
AGENDA
CUMBERLAND COUNTY BOARD OF COMMISSIONERS
COURTHOUSE – ROOM 118
APRIL 18, 2016 (MONDAY)
6:45 PM

INVOCATION - Commissioner Jeannette Council

PLEDGE OF ALLEGIANCE – Cub Scout Troop 740
Thomas Bicker
Brendan Blue
William Swinford
Nolan Wrister

PUBLIC COMMENT PERIOD (6:45 PM – 7:00 PM)

Recognition of Cumberland County Board of Health on being awarded Outstanding Board of Health of the Year by the Association of North Carolina Boards of Health for their leadership in public health accomplishments.

Recognition of Outgoing Board Members:

Marion Frances Gillis-Olson - Cape Fear Valley Health System Board of Trustees

Jennifer Twaddell - Cape Fear Valley Health System Board of Trustees

1. Approval of Agenda
2. Consent Agenda
 - A. Approval of minutes for the April 4, 2016 regular meeting.
 - B. Approval of Ordinance Assessing Property for the Costs of Demolition: **(Pg. 8)**
 - 1) Case Number: MH 1110-2015
 - Property Owner: Carla Frances Gibson
 - Property Location: 5348 Chicken Foot Road &
2787 McCall Road, St. Pauls, NC
 - Parcel Identification Number: 0339-06-9237

- 2) Case Number: MH 1023-2015 **(Pg. 10)**
Property Owner: Stacy L. & Ernestine Carthon
Property Location: 4813 Battery Court, Hope Mills, NC
Parcel Identification Number: 0433-77-9399
- 3) Case Number: MH 1085-2015 **(Pg. 12)**
Property Owner: Tonto Morrison
Property Location: 3523 Cumberland Road, Fayetteville, NC
Parcel Identification Number: 0416-90-6039

C. Approval of Cumberland County Facilities Committee Report and Recommendations: **(Pg. 14)**

- 1) Budget Revision for Critical CIP Projects for the Crown Center Complex **(Pg. 23)**
- 2) Architect for Winding Creek Renovations **(Pg. 26)**
- 3) Bid Award to Hayes, Inc. for Exterior Wall Repairs at the Central Maintenance Facility **(Pg. 33)**

D. Approval of Cumberland County Finance Committee Report and Recommendations: **(Pg. 37)**

- 1) Request to Establish New Position in Gun Permits Division of the Sheriff's Office **(Pg. 53)**
- 2) Request for Additional County Funding for Jail Health Program **(Pg. 58)**
- 3) Recommended Changes from the City Council to the Interlocal Agreement Between Cumberland County and the City of Fayetteville to Address Homelessness **(Pg. 67)**
- 4) Request to Establish a Juvenile Crime Prevention Council (JCPC) Coordinator Position **(Pg. 70)**
- 5) Request for Contract Modification for FY2016 Audit and Three-Year Extension Proposal **(Pg. 72)**

E. Approval of Cumberland County Policy Committee Report and Recommendations: **(Pg. 80)**

1) Revision to the Pre-Employment Background Check Procedures **(Pg. 89)**

F. Approval of the Sale of Surplus Properties to the City of Fayetteville – 513 Link Street, 601 Link Street and 512 School Street. **(Pg. 93)**

G. Approval of Department of Social Services Request for Payment of Prior Year Invoice to Guilford County for Cremation Services. **(Pg. 109)**

H. Approval of Sheriff's Office request for Payment of Prior Year Invoice to SFA Fire Protection, Inc. **(Pg. 114)**

I. Budget Revisions: **(Pg. 117)**

1) Public Utilities **(Pg. 117)**

Revision in the amount of \$30,000 to allocate funds for the purchase of utility billing software from Tyler Munis. This will make the business process of utility collection and financial practice more efficient. (B16-233)
Funding Source – Water and Sewer Fund Balance Appropriated

3. Public Hearings **(Pgs. 118-208)**

Uncontested Rezoning Cases

A. **Case P15-59:** Rezoning of 4.72+/- acres from A1 Agricultural to R20 Residential, or to a more restrictive zoning district; located on the southeast side SR 4518 (Dulles Road), west of SR 2376 (South Forty Drive); submitted by Robert and Stephanie Vaughn (owners) and Chris Roberts(agent). **(Pg. 118)**

Staff Recommendation:

1st motion for Case P15-59: Move to find the request for rezoning consistent with the 2030 Growth Vision Plan, and any other applicable land use plan, reasonable and in the public interest for the reasons stated in the recommendations of the Planning Staff included in the agenda package and as reflected in the minutes of the Planning Board's consideration of this case, which minutes are to be fully incorporated herein by reference.

2nd motion for Case P15-59: Move to approve the request for R20 Residential district as recommended by the Planning Staff included in the agenda package and as reflected in the minutes of the Planning Board's consideration of this case, which minutes are to be fully incorporated herein by reference.

Planning Board Recommendation: Approve the staff recommendation

- B. **Case P16-10:** Rezoning of 3.06+/- acres from A1 Agricultural to R40A Residential, or to a more restrictive zoning district, located at 891 Remley Court, submitted by Shelby Townsend (owner) and Robert Townsend (agent). **(Pg. 121)**

Staff Recommendation:

1st motion for Case P16-10: Move to find the request for rezoning consistent with the 2030 Growth Vision Plan, and any other applicable land use plan, reasonable and in the public interest for the reasons stated in the recommendations of the Planning Staff included in the agenda package and as reflected in the minutes of the Planning Board's consideration of this case, which minutes are to be fully incorporated herein by reference.

2nd motion for Case P16-10: Move to approve the request for R40A Residential district as recommended by the Planning Staff included in the agenda package and as reflected in the minutes of the Planning Board's consideration of this case, which minutes are to be fully incorporated herein by reference.

Planning Board Recommendation: Approve the staff recommendation

- C. **Case P16-13:** Rezoning of 4.54+/- acres from A1 Agricultural to R40 Residential, or to a more restrictive zoning district, located at 5064 Macedonia Church Road, submitted by Macedonia Missionary Baptist Church, Inc. (owner) and Phillip Walters (agent). **(Pg. 124)**

Staff Recommendation:

1st motion for Case P16-13: Move to find the request for rezoning consistent with the 2030 Growth Vision Plan, and any other applicable land use plan, reasonable and in the public interest for the reasons stated in the recommendations of the Planning Staff included in the agenda package and as reflected in the minutes of the Planning Board's consideration of this case, which minutes are to be fully incorporated herein by reference.

2nd motion for Case P16-13: Move to approve the request for R40 Residential district as recommended by the Planning Staff included in the agenda package and as reflected in the minutes of the Planning Board’s consideration of this case, which minutes are to be fully incorporated herein by reference.

Planning Board Recommendation: Approve the staff recommendation

Conditional Zoning District

- D. **Case P16-11:** Rezoning of 3.58+/- acres from A1 Agricultural & A1 Agricultural/CU Conditional Use for motor vehicle repair with outside storage to A1 Agricultural/CZ Conditional Zoning for motor vehicle repair with outside storage or to a more restrictive zoning district, located at 4365 & 4371 Marshwood Lake Road, submitted by Don Knobloch (owner) and Lori Epler (agent). **(Pg. 127)**

Staff Recommendation:

1st motion for Case P16-11: Move to find the request for rezoning consistent with the 2030 Growth Vision Plan, and any other applicable land use plan, reasonable and in the public interest for the reasons stated in the recommendations of the Planning Staff included in the agenda package and as reflected in the minutes of the Planning Board’s consideration of this case, which minutes are to be fully incorporated herein by reference.

2nd motion for Case P16-11: Move to approve the request for A1 Agricultural/CZ Conditional Zoning for motor vehicle repair with outside storage as recommended by the Planning Staff included in the agenda package and as reflected in the minutes of the Planning Board’s consideration of this case, which minutes are to be fully incorporated herein by reference.

Planning Board Recommendation: Approve the staff recommendation

Minimum Housing Code Enforcement **(Pgs. 146-208)**

- | | | | |
|----|-------------------------------|------------------------------------|-------------------------|
| E. | Case Number: | MH 1368-2016 | <u>(Pg. 146)</u> |
| | Property Owner: | John H. Pennie | |
| | Property Location: | 476 Slocumb Road, Fayetteville, NC | |
| | Parcel Identification Number: | 0542-51-3084 | |

Other Public Hearings

- F. 2016 Draft Community Development Annual Action Plan. **(Pg. 153)**

4. Nominations to Boards and Committees **(Pgs. 209-223)**

5. Appointment of Officers - Equalization and Review Board: **(Pg. 224)**

Second Vice Chairman: William (Bill) Holland

- A. Adult Care Home Community Advisory Committee (6 Vacancies) **(Pg. 228)**

B. Joint Senior Citizens Advisory Commission (2 Vacancies) (Pg. 231)

7. Closed Session: A. Personnel Matter(s) Pursuant to NCGS 143-318.11(a)(6).

ADJOURN

WATCH THE MEETING LIVE

THIS MEETING WILL BE STREAMED LIVE THROUGH THE COUNTY'S WEBSITE, CO.CUMBERLAND.NC.US. LOOK FOR THE LINK AT THE TOP OF THE HOMEPAGE.

THE MEETING WILL ALSO BE BROADCAST LIVE ON FAYETTEVILLE/CUMBERLAND EDUCATIONAL TV (FCETV), TIME WARNER CHANNEL 5.

THE MEETING VIDEO WILL BE AVAILABLE AT YOUTUBE.COM/CUMBERLANDCOUNTYNC ON WEDNESDAY, APRIL 20.

IT WILL BE REBROADCAST ON FRIDAY, APRIL 22, AT 10:30 A.M.

REGULAR BOARD MEETINGS:

**May 2, 2016 – (Monday) – 9:00 AM
May 16, 2016 – (Monday) – 6:45 PM
June 6, 2016 – (Monday) – 9:00 AM
June 20, 2016 – (Monday) – 6:45 PM**

ITEM NO. 2B(1)

ORDINANCE ASSESSING PROPERTY FOR THE COSTS
OF DEMOLITION OF A STRUCTURE PURSUANT TO
THE MINIMUM HOUSING CODE OF CUMBERLAND COUNTY
CASE NUMBER: MH 1110-2015
PROPERTY OWNER: Carla Frances Gibson

WHEREAS, the Board of County Commissioners of Cumberland County, North Carolina, on November 16, 2015, enacted an ordinance directing the demolition by the owner of the structure Carla Frances Gibson, located at 5348 Chicken Foot Road & 2787 McCall Road, St Pauls, NC, PIN: 0339-06-9237, said ordinance being recorded in Book 9765, page 0317, of the Cumberland County Registry of Deeds;

WHEREAS, the time within which said demolition was to be performed has expired and the owner(s) failed to comply with the ordinance within such period; and

WHEREAS, the said ordinance further directed the Minimum Housing Inspector to effect the demolition of the structure(s) in the event the owner(s) failed to do so;

WHEREAS, the Minimum Housing Inspector has reported to this Board that:

- (1) Said work had been accomplished.
- (2) The cost of such work was \$3,445.00.
- (3) There were no salable materials resulting from said work.

NOW THEREFORE, the above report coming on to be considered and the Board of County Commissioners find it to be a true and accurate accounting, the said Board hereby ORDAINS:

(1) That the real property on which the work was performed be, and it hereby is, assessed in the amount of \$3,445.00, said sum being the unpaid balance of the cost of the work set forth in the Inspector's Report;

(2) That as provided in the Ordinance of Cumberland County dated November 16, 2015, and in Section 153A-372 of the General Statutes of North Carolina, the amount of the foregoing assessment be, and hereby does constitute, a lien against the real property upon which such costs were incurred, such property being more particularly described as follows:

The structure and premises located at 5348 Chicken foot Road & 2787 McCall Road, St Pauls, NC, as described in Deed Book 6088, page 0641, of the Cumberland County Registry and identified in County tax records as PIN 0339-06-9237.

(3) That as further provided in Section 160A-443(6) of the General Statutes of North Carolina, such lien shall be filed, have the same priority, and be collected as the lien for special assessment provided in Article 10 of Chapter 160A of said General Statutes;

(4) That one copy of this resolution be filed in the minutes of this Board of County Commissioners and another copy certified and delivered by the Clerk as a charge to the Tax Collector, who shall thereupon enter the amount of the assessment set forth above upon the Tax Books of the County as a special assessment against the above described property.

* * * * *

I certify that the foregoing Ordinance was adopted and ordered by the Board of Commissioners of Cumberland County, North Carolina, this 18th day of April, 2016, at 6:45 p.m. o'clock.

Cumberland County Clerk

ITEM NO. 213(2)

ORDINANCE ASSESSING PROPERTY FOR THE COSTS
OF DEMOLITION OF A STRUCTURE PURSUANT TO
THE MINIMUM HOUSING CODE OF CUMBERLAND COUNTY
CASE NUMBER: MH 1023-2015
PROPERTY OWNER: Stacy L. & Ernestine Carthon

WHEREAS, the Board of County Commissioners of Cumberland County, North Carolina, on November 16, 2015, enacted an ordinance directing the demolition by the owner of the structure Stacy L. & Ernestine Carthon, located at 4813 Battery Court, Hope Mills, NC, PIN: 0433-77-9399, said ordinance being recorded in Book 9765, page 0311, of the Cumberland County Registry of Deeds;

WHEREAS, the time within which said demolition was to be performed has expired and the owner(s) failed to comply with the ordinance within such period; and

WHEREAS, the said ordinance further directed the Minimum Housing Inspector to effect the demolition of the structure(s) in the event the owner(s) failed to do so;

WHEREAS, the Minimum Housing Inspector has reported to this Board that:

- (1) Said work had been accomplished.
- (2) The cost of such work was \$2,645.00.
- (3) There were no salable materials resulting from said work.

NOW THEREFORE, the above report coming on to be considered

and the Board of County Commissioners find it to be a true and accurate accounting, the said Board hereby ORDAINS:

(1) That the real property on which the work was performed be, and it hereby is, assessed in the amount of \$2,645.00, said sum being the unpaid balance of the cost of the work set forth in the Inspector's Report;

(2) That as provided in the Ordinance of Cumberland County dated November 16, 2015, and in Section 153A-372 of the General Statutes of North Carolina, the amount of the foregoing assessment be, and hereby does constitute, a lien against the real property upon which such costs were incurred, such property being more particularly described as follows:

The structure and premises located at 4813 Battery Court, Hope Mills, NC, as described in Deed Book 4269, page 182, of the Cumberland County Registry and identified in County tax records as PIN 0433-77-9399.

(3) That as further provided in Section 160A-443(6) of the General Statutes of North Carolina, such lien shall be filed, have the same priority, and be collected as the lien for special assessment provided in Article 10 of Chapter 160A of said General Statutes;

(4) That one copy of this resolution be filed in the minutes of this Board of County Commissioners and another copy certified and delivered by the Clerk as a charge to the Tax Collector, who shall thereupon enter the amount of the assessment set forth above upon the Tax Books of the County as a special assessment against the above described property.

* * * * *

I certify that the foregoing Ordinance was adopted and ordered by the Board of Commissioners of Cumberland County, North Carolina, this 18th day of April, 2016, at 6:45 p.m. o'clock.

Cumberland County Clerk

ITEM NO. 2B(2)

ORDINANCE ASSESSING PROPERTY FOR THE COSTS
OF DEMOLITION OF A STRUCTURE PURSUANT TO
THE MINIMUM HOUSING CODE OF CUMBERLAND COUNTY
CASE NUMBER: MH 1085-2015
PROPERTY OWNER: Tonto Morrison

WHEREAS, the Board of County Commissioners of Cumberland County, North Carolina, on November 16, 2015, enacted an ordinance directing the demolition by the owner of the structure Tonto Morrison, located at 3523 Cumberland Road, Fayetteville, NC, PIN: 0416-90-6039, said ordinance being recorded in Book 9765, page 0308, of the Cumberland County Registry of Deeds;

WHEREAS, the time within which said demolition was to be performed has expired and the owner(s) failed to comply with the ordinance within such period; and

WHEREAS, the said ordinance further directed the Minimum Housing Inspector to effect the demolition of the structure(s) in the event the owner(s) failed to do so;

WHEREAS, the Minimum Housing Inspector has reported to this Board that:

- (1) Said work had been accomplished.
- (2) The cost of such work was \$3,544.00.
- (3) There were no salable materials resulting from said work.

NOW THEREFORE, the above report coming on to be considered

and the Board of County Commissioners find it to be a true and accurate accounting, the said Board hereby ORDAINS:

(1) That the real property on which the work was performed be, and it hereby is, assessed in the amount of \$3,544.00, said sum being the unpaid balance of the cost of the work set forth in the Inspector's Report;

(2) That as provided in the Ordinance of Cumberland County dated November 16, 2015, and in Section 153A-372 of the General Statutes of North Carolina, the amount of the foregoing assessment be, and hereby does constitute, a lien against the real property upon which such costs were incurred, such property being more particularly described as follows:

The structure and premises located at 3523 Cumberland Road, Fayetteville, NC, as described in Deed Book 2708, page 203, of the Cumberland County Registry and identified in County tax records as PIN 0416-90-6039.

(3) That as further provided in Section 160A-443(6) of the General Statutes of North Carolina, such lien shall be filed, have the same priority, and be collected as the lien for special assessment provided in Article 10 of Chapter 160A of said General Statutes;

(4) That one copy of this resolution be filed in the minutes of this Board of County Commissioners and another copy certified and delivered by the Clerk as a charge to the Tax Collector, who shall thereupon enter the amount of the assessment set forth above upon the Tax Books of the County as a special assessment against the above described property.

* * * * *

I certify that the foregoing Ordinance was adopted and ordered by the Board of Commissioners of Cumberland County, North Carolina, this 18th day of April, 2016, at 6:45 p.m. o'clock.

Cumberland County Clerk

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. 2C

OFFICE OF THE COUNTY MANAGER

MEMORANDUM FOR BOARD OF COMMISSIONERS AGENDA OF APRIL 18, 2016

TO: BOARD OF COUNTY COMMISSIONERS
FROM: AMY H. CANNON, COUNTY MANAGER *AHC*
DATE: APRIL 13, 2016
SUBJECT: APPROVAL OF THE CUMBERLAND COUNTY FACILITIES COMMITTEE REPORT AND RECOMMENDATIONS

BACKGROUND

The Cumberland County Facilities Committee met on Thursday, April 7, 2016 and discussed the following agenda:

- 1) Budget Revision for Critical CIP Projects for the Crown Center Complex
- 2) Architect for Winding Creek Renovations
- 3) Bid Award to Hayes, Inc. for Exterior Wall Repairs at the Central Maintenance Facility

Separate memos for these items are attached and the draft minutes of the Cumberland County Facilities Committee are attached for your convenience.

RECOMMENDATION/PROPOSED ACTION

Accept the Cumberland County Facilities Committee report and recommendations.

/ct

Attachments

CM041316-3

DRAFT

CUMBERLAND COUNTY FACILITIES COMMITTEE
COURTHOUSE, 117 DICK STREET, 5TH FLOOR, ROOM 564
APRIL 7, 2016 - 8:30 A.M.
MINUTES

MEMBERS PRESENT: Commissioner Glenn Adams
Commissioner Jimmy Keefe
Commissioner Kenneth Edge
Commissioner Charles Evans

COMMISSIONERS PRESENT:
Commissioner Larry Lancaster
Commissioner Jeannette Council

OTHERS PRESENT: Amy Cannon, County Manager
James Lawson, Deputy County Manager
Tracy Jackson, Assistant County Manager
Melissa Cardinali, Assistant County Manager
Sally Shutt, Governmental Affairs Officer
Rick Moorefield, County Attorney
Vicki Evans, Finance Director
Jeffery Brown, Engineering & Infrastructure Director
Deborah Shaw, Budget Analyst
Randy Beeman, Emergency Services Director
Heather Harris, Budget Analyst
Jim Grafstrom, Crown Complex General Manager
Seth Benalt, Crown Complex Assistant General Manager
Candice White, Clerk to the Board
Kellie Beam, Deputy Clerk to the Board
Press

Commissioner Glenn Adams called the meeting to order.

1. APPROVAL OF MINUTES – JANUARY 7, 2016 FACILITIES COMMITTEE

MOTION: Commissioner Edge moved to approve the minutes as presented.
SECOND: Commissioner Evans
VOTE: UNANIMOUS (4-0)

2. CONSIDERATION OF BUDGET REVISION FOR CRITICAL CIP PROJECTS
FOR THE CROWN CENTER COMPLEX

BACKGROUND:

DRAFT

In the Capital Improvement Plan that was adopted along with the budget in June of 2015, there was a list of repair/replacement projects that were identified for fiscal year (FY) 2016 for the Crown Center Complex. These projects were not funded in the current FY 2016 budget.

The following four projects recently changed in priority and have become critical safety issues for the facility that must be addressed sooner in the Capital Improvement Plan:

- | | |
|---|-----------|
| 1. Upgrade radio system in Coliseum | \$142,000 |
| 2. Upgrade camera system at Coliseum | \$100,000 |
| 3. Repair washouts around the Coliseum | \$75,000 |
| 4. Re-caulk interior floor expansion joints in Coliseum | \$15,000 |

Funds from the Prepared Food & Beverage Tax have been identified to address these critical needs for the Coliseum.

RECOMMENDATION/PROPOSED ACTION

The Engineering and Infrastructure Director and County Management recommend that the Facilities Committee approve the proposed budget revision and place it on the agenda of the April 18, 2016 Board of Commissioners meeting for approval.

Jeffery Brown, Engineering and Infrastructure Director, reviewed the background information and recommendation recorded above.

Commissioner Keefe asked about the upgrade to the radio system in the Coliseum. Mr. Brown stated the radio system is an internal employee communication system that the employees use to communicate with each other. Mr. Brown further stated the radio system has not been updated and is not working properly and the employees are having a difficult time communicating with each other in the Coliseum.

Commissioner Edge asked about the upgrade to the camera system in the Coliseum. Mr. Brown stated there are certain areas in the Crown Complex that have no cameras and are complete blind spots and upgrading the camera system will cover the critical areas that do not currently have coverage. Commissioner Adams suggested Mr. Brown coordinate the new camera system with the Sheriff's Office. Mr. Brown stated he would have a discussion with the Sheriff's Office before moving forward with the new camera system at the Coliseum.

MOTION: Commissioner Keefe moved to recommend to the full board approval of the proposed budget revision to address the critical safety issues at the Crown Center Complex.

SECOND: Commissioner Edge

VOTE: UNANIMOUS (4-0)

DRAFT

3. CONSIDERATION OF APPROVAL OF ARCHITECT FOR WINDING CREEK RENOVATIONS

BACKGROUND:

The Board of Commissioners approved a contract with Alliance Behavioral Healthcare on February 1, 2016 involving interior renovations for the County owned facility located at 711 Executive Place. Alliance Behavioral Healthcare has agreed to pay for the design work, construction of improvements and any office furnishings for the renovated space. This project is estimated to cost approximately \$1.3 million. Per the contract, the County is responsible for obtaining the services of a qualified architect to complete the necessary design work associated with the renovation.

The Engineering & Infrastructure Department selected SFLA Architects from the list of professional service consultants that the Board of Commissioners approved on December 3, 2015. This firm completed the initial design of the Winding Creek Office Building and managed the renovation project after the County purchased this facility. SFLA Architects has proposed a cost of \$101,400 for the necessary professional services required to complete this project.

RECOMMENDATION/PROPOSED ACTION:

The Engineering and Infrastructure Director and County Management recommend that the Facilities Committee approve the Professional Services Agreement with SFLA Architects and place it on the agenda of the April 18, 2016 Board of Commissioners meeting for further consideration and approval.

Mr. Brown reviewed the background information and recommendation as recorded above. Commissioner Adams stated he would like to point out SFLA Architects is a local business located in the City of Fayetteville.

MOTION: Commissioner Edge moved to recommend to the full board approval of the Professional Services Agreement with SFLA Architects.

SECOND: Commissioner Evans

VOTE: UNANIMOUS (4-0)

4. CONSIDERATION OF APPROVAL OF BID AWARD TO HAYES, INC. FOR EXTERIOR WALL REPAIRS AT THE CENTRAL MAINTENANCE FACILITY

BACKGROUND:

Informal bids were received on March 29, 2016 for exterior wall repairs at the Central Maintenance Facility (CMF) located at 426 Mayview Street. The existing exterior panels have rusted through on the bottom and the paint has been peeling off the panels for years.

DRAFT

This project will also include repairs to some of the steel structure that has significant rust damage in isolated areas.

The lowest base bid was submitted by Hayes, Inc. in the amount of \$123,500. In addition to the base bid, prices were also received on the following alternates:

Alternate #1	22 gauge wall panels	\$4,727.00
Alternate #2	Re-paint canopy	\$9,041.00
Alternate #3	Replace canopy panels	\$9,991.00

It is recommended that alternate #3 be awarded in conjunction with the base bid. Funding was approved in the Capital Improvement Projects list in the FY2016 budget process.

RECOMMENDATION/PROPOSED ACTION:

The Engineering and Infrastructure Director and County Management recommend that the Facilities Committee accept the bids for the Cumberland County Central Maintenance Facility Exterior Wall Repairs Project and award a contract to Hayes, Inc. in the amount of \$133,491.00 for the base bid along with alternate #3 and place it on the agenda of the April 18, 2016 Board of Commissioners meeting for approval.

Mr. Brown reviewed the background information and recommendation as recorded above. Mr. Brown passed out a budget revision which would transfer additional funds to move forward with the contract with Hayes, Inc.

Commissioner Adams stated he noticed Hayes, Inc. bid was so much lower than the others. Mr. Brown stated when there is a large disparity he contacts the lowest bid and has them review the bid to make sure nothing has been missed. Mr. Brown stated the contract will state the amount is not to exceed the bottom line number.

MOTION: Commissioner Keefe moved to recommend to the full board approval to accept the bids for the Cumberland County Central Maintenance Facility Exterior Wall Repairs Project and award a contract to Hayes, Inc. in the amount of \$133,491.00 for the base bid along with alternates #3 and to approve the proposed budget revision.

SECOND: Commissioner Edge

VOTE: UNANIMOUS (4-0)

5. UPDATE OF THE JOINT 911 CENTER FEASIBILITY STUDY AND CONSIDERATION OF A JOINT 911 CENTER AS A CAPITAL IMPROVEMENT PLAN PROJECT

BACKGROUND:

DRAFT

On February 15, 2015, the Finance Committee approved funding for a Joint 911 Center Feasibility Study. This study was recently completed, and the results were presented to the Fayetteville-Cumberland Liaison Committee at its February 25, 2016 meeting. At that time, representatives from Mission Critical Partners and the Schrader Group provided an overview of the study findings and recommendations.

The study reviewed the organizational structure of the respective City and County 911 Centers, recognized cooperative efforts currently undertaken by each agency, explained the need for a co-located facility, offered suggestions for governance of a co-located center, suggested methods for cost-sharing and funding, and described important programming and planning elements. The final analysis recommended a facility with a total area of approximately 40,000 square feet at an estimated cost ranging from \$29 million to \$34 million. The City of Fayetteville is presently discussing funding this project as part of their 2017-2021 Capital Improvement Plan.

RECOMMENDATION/PROPOSED ACTION:

Staff recommends adding the Joint 911 Center project to the County's Capital Improvement Plan and discussing this as a part of the FY2017 budget process.

Tracy Jackson, Assistant County Manager, reviewed the background information and recommendation as recorded above.

Commissioner Keefe stated he would rather be discussing consolidation rather than co-location. Mr. Jackson stated consolidation is a potential to work towards but co-location is more of a starting point in order to bring the two agencies together into one facility.

Ms. Cannon stated staff is mainly looking for feedback from the Facilities Committee today and during the upcoming budget work session to find out what direction the Board of Commissioners would like to move in regarding a Joint 911 Center. Ms. Cannon stated the Guilford-Greensboro model started out co-locating and eventually consolidated. Ms. Cannon stated if we decided to co-locate it would not lock us down forever and co-location could be a step one if the board decided to go that route with a goal to consolidate.

Commissioner Edge asked if there are any grants available to help fund a Joint 911 Center. Commissioner Edge stated he feels the greatest cost will be the construction and the building and asked how this would be funded. Ms. Cannon stated staff recommends putting this in the Capital Improvement Plan (CIP) and then try to marry it together with the other CIP projects. Ms. Cannon further stated this issue will have to be reviewed in totality with the other CIP projects as the County's debts fall off.

Commissioner Adams asked if anyone has looked towards federal funding through the Sheriff's Department and Justice Department for a Joint 911 Center. Mr. Jackson stated if the board decides to move forward, staff will look into federal funding and work with

DRAFT

the consultants to try to find available funding. Mr. Jackson stated the consultants have worked all across the nation and are very familiar with funding that is out there.

Commissioner Edge stated he has no problem moving forward with this concept but he feels there needs to be consideration given to shared costs and consolidation. Commissioner Edge stated there is a difference in compensation for City and County employees and that would be a cost to think about if moving forward with consolidation. Commissioner Edge stated the board can recommend going forward with consolidation but the board has no control over whether the City of Fayetteville wants to partner on the Joint 911 Center. Mr. Jackson stated the City of Fayetteville is currently studying the information.

MOTION: Commissioner Edge moved to recommend to the full board approval to add the Joint 911 Center project to the County's Capital Improvement Plan and discuss as a part of the FY2017 budget process with a recommendation for consolidation.

SECOND: Commissioner Adams

VOTE: UNANIMOUS (4-0)

6. DISCUSSION REGARDING LEASE RATES BETWEEN GOVERNMENTAL BODIES

BACKGROUND:

Prior to this meeting, Commissioner Keefe requested County staff create a spreadsheet showing all leases with outside agencies and the specific costs associated with each of these lease agreements. It was also requested that any agency utilizing space within county owned property without a valid lease to be included on the spreadsheet, as well. The information requested has been compiled. Staff will give a brief overview of the information and give Committee members an opportunity to discuss the information and ask questions.

RECOMMENDATION/PROPOSED ACTION:

The Facilities Committee is not being asked to take action. The purpose of this item is to provide the Committee an overview of leases that the County currently has with outside agencies utilizing space within County facilities and the costs associated with existing leases.

Ms. Cannon reviewed the background information and recommendation as recorded above. Commissioner Keefe stated he wanted there to be a standard lease rate which meant staff would only bring matters regarding lease rates to the Facilities Committee when it was not in line with the standard lease rate. Commissioner Keefe further stated aside from a few leases it looks like the County is consistently working in that matter.

DRAFT

No action taken.

7. REPORT ON OFFICE SPACE FOR THE GUARDIAN AT-LITEM PROGRAM

BACKGROUND:

The Engineering & Infrastructure (E&I) Department was contacted earlier in the year by staff from Guardian Ad Litem (GAL) concerning the need to create some additional office space within their allocated space on the lower level of the Courthouse. Their desire was to remove some existing cubicles and create three offices for their attorneys. The existing cubicle configuration provided no privacy for staff attorneys when discussing confidential case information.

Engineering and Infrastructure staff met with Dwight Torrey, GAL District Administrator to discuss possible renovation options. It was determined that three offices could not be established without impacting other important uses and office spaces. The GAL District Administrator opted to only create two offices at the present time to avoid disruption in other areas.

The proposed improvements, which include the purchase of the necessary furniture, is projected to cost approximately \$13,500. There is sufficient funding within the courts facilities current year budget to cover the expenses of the proposed improvements thus no budget revision will be required.

RECOMMENDATION/PROPOSED ACTION:

The Engineering and Infrastructure Director and County Management recommend that the Facilities Committee approve the proposed renovations that would create the needed office space for Guardian Ad Litem attorneys.

Mr. Brown reviewed the background information and recommendation as recorded above.

MOTION: Commissioner Evans moved to recommend to the full board approval of the proposed renovations that would create the needed office space for the Guardian Ad Litem attorneys.

SECOND: Commissioner Keefe

VOTE: UNANIMOUS (4-0)

8. OTHER ITEMS OF BUSINESS

No other items of business.

DRAFT

MEETING ADJOURNED AT 9:22 AM.




ITEM NO. 2c(1)

CUMBERLAND
★ **COUNTY** ★
NORTH CAROLINA

ENGINEERING & INFRASTRUCTURE DEPARTMENT

JEFFERY P. BROWN, PE
Engineering & Infrastructure Director

MEMORANDUM FOR BOARD OF COMMISSIONERS AGENDA OF APRIL 18, 2016

TO: BOARD OF COUNTY COMMISSIONERS
FROM: JEFFERY P. BROWN, PE, E & I DIRECTOR
THROUGH: AMY H. CANNON, COUNTY MANAGER 
DATE: APRIL 12, 2016
SUBJECT: CONSIDERATION OF BUDGET REVISION FOR CRITICAL CIP PROJECTS FOR THE CROWN CENTER COMPLEX

BACKGROUND

In the Capital Improvement Plan that was adopted along with the budget in June of 2015, there was a list of repair/replacement projects that were identified for fiscal year (FY) 2016 for the Crown Center Complex. These projects were not funded in the current FY 2016 budget.

The following four projects recently changed in priority and have become critical safety issues for the facility that must be addressed sooner in the Capital Improvement Plan:

- | | |
|---|-----------|
| 1. Upgrade radio system in Coliseum | \$142,000 |
| 2. Upgrade camera system at Coliseum | \$100,000 |
| 3. Repair washouts around the Coliseum | \$75,000 |
| 4. Re-caulk interior floor expansion joints in Coliseum | \$15,000 |

A budget revision in the amount of \$332,000 has been attached for the Board's approval. Funds from the Prepared Food & Beverage Tax have been identified to address these critical needs for the Coliseum.

This was presented and approved by the Facilities Committee on April 7, 2016.

RECOMMENDATION

The Engineering and Infrastructure Director, County Management and the Facilities Committee recommend that the Board of Commissioners approve the attached budget revision.

