
DECEMBER 3, 2015
SPECIAL WORK SESSION AGENDA
CUMBERLAND COUNTY BOARD OF COMMISSIONERS
COURTHOUSE – CONFERENCE ROOM 564
8:30 AM

1. Approval of Agenda
2. Discussion of Local Sales Tax Distribution Agreement
(No Materials Included for this Item)
3. Cumberland County Schools Facility Needs Survey 2016-2020 by Tim Kinlaw,
Associate Superintendent Auxiliary Services
4. Comprehensive Capital Improvement Plan (CIP) Update
 - A) Establishment of a List of Professional Architectural/Engineering Services
to Expedite CIP Projects by Jeffery Brown
 - B) Status of Capital Improvement Project Financing by Vicki Evans
5. Storm Water Impervious Surface Verification Project by Joe Utley
6. County Office Space Update:
 - A) DSS Expansion at Spring Lake Family Resource Center
 - B) Creation of Additional Office Space for District Attorney on Fourth Floor
of Courthouse by Jeffery Brown
7. Closed Session – If Needed

AMY H. CANNON
County Manager

JAMES E. LAWSON
Deputy County Manager



MELISSA C. CARDINALI
Assistant County Manager

W. TRACY JACKSON
Assistant County Manager



ITEM NO. 3

OFFICE OF THE COUNTY MANAGER

MEMORANDUM FOR BOARD OF COMMISSIONERS AGENDA
OF DECEMBER 3, 2015

TO: BOARD OF COUNTY COMMISSIONERS

FROM: MELISSA C. CARDINALI, ASSISTANT COUNTY MANAGER *mc*

DATE: NOVEMBER 25, 2015

SUBJECT: CUMBERLAND COUNTY SCHOOLS FACILITY NEEDS
SURVEY 2016 - 2020

BACKGROUND:

The North Carolina General Statutes (NCGS 115C-426.2) strongly encourage local school boards to develop a five-year facility needs plan and to share that plan with the local county commissioners. The goal is to promote greater mutual understanding of immediate and long-term budgetary issues and constraints affecting both public schools and county government.

In their continued adherence to this policy and goal, Cumberland County Schools is submitting their Facility Needs Survey for years 2016 – 2020 to the Board of Commissioners.

RECOMMENDATION/PROPOSED ACTION:

It is recommended the Board of Commissioners receive the report. Receipt of the survey does not necessarily constitute endorsement of or commitment to fund the survey.

Cumberland County Schools

Facility Needs Survey 2016 - 2020

Five-Year Capital Needs Report

(Including 6 - 10 Projections)



Frank Till, Ed. D., Superintendent

Tim Kinlaw, Associate Superintendent Auxiliary Services

Dr. James McLaughlin, Chairman Cumberland County Board of Education

Submitted January 2016

Final Print 11/20/2015
Plant Operations/School Needs Assessment 2016 -2020



2015-16 DPI Facility Needs Survey

Cost Summary
0 to 5 Years

Cumberland County Schools

Cost Summary (0 to 5 years)

Unit: 260		Priority	New School	Additions	Renovations	Furn/Eqpt	Land	Total
001	BRAC High School	1	57,390,371	0	0	4,510,961	0	\$61,901,332
002	North Elementary School	1	15,073,860	0	0	1,354,269	0	\$16,428,129
302	Alma O Easom Elementar	1	0	0	591,123	0	0	\$591,123
306	Armstrong Elementary	1	0	0	729,696	4,000	0	\$733,696
308	Ashley Elementary	1	0	0	451,725	18,000	0	\$469,725
310	Loyd E Auman Elementar	1	0	1,505,750	791,299	161,375	0	\$2,458,424
312	Beaver Dam Elementary	1	0	1,505,750	426,230	126,375	75,000	\$2,133,355
316	Lillian Black Elementary	1	0	1,505,750	634,811	126,375	0	\$2,266,936
318	Jack Britt High	1	0	5,999,535	1,066,011	503,532	0	\$7,569,078
320	Brentwood Elementary	1	0	1,505,750	765,738	129,675	0	\$2,401,163
321	Douglas Byrd Middle	1	0	0	116,850	0	0	\$116,850
322	Douglas Byrd High	1	0	0	1,156,245	56,700	0	\$1,212,945
325	Cape Fear High	1	0	4,636,103	1,847,820	669,002	0	\$7,152,925
326	Elizabeth M Cashwell Ele	1	0	1,505,750	404,348	126,375	0	\$2,036,473
332	Eastover Central Element	1	0	0	473,670	16,500	0	\$490,170
336	Anne Chesnutt Middle	1	0	0	616,740	0	0	\$616,740
338	Cliffdale Elementary	2	0	0	674,310	0	0	\$674,310
340	College Lakes Elementary	1	0	0	583,495	0	0	\$583,495
342	C Wayne Collier Element	1	0	0	477,318	0	0	\$477,318
344	J W Coon Elementary	1	0	2,510,801	312,645	222,379	0	\$3,045,825
348	Cumberland Mills Element	1	0	1,505,750	572,850	141,375	0	\$2,219,975
352	Cumberland Road Eleme	1	0	0	413,439	30,000	0	\$443,439
356	District No 7 Elementary	1	0	0	519,511	0	0	\$519,511
357	Grays Creek High	1	0	2,444,400	680,772	205,155	0	\$3,330,327
358	Luther Nick Jeralds Middl	1	0	0	1,941,381	16,000	0	\$1,957,381
359	E E Smith High	1	0	0	1,283,782	10,000	0	\$1,293,782
361	Ferguson-Easley Element	1	0	1,505,750	674,642	126,375	0	\$2,306,767
362	Grays Creek Middle	1	0	0	314,835	0	0	\$314,835
363	Glendale Acres Elementar	1	0	1,505,750	509,406	126,375	0	\$2,141,531
364	Alderman Road Elementa	2	0	2,360,747	404,465	200,634	0	\$2,965,846
365	R Max Abbott Middle	1	0	0	2,593,183	18,000	0	\$2,611,183
366	Howard L Hall Elementary	1	0	1,505,750	277,875	126,375	0	\$1,910,000
367	Bill Hefner Elementary	1	0	0	1,343,444	0	0	\$1,343,444
368	Hope Mills Middle	1	0	0	1,431,037	33,300	0	\$1,464,337
369	John R Griffin Middle	1	0	0	617,491	0	0	\$617,491
370	Ed V Baldwin Elementary	1	0	1,505,750	674,880	143,875	0	\$2,324,505
371	Ireland Drive Middle	1	0	1,505,750	204,774	126,375	0	\$1,836,899
372	Lewis Chapel Middle	1	0	0	430,422	5,000	0	\$435,422
373	Gallberry Farm Elementar	1	0	0	292,010	15,000	0	\$307,010
374	Alger B. Wilkins High Sch	2	0	0	408,405	18,000	0	\$426,405



