT OF BUDGET TO DATE	*
Ad Valorem Taxes						
<u>Current Year</u>	\$ 166,739,244	\$ 165,908,675	\$ 165,908,675	\$ 169,200,461	102.0%	(1)
Prior Years	817,964	897,000	897,000	1,629,364	181.6%	
Motor Vehicles	20,340,183	19,955,512	19,955,512	23,101,696	115.8%	(2)
Penalties and Interest	773,447	712,000	712,000	703,134	98.8%	
Other	835,588	1,025,000	1,025,000	1,012,111	98.7%	
Total Ad Valorem Taxes	189,506,426	188,498,187	188,498,187	195,646,765	103.8%	
Other Taxes						
Sales	47,282,838	41,542,711	42,205,011	49,933,617	118.3%	(3)
Real Estate Transfer	1,689,875	1,450,000	1,450,000	2,215,078	152.8%	
Other	909,559	959,000	959,000	847,834	88.4%	
Total Other Taxes	49,882,272	43,951,711	44,614,011	52,996,529	118.8%	
Unrestricted & Restricted Intergovernmental Revenues	61,437,895	68,389,413	78,954,370	68,962,441	87.3%	
Charges for Services	14,524,383	13,072,456	13,072,456	14,231,032	108.9%	
Other Sources (includes Transfers In)	3,048,166	1,710,608	1,876,237	1,624,475	86.6%	
Lease Land CFVMC	4,012,056	4,012,056	4,012,056	4,313,522	107.5%	
Total Other	7,060,222	5,722,664	5,888,293	5,937,997	100.8%	
Total Revenue	\$ 322,411,198	\$ 319,634,431	\$ 331,027,317	\$ 337,774,764	102.0%	
Fund Balance Appropriation		8,663,701	18,674,255	-	0.0%	
Total Funding Sources	\$ 322,411,198	\$ 328,298,132	\$ 349,701,572	\$ 337,774,764	96.6%	

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County of Cumberland General Fund Expenditures						
DEPARTMENTS	FY19-20 AUDITED	FY20-21 ADOPTED BUDGET	FY20-21 REVISED BUDGET	YTD ACTUAL (unaudited) AS OF September 27, 2021	PERCENT OF BUDGET TO DATE	**
Governing Body	\$ 612,702	\$ 674,975	\$ 693,619	\$ 612,165	88.3%	
Administration	1,682,579	1,814,947	1,835,664	1,678,888	91.5%	
<u>Public Affairs/Education</u>	661,051	885,902	898,331	755,572	84.1%	
Human Resources	1,009,126	1,009,875	1,028,519	948,964	92.3%	
Print, Mail, and Design	643,314	756,378	795,391	732,642	92.1%	
Court Facilities	114,371	156,220	156,220	111,109	71.1%	(1)
<u>Facilities Maintenance</u>	967,335	1,202,491	1,419,688	1,209,765	85.2%	
Landscaping & Grounds	690,227	702,394	727,182	703,266	96.7%	
Carpentry	211,909	228,058	234,890	218,864	93.2%	
<u>Facilities Management</u>	1,259,321	1,523,436	1,572,880	1,471,009	93.5%	
Public Buildings Janitorial	784,441	870,951	1,044,344	878,653	84.1%	
<u>Central Maintenance</u>	590,365	672,722	711,468	704,020	99.0%	
Information Services	5,552,864	5,323,420	6,073,408	4,941,563	81.4%	
Board of Elections	1,400,349	1,673,589	2,183,209	1,924,358	88.1%	
Finance	1,299,307	1,418,140	1,449,215	1,358,176	93.7%	
Legal	631,925	807,290	936,155	738,493	78.9%	
Register of Deeds	2,435,628	2,526,950	3,115,363	2,366,080	75.9%	
Tax	5,625,153	6,271,825	6,466,523	5,768,828	89.2%	
General Government Other	2,976,609	7,003,558	10,413,183	7,508,484	72.1%	(2)
Sheriff	48,610,275	53,395,158	54,907,538	46,770,658	85.2%	
Emergency Services	3,655,978	4,310,596	4,562,457	3,979,701	87.2%	
Criminal Justice Pretrial	563,625	588,662	629,211	537,701	85.5%	
Youth Diversion	31,665	35,671	35,769	30,438	85.1%	
Animal Services	3,283,993	3,484,642	3,786,204	3,296,038	87.1%	
Public Safety Other (Medical Examiners, NC Detention Subsidy)	1,062,544	1,213,209	1,382,505	1,303,113	94.3%	
Health	21,068,569	24,301,667	30,445,942	23,030,559	75.6%	
Mental Health	5,316,988	5,519,255	5,524,942	5,429,601	98.3%	
Social Services	56,772,920	63,278,940	64,636,485	55,098,633	85.2%	
Veteran Services	426,127	452,713	465,142	437,823	94.1%	
Child Support	4,929,310	5,595,639	5,593,567	5,110,077	91.4%	
Spring Lake Resource Administration	29,503	34,542	34,542	28,155	81.5%	