**COUNTY OF CUMBERLAND
BUDGET REVISION REQUEST**

Budget Office Use	
Budget Revision No.	B16-225
Date Received	3/29/2016
Date Completed	

Fund No. 114 Agency No. 410 Organ. No. 4109
 Organization Name: Prepared Food & Beverage Tax Fund

REVENUE

Revenue Source Code	Description	Current Budget	Increase (Decrease)	Revised	Budget
9901	Fund Balance Appropriated	2,102,780	332,000		2,434,780
					-
					-
					-
					-
					-
	Total	2,102,780	332,000		2,434,780

EXPENDITURES

Object Code	Appr Unit	Description	Current Budget	Increase (Decrease)	Revised	Budget
3870	346	Transfer to Crown Center Fund 620	4,863,472	332,000		5,195,472
						-
						-
						-
						-
						-
						-
		Total	4,863,472	332,000		5,195,472

Justification:

Revision to transfer funds to the Crown Center Fund 620 for building repairs/maintenance and capital outlay.

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

Submitted By: _____ Date: _____
 Department Representative
 Reviewed By: Deborah W. Shaw Date: 3/29/16
 Budget Analyst
 Reviewed By: Wicki Evans Date: 3/29/16
 Finance Director
 Reviewed By: M. Jackson Date: 3/29/16
 Assistant County Manager

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

**COUNTY OF CUMBERLAND
BUDGET REVISION REQUEST**

Budget Office Use	
Budget Revision No.	B16-225A
Date Received	3/29/2016
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
9124	Transfer from Prepared Food & Beverage Tax	4,863,472	332,000	5,195,472
				-
				-
				-
				-
				-
	Total	4,863,472	332,000	5,195,472

EXPENDITURES

Object Code	Appr Unit	Description	Current Budget	Increase (Decrease)	Revised Budget
3430	488	Maintenance & Repair Buildings	228,500	90,000	318,500
3610	489	Capital Outlay Equipment	0	242,000	242,000
					-
					-
					-
					-
					-
					-
		Total	228,500	332,000	560,500

Justification:

Revision to budget transfer from Food and Beverage Tax in the amount of \$332,000 for building repairs/maintenance and capital outlay.

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

Submitted By: _____ Date: _____
 Department Representative
 Reviewed By: Deborah W. Shaw Date: 3/29/16
 Budget Analyst
 Reviewed By: Wicki Evans Date: 3/29/16
 Finance Director
 Reviewed By: M. Jackson Date: 3/29/16
 Assistant County Manager

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




ITEM NO. 2c(2)

CUMBERLAND
★ **COUNTY** ★
NORTH CAROLINA

ENGINEERING & INFRASTRUCTURE DEPARTMENT

JEFFERY P. BROWN, PE
Engineering & Infrastructure Director

MEMORANDUM FOR BOARD OF COMMISSIONERS AGENDA OF APRIL 18, 2016

TO: BOARD OF COUNTY COMMISSIONERS
FROM: JEFFERY P. BROWN, PE, E & I DIRECTOR
THROUGH: AMY H. CANNON, COUNTY MANAGER 
DATE: APRIL 12, 2016
SUBJECT: CONSIDERATION OF APPROVAL FOR ARCHITECT FOR WINDING CREEK RENOVATIONS

BACKGROUND

The Board of Commissioners approved a contract with Alliance Behavioral Healthcare on February 1, 2016 involving interior renovations for the County owned facility located at 711 Executive Place. Alliance Behavioral Healthcare has agreed to pay for the design work, construction of improvements and any office furnishings for the renovated space. This project is estimated to cost approximately \$1.3 million. Per the contract, the County is responsible for obtaining the services of a qualified architect to complete the necessary design work associated with the renovation.

The Engineering & Infrastructure Department selected SFLA Architects from the list of professional service consultants that the Board of Commissioners approved on December 3, 2015. This firm completed the initial design of the Winding Creek Office Building and managed the renovation project after the County purchased this facility. SFLA Architects has proposed a cost of \$101,400 for the necessary professional services required to complete this project.

This was presented and approved by the Facilities Committee on April 7, 2016.

RECOMMENDATION

The Engineering and Infrastructure Director, County Management and the Facilities Committee recommend that the Board of Commissioners approve the Professional Services Agreement with SFLA Architects for the renovations to the Winding Creek Facility located at 711 Executive Place.



March 8, 2016

Jeffery P. Brown, PE
Engineering & Infrastructure Director
Cumberland County Engineering & Infrastructure Department
130 Gillespie St, Fayetteville, NC 28301

RE: Winding Creek Interior Office Renovations for Alliance Behavioral Healthcare

Dear Jeffery:

Thank you for considering SFLA Architect for this project. This proposal is to provide complete design services for the planned 15,600 square foot renovation of two floors in the County's Winding Creek Office Building for Alliance Behavioral Healthcare. This design will be based on the conceptual drawings provided by the County. As discussed there is a difference between the conceptual budget proposed by Heery and what the County approved for the total project cost of \$1,300,000. From checking with other contractors in the community and with some furniture vendors I believe that the project can be completed for what the County Commissioner's approved in the funding resolution. Our services would include:

Principals

Robert W. Ferris, AIA,
REFP, LEED® AP

Eric J. Lindstrom, AIA
LEED® AP

Ronald A. Rice

Thomas W. Hughes, AIA,
REFP, LEED® AP

Barry H. Buckman, AIA

Associates

James C. Dean

Offices

Fayetteville, NC

Raleigh, NC

ARCHITECTURAL PLANS

- Develop interior renovation plans based on the concept drawings provided by the County, to include updated code summary, life safety plan, floor plans, reflected ceiling plans, door and finish schedules, wall sections and details.
- Coordinate with design with consultants, County and Tenant.
- Conduct 2-3 design phase meetings with County and Tenant.
- Provide written project manual for project.
- Coordinate plan with furniture layout.
- Develop color board(s) for materials and color concepts in design and also CA.

FURNITURE

- Prepare furniture layout with system component schedule.
- Provide project description/specification allowing bidding by (3) manufacturers.
- Coordinate furniture finishes and colors with interior colors and finishes of the renovation work.

BIDDING

- Coordinate with the County on placing advertisements.
- Make hard copy plans available to bidders for inspection in SFLA's offices.
- Provide electronic copies of bid documents to all interested bidders.
- Will conduct the bid opening and provide certified bid tab and award recommendation to Owner.
- Will issue construction contracts utilizing AIA documents and or coordinate with Owner should Owner utilize their own form of construction contract.

110 Anderson Street
Fayetteville, NC 28301
Phone: 910.484.4989
Fax: 919.573.6355
www.sfla.biz

CONSTRUCTION ADMINISTRATION

Construction is anticipated to occur in two consecutive phases estimated to take up to six months in total to complete. In addition to normal CA phase work to include: review of shop drawings; submittals; response to RFI's and monthly pay applications, the on-site field visits included within fee proposal are:

- Conduct (6) monthly meetings with the, contractor, owner and tenant.
- Up to (6) additional site visits are required for project coordination and progress review.
- (2) Final visits for punch list and project completion.

ITEMS PROVIDED BY CLIENT AND/OR OWNER

- Any County or tenant specific design or bidding standards related to the use, ownership or funding of the project.
- Owner or Tenant specific requirements for equipment, finishes and or furniture.
- Permit Fees
- Advertising fees for Bid

DELIVERABLES

- Submittals to required agencies
- Status prints during duration of the project
- One set of final printed documents
- Digital documents for bidding, construction and scanned as-built set at completion of project

SCHEDULE

- Will work with the owner towards a mutually agreed upon schedule anticipated to begin in April of 2016 with bid documents ready mid-June 2016.

FEE

Compensation for the above outlined Services shall be on a fixed fee basis as follows:

Architectural Design Documents	\$41,800.00
Furniture Specification & Bidding	\$18,000.00
Plumbing, Mechanical & Electrical	\$41,600.00
Site Civil	None Anticipated
Structural	None Anticipated
Total fee for all defined services	\$101,400.00

Please let me know if you have any questions and if you are ready for us to proceed with the work. As I mentioned I will be out of the office until March 18th, but could schedule a kick-off meeting prior to the end of the month.

Sincerely,



Eric Lindstrom, AIA, LEED AP
Principal

Attachments: P&E, Fee Proposal

**STATE OF NORTH CAROLINA
COUNTY OF CUMBERLAND**

SERVICE AGREEMENT

This Agreement, made this the 18th day of April, 2016, by and between the County of Cumberland, a body politic and corporate of the State of North Carolina, hereinafter referred to as COUNTY, and SFLA Architects, an architect with an office located at 110 Anderson Street, Fayetteville, NC, hereinafter referred to as ARCHITECT.

WITNESSETH

WHEREAS, the COUNTY wants to complete the design of an interior renovation on the first two floors of the County owned facility located at 711 Executive Place, Fayetteville, NC; and

WHEREAS, the ARCHITECT is qualified to perform the design of the interior renovations for the COUNTY; and

WHEREAS, the ARCHITECT has represented that it can provide qualified services which will meet the needs of the COUNTY; and

WHEREAS, the services are of a technical nature and are temporary in character; and

WHEREAS, funds are available in the project budget for the performance of said services.

NOW THEREFORE, the parties agree to the following terms and conditions:

PURPOSE: The COUNTY agrees to purchase and the ARCHITECT agrees to provide architectural services for the interior renovations of the County owned facility located at 711 Executive Place, Fayetteville, NC as set forth below.

TERM: The term of this Agreement shall be from April 18, 2016 through, April 18, 2017, unless sooner terminated or extended by mutual agreement. The COUNTY may terminate this Agreement prior to the expiration of the above stated period if in the judgment of the COUNTY;

The ARCHITECT has completed all services required.

The ARCHITECT failed or neglected to furnish or perform the necessary services to the reasonable satisfaction of the COUNTY.

The COUNTY shall have given the ARCHITECT seven (7) days written notice of the COUNTY's intent to terminate this Agreement. The COUNTY will make all payments due the ARCHITECT for services rendered and/or expenses actually incurred up to and including the date of such notice of termination.

SERVICES: ARCHITECT shall perform such expert and technical services as are indicated in the proposal from SFLA Architects, dated March 8, 2016, attached and incorporated herein. ARCHITECT warrants that it shall perform such ancillary work as may be necessary to insure the effective performance of the services cited above. Insofar as practical, the ARCHITECT shall cooperate with the operation schedule of the COUNTY, and with other personnel employed, retained, or hired by the COUNTY.

PRICE: Compensation for services rendered shall be on a fixed fee as outlined in the proposal. The total contract price shall not exceed \$101,400 without the authorization from the County Manager.

PAYMENT: The COUNTY shall pay the ARCHITECT within 15 working days of receipt of invoice.

BENEFIT: This Agreement shall be binding upon and it shall inure to the benefit of the parties, their legal representatives, successors, and assigns, provided that the provisions with respect to assignment and delegation are fully complied with.

ASSIGNMENT: The ARCHITECT shall not assign all or any part its contract rights under this Agreement, nor delegate any performance hereunder, nor subcontract, without first obtaining the COUNTY's written approval.

COMPLIANCE WITH LAW: The ARCHITECT agrees it shall comply with all laws, rules, regulations, and ordinances, proclamations, demands, directives, executive orders, or other requirements of any government or subdivisions thereof which now govern or may hereafter govern this Agreement, including, but limited to, the provisions of the Fair Labor Standards Act of 1938, equal employment laws, and any other applicable law.

AGENCY AND AUTHORITY: The COUNTY hereby designates the Engineering & Infrastructure (E&I) Director as its exclusive agent with respect to this Agreement. The E&I Director is authorized, on behalf of the COUNTY, to negotiate directly with the ARCHITECT on all matters pertaining to this Agreement. The ARCHITECT agrees that all of its dealings with the COUNTY in respect to the terms and conditions of this Agreement shall be exclusively with the E&I Director. Further, the ARCHITECT specifically agrees that it shall not modify any of the specifications of any of the services subject to this Agreement except pursuant to the paragraph entitled MODIFICATIONS.

REMEDIES: If either party shall default with respect to any performance hereunder, it shall be liable for reasonable damages as provided by law and for all costs and expenses incurred by the other party on account of such default. Waiver by either party of any breach of the other's obligation shall not be deemed a waiver of any other or subsequent breach of the same obligation. No right or remedy of any party is exclusive of any other right or remedy provided or permitted by law or equity, but each shall be cumulative of every other right or remedy now or hereafter existing at law or in equity, or by statute, and may be enforced concurrently or from time to time.

APPLICABLE LAW: This Agreement shall be governed by the laws of the State of North Carolina. The parties mutually agree that the courts of the State of North Carolina shall have exclusive jurisdiction of any claim arising under the terms of this Agreement with appropriate venue being Cumberland County.

NOTICES: Any notices to be given by either party to the other under the terms of this Agreement shall be in writing and shall be deemed to have been sufficiently given if delivered by hand, with written acknowledgment of receipt, or mailed by certified mail return receipt requested to the other party at the following addresses or to such other addresses as either party from time to time may designate in writing to the other party for receipt of notice:

ARCHITECT:
SFLA Architects
110 Anderson Street
Fayetteville, NC 28301

COUNTY:
Jeffery P. Brown, Engineering & Infrastructure Director
P.O. Box 1829
Fayetteville, NC 28302

Such notice, if mailed, shall be deemed to have been received by the other party on the date contained in the receipt.

SEVERABILITY: If any term, duty, obligation or provision of this Agreement should be found invalid or unenforceable, such finding shall not affect the validity of any other terms, duties, obligations, and provisions, which shall remain valid, enforceable and in full force and effect.

MODIFICATION: This Agreement may be modified only by an instrument duly executed by the parties or their respective successors.

MERGER CLAUSE: The parties intend this instrument as a final expression of their Agreement and as a complete and exclusive statement of its terms. No course of prior dealings between the parties and no usage of trade shall be relevant or admissible to supplement, explain, or vary any of the terms of this Agreement. Acceptance of, or acquiescence in, a course of performance rendered under this or any prior Agreement shall not be relevant or admissible to determine the meaning of this Agreement even though the accepting or acquiescing party has knowledge of the nature of the performance and an opportunity to make objection. No representations, understandings, or agreements have been made or relied upon making this Agreement other than those specifically set forth herein.

DISPUTE RESOLUTION: The parties must resolve any claim, dispute or other matter in contention arising out of, or relating to, this Agreement through the following procedure. The parties shall first negotiate in good faith to reach an equitable settlement to the dispute. If a negotiated settlement cannot be reached within 10 business days, the parties shall submit to mediation. The parties shall select a mediator, approved by either the North Carolina or federal courts and mutually agreeable to all parties in the dispute to conduct the proceedings which shall be held at the Owner's place of business. If the parties cannot select a mediator within 10 business days, then the Owner shall select a mediator (or, if the Owner is a party to the dispute, the Cumberland County Trial Court Administrator). The mediator's cost shall be equally shared by all parties to the dispute. If a mediated settlement cannot be reached, the final recourse to the aggrieved party is legal action instituted and tried in the General Court of Justice of North Carolina under North Carolina Law with venue for trial being Cumberland County. No party shall have a right to resort to litigation until mediation shall first have occurred and not been successful.

INDEPENDENT CONTRACTOR: ARCHITECT is an independent CONTRACTOR and not an agent, officer or employee of the COUNTY and shall have no authority to act as an agent of the COUNTY, nor enter any Agreement for or in behalf of the COUNTY. The relationship of ARCHITECT with the COUNTY is as an "independent contractor" as that term is defined by the law of the State of North Carolina.

NON-APPROPRIATION CLAUSE: This agreement is subject to and contingent upon appropriation of funds for fiscal years subsequent to FY16.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the 18th day of April, 2016 by their respective duly authorized representatives.

ATTEST

BY: _____

Clerk to the Board of Commissioners

COUNTY

BY: _____

Marshall Faircloth, Chairman

ATTEST

BY: _____

SFLA ARCHITECTS

BY: _____

Eric Lindstrom

This instrument has been Pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

Approved for Legal Sufficiency
COUNTY ATTORNEY'S OFFICE

VICKI EVANS
County Finance Director

() Renewable () Nonrenewable
Expiration Date:




ITEM NO. 2C(3)

CUMBERLAND
★ **COUNTY** ★
NORTH CAROLINA

ENGINEERING & INFRASTRUCTURE DEPARTMENT

JEFFERY P. BROWN, PE
Engineering & Infrastructure Director

MEMORANDUM FOR BOARD OF COMMISSIONERS AGENDA OF APRIL 18, 2016

TO: BOARD OF COUNTY COMMISSIONERS
FROM: JEFFERY P. BROWN, PE, E & I DIRECTOR
THROUGH: AMY H. CANNON, COUNTY MANAGER 
DATE: APRIL 12, 2016
SUBJECT: APPROVAL OF BID AWARD TO HAYES, INC. FOR EXTERIOR WALL REPAIRS AT THE CENTRAL MAINTENANCE FACILITY

BACKGROUND

Informal bids were received on March 29, 2016 for exterior wall repairs at the Central Maintenance Facility (CMF) located at 426 Mayview Street. The existing exterior panels have rusted through on the bottom and the paint has been peeling off the panels for years. This project will also include repairs to some of the steel structure that has significant rust damage in isolated areas.

The certified bid tabulation from Fleming & Associates has been attached. The lowest base bid was submitted by Hayes, Inc. in the amount of \$123,500. In addition to the base bid, prices were also received on the following alternates:

Alternate #1	22 gauge wall panels	\$4,727.00
Alternate #2	Re-paint canopy	\$9,041.00
Alternate #3	Replace canopy panels	\$9,991.00

It is recommended that alternate #3 be awarded in conjunction with the base bid. A budget revision in the amount \$24,000 has been attached for the Board's approval.

This was presented and approved by the Facilities Committee on April 7, 2016.

RECOMMENDATION

The Engineering and Infrastructure Director, County Management and the Facilities Committee recommend that the Board of Commissioners accept the bids for the Cumberland County Central Maintenance Facility Exterior Wall Repairs Project and award a contract to Hayes, Inc. in the amount of \$133,491.00 and approve the attached budget revision.

Budget Office Use	
Budget Revision No.	B16-230/B16-230A
Date Received	4/5/2016
Date Completed	

Fund No. 101 Agency No. 411 Organ. No. 4112
Organization Name: Facilities Maintenance

REVENUE

Revenue Source Code	Description	Current Budget	Increase (Decrease)	Revised	Budget
					-
					-
					-
					-
					-
					-
	Total	0	0		-

EXPENDITURES

Object Code	Appr Unit	Description	Current Budget	Increase (Decrease)	Revised	Budget
351G	037	CMF	116,250	24,000		140,250
						-
						-
						-
B16-230A		101-412-4195				-
3903	077	Contingency Operating	35,122	(24,000)		11,122
						-
						-
						-
						-
						-
		Total	151,372	-		151,372

Justification:

Revision to relocate General Fund Contingency to fund the exterior wall repairs at Central Maintenance Facility. The bid came in at \$123,500 and the budgeted amount was \$109,500.

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

Submitted By: [Signature] Date: 4-6-16
Department Representative

Reviewed By: Elaborahw. Shaw Date: 4/6/11
Budget Analyst

Reviewed By: Yusuf Evans Date: 4/6/11
Finance Director

Reviewed By: W. H. Jackson Date: 4/10/14
Assistant County Manager

Approved By:

County Manager

**Board of County
Commissioners**



FLEMING & ASSOCIATES, P.A.
STRUCTURAL ENGINEERING • FORENSICS • ROOFING DESIGN

Principals: Stephen Fleming, PE, RRC ■ J. Ben Rogers, PE ■ Sarah Duncan, PE ■ John L. Kells, PE, SE

March 30, 2016

Mr. Jeffery Brown, PE
County Engineering Department
130 Gillespie Street
Fayetteville, NC 28301

Re: Central Maintenance Facility Exterior Wall Repairs

Dear Mr. Brown:

Enclosed is the Certified Bid Tabulation Form for the above referenced project. I recommend that Cumberland County enter into a construction contract with Hayes, Inc. to include the Base Bid and Alternate No. 3 for a total contract sum of \$133,491.00.

Fleming & Associates, P.A.

Stephen Fleming, P.E.

SF/pf

Enclosures: Certified Bid Tabulation Form



Bid Tabulation Form

Central Maintenance Facility Exterior Wall Repairs

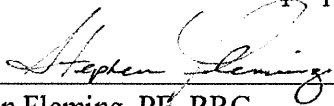
Cumberland County

Bid Date and Time: March 29, 2016 at 2pm

Engineer's Project Number: 14-82

Contractor	Add. # 1	Base Bid	Add Alt. # 1 22 gauge panels	Add Alt. # 2 Re-paint canopy	Add Alt. # 3 Replace canopy panels
Hayes, Inc.	X	\$ 123,500.00	\$ 4,727.00	\$ 9,041.00	\$ 9,991.00
Jacobs Construction	X	\$ 208,877.00	\$ 3,274.00	\$ 11,885.00	\$ 22,932.00
JDM Roofing					
M&E Contracting, Inc.	X	\$ 212,694.00	\$ 3,105.00	\$ 9,000.00	\$ 12,000.00
Shaw Construction	X	\$ 188,900.00	\$ 3,240.00	\$ 16,744.00	\$ 25,375.00
Triangle Roofing Services					

I certify that the above bids were submitted properly and are accurate as received.


Stephen Fleming, PE, RRC

3/29/16

Date

Boldface type indicates the apparent low bidder.

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. 2D

OFFICE OF THE COUNTY MANAGER

MEMORANDUM FOR BOARD OF COMMISSIONERS AGENDA OF APRIL 18, 2016

TO: BOARD OF COUNTY COMMISSIONERS
FROM: AMY H. CANNON, COUNTY MANAGER *ah*
DATE: APRIL 13, 2016
SUBJECT: APPROVAL OF THE CUMBERLAND COUNTY FINANCE COMMITTEE REPORT AND RECOMMENDATIONS

BACKGROUND

The Cumberland County Finance Committee met on Thursday, April 7, 2016 and discussed the following agenda:

- 1) Request to Establish New Position in Gun Permits Division of the Sheriff's Office
- 2) Request for Additional County Funding for Jail Health Program
- 3) Recommended Changes from the City Council to the Interlocal Agreement Between Cumberland County and the City of Fayetteville to Address Homelessness
- 4) Request to Establish a Juvenile Crime Prevention Council (JCPC) Coordinator Position
- 5) Request for Contract Modification for FY2016 Audit and Three-Year Extension Proposal

Separate memos for these items are attached and the draft minutes of the Cumberland County Finance Committee are attached for your convenience.

RECOMMENDATION/PROPOSED ACTION

Accept the Cumberland County Finance Committee report and recommendations.

/ct

Attachments
CM041316-2

DRAFT

CUMBERLAND COUNTY FINANCE COMMITTEE
COURTHOUSE, 117 DICK STREET, 5TH FLOOR, ROOM 564
APRIL 7, 2016 - 10:30 AM
MINUTES

MEMBERS PRESENT: Commissioner Larry Lancaster, Chairman
Commissioner Jeannette Council
Commissioner Kenneth Edge
Commissioner Jimmy Keefe

OTHER COMMISSIONERS

PRESENT: Commissioner Glenn Adams
Commissioner Charles Evans

OTHERS:

Amy Cannon, County Manager
James Lawson, Deputy County Manager
Tracy Jackson, Assistant County Manager
Melissa Cardinali, Assistant County Manager
Sally Shutt, Governmental Affairs Officer
Rick Moorefield, County Attorney
Vicki Evans, Finance Director
Deborah Shaw, Budget Analyst
Heather Harris, Budget Analyst
Buck Wilson, Public Health Director
Wanda Tart, Public Health Director of Nursing
Jane Stevens, Public Health Department
Kim McLamb, Jail Health Administrator
Sylvia McLean, Community Development Director
Earl "Moose" Butler, Cumberland County Sheriff
Ennis Wright, Cumberland County Chief Deputy Sheriff
Ronnie Mitchell, Sheriff's Office Legal Advisor
Jeffrey Brown, Engineering and Infrastructure Director
Candice H. White, Clerk to the Board
Press

Commissioner Lancaster called the meeting to order.

1. APPROVAL OF MINUTES – JANUARY 7, 2016 REGULAR MEETING

MOTION: Commissioner Council moved to approve the January 7, 2016 regular meeting minutes.
SECOND: Commissioner Edge
VOTE: UNANIMOUS (4-0)

2. CONSIDERATION OF REQUEST TO ESTABLISH A NEW POSITION IN THE GUN PERMITS DIVISION OF THE SHERIFF'S OFFICE

DRAFT

BACKGROUND:

A written request was received from the Sheriff's Office to add a new Admin Support Specialist in the Gun Permits Division due to an increase in the volume of permits. The FY2016 budget for concealed weapon permits and ID fees total \$310,000 and \$318,157 has been collected to date. If the Finance Committee approves this new position, the fees that are projected to exceed the current budget may be recognized to fund this request.

RECOMMENDATION/PROPOSED ACTION:

Consider the request to add a new Admin Support Specialist position in the Gun Permits Division of the Sheriff's Office.

Amy Cannon, County Manager, reviewed the background information recorded above. Earl "Moose" Butler, Cumberland County Sheriff, stated the request is for one additional employee to help reduce the overwhelming workload in the Gun Permit Division. Ronnie Mitchell, Sheriff's Office Legal Counsel, provided statistics on the increase in the number of applications processed in 2014 and 2015 and stated first quarter estimates project an increased volume in applications for 2016. Mr. Mitchell explained measures the Sheriff's Office has taken to assist with processing applications online and through electronic kiosks inside the Law Enforcement Center. Mr. Mitchell also explained the fingerprinting process and stated the current processing times are not appropriate for the citizens of Cumberland County.

Mr. Mitchell stated the Sheriff's Office is also asking for an Assistant Supervisor Position to start in the new budget year. Mr. Mitchell stated the Sheriff's Office will need these two employees but the new position in Gun Permits Division is needed immediately.

Commissioner Council inquired regarding the number of staff in the Gun Permit Division. Mr. Mitchell stated there are currently five and it would appear there is a need for seven. Commissioner Council asked whether revenue collections covered the salaries of current staff. Mr. Mitchell responded in the affirmative and stated there is an excess over the payment of salaries. Commissioner Evans asked why this new position could not be filled as part of the FY17 budget. Mr. Mitchell stated that would cause a continuing delay in services. Additional questions followed.

MOTION: Commissioner Lancaster moved to fund at this time the new Admin Support Specialist position in the Gun Permits Division of the Sheriff's Office.

SECOND: Commissioner Keefe

DISCUSSION: Commissioner Council stated she is not opposed to adding the position, but it would help the Board of Commissioners if the Sheriff's Office could wait until the FY17 budget process because this request is a recurring expense and a lot of departments are requesting new positions. Commissioner Keefe asked whether there was something the Sheriff's Office could do internally for the next two to three months. Mr. Mitchell stated there is no funding available to transfer positions. Ms. Cannon stated as County Manager she does not have the authority to create a new position, only the Board of Commissioners can create a new

DRAFT

position. Commissioner Lancaster asked what the approximate cost would be between now and July 1 to add the new position. Ms. Cannon responded at the most, approximately \$6,000. Commissioner Keefe asked the Sheriff's Office to look for \$6,000 to finance the position until the FY17 budget process. Ms. Cannon stated the FY16 budget for concealed weapon permits and ID fees totals \$310,000 and \$318,157 has been collected to date. Ms. Cannon stated FY16 collections exceed what has been budgeted and if the decision is to add the new position at this time, the avenue would be to increase the budget by the amount needed for the new position by utilizing fees in excess of the current budget to date.

AMENDED MOTION: Commissioner Edge moved to allocate the additional money for the Sheriff's Office out of the over realized fees in the Gun Permits Division.

SECOND: Commissioner Keefe

DISCUSSION: Commissioner Edge stated the money could be taken out of over realized fees for the remainder of FY16 and the position could then be dealt with as part of the FY17 budget. Mr. Mitchell asked that this position be continued into the next year along with one additional position. Commissioner Keefe stated the motion only deals with funding until the FY17 budget process.

VOTE ON AMENDED MOTION: UNANIMOUS (4-0)

3. CONSIDERATION OF REQUEST FOR ADDITIONAL COUNTY FUNDING FOR THE JAIL HEALTH PROGRAM

BACKGROUND:

The Jail Health Program provides 24/7 medical care to Cumberland County Detention Center inmates with a current population of 687. Each shift requires one RN, two LPN's and one Med Technician. In addition, one RN Supervisor and two RN's are on staff Monday through Friday during the hours the physician is on site. During this time there is more activity requiring nursing support. Due to staffing requirements to meet the needs of the inmates, temporary nursing staff has been utilized to ensure adequate coverage on all shifts. Temporary staff has been used while employees were using Family Medical Leave and were not on Leave Without Pay Status which resulted in no lapsed salaries to support temporary staff. Also, one nurse retired during this fiscal year and received an annual leave payout resulting in no lapsed salaries accruing for six weeks for this position. Once new staff is hired, temporary staff is maintained to train the new employee. The cost of temporary nursing staff per hour exceeds the budgeted salaries for vacant positions. The Jail Health Program requires overtime pay due to shift work and because they are required to work County observed holidays. Overtime pay will exceed budget as well.

Moving forward, the Public Health Department will improve its internal controls to better manage staffing costs while also meeting the healthcare demands in the Detention Center. In addition, it will assess its staffing model to better organize its coverage during peak periods

DRAFT

and in response to priority health concerns. This will include a plan to reduce staffing of its temporary nurses.

Medical costs for private medical care at hospitals and specialty providers are projected to exceed budget also. Each year, medical costs fluctuate based on the severity of illness of the inmates. The budget for these costs was prepared based on the previous year's expenses. Illnesses among inmates have been more common and severe during this fiscal year. The upcoming budget request includes an increase to these line items to attempt to avoid a repeated shortfall.

RECOMMENDATION/PROPOSED ACTION:

Requesting approval of County Fund Balance in the amount of \$346,299 and transfer of \$127,618 of accumulated lapsed salaries from other Health Department programs to support additional Jail Health expenditures anticipated during Fiscal Year 16.

Buck Wilson, Public Health Director, reviewed the background information recorded above. Mr. Wilson stated of the \$473,917 deficit, the Health Department was able to utilize \$127,618 from its current budget, which is separate from the Jail Health Program budget, leaving a projected deficit of \$346,299 for the remainder of the fiscal year. Mr. Wilson explained there are three reasons for the deficit: 1) excessive turnover in nursing staff; 2) a combination of overtime/hazard pay/reclassification of two positions; and 3) medical expenses which are unpredictable.

Excessive Turnover

Mr. Wilson stated thirteen nursing positions have turned over through the third quarter of this fiscal year, two of which have been vacant twice. Mr. Wilson stated this equates to about 7,440 hours without nursing coverage and is roughly equal to five FTE's. Mr. Wilson stated the Health Department has a total of 20 nursing positions, including two supervisory positions. Mr. Wilson stated there are currently three nursing positions vacant and attempts are being made to fill the positions. Mr. Wilson stated keeping nursing positions filled is very challenging; there has been a loss of five positions to Womack, three positions to the VA, one position to a nursing home, one position to a doctor's office and one nurse retired.

Mr. Wilson stated processes have been put in place over the years in an effort to keep nurses. Mr. Wilson stated the Health Department initiated a temporary staffing contract with Professional Nursing Services (PNS) in February of 2013; however, PNS did not initially have nurses to provide coverage. Mr. Wilson stated PNS realized the need for nurses and the Health Department spent \$2,500 on PNS last year. Mr. Wilson stated PNS offers RN's for \$41 per hour and LPN's for \$32 per hour compared to a staff RN at \$37 per hour including benefits and a staff LPN at \$26 per hour including benefits. Mr. Wilson stated the Health Department tries to use LPN's versus RN's whenever possible. Mr. Wilson explained temporary staff coverage is needed while new staff are being trained, existing staff are out on annual leave or sick leave and for existing staff that retire or resign and use paid annual leave which could be up to six weeks. Mr. Wilson stated unlike clinics at the Health Department, temporary staff are used because patient appointments cannot be rescheduled, patients cannot be put on a waiting list, services cannot be scaled back if a provider or nurse is out, over 50% of inmates in the jail need

DRAFT

medication delivered and guidelines/requirements often have time limits on when services must be provided. Mr. Wilson stated excessive turnover equals almost \$200,000 of the \$473,917.

Overtime/Hazard Pay/Reclassification of Two Positions

Mr. Wilson stated overtime/hazard pay/reclassification of 2 positions equals about \$80,000 of the \$473,917. Mr. Wilson explained staff that work overtime are paid overtime rather than given time off and with shift scheduling of 12-hour days, nurses work overtime every other week. Mr. Wilson also stated this year new employees were added to those who could receive hazard pay; whereas, it used to be paid only to nurses. Mr. Wilson further stated two Med Technician positions were reclassified to LPN's.

Unpredictable Medical Expenses

Mr. Wilson stated medical expenses equal approximately \$194,584 of the \$473,917 and although the hope is not to spend that amount, inmate medical expenses are very unpredictable. Mr. Wilson stated measures have been taken to have doctors and nurses available as opposed to transporting inmates by ambulance to the hospital.

Mr. Wilson stated Public Health works closely with County Management on these issues and although the use of temporary staff at a higher cost is not the best staffing model, it has been important to keep staff at this level to make sure services can be provided.