2015-16 DPI Facility Needs Survey

Cost Summary
0 to 5 Years

Cumberland County Schools

Cost Summary (0 to 5 years)

Unit: 260		Priority	New School	Additions	Renovations	Furn/Eqpt	Land	Total
375	Grays Creek Elementary	1	0	0	986,502	0	0	\$986,502
380	Long Hill Elementary	1	0	0	415,929	5,000	0	\$420,929
382	Lucile Souders Elementar	1	0	1,505,750	366,466	147,675	0	\$2,019,891
383	Mac Williams Middle	1	0	0	714,082	0	0	\$714,082
386	Margaret Willis Elementary	1	0	1,505,750	1,096,804	126,375	0	\$2,728,729
388	Massey Hill Classical Hig	1	0	0	524,146	0	0	\$524,146
396	Mary McArthur Elementary	1	0	1,505,750	199,453	144,375	0	\$1,849,578
397	E Melvin Honeycutt Eleme	1	0	0	1,414,885	0	0	\$1,414,885
398	E E Miller Elementary	1	0	0	1,553,964	0	0	\$1,553,964
400	Montclair Elementary	1	0	1,505,750	665,953	126,375	0	\$2,298,078
401	Morganton Road Element	1	0	1,505,750	547,061	126,375	0	\$2,179,186
402	Manchester Elementary	1	0	2,152,158	610,370	203,670	0	\$2,966,198
403	New Century International	1	0	0	34,200	0	0	\$34,200
404	William H Owen Elementa	1	0	0	442,890	0	0	\$442,890
405	Walker Spivey Elementary	1	0	0	648,375	0	0	\$648,375
406	Pine Forest Middle	1	0	0	2,387,328	1,500	0	\$2,388,828
407	Lake Rim Elementary	1	0	0	247,285	0	0	\$247,285
408	Pine Forest High	1	0	0	1,018,478	0	0	\$1,018,478
410	Ponderosa Elementary	1	0	1,505,750	170,910	126,375	0	\$1,803,035
411	Reid Ross Classical High	1	0	0	684,000	0	0	\$684,000
412	Raleigh Road Elementary	1	0	1,505,750	350,636	144,375	0	\$2,000,761
413	Pauline Jones Middle	1	0	1,505,750	1,719,439	166,375	0	\$3,391,564
414	Benjamin J Martin Elemen	1	0	1,505,750	196,080	144,875	0	\$1,846,705
415	Rockfish Elementary	1	0	1,505,750	458,293	126,375	0	\$2,090,418
416	J W Seabrook Elementary	1	0	1,505,750	875,393	142,375	0	\$2,523,518
417	New Century International	2	0	0	17,100	0	0	\$17,100
418	Seventy-First Classical Mi	1	0	0	242,178	33,300	0	\$275,478
424	Seventy-First High	1	0	0	2,679,570	4,500	0	\$2,684,070
425	South View Middle	1	0	0	1,630,200	0	0	\$1,630,200
426	Sherwood Park Elementar	1	0	1,505,750	294,329	141,375	0	\$1,941,454
427	South View High	1	0	0	1,379,856	2,500	0	\$1,382,356
428	Spring Lake Middle	1	0	0	779,005	3,300	0	\$782,305
430	Stedman Elementary	1	0	1,113,343	748,552	98,130	0	\$1,960,025
432	Stedman Primary	1	0	7,407,727	536,512	621,720	0	\$8,565,959
434	Stoney Point Elementary	1	0	0	290,472	0	0	\$290,472
440	Sunnyside Elementary	1	0	2,448,963	1,011,750	221,174	0	\$3,681,887
444	Teresa C Berrien Element	1	0	0	698,017	0	0	\$698,017
446	Terry Sanford High	1	0	1,203,964	513,712	78,856	0	\$1,796,532
448	Vanstory Hills Elementary	1	0	1,505,750	150,846	126,375	0	\$1,782,971
449	Ramsey Street High	1	0	0	1,888,635	3,300	0	\$1,891,935



2015-16 DPI Facility Needs Survey

Cost Summary
0 to 5 Years

Cumberland County Schools

Cost Summary (0 to 5 years)

Unit: 260		Priority	New School	Additions	Renovations	Furn/Eqpt	Land	Total
450	Warrenwood Elementary	1	0	1,505,750	158,387	156,375	0	\$1,820,512
452	Westarea Elementary	1	0	1,505,750	427,358	136,375	0	\$2,069,483
454	Westover Middle	1	0	0	681,897	0	0	\$681,897
455	Westover High	1	0	0	1,409,249	5,000	0	\$1,414,249
459	William T Brown Element	1	0	0	429,674	0	0	\$429,674
700	Howard Health & Life Scie	1	0	1,505,750	391,490	126,375	0	\$2,023,615
Totals:			72,464,231	72,932,991	62,396,189	12,858,107	75,000	\$220,726,518



2015-16 DPI Facility Needs Survey

Cumberland County Schools Long Range Plan

Administrative Unit: Cumberland County Schools (Unit 260)

I. Certification of Board of Education

The Cumberland County Schools Board of Education hereby submits its Facility Needs Survey dated 11/12/2015 listing all improvements and additional facilities needed to accomodate projected enrollments through the 2020-21 school year and improvements to existing facilities to provide safe, comfortable environments that support the educational programs.

