CUMBERLAND ★COUNTY★
NORTH CAROLINA

BOARD OF COMMISSIONERS

MEMORANDUM

TO: Facilities Committee Members (Commissioners King, Melvin and Evans)

FROM: Kellie Beam, Deputy Clerk to the Board KB

DATE: December 27, 2012

SUBJECT: Facilities Committee Meeting – Thursday, January 3, 2013

There will be a regular meeting of the Facilities Committee on Thursday, January 3, 2013 at 8:30 AM in Room 564 of the Cumberland County Courthouse.

AGENDA

1. Election of Facilities Committee Chairman **(No Materials)**
2. Approval of Minutes – November 1, 2012 Meeting **(Pg. 2)**
3. Update Regarding Former Board of Elections Building **(Pg. 5)**
4. Update on Status of Detention Center Expansion Project **(Pg. 6)**
5. Discussion on Animal Control Facility Needs **(Pg. 7)**
6. Consideration of Approval to Select Proposed Container Site for Solid Waste **(Pg. 8)**
7. Other Matters of Business **(No Materials)**

cc: Board of Commissioners
Administration
Legal
Communications Manager
County Department Head(s)
Sunshine List

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ITEM NO. 2

DRAFT

CUMBERLAND COUNTY FACILITIES COMMITTEE
NEW COURTHOUSE, 117 DICK STREET, 5TH FLOOR, ROOM 564
NOVEMBER 1, 2012 - 8:30 A.M.
MINUTES

MEMBERS PRESENT:	Commissioner Jimmy Keefe, Chair Commissioner Kenneth Edge Commissioner Billy King (arrived at 8:39 a.m.)
OTHER COMMISSIONERS PRESENT:	Commissioner Ed Melvin
OTHERS PRESENT:	James Martin, County Manager Amy Cannon, Deputy County Manager James Lawson, Assistant County Manager Sally Shutt, Chief Public Information Officer Jeffery Brown, Engineering and Infrastructure Director Howard Abner, Assistant Finance Director Bill Bowman, Up & Coming Candice White, Clerk to the Board Kellie Beam, Deputy Clerk to the Board Press

Commissioner Jimmy Keefe called the meeting to order.

1. APPROVAL OF MINUTES – OCTOBER 4, 2012 MEETING

MOTION: Commissioner Edge moved to approve the minutes.
SECOND: Commissioner Keefe
VOTE: UNANIMOUS (2-0)

2. UPDATE ON STATUS OF THE FORMER LEGAL AID BUILDING

Jeffery Brown, Engineering and Infrastructure Director, stated on December 21, 2009 the full board took unanimous action to instruct staff to move forward with the demolition of the former Legal Aid building and to convert the property into paved parking. Mr. Brown stated since that meeting he has acquired services and scheduled asbestos testing along with a lead based paint assessment on the building because the testing would need to be done before the building can be demolished. Mr. Brown stated once the results of the tests are back he will move forward with putting a contract together to have the building demolished.

Commissioner Edge stated he feels we need to move forward on this project because we have been sitting on it for quite a while and he feels a vacant lot would look better than the current condition of the building.

MOTION:	Commissioner Edge moved to request staff to move forward with demolishing the former Legal Aid building.
SECOND:	Commissioner King
VOTE:	UNANIMOUS (3-0)

3. UPDATE ON STATUS OF THE DETENTION CENTER EXPANSION PROJECT

Mr. Brown stated the construction of the Detention Center Expansion Project is currently about three weeks ahead of schedule. Mr. Brown stated the next step would be for the footings to be poured as long as the weather cooperates. Mr. Brown stated approximately $65,000 has been spent out of the $75,000 allowance to deal with contaminated soil and there is still some work to be done.

Mr. Brown stated the Detention Center Expansion Project is progressing nicely and the contractor is doing a good job of managing the project. Mr. Brown stated the estimated time of completion is still November 2013.

4. UPDATE ON FORMER BOARD OF ELECTIONS BUILDING

James Lawson, Assistant County Manager, stated he has not received any offers or received any interest in touring the former Board of Elections building since the last Facilities Committee meeting.

Commissioner Keefe stated he would like for Mr. Lawson to notify the Facilities Committee should an offer be received.

5. UPDATE ON THE E. NEWTON SMITH CENTER

Mr. Brown stated all departments that were scheduled to be relocated into the E. Newton Smith Center have been relocated and are up and running. Mr. Brown stated some minor improvements in the pharmacy are being done and should be completed by the end of November 2012.

Amy Cannon, Deputy County Manager, stated the County Pharmacy is now taking dependants of county employees that are covered under the health insurance plan. Ms. Cannon stated so far the pharmacy has been very successful.

DRAFT

6. OTHER ITEMS OF BUSINESS

There were no other items of business.

MEETING ADJOURNED AT 8:58 AM.

ITEM NO. 3

JAMES E. MARTIN
County Manager

AMY CANNON
Deputy County Manager

JAMES E. LAWSON
Assistant County Manager

OFFICE OF THE COUNTY MANAGER
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MEMO FOR THE AGENDA OF THE JANUARY 3, 2013 MEETING OF THE FACILITIES COMMITTEE

TO: FACILITIES COMMITTEE
FROM: JAMES LAWSON, ASSISTANT COUNTY MANAGER
DATE: DECEMBER 20, 2012
SUBJECT: UPDATE REGARDING BOARD OF ELECTIONS BUILDING

Requested by: James Lawson

Presenter(s): James Lawson

Estimate of Committee Time Needed: 10 minutes

BACKGROUND:

On June 18, 2012, the Board of Commissioners passed a motion to place the building located at 301 E. Russell Street (former Board of Elections building) "on the market for six months at $675,000 and if there are no offers during that time period, then the Board would consider further options for using or disposing of the building".