In response to a question posed by Commissioner Keefe, Mr. Wilson stated health care costs are clearly increasing. Mr. Wilson stated while nurses were conducting 67 visits per day, they are now conducting 74 visits per day. Mr. Wilson stated it is a sicker population with more chronic disease, and this includes the younger population. Ms. Cannon confirmed that the County has to provide jail health and stated the Health Department has already overspent its budget so to a certain extent, the County really does not have a choice about redirecting money to get through to the end of the fiscal year. Commissioner Adams stated he has heard the problem but not what the plans are to attack the problem. Mr. Wilson explained he cannot control nurse turnover and his budget was based on the previous year in which there was not a turnover problem. Ms. Cannon confirmed additional staffing were added to the Jail Health Program when the Detention Center was expanded.

Discussion followed about whether everyone who needed to be involved was actually involved in dealing with the issues related to the Jail Health Program. Mr. Mitchell stated this might be a good time and of benefit to all concerned to put together a Request for Proposal (RFP) to see the value private companies place on the Jail Health Program. Mr. Mitchell stated this will also enable the Health Department to evaluate its budget for the Jail Health Program. Discussion continued about the mental health aspect of jail health.

Commissioner Lancaster stated moving forward, he thinks there is consensus to look into the possibility of seeing whether outside management companies are interested in looking at the situation. Ms. Cannon stated it can be a cooperative effort between the Health Department and the Sheriff's Office. Commissioner Council asked that hospital administration be included. Commissioner Keefe stated he would like the Affordable Care Act (ACA) included in the discussions. Mr. Wilson stated the cost to provide ACA coverage would also have to be evaluated.

DRAFT

MOTION: Commissioner Council moved to approve County Fund Balance in the amount of \$346,299 and transfer of \$127,618 of accumulated lapsed salaries from other Health Department programs to support additional Jail Health expenditures anticipated during FY16.

SECOND: Commissioner Keefe

VOTE: UNANIMOUS (4-0)

Ms. Cannon requested an adjustment to the agenda so that Items 5. and 6. could be moved ahead of Item 4. Consensus of the Committee followed.

4. CONSIDERATION OF REQUEST TO ESTABLISH A JUVENILE CRIME PREVENTION COUNCIL (JCPC) COORDINATOR POSITION

BACKGROUND:

Cumberland County partners with the NC Department of Public Safety (NCDPS) to fund a local Juvenile Crime Prevention Council (JCPC). This partnership is part of a strategy by the NCDPS to mobilize communities to create a multi-disciplinary continuum of care that includes prevention programs for children, early intervention for juvenile offenders and graduated sanctions for repeat offenders.

Currently all JCPC activities are funded through State and County dollars. Cumberland County has also chosen to fund a JCPC Coordinator position through Cumberland County CommuniCare. While the programs are funded 25% County / 75% State, the County funds 100% of the Coordinator position.

Under the current arrangement, the JCPC Coordinator is an employee of CommuniCare; however, the County has total fiduciary responsibility for both local and State dollars in the JCPC program. This arrangement does not allow for alignment of fiduciary responsibility with staff accountability. Additionally, creating a position for JCPC coordination within the County allows flexibility regarding expansion of position duties.

The creation of this position now (April) will allow the recruitment process to begin immediately and have the position filled in July for the start of the fiscal year.

RECOMMENDATION/PROPOSED ACTION:

Staff recommends establishing a JCPC Coordinator position within the Cumberland County Finance Department effective immediately and cease funding of the position through CommuniCare effective July 1, 2016.

Melissa Cardinali, Assistant County Manager, reviewed the background information recorded above. Ms. Cardinali stated staff recommends establishing a JCPC Coordinator position within the Cumberland County Finance Department effective immediately which will allow the County to recruit a position and have it filled by July 1, and effective July 1, cease funding of the JCPC

DRAFT

MOTION: Commissioner Council moved to establish a JCPC Coordinator position within the Cumberland County Finance Department effective immediately and cease funding of the position through CommuniCare effective July 1, 2016.

SECOND: Commissioner Edge

VOTE: UNANIMOUS (4-0)

5. CONSIDERATION OF REQUEST FOR CONTRACT MODIFICATION FOR FY2016 AUDIT AND THREE-YEAR EXTENSION PROPOSAL

BACKGROUND:

During fiscal year 2016, the County is implementing a new financial software system and developing a new chart of accounts. This change was not originally contemplated in the scope of work for the fiscal year 2016 audit. However, these changes will cause additional work on the part of the auditors. As a result, Cherry Bekaert has requested an additional \$10,000 fee for report conversion for the fiscal year 2016 financial audit.

Although Cherry Bekaert will be charging the additional fee for the fiscal year 2016 audit, they have provided the County with an opportunity to recoup that fee if or when the County agrees to a three-year contract extension for fiscal years 2017, 2018 and 2019. If the County chooses to accept the extension, Cherry Bekaert will refund the \$10,000 fee for report conversion over the three years by reducing the quoted fee by \$4,000, \$3,000 and \$3,000 for each of the three years, respectively.

Cherry Bekaert has provided several different fee options for consideration over the three years. All options include pricing for report writing and financial and single audit work. A credit for internal audit work is shown in options two and three. An additional credit for report writing being performed by the County is shown under option three. Once the new financial software is fully implemented, the County will be prepared for the report writing function and is already equipped to utilize internal audit staff to complete audit work hours, thereby able to maximize the credit options beginning with the fiscal year 2017 audit.

From the options provided, the most feasible option by fiscal year is summarized in the table below:

	FY2016	FY2017	FY2018	FY2019
	(option 2)	(option 3)	(option 3)	(option 3)
Report writing	\$21,500	\$21,500	\$22,000	\$22,500
Financial & single audit	101,000	95,125	97,650	99,250
Report conversion	10,000	-	-	-
Less: Use of Internal Auditor (235 hours)	(21,000)	(21,000)	(21,500)	(22,000)
Less: All report writing performed by County	-	(15,000)	(15,500)	(16,000)

DRAFT

	-	(15,000)	(15,500)	(16,000)
Less: Recoup report conversion fee	-	(4,000)	(3,000)	(3,000)
Total audit fee - County	\$111,500	\$76,625	\$79,650	\$80,750

In addition, as part of the continuation period, a portion of the hours will again be sub-contracted out to a local minority firm, Willie Cooper, Jr., CPA. The Fayetteville Cumberland County Economic Development Corporation audit and financial statement will be considered separately by the FCCEDC Board.

RECOMMENDATION/PROPOSED ACTION:

Approve the additional \$10,000 fee for report conversion for the fiscal year 2016 audit under option two and engage Cherry Bekaert to perform the annual audit for Cumberland County for fiscal years 2017, 2018 and 2019 under option number three.

Vicki Evans, Finance Director, reviewed the background information recorded above stated although similar to the table recorded above, the table below contains the FY2015 actual audit cost summary.

Audit Cost Summary					
<i>* per Cherry Bekaert fee schedule dated March 8, 2016</i>					
	<u>FY2015</u>	<u>FY2016*</u>	<u>FY2017*</u>	<u>FY2018*</u>	<u>FY2019*</u>
	(Actual)	(option 2)	(option 3)	(option 3)	(option 3)
Report Writing	\$21,000	\$21,500	\$21,500	\$22,000	\$22,500
Financial & single audit	97,800	101,000	95,125	97,650	99,250
Report conversion	-	10,000	-	-	-
Less: Use of Internal Auditor	-	(21,000)	(21,000)	(21,500)	(22,000)
Less: All report writing performed by County	-	-	(15,000)	(15,500)	(16,000)
Less: Recoup report conversion Fee	-	-	(4,000)	(3,000)	(3,000)
Total audit fee - County	\$118,800	\$111,500	\$76,625	\$79,650	\$80,750

Ms. Evans stated the audit contract is up for discussion now because of the timing of the County's system conversion to Munis financials and the conversion includes a complete overhaul of the County's chart of accounts. Ms. Evans stated the entire County's scheduled go-LIVE is May 1 and because go-LIVE falls within this current fiscal year, there will be an impact on the auditors' workload. Ms. Evans stated all of Cherry Bekaert's reports and schedules to produce the CAFR and analyze the County's work have been based on the old chart of accounts. Ms. Evans stated just as County staff had to adjust from the old to the new structure, Cherry

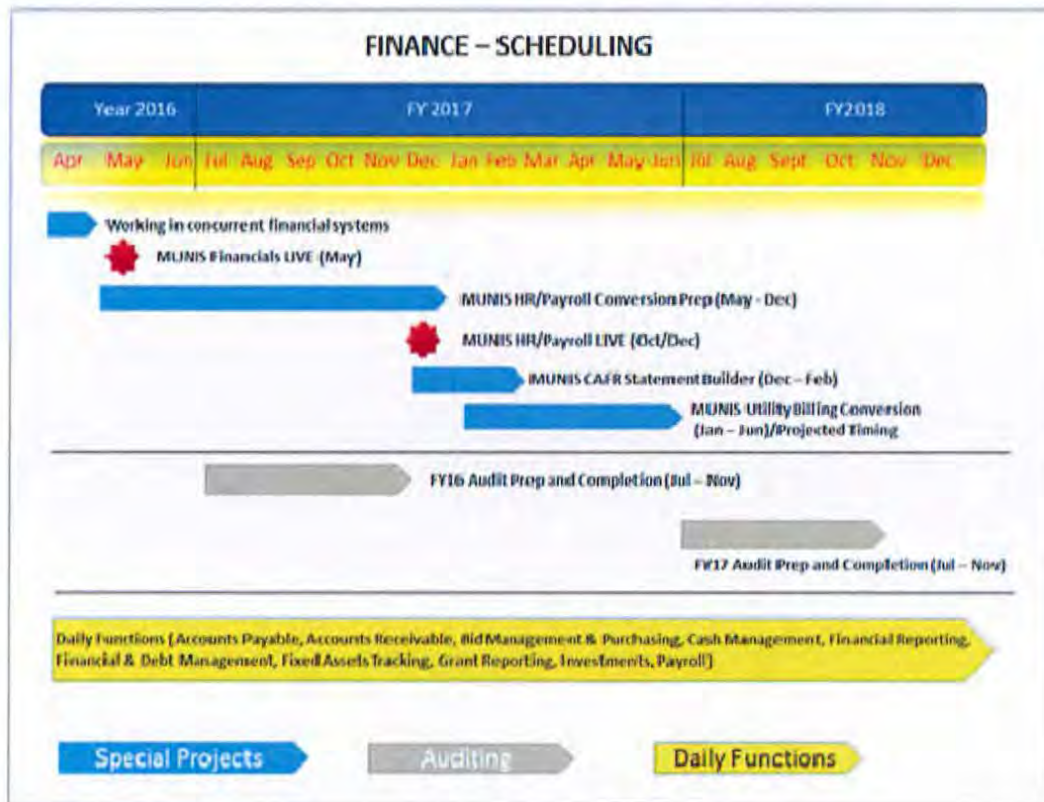
DRAFT

Bekaert will have to do the same to convert their setup. Ms. Evans stated because of this, Cherry Bekaert is requesting an additional \$10,000 fee for the audit report conversion.

Ms. Evans explained during discussions with Cherry Bekaert, they offered to give credit for the \$10,000 if the County agrees to a three-year contract extension. Ms. Evans stated Cherry Bekaert felt it could absorb that cost over the three-year period which is why they provided the fee schedule at this time.

Ms. Evans stated Cherry Bekaert provided several different fee options to consider and the table recorded above shows the best options to enable the County to take advantage of the offered credits. Ms. Evans explained in addition to the \$10,000, there is another credit for the County's internal audit staff providing audit work hours and another if the report writing is brought in-house. Ms. Evans explained once Munis financials is fully implemented, the County will have the tools in place to handle report writing in-house. Ms. Evans stated with credits taken for FY17, there is a drop of almost \$35,000.

Ms. Evans stated there has been a suggestion to conduct a Request for Proposal (RFP) for the audit and although she concurs it is best practice to periodically complete a competitive RFP process to ensure the County is getting the best deal possible, it will be difficult to accomplish with the system conversion projects that are going to continue until at least FY18. Ms. Evans stated exempt level Finance staff have been consistently working between 48-60 hours per week because of the additional work required for system conversion.



DRAFT

Ms. Evans reviewed the Finance Department's scheduling for the next year and a half as shown above and stated at present, Finance staff are keying in both the new and old systems and non-exempt staff are working overtime to complete the extra keying in. Ms. Evans stated the Finance Department also has two temporary staff members working through this process. Ms. Evans stated this conversion will be followed by Human Resources conversion and payroll conversion which will be done while the FY16 audit work is underway. Ms. Evans stated during the second half of FY17, Finance staff will be working on the CAFR statement builder and utility billing conversion, followed by the FY17 audit. Ms. Evans stated the special projects and audit prep and completion will be underway while Finance staff are handling their normal daily duties as well. Ms. Evans stated waiting until after the three year extension with Cherry Bekaert would be the best timing for an effective RFP process which could take up to three months to put together.

Commissioner Adams asked how putting out a proposal would affect the system conversion process. Ms. Cardinali stated she has been through an RFP audit process several times and can say from experience that the actual process of creating the rather large RFP document will be time and labor intensive for the Finance Director and Finance staff. Ms. Cardinali stated once created, the document will then have to come before the Audit Committee. Ms. Cardinali explained there is a qualifications packet and a cost packet because one should not determine the end result on cost before a qualified firm is known. Ms. Cardinali stated in a county with less dollars than Cumberland, she received nine very thick responses. Ms. Cardinali stated staff and the Audit Committee will have to wade through all of the responses, grade each one and then determine who moves forward. Ms. Cardinali stated the cost side of the house is then opened. Ms. Cardinali stated the RFP process is time intensive and Finance staff are already pulling a lot of overtime with the system conversion and the audit process. Ms. Cardinali stated to embark on an RFP process at this time would create an additional burden and she cannot be sure that the best possible RFP process can be conducted when Finance staff are already distracted and focused on other projects. Ms. Cardinali stated the Munis Financials project is a \$1.5 million project which the County wants to be successful.

Ms. Cardinali also stated the Local Government Commission maintains a data bank of all audits and prices paid, and Cherry Bekaert is comparable in like size and like audit. Ms. Cardinali stated it is best practice to complete a competitive RFP process but the request would be to see if it can be delayed at least through the FY17 audit. Ms. Cardinali stated if the audit firm is not engaged by December, no one will respond and the end result will be that there is no auditor. Ms. Cannon stated there is no resistance to an RFP process but at present, the County is challenged by time and projects.

Discussion followed regarding the options. Ms. Cannon stated the most pressing issue and step one is to amend the current contract. Ms. Cannon stated if there is not a desire to go the full three years, then she would ask that consideration be given to at least through FY18 to get the County through the conversion. Ms. Cannon stated Finance staffing is very low for a County of this size. Commissioner Adams stated expanding the department may be a consideration.

MOTION: Commissioner Council moved to approve Option 2 to amend the current year contract and add \$10,000 for the report conversion; to approve Option 3 with the stipulation to go out for an RFP at the end of FY2019; and to include enough personnel to perform the basic duties.

DRAFT

SECOND: Commissioner Lancaster
VOTE: UNANIMOUS (4-0)

6. CONSIDERATION OF RECOMMENDED CHANGES FROM THE CITY COUNCIL TO THE INTERLOCAL AGREEMENT BETWEEN CUMBERLAND COUNTY AND THE CITY OF FAYETTEVILLE TO ADDRESS HOMELESSNESS

BACKGROUND:

Both the City and County adopted strategic plans in 2015 to address homelessness and both governing bodies indicated that working cooperatively to reduce homelessness in our community was a priority. City and County staff jointly developed an Interlocal Agreement, which the Board of Commissioners approved on November 16, 2015, and forwarded to the City Council for consideration at its November 23, 2015 regular meeting. The original agreement proposed two new positions that would be jointly funded by the City and County: a Homeless Coordinator and a Data & Evaluation Analyst position. Both positions would be assigned to the Cumberland County Community Development Department.

The County and City collectively budgeted \$150,000 in FY16 for this endeavor (\$100,000 from the County and \$50,000 from the City). It was estimated that approximately \$63,777 would be utilized for salaries and benefits for the remainder of FY16; \$9,000 was committed to the Homeless Information System needed for compiling data about the homeless, and the remaining \$77,223 would be utilized to fill gaps in services for rapid re-housing and preventing homelessness. Completing an interlocal agreement and hiring the homeless specialists were to serve as the foundation for expanding programs and services for the homeless. The interlocal agreement also called for the creation of a homeless committee made up of City and County staff, Community Development departments from the City and County and the Homeless Coordinator position; this committee would continue to work to identify the appropriate strategic pathways to address homeless issues in the community.

- At its November 23, 2015, meeting, the City Council tabled the item until its January 4, 2016, work session.
- At the January 4, 2016, work session, the City Council discussed the agreement and placed it on the January 25, 2016, agenda.
- At the January 25, 2016, meeting, the City Council tabled item for further discussion at its February 8, 2016, meeting. The agreement was placed on the February 22, 2016.
- On February 22, 2016, the City Council approved the attached modifications to the agreement and forwarded it to the County Commissioners for review and approval.

MODIFICATIONS

The City approved hiring and sharing in the funding of only the Data Analyst position. The Interlocal Agreement recorded below reflects the City's approved revisions, which include adding an elected official from each governing body to the proposed Homeless Committee.

The Council also approved starting discussions in the form of a resolution with the County and Continuum of Care to provide a more formal structure for strategic goals and community efforts.

DRAFT

RECOMMENDATION/PROPOSED ACTION:

Staff recommends:

- Consideration and approval of the revised Interlocal Agreement.
- Approval to hire the Data & Evaluation Analyst position as soon as possible in order to fully implement the HUD-required Homeless Management Information System (also known as "HMIS").
- Consideration of placing the appointment of a commissioner to serve on the Homeless Committee on the April 18, 2016, Board of Commissioners agenda.
- Begin discussions regarding the structure and strategic goals of the local Continuum of Care Committee through the Homeless Committee addressed in the Interlocal Agreement.

NORTH CAROLINA

INTERLOCAL AGREEMENT BETWEEN
CUMBERLAND COUNTY AND THE CITY
OF FAYETTEVILLE TO ADDRESS
HOMELESSNESS

CUMBERLAND COUNTY

Approved by the Cumberland County Board of Commissioners _____

Approved by the Fayetteville City Council _____

This interlocal agreement is made pursuant to Article 20, Chapter 160A of the General Statutes of North Carolina by and between Cumberland County, a body corporate and politic and a political subdivision of the State of North Carolina, and the City of Fayetteville, a municipal corporation existing under the laws of the State of North Carolina.

WITNESSETH:

Whereas, the parties have funded programs and services to address homelessness by their respective community development agencies for a number of years; and

Whereas, the parties desire to establish a partnership that addresses homelessness through the formation of an advisory committee, appropriate programs and services, and the hiring of a Data & Evaluation Analyst, to be jointly funded by the parties and assigned to the Cumberland County Community Development Department.

Now therefore, in consideration of the mutual covenants set forth herein, and pursuant to the specific authority granted to them by Article 20, Chapter 160A of the General Statutes of North Carolina, the parties agree as follows:

(1) The purpose of this agreement is for the parties to jointly undertake the provision of community-wide programs and services that address homelessness.

(2) The duration of the agreement shall be for so long as the parties maintain the aforementioned personnel for the purpose of providing programs and services to address homelessness (the "undertaking").

(3) A Homeless Committee consisting of a member of City Council, a member of the County Commissioners, an Assistant County Manager, Governmental Affairs Officer, Deputy

DRAFT

City Manager, Chairman of the Cumberland County Continuum of Care (CoC), City and County Community Development Directors, and the Data & Evaluation Analyst will meet regularly to coordinate and develop strategies to address homelessness through community-wide programs and services.

(4) The Data & Evaluation Analyst shall be an employee of Cumberland County and shall report to the Community Development Director for Cumberland County.

(5) The parties will jointly fund the Data & Evaluation Analyst and associated programs and services in a sufficient amount to cover all the costs incurred by it necessary to the execution of the undertaking in accordance as budgeted and approved by the parties.

(6) This agreement may be amended at any time by the execution of an amendment approved by the governing boards of both parties.

(7) This agreement may be terminated at the end of any fiscal year by the vote of either governing board with written notice of such termination being given to the other governing board at least sixty (60) days prior to the date of termination.

This interlocal agreement has been approved by the governing board of each party and entered into the minutes of the meeting at which such action was taken as indicated above.

REVISION:

Staff is updating the agenda information recorded above.

The local Continuum of Care is seeking to transition from an advisory board to a non-profit provider of services to the homeless. In light of this development, it may be more appropriate for the City and County, as the funding partners, to develop the strategy to address homelessness moving forward. As these discussions take place, Cumberland County Community Development will continue to provide services to the homeless as outlined in the report recorded below.

REVISED RECOMMENDATION/PROPOSED ACTION:

Staff recommends:

- Taking no action regarding the proposed Interlocal Agreement, but beginning discussions with the City regarding strategic goals to address homelessness in Fayetteville and Cumberland County.
- Jointly developing a comprehensive strategy to reduce homelessness and identify a formal structure for implementation.
- Approval to hire the Data & Evaluation Analyst position as soon as possible in order to fully implement the HUD-required Homeless Management Information System (also known as "HMIS").

Cumberland County Community Development addresses homelessness through the administration and provision of various programs. CCCD builds strong partnerships with other providers in the community to ensure those who are homeless or at-risk of being homeless are receiving the assistance needed to ensure long-term stability. Currently, Cumberland County Community Development manages the following programs:

DRAFT

1. Safe Homes for New Beginnings: Through partnership, this program provides permanent supportive housing (five units) and case management services to single adults who are homeless and have a substance abuse disorder. For the program year (Nov. 1, 2014 – Dec. 31, 2015), this program has served eight homeless individuals.
2. Robin's Meadow Transitional Housing Program: This is a 12-unit transitional housing program for homeless families where they are allowed to stay for up to 24 months to receive case management services that will help them become self-sufficient. Currently, 38 individuals are being served. Since June 1, 2015, seven families have exited the program and all seven families (21 individuals) became self-sufficient to where they were able to move on to permanent housing.
3. Care Center Transitional Housing Program: Last year, Cumberland County Community Development took over as grantee for this transitional housing program for families fleeing from domestic violence. We currently are serving 11 families. These families are able to stay in the program for up to 12 months and work with a case manager to become self-sufficient. Since May 2015, we have moved six families to permanent housing.
4. Projects for Assistance in Transition from Homelessness: Since July 1, 2015, the PATH team has provided financial assistance (either security deposit or utility deposit) to approximately 93 individuals. In addition to housing, the main goal of the program is to connect them to mental health services. The PATH Team also consists of a Peer Support Specialist that actually conducts street outreach to connect those living in places not meant for habitation to services that will help move them into a stable environment.
5. Emergency Solutions Grant: As recipient of ESG, CCCD partners with other providers in the community to provide shelter for individuals / families and rapid re-housing and homeless prevention services. Last fiscal year, we served 27 households for homelessness prevention and 15 households for rapid re-housing.

Ms. Cannon called attention to the revised information and revised recommendation/proposed action recorded above. Commissioner Adams stated the Board of Commissioners likely needs to decide early on whether it wants to join the City by going with an outside agency/private group to address homelessness. A brief discussion followed.

Ms. Cannon explained the Data and Evaluation Analyst position is an ongoing HUD requirement to manage the homeless population and the services as they are utilized or not utilized. Ms. Cannon stated it will be a constant position; the County currently receives HUD funding for homelessness and as a part of HUD funding, the County becomes a part of the coordinated HUD-required Homeless Management Information System also known as "HMIS". Ms. Cannon stated this position will manage all of the resources, work with all of the agencies and provide constant vetting of data about the homeless. Ms. Cannon stated HUD is looking to the County as a HUD

DRAFT

provider to make sure there is good information. Ms. Cannon stated the City agreed to partially fund the Data and Evaluation Analyst position.

MOTION: Commissioner Council moved to hire the Data and Evaluation Analyst position.
SECOND: Commissioner Edge
VOTE: UNANIMOUS (4-0)

7. MONTHLY FINANCIAL REPORT

BACKGROUND:

The financial report is included as of February 29, 2016. Highlights include:

- Revenues
 - Ad Valorem tax collections are continuing to appear strong
 - Sales and other taxes are just slightly above collections at this time last fiscal year
 - Sales & service revenues are lagging slightly behind this point in fiscal year 2015. This is attributable to a lag in that some of January's receipts were posted in the month of February.
- Expenditures
 - General Fund expenditures remain in line with budget and previous year patterns.
- Crown center expense summary/prepared food and beverage and motel tax
 - Total year-to-date event income over operating expenses is trending very close to last fiscal year

RECOMMENDATION/PROPOSED ACTION:

No action needed – for information purposes only.

8. OTHER MATTERS OF BUSINESS

There were no other matters of business.

There being no further business, the meeting adjourned at 11:10 a.m.

AMY H. CANNON
County Manager

JAMES E. LAWSON
Deputy County Manager



CUMBERLAND
★ **COUNTY** ★
NORTH CAROLINA

MELISSA C. CARDINALI
Assistant County Manager

W. TRACY JACKSON
Assistant County Manager

ITEM NO. 2DC1

OFFICE OF THE COUNTY MANAGER

MEMORANDUM FOR BOARD OF COMMISSIONERS AGENDA OF APRIL 18, 2016

TO: BOARD OF COUNTY COMMISSIONERS

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

DATE: APRIL 13, 2016

SUBJECT: REQUEST FROM THE SHERIFF'S OFFICE TO ESTABLISH A NEW POSITION IN THE GUN PERMITS DIVISION

BACKGROUND

A request was submitted from the Sheriff's Office at the April 7, 2016 Finance Committee to add a new Admin Support Specialist in the Gun Permits Division, due to an increase in the volume of permits. The FY2016 budget for concealed weapon permits and ID fees total \$310,000 and \$318,157 has been collected to date.

The Finance Committee approved the request to add the new position and to fund the position in this fiscal year from the concealed weapons permit fees collected in excess of the budget.

RECOMMENDATION/PROPOSED ACTION:

Approve the recommendation of the Cumberland County Finance Committee and the associated budget revision.

/ct

CM041316-1

**COUNTY OF CUMBERLAND
BUDGET REVISION REQUEST**

Budget Office Use	
Budget Revision No.	<u>B16-234</u>
Date Received	<u>4-9-16</u>
Date Completed	

Fund No. 101 Agency No. 422 Organ. No. 4200

Organization Name: Sheriff's Office

REVENUE

Revenue Source Code	Description	Current Budget	Increase (Decrease)	Revised Budget
4684	Concealed Weapon	150,000	7,821	157,821
				-
				-
				-
				-
Total		150,000	7,821	157,821

EXPENDITURES

Object Code	Appr Unit	Description	Current Budget	Increase (Decrease)	Revised Budget
1210	096	Salaries-Regular	14,719,314	5,234	14,724,548
1810	096	FICA	1,150,946	401	1,151,347
1820	096	Retirement	1,069,253	419	1,069,672
1824	096	401K Contribution	150,416	53	150,469
1830	096	Medical Insurance	2,422,876	137	2,423,013
1860	096	Worker's Compensation	380,351	1,577	381,928
					-
					-
					-
Total			19,893,156	7,821	19,900,977

Justification:

To establish new position-Admin Support Specialist in Gun Permits. This was approved during the Finance Committee meeting on 4/7/16. Additional Concealed Weapon Permit fees collected will be budgeted to fund the cost of this position.

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

Submitted By: Paul R Butler Date: 4/8/16
Sheriff/Department Rep

Reviewed By: Deborah W. Shaw Date: 4/9/16
BT Budget Analyst

Reviewed By: Wicki Evans Date: 4/9/16
Finance Director

Reviewed By: Theresa Blandinale Date: 4-11-16
Assistant County Manager

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

OFFICE OF THE COUNTY MANAGER

**MEMO FOR THE AGENDA OF THE APRIL 7, 2016
MEETING OF THE FINANCE COMMITTEE**

TO: BOARD OF COUNTY COMMISSIONERS
FROM: AMY CANNON, COUNTY MANAGER 
DATE: APRIL 1, 2016
SUBJECT: CONSIDERATION OF REQUEST FROM THE SHERIFF'S
OFFICE TO ESTABLISH A NEW POSITON IN THE GUN
PERMITS DIVISION

Requested by: Sheriff Earl Butler

Presenter(s): Sheriff Earl Butler

Estimate of Committee Time Needed: 10 Minutes

BACKGROUND

Attached you will find a written request from the Sheriff's Office to add a new Admin Support Specialist in the Gun Permits Division, due to an increase in the volume of permits. The FY2016 budget for concealed weapon permits and ID fees total \$310,000 and \$318,157 has been collected to date. If the committee approves this new position, the fees that are projected to exceed the current budget may be recognized to fund this request.

RECOMMENDATION/PROPOSED ACTION:

Consider the request to add a new Admin Support Specialist position in the Gun Permits Division of the Sheriff's Office.

/ct

CM040116-2



**EARL R. BUTLER, SHERIFF
CUMBERLAND COUNTY SHERIFF'S OFFICE**



An Internationally Accredited Law Enforcement Agency

TO: AMY H. CANNON, COUNTY MANAGER

FROM: SHERIFF EARL R. BUTLER

RE: NEW POSITION IN GUN PERMITS

DATE: MARCH 30, 2016

Please accept this as an immediate request for a new position in the Gun Permits Division. The position needs to be classified as an Administrative Support Specialist, Grade 60 with beginning annual salary of \$27,214.

This proposal is in reference to the Cumberland County Sheriff's Office Gun Permits Office and the immediate need for an additional position. The Gun Permits Office processes applications for pistol purchase permits, conceal carry permits and precious metals permits, and they also due fingerprinting for not only conceal carry permits, but fingerprints for employment (i.e. nurses, child care workers) as well.

From 2014 to 2015 the number of applications for concealed permits almost doubled. In 2014, the Sheriff's Office processed 9,339 concealed permits and in 2015, 17,888 concealed permits were processed. In addition, in 2014, the Sheriff's Office collected \$450,614 in revenue from fingerprints and record checks, and in 2015, \$503,353 was collected in revenue from fingerprints and record checks. With 8549 additional permits processed in 2015 compared to 2014, the workload for the employees in the Gun Permits Office has almost doubled, and there has been no increase in staff.

When a citizen applies for a permit for concealed carry of a firearm, the Sheriff's Office is required to obtain fingerprints. Because of the volume of applications for conceal carry permits that have been and are continually being received, the Sheriff's Office now schedules appointments to take the fingerprints, and the appointments are scheduled for 15 minute intervals from 8:00 am until 2:00 pm. Fingerprints for carry conceal cannot be taken after 2:00 pm because they must be uploaded to the State's repository the same day they are taken.

Page 1 of 2

Effective February 2016, a citizen applying for a conceal carry permit, applies for their permit online and schedules their appointment for fingerprints. Currently, people scheduling appointments for fingerprints are scheduling appointments in April, because all of the time slots for fingerprinting have been filled.

Because of the constant and continual increase in the number of conceal carry applications being received, the workload has increased to the degree that the Sheriff's Office used to process conceal carry permits within 6 weeks, that time has now increased to an average of 8 weeks.

Each employee in Gun Permits is scheduled to take fingerprints for two hours everyday. Currently we have only one person (which is clearly insufficient) taking fingerprints at a time, because while one person is taking fingerprints the other employees are assisting citizens who come into the Gun permits Office for reasons other than for fingerprints and also are working on current work and the backlog of work when possible.

The Sheriff's Office currently has two fingerprinting machines. We only utilize one machine at a time, because when a citizen is fingerprinted for a permit, the entire process must be completed the same day, per State requirements. If the Sheriff's Office were to take a large number of fingerprints without completing the entire process for each person fingerprinted the State would have the authority to terminate DCI rights for the Gun Permits Office, leaving the Sheriff's Office without the ability to service the citizens.

As stated above, the workload for the Gun Permits Office has vastly out grown the number of employees in the office. The addition of just one additional employee would possibly reduce the overwhelming workload in the office by up to one-third (1/3). We would be able to utilize both fingerprint machines at one time, or at least overlap appointments, which would allow us to schedule more appointments for fingerprints daily, which would drastically reduce the time citizens currently have to wait for an appointment for fingerprints.

This Gun Permits Office requires the immediate addition of one employee to assist with the increased workload, which is not expected to decrease but only increase. The Gun Permits Office greatly needs an additional position to assist with all aspects of the Gun Permits Office so that the Cumberland County Sheriff's Office can adequately serve the citizens of this county.

The addition of the requested position would be an invaluable asset to help insure that gun permits are not issued to those individuals not qualified to receive them. It would also help insure that the Cumberland County Sheriff's Office and the County of Cumberland are not sued for any wrongful issuance of gun permits.



ITEM NO. 20(2)

**CUMBERLAND
COUNTY**
NORTH CAROLINA

DEPARTMENT OF PUBLIC HEALTH

**MEMO FOR THE AGENDA OF THE APRIL 18, 2016
MEETING OF THE BOARD OF COMMISSIONERS**

TO: BOARD OF COMMISSIONERS

FROM: JAMES LAWSON, DEPUTY COUNTY MANAGER *jl*

DATE: APRIL 13, 2016

**SUBJECT: APPROVAL OF COUNTY FUND BALANCE APPROPRIATION
TO SUPPORT JAIL HEALTH EXPENDITURES**

BACKGROUND:

On April 7, 2016, the Finance Committee approved a request from Public Health Director Buck Wilson to appropriate County fund balance and transfer lapsed salaries to cover jail health expenditures projected through the end of the year. The combined total is \$473,917.

Mr. Wilson presented factors contributing to the over-expenditure of their Jail Health budget, including challenges in maintaining sufficient staffing levels needed to administer their 24-hour jail health program. Contract nurses have been utilized to fill in during staff shortages and to provide training to new employees. The cost for the contract nurses exceeds the amount budgeted for salaries. In addition to these costs, the amount of overtime paid to County staff will exceed the amount of overtime funds budgeted for this fiscal year.