We do hereby certify that the needs identified herein are a true representation of our situation. Alternatives were considered and this plan provides the best balance between cost and benefit to our students. We understand that costs have been standardized to statewide averages to provide uniform comparisons.

Signed:

_____, Chairman _____ Date

_____, Secretary, Ex-officio _____ Date

2. Certification of Board of County Commissioners

The Cumberland County Board of Commissioners has received and reviewed a copy of this survey prior to submission to the State Board of Education. This does not necessarily constitute endorsement of or commitment to fund the Facility Needs Survey.

_____, Chairman _____ Date

_____, County Manager or Clerk _____ Date

Cumberland County Schools Capital Outlay Revenue

Year	Public School Building Fund		Sales Tax	Total	Debt	Available Funds
	TAX REVENUE	LOTTERY				
2006-07	4,015,000	4,789,000	9,132,000	17,936,000	4,000,000	13,936,000
2007-08	1,596,000	5,920,000	11,800,000	19,316,000	3,884,000	15,432,000
2008-09	1,778,000	5,016,000	10,000,000	16,794,000	3,721,000	13,073,000
2009-10	0	8,707,000	9,500,000	18,207,000	6,100,000	12,107,000
2010-11	0	4,271,000	7,414,000	11,685,000	7,800,000	3,885,000
2011-12	0	3,277,520	7,400,000	10,677,520	8,741,000	1,936,520
2012-13	0	3,600,000	7,900,000	11,500,000	8,340,000	3,160,000
2013-14	0	3,600,000	8,500,000	12,100,000	7,412,000	4,688,000
2014-15	0	3,700,000	8,800,000	12,500,000	5,300,000	7,200,000



ITEM NO. 4A

CUMBERLAND
COUNTY
NORTH CAROLINA

ENGINEERING & INFRASTRUCTURE DEPARTMENT

Engineering Division · Facilities Management Division · Landscaping & Grounds Division · Public Utilities Division

MEMORANDUM FOR BOARD OF COMMISSIONERS AGENDA OF DECEMBER 3, 2015

TO: BOARD OF COUNTY COMMISSIONERS

FROM: JEFFERY P. BROWN, PE, E & I DIRECTOR

THROUGH: AMY H. CANNON, COUNTY MANAGER *AHC*

DATE: NOVEMBER 23, 2015

SUBJECT: ESTABLISHMENT OF A LIST OF PROFESSIONAL ARCHITECTURAL/ENGINEERING SERVICES TO EXPEDITE CIP PROJECTS

BACKGROUND:

North Carolina General Statute 143-64.31 requires local governments to select firms to provide architectural, engineering and surveying services on the basis of demonstrated competence and qualifications for the type of professional services required without regard to fee other than unit price information. Based on the number of Capital Improvement Plan (CIP) projects that will necessitate professional services, the most feasible way to accomplish this task is to establish a list of qualified firms that can provide specialized consulting based upon the discipline needed to successfully initiate and complete any given project. The primary benefit of this approach is that it can reduce the amount of time required to issue a Request for Qualifications (RFQ) and review multiple vendor submissions for each project.

The Engineering & Infrastructure Department issued a RFQ for Professional Services on October 9th with submittals due on October 30th. The RFQ was for architectural services and various disciplines of engineering and surveying. Attached you will find a list of qualified firms sorted into areas of expertise and competency. The Department received submittals from twenty-two separate firms of which 50% of the firms are located within Cumberland County. No more than five firms were selected for each discipline and all of the twenty-two firms represented on the proposed list are qualified to provide professional services to the County.

The County will still reserve the right to issue a separate RFQ for a specific project(s) when it is determined to be in the County's best interest. The list shall be effective for a period of three years with an option to extend for two additional one-year periods not to exceed five total years.

RECOMMENDATION/PROPOSED ACTION:

Staff recommends approval of the attached list of professional consulting firms that will be utilized to provide services for Cumberland County on an as needed basis.

Engineering & Public Utilities
130 Gillespie Street, Suite 214
Fayetteville, NC 28301
(910) 678-7636

Facilities Management
420 Mayview Street
Fayetteville, NC 28301
(910) 678-7699

Landscaping & Grounds
807 Grove Street
Fayetteville, NC 28301
(910) 678-7560

**CUMBERLAND COUNTY
QUALIFIED LIST OF CONSULTING FIRMS**

**ARCHITECTURAL
BUILDING DESIGN**

Gordon Johnson Architecture
sfL+a Architects
The LSV Partnership
The Wooten Company

**ARCHITECTURAL
LANDSCAPING DESIGN**

Crawford Design Company
McGill Associates

**ARCHITECTURAL
BUILDING RENOVATIONS**

Gordon Johnson Architecture
sfL+a Architects
The LSV Partnership
The Wooten Company