At the last Facilities Committee on November 1, 2012, the Committee was informed that I had received three phone calls from real estate brokers in regards to the building, but no one expressing any real interest. However, since that meeting, I have been contacted by two parties who have expressed interest in the building.

The Cumberland County Dispute Resolution Center, Inc., toured the facility on November 20th and on December 3rd submitted a letter of intent for a purchase price of $400,000. On November 29th, a local physician toured the property and expressed his interest in purchasing the building for $300,000 and leasing it back to the County. He has not submitted a formal offer, but has asked to be informed if the building becomes available at his price point.

RECOMMENDATION/PROPOSED ACTION:

Consider the appropriate action to take in regards to the disposition of the former Board of Elections building located at 300 E. Russell Street.

cc: Management Team
Jeffery Brown, Engineering and Infrastructure Director

ITEM NO. 4

CUMBERLAND COUNTY
NORTH CAROLINA

BOARD OF COMMISSIONERS

TO: Facilities Committee Members (Commissioners King, Melvin and Evans)

FROM: Kellie Beam, Deputy Clerk to the Board

THROUGH: December 28, 2012

SUBJECT: Update on Status of Detention Center Expansion Project

For Item #4, "Update on Status of Detention Center Expansion Project". An oral presentation will be provided by Jeffery Brown, Engineering and Infrastructure Director. There is no additional backup material for this item.

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ITEM NO. 5

JAMES E. MARTIN
County Manager

AMY CANNON
Deputy County Manager

JAMES E. LAWSON
Assistant County Manager

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MEMO FOR THE AGENDA OF THE JANUARY 3, 2013 MEETING OF THE FACILITIES COMMITTEE

TO:	**FACILITIES COMMITTEE**
FROM:	**JAMES LAWSON, ASSISTANT COUNTY MANAGER**
	JOHN LAUBY, ANIMAL CONTROL DIRECTOR
DATE:	**DECEMBER 20, 2012**
SUBJECT:	**ANIMAL CONTROL FACILITY NEEDS**

Requested by: Dr. John Lauby

Presenter(s): James Lawson / Dr. John Lauby

Estimate of Committee Time Needed: 15 minutes

BACKGROUND:
A verbal report will be provided to the Facilities Committee regarding the need for additional space at the Animal Control facility. The high volume of animals processed through Animal Control continues to create a number of challenges in managing the population within the current available space. Among the concerns are public safety, disease control, high euthanasia rates, and limited opportunities to increase adoptions, all of which affect the focus of Animal Control's operations.

Dr. Lauby has indicated that an expansion of the facility would provide an opportunity to increase adoptions, decrease euthanasia and to be more involved in programs that focus on managing the pet population and educating the public on responsible pet ownership. In addition, an expanded facility would provide the ability to create a holding area for rabies quarantine dogs, dangerous dogs and cruelty case subjects, so that they are separated from areas accessed by the public.

Dr. Lauby has worked with Jeffery Brown, Engineering and Infrastructure Director to explore the potential for expanding the facility. More information will be provided at the Facilities Committee meeting on January 3, 2013.

RECOMMENDATION/PROPOSED ACTION:
This initial report is intended to be for information and discussion.

cc: Management Team
Dr. John Lauby, Animal Control Director
Jeffery Brown, Engineering and Infrastructure Director

ITEM NO. 6

CUMBERLAND COUNTY
NORTH CAROLINA

ENGINEERING & INFRASTRUCTURE DEPARTMENT

JEFFERY P. BROWN, PE
Engineering & Infrastructure Director

MEMO FOR THE AGENDA OF THE JANUARY 3, 2012 MEETING OF THE FACILITIES COMMITTEE

TO: FACILITIES COMMITTEE
FROM: JEFFERY BROWN, E& I DIRECTOR
THROUGH: JAMES MARTIN, COUNTY MANAGER
DATE: DECEMBER 20, 2012
SUBJECT: PRPOSED CONTAINER SITE FOR SOLID WASTE

Requested by: E& I Director and Solid Waste Director

Presenter(s): Jeffery Brown, Engineering and Infrastructure Director

Estimate of Committee Time Needed: 15 minutes

BACKGROUND:
The Solid Waste Department currently operates the McCauley Container Site located off of Research Drive. The County has a lease on this property where this container site is located; however the lease is set to expire on June 30, 2013. The Solid Waste Department has to return the site to the condition it was prior to the container site being established by the time the lease expires.

The Solid Waste Department has identified two potential sites (see attached map) within the Industrial Park where the container site could be relocated. The first site is located off of Distribution Drive and the second site is located at the end of Production Drive. Due to the fact that there is a significantly large tract at the end of Production Drive, site #1 will have the least impact on the overall development of the Industrial Park.

RECOMMENDATION/PROPOSED ACTION:
The Engineering and Infrastructure Director and the Solid Waste Director in conjunction with County Management recommends site #1 to be selected to replace the McCauley Container Site and ask that the Facilities Committee recommends this site for approval to the Board of Commissioners.

Attachments:

CUMBERLAND COUNTY

Scale: 1"= 600'