Another factor contributing to the shortfall in the Jail Health budget was this year's cost increase for private medical care at hospitals and specialty providers. He indicated that these costs are unpredictable and fluctuate according to the severity of the medical issues of the inmates. The amount budgeted for these costs was based on last year's expenditures. Unfortunately, the number and severity of illnesses have increased this fiscal year and are therefore projected to exceed the budget.

Moving forward, Mr. Wilson will be working with his staff to assess their staffing model to better organize coverage during peak periods and in response to priority health concerns. This will include a plan to reduce the staffing of temporary nurses. Mr. Wilson also plans to improve internal controls to better manage staffing costs, while also meeting the healthcare demands in the Detention Center. In addition, the upcoming budget request includes an increase to these line items with the hopes of avoiding a future shortfall.

RECOMMENDATION/PROPOSED ACTION:

The Finance Committee recommends approval of the Health Department's request and associated budget revisions to appropriate County fund balance in the amount of \$346,299 and transfer of \$127,618 of accumulated lapsed salaries from other Health Department programs to support additional Jail Health expenditures anticipated during Fiscal Year 2016.

**COUNTY OF CUMBERLAND
BUDGET REVISION REQUEST**

Budget Office Use	
Budget Revision No.	<u>B16-228</u>
Date Received	<u>4.1.2016</u>
Date Completed	

Fund No. 101 Agency No. 431 Organ. No. 4306
 Organization Name: Health- Jail Health

REVENUE

Revenue Source Code	Description	Current Budget	Increase (Decrease)	Revised Budget
9901	Fund Balance- Appropriated		346,299	-
				-
				-
				-
				-
Total		0	346,299	

EXPENDITURES

Object Code	Appr Unit	Description	Current Budget	Increase (Decrease)	Revised Budget
1935	141	Contract Personnel	0	279,333	279,333
3207	142	Safekeepers Medical	42,000	22,377	64,377
3208	142	Cape Fear Valley Medical	142,638	140,339	282,977
3390	142	Contracted Services	35,827	31,868	67,695
					-
Total			220,465	473,917	694,382

Justification:

Requesting additional County fund balance and transferring lapsed salaries generated in other Health Department Programs to support additional Jail Health Medical costs. Jail Health's temporary nursing staff cost is higher than projected due to staff turnover, staff retirements requiring leave payouts and staff on FMLA. The cost of temporary nursing staff per hour exceeds the budget for permanent positions. The cost of medical care provided by private hospitals/providers has exceeded the budgeted amount. Medical costs vary each year and is contingent on the health of the inmate population.

Funding Source: State: _____ Federal: _____ County: _____ New: _____ Other: _____
Fund Balance: _____
 Other: _____ Fees: _____ Prior Year: 346,299

Submitted By: <u>Candi York</u> Department Representative	Date: <u>4/1/16</u>	<div align="center"> Approved By: <hr/> County Manager Board of County Commissioners </div>
Reviewed By: <u>Heather H</u> Budget Analyst	Date: <u>4/1/16</u>	
Reviewed By: <u>Wicki Evans</u> Finance Director	Date: <u>4/13/16</u>	
Reviewed By: <u>Myraal Cordova</u> Assistant County Manager	Date: <u>4.13.16</u>	

Budget Office Use	
Budget Revision No.	B16-228
Date Received	4.1.2016
Date Completed	

Organization Name: Health- Administration

Revenue Source Code	Description	Current Budget	Increase (Decrease)	Revised Budget
				-
				-
				-
				-
				-
				-
				-
	Total	0	0	-

Object Code	Appr Unit	Description	Current Budget	Increase (Decrease)	Revised Budget
1210	132	Salaries	1,511,137	(54,527)	1,456,610
1810	132	FICA	112,445	(4,171)	108,274
1820	132	Retirement	100,018	(3,637)	96,381
1824	132	401K	14,994	(545)	14,449
1830	132	Medical Insurance	222,046	(12,783)	209,263
1860	132	Workers Comp	15,724	(162)	15,562
					-
					-
					-
		Total	1,976,364	(75,825)	1,900,539

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

Date: 4.18.16

**Board of County
Commissioners**

Budget Office Use	
Budget Revision No.	1316.228
Date Received	4.1.2016
Date Completed	

Organization Name: Health- Laboratory

Revenue Source Code	Description	Current Budget	Increase (Decrease)	Revised Budget
				-
				-
				-
				-
				-
				-
				-
	Total	0	0	-

Object Code	Appr Unit	Description	Current Budget	Increase (Decrease)	Revised Budget
1210	136	Salaries	217,979	(10,866)	207,113
1810	136	FICA	16,825	(831)	15,994
1820	136	Retirement	14,670	(724)	13,946
1824	136	401K	2,199	(108)	2,091
1830	136	Medical Insurance	38,350	(1,917)	36,433
1860	136	Workers Comp	721	(35)	686
				-	-
				-	-
				-	-
		Total	290,744	(14,481)	276,263

Other:

Date:

Budget Office Use	
Budget Revision No.	B116.228
Date Received	4.1.2016
Date Completed	

Organization Name: Health- Environmental Health

Revenue Source Code	Description	Current Budget	Increase (Decrease)	Revised Budget
				-
				-
				-
				-
				-
				-
	Total	0	0	-

Object Code	Appr Unit	Description	Current Budget	Increase (Decrease)	Revised Budget
1210	146	Salaries	938,259	(14,450)	923,809
1810	146	FICA	73,042	(1,105)	71,937
1820	146	Retirement	63,690	(963)	62,727
1824	146	401K	9,547	(144)	9,403
1830	146	Medical Insurance	161,070	(3,195)	157,875
1860	146	Workers Comp	33,285	(578)	32,707
					-
					-
					-
		Total	1,278,893	(20,435)	1,258,458

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

Date: 4.13.16

Board of County Commissioners

Budget Office Use	
Budget Revision No.	B16-228
Date Received	4.1.2016
Date Completed	

Organization Name: Health- School Health

Revenue Source Code	Description	Current Budget	Increase (Decrease)	Revised Budget
				-
				-
				-
				-
				-
				-
	Total	0	0	-

Object Code	Appr Unit	Description	Current Budget	Increase (Decrease)	Revised Budget
1210	154	Salaries	771,074	(12,372)	758,702
1810	154	FICA	59,673	(946)	58,727
1820	154	Retirement	52,029	(825)	51,204
1824	154	401K	7,802	(123)	7,679
1830	154	Medical Insurance	118,884	(2,556)	116,328
1860	154	Workers Comp	2,480	(55)	2,425
					-
					-
					-
		Total	1,011,942	(16,877)	995,065

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

Date: 4.13.16

revised 7-1-14



CUMBERLAND
★ **COUNTY** ★
NORTH CAROLINA

DEPARTMENT OF PUBLIC HEALTH

**MEMO FOR THE AGENDA OF THE APRIL 7, 2016
MEETING OF THE FINANCE COMMITTEE**

TO: FINANCE COMMITTEE MEMBERS

FROM: BUCK WILSON, PUBLIC HEALTH DIRECTOR

DATE: APRIL 1, 2016

**SUBJECT: CONSIDERATION OF APPROPRIATING COUNTY FUND
BALANCE AND TRANSFERRING LAPSED SALARIES TO
SUPPORT JAIL HEALTH EXPENDITURES**

Requested by: BUCK WILSON, PUBLIC HEALTH DIRECTOR

Presenter(s): BUCK WILSON, PUBLIC HEALTH DIRECTOR

Estimate of Committee Time Needed: 10 MINUTES

BACKGROUND:

The Jail Health Program provides 24/7 medical care to Cumberland County Detention Center inmates with a current population of 687. Each shift requires one RN, two LPN's and one Med Technician. In addition, one RN Supervisor and two RN's are on staff Monday through Friday during the hours the physician is on site. During this time there is more activity requiring nursing support. Due to staffing requirements to meet the needs of the inmates temporary nursing staff has been utilized to ensure adequate coverage on all shifts. Temporary staff has been used while employees were using Family Medical Leave and were not on Leave Without Pay Status which resulted in no lapsed salaries to support temporary staff. Also, one nurse retired during this fiscal year and received an annual leave payout resulting in no lapsed salaries accruing for six weeks for this position. Once new staff is hired temporary staff is maintained to train the new employee. The cost of temporary nursing staff per hour exceeds the budgeted salaries for vacant positions. The Jail Health Program requires overtime pay due to shift work and because they are required to work County observed holidays. Overtime pay will exceed budget as well.

Moving forward, we will improve our internal controls to better manage staffing costs, while also meeting the healthcare demands in the Detention Center. In addition, we will assess our staffing model to better organize our coverage during peak periods and in response to priority health concerns. This will include a plan to reduce our staffing of temporary nurses.

Medical costs for private medical care at hospitals and specialty providers are projected to exceed budget also. Each year, medical costs fluctuate based on the severity of illness of the inmates. The budget for these costs was prepared based on the previous year's expenses. Illnesses among inmates have been more common and severe during this fiscal year. The upcoming budget request includes an increase to these line items to attempt to avoid a repeated shortfall.

RECOMMENDATION/PROPOSED ACTION:

Requesting approval of County Fund Balance in the amount of \$346,299 and transfer of \$127,618 of accumulated lapsed salaries from other Health Department programs to support additional Jail Health expenditures anticipated during Fiscal Year 16.

AMY H. CANNON
County Manager

JAMES E. LAWSON
Deputy County Manager



CUMBERLAND
★ **COUNTY** ★
NORTH CAROLINA

MELISSA C. CARDINALI
Assistant County Manager

W. TRACY JACKSON
Assistant County Manager


ITEM NO. _____


2D(3)

OFFICE OF THE COUNTY MANAGER

MEMO FOR THE AGENDA OF THE APRIL 18, 2016
BOARD OF COMMISSIONERS' MEETING

TO: BOARD OF COUNTY COMMISSIONERS

FROM: W. TRACY JACKSON, ASST. COUNTY MANAGER 

THROUGH: AMY H. CANNON, COUNTY MANAGER 

DATE: APRIL 12, 2016

SUBJECT: UPDATE TO CONSIDERATION OF RECOMMENDED CHANGES
FROM THE CITY COUNCIL TO THE INTERLOCAL
AGREEMENT BETWEEN CUMBERLAND COUNTY AND THE
CITY OF FAYETTEVILLE TO ADDRESS HOMELESSNESS

BACKGROUND

Both the City and County adopted strategic plans in 2015 to address homelessness, and both governing bodies indicated that working cooperatively to reduce homelessness in our community was a priority. City and County staff jointly developed an Interlocal Agreement, which the Board of Commissioners approved on November 16, 2015, and forwarded to the City Council for consideration at its November 23, 2015, regular meeting. This item was discussed and tabled at various meetings and work sessions of the City Council in the ensuing months. Council approved an amended agreement and proposal on February 22nd, and returned it to the County for further consideration.

Staff brought the information to the Finance Committee this month and recommended a different course of action in light of recently proposed changes to the local Continuum of Care (CoC). The CoC is seeking to transition from an advisory board to a non-profit provider of services for the homeless. Since this is the case, it may be more appropriate for the City and County, as funding partners, to develop the strategy to address homelessness moving forward. It was the consensus of the Finance Committee to seek a meeting with City Staff in order to further discuss and develop a clear strategy for addressing homelessness. As these events unfold, Cumberland County Community Development will continue to provide services to the homeless as outlined in the attached report.

The Finance Committee unanimously approved the recommendation to begin recruitment of the Data Evaluation Analyst position.

REVISED RECOMMENDATION/PROPOSED ACTION:

Staff recommends:

- Taking no action regarding the proposed Interlocal Agreement, but beginning discussions with the City regarding strategic goals to address homelessness in Fayetteville and Cumberland County.
- Jointly developing a comprehensive strategy to reduce homelessness *and* identify a formal structure for implementation.
- Approval to hire the Data & Evaluation Analyst position as soon as possible in order to fully implement the HUD-required Homeless Management Information System (also known as “HMIS”).

Cumberland County Community Development addresses homelessness through the administration and provision of various programs. CCCD builds strong partnerships with other providers in the community to ensure those who are homeless or at-risk of being homeless are receiving the assistance needed to ensure long-term stability. Currently, Cumberland County Community Development manages the following programs:

1. **Safe Homes for New Beginnings:** Through partnership, this program provides permanent supportive housing (five units) and case management services to single adults who are homeless and have a substance abuse disorder. For the program year (Nov. 1, 2014 – Dec. 31, 2015), this program has served eight homeless individuals.
2. **Robin's Meadow Transitional Housing Program:** This is a 12-unit transitional housing program for homeless families where they are allowed to stay for up to 24 months to receive case management services that will help them become self-sufficient. Currently, 38 individuals are being served. Since June 1, 2015, seven families have exited the program and all seven families (21 individuals) became self-sufficient to where they were able to move on to permanent housing.
3. **Care Center Transitional Housing Program:** Last year, Cumberland County Community Development took over as grantee for this transitional housing program for families fleeing from domestic violence. We currently are serving 11 families. These families are able to stay in the program for up to 12 months and work with a case manager to become self-sufficient. Since May 2015, we have moved six families to permanent housing.
4. **Projects for Assistance in Transition from Homelessness:** Since July 1, 2015, the PATH team has provided financial assistance (either security deposit or utility deposit) to approximately 93 individuals. In addition to housing, the main goal of the program is to connect them to mental health services. The PATH Team also consists of a Peer Support Specialist that actually conducts street outreach to connect those living in places not meant for habitation to services that will help move them into a stable environment.
5. **Emergency Solutions Grant:** As recipient of ESG, CCCD partners with other providers in the community to provide shelter for individuals / families and rapid re-housing and homeless prevention services. Last fiscal year, we served 27 households for homelessness prevention and 15 households for rapid re-housing.

AMY H. CANNON
County Manager

JAMES E. LAWSON
Deputy County Manager



CUMBERLAND
★ **COUNTY** ★
NORTH CAROLINA

MELISSA C. CARDINALI
Assistant County Manager

W. TRACY JACKSON
Assistant County Manager

ITEM NO. 2D(4)

OFFICE OF THE COUNTY MANAGER

MEMORANDUM FOR BOARD OF COMMISSIONERS AGENDA OF APRIL 18, 2016

TO: BOARD OF COUNTY COMMISSIONERS

FROM: MELISSA C. CARDINALI, ASSISTANT COUNTY MANAGER
mc

DATE: APRIL 11, 2016

SUBJECT: REQUEST TO ESTABLISH JCPC COORDINATOR POSITION

BACKGROUND:

Cumberland County partners with the NC Department of Public Safety (NCDPS) to fund a local Juvenile Crime Prevention Council (JCPC). This partnership is part of a strategy by the NCDPS to mobilize communities to create a multi-disciplinary continuum of care that includes prevention programs for children, early intervention for juvenile offenders, and graduated sanctions for repeat offenders.

Currently all JCPC activities are funded through State and County dollars. Cumberland County has also chosen to fund a JCPC Coordinator position through Cumberland County CommuniCare. While the programs are funded 25% County / 75% State, the County funds 100% of the Coordinator position.

Under the current arrangement, the JCPC Coordinator is an employee of CommuniCare; however, the County has total fiduciary responsibility for both local and State dollars in the JCPC program. This arrangement does not allow for alignment of fiduciary responsibility with staff accountability. Additionally, creating a position for JCPC coordination within the County allows flexibility regarding expansion of position duties.

The creation of this position now (April) will allow the recruitment process to begin immediately and have the position filled in July for the start of the fiscal year.

RECOMMENDATION:

The Finance Committee approved establishing a JCPC Coordinator position within the Cumberland County Finance Department effective immediately and to cease funding the position through CommuniCare effective July 1, 2016.



ITEM NO. 20(5)

FINANCE OFFICE

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

MEMORANDUM FOR BOARD OF COMMISSIONERS CONSENT AGENDA OF
APRIL 18, 2016

TO: BOARD OF COUNTY COMMISSIONERS

FROM: VICKI EVANS, FINANCE DIRECTOR *VE*

DATE: APRIL 11, 2016

**SUBJECT: REQUEST FOR CONTRACT MODIFICATION FOR FY2016 AND
CONSIDERATION OF THREE-YEAR CONTRACT EXTENSION
PROPOSAL PRESENTED TO FINANCE COMMITTEE ON
APRIL 7, 2016**

BACKGROUND

This item was presented to the Finance Committee on April 7. The Committee's recommended action is shown at the bottom of this memorandum.

During fiscal year 2016, the County is implementing a new financial software system and developing a new chart of accounts. This change was not originally contemplated in the scope of work for the fiscal year 2016 audit. However, these changes will cause additional work on the part of the auditors. As a result, Cherry Bekaert has requested an additional \$10,000 fee for report conversion for the fiscal year 2016 financial audit.

Although Cherry Bekaert will be charging the additional fee for the fiscal year 2016 audit, they have provided the County with an opportunity to recoup that fee if or when the County agrees to a three-year contract extension for fiscal years 2017, 2018 and 2019. If the County chooses to accept the extension, Cherry Bekaert will refund the \$10,000 fee for report conversion over the three years by reducing the quoted fee by \$4,000, \$3,000 and \$3,000 for each of the three years, respectively. Refer to Attachment A for details.

Cherry Bekaert has provided several different fee options for consideration over the three years. All options include pricing for report writing and financial and single audit work. A credit for internal audit work is shown in options two and three. An additional credit for report writing being performed by the County is shown under option three. Once the new financial software is fully implemented, the County will be prepared for the report writing function and is already

equipped to utilize internal audit staff to complete audit work hours, thereby able to maximize the credit options beginning with the fiscal year 2017 audit.

From the options provided, the most feasible option by fiscal year is summarized in the table below:

	FY2016	FY2017	FY2018	FY2019
	(option 2)	(option 3)	(option 3)	(option 3)
Report writing	\$21,500	\$21,500	\$22,000	\$22,500
Financial & single audit	101,000	95,125	97,650	99,250
Report conversion	10,000	-	-	-
Less: Use of Internal Auditor (235 hours)	(21,000)	(21,000)	(21,500)	(22,000)
Less: All report writing performed by County	-	(15,000)	(15,500)	(16,000)
Less: Recoup report conversion fee	-	(4,000)	(3,000)	(3,000)
Total audit fee - County	<u>\$111,500</u>	<u>\$76,625</u>	<u>\$79,650</u>	<u>\$80,750</u>

In addition, as part of the continuation period, a portion of the hours will again be sub-contracted out to a local minority firm, Willie Cooper, Jr., CPA. The Fayetteville Cumberland County Economic Development Corporation audit and financial statement will be considered separately by the FCCEDC Board.

RECOMMENDATION/PROPOSED ACTION

Accept the additional \$10,000 fee for report conversion for the fiscal year 2016 audit under option two; engage Cherry Bekaert to perform the annual audit for Cumberland County for fiscal years 2017, 2018 and 2019 under option number three; and, require staff to conduct an RFP for audit services before the expiration of the fiscal year 2019 Cherry Bekaert audit contract.



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
APRIL 7, 2016 MEETING OF THE FINANCE COMMITTEE**

TO: FINANCE COMMITTEE
FROM: VICKI EVANS, FINANCE DIRECTOR
DATE: MARCH 29, 2016
SUBJECT: REQUEST FOR CONTRACT MODIFICATION FOR FY2016 AND
CONSIDERATION OF THREE-YEAR CONTRACT EXTENSION
PROPOSAL

Presenter(s): Vicki Evans, Finance Director

Estimate of Committee Time Needed: 10 Minutes

BACKGROUND

During fiscal year 2016, the County is implementing a new financial software system and developing a new chart of accounts. This change was not originally contemplated in the scope of work for the fiscal year 2016 audit. However, these changes will cause additional work on the part of the auditors. As a result, Cherry Bekaert has requested an additional \$10,000 fee for report conversion for the fiscal year 2016 financial audit.

Although Cherry Bekaert will be charging the additional fee for the fiscal year 2016 audit, they have provided the County with an opportunity to recoup that fee if or when the County agrees to a three-year contract extension for fiscal years 2017, 2018 and 2019. If the County chooses to accept the extension, Cherry Bekaert will refund the \$10,000 fee for report conversion over the three years by reducing the quoted fee by \$4,000, \$3,000 and \$3,000 for each of the three years, respectively. Refer to Attachment A for details.

Cherry Bekaert has provided several different fee options for consideration over the three years. All options include pricing for report writing and financial and single audit work. A credit for internal audit work is shown in options two and three. An additional credit for report writing being performed by the County is shown under option three. Once the new financial software is fully implemented, the County will be prepared for the report writing function and is already equipped to utilize internal audit staff to complete audit work hours, thereby able to maximize the credit options beginning with the fiscal year 2017 audit.

From the options provided, the most feasible option by fiscal year is summarized in the table below:

	FY2016	FY2017	FY2018	FY2019
	(option 2)	(option 3)	(option 3)	(option 3)
Report writing	\$21,500	\$21,500	\$22,000	\$22,500
Financial & single audit	101,000	95,125	97,650	99,250
Report conversion	10,000	-	-	-
Less: Use of Internal Auditor (235 hours)	(21,000)	(21,000)	(21,500)	(22,000)
Less: All report writing performed by County	-	(15,000)	(15,500)	(16,000)
Less: Recoup report conversion fee	-	(4,000)	(3,000)	(3,000)
Total audit fee - County	\$111,500	\$76,625	\$79,650	\$80,750

In addition, as part of the continuation period, a portion of the hours will again be sub-contracted out to a local minority firm, Willie Cooper, Jr., CPA. The Fayetteville Cumberland County Economic Development Corporation audit and financial statement will be considered separately by the FCCEDC Board.

RECOMMENDATION/PROPOSED ACTION

Approve the additional \$10,000 fee for report conversion for the fiscal year 2016 audit under option two, and engage Cherry Bekaert to perform the annual audit for Cumberland County for fiscal years 2017, 2018 and 2019 under option number three.

March 8, 2016

Ms. Melissa Cardinali
County of Cumberland, North Carolina
Post Office Box 1829
Fayetteville, North Carolina 28302

Dear Ms. Cardinali:

This letter sets forth the scope of the services we will provide under the continuation of the existing contract between the County of Cumberland, North Carolina (the "County") and Cherry Bekaert LLP. As part of this continuation period, we will sub-contract a portion of our hours to a local minority firm, Willie Cooper, Jr., CPA.

We will audit the basic financial statements of the County in accordance with auditing standards generally accepted in the United States of America; *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; the provisions of OMB Circular A-133 *Audits of State and Local Governments, and Non-Profit Organizations*; the State Single Audit Implementation Act; and OMB *Guidance for Grants and Agreements* (2 CFR 200). Our audit will include tests of accounting records, a determination of Major Programs in accordance with OMB *Guidance for Grants and Agreements* (2 CFR 200) and the State Single Audit Implementation Act, and other procedures deemed necessary to enable us to express such an opinion and to render the required reports.

Fiscal Year 2016

The County has selected Option 2 from the contract letter dated January 7, 2014, whereby the County will provide 235 hours of internal audit time to assist in the performance of internal control and single audit program testing. During fiscal year 2016, the County is implementing a new financial software system and developing a new chart of accounts. This change was not originally contemplated in the scope of work for fiscal year 2016. We estimate an additional fee of \$10,000 in 2016 only. The County has also requested an audit and preparation of the financial statements for the Fayetteville Cumberland County Economic Development Corporation as of June 30, 2016. Listed below is the revised estimated fee for the fiscal year 2016 audit:

Option 2:

	<u>FY 2016 *</u>
Report Writing	\$ 21,500
Financial & Single Audit	101,000
Report Conversion	10,000
Less: Use of Internal Auditor (235 hours)	(21,000)
Total Audit Fee	<u>\$ 111,500</u>
Fayetteville Cumberland County Economic Development Corporation - Audit and preparation of financial statements	<u>\$ 5,000</u>

*Includes 12 single audit programs

County of Cumberland, North Carolina

March 8, 2016

Page 2

Fiscal Year 2016 (continued)

Should the County accept this three-year contract extension, Cherry Bekaert will refund the fee for the report conversion over the three year period as follows by reducing the fee quote below by the following amounts:

	<u>Fee Reduction</u>
June 30, 2017	(\$4,000)
June 30, 2018	(\$3,000)
June 30, 2019	(\$3,000)

Three-year extension

The fees included in Attachment A reflect the following assumptions:

- In Option 1, Cherry Bekaert will continue to prepare the following portions of the report: Basic Financial Statements and related Schedules.
- In Option 2, the County will contribute 235 hours of the internal auditor's time to assist in performance of the internal control and single audit program testing. Cherry Bekaert will continue to prepare portions of the report as listed in Option 1.
- In Option 3, the County will contribute 235 hours of the internal auditor's time to assist in performance of the single audit program testing and assume all responsibility for report writing.
- In all options, the fee quote assumes testing of 12 single audit programs will be required.
- The County has also requested an audit and financial statements for the Fayetteville Cumberland County Economic Development Corporation (FCCEDC).

This contract continuation will be for the following periods:

	<u>Option 1</u>	<u>Option 2</u>	<u>Option 3</u>	<u>FCCEDC</u>
June 30, 2017	\$116,625	\$95,625	\$80,625	\$5,100
June 30, 2018	\$119,650	\$98,150	\$82,650	\$5,200
June 30, 2019	\$121,750	\$99,750	\$83,750	\$5,300

This fee schedule assumes that major grant compliance work to be performed in accordance OMB Circular A-133 *Audits of State and Local Governments, and Non-Profit Organizations*; the State Single Audit Implementation Act; and OMB *Guidance for Grants and Agreements* (2 CFR 200) will remain at a similar level to prior years. The major programs differ in size, complexity and the number of required compliance elements to be completed in accordance with OMB Circular A-133 *Audits of State and Local Governments, and Non-Profit Organizations*; the State Single Audit Implementation Act; and OMB *Guidance for Grants and Agreements* (2 CFR 200). Our existing fee assumes that we will be auditing twelve single audit programs. If there are more than or less than twelve single audit programs required to be audited as major programs, the fee above will be adjusted up or down by \$2,500 per program. For example, if only eleven are required to be audited, then we will reduce the fee by \$2,500. If thirteen programs are required to be audited, then we will increase the fee by \$2,500.

County of Cumberland, North Carolina

March 8, 2016

Page 3

If the foregoing is in accordance with your understanding, please sign a copy of this letter in the space provided and return it to us. If you have any questions, please contact Michelle Loyd Thompson at 919-782-1040.

Sincerely,

CHERRY BEKAERT LLP

Cherry Bekaert LLP

ACCEPTED BY _____

TITLE _____

County of Cumberland, North Carolina
Fee Schedule
Attachment A

	FY 2016	FY 2017	FY 2018	FY 2019
Option 1:				
Report Writing	\$ 21,500	\$ 21,500	\$ 22,000	\$ 22,500
Financial & Single Audit	101,000	95,125	97,650	99,250
Report Conversion	10,000	- *	- *	- *
Total Audit Fee-County	<u>\$ 132,500</u>	<u>\$ 116,625</u>	<u>\$ 119,650</u>	<u>\$ 121,750</u>
		-5%	3%	2%
Fayetteville Cumberland County Economic Development Corporation - Audit and preparation of financial statements	<u>\$ 5,000</u>	<u>\$ 5,100</u>	<u>\$ 5,200</u>	<u>\$ 5,300</u>
		2%	2%	2%

	FY 2016 *	FY 2017	FY 2018	FY 2019
Option 2:				
Report Writing	\$ 21,500	\$ 21,500	\$ 22,000	\$ 22,500
Financial & Single Audit	101,000	95,125	97,650	99,250
Report Conversion	10,000	- *	- *	- *
	<u>132,500</u>	<u>116,625</u>	<u>119,650</u>	<u>121,750</u>
Less: Use of Internal Auditor (235 hours)	(21,000)	(21,000)	(21,500)	(22,000)
Total Audit Fee-County	<u>\$ 111,500</u>	<u>\$ 95,625</u>	<u>\$ 98,150</u>	<u>\$ 99,750</u>
		-6%	3%	2%
Fayetteville Cumberland County Economic Development Corporation - Audit and preparation of financial statements	<u>\$ 5,000</u>	<u>\$ 5,100</u>	<u>\$ 5,200</u>	<u>\$ 5,300</u>

*Includes 12 single audit programs

	FY 2016	FY 2017	FY 2018	FY 2019
Option 3:				
Report Writing	\$ 21,500	\$ 21,500	\$ 22,000	\$ 22,500
Financial & Single Audit	101,000	95,125	97,650	99,250
Report Conversion	10,000	- *	- *	- *
	<u>132,500</u>	<u>116,625</u>	<u>119,650</u>	<u>121,750</u>
Less: Use of Internal Auditor (235 hours)	(21,000)	(21,000)	(21,500)	(22,000)
Less: All report writing performed the County	(15,000)	(15,000)	(15,500)	(16,000)
Total Audit Fee-County	<u>\$ 96,500</u>	<u>\$ 80,625</u>	<u>\$ 82,650</u>	<u>\$ 83,750</u>
		-7%	3%	1%
Fayetteville Cumberland County Economic Development Corporation - Audit and preparation of financial statements	<u>\$ 5,000</u>	<u>\$ 5,100</u>	<u>\$ 5,200</u>	<u>\$ 5,300</u>

* Should the County accept the three-year contract extension, Cherry Bekaert will refund the fee for report conversion over the three year period as follows by reducing the fee quote below by the following amounts:

<u>\$ (4,000)</u>	<u>\$ (3,000)</u>	<u>\$ (3,000)</u>
-------------------	-------------------	-------------------

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.

2E

OFFICE OF THE COUNTY MANAGER

MEMORANDUM FOR BOARD OF COMMISSIONERS AGENDA OF APRIL 18, 2016

TO: BOARD OF COUNTY COMMISSIONERS

FROM: AMY H. CANNON, COUNTY MANAGER

DATE: APRIL 13, 2016

SUBJECT: APPROVAL OF THE CUMBERLAND COUNTY POLICY COMMITTEE REPORT AND RECOMMENDATIONS

BACKGROUND

The Cumberland County Policy Committee met on Thursday, April 7, 2016 and discussed the following:

- 1) Revision to the Pre-Employment Background Check Procedures

A separate memo for this item is attached and the draft minutes of the Cumberland County Policy Committee are attached for your convenience.

RECOMMENDATION/PROPOSED ACTION

Accept the Cumberland County Policy report and recommendations.

/ct

Attachments

CM041316-4

DRAFT

CUMBERLAND COUNTY POLICY COMMITTEE
COURTHOUSE, 117 DICK STREET, 5TH FLOOR, ROOM 564
APRIL 7, 2016 – 10:30 A.M.
MINUTES

MEMBERS PRESENT: Commissioner Glenn Adams
Commissioner Jeannette Council
Commissioner Charles Evans
Commissioner Larry Lancaster

OTHER COMMISSIONERS

PRESENT: Commissioner Jimmy Keefe
Commissioner Kenneth Edge

OTHERS PRESENT: Amy Cannon, County Manager
James Lawson, Deputy County Manager
Tracy Jackson, Assistant County Manager
Melissa Cardinali, Assistant County Manager for Finance/
Administrative Services
Sally Shutt, Governmental Affairs and Public Information
Officer
Rick Moorefield, County Attorney
Phyllis Jones, Assistant County Attorney
Vicki Evans, Finance Director
Deborah Shaw, Budget Analyst
Heather Harris, Budget Analyst
Buck Wilson, Public Health Director
Ockidde Harris, Public Health
Barbara Stelly, Board of Health Chairman
Julean Self, Human Resources Director
Laura Blackley, Human Resources
Candice White, Clerk to the Board
Kellie Beam, Deputy Clerk to the Board
Press

Commissioner Adams called the meeting to order.

1. ELECTION OF POLICY COMMITTEE CHAIRMAN

MOTION: Commissioner Lancaster moved to appoint Commissioner Council as chairman of the Policy Committee.

SECOND: Commissioner Evans

VOTE: UNANIMOUS (4-0)

DRAFT

2. APPROVAL OF MINUTES – OCTOBER 1, 2015 POLICY COMMITTEE MEETING

MOTION: Commissioner Evans moved to approve the minutes.

SECOND: Commissioner Adams

VOTE: UNANIMOUS (4-0)

3. CONSIDERATION OF APPROVAL TO EXPAND CURRENT SMOKE FREE ORDINANCE

BACKGROUND

The Board of Health approved interest in expanding the current smoke free ordinance. The presentation will highlight health and economic considerations and additional areas where smoking may be restricted.

RECOMMENDATION/PROPOSED ACTION

Request is for the Policy Committee to consider approval of the expansion of the current smoke free ordinance.

Buck Wilson, Public Health Director, reviewed the background information and recommendation as recorded above. Mr. Wilson stated there has been an ongoing discussion regarding Cumberland County's poor health rankings and what needs to be done to improve the ranking. Mr. Wilson stated he believes the discussion today could give the County the opportunity to improve the health rankings in Cumberland County.

Mr. Wilson introduced Ockidde Harris, Regional Tobacco Control Manager, and Barbara Stelly, chairman of the Board of Health. Mr. Harris stated establishing smoke-free policies, which increases the number of smoke-free spaces, has been shown to reduce smoking rates as well as tobacco-related diseases and deaths. Mr. Harris stated cigarette smoking is the #1 preventable cause of death in the United States and North Carolina. Mr. Harris explained there are nearly 480,000 annual deaths related to tobacco including 42,000 deaths related to secondhand smoke. Mr. Harris stated smoking is still a major contributor to the leading causes of death in Cumberland County. Mr. Harris further stated 22% of Cumberland County adults smoke.

Mr. Wilson stated scientists have identified more than 7,000 chemicals and chemical compounds in tobacco smoke and at least 70 of them are known to specifically cause cancer. Mr. Wilson further stated secondhand smoke exposure can cause stroke, nasal irritation, lung cancer, coronary heart disease and reproductive effects in women.