SURVEYING

4D Site Solutions
Joyner Keeny, PLC
McGill Associates
Moorman, Kizer & Reitzel, Inc.
The Wooten Company

MECHANICAL/PLUMBING/ELECTRICAL

Dibble & Pledger, PA
Locklear, Locklear & Jacobs, PLLC
Progressive Design Collaborative
Stanford White
The Wooten Company

CONSTRUCTION MANAGEMENT

Atlas Engineering, Inc.
Fleming & Associates, PA
Gordon Johnson Architecture
Moorman, Kizer & Reitzel, Inc.
The Wooten Company

**STRUCTURAL DESIGN
BUILDING ENVELOPE REPAIRS**

Atlas Engineering, Inc.
Fleming & Associates, PA
Rooftop Systems Engineers

**STRUCTURAL DESIGN
SPECIAL INSPECTIONS**

Fleming & Associates, PA
Rooftop Systems Engineers

**STRUCTURAL DESIGN
ROOFS**

Atlas Engineering, Inc.
Fleming & Associates, PA
Rooftop Systems Engineers

**CIVIL DESIGN
SIDEWALKS**

4D Site Solutions
Crawford Design Company
Draper Aden Associates
McGill Associates
Moorman, Kizer & Reitzel, Inc.

**CIVIL DESIGN
PARKING LOTS**

4D Site Solutions
Crawford Design Company
Draper Aden Associates
Moorman, Kizer & Reitzel, Inc.
US Infrastructure of Carolina, Inc.

**CIVIL DESIGN
SITE DESIGN**

4D Site Solutions
Crawford Design Company
Draper Aden Associates
McGill Associates
Moorman, Kizer & Reitzel, Inc.

**CIVIL DESIGN
GRADING/STORM DRAINAGE**

4D Site Solutions
Crawford Design Company
Draper Aden Associates
Moorman, Kizer & Reitzel, Inc.
US Infrastructure of Carolina, Inc.

**CIVIL DESIGN
UTILITIES (WATER & SEWER)**

4D Site Solutions
Draper Aden Associates
Koonce, Noble & Associates, Inc.
McGill Associates
Moorman, Kizer & Reitzel, Inc.

**GEOTECHNICAL/TESTING/
ENVIRONMENTAL**

Building & Earth Sciences
Frehling & Robertson, Inc.
S&ME

VICKI EVANS
Finance Director




ROBERT TUCKER
Accounting Supervisor

ITEM NO. 43

FINANCE OFFICE

4th Floor, Room No. 451, Courthouse • PO Box 1829 • Fayetteville, North Carolina 28302-1829
(910) 678-7753 • Fax (910) 323-6120

**MEMO FOR THE AGENDA OF THE DECEMBER 3, 2015
WORK SESSION OF THE BOARD OF COMMISSIONERS**

TO: BOARD OF COMMISSIONERS
FROM: VICKI EVANS, FINANCE DIRECTOR 
DATE: NOVEMBER 18, 2015
SUBJECT: CAPITAL IMPROVEMENTS PLAN – BUDGET REVISION AND PROJECT LIST

Presenter(s): Vicki Evans, Finance Director

Estimate of Committee Time Needed: 10 Minutes

BACKGROUND

The FY2016 Adopted budget included funds for principal and interest in both the General and Crown funds, related to financing the first three years of the Capital Improvement Plan. In addition, a reimbursement resolution was approved on August 17, 2015. Since that time Finance and Budget staff have been working with Jeffery Brown along with the County's Financial Advisors, DEC and Associates, to determine the best timing and the best type of financing with which to proceed.

It is anticipated that the County will put the financing in place with local approval required at the first and second meetings in February with Local Government Commission approval in March. In the meantime, the Board of Commissioners has approved a funding resolution which allows the County to utilize its own funds and be reimbursed with financing proceeds once the financing has been secured. A budget revision is attached to coincide with the reimbursement resolution in the amount of \$1.1 million. That amount is sufficient to cover the costs of obtaining engineering plans on the larger projects to ensure the County does not over or under borrow and allow work to begin.

RECOMMENDATION/PROPOSED ACTION

Management is requesting approval of the \$1.1 million budget revision.

CAPITAL PROJECTS FOR REIMBURSEMENT		Project Estimates
<u>BUILDING EXTERIOR PROJECTS</u>		
BUILDING MAINTENANCE FACILITY (BMF)	Re-caulk walls and windows/ doors. Wirebrush rusted lintels and paint. Pressure wash and paint cmu walls. Patch rusted holes in metal panels and paint panels. Scrape and paint wood canopy.	43,000
CENTRAL MAINTENANCE FACILITY (CMF)	Replace metal siding and re-build compressor shed	200,000
COMMUNITY CORRECTIONS CENTER (C5)	Re-caulk C.J.'s	27,000
CONVENTION & VISITORS BUREAU	Paint building. Re-caulk windows.	19,000
EAST REGIONAL LIBRARY	Repair downspouts and caulk coping stones to eliminate water entry into walls. Not all C.J.'s require caulking.	35,000
LAW ENFORCEMENT CENTER	Recaulk control joints for facility and minor repairs	200,000
NORTH REGIONAL LIBRARY	Repair downspouts and caulk coping stones to eliminate water entry into walls	45,000
SHERIFF ANNEX	See plan/photos	31,500
WINDING CREEK EXECUTIVE PLACE	EIFS repair and cleaning	23,000
	Subtotal	623,500
	10% design fees & 10% Contingency	124,700
	Total	748,200
<u>PARKING LOT PROJECTS</u>		
CENTRAL MAINTENANCE FACILITY (CMF)	Design Fees	13,900
AGRI-EXPO OFFICE BUILDING	Design Fees	10,000
HISTORIC COURTHOUSE	Design Fees	9,500
	Subtotal	33,400
	10% Contingency	6,680
	Total	40,080
<u>ROOFING PROJECTS</u>		
COMMUNITY CORRECTIONS CENTER (C5)	Replace membrane at Areas A, B, C and E. Re-caulk and replace corroded fasteners at Areas D, F and G.	151,463
CONVENTION & VISITORS BUREAU	Replace roof all areas and wood trim.	81,000
	Subtotal	232,463
	10% design fees & 10% Contingency	46,493
	Total	278,956
CROWN COLISEUM	Initial Design Fees	32,764
	GRAND TOTAL	1,100,000