County of Cumberland General Fund Expenditures						
DEPARTMENTS	FY19-20 AUDITED	FY20-21 ADOPTED BUDGET	FY20-21 REVISED BUDGET	YTD ACTUAL (unaudited) AS OF September 27, 2021	PERCENT OF BUDGET TO DATE	**
Library	10,168,162	10,036,208	10,505,184	9,538,364	90.8%	
Culture Recreation Other (Some of the Community Funding)	260,568	260,569	260,569	260,569	100.0%	
Planning	2,711,212	3,271,297	3,335,814	2,968,615	89.0%	
Engineering	978,925	585,162	592,711	409,892	69.2%	(3)
<u>Cooperative Extension</u>	558,569	799,384	809,742	622,081	76.8%	
Location Services	192,231	257,796	269,929	204,388	75.7%	
Soil Conservation	183,211	151,537	2,708,097	208,205	7.7%	(4)
Public Utilities	85,108	87,602	95,066	91,455	96.2%	
Economic Physical Development Other	20,000	20,000	20,000	20,000	100.0%	
Industrial Park	2,220	2,212	20,087	17,535	87.3%	
Economic Incentive	402,406	461,947	709,947	632,132	89.0%	
Water and Sewer	20,287	250,000	400,189	179,456	44.8%	(5)
Education	94,408,174	94,411,029	95,073,329	93,323,739	98.2%	
Other Uses:						
Transfers Out	30,131,528	19,969,574	21,141,352	20,391,446	96.5%	
TOTAL	\$ 315,022,674	\$ 328,298,132	\$ 349,701,572	\$ 308,551,275	88.2%	

Expenditures by Category	FY19-20 UNAUDITED	FY20-21 ADOPTED BUDGET	FY20-21 REVISED BUDGET	YTD ACTUAL (unaudited) AS OF September 27, 2021	PERCENT OF BUDGET TO DATE
<u>Personnel Expenditures</u>	\$ 131,852,636	\$ 149,112,328	\$ 149,154,531	\$ 134,059,243	89.9%
<u>Operating Expenditures</u>	151,277,149	158,589,325	177,038,611	152,343,194	86.1%
Capital Outlay	1,761,361	626,905	2,367,078	1,757,391	74.2%
Transfers To Other Funds	30,131,528	19,969,574	21,141,352	20,391,446	96.5%
TOTAL	\$ 315,022,674	\$ 328,298,132	\$ 349,701,572	\$ 308,551,275	88.2%

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COUNTY OF CUMBERLAND

Fiscal Year 2021 - June Year-to-Date Actuals (Report Run Date: September 27, 2021)

Additional Detail

General Fund Revenues

- *
- (1) **Current Year Ad Valorem 102.0%** - The bulk of revenues are typically recorded between November - January.
 - (2) **Motor Vehicles 115.8%** - YTD Actual reflects 12 months of collections.
 - (3) **Sales Tax 118.3%** - There is a [three month](#) lag. YTD Actual reflects 11 months of collections.