Mr. Wilson stated the County's current smoke-free ordinance includes local government buildings, local governmental vehicles and local government grounds. Mr. Wilson stated

DRAFT

the Board of Health unanimously passed the recommendation to expand the current smoke-free ordinance and restrict smoking in:

- All municipal buildings, vehicles and grounds including playgrounds, trails and athletic fields
- Crown Complex grounds
- Bus stops
- Sidewalks that are maintained by the County or Municipalities
- Common areas of multi-unit residential facilities/buildings
- Indoor office, retail and other commercial establishments where the public is invited or permitted
 - Polling places, child care facilities, shopping malls, public restrooms, elevators, galleries and museums, entertainment and sports arenas, gaming facilities, bingo halls

Mr. Wilson stated his initial plan was to add a step to the ordinance each year but it was determined that it costs \$1,000 each time the ordinance is changed. Mr. Wilson stated this step would restrict smoking in only the unincorporated areas of the county and would not restrict the areas in the municipalities.

Commissioner Evans stated he feels the last ordinance took care of the majority of the County as far as prohibiting smoking and he does not see the need for further expansion. Mr. Harris stated the expansion would mainly affect the Crown Complex grounds and certain parks. Commissioner Adams stated he feels there are more pressing issues that need to be handled before this is adopted. Mr. Wilson stated expanding the smoke-free ordinance will cost the County a total of \$1,000 which he feels is a minimal cost to change the health of the County. Mr. Wilson further stated the number one problem in the County is tobacco and he feels it is something the County can do to improve the public's health at a minimal cost.

MOTION: Commissioner Lancaster moved to recommend to the full board approval of the expansion of the current smoke-free ordinance.

SECOND: Commissioner Council

DISCUSSION:

Commissioner Keefe stated he feels the County needs to look at a comprehensive county health initiative to try and concentrate on improving the County's current ranking of 73rd. Commissioner Keefe stated he would like to work with the Public Health Department and the County Commissioners to be in the top 50 counties in the state within the next five years. Commissioner Keefe stated healthy communities have better jobs, higher employment, better parks and recreation and better quality of life. Commissioner Edge asked about the municipalities' involvement in the expansion of the smoke-free ordinance. Mr. Wilson stated his next step is to go to the City of Fayetteville to see what they are willing to do. Commissioner Adams stated he would like to see a draft ordinance before voting on this and it would give Mr. Wilson the

DRAFT

opportunity to speak with the municipalities he has not already spoke to regarding participation.

AMENDED MOTION:

Commissioner Lancaster moved to request the draft smoke-free expansion ordinance be brought back to the May Policy Committee for consideration of approval.

SECOND: Commissioner Council

VOTE ON AMENDED MOTION: UNANIMOUS (4-0)

4. REPORT ON LEGAL STATUS OF COMMISSIONER-APPOINTED BOARDS AND COMMISSIONS

BACKGROUND

The Policy Committee asked the Clerk and Attorney to review the status of all the boards and commissions to which the Board of Commissioners appoints citizens for the purpose of determining if any of these boards or commissions might or should be eliminated. The Clerk provided the Attorney the information in the Clerk's files as to the creation of these boards and commissions. The Attorney researched the relevant State and Federal laws and regulations to verify the correct status of each of these.

In summary:

Those identified in Table I are actually mandated.

Those identified in Table II have the same status as being actually mandated.

Those identified in Table III are required incident to other actions taken by the Board.

The appointment of the hospital trustees has been carried over from the original controls the Board of Commissioners exercised over management of the hospital when it was a county-owned hospital.

The continuation of those identified in Table V is discretionary with the Board of Commissioners.

Those identified in Section VI need to be further researched.

Table 1. Commissioner-appointed boards required to be in place by State statute or session law:

ABC Board	G.S. 18B-700
Adult Care Home Community Advisory Committee	G.S. 131D-31
Board of Equalization and Review Note: County uses a special Bd. of E & R	G.S. 105-322; S.L 1977-175

DRAFT

Board of Health	G.S. 130A-35
Civic Center Commission	S.L 1991-27; S.L. 2015-61
Cumberland County Community Child Protection/ Fatality Prevention team	G.S. 7B-1406
Cumberland County Juvenile Crime Prevention Council	G.S. 143B-846
FTCC Board of Trustees	G.S. 115D-12
Jury Commission	G.S. 9-1
Nursing Home Advisory Board	G.S. 131E-128
Social Services Board	G.S. 108A-1

Table II. Commissioner-appointed boards required to be in place by Federal law or regulation if the county is to receive federal funding for those programs:

Cumberland County Local Emergency Planning Committee	Sections 301-303, 42 U.S.C. §§ 11001-11003
Cumberland County Workforce Development Board	<i>Workforce Innovation and Opportunity Act of 2014</i>

Table III. Commissioner-appointed boards required to be in place by Board adopted ordinance, resolution or other action:

Animal Control Board	<i>Animal Control Ordinance</i>
Board of Adjustment	<i>Zoning Ordinance</i>
Alliance Behavioral Healthcare Board of Directors	Interlocal Agreement approved June 17, 2013
FACVB Board of Directors	required by levy of the prepared food and beverage tax, S.L. 1993-413
Fayetteville-Cumberland County Economic Development Corporation	Interlocal Agreement approved September 21, 2015
Joint Planning Board	<i>Subdivision Ordinance; Zoning Ordinance</i>
Minimum Housing Appeals Board	<i>Minimum Housing Ordinance</i>
Parks and Recreation Advisory Board	Interlocal Agreement approved January 5, 2004
Tourism Development Authority	required by levy of occupancy tax, S.L. 2001-484
Wrecker Review Board	<i>Wrecker and Tow Service Ordinance</i>

Table IV. Commissioner-appointed boards subject to the special provisions:

Cumberland County Hospital System, Inc., d/b/d Cape Fear Valley Health System, Board of Trustees: Commissioners serve on the Board of Directors of this corporation and make other appointments pursuant to the Restated and Amended Articles of Incorporation filed February 21, 2006.

DRAFT

Table V. Commissioner-appointed boards created by the Board of Commissioners for specific purpose which are not mandated by any law, regulation or condition of funding:

Cumberland Cemetery Commission	Board Resolution adopted November 20, 1978
Cumberland County Finance Corporation	Articles of Incorporation filed December 27, 1994
Cumberland County Industrial Facilities and Pollution Control Financing Authority	Board Resolution adopted September 10, 1979
Farm Advisory Board	Board Resolution adopted April 5, 2004
Human Relations Commission	Interlocal Agreement approved June 21, 2004
Joint Appearance Commission	Interlocal Agreement approved August 2, 2004
North Carolina's Southeast	voluntary participation by payment of annual dues
Senior Citizens Advisory Commission	Board Resolution adopted October 12, 1978
Southeastern Economic Development Commission	Voluntary participation by payment of annual dues

VI. It will take additional research to give an opinion on status of the following commissioner-appointed boards for the reasons indicated for each:

Air Quality Stakeholders Committee: This committee was required by an agreement among the county, each municipality in the county, FAMPO, the N. C. Department of Environmental and Natural Resources, and the United States Environmental Protection Agency Region 4. It was approved by the Board on December 16, 2002. By its terms, this agreement expired December 31, 2007; however, the Board adopted Resolutions on September 17, 2007, and April 6, 2009, requesting the EPA to consider allowing the County and its municipalities to enter into new agreements for new air quality standards. The County Attorney has been unable to determine at this time whether any further action was taken with respect to these resolutions.

Cumberland County Home & Community Care Block Grant Committee: The County Attorney has not found the minutes reflecting Board Action creating this committee. It may have been the intent of action taken by the Board September 2, 1991, but it is not clear in the context of the discussion reported in the minutes. The County Attorney has not found any State administrative code regulations that mandate the creation of this committee. The County Attorney needs to do further research on the status of this committee.

Mid-Carolina Aging Advisory Committee: It appears from the committee's by-laws that it was established by the Board of Directors of the Mid-Carolina Council of

DRAFT

Governments as a Regional Committee before January 20, 1983. The County Attorney needs to do further research on the status of this committee.

Transportation Advisory Board: It appears from the board's by-laws that it was established pursuant to Federal regulations and was required by NCDOT incident to the Cumberland County Community Transportation Program before December, 2003. The County Attorney needs to do further research on the status of this board to determine how and when it was created.

Commissioner Council stated she feels the information is very interesting but she is not sure what the next step should be. Commissioner Keefe stated this item was for information and gives the Policy Committee the opportunity to look at the boards/commissions mandated by the state and review them to see if there are any that the Policy Committee does not see the purpose of continuing. Commissioner Council stated the Policy Committee would accept his item for information only. No action taken.

5. CONSIDERATION OF REVISION TO THE PRE-EMPLOYMENT BACKGROUND CHECK PROCEDURES

BACKGROUND

In September 2011, the Board of Commissioners approved the Policy Committee's recommendation to "ban the box", i.e. remove the question from the employment application that asked applicants about criminal convictions. In addition, a comprehensive pre-employment background check policy was implemented. The Ban the Box initiative was proposed in an effort to ensure that all applicants received equal consideration for an interview based on their job qualifications.

As part of the revised recruitment process, a supplemental application was created for completion by applicants selected for interview. This form requires candidates to acknowledge several job requirements prior to their participation in an interview. In addition, the form asks candidates about criminal convictions.

The intent of including the question on the supplemental application was to facilitate conversation during the interview about convictions in relation to the respective job requirements. However, we recently became aware of candidates expressing concerns about the question being included on this form; further that the perception is that we have in essence not "banned the box" from the application process.

RECOMMENDATION

In order to address the above-reference concerns, County Human Resources and County Management recommends revisions to the Supplemental Application. This includes:

- Renaming the form to "Candidate Acknowledgement Form"

DRAFT

- Removing the question that asks candidates about criminal convictions
- Including an acknowledgement that a criminal background check will be conducted prior to consideration for hire.

James Lawson, Deputy County Manager, reviewed the background information and recommendation as recorded above. Commissioner Evans thanked the Human Resources Department for putting the packet and application together.

MOTION: Commissioner Council moved to recommend to the full board approval of the revisions to the Supplemental Application that include: renaming the form to "Candidate Acknowledgement Form", removing the question that asks candidates about criminal convictions and including an acknowledgement that a criminal background check will be conducted prior to consideration for hire.

SECOND: Commissioner Lancaster

VOTE: UNANIMOUS (4-0)

6. OTHER ITEMS OF BUSINESS

No other items of business.

MEETING ADJOURNED AT 11:43 AM

AMY H. CANNON
County Manager

JAMES E. LAWSON
Deputy County Manager



CUMBERLAND
★ **COUNTY** ★
NORTH CAROLINA

MELISSA C. CARDINALI
Assistant County Manager


W. TRACY JACKSON
Assistant County Manager

ITEM NO. 2E(1)

OFFICE OF THE COUNTY MANAGER

**MEMO FOR THE AGENDA OF THE APRIL 18, 2016
MEETING OF THE BOARD OF COMMISSIONERS**

TO: BOARD OF COMMISSIONERS

FROM: JAMES LAWSON, DEPUTY COUNTY MANAGER 

DATE: APRIL 13, 2016

**SUBJECT: APPROVAL OF REVISIONS TO PRE-EMPLOYMENT
BACKGROUND CHECK PROCEDURES**

BACKGROUND

In September 2011, the Board of Commissioners approved the Policy Committee's recommendation to "ban the box," i.e. remove the question from the employment application that asked applicants about criminal convictions. In addition, a comprehensive pre-employment background check policy was implemented. The Ban the Box Initiative was proposed in an effort to ensure that all applicants received equal consideration for an interview based on their job qualifications.

As part of the revised recruitment process, a supplemental application was created for completion by applicants selected for interview. This form requires candidates to acknowledge several job requirements prior to their participation in an interview. In addition, the form asks candidates about criminal convictions.

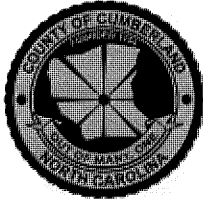
The intent of including the question on the supplemental application was to facilitate conversation during the interview about convictions in relation to the respective job requirements. However, we recently became aware of candidates expressing concerns about the question being included on this form; further that the perception is that we have in essence not "banned the box" from the application process.

To address this concern, staff recommended a revised Supplemental Application to the Policy Committee at its April 7, 2016 meeting. The Committee approved the revisions, which included:

- renaming the form from "Supplemental Application" to "Candidate Acknowledgement Form"
- removing the question that asks candidates about criminal convictions
- including an acknowledgement that a criminal background check will be conducted prior to consideration for hire.

RECOMMENDATION

The Policy Committee recommends approval of the revisions to the Supplemental Application as noted above and reflected on the attached.



Name of Applicant: _____

CUMBERLAND COUNTY CANDIDATE ACKNOWLEDGMENT FORM

(To be completed by applicant prior to the interview)

1. **POSITION DESCRIPTION:** I have read the attached job description of the position for which I am interviewing and understand the duties and responsibilities of the job. Yes ____ No ____ Initial ____
2. **JOB VACANCY NOTICE:** I have read the attached job vacancy notice and acknowledge the salary of the position for which I am interviewing. Yes ____ No ____ Initial ____
3. **FITNESS FOR DUTY:** Can you perform the duties of this position? Yes ____ No ____ Initial ____
4. **SAFE DRIVING POLICY** is for all County employees who will be operating motor vehicles for Cumberland County. Employees who will be operating motor vehicles for Cumberland County shall have or obtain within 30 days a valid North Carolina Driver's License.

If this position requires driving a vehicle as a condition of employment and you are selected for this position, a review of your driving record will be conducted to determine if you have a safe driving record. **A non-safe driving record means you cannot be employed by Cumberland County for a position that requires driving as a condition of employment.**

I understand the above statements concerning driving and a safe driving record. I understand the insurance carrier for Cumberland County does conduct periodic driving record reviews of all employees. I further understand that if I am hired, I must immediately report all convictions for moving violations and my involvement in all vehicle accidents to my supervisor and any license revocation (including a pre-conviction revocation on a DWI charge) **within three (3) days of receiving the conviction.**

I agree to abide by the requirements as stated above and understand that failure to do so may lead to disciplinary action, including termination of my employment. Yes ____ No ____ Initial ____

I have a current, valid North Carolina driver's license. Yes ____ No ____ Initial ____

Please describe any **moving violation convictions** within the last three (3) years in regards to your driving record:

5. **CERTIFICATION/LICENSURE REGISTRATION (other than driver's license):** I understand that all licensed, certified, or registered staff are required to maintain current licenses, registration, and/or certification where required by law. Failure to do so will result in immediate termination of employment. Initial ____

List your name as it appears on licenses, registrations, certifications.

First: _____ MI: _____ Last: _____

List all states/territories in which you are now or have been registered, licensed, and/or certified:

STATE	TO PRACTICE AS	REGISTRATION NO.	EXPIRATION
_____	_____	_____	_____
_____	_____	_____	_____

6. **INVOLUNTARY SEPARATION:** Have you ever been involuntarily separated from a position? If yes, please describe below. **Yes** ____ **No** ____ **Initial** _____
- NOTE:** An involuntary separation from a position does not automatically mean you cannot be employed. The nature of the separation and how recent it occurred are considered.
-
7. **EMPLOYMENT REFERENCES:** I understand that employment references will be conducted on candidates who progress to the final screening stage of the hiring process. Candidates with previous military experience are required to submit a copy of your DD-214 (long form) which is accepted as one of your employment references. **Initial** _____
8. **PRE-EMPLOYMENT BACKGROUND CHECK:** I understand that a pre-employment background check will be conducted on applicants who progress to the final screening stage of the hiring process. The information collected, as part of the background check, may include a criminal history, motor vehicle record, sexual offender registry and credit history. Various inquiries will be conducted based on business necessity as relevant to assigned duties of the position. Any issues that are pertinent to this position should be addressed at the time of interview. **Initial** _____
- A conviction does not automatically mean the candidate will not be offered employment. The nature, recentness, and relevance of any convictions or violations, as they relate to the position, will be taken into consideration when evaluating a candidate for employment.*
9. **DRUG SCREENINGS:** I understand that if I am selected for a position with Cumberland County, the offer is contingent on a drug screening test and receipt of negative results. This is required for all positions with Cumberland County. **Initial** _____
10. **PROBATIONARY APPOINTMENT:** I understand that candidates hired for a permanent position with Cumberland County must serve a probationary period. This provides the time for effective adjustment of the new employee or termination of those whose performance does not meet acceptable standards. The length of the probationary period is 12 months of either full-time or part-time employment. For employees at Department of Social Services and Public Health the probationary period is two (2) years. **Initial** _____
- An employee with a trainee appointment is expected to make satisfactory progress, but is not permanent until he/she has completed the training period. **Initial** _____
11. **TRAINEE APPOINTMENT:** I understand that a new employee is placed in a trainee status if they do not meet the full qualifications for the position. The trainee salary will not be adjusted to the minimum of the range for the classification until the employee meets all education and experience requirements for the appointment. **Initial** _____
12. **OFFICIAL TRANSCRIPTS:** I understand that if selected for a position with degree qualifications, I must provide an official transcript of my college degrees **within 90 days of hire**. Official transcripts must come directly from the college or university. **Initial** _____
13. **SECONDARY/OUTSIDE EMPLOYMENT:** I understand that all outside employment for salary, wages, commissions, and all self-employment must be reported to and approved by the Department Director in writing. Conflicting outside employment may be grounds for disciplinary action up to and

including dismissal. For further information, see the Code of Ethics section 210 on Outside Employment.

Are you currently employed? **Yes** ____ **No** ____ **Initial** _____ Full time ____ Part time ____

If you are currently employed, do you plan to leave that employment if offered a position with Cumberland County? **Yes** ____ **No** ____ **Initial** _____

If no, please explain: _____

ADVISORY NOTE: A false statement or a failure to provide all relevant information may be grounds for not hiring you; or if discovered after you begin work, may lead to disciplinary action, up to and including termination of employment.

CERTIFICATION: I certify to the best of my knowledge and belief that all of my statements are true, correct, complete, and are in good faith. I have answered all questions and taken note of all information relayed to me. I have not omitted any information relative to any employment I have held, either paid or unpaid. If I am selected and hired, I will comply with requirements as stated above.

APPLICANT SIGNATURE

DATE

As the supervisor of this position, I have reviewed the pre-interview questions completed by this applicant and all questions have been initialed and completed.

SIGNATURE OF SUPERVISOR

DATE

RICKEY L. MOOREFIELD
County Attorney



PHYLLIS P. JONES
Assistant County Attorney

ROBERT A. HASTY, JR.
Assistant County Attorney

OFFICE OF THE COUNTY ATTORNEY

5th Floor, New Courthouse • P.O. Box 1829 • Suite 551 • Fayetteville, North Carolina 28302-1829
(910) 678-7762

ITEM NO. 2F

**MEMO FOR THE AGENDA OF THE APRIL 18, 2016,
MEETING OF THE BOARD OF COMMISSIONERS**

TO: Board of Commissioners; Co. Manager; Sharon Ford, Kecia Parker
FROM: Co. Atty. *R. Moorefield*
DATE: March 28, 2016
SUBJECT: Approval of the Sale of Surplus Properties to the City of Fayetteville

Attachments: Property Tax Statements for 513 Link Street, 601 Link Street and 512 School Street

BACKGROUND:

The City of Fayetteville has requested the County to sell three residential lots in the B Street area to the City. The lots were acquired by the City and County at tax foreclosure sales and have been held jointly. 513 Link Street and 610 Link Street have already been declared surplus and are on the surplus list. 512 School Street was acquired in 2008 but was never placed on the surplus list. The City has offered what the County paid for the lots as reflected in the Property Tax Statements attached. The total for each lot is as follows:

513 Link Street	\$ 4,137.50
601 Link Street	\$ 4,236.62
512 School Street	\$ 2,438.64

G.S. 160-274 provides that cities and counties may convey real property to other cities or counties with or without consideration and without being subject to the advertisement and upset bid process.

RECOMMENDATION/PROPOSED ACTION:

County attorney recommends the Board consider the offer of the City of Fayetteville and if the Board accepts the offer, direct that it sold to the City for the prices offered by the City by non-warranty deed.

**OFFICE OF THE TAX ADMINISTRATOR**

5th Floor, New Courthouse • PO Box 449 • Suite 527 • Fayetteville, North Carolina 28302-0449
(910) 678-7507 • Fax (910) 678-7581 • Website: www.co.cumberland.nc.us

PROPERTY TAX STATEMENTDATE: March 23, 2016NAME: Faircloth, GlennSALE DATE: 3/3/2011ATTORNEY: D. CraigPIN: 0437-93-8844-BILL NUMBER: 2582626PROPERTY LOCATION: 513 Link StPROPERTY DESCRIPTION: Imp 513 Link St

YEAR	TAXES	FEES	INTEREST	TOTAL
2007	\$ 110.85	\$ 36.00	\$ 44.79	\$ 191.64
2008	\$ 110.85	\$ 78.00	\$ 40.60	\$ 229.45
2009	\$ 112.63	\$ 74.00	\$ 23.33	\$ 209.96
2010	\$ 22.80	\$ -	\$ 0.80	\$ 23.60
2011	\$ 22.80	\$ -	\$ -	\$ 22.80
Total Paid by Cumberland County to City of Fayetteville				\$ 677.45

YEAR	TAXES	FEES	INTEREST	TOTAL
Demolition		\$ 5,511.82	\$ -	\$ 5,511.82
Lot Cleaning		\$ -	\$ -	
Total Due for City of Fayetteville				\$ 5,511.82

Not paid but
on bid & final
report

YEAR	TAXES	FEES	INTEREST	TOTAL
2007	\$ 184.06	\$ 55.50	\$ 73.07	\$ 312.63
2008	\$ 179.88	\$ 55.50	\$ 50.61	\$ 285.99
2009	\$ 189.20	\$ 55.50	\$ 30.59	\$ 275.29
2010	\$ 37.00	\$ -	\$ 1.30	\$ 38.30
2011	\$ 37.00	\$ -	\$ -	\$ 37.00
Attorney Fees	\$ 2,475.30	\$ -	\$ -	\$ 2,475.30
Certified Mail	\$ 35.54	\$ -	\$ -	\$ 35.54
Total Paid by Cumberland County for Attorney, Costs & County Tax				\$ 3,460.05

** Interest figures computed through the date of the sale / payment.

Sharon Ford
Tax Collections Coordinator
(910) 678-7584



DAVID B. CRAIG

Attorney & Counselor at Law

1903 Bragg Blvd. Suite 4
Fayetteville, NC 28303
(910) 223-3768
Fax (910) 223-3770



OPENING BID FOR: Glenn Faircloth

SALE DATE: March 3, 2011 @ 12:00 noon

BILL# 2582626	\$1,602.38
City Assessment	\$5,511.82
FILING FEES:	\$93.00
COPIES/FAXES/POSTAGE:	\$120.45
SERVICE BY SHERIFF	\$0.00
TITLE WORK	\$75.00
ATTORNEY CERTIFIED MAIL:	\$17.13
PUBLICATION OF SALE:	\$572.76
PUBLICATION FOR SERVICE:	\$0.00
RECORDING COMMISSIONER'S DEED:	\$25.00
ATTORNEY FEE:	\$1650.00
HOLDING SALE	\$5.83
COMMISSIONERS FEE:	\$512.61
REVENUE AMOUNT:	\$20.00
FINAL ASSESSMENT:	\$46.13
BID AMOUNT:	\$10,252.11

*Sold -
County*

[Signature]

David B. Craig, Attorney at Law

1903 Bragg Blvd., Suite 4

Fayetteville, NC 28303

Phone: (910) 223-3678

Fax: (910) 223-3770

County of Cumberland

117 Dick Street

Fayetteville, NC 28302

03/16/11

Loan Number:

File Number: 09-1176

Homeowner: Faircloth, Glenn

513 Link Street

Fayetteville, NC 28301-5143

STATEMENT OF ACCOUNT

Date	Description	Amount
09/03/09	Attorney Fee	1350.00
09/03/09	Filing Expense	93.00
09/03/09	Copies (.20)/ Fax (.50)/ Postage	120.45
09/03/09	Certified Mail	17.13
09/03/09	Publication for Sale	572.76
09/23/10	Sale Held	5.83
09/23/10	Title Search	75.00
09/23/10	Revenue	20.00
09/23/10	FINAL ASSESSMENT	46.13
09/23/10	Recording Commissioner's Deed	25.00
03/16/11	ATTORNEY FEE - CITY ASSESSMENT	150.00
Total Due:		\$2,475.30
Less Payments:		\$0.00
Please Pay this Amount:		\$2,475.30

Comments: sold 3/3/11 to County/City
Bill# 2582626

STATE OF NORTH CAROLINA
COUNTY OF CUMBERLAND

IN THE GENERAL COURT OF JUSTICE
DISTRICT COURT DIVISION
BEFORE THE CLERK
10-CVD-8722

Pl 7/31/11

COUNTY OF CUMBERLAND and THE
CITY OF FAYETTEVILLE, a political
subdivisions of the State of North Carolina,
Plaintiff(s),

Vs.

**FINAL
REPORT**

✓GLENN FAIRCLOTH, Owner;
Defendant(s).

FILED
2011 MAY -3 PM 3:21
CUMBERLAND COUNTY, NC
BY _____

To the Honorable Linda Priest, the Clerk of the Superior Court:

The undersigned, David B. Craig, Agent for Commissioner, respectfully reports to the court:

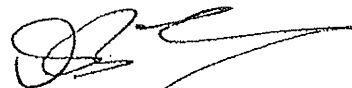
That he has delivered to the purchaser, **County of Cumberland and The City of Fayetteville**, of the real property described in the judgment a deed therefor as ordered by the Court and has received the purchase price for the property; and the Agent for Commissioner reports receipts and disbursements as follows:

<u>Item</u>	<u>Disbursements</u>	<u>Receipts</u>
Proceeds of Sale	\$ xxx	\$10,252.11
Court Costs	\$ 93.00	xxx
Publication for Service	\$ 0.00	xxx
Publication for Sale	\$ 572.76	xxx
Commissioners Fee	\$ 512.61	xxx
Final Assessment	\$ 46.13	xxx
Copies/Faxes/Postage	\$ 120.45	xxx
Documentary Stamps	\$ 20.00	xxx
Recording Fee	\$ 25.00	xxx
Sheriffs Department	\$ 0.00	xxx
Certified Mail	\$ 17.13	xxx
Title Search/Sale	\$ 80.83	xxx
Attorney Fees	\$ 1,650.00	xxx
Delinquent Taxes	\$ 1,602.38	xxx
City Assessment	\$ 5,511.82	xxx
Surplus Sale Proceeds Paid to CSC	\$ 0.00	xxx
<u>TOTAL</u>	\$ 10,252.11	\$10,252.11

The Surplus sale proceeds are being paid into the court for the benefit of the persons entitled thereto pursuant to N.C.G.S. 105-374(a)(6). If the clerk is in doubt as to

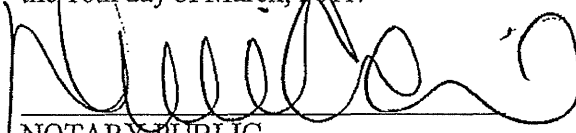
who is entitled to the surplus or if any adverse claims are asserted thereto, the clerk shall hold the surplus until rights thereto are established in a special proceeding pursuant to G.S. 1-339.71.

This 16th day of March, 2011.



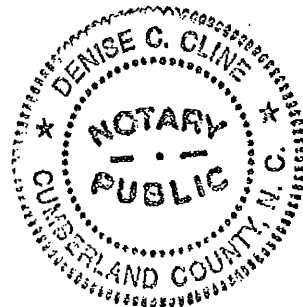
DAVID B. CRAIG
COMMISSIONER

Sworn to and subscribed before me this
the 16th day of March, 2011.



NOTARY PUBLIC

My commission expires: June 28, 2015



Audited and approved by:



Asst./Clerk of Superior Court

Date:

5-3-11

**OFFICE OF THE TAX ADMINISTRATOR**

5th Floor, New Courthouse • PO Box 449 • Suite 527 • Fayetteville, North Carolina 28302-0449
(910) 678-7507 • Fax (910) 678-7581 • Website: www.co.cumberland.nc.us

PROPERTY TAX STATEMENTDATE: March 23, 2016NAME: Faircloth, BettySALE DATE: 5/19/2011ATTORNEY: David CraigPIN: 0437-93-9798-BILL NUMBER: 2582596PROPERTY LOCATION: 601 Link StPROPERTY DESCRIPTION: Imp 601 Link St

YEAR	TAXES	FEES	INTEREST	TOTAL
2008	\$ 142.18	\$ 78.00	\$ 52.29	\$ 272.47
2009	\$ 136.34	\$ 74.00	\$ 31.03	\$ 241.37
2010	\$ 136.34	\$ 74.00	\$ 12.09	\$ 222.43
Total Paid by Cumberland County to City of Fayetteville				\$ 736.27

YEAR	TAXES	FEES	INTEREST	TOTAL	
	\$ -	\$ -	\$ -	\$ 1,210.59	Not paid but on bid & final report
	\$ -	\$ -	\$ -	\$ -	
Total Due for City of Fayetteville				\$ 1,210.59	

YEAR	TAXES	FEES	INTEREST	TOTAL
2008	\$ 230.70	\$ 55.50	\$ 67.97	\$ 354.17
2009	\$ 229.03	\$ 55.50	\$ 41.97	\$ 326.50
2010	\$ 221.26	\$ 55.50	\$ 15.91	\$ 292.67
Attorney Fees	\$ 2,521.47			\$ 2,521.47
Certified Mail	\$ 5.54			\$ 5.54
Total Paid by Cumberland County for Attorney, Costs & County Tax				\$ 3,500.35

** Interest figures computed through the date of the sale / payment.

Sharon Ford
Tax Collections Coordinator
(910) 678-7584

David B. Craig, Attorney at Law

1903 Bragg Blvd., Suite 4

Fayetteville, NC 28303

Phone: (910) 223-3678

Fax: (910) 223-3770

County of Cumberland
117 Dick Street
Fayetteville, NC 28302

06/03/11

Loan Number:

File Number: 09-1206

Homeowner: Faircloth, Betty Jean
601 Link Street
Fayetteville, NC 28301-5145

STATEMENT OF ACCOUNT

Date	Description	Amount
10/12/09	Attorney Fee	1350.00
10/12/09	Filing Expense	100.00
10/12/09	Copies (.20)/ Fax (.50)/ Postage	146.76
10/12/09	Certified Mail	45.17
10/12/09	Publication for Sale	588.24
12/21/10	Sale Held	5.83
12/21/10	Title Search	75.00
12/21/10	Revenue	12.00
12/21/10	FINAL ASSESSMENT	26.47
12/21/10	Recording Commissioner's Deed	22.00
06/03/11	ATTORNEY FEE - CITY ASSESSMENT	150.00
Total Due:		\$2,521.47
Less Payments:		\$0.00
Please Pay this Amount:		\$2,521.47

Comments: sold to County/City 5/19/11
Bill# 2582596



DAVID B. CRAIG

Attorney & Counselor at Law

1903 Bragg Blvd. Suite 4
Fayetteville, NC 28303
(910) 223-3768
Fax (910) 223-3770



OPENING BID FOR: Betty Faircloth

11-CVD-125

SALE DATE: May 19, 2011 @ 12:00 noon

BILL# 2582596	\$1,704.01
City Assessment	\$1,210.59
FILING FEES:	\$100.00
COPIES/FAXES/POSTAGE:	\$146.76
SERVICE BY SHERIFF	\$0.00
TITLE WORK	\$75.00
ATTORNEY CERTIFIED MAIL:	\$45.17
PUBLICATION OF SALE:	\$588.24
PUBLICATION FOR SERVICE:	\$0.00
RECORDING COMMISSIONER'S DEED:	\$25.00
ATTORNEY FEE:	\$1,650.00 ✓
HOLDING SALE	\$5.83
COMMISSIONERS FEE:	✓ \$294.16 ✓
REVENUE AMOUNT:	\$12.00
FINAL ASSESSMENT:	\$26.47
BID AMOUNT:	\$5,883.23 ✓

LOCATION: 601 LINK ST (BLOUNTS CREEK AREA)

*Sold -
County*

STATE OF NORTH CAROLINA
COUNTY OF CUMBERLAND

IN THE GENERAL COURT OF JUSTICE
DISTRICT COURT DIVISION
11-CVD-125

COUNTY OF CUMBERLAND and THE
CITY OF FAYETTEVILLE, political
subdivisions of the State of North Carolina,
Plaintiff(s),

VS.

BETTY JEAN FAIRCLOTH, Owner; SPOUSE
OF BETTY JEAN FAIRCLOTH, Interested
Party; WACHOVIA BANK, NATIONAL
ASSOCIATION, Lienholder; TRSTE, INC.,
Trustee;

Defendant(s).

FINAL REPORT
AND ACCOUNT

FILED
2011 JUN 20 PM 5:00
CUMBERLAND COUNTY, C.S.