**COUNTY OF CUMBERLAND
BUDGET REVISION REQUEST**

Budget Office Use	
Budget Revision No.	B16-144
Date Received	11/25/2015
Date Completed	

Fund No. 026 Agency No. 444 Organ. No. 4448
 Organization Name: Crown Capital Improvement Projects

REVENUE

Revenue Source Code	Description	Current Budget	Increase (Decrease)	Revised Budget
9118	Transfer from Crown Fund 620	0	88,212	88,212
9205	Installment Loan Proceeds	3,173,260	(88,212)	3,085,048
Total		3,173,260	0	3,173,260

EXPENDITURES

Object Code	Appr Unit	Description	Current Budget	Increase (Decrease)	Revised Budget
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Total 1

Justification:

Revision to budget a transfer from the Crown Fund to use the remaining bond proceeds (\$88,211.52) from the 2010 Build America Bonds (BAB's) and Recovery Zone Economic Development Bonds (RZED's) for capital improvements at the Crown Center. The County's bond attorney has determined that the remaining bond proceeds can only be used for capital purposes at the Crown Center.

Funding Source:

State: _____ Federal: _____ Fund Balance: _____ County: _____ New: _____ Other: _____
 Other: _____ Fees: _____ Prior Year: _____

Submitted By: Bob Tucker Date: 11/25/15
 Department Representative

Reviewed By: Deborah W. Shaw Date: 11/25/15
 Budget Analyst

Reviewed By: Wicki Evans Date: 11/30/15
 Finance Director

Reviewed By: _____ Date: _____
 Assistant County Manager

Approved By:	
_____	Date: _____
County Manager	
Board of County Commissioners	Date: _____

**COUNTY OF CUMBERLAND
BUDGET REVISION REQUEST**

Budget Office Use	
Budget Revision No.	B16-144A
Date Received	11/25/2015
Date Completed	

Fund No. 620 Agency No. 444 Organ. No. 4442
 Organization Name: Crown Center

REVENUE

Revenue Source Code	Description	Current Budget	Increase (Decrease)	Revised Budget
9901	Fund Balance Appropriated	0	88,212	88,212
Total		0	88,212	88,212

EXPENDITURES

Object Code	Appr Unit	Description	Current Budget	Increase (Decrease)	Revised Budget
New	491	Transfer to Fund 026 (Crown Capital Projects)	0	88,212	88,212

Total

Justification:

Revision to budget a transfer to Fund 026 (Crown Capital Improvements Fund) to use the remaining bond proceeds (\$88,211.52) from the 2010 Build America Bonds (BAB's) and Recovery Zone Economic Development Bonds (RZED's) for capital improvements at the Crown Center. The County's bond attorney has determined that the remaining bond proceeds can only be used for capital purposes at the Crown Center.

Funding Source:

State: _____
 Other: _____

Federal: _____
 Fees: _____

Fund Balance:

County: _____ New: _____
 Prior Year: _____

Other: _____

Submitted By: Bob Tucker Date: 11/25/15
 Department Representative

Reviewed By: Abraham W. Shaw Date: 11/25/15
 Budget Analyst

Reviewed By: Wick Evans Date: 11/30/15
 Finance Director

Reviewed By: _____ Date: _____
 Assistant County Manager

Approved By:	
_____	Date: _____
County Manager	
Board of County Commissioners	Date: _____

**COUNTY OF CUMBERLAND
BUDGET REVISION REQUEST**

Budget Office Use	
Budget Revision No.	B16-145
Date Received	11/25/2015
Date Completed	

Fund No. 025 Agency No. 412 Organ. No. 4118
 Organization Name: Governmental Capital Improvement Projects

REVENUE

Revenue Source Code	Description	Current Budget	Increase (Decrease)	Revised Budget
9110	Transfer from General Fund	0	1,100,000	1,100,000
9205	Installment Loan Proceeds	6,650,365	0	6,650,365
Total		6,650,365	1,100,000	7,750,365

EXPENDITURES

Object Code	Appr Unit	Description	Current Budget	Increase (Decrease)	Revised Budget
3430	TGA	Maintenance & Repair - Buildings	2,327,160	0	2,327,160
3434	TGA	Maintenance & Repair - Parking	1,488,300	0	1,488,300
3735	TGA	Roofing	2,834,905	0	2,834,905
3880	TGB	Transfer to General Fund	0	1,100,000	1,100,000
Total			6,650,365	1,100,000	7,750,365

Justification:

Revision to budget transfer from General Fund in the amount of \$1,100,000 to allow engineering and other work to proceed on various projects (see attached schedule) prior to obtaining permanent financing. These "start-up" funds will be repaid to the General Fund when permanent financing is finalized.