General Fund Expenditures

- **
- (1) **Court Facilities 71.1%** - Expenditures are in line with past fiscal year trends.
 - (2) **General Government Other 72.1%** - Expenditures are in line with past fiscal year trends.
 - (3) **Engineering 69.2%** - Personnel costs are low [as a result of](#) vacancies in the department.
 - (4) **Soil Conservation 7.7%** - USDA grant funds and funds from the NC Division of Soil & Water Conservation remain unexpended and will be carried forward.
 - (5) **Water and Sewer 44.8%** - Expenditures are in line with past fiscal year trends.

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 FY22 are up 93.13% for the month of August as compared to the same month in FY21. Like many other entities, BCBS reports Cumberland County is experiencing increased claims because of members receiving medical services that may have been put on hold during the earlier states of the pandemic. To provide some perspective, below is the two-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 20, 21 and 22. If this trend continues, a budget ordinance amendment will be needed to appropriate health insurance fund balance in order to cover the increase in cost. Staff will continue to monitor the trend. Additionally, graphs are provided in the attachment to aid in the analysis.

Year to date claims and premium payment through August	\$5,244,938
Less year to date stop loss credits	<u>(\$353,686)</u>
Net year to date claims and premium payment through August	\$4,891,252

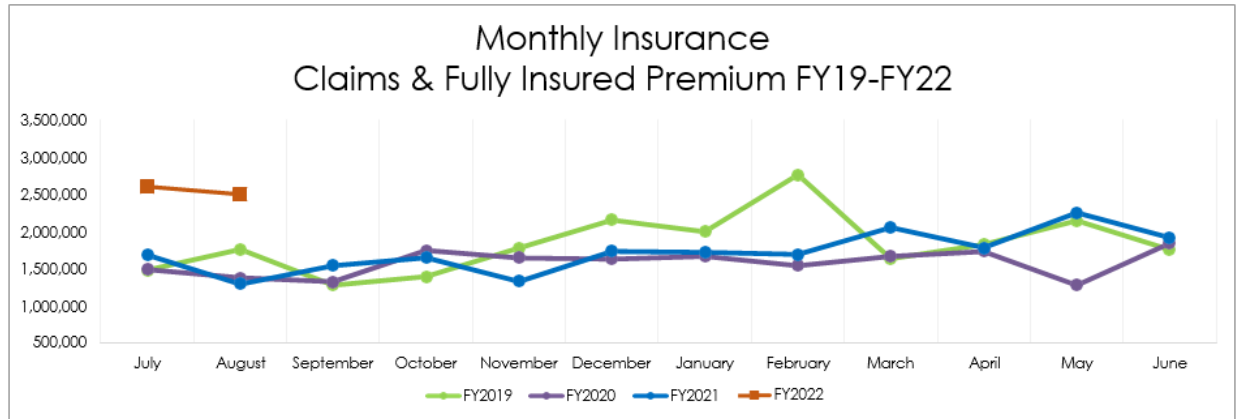
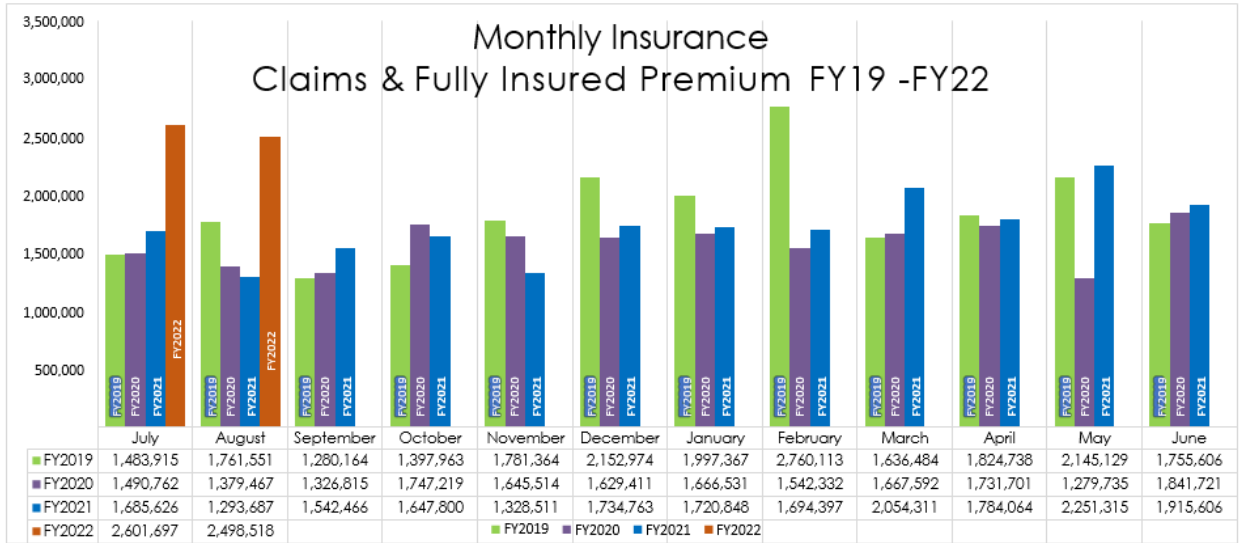
Average monthly claims and fully insured premium (before stop loss) per fiscal year through August:

FY18	\$1,442,307
FY19	\$1,622,733
FY20	\$1,435,115
FY21	\$1,489,657
FY22	\$2,622,469

RECOMMENDATION / PROPOSED ACTION

For information only – no action needed.

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C. Project Updates

BACKGROUND

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

RECOMMENDATION / PROPOSED ACTION

No action is necessary. This is for information only.

MONTHLY PROGRESS REPORT				
Project Location	Contract Amount	Project Status	Contract Start Date	Contract Duration
500 Executive Place - Cumberland County Emergency Services Center	\$16.8M	50% Complete. Completed structural steel for new addition. Received clearance to start drywall installation. In the process of completing mechanical yard demolition. Next two weeks expecting to start installation of plumbing, mechanical and electrical fixture. Experiencing delay for server room UPS.	3/8/2021	360 days
Spring Lake Family Resource Center, Chiller Replacement	\$197,000.00	Project delayed due to curb adapter for units. New estimated completion date is EOM November 2021.	N/A	90 days
DSS Elevators	\$1,000,000.00	Conducted bid-opening on October 4, 2021. Abell Elevator was winning bid of \$710K. Awaiting final bid tab for presentation to BOC.	N/A	N/A
Judge Maurice E. Braswell Courthouse Switchgear Replacement	\$470,000.00	On schedule for Thanksgiving weekend completion. Conducting additional transformer replacement project with PWC. Completed new concrete slab for new transformer. Will install new busway on October 18, 2021.		
Headquarters Library Parking Lot	\$37,200.00	Contract signed. Survey complete and design process underway.	5/13/2021	1/19/2022
Doorway for Register of Deeds	Pending	Conducted pre-bid on October 4, 2021. Bid opening is October 14, 2021.	N/A	N/A
DSS Camera Replacement and Security System Upgrades	\$219K	Received proposal from Security 101 for \$219K. Awaiting fiscal year funding rollover approval before contract review by legal and finance. Contract approved. Estimated completion date is February 18, 2021.	10/11/2021	270 days
Public Health Camera Replacement and Security System Upgrades	\$202K	Contract approved. Conducted kickoff meeting on October 7, 2021. Estimated completion date is December 17, 2021.	10/11/2021	270 days
Judge Maurice E. Braswell Courthouse Access Management and Security Camera System	\$452K	Contract approved. Estimated completion date is May 20, 2021.	10/11/2021	270 days
Judge Maurice E. Braswell Courthouse Bathroom Updates	Pending	Finalized scope July 23 rd . Put out for bid on August 13 th . Intent is to do LL bathroom first. Working contract. Estimated start date is mid-January 2021.	N/A	N/A
DSS roof replacement	\$1.5M	In design with Fleming and Associates.	N/A	N/A
Judge Maurice E. Braswell Courthouse roof replacement	\$400K	In design with Fleming and Associates.	N/A	N/A
LEC roof replacement	\$300K	In design with Fleming and Associates.	N/A	N/A