To the Honorable Linda Priest, the Clerk of the Superior Court:

The undersigned, David B. Craig, Agent for Commissioner, respectfully reports to
the court:

That he has delivered to the purchaser, **County of Cumberland and The City of Fayetteville**, of the real property described in the judgment a deed therefor as ordered by
the Court and has received the purchase price for the property; and the Agent for
Commissioner reports receipts and disbursements as follows:

<u>Item</u>	<u>Disbursements</u>	<u>Receipts</u>
Proceeds of Sale	\$ xxx	\$5,883.23
Court Costs	\$ 100.00 /	xxx
Publication for Service	\$ 0.00	xxx
Publication for Sale	\$ 588.24 /	xxx
Commissioners Fee	\$ 294.16 /	xxx
Final Assessment	\$ 26.47 /	xxx
Copies/Faxes/Postage	\$ 149.76 /	xxx
Documentary Stamps	\$ 12.00 /	xxx
Recording Fee	\$ 22.00 /	xxx
Sheriffs Department	\$ 0.00	xxx
Certified Mail	\$ 45.17 /	xxx
Title Search/Sale	\$ 80.83 /	xxx
Attorney Fees	\$ 1,650.00 - 145 64.00	xxx
Delinquent Taxes	\$ 1,704.01	xxx
City Assessment	\$ 1,210.59	xxx
Surplus Sale Proceeds Paid to CSC	\$ 0.00	xxx
<u>TOTAL</u>	\$ 5,883.23	\$5,883.23

few
7/14 29162.00

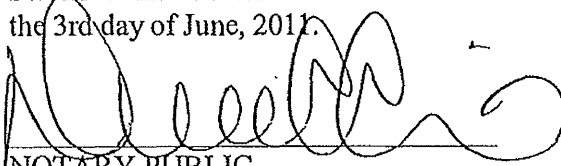
The Surplus sale proceeds are being paid into the court for the benefit of the persons entitled thereto pursuant to N.C.G.S. 105-374(a)(6). If the clerk is in doubt as to who is entitled to the surplus or if any adverse claims are asserted thereto, the clerk shall hold the surplus until rights thereto are established in a special proceeding pursuant to G.S. 1-339.71.

This 3rd day of June, 2011.



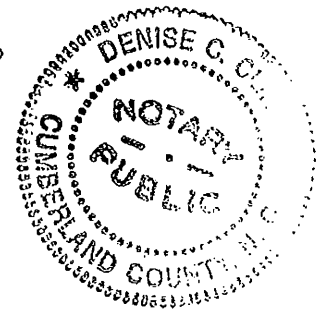
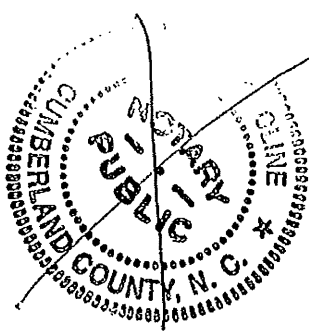
DAVID B. CRAIG
COMMISSIONER

Sworn to and subscribed before me this
the 3rd day of June, 2011.

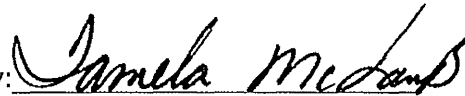


NOTARY PUBLIC

My commission expires: June 28, 2015



Audited and approved by:



Asst./Clerk of Superior Court

Date: 6.20.11

STATE OF NORTH CAROLINA
COUNTY OF CUMBERLAND

IN THE GENERAL COURT OF JUSTICE
DISTRICT COURT DIVISION
11-CVD-125

COUNTY OF CUMBERLAND and THE
CITY OF FAYETTEVILLE, political
subdivisions of the State of North Carolina,
Plaintiff(s),

AFFIDAVIT

VS.

BETTY JEAN FAIRCLOTH, Owner; SPOUSE
OF BETTY JEAN FAIRCLOTH, Interested
Party; WACHOVIA BANK, NATIONAL
ASSOCIATION, Lienholder; TRSTE, INC.,
Trustee;

Defendant(s).

To the Honorable Linda Priest, the Clerk of the Superior Court:

The undersigned, David B. Craig, Agent for Commissioner, respectfully reports to
the court:

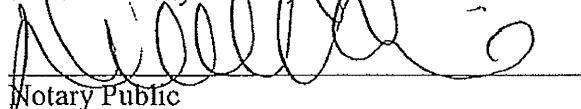
1. Funds in the amount of \$588.24 have been paid to Fayetteville Observer-Times for the cost of publication of the Notice of Sale.
2. Funds in the amount of \$100.00 have been paid for Filing Fee.
3. Funds in the amount of \$12.00 have been paid for Revenue.
4. Funds in the amount of \$22.00 have been paid for recording cost.
5. Funds in the amount of \$80.83 have been paid to Agent for the Title Search/Sale held.
6. Funds in the amount of \$294.16 have been paid to the Commissioner.
7. Funds in the amount of \$149.76 have been paid for Copies/Faxes/Postage.
8. Funds in the amount of \$1,650.00 have been paid for Attorney Fees.
9. Funds in the amount of \$45.17 have been paid in certified mail.

This the 3rd day of June, 2011.

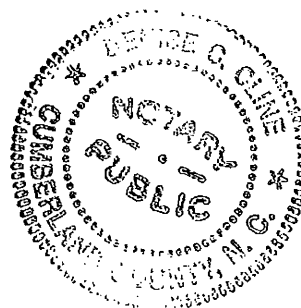


DAVID B. CRAIG
COMMISSIONER

Sworn to and subscribed before me,
this the 3rd day of June, 2011.


Notary Public

My Commission Expires: June 28, 2015



FILED
2011 JUN 20 PM 5:00
CUMBERLAND COUNTY, N.C.

**OFFICE OF THE TAX ADMINISTRATOR**

5th Floor, New Courthouse • PO Box 449 • Suite 527 • Fayetteville, North Carolina 28302-0449
(910) 678-7507 • Fax (910) 678-7581 • Website: www.co.cumberland.nc.us

SUPRLUS PROPERTY TAX STATEMENT

DATE: March 23, 2016

NAME: Burgette, Linnie

SALE DATE: 3/13/2008

ATTORNEY: David Craig

PIN: 0437-93-5550

BILL NUMBER: 2581301

PROPERTY LOCATION: 512 School St

PROPERTY DESCRIPTION: 512 School St

YEAR	TAXES	FEES	INTEREST	TOTAL
2008	\$ 26.50	\$ -	\$ -	\$ 26.50
2007	\$ 26.50	\$ -	\$ 0.93	\$ 27.43
2006	\$ 26.50	\$ -	\$ 3.31	\$ 29.81
2005	\$ 26.50	\$ -	\$ 5.70	\$ 32.20
2003	\$ 26.50	\$ -	\$ 10.46	\$ 36.96
2002	\$ 26.50	\$ -	\$ 12.85	\$ 39.35
1998	\$ 1.68	\$ 11.31	\$ 7.11	\$ 20.10
Lot Cleaning	\$ 1,673.00	\$ -	\$ 903.58	\$ 2,576.58
Total Due for City of Fayetteville				\$ 2,788.93

No paid but on
bid & final report

YEAR	TAXES	FEES	INTEREST	TOTAL
2008	\$ 43.00	\$ -	\$ -	\$ 43.00
2007	\$ 44.00	\$ -	\$ 1.54	\$ 45.54
2006	\$ 51.50	\$ -	\$ 6.45	\$ 57.95
2005	\$ 51.50	\$ -	\$ 11.08	\$ 62.58
2003	\$ 51.00	\$ -	\$ 20.15	\$ 71.15
2002	\$ 53.25	\$ -	\$ 25.83	\$ 79.08
1998	\$ 8.77	\$ 45.24	\$ 29.57	\$ 83.58
Attorney Fees	\$ 1,990.55	\$ -	\$ -	\$ 1,990.55
Certified Mail	\$ 5.21	\$ -	\$ -	\$ 5.21
Total Due for County of Cumberland				\$ 2,438.64

** Interest figures computed through the date of the sale / payment.

Chelsie Cornelius
Tax Collection Coordinator
(910) 678-7599

David B. Craig, Attorney at Law

PO Box 1180
Fayetteville, NC 28302
Phone: (910) 483-0132
Fax: (910) 222-0600

County of Cumberland
117 Dick Street
Fayetteville, NC 28302

04/02/08

Loan Number:
File Number: 07-1087T
Homeowner: Burgett, Linnie
512 School St.

STATEMENT OF ACCOUNT

Date	Description	Amount
11/01/07	Attorney Fee	1260.00
11/01/07	Filing Expense	89.00
11/01/07	Sheriff's fee	30.00
11/01/07	Copies (.20)	40.00
11/01/07	Certified Mail	21.52
11/01/07	Fax (.50)	2.50
11/01/07	Publication for Sale	495.00
04/02/08	REVENUE	11.00
04/02/08	RECORDING COMMISSIONER'S DEED	17.00
04/02/08	FINAL ASSESSMENT	24.53
Total Due:		\$1,990.55
Less Payments:		\$0.00
Please Pay this Amount:		\$1,990.55

Comments: Sold to the County of Cumberland and The City of Fayetteville 3/13/08
Bill# 2581301

INVOICE NUMBER	PURCHASE ORDER NO.	DATE	AMOUNT	INVOICE NUMBER	PURCHASE ORDER NO.	DATE	AMOUNT
2581301	08319	04-16-08	1,990.55				
<i>Fees \$ 1260.00 office cost \$ 64.02 cost \$ 666.53</i>							

CHECK # 595604

CUMBERLAND COUNTY

STATE OF NORTH CAROLINA

IN THE GENERAL COURT OF JUSTICE

COUNTY OF CUMBERLAND

DISTRICT COURT DIVISION

BEFORE THE CLERK

07-CVD-10996

COUNTY OF CUMBERLAND and THE
CITY OF FAYETTEVILLE, a political
subdivisions of the State of North Carolina,

Plaintiff(s),

Vs.

LINNIE BURGETTE, Owner; MAXWELL
PROPERTIES INC., Judgment Lienholder;
Defendant(s).

**FINAL
REPORT**

To the Honorable Linda Priest, the Clerk of the Superior Court:

The undersigned, David B. Craig, Agent for Commissioner, respectfully reports to the court:

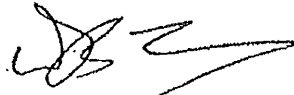
That he has delivered to the purchaser, **County of Cumberland and The City of Fayetteville**, of the real property described in the judgment a deed therefor as ordered by the Court and has received the purchase price for the property; and the Agent for Commissioner reports receipts and disbursements as follows:

<u>Item</u>	<u>Disbursements</u>	<u>Receipts</u>
Proceeds of Sale	\$ xxx	\$5,449.02
Court Costs	\$ 89.00	xxx
Publication for Service	\$ 0.00	xxx
Publication for Sale	\$ 495.00	xxx
Commissioners Fee	\$ 272.45	xxx
Final Assessment	\$ 24.53	xxx
Copies/Faxes	\$ 40.00	xxx
Documentary Stamps	\$ 11.00	xxx
Sheriffs Department	\$ 30.00	xxx
Certified Mail	\$ 21.52	xxx
Recording Fee CD	\$ 17.00	xxx
Attorney Fees	\$ 1,260.00	xxx
County C-Mail	\$ 5.21	xxx
Delinquent Taxes	\$ 585.73	xxx
City Assessment	\$ 2,597.58	xxx
Surplus Sale Proceeds Paid to CSC	\$ 0.00	xxx
<u>TOTAL</u>	\$ 5,449.02	\$5,449.02

The Surplus sale proceeds are being paid into the court for the benefit of the persons entitled thereto pursuant to N.C.G.S. 105-374(a)(6). If the clerk is in doubt as to who is entitled to the surplus or if any adverse claims are asserted thereto, the clerk shall

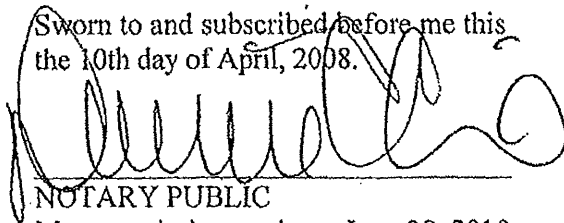
hold the surplus until rights thereto are established in a special proceeding pursuant to G.S. 1-339.71.

This 10th day of April, 2008.



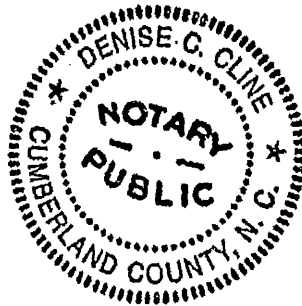
DAVID B. CRAIG
AGENT FOR COMMISSIONER

Sworn to and subscribed before me this
the 10th day of April, 2008.



NOTARY PUBLIC

My commission expires: June 28, 2010



Audited and approved by: _____

Asst./Clerk of Superior Court

Date: _____



ITEM NO. 26

FINANCE OFFICE

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

MEMORANDUM FOR BOARD OF COMMISSIONERS CONSENT AGENDA OF
APRIL 18, 2016

TO: BOARD OF COUNTY COMMISSIONERS

FROM: VICKI EVANS, FINANCE DIRECTOR *vge*

DATE: APRIL 9, 2016

**SUBJECT: APPROVAL OF COUNTY DEPARTMENT OF SOCIAL
SERVICES REQUEST FOR PAYMENT OF PRIOR YEAR
INVOICE TO GUILFORD COUNTY FOR CREMATION
SERVICES**

BACKGROUND

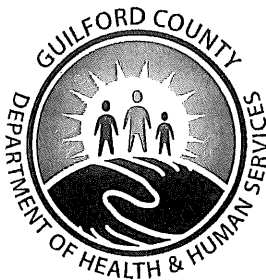
The Department of Social Services is requesting payment of \$450 to Guilford County Department of Health and Human Services for a fiscal year 2015 invoice for the cremating of a Cumberland County resident. The resident/client was hospitalized in Guilford County at the time of his death. Because the deceased is a resident of Cumberland County, DSS is responsible for the cremating expenses. Funds can be absorbed within the current year budget.

RECOMMENDATION

Management is requesting approval to pay the prior year payment request of \$450.

Celebrating Our Past...Embracing Our Future

Heather Skeens, Director, Social Services



Merle Green, Director, Public Health

March 8, 2016

Venika Gooseby
Cumberland County Department of Social Services
PO Box 2429
Fayetteville, NC 28302

Re: [REDACTED]

Dear Ms. Gooseby;

As per our discussion, Guilford County Department of Health and Human Services (DHHS) is requesting reimbursement of the bill incurred for the cremation of the unclaimed body of [REDACTED].

Guilford County DHHS paid for [REDACTED]'s cremation since he was in Kindred Hospital located in Guilford County at the time of death, October 22, 2014. [REDACTED] was a Cumberland County resident; therefore, Cumberland County is responsible for this expense.

Please remit payment of \$450.00 to:

Guilford County Department of Health and Human Services-Accounting Department
Attn: Jeneya McLean, SW III
P.O. Box 1142
High Point, NC 27261

Please contact me at 336-641-7862 if you have any questions.

Respectfully,

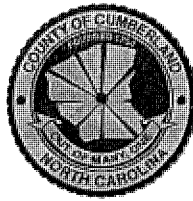
Jeneya McLean, BSW
Social Worker III
Guilford County Department of Health and Human Services

CC: Cheryl Millmore, Program Manager
Jenise Davis, Division Director
DHHS Accounting

Enclosures

BRENDA REID JACKSON
Director

VACANT
Deputy Director



CLARETTA JOHNSON
Assistant Director

BOBBIE REDDING
Managing Attorney

CUMBERLAND
★ **COUNTY** ★
NORTH CAROLINA

DEPARTMENT OF SOCIAL SERVICES

To: Vicki Evans, Finance Director
Thru: Brenda Jackson, DSS Director *BJ*
From: Claretta Johnson, DSS Assistant Director *CJ*
Date: 3/21/2016
Re: FY 14-15 Reimbursement for Cremation Services

We are requesting approval for payment to reimburse Guilford County Department of Health and Human Services for the cremation of a Cumberland County resident. The services for the attached invoice were rendered during FY 14-15. We received notification of the cremation expense on March 14, 2016 via an invoice from Guilford County. The client was hospitalized in Guilford County at his time of death but was a resident of Cumberland County. Since the client was a resident of Cumberland County we are responsible for the cremation expenses. It is our understanding that payment of invoices for services provided in a previous fiscal year that has been closed, must be approved by the County Board of Commissioners. Upon your review and approval, please place this item on the consent agenda for the next scheduled meeting.

Please contact Brittany McLaurin at (910) 677-2582 if you need additional information. Thank you in advance for your assistance.

CJ/bsm

Attachments

APR 04 2016

We stand united to strengthen individuals and families and to protect children and vulnerable adults...

APPLICATION FOR COUNTY GENERAL ASSISTANCE (EMERGENCY ASSISTANCE)

DATE: 3/11/2016

NAME: [REDACTED]

PA STATUS:

NO. IN HOUSEHOLD: 1

CASE NO. 130836

APPLICANT'S REQUEST: Assistance with Cremation

I. ELIGIBILITY REQUIREMENTS:

HOW VERIFIED

A. Cumberland County Residence or intent to reside, or in transient between points outside of the county.

Yes, computer checks

B. Multiple Family Household

No

C. Work Incapacity

No

D. Unemployed able-bodied

No

E. Age (65 or over)

No

F. Deprivation (for potential and former WFFA families)

N/A

G. Family in Crisis

Yes

H. Has the client asked for help from friends, relatives, church or other community resources?

Yes

*]. The social worker contacted Caseworker (or SSA)
148 On 3/11/2016
regarding status of application for PA, SSA, SSI
or current benefits client is receiving.

Yes

J. Application in for other programs (VA, Unemployment, etc.)

N/A

K. Prison Release Date

N/A

*L. Has the worker explored community resources?

No available resources

LIST

RESULT

M. Has the applicant sought employment, utilized own resources or resources available through SSA, SSI, WFFA, MA, and Food Stamps?

LIST

Received Medicaid Benefits

RESULT

SW informed the caseworker of
customer's death.

*Only these requirements need be verified for PA residents.

II. Benefit Determination (all expenses and resources must be verified)

A. MONTHLY INCOME AND RESOURCES

Case wages or Salary	\$	_____	Unemployment Comp.	_____
Net Income from Non-Farm		_____	Worker's Comp	_____
Net Income from Farm		_____	Alimony	_____
Social Security		_____	Child Support	_____
Dividends, Interest		_____	Veteran's Benefits	_____
WFFA, SSI, Special Assistance		_____	Other	_____
Pensions and Annuities		_____		
Contributions		_____		
			TOTAL NET INCOME	0.00

B. ALLOWABLE CURRENT MONTHLY EXPENSES

HOW VERIFIED

Shelter Care	\$	_____	_____
Fuel		_____	_____
Electricity		_____	_____
Food		_____	_____
Medical Care		_____	_____
Other		_____	_____
TOTAL		0.00	

C. RESERVES

Savings	\$	0.00	Real Property	0.00
Checking Account		0.00	Loan Value of Non-	
Stocks, Bonds		0.00	Essential Vehicle	_____

III. A. CGA Amount
Approved yes Authorized \$450.00 Date 3/11/2016

B. CGA Amount
Approved _____ Authorized _____ Date _____

C. CGA Amount
Approved _____ Authorized _____ Date _____

D. CGA Denied _____ Date _____

IV. Disposition: _____ Approved: _____ Denied: _____

I certify that the information recorded on this application is true and correct to the best of my knowledge and belief. I give my permission to the Department of Social Services to investigate my statements in order to determine my eligibility for County General Assistance.

Applicant's Signature _____

3/11/16
Date

Witness (if signed by mark)

Venka Gossaly
Worker's Signature

Maria Mery
Supervisor's Signature



ITEM NO. _____

24

FINANCE OFFICE

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

MEMORANDUM FOR BOARD OF COMMISSIONERS CONSENT AGENDA OF
APRIL 18, 2016

TO: BOARD OF COUNTY COMMISSIONERS

FROM: VICKI EVANS, FINANCE DIRECTOR *VE*

DATE: APRIL 9, 2016

SUBJECT: APPROVAL OF SHERIFF'S OFFICE REQUEST FOR PAYMENT OF PRIOR YEAR INVOICE TO SFA FIRE PROTECTION, INC.

BACKGROUND

The Sheriff's Office is requesting payment of \$800 to SFA Fire Protection, Inc. for a fiscal year 2015 invoice. The invoice was submitted timely but had been incorrectly paid to the wrong vendor. That check was returned and voided but the correct payment was never issued. Funds can be absorbed within the current year budget.

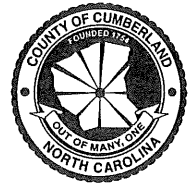
RECOMMENDATION

Management is requesting approval to pay the prior year payment request of \$800.

Celebrating Our Past...Embracing Our Future



EARL R. BUTLER, SHERIFF
CUMBERLAND COUNTY SHERIFF'S OFFICE



An Internationally Accredited Law Enforcement Agency

CUMBERLAND COUNTY
FINANCE DEPT.

APR 05 2016

MEMORANDUM

TO: Vicki Evans, Finance Director
FROM: Lisa Blausen, Sheriff's Office Business Manager *L. Blausen*
RE: SFA Fire Protection Invoice
DATE: March 10, 2016

The attached invoice was submitted on 6/22/15 (FY 15) for payment and was processed by County Finance. However, an incorrect vendor code was written on the invoice and when the check was returned to County Finance, it was voided. Our office was not notified and we were unaware the invoice had not been paid until contacted by the Vendor this week. Correct coding is on the attached invoice and we request it be paid at this time. Although this is a FY 15 invoice, sufficient funds are available in the FY 16 budget to process.

Please contact me at 677-5551 with any questions.

May. 28. 2015 9:11AM

4809 S. Main St.
Salisbury, NC 28147
704-633-8891



Fire Protection, Inc.
4809 S Main St.
Salisbury, NC 28147

6-16-15
KBH

No. 5892 P. 1

348 N. Main St.
Mooresville, NC 28115
704-664-4614

Date	Invoice #
5/27/2015	53227

Bill To
COUNTY OF CUMBERLAND PO DRAWER 1829 FAYETTEVILLE NC 28302-1829

Ship To
CUMBERLAND COUNTY DETENTION CENTER 204 GILLESPIE STREET FAYETTEVILLE NC 28303

P.O. No.	Terms	Due Date	Rep	Ship Date	Ship Via	Project
	NET 30	6/26/2015	CK	5/18/2015		
Qty	Description				Rate	Amount
1	6 Exhaust Hoods Cleaned - 36 Filters Cleaned				800.00	800.00
<div>check # 811808 wrong vendor check was voided</div> <div>6-22-15 Fire 300029 101-422-4203-3433 \$800.00</div> <div>3-9-16 SAL1561674 101-422-4203-3433 \$800.00</div> <div>correct vendor</div> <div>RECEIVED JUN 02 2015 BY: JBurt</div>						

All past due balances are subject to a monthly finance charge at annual percentage rate of 18%.

Subtotal	\$800.00
Sales Tax (7.0%)	\$0.00
Total	\$800.00

Please remit payment to: SFA Fire Protection, Inc.
4809 S. Main St. Salisbury, NC 28147

**COUNTY OF CUMBERLAND
BUDGET REVISION REQUEST**

Budget Office Use	
Budget Revision No.	<u>B16-233</u>
Date Received	<u>4-9-16</u>
Date Completed	

Fund No. 101 Agency No. 450 Organ. No. 451A
 Organization Name: Public Utilities

ITEM NO. 2I

REVENUE

Revenue Source Code	Description	Current Budget	Increase (Decrease)	Revised Budget
9909 (101-999-9999)	Water & Sewer Fund Balance Appropriated	0	30,000	30,000
				-
				-
				-
				-
	Total	0	30,000	30,000

EXPENDITURES

Object Code	Appr Unit	Description	Current Budget	Increase (Decrease)	Revised Budget
2995	312	Computer Software	875	30,000	30,875
					-
					-
					-
					-
					-
					-
					-
		Total	875	30,000	30,875

Justification:

Revision in the amount of \$30,000 to reallocate funds for the purchase of utility billing software from Tyler Munis that will make the business process of utility collection and financial practices more efficient.

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

Submitted By: [Signature]
 Department Representative

Date: 4/4/16

Reviewed By: Deborah W. Shaw
 Budget Analyst

Date: 4/9/16

Reviewed By: Wicki Evans
 Finance Director

Date: 4/9/16

Reviewed By: [Signature]
 Assistant County Manager

Date: 4-11-16

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

Patricia Hall,
Chair
Town of Hope Mills

Charles Morris,
Vice-Chair
Town of Linden

Jami McLaughlin,
Town of Spring Lake
Harvey Cain, Jr.,
Town of Stedman

Donovan McLaurin,
Wade, Falcon & Godwin



CUMBERLAND
★ **COUNTY** ★
NORTH CAROLINA

Planning & Inspections Department

Thomas J. Lloyd,
Director

Cecil P. Combs,
Deputy Director

Vikki Andrews,
Diane Wheatley,
Carl Manning,
Walter Clark,
Cumberland County

Benny Pearce,
Town of Eastover

APRIL 8, 2016

ITEM NO. 3A

MEMO TO: Cumberland County Board of Commissioners

FROM: Cumberland County Joint Planning Board

SUBJECT: **Case P15-59:** Rezoning of 4.72+/- acres from A1 Agricultural to R20 Residential or to a more restrictive zoning district; located on the southeast side SR 4518 (Dulles Road), west of SR 2376 (South Forty Drive); submitted by Robert and Stephanie Vaughn (owners) and Chris Roberts(agent).

ACTION: 1st motion for Case P15-59: Move to find the request for rezoning consistent with the 2030 Growth Vision Plan, and any other applicable land use plan, reasonable and in the public interest for the reasons stated in the recommendations of the Planning Staff.

2nd motion for Case P15-59: Move to approve the rezoning for R20 Residential district as recommended by the Planning Staff.

SITE PROFILE: **Frontage & Location:** 520.00+/- on SR 4518 (Dulles Road); **Depth:** 590.28'+/-; **Jurisdiction:** Cumberland County; **Adjacent Property:** No; **Current Use:** Vacant land; **Initial Zoning:** A1 – June 25, 1980 (Area 13); **Nonconformities:** None; **Zoning Violation(s):** None; **Surrounding Zoning:** North: A1, R40, R20 & RR; South: C(P), C1(P), RR, R15 & R10; East: A1, R20, RR & R15; West: R15; **Surrounding Land Use:** Residential & woodlands; **2030 Land Use Plan:** Urban; **South Central Land Use Plan:** Low density residential; **Special Flood Hazard Area (SFHA):** None; **Water/Sewer Availability:** PWC/PWC; **Soil Limitations:** None; **Sewer Service Area:** Yes; **School Capacity/Enrolled:** Alderman Road Elementary: 750/731; Gray's Creek Middle: 1100/1025; Gray's Creek High: 1,270/1,368; **Subdivision/Site Plan:** If approved, review may be required; **Average Daily Traffic Count (2012):** 1,500 on SR 2239 (Cypress Lakes Road); **Highway Plan:** Dulles Road and South Forty Drive are both identified as local roads in the Highway Plan. There are no planned improvements or construction for this area. This project has no impact on the current Highway Plan or Transportation Improvement Program. **Notes:** Density: A1 – 2 lots/units, R40 – 5 lots/units, R30 – 6 lots/units, R20 – 10 lots/units; Density (minus 15%): R40 – 4 lots/units, R30 – 5 lots/units, R20 – 8 lots/9 units; Minimum Yard Setback Regulations: **A1:** Front yard: 50', Side yard: 20', Rear yard: 50'; **R40 & R30:** Front yard: 30', Side yard: 15', Rear yard: 35'; **R20:** Front yard: 30', Side yard: 15', Rear yard: 35'.

MINUTES OF MARCH 15, 2016

1st MOTION

The Planning and Inspections Staff recommends the board find that approval of the request for rezoning in Case No. P15-59 is consistent with the adopted comprehensive plan designated as

the 2030 Growth Vision Plan, which calls for "urban" because the site is located in an area that is quickly becoming urbanized. The request is consistent with the South Central Land Use Plan which calls for "low density residential" at this location. This request is also reasonable because preserving the character of the area and promoting infill are residential goals of the South Central Land Use Plan adopted in June 15, 2015.

The staff also recommends the board approve this rezoning request as it is reasonable and in the public interest because the district requested for the subject property meets most of the location criteria of the adopted Land Use Policies Plan, in that: *public or community water and sewer required, the adjacent subdivision is served by PWC utilities; must have direct access to a public collector street, Dulles Road is not a collector street, however, it does have access to South Forty Drive which is a collector street; must not be located in any defined critical area as defined by the Fort Bragg Small Area Study; desirable to not be located in the Special Flood Hazard Area and must not be an area with hydric soils unless sewer is available.*

2nd MOTION

In addition to the above information, the Planning and Inspections Staff recommends the board approve Case No. P15-59 for the R20 Residential district based on the following:

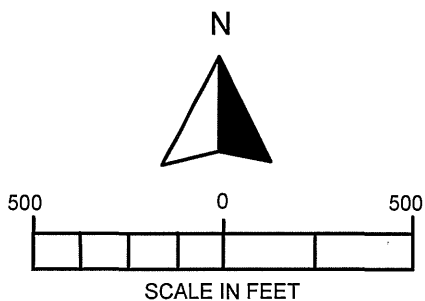
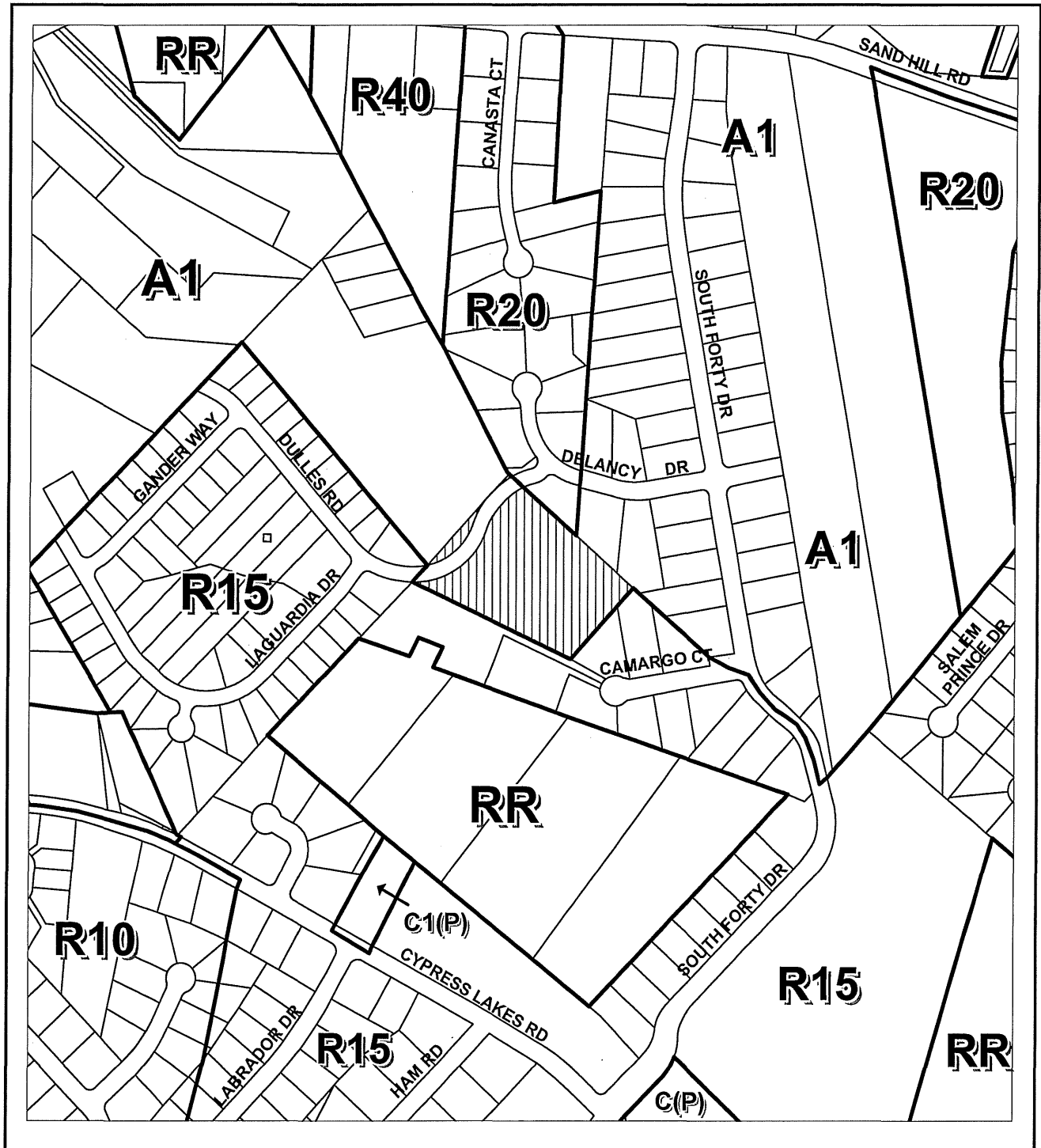
- The location and character of the requested district will be in harmony with the general area and allow for similar lot sizes and uses as the existing properties.

The R40 and R30 districts could also be considered suitable for this request.

Mr. Morris made both of the motions referenced above, seconded by Mr. McLaurin, to follow the staff recommendations and approve the rezoning request. The motions passed unanimously.

First Class and Record Owners' Mailed Notice Certification

A certified copy of the tax record owner(s) of the subject and adjacent properties and their tax record mailing address is contained within the case file and is incorporated by reference as if delivered herewith.



PINS: 0433-50-3434
0433-50-1505
0433-50-2785

REQUESTED REZONING A1 TO R20

ACREAGE: 4.72 AC.+/-		HEARING NO: P15-59	
ORDINANCE: COUNTY		HEARING DATE	ACTION
STAFF RECOMMENDATION			
PLANNING BOARD			
GOVERNING BOARD			

02-15-15
12-11-15
AM

Patricia Hall,
Chair
Town of Hope Mills

Charles Morris,
Vice-Chair
Town of Linden

Jami McLaughlin,
Town of Spring Lake
Harvey Cain, Jr.,
Town of Stedman

Donovan McLaurin,
Wade, Falcon & Godwin



CUMBERLAND
★ **COUNTY** ★
NORTH CAROLINA

Planning & Inspections Department

Thomas J. Lloyd,
Director

Cecil P. Combs,
Deputy Director

Vikki Andrews,
Diane Wheatley,
Carl Manning,
Walter Clark,
Cumberland County

Benny Pearce,
Town of Eastover

APRIL 8, 2016

ITEM NO. 3B

MEMO TO: Cumberland County Board of Commissioners

FROM: Cumberland County Joint Planning Board

SUBJECT: **Case P16-10:** Rezoning of 3.06+/- acres from A1 Agricultural to R40A Residential or to a more restrictive zoning district, located at 891 Remley Court, submitted by Shelby Townsend (owner) and Robert Townsend (agent).