Funding Source:

State: _____
 Other: _____

Federal: _____
 Fees: _____

Fund Balance:

County: _____ New: _____
 Prior Year: _____

Other: _____

Submitted By: Bob Jucker Date: 11/25/15
 Department Representative

Reviewed By: Deborah W. Shaw Date: 11/25/15
 Budget Analyst

Reviewed By: Wicki Evans Date: 11/30/15
 Finance Director

Reviewed By: _____ Date: _____
 Assistant County Manager

Approved By:	
_____	Date: _____
County Manager	
Board of County Commissioners	Date: _____

**COUNTY OF CUMBERLAND
BUDGET REVISION REQUEST**

Budget Office Use	
Budget Revision No.	B16-145A
Date Received	11/25/2015
Date Completed	

Fund No. 101 Agency No. 412 Organ. No. 4195
 Organization Name: General Government Other

REVENUE

Revenue Source Code	Description	Current Budget	Increase (Decrease)	Revised Budget
9901 (101-999-9999)	Fund Balance Appropriated		1,100,000	

Total

EXPENDITURES

Object Code	Appr Unit	Description	Current Budget	Increase (Decrease)	Revised Budget
New	080	Transfer to Fund 025 (Govt'l Capital Projects)	0	1,100,000	1,100,000

Total 0 1,100,000 1,100,000

Justification:

Revision to appropriate fund balance in the amount of \$1,100,000 to transfer funds to Fund 025 (Governmental Capital Projects Fund) to allow engineering and other work to proceed on various projects (see attached schedule) prior to obtaining permanent financing. These "start-up" funds will be repaid to the General Fund when permanent financing is finalized.

Funding Source: State: _____ Federal: _____ County: _____ New: _____ Other: _____
 Other: _____ Fees: _____ Prior Year: _____

Submitted By: Bob Tucker Date: 11/25/15
 Department Representative

Reviewed By: Deborah W. Shaw Date: 11/25/15
 Budget Analyst

Reviewed By: Wicki Evans Date: 11/30/15
 Finance Director

Reviewed By: _____ Date: _____
 Assistant County Manager

Approved By:	
County Manager	Date: _____
Board of County Commissioners	Date: _____

**COUNTY OF CUMBERLAND
BUDGET REVISION REQUEST**

Budget Office Use	
Budget Revision No.	B16-145B
Date Received	11/25/2015
Date Completed	

Fund No. 101 Agency No. 412 Organ. No. 4195
 Organization Name: General Government Other

REVENUE

Revenue Source Code	Description	Current Budget	Increase (Decrease)	Revised Budget
New 9901 (101-999-9999)	Transfer from Fund 025 Fund Balance Appropriated	0	1,100,000 (1,100,000)	1,100,000

Total

EXPENDITURES

Object Code	Appr Unit	Description	Current Budget	Increase (Decrease)	Revised Budget
-------------	-----------	-------------	----------------	---------------------	----------------

Total 0 - -

Justification:

Revision to budget repayment of "start-up" funds provided to Fund 025 (Governmental Capital Projects Fund) prior to obtaining permanent financing.

Funding Source:

State: _____ Federal: _____ Fund Balance: _____ County: _____ New: _____ Other: _____
 Other: _____ Fees: _____ Prior Year: _____

Submitted By: Bob Incher
 Department Representative

Date: 11/25/15

Reviewed By: Deborah W. Shaw
 Budget Analyst

Date: 11/25/15

Reviewed By: Wicki Evans
 Finance Director

Date: 11/30/15

Reviewed By: _____
 Assistant County Manager

Date: _____

Approved By:	
County Manager	Date: _____
Board of County Commissioners	Date: _____



CUMBERLAND
COUNTY
NORTH CAROLINA

OFFICE OF THE TAX ADMINISTRATOR

**MEMO FOR THE AGENDA OF THE DECEMBER 3, 2015
BOARD OF COMMISSIONERS WORKSESSION**

TO: BOARD OF COMMISSIONERS

FROM: JOSEPH R. UTLEY, JR., TAX ADMINISTRATOR *JRU*

THROUGH: MELISSA C. CARDINALI, ASSISTANT COUNTY MANAGER *MCC*

DATE: NOVEMBER 24, 2015

SUBJECT: STORM WATER IMPERVIOUS SURFACE VERIFICATION PROJECT

BACKGROUND

Effective July 1, 1995, Cumberland County in conjunction with the City of Fayetteville established a Storm Water Utility. Currently the City does not maintain a separate database for stormwater fees and the related impervious surfaces. Under an existing agreement, the City relies on the County's property tax data base for billing of their stormwater fees.

Recently the City of Fayetteville (City) entered into an agreement with an outside vendor in which the vendor would audit the impervious surfaces of commercial properties and provide new values when appropriate. The anticipated result was increased stormwater fees for the City; however, any "discoveries" would directly affect the County's property tax data base.

Under the existing system, the County maintains the property tax database. A stormwater program pulls the relevant information from that database in order to calculate the appropriate stormwater fee for the taxpayer. There is currently not a separate database for stormwater. Therefore, using information provided by the vendor would require the County to alter the property tax record with data that was not originated nor verified by the County Tax Office.

Since the database in question is the property tax database, we wanted to insure we moved forward in the proper manner. Therefore, to maintain compliance with the N.C. General Statutes a reappraisal of parcels is required. The Tax Administrator is willing to provide this reappraisal of impervious surfaces. However, since the County tax staff is fully involved in the process of revaluation the process of reviewing the impervious areas of commercial properties cannot take place with county tax staff until the 2017 revaluation is complete. The proposed solution to this is to engage a N.C. Department of Revenue (NCDOR) approved firm to act as an extension of County appraisal staff to verify the

impervious surfaces (no structures) of all parcels 20,000 square feet or larger that receive a commercial storm water fee in conjunction with the 2017 county-wide reappraisal.

The City of Fayetteville has agreed to reimburse the County for this effort. A Request for Proposals (RFP) was issued for such a quote to firms on the NCDOR approved list having met qualification as outlined in NCGS 105-289(i). Two firms responded with the lowest quote being \$87,600.