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, 2021 and ending June 30, 2022. The funding sources used to carry out the projects and activities include the Community Development Block Grant (CDBG), Home Investment Partnerships Program

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(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 AS OF SEPTEMBER 30, 2021

FUNDING SOURCES

- U.S. Department of Housing and Urban Development (HUD)
 - ☐ Community Development Block Grant (CDBG): \$903,724
 - ☐ Home Investment Partnerships Program (HOME): \$396,328
 - ☐ Home Investment Partnerships Program – American Rescue Plan (HOME-ARP): \$1,435,021
 - ☐ Continuum of Care (CoC) Program: \$168,049
- U.S. Department of Treasury
 - ☐ Emergency Rental Assistance Program: ERA1 - \$3,735,545.10 / ERA2 (40%) - \$1,182,304.80
- Local Funds
 - ☐ County General Funds (Admin): \$226,793
 - ☐ PATH / CoC Program Match: \$111,939
 - ☐ Homeless Initiative (City/County): \$200,000

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. Proposals were due February 19, 2021. The selection committee recommended OrgCode Consulting, Inc. The Consultant has completed the final Homelessness Strategic Plan to include the Gap Analysis Report. OrgCode presented the plan and report before the stakeholders and conducted a presentation before the County Board of Commissioners at the August 2, 2021 meeting. County Management recommended hiring OrgCode to assist the County with developing an implementation plan. OrgCode has provided a service offer for a fee of \$30,500.

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 with Innovative Emergency Management (IEM), Inc. was approved by the Board of Commissioners. IEM launched the application for the Rental Assistance Program on June 1, 2021, for both City and County residents. As of October 2, 2021, IEM awarded funds in the amount of \$1,164,227 in Cumberland County and \$4,624,623 in Fayetteville.

PROJECTS AND ACTIVITIES FOR JULY 1, 2021 – JUNE 30, 2022 FUNDING CYCLE

Public Services Projects and Activities:

- Better Health of Cumberland County / \$35,637 in CDBG funds: 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 / \$15,000 in CDBG: For prescription medication and supplies. Will serve low to moderate income persons.
- Cumberland HealthNET / \$82,000 in CDBG / CDBG-CV: To use for coordinated entry positions and other operating expenses.
- The Salvation Army / \$15,000 in CDBG: For shelter operating costs. Will serve homeless individuals and families.
- Pending CDBG-CV awards: To provide additional rental assistance support to low to moderate income households.

Affordable Housing Development / Investor Owner Rehabilitation Projects

- Action Pathways / \$89,000 in CDBG funds (Pending Agreement Approval): For acquisition and rehabilitation housing units. This project will benefit low to moderate income residents.
- Hillside – FMHA LLC / \$422,604 in CDBG funds (Pending Agreement Approval): Full rehabilitation of the 32-unit senior complex.
- Kingdom Community Development Corporation / \$500,000 in HOME funds): For acquisition and construction of affordable housing units located in Spring Lake. The project is pending construction of the units.

Public Facilities / Infrastructure Projects:

- Myrover-Reese Fellowship Homes – Expansion Project / \$269,000 in CDBG funds (Pending environmental review): Funds will be used to renovate the admin building, fellowship hall, and housing units.
- Potential Public Facilities – Pending award and environmental review clearance.

Housing Rehabilitation Projects (Owner-occupied)

- Currently have seven (7) projects (minor and full rehabs) with pending agreements or project completion.