ACTION: 1st motion for Case P16-10: Move to find the request for rezoning consistent with the 2030 Growth Vision Plan, and any other applicable land use plan, reasonable and in the public interest for the reasons stated in the recommendations of the Planning Staff.

2nd motion for Case P16-10: Move to approve the rezoning for R40A Residential district as recommended by the Planning Staff.

SITE PROFILE: **Frontage & Location:** 302'+/- on Sim Canady Rd; 420'+/- on Remley Ct (Class "C" street); **Depth:** 441'+/-; **Jurisdiction:** Cumberland County; **Adjacent Property:** No; **Current Use:** Residential (1 "stick built" and 1 manufactured home); **Initial Zoning:** A1 – June 25, 1980 (Area 13); **Nonconformities:** None; **Zoning Violation(s):** None; **Surrounding Zoning:** North & South: CD & A1; East: CD, A1, A1A, R40, R40A; West: CD, A1 & R40A; **Surrounding Land Use:** Residential (including manufactured homes), woodlands & farmland; **2030 Growth Strategy Map:** Rural; **South Central Land Use Plan:** Farmland; **Special Flood Hazard Area (SFHA):** None; **Water/Sewer Availability:** Well/Septic; **Soil Limitations:** None; **Subdivision/Site Plan:** Subdivision Case 16-023 approval is contingent on rezoning approval; **Average Daily Traffic Count (2014):** 210 on SR 2248 (Sim Canady Rd); **Highway Plan:** There are no road improvements/construction specified for this area. This case has no impact on the current Highway Plan or Transportation Improvement Plan; **Notes:** Density: A1 – 1 lot/ 2 units, R40A – 2 lots/ 3 units; Minimum Yard Setbacks: **A1:** Front yard: 50', Side yard: 20', Rear yard: 50'; **R40A:** Front yard: 30', Side yard: 15', Rear yard: 35'.

MINUTES OF MARCH 15, 2016

1st MOTION

The Planning and Inspections Staff recommends the board find that approval of the request for rezoning in Case No. P16-10 is consistent with the adopted comprehensive plan designated as the 2030 Growth Vision Plan, which calls for "rural" at this location as the proposed district would allow development at one or less units per acre. Although the requested district is not entirely consistent with the South Central Land Use Plan, which calls for "farmland" at this location, the request is generally consistent with the plan's goal of providing one acre lots for residential uses.

The staff recommends the board further find that approval of this rezoning is reasonable and in the public interest because the district requested for the subject property meets or exceeds the location criteria of the adopted Land Use Policies Plan, in that: *individual well and septic systems are allowed; could be located in any defined critical area as defined by the Fort Bragg Small Study Area; desirable to be limited to one unit per acre in areas with hydric soils and severe septic tank limitations; desirable to not be located in an area that is a prime industrial site and may be outside the Sewer Service Area.*

2nd MOTION

The Planning and Inspections Staff recommends the board approve Case No. P16-10 for the R40 Residential district based on the above information and the following:

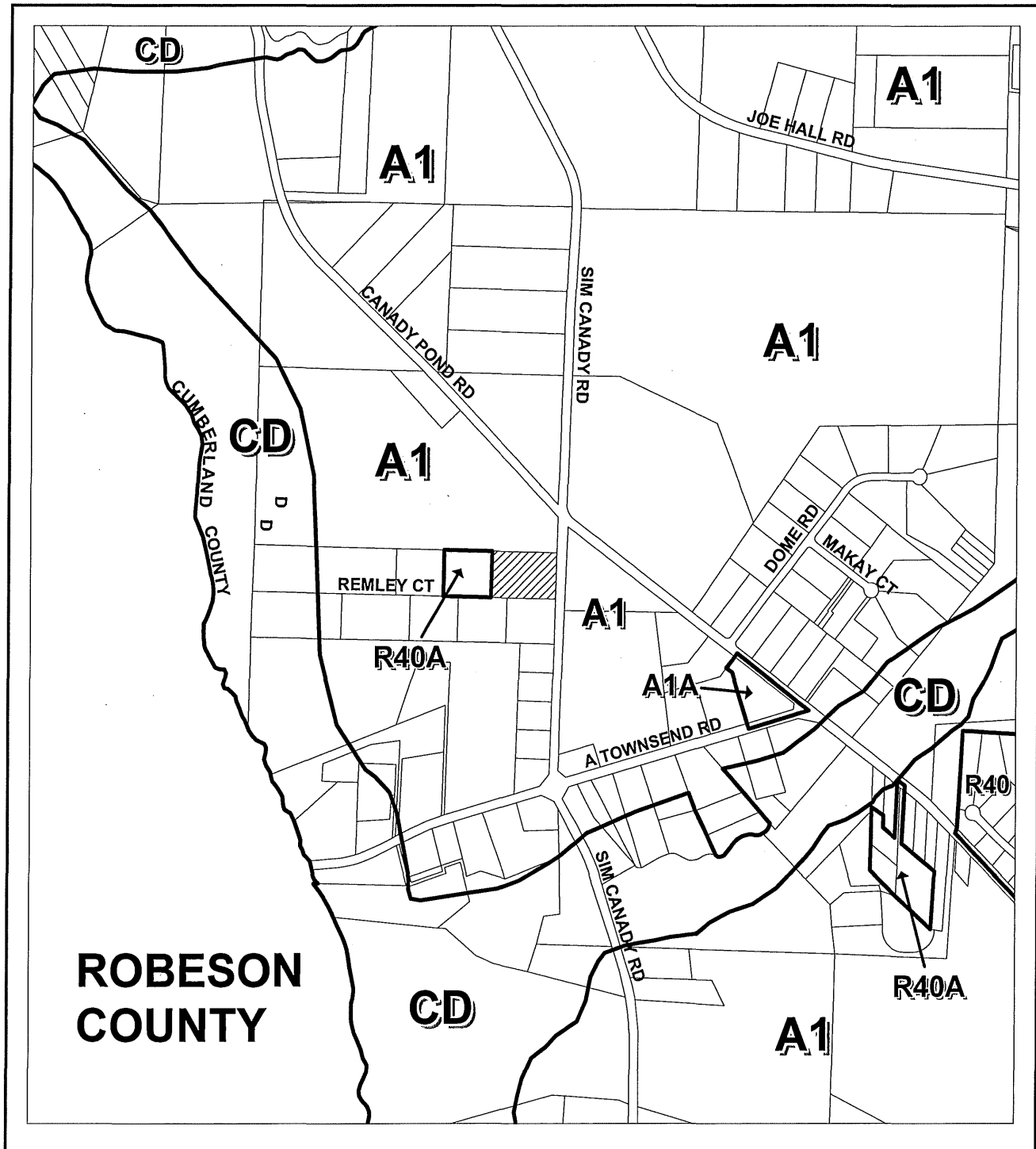
- The R40A Residential district will allow for land uses and lot sizes that exist in the general area.

There are no other districts that could be considered suitable for this request.

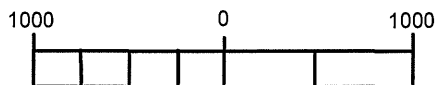
Mr. Morris made both of the motions referenced above, seconded by Mr. McLaurin, to follow the staff recommendations and approve the rezoning request. The motions passed unanimously.

First Class and Record Owners' Mailed Notice Certification

A certified copy of the tax record owner(s) of the subject and adjacent properties and their tax record mailing address is contained within the case file and is incorporated by reference as if delivered herewith.



**ROBESON
COUNTY**



SCALE IN FEET

PIN: 0421-42-4249

REQUESTED REZONING A1 TO R40A

ACREAGE: 3.06 AC.+/-

HEARING NO: P16-10

ORDINANCE: COUNTY

HEARING DATE

ACTION

STAFF RECOMMENDATION

PLANNING BOARD

GOVERNING BOARD

2/26/2016
AM

Patricia Hall,
Chair
Town of Hope Mills

Charles Morris,
Vice-Chair
Town of Linden

Jami McLaughlin,
Town of Spring Lake
Harvey Cain, Jr.,
Town of Stedman

Donovan McLaurin,
Wade, Falcon & Godwin



CUMBERLAND
★ COUNTY ★
NORTH CAROLINA

Planning & Inspections Department

Thomas J. Lloyd,
Director

Cecil P. Combs,
Deputy Director

Vikki Andrews,
Diane Wheatley,
Carl Manning,
Walter Clark,
Cumberland County

Benny Pearce,
Town of Eastover

APRIL 8, 2016

ITEM NO. 3C

MEMO TO: Cumberland County Board of Commissioners

FROM: Cumberland County Joint Planning Board

SUBJECT: **Case P16-13:** Rezoning of 4.54+/- acres from A1 Agricultural to R40 Residential or to a more restrictive zoning district, located at 5064 Macedonia Church Road, submitted by Macedonia Missionary Baptist Church, Inc. (owner) and Phillip Walters (agent).

ACTION: 1st motion for Case P16-13: Move to find the request for rezoning consistent with the 2030 Growth Vision Plan, and any other applicable land use plan, reasonable and in the public interest for the reasons stated in the recommendations of the Planning Staff.

2nd motion for Case P16-13: Move to approve the rezoning for R40 Residential district as recommended by the Planning Staff.

SITE PROFILE: **Frontage & Location:** 418'+/- on SR 2014 (Macedonia Church Rd); **Depth:** 376'+/-; **Jurisdiction:** Cumberland County; **Adjacent Property:** Yes; **Current Use:** Religious worship (including parsonage); **Initial Zoning:** A1 – September 3, 1996 (Area 20); **Nonconformities:** None; **Zoning Violation(s):** None; **Surrounding Zoning:** North: A1, R40A, R30A, RR & R6A; South: A1, R40A & RR; East: A1/CU (allow multiple manufactured homes) & A1; West: A1; **Surrounding Land Use:** Residential, religious worship, cemetery, woodlands & farmland; **2030 Growth Strategy Map:** Rural; **Special Flood Hazard Area (SFHA):** None; **Water/Sewer Availability:** Well/Septic; **Soil Limitations:** None; **Subdivision/Site Plan:** Site plan review may be required; **Average Daily Traffic Count (2014):** 710 on SR 2014 (Macedonia Church Rd); **Highway Plan:** Macedonia Church Rd is a local thoroughfare. There are no road improvements/construction specified for this area. This case has no impact on the current Highway Plan or Transportation Improvement Plan. **Notes:** Density: A1 – 2 lots/units, R40 – 4 lots/5 units; Minimum Yard Setbacks: **A1:** Front yard: 50', Side yard: 20', Rear yard: 50'; **R40:** Front yard: 30', Side yard: 15', Rear yard: 35'.

MINUTES OF MARCH 15, 2016

1st MOTION

The Planning and Inspections Staff recommends the board find that approval of the request for rezoning in Case No. P16-13 is consistent with the adopted comprehensive plan designated as the 2030 Growth Vision Plan, which calls for "rural" at this location as the proposed district would allow development at one or less units per acre.

The staff recommends the board further find that approval of this rezoning is reasonable and in the public interest because the district requested for the subject property meets or exceeds the location criteria of the adopted Land Use Policies Plan, in that: *individual well and septic systems are allowed; could be located in any defined critical area as defined by the Fort Bragg Small Study Area; desirable to be limited to one unit per acre in areas with hydric soils and severe septic tank limitations; desirable to not be located in an area that is a prime industrial site and may be outside the Sewer Service Area.*

2nd MOTION

The Planning and Inspections Staff recommends the board approve Case No. P16-13 for the R40 Residential district based on the above information and the following:

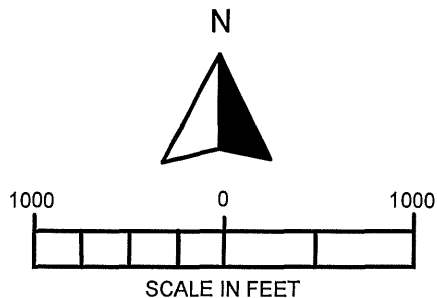
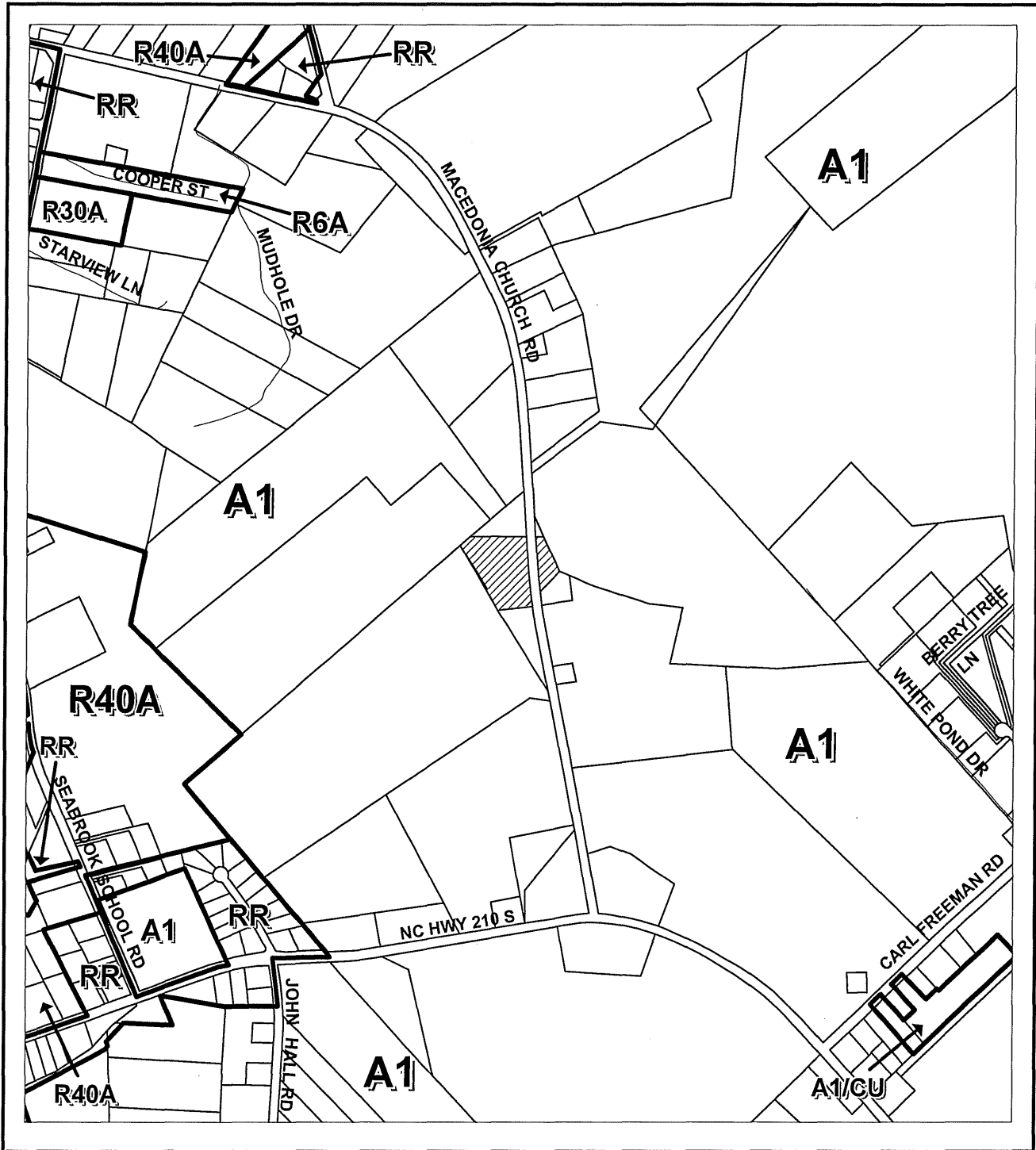
- The R40 Residential district will allow for land uses and lot sizes that exist in the general area.

The A1A district could also be considered suitable at this location.

Mr. Morris made both of the motions referenced above, seconded by Mr. McLaurin, to follow the staff recommendations and approve the rezoning request. The motions passed unanimously.

First Class and Record Owners' Mailed Notice Certification

A certified copy of the tax record owner(s) of the subject and adjacent properties and their tax record mailing address is contained within the case file and is incorporated by reference as if delivered herewith.



REQUESTED REZONING A1 TO R40

ACREAGE: 4.54 AC.+/-

HEARING NO: P16-13

ORDINANCE: COUNTY
STAFF RECOMMENDATION
PLANNING BOARD
GOVERNING BOARD

HEARING DATE

ACTION

PIN: 0475-52-5665

JM

Patricia Hall,
Chair
Town of Hope Mills

Charles Morris,
Vice-Chair
Town of Linden

Jami McLaughlin,
Town of Spring Lake
Harvey Cain, Jr.,
Town of Stedman

Donovan McLaurin,
Wade, Falcon & Godwin



CUMBERLAND
★ **COUNTY** ★
NORTH CAROLINA

Planning & Inspections Department

Thomas J. Lloyd,
Director

Cecil P. Combs,
Deputy Director

Vikki Andrews,
Diane Wheatley,
Carl Manning,
Walter Clark,
Cumberland County

Benny Pearce,
Town of Eastover

APRIL 8, 2016

ITEM NO. 3D

MEMO TO: Cumberland County Board of Commissioners

FROM: Cumberland County Joint Planning Board

SUBJECT: **Case P16-11:** Rezoning of 3.58+/- acres from A1 Agricultural & A1 Agricultural/CU Conditional Use for motor vehicle repair with outside storage to A1 Agricultural/CZ Conditional Zoning for motor vehicle repair with outside storage or to a more restrictive zoning district, located at 4365 & 4371 Marshwood Lake Road, submitted by Don Knobloch (owner) and Lori Epler (agent).

ACTION: 1st motion for Case P16-11: Move to find the request for rezoning consistent with the 2030 Growth Vision Plan, and any other applicable land use plan, reasonable and in the public interest for the reasons stated in the recommendations of the Planning Staff.

2nd motion for Case P16-11: Move to approve the rezoning for A1 Agricultural/CZ Conditional Zoning for motor vehicle repair with outside storage as recommended by the Planning Staff.

SITE PROFILE: Frontage & Location: 370'+/- on Munsey Rd (Class "C" private street); **Depth:** 451'+/-; **Jurisdiction:** Cumberland County; **Adjacent Property:** Yes; **Current Use:** Motor vehicle repair with outside storage; **Initial Zoning:** A1 & A1/CU for motor vehicle repair w/ outside storage – March 1, 1994 (Area 17); **Nonconformities:** None; **Zoning Violation(s):** None; **Surrounding Zoning:** North: CD, A1 & R40A; South & East: CD & A1; West: A1; **Surrounding Land Use:** Residential (including manufactured homes), woodlands & farmland; **2030 Growth Strategy Map:** Rural area; **South Central Land Use Plan:** Farmland; **Special Flood Hazard Area (SFHA):** Yes; **Water/Sewer Availability:** Well/Septic; **Soil Limitations:** Yes, hydric inclusion – WmB Wickham fine sandy loam; **Subdivision/Site Plan:** If approved, "Ordinance Related Conditions" will apply; also see Subdivision Case No. 16-026; **Watershed:** Yes, approval required; **Average Daily Traffic Count (2014):** 410 on SR 2232 (Marsh Rd); **Highway Plan:** There are no road improvements/construction specified for this area. This case has no impact on the current Highway Plan or Transportation Improvement Plan; **Notes:** Density: A1 – 1 lot/2 units for residential; 3 non-residential uses; Minimum Yard Setbacks: **A1:** Front yard: 50', Side yard: 20', Rear yard: 50'.

MINUTES OF MARCH 15, 2016

1st MOTION

The Planning and Inspections Staff recommends the board find that approval of the request for rezoning in Case No. P16-11 is consistent with the adopted comprehensive plan designated as

the 2030 Growth Vision Plan, which calls for "rural" because the subject property is over three acres and located in a rural area. Although the request is not consistent with the South Central Land Use Plan which calls for "farmland" at this location, the use on the majority of the site is existing (2.44 acres) and the use was approved by the County Commissioners on March 1, 1994.

The staff also recommends the board further find this rezoning request is reasonable and in the public interest because the district requested for the subject property meets most of the location criteria of the adopted Land Use Policies Plan, in that: *individual well and septic systems are allowed; could be in any defined critical area as defined by the Fort Bragg Small Area Study; desirable to be limited to one unit per acre in areas with hydric and severe septic tank limitations soils; desirable to not be located in an area that is a prime industrial site; may be outside the Sewer Service Area.* Also, the primary use of motor vehicle repair is allowed in the A1 district.

2nd MOTION

In addition to the above information, the Planning and Inspections Staff recommends the board approve Case No. P16-11 for the A1 Agricultural/CZ Conditional Zoning district for motor vehicle repair with outside storage based on the following:

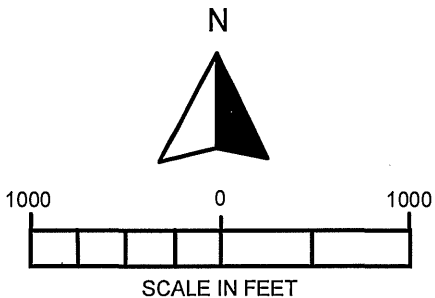
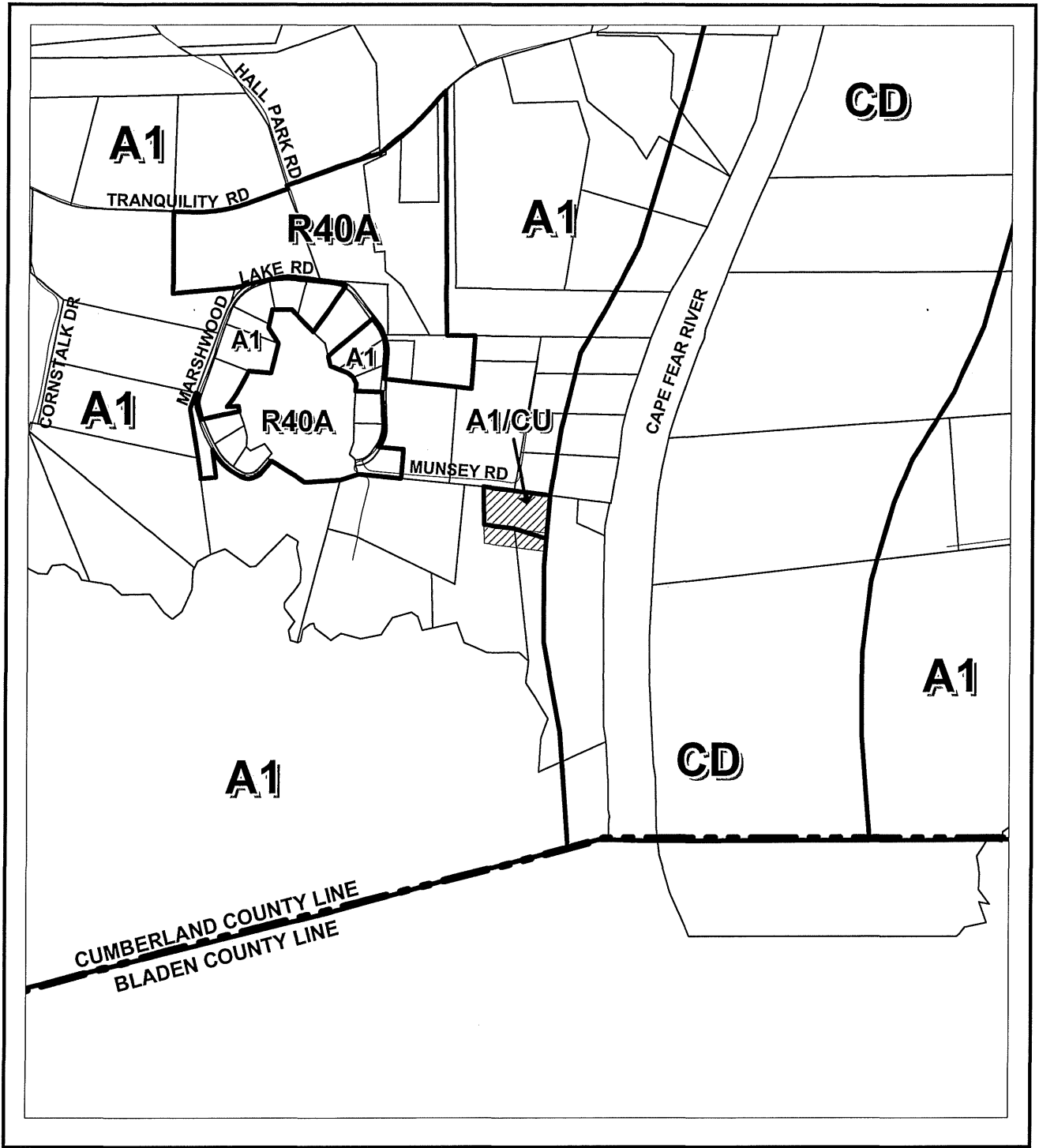
- The location was initially zoned A1/CU for motor vehicle repair with outside storage by the Board of Commissioners on March 1, 1994 and the property owner is not requesting to change the use originally approved.

There are no other districts considered suitable for this request at this location. The property owner has voluntarily agreed to all "Ordinance Related Conditions."

Mr. Morris made both of the motions referenced above, seconded by Mr. McLaurin, to follow the staff recommendations and approve the rezoning request. The motions passed unanimously.

First Class and Record Owners' Mailed Notice Certification

A certified copy of the tax record owner(s) of the subject and adjacent properties and their tax record mailing address is contained within the case file and is incorporated by reference as if delivered herewith.



PORT. OF PIN: 0450-02-8472
0450-11-4213

REQUESTED REZONING A1 & A1/CU TO A1/CZ

ACREAGE: 3.58 AC.+/-

HEARING NO: P16-11

ORDINANCE: COUNTY	HEARING DATE	ACTION
STAFF RECOMMENDATION		
PLANNING BOARD		
GOVERNING BOARD		

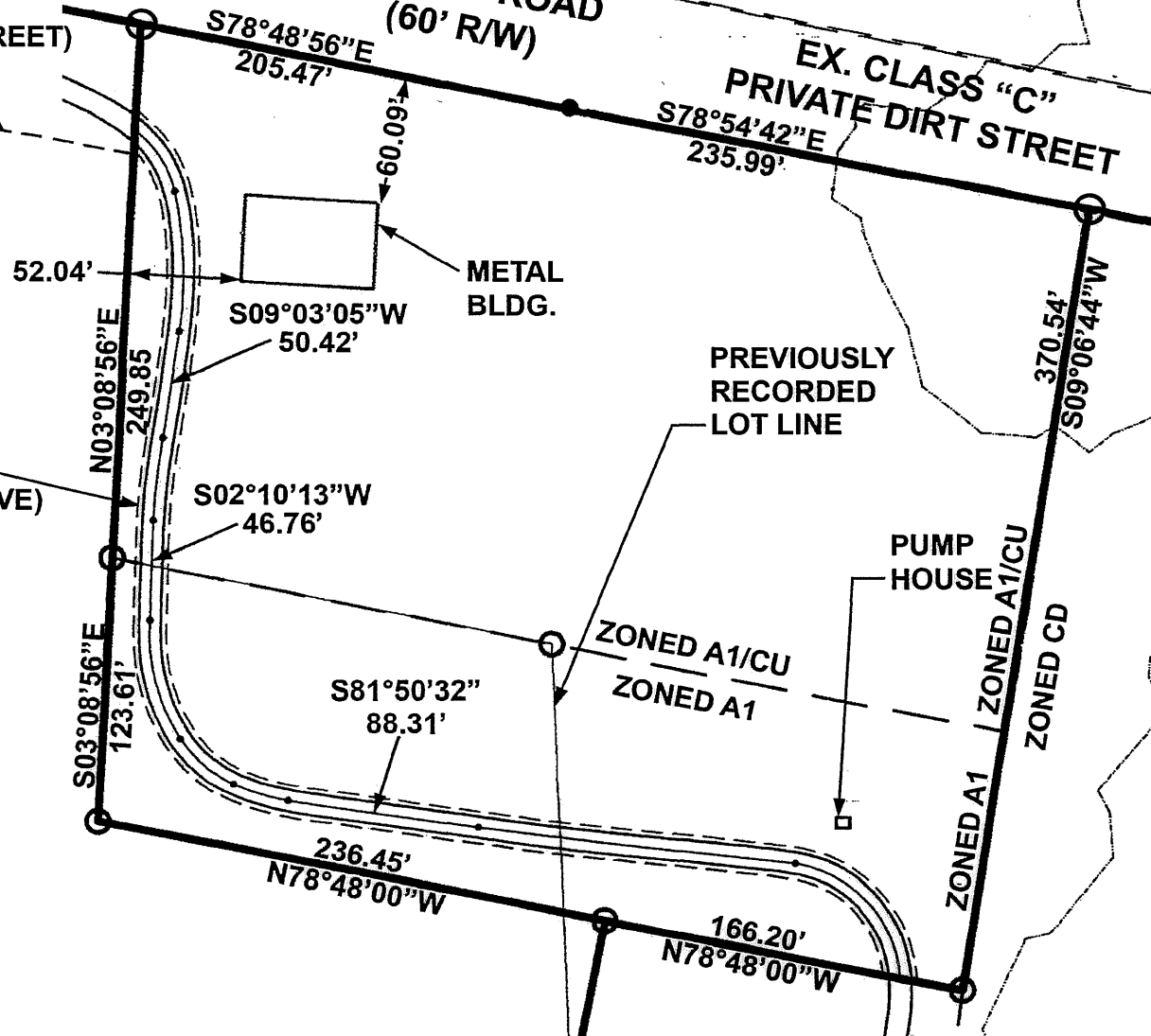
JM
2-18-2016

EXISTING 60' INGRESS AND
EGRESS ESM'T
(PROP. 60' PRIVATE STREET)

MUNSEY ROAD
(60' R/W)

EX. CLASS "C"
PRIVATE DIRT STREET

PROPOSED 30'
PRIVATE STREET
(EXISTING DIRT DRIVE)



A1 AGRICULTURAL / CZ CONDITIONAL ZONING

REQUEST: MOTOR VEHICLE REPAIR GARAGE WITH OUTSIDE STORAGE

CASE: P16-11 ACREAGE: 3.58 AC±

ZONED: A1 & A1/CU SCALE: NTS

*SCALED DETAILED SITE PLAN IN FILE AVAILABLE FOR REVIEW UPON REQUEST

A1 AGRICULTURAL/CZ CONDITIONAL ZONING DISTRICT

DRAFT

Ordinance Related Conditions
for
Motor Vehicle Repair w/ Open Storage

1. All conditions for initial zoning request Case No. 17-43 apply, to include the contents of the application and site plan, as submitted and approved by the County Board of Commissioners on March 1, 1994 – see attached.

Pre- Permit Related:

2. A recombination plat (also known as a “No Approval Required” or “NAR”) must be submitted to Land Use Codes for review and approval for recording with the County Register of Deeds, and the plat must be recorded prior to any permit application for any structure and/or prior to the sale of any lot or unit within this development.
3. The owner/developer(s) must provide a recorded copy of the ingress/egress access easement with a minimum width of 20 feet to Code Enforcement at the time of permit application.
4. Prior to any new construction on the subject property, the developer may have to submit for modification of the conditional zoning request if the proposed new construction does not comply with Section 506 of the County Zoning Ordinance for minor modifications – *additional conditions will apply*.
5. Prior to any use of the 1.14 +/- acre portion of the subject property being added to the 2.44 +/- acre previously approved A1/CU, a site plan must be submitted for staff review and the site plan must be approved for permit application – *additional conditions will apply*. This current rezoning Case No. P16-11 is not intended to zone for new development; however, it is only for the purposes of ensuring the property being conveyed to the Knobloch heirs is under the same zoning designation.

Watershed-Related:

6. An application for a Watershed “No Approval Required” development must be submitted to the Watershed Review Officer (WRO) and plans must be approved by the WRO prior to final plat approval and/or prior to application for any building/zoning permits, site plan approval is required. A copy of the WRO’s approval of this plat/plan must be submitted to Code Enforcement at the time of application for any permits.

Plat-Related:

7. Prior to submission for plat approval for recordation, the Joint Planning Board must favorably rule on the property owners’ waiver request regarding the Class “C” private street and all applicable conditions from subdivision Case No. 16-026 must be complied with.

Thank you for choosing Cumberland County for your business location!

If you need clarification of any conditions, please contact Ed Byrne at 910-678-7609 or Patti Speicher at 910-678-7605 with the Land Use Codes Section; otherwise, contact the appropriate agency at the contact numbers below.

Contact Information (Area Code is 910 unless otherwise stated):

Watershed Officer/Improvements:	Jeff Barnhill	678-7765	jbarnhill@co.cumberland.nc.us
Subdivision/Site Plan/Plat	Ed Byrne	678-7609	ebyrne@co.cumberland.nc.us
Code Enforcement (Permits):	Scott Walters	321-6654	swalters@co.cumberland.nc.us
Zoning Planner:	Jaimie Melton	678-7603	jmelton@co.cumberland.nc.us

March 1, 1994

CUMBERLAND COUNTY BOARD OF COMMISSIONERS
MARCH 1, 1994
SPECIAL MEETING: PUBLIC HEARING ON
INITIAL ZONING OF AREA 17

PRESENT: Chairman J. Lee Warren, Jr.
Vice Chairman Johnnie Evans
Commissioner Tom Bacote
Commissioner Marshall Faircloth
Commissioner Juanita Gonzalez
Commissioner John Keefe
Commissioner Billy R. King
Cliff Strassenburg, County Mgr.
Danny Higgins, Deputy County Attorney
George Vaughan, Planning Director
Marsha Fogle, Clerk
Planning Staff

INVOCATION: Commissioner Marshall Faircloth
PLEDGE OF ALLEGIANCE

The meeting was called to order by Chairman Warren.