RECOMMENDATION/PROPOSED ACTION

The Tax Administrator recommends that a budget revision in the amount of \$96,360 (quote plus 10%) be made to allow for a contract with vendor Pearson Appraisals to accomplish the aforementioned "Storm Water Project" in conjunction with the 2017 county-wide reappraisal.

NCGS 105-299 gives the County Board of Commissioners authority to employ firms having expertise in the duties of the assessor to assist the assessor in the performance of his duties.

**COUNTY OF CUMBERLAND
BUDGET REVISION REQUEST**

Budget Office Use	
Budget Revision No.	B16-143
Date Received	11/24/2015
Date Completed	

Fund No. 101 Agency No. 410 Organ. No. 4153
 Organization Name: Property Revaluation

REVENUE

Revenue Source Code	Description	Current Budget	Increase (Decrease)	Revised Budget
7675	City of Fayetteville Reimbursement	0	96,360	96,360
				-
				-
				-
				-
Total		0	96,360	96,360

EXPENDITURES

Object Code	Appr Unit	Description	Current Budget	Increase (Decrease)	Revised Budget
3154	034	Consultant	0	96,360	96,360
					-
					-
					-
					-
					-
					-
Total			0	96,360	96,360

Justification:

Revision to budget the reimbursement from the City of Fayetteville for the County contracting with Pearson Appraisals to verify the impervious surfaces of all parcels within the city limits of Fayetteville that receive a commercial storm water fee.

Funding Source:

State: _____ Federal: _____ County: _____ New: _____ Other: _____
 Other: _____ Fees: _____ Prior Year: _____

Submitted By: [Signature]
 Department Representative

Date: 11/24/15

Reviewed By: [Signature]
 Budget Analyst

Date: 11/24/15

Reviewed By: [Signature]
 Finance Director

Date: 11/24/15

Reviewed By: [Signature]
 Assistant County Manager

Date: 11/24/15

Approved By:	
_____	Date: _____
County Manager	
_____	Date: _____
Board of County Commissioners	
_____	Date: _____

AMY H. CANNON
County Manager

JAMES E. LAWSON
Deputy County Manager



MELISSA C. CARDINALI
Assistant County Manager

W. TRACY JACKSON
Assistant County Manager



ITEM NO. 6A

OFFICE OF THE COUNTY MANAGER

MEMO FOR THE AGENDA OF THE DECEMBER 3, 2015
BOARD OF COMMISSIONERS' WORK SESSION

TO: BOARD OF COMMISSIONERS

FROM: W. TRACY JACKSON, ASST. COUNTY MANAGER

THROUGH: AMY H. CANNON, COUNTY MANAGER  

DATE: NOVEMBER 30, 2015

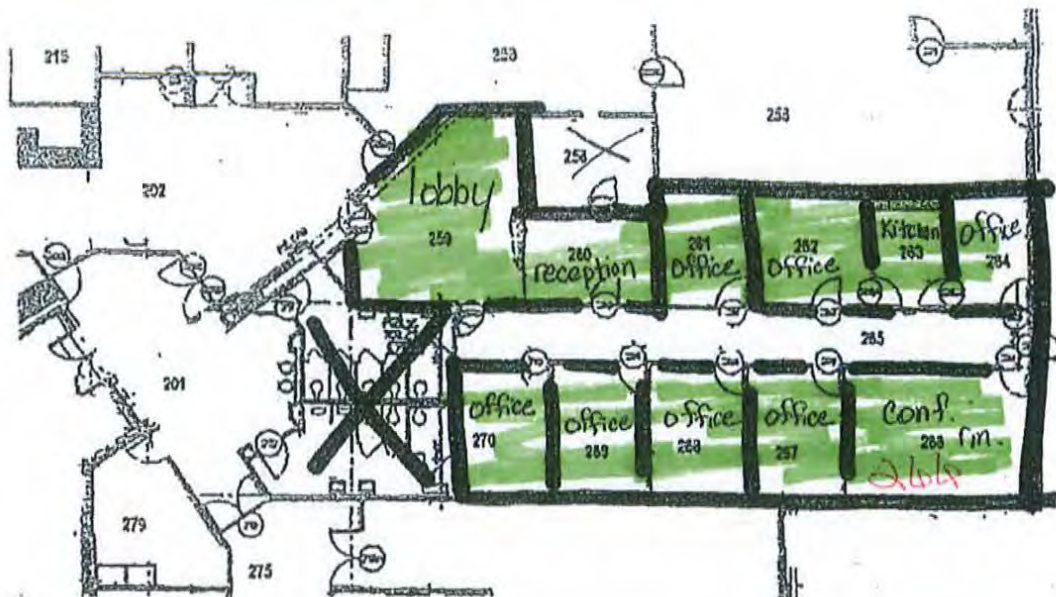
SUBJECT: DSS EXPANSION AT SPRING LAKE FAMILY RESOURCE CENTER

BACKGROUND:

DSS Director Brenda Jackson has expressed interest in utilizing the unoccupied space at the Family Resource Center in Spring Lake for Children's Services. Please find attached a floor plan for the proposed use of this space. DSS already has two teams of Children's Services social workers, along with two supervisors, at the facility and would like to expand to the unoccupied areas highlighted on the attached floor plan. The "green" shaded area will house the Teen Unit, including a supervisor, along with a few community services aides and a program manager. Based upon staff reports, customers often come in requesting food stamp (FNS) services. Therefore, the "yellow" shaded area will house two income maintenance caseworkers to primarily work with FNS and family and children's Medicaid. This area already has a lobby for customers and the conference room will be used as a family visitation room for the Children's Services social workers.