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 22 businesses totaling approximately \$203,082. Applications are still being accepted until funding is no longer available.
- Public Services – CDBG-CV funds will also be used to fund agencies providing public services. The Department of Public Health was 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).

CDBG - 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 documents and plans with the Fayetteville Technical Review Committee. An Invitation for Bid (IFB) for the

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construction of Robin's Meadow was posted with a deadline of June 17, 2021. No bids were received. The IFB was reissued with a deadline of July 27, 2021 but eventually was cancelled. The IFB will be reposted within the next few months to allow for construction prices to stabilize.

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, 2020 – 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.

Continuum of Care (CoC) Planning: \$21,324

Used to fund one FTE position (CoC Coordinator) to assist the local Continuum of Care group with planning, submission of grant applications, project monitoring, and other CoC related activities.

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. Recently, the State allocated approximately \$130K to the Fayetteville / Cumberland County community. A local Request for Proposal was issued, and three agencies applied and were recommended for funding. The applications have been forwarded to the State for final approval. These projects consist of two homeless shelters and one homeless prevention program.

Homeless Initiative (City and County) – The next Homeless Committee meeting will be held 3:00 pm, October 7, 2021.

E. 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 informational purposes only.

CUMBERLAND COUNTY DISASTER RECOVERY PROGRAMS UPDATE FOR THE
OCTOBER 14, 2021
BOARD OF COMMISSIONERS' AGENDA SESSION

Status as of September 30, 2021:

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

- The plan is to issue an Invitation for Bid (IFB) by the end of December 2021. According to the latest Producer Price Index of Building Materials and Supplies, trends are moving in the right direction, however, prices are still very high compared to 10 months ago.
- Cumberland County Community Development (CCCD) had issued the Invitation for Bid (IFB) for the construction of the Robin's Meadow Permanent Housing Program. The bids from contractors were due by June 17, 2021. No bids were received. An IFB was reissued

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with a deadline of July 27, 2021. However, due to the low attendance at the pre-bid meeting and concerns of the fluctuation of price in construction, the IFB was cancelled. CCCD Director and the Wooten Company had expressed concerns to the State, during a recent conference call, regarding the challenges of obtaining bids and meeting the funding obligation by August 2021. The CCCD Director requested the State to amend the funding obligation date in the subrecipient agreement. The request is currently under review.

- The City of Fayetteville completed the final commercial review of the project. Within the next week, Cumberland County Community Development will post the invitation for bids for the construction of the project;
- On April 15, 2021, a virtual meeting was held between Tracey Colores (NCORR), Dee Taylor (CCCD), and Devon Newton (CCCD). Tracey provided an update on the status of the request for additional funds to support the project. NCORR is planning to provide additional funding. The additional funds requested by CCCD will only be eligible for construction activities. There were challenges with obtaining additional funding to assist with supportive services. The official letter and amended sub recipient agreement from NCORR is forthcoming. An updated Project Information Form will also need to be submitted;
- 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;
- 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

7. CLOSED SESSION:

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

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B. Personnel Matter(s) Pursuant to NCGS 143.318.11(a)(6)

MOTION: Commissioner Adams moved to go into closed session for an Attorney Client Matter Pursuant to 143-318.11(a)(3) and for Personnel Matter(s) Pursuant to NCGS 143.318.11(a)(6).

SECOND: Commissioner Keefe

VOTE: UNANIMOUS (7-0) (Commissioner Boose previously departed the meeting without having been excused.)

MOTION: Commissioner Keefe moved to come out of closed session.

SECOND: Commissioner Evans

VOTE: UNANIMOUS (7-0) (Commissioner Boose previously departed the meeting without having been excused.)

MOTION: Commissioner Keefe moved to adjourn.

SECOND: Commissioner Evans

VOTE: UNANIMOUS (7-0) (Commissioner Boose previously departed the meeting without having been excused.)

There being no further business, the meeting adjourned at 4:35 p.m.

Approved with/without revision:

Respectfully submitted,

Candice H. White
Clerk to the Board