RECOMMENDATION/PROPOSED ACTION:

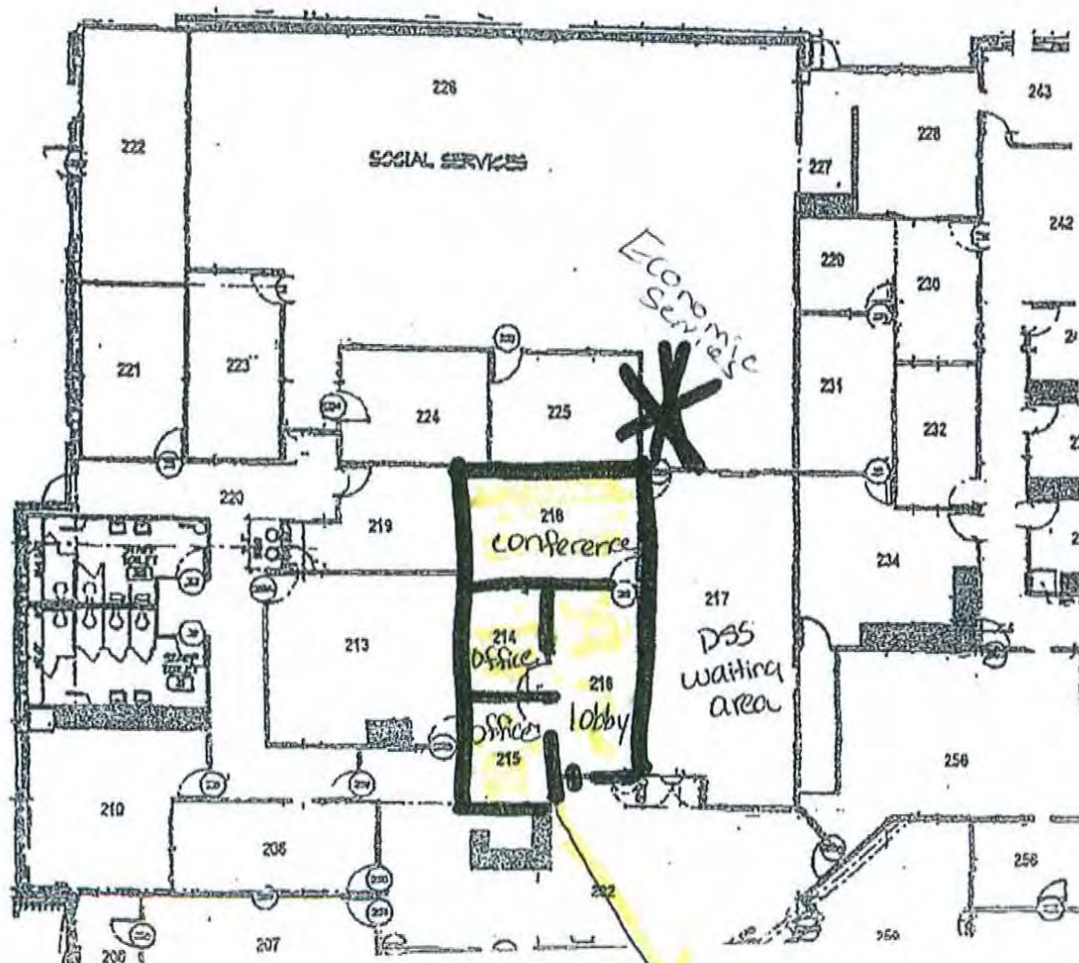
No action is required. This is for information only.



Children's
Services

Space 1

1 lobby
1 conf. rm.
1 reception area
1 Kitchen
7 offices



Economic
Services

Space 2

1 lobby
2 offices
1 conf. rm

Limited
Food Stamps & Medicaid
Services

SPRING LAKE RESOURCE CENTER



ITEM NO. 6B

CUMBERLAND
★ **COUNTY** ★
NORTH CAROLINA

ENGINEERING & INFRASTRUCTURE DEPARTMENT

Engineering Division · Facilities Management Division · Landscaping & Grounds Division · Public Utilities Division

MEMORANDUM FOR BOARD OF COMMISSIONERS AGENDA OF DECEMBER 3, 2015

TO: BOARD OF COUNTY COMMISSIONERS

FROM: JEFFERY P. BROWN, PE, E & I DIRECTOR

THROUGH: AMY H. CANNON, COUNTY MANAGER *AKC*

DATE: NOVEMBER 23, 2015

SUBJECT: CREATION OF ADDITIONAL OFFICE SPACE FOR DISTRICT ATTORNEY ON FOURTH FLOOR IN COURTHOUSE

BACKGROUND:

District Attorney Billy West has requested space for four additional employees. According to Mr. West, he has the opportunity to fund the additional positions through a grant, and it is my understanding that these positions will be funded for a minimum of three years. Staff has met with Mr. West and his staff several times to determine the best way to expand the existing work space for the new employees. It has been determined that four work areas can be created by taking space from the waiting area adjacent to the District Attorney's reception area (see the attached draft plan which depicts these changes). The proposed changes will create space for four additional employees and enhance employee safety and security.

The proposed improvements, which include necessary furnishings, are projected to cost approximately \$9,000. There is sufficient funding within the Courts Facilities budget to cover the expenses of the proposed improvements and therefore no budget revision will be required.

There is a need for a timely turn-around on this project as it is our understanding that the District Attorney could have these positions in place early in 2016. Engineering and Infrastructure Staff plan to begin this project as soon as possible since it will take time to make the necessary renovations, and the forthcoming holidays could slow down the process.

RECOMMENDATION/PROPOSED ACTION:

No action is required. This is for information only.