AGENDA ITEMS

1. Update on the 2010 Plan

Mr. Will Denning reviewed the status of the 2010 Plan. He noted the plan consists of four elements, Land Use, Transportation, Economic Development and Community Facilities and Services.

LAND USE: Staff is in the process of writing ordinances to implement the plan. Should be completed and forwarded to the Board by June.

TRANSPORTATION: Committee is developing plans.

ECONOMIC DEVELOPMENT: Draft plan has been developed.

COMMUNITY SERVICES AND FACILITIES: Some plans have been completed; others are in the process

2. PUBLIC HEARINGS: Case No. P93-107. The Initial Zoning of Area 17 to various Residential, Commercial, Industrial and Conditional Use Overlay Districts for an area bounded by NC HWY 87 to the Cape Fear River and SR 2221 (Gainey Road) to the Bladen/Cumberland County line

A. Uncontested Zoning Requests:

CASE	FROM	TO	RECOMMENDATION	APPROVAL
17-1	M(P) & CD	A1&CD/CU	Approval	Approval
17-2	M(P)	A1	Approval	Approval
17-3	A1	A1	Approval	Approval
17-4	A1	A1	Approval	Approval
17-5	A1	A1	Approval	Approval
17-7	A1	R40	Approval	Approval
17-8	R40A	R40	Approval	Approval
17-9	R40A	R40	Approval	Approval
17-10	A1	R40	Approval	Approval
17-15	A1	R40A	Approval	Approval
17-16	A1	R40A	Approval	Approval
17-18	A1	R40A	Approval	Approval
17-26	M(P)	R40A	Approval	Approval
17-27	M(P)	R40A CU Auto Repair	Approval	A1
17-28	M(P)	R40A	Approval	Approval
17-29	A1	RR	Approval	Approval
17-31	RR	A1	Approval	Approval
17-32	RR	RR/CU Welding	Approval	Approval
17-33	A1	R40	Approval	Approval
17-34	A1, RroA	R40	Approval	Approval
17-35	R40	A1	Approval	Approval
17-36	A1	C1	Approval	Approval
17-37	A1	C1	Approval	Approval
17-40	A1	R40A	Approval	Approval
17-42	R40A	A1	Approval	Approval
17-43	A1	A1/CU Garage/Office	Approval	Approval
17-44	A1	R6A	Approval	Approval

Upon finding the above zoning requests to be reasonable, neither arbitrary or unduly discriminating, and in the public interest and that the property within

such district is suitable for all uses permitted by these classifications, the following motion was offered:

MOTION: Commissioner King offered a motion to follow the recommendation of the Planning Board on the above uncontested cases.

SECOND: Commissioner Bacote

VOTE: UNANIMOUS

B. CONTESTED CASES

CASE 17-6: Requested Zoning by the Petitioner: RR

This case came forward to the Commissioners with no recommendation from the Planning Board.

SPEAKERS:

1. Hector McFadyen: Spoke in favor of zoning to RR. Likes the 1/2 acre lot size.
2. Ron Ross: Against 1/2 acre lot size. Potential problems with septic tanks, overcrowded schools and water problems. Also concerned about lack of law enforcement if area grows to fast.
3. Robert Page: Opposed to small acre lots. Noted some of the same problems as Mr. Ross. Concerned about crime in the area.
4. Norman B. Harris: Opposed to small acre lots as they tend to draw trailer parks. Potential septic tank problems. Asked the Board to consider A1, as was originally proposed by the Planning Board.
5. Roberta Waddle: This area primarily undeveloped, road is not paved, and is not an appropriate area for RR zoning. Keep area low density.
6. Brian Harris: Concerned about the infrastructure. No way to provide necessary services in rural area. Suggested A1.

MOTION: Commissioner Bacote offered a motion to zone R40A.

SECOND: Commissioner Evans

DISCUSSION: Commissioner Faircloth asked the difference between R40A and R40. R40A will allow mobile homes, R40 will not.

SUBSTITUTE

MOTION: Commissioner Gonzalez offered a motion to zone area R40.

SECOND: Commissioner Faircloth

DISCUSSION: Commissioner Keefe said he believed the appropriate zoning to be A1, noting the lack of water and sewer. Commissioner Gonzalez noted the Board may come into some money which would allow water and sewer extensions out into the county. Commissioner Warren noted the close proximity of the Rockfish Sewer Plant to this area. Commissioner Bacote pointed out that the Board should not overlook the fact that a portion of our county should be kept at low density development and he felt RR is just a time bomb waiting to happen. He also pointed out water and sewer extensions would not happen in a short period of time. He said he thought R40A to be a good compromise. Commissioner Gonzalez asked why some of the uncontested cases were zoned R40. Mr. Robert McNeill, Chairman, of the Planning Board, responded that rural county areas need group housing.

Commissioner King called for the QUESTION.

VOTE: FAVOR: Commissioners Faircloth and Gonzalez

OPPOSED: Commissioners Evans, Warren, Keefe, King and Bacote

VOTE ON

ORIGINAL

MOTION: FAVOR: Commissioners Evans, Warren and Bacote

OPPOSED: Commissioners Gonzalez, Faircloth, Keefe and King

MOTION: Commissioner King offered a motion to zone A1.

SECOND: Commissioner Keefe

VOTE: FAVOR: Commissioners King, Keefe and Gonzalez

OPPOSED: Commissioners Faircloth, Warren, Evans and Bacote

MOTION: Commissioner Faircloth offered a motion to zone A1.

SECOND: Commissioner King

SUBSTITUTE

MOTION: Commissioner Evans offered a motion to zone R40.

SECOND: Commissioner Warren

VOTE: FAVOR: Commissioners Evans, Warren, Faircloth, Gonzalez and Bacote

OPPOSED: Commissioners Keefe and King

Property

was

zoned

R40.

PLANNING DEPARTMENT

Post Office Box 1829
Fayetteville, NC 28302
Telephone (919) 678-7600

CUMBERLAND COUNTY JOINT PLANNING BOARD

Robert E. McNeill
CHAIRMAN

George Vaughan
PLANNING DIRECTOR

MINUTES
CUMBERLAND COUNTY JOINT PLANNING BOARD
NOVEMBER 16, 1993
7:30 P.M.

Members Present

Robert McNeill, Chair
Peggy Vick, Vice-Chair
Jonathan Charleston
George Glann
Karl Legatski
Merrill McLaurin
Joe Mullinax
Roland Schmidt
Steven Shaw
William Tew
John Tyson

Members Absent

David Hasan
Ernest Morine

Staff Present

George Vaughan
Thomas J. Lloyd
Peggy Crumpler
Frances Jackson
Tina Shepard
Barbara Swilley
Denise Sykes

1. ROLL CALL AND APPROVAL OF THE MINUTES OF THE NOVEMBER 2, 1993 REGULAR MEETING.

Chairman McNeill called the meeting to order at 7:37 p.m. He asked if there were any corrections to the Minutes. A motion was made by Mr. Shaw and seconded by Ms. Vick to approve the Minutes of November 2, 1993 as written. The motion passed unanimously. Mr. Legatski was not present for voting.

2. REQUEST FOR PUBLIC HEARING DEFERMENTS

Mr. Lloyd stated that the staff would like Case No. P93-130 to be deferred until the December 7, 1993 meeting.

3. ABSTENTIONS BY BOARD MEMBERS.

Mr. Tyson stated that he would abstain from voting on all cases under Case No. P93-107.

4. READING OF POLICY STATEMENT REGARDING TIME LIMITS FOR PUBLIC HEARINGS.

Mr. Lloyd read the Planning Board's policy on time limits for public hearings and the City of Fayetteville's appeals procedure.

5. PUBLIC HEARINGS:

- A. CASE NO. P93-107. THE INITIAL ZONING OF AREA 17 TO VARIOUS RESIDENTIAL, COMMERCIAL, INDUSTRIAL AND CONDITIONAL USE OVERLAY DISTRICTS FOR AN AREA BOUNDED BY NC HWY 87 TO THE CAPE FEAR RIVER AND SR 2221 (GAINES ROAD) TO THE BLADEN/CUMBERLAND COUNTY LINE. (COUNTY ORDINANCE)

Mr. Vaughan stated that Case Nos. 17-14 and 17-43 should be added to the consent agenda, and Case No. 17-17 was withdrawn by the applicant.

Case No. 17-11

Mr. V.B. Marsh appeared before the Board in favor of R40A zoning.

Ms. Connie Canady appeared in opposition.

A motion was made by Mr. Shaw to approve the R40A Residential District zoning. The motion failed for lack of a second.

A motion was made by Vice-Chair Vick and seconded by Mr. Glann to approve the A1 Agricultural District. The motion passed 9 to 1 with Mr. Shaw voting in opposition and Mr. Tyson abstaining.

Case No. 17-12

Ms. Roberta Waddle appeared in favor of the A1 Residential District recommended by the Committee.

A motion was made by Mr. Schmidt and seconded by Mr. Glann to follow the Committee recommendations and approve A1 Residential District. The motion passed unanimously with Mr. Tyson abstaining.

Case No. 17-13

Mr. James Butler appeared in favor of the Conditional Use Overlay District.

A motion was made by Mr. Glann and seconded by Vice-Chair Vick to approve the A1 Agricultural District with a Conditional Use Overlay District. The motion failed 4 to 6 with Vice-Chair Vick and Messrs Glann, Legatski and Schmidt voting in favor and Chair McNeill and Messrs. Charleston, McLaurin, Mullinax, Shaw and Tew voting in opposition and Mr. Tyson abstaining.

A motion was made by Mr. Shaw and seconded by Mr. Legatski to follow the Committee recommendations and approve the RR Rural Residential District with the Conditional Use Overlay District. The motion passed 6 to 4 with Chair McNeill and Messrs. Charleston, McLaurin, Mullinax, Shaw and Tew voting in favor of the motion and Vice-Chair Vick and Messrs Glann, Legatski and Schmidt voting in opposition and Mr. Tyson abstaining.

17-43 (12)

AREA 17 CHANGE REQUEST

TO THE PLANNING BOARD AND THE COUNTY COMMISSIONERS OF THE COUNTY OF CUMBERLAND, NC.

I (We), the undersigned, do hereby respectfully make application and petition the County Commissioners to amend the Zoning Ordinance and to change the Zoning Map, of the County of Cumberland as hereinafter requested, and in support of this application, the following facts are shown:

1) (THE PROPERTY SOUGHT TO BE REZONED IS LOCATED)

a. Address: Rt. 7 Box 195 M-3 Zip 28306
Number/Street/Road

b. Located on _____ side of the street (north, south, east, west;
(name or street or road)

c. Tax Parcel Identification Number 0450-03-12-4123 (obtain from Tax
Supervisor's Office Map blk lot (PORTION 200'x400')

d. Known as Lot(s) # _____ Frontage 200 ft. Depth: 400 Containing 25.45 acres. tract

2.) The applicant must furnish a correct metes and bounds description of the area to be rezoned. If requesting more than one zoning classification, a metes and bounds description of each adjacent tract to be rezoned, must be provided.
(Please attach copy of deed(s) to be rezoned)

3.) The property sought to be rezoned is owned by FRED & WIFE CAROL KNOBLOCH
as evidenced by deed from William James Likert & Wife Gloria May Likert
recorded in Book No. 3393, Page 0706, Register of Cumberland County.

4.) It is desired and requested that the foregoing property be rezoned:

From: A1 To: A1/C4

4a.) Please explain or note the proposed use of the property requested for rezoning: SEE ATTACHED C4 APPLICATION

Note: This information is not to be used in the consideration of the rezoning request by Planning Board and/or County Commissioners but to ensure that the correct zoning district has been requested for the proposed or intended use of the subject property.

5.) Existing use of property (Specify any structures & respective uses):

40x60 REPAIR GARAGE & OFFICE

6.) Existing and/or proposed water service: (Specify if Community System):

300 FT. WELL

7.) Existing and/or proposed sewer service: (Specify if Community System):

NONE

APPLICATION FOR CONDITIONAL USE DISTRICT

1. Proposed uses(s):

- A. List the uses proposed for the Conditional Use District.
(Use of the underlying district will continue to be legal, unless otherwise restricted)

① OFFICE
② REPAIR GARAGE
③ OUTSIDE STORAGE OF EQUIPMENT & RELATED MATERIALS
④ FUEL TANKS & PUMPS

- B. Justification in terms of need and benefit to the community.
Include a statement regarding how the uses will be compatible.

WE PRIMARILY WORK FOR N.C. STATE D.O.T.
BUILDING ROADS

C. Density:

If the project is to include residential units, state the number of dwelling units proposed for the project and the gross number of acres to be used.

NA

2. Dimensional Requirements

- A. Reference either the dimensional requirements of district as shown in Section 7.3 or list proposed setbacks.

NA

- B. Off street parking and loading.

NA

3. Sign Requirements

- A. Reference district sign regulations proposed from Section 9.4.

NA

B. List any variance proposed from those regulations.

19

4. Miscellaneous

Set forth order conditions and performance criteria, such as days and hours of operation, number of employees, exterior lighting, and noise, odor and smoke emission controls, which are proposed appropriate to make the proposed use of the property compatible with surrounding areas and uses allowed therein.

HOURS OF OPERATION 6 A.M. - 6 P.M. SIX DAYS A WEEK
EMPLOYING 10 - 20 PEOPLE
2 OUTSIDE LIGHTS

5. Site Plan Requirement:

Attach a site plan drawn to scale. If the proposed uses involve development subject to Cumberland County subdivision regulations, the site plan required hereunder may be general in nature, showing a generalized street pattern, if applicable and the location of proposed uses. If the proposed uses involve development not subject to subdivision regulations, the site plan shall include sufficient detail to allow the Planning Department and Planning Board to analyze the proposed use(s) and arrangement of use(s) on the site. Outline all buildings to be placed on the site, the proposed number of stories, the location and number of off-street parking spaces, proposed points of access to existing streets and internal circulation patterns, and the location of all proposed buffers and fences.

6. Acknowledgement

It is understood and agreed that upon review by the Planing Board and action by the Board of Commissioners, the uses proposed in the petition may be modified and conditions and limitations placed upon them to insure compatibility of the uses with land use plans and uses in the surrounding area.

FRED AND WIFE CAROLE KNOBLOCH

PRINT OR TYPE NAME OF OWNER

Rt. 7 Box 195 M-3 FAYETTEVILLE 28306

ADDRESS OF OWNER

433-2756

TELEPHONE NUMBER(S):

HOME:

WORK:

NA

PRINT OR TYPE NAME OF AGENT

ADDRESS OF AGENT

TELEPHONE NUMBER(S):

HOME:

WORK:

PRINT OR TYPE NAME OF APPLICANT

ADDRESS

X Fred Knobloch Carole Knobloch
SIGNATURE OF APPLICANT, AGENT OR OWNER SUBMITTING APPLICATION

NOTE: ALL OWNERS MUST SIGN A CONDITIONAL USE DISTRICT PETITION

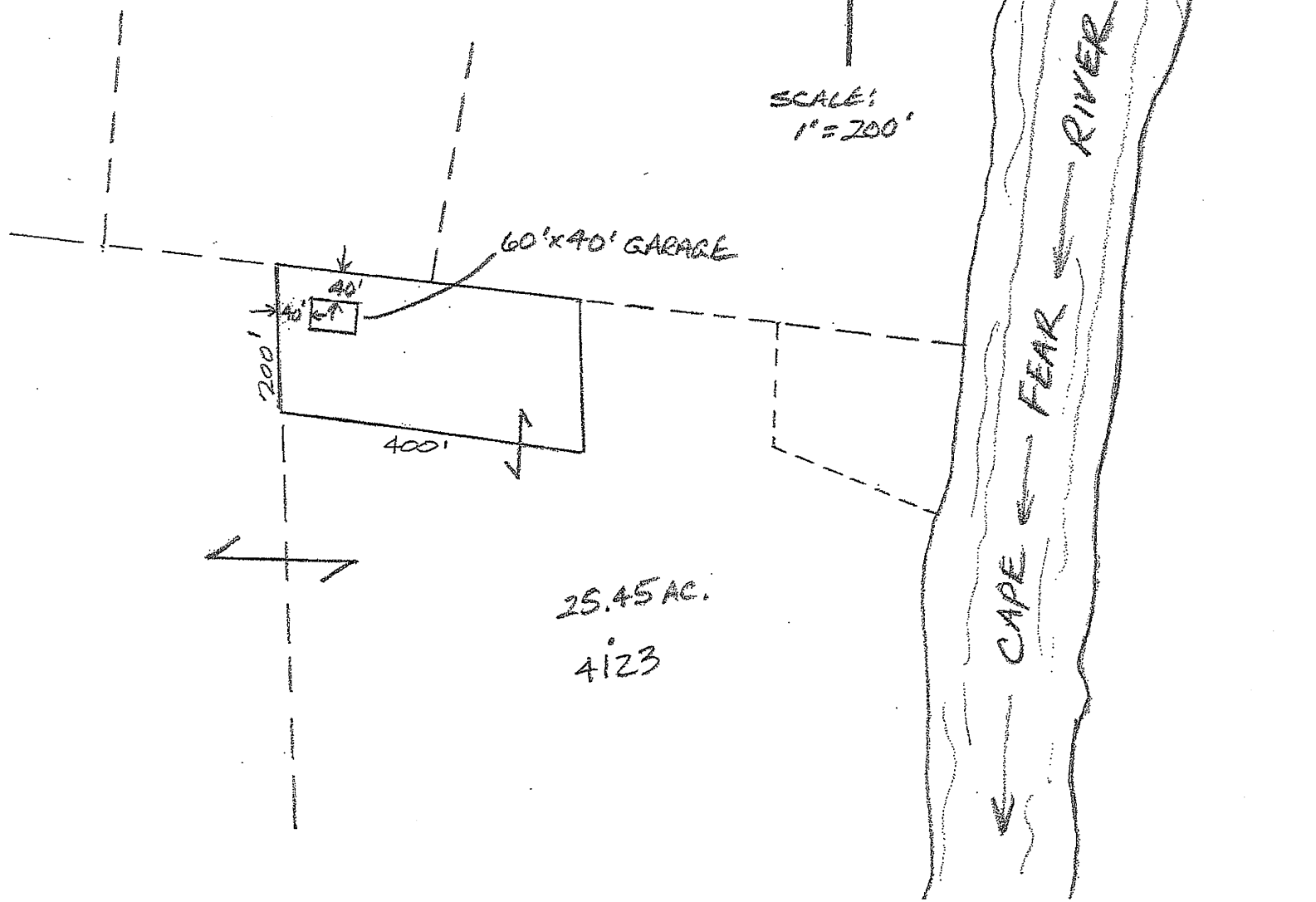
CASE 17-43
CONDITIONAL USE OVERLAY

REQUEST: TO OPERATE REPAIR GARAGE
AND OFFICE IN AN A1 DISTRICT

SCALE:
1" = 200'

25.45 AC.
3480

25.45 AC.
4123



**TO THE CUMBERLAND COUNTY JOINT PLANNING BOARD AND THE BOARD OF
COUNTY COMMISSIONERS OF CUMBERLAND COUNTY, NC:**

I (We), the undersigned, hereby submit this application, and petition the County Commissioners to amend and to change the zoning map of the County of Cumberland as provided for under the provisions of the County Zoning Ordinance. In support of this petition, as hereinafter requested, the following facts are submitted:

1. Applicant/Agent Don Knobloch, Executor of the Fred Knobloch Estate
2. Address: 4365 Marshwood Lake Rd., Fayetteville, NC Zip Code 28306
3. Telephone: (Home) (910) 818-6919 (Work) same
4. Location of Property: 4365 and 4371 Marshwood Lake Rd. Fayetteville, NC 28306
5. Parcel Identification Number (PIN #) of subject property: 0450-11-4213
(also known as Tax ID Number or Property Tax ID)
6. Acreage: 1.14 new ^{3.58 total} Frontage: 370+/- Depth: 421+/-
7. Water Provider: Well Septage Provider: Sewer
8. Deed Book 3275, Page(s) 363, Cumberland County Registry. (Attach copy of deed of subject property as it appears in Registry).
9. Existing use of property: Vehicle repair garage, Office, Outside storage of equipment and related materials, Fuel tanks and Pumps
10. Proposed use(s) of the property: Uses will not change.

NOTE: Be specific and list all intended uses.

11. Do you own any property adjacent to, including across the street from, the property being submitted for rezoning? Yes x No
12. Has a violation been issued on this property? Yes No x
13. It is requested that the foregoing property be rezoned FROM: A1 to A1(CU)
TO: (Select one)

x Conditional Zoning District, with an underlying zoning district of
(Article V)
 Mixed Use District/Conditional Zoning District (Article VI)
 Planned Neighborhood District/Conditional Zoning District (Article VII)
 Density Development/Conditional Zoning District, at the Density
(Article VIII)

APPLICATION FOR
CONDITIONAL ZONING

1. PROPOSED USE(S):

- A. List the use(s) proposed for the Conditional Zoning. (Use of the underlying district will be restricted only to the use(s) specified in this application if approved.)

Vehicle repair garage, Office, Outside storage of equipment and related materials,
Fuel tanks and Pumps

- B. Density: List the amount of acreage that will be residential, commercial, and/or open space, and the number of lots and/or dwelling units proposed, and the square footage of the non-residential units.

This application is to add 1.14 acres of land to an existing 2.44 acre A1 (CU) that was approved in the initial zoning. The business was existing then but the drive around area used by vehicles to enter the garage was not included in the original site plan. He now wishes to include that area.

2. DIMENSIONAL REQUIREMENTS:

- A. Reference either the dimensional requirements of the district, Sec. 1104 or list the proposed setbacks.

N/A

- B. Off-street parking and loading, Sec.1202 & 1203: List the number of spaces, type of surfacing material and any other pertinent information.

There is more than sufficient are for any parking and loading. None of which is paved.

3. SIGN REQUIREMENTS:

Reference the district sign regulations proposed from Article XIII.

N/A

4. LANDSCAPE AND BUFFER REQUIREMENTS:

- A. For all new non-residential and mixed use development abutting a public street, indicate the number and type of large or small ornamental trees used in the streetscape, yard space, and/or parking areas, plus the number and type of shrubs. (Sec. 1102N). **NOTE: All required landscaping must be included on the site plan.**

N/A

- B. Indicate the type of buffering and approximate location, width and setback from the property lines. (Sec. 1102G). **NOTE: All required buffers must be included on the site plan.**

N/A

5. MISCELLANEOUS:

List any information not set forth above, such as the days and hours of the operation, number of employees, exterior lighting, noise, odor and smoke, emission controls, etc.

Hours of Operation - Mon - Sat 6:00 am till 6:00 pm

Employs 10 - 20 people

Two existing outside lights

6. SITE PLAN REQUIREMENTS:

The application must include a site plan drawn to the specifications of Sec. 1402. If the proposed uses involve development subject to the County Subdivision Ordinance, the site plan required may be general in nature, showing a generalized street pattern, if applicable, and the location of proposed uses. If the proposed uses include development not subject to the Subdivision Ordinance, the site plan must be of sufficient detail to allow the Planning and Inspections Staff, Planning Board and County Commissioners to analyze the proposed uses and arrangement of uses on the site. It also must include the footprints of all buildings (proposed and existing), the proposed number of stories, location and number of off-street parking and loading spaces, proposed points of access to existing streets and internal circulation patterns. In addition, the location of all proposed buffers and fences and landscaping shall be included on the site plan.

7. STATEMENT OF ACKNOWLEDGMENT:

It is understood by the undersigned that the official zoning map, as originally adopted and subsequently amended, is presumed to be appropriate to the property involved and that the burden of proof for a zoning amendment (rezoning) rest with the petitioner.

It is the responsibility of the petitioner (personally or by agent) to submit to the Planning and Inspections Department a valid request within a complete application.

I further understand I must voluntarily agree to all ordinance related conditions prior to the first hearing on the case or any disagreement may be cause for an unfavorable recommendation. The undersigned hereby acknowledge that the Planning and Inspections Staff has conferred with the petitioner or assigns, and the application as submitted is accurate and correct.

Don Knobloch, Executor of the Fred Knobloch Estate

DIANE KNOBLOCH

NAME OF OWNER(S) (PRINT OR TYPE)

4365 Marshwood Lake Road, Fayetteville, NC 28306

6805 TALLPINE DR FAY NC 28306

ADDRESS OF OWNER(S)

donknob@hotmail.com

E-MAIL

(910) 818-6919

same

HOME TELEPHONE

WORK TELEPHONE

[Signature]

[Signature]

SIGNATURE OF OWNER(S)

SIGNATURE OF OWNER(S)

This application is prepared by Lori Epler at Larry King and Associates, R.L.S., P.A.
Please include me on all correspondence regarding this application.

NAME OF AGENT, ATTORNEY, APPLICANT (by assign) (PRINT OR TYPE)

P.O. Box 53787, Fayetteville, NC 28305

ADDRESS OF AGENT, ATTORNEY, APPLICANT

(910) 483-4300

same

HOME TELEPHONE

WORK TELEPHONE

LEpler@LKandA.com

(910) 483-4052

E-MAIL ADDRESS

FAX NUMBER

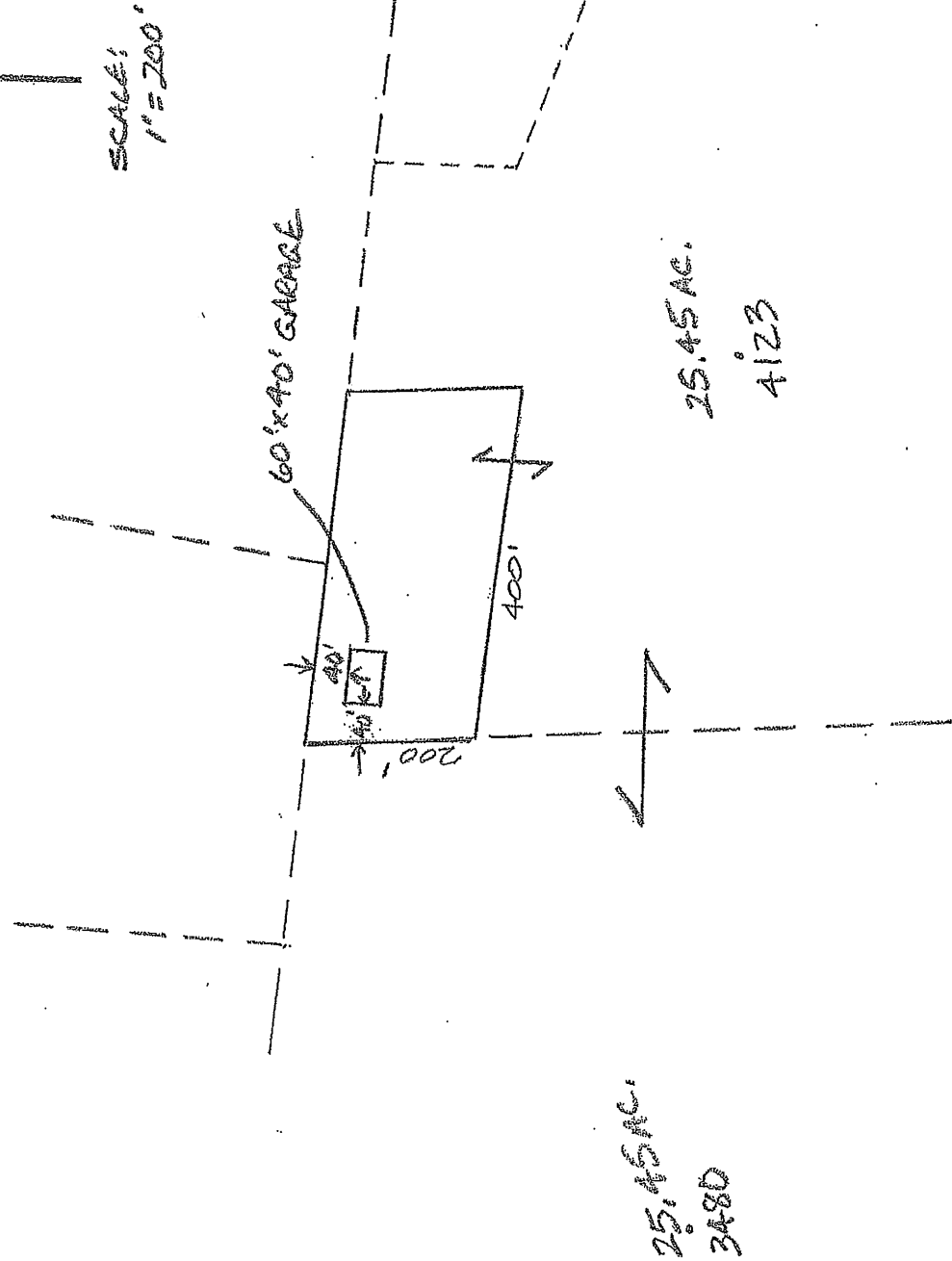
Lori Epler

SIGNATURE OF AGENT, ATTORNEY, OR APPLICANT

CASE 17-43

CONDITIONAL USE OVERLAY

REQUEST: TO OPERATE REPAIR GARAGE
AND OFFICE IN AN A1 DISTRICT



AFFIDAVIT OF THE HOUSING INSPECTOR'S REPORT
BEFORE THE BOARD OF CUMBERLAND COUNTY COMMISSIONERS

I, George Hatcher, Inspector for the County of Cumberland Inspection Department, acting in my official capacity, being duly sworn, depose and say:

BACKGROUND: That the following is a report on Minimum Housing case number MH 1368-2016.

Property Owner: John H. Pennie

Home Owner: John H. Pennie

Property Address: 476 Slocumb Road, Fayetteville, NC


Tax Parcel Identification Number: 0542-51-3084

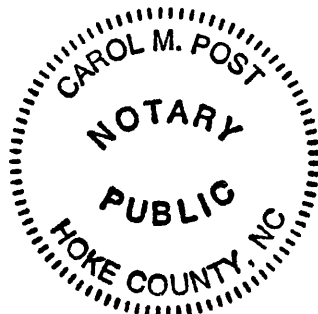
SYNOPSIS: This property was inspected on 3/3/2016. The property owners and parties of interest were legally served with Notice of Violations and was afforded a Hearing on 4/1/2016. John H. Pennie attended the Hearing. It was ordered that the structure be repaired to a minimum standard for human habitation, or be demolished and the debris removed from the premises by a date not later than 5/1/2016. The property owners and parties of interest were notified of the appeal procedures when they were served with the Findings of Fact and Order. (See Exhibit A for Findings of Fact and Order.) No appeal was filed. Upon my visit to the property on 4/7/2016, no corrective action has been made to the structure. The structure is presently vacant and unsecured. In its present state, this structure constitutes a fire, health, and safety hazard.

The estimated cost to repair the structure to a minimum standard for human habitation is \$47,040.00. The Assessor for Cumberland County has the structure presently valued at \$500.00. (salvage value). Attached is a map depicting the location of the property. (See Exhibit B.)

PROPERTY OWNER HAS SIGNED A CONSENT TO DEMOLISH FORM.


RECOMMENDATION: IT IS THE RECOMMENDATION OF THE PLANNING & INSPECTION DEPARTMENT THAT THE STRUCTURE BE DEMOLISHED, AND THE DEBRIS REMOVED FROM THE LOT.


George Hatcher
Code Enforcement Officer
County of Cumberland



Sworn to and Subscribed to by me this

The 17th day of April 2016.


Notary Public
My Commission Expires: 11-20-19

BOARD FINDINGS AND ACTION CHECK LIST
MINIMUM HOUSING REHABILITATION AND/OR DEMOLITION ORDINANCE

Name(s) of Owner(s)

Appearances:

Inspection Dept. Case No.:

BOARD OF COUNTY COMMISSIONERS MOTION:

1. If the Board feels that the structure should be demolished, the Board's motion should be:

To adopt the order and report of the Minimum Housing Inspector as the true facts in this case, and

To order the property owner to remove or demolish the dwelling within _____ days.

To order the Inspector to remove or demolish the dwelling, if the owner fails to do so and impose a lien on the real property for the cost of such action.

To direct the clerk to incorporate the foregoing findings and orders in an ordinance certified by the Chairman and record the same in the Register of Deeds.

2. If the Board feels that the property can be rehabilitated, the Board's motion should be:

To adopt the order and report of the Minimum Housing Inspector as the true facts in this case.

To order the property owner to rehabilitate the property within _____ days.

To order the property owner to vacate and secure the property within _____ days pending rehabilitation.

To order the Inspector to rehabilitate the property or remove or demolish the dwelling, if the owner fails to do so and impose a lien on the real property for the cost of such action.

To direct the clerk to incorporate the foregoing findings and orders in an ordinance certified by the Chairman and record the same in the Register of Deeds.

3. If the Board wishes to delay action on the case, the Board's motion should be:

To adopt the order and report of the Minimum Housing Inspector as the true facts in this case.

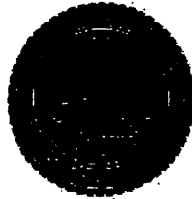
To delay a decision on the case until _____ (date) in order to give the owner or party of interest time to: _____

Thomas J. Lloyd,
Director

Cecil P. Combs,
Deputy Director

Scott Walters,
Code Enforcement Manager

Carol M. Post
Office Processing Assistant



**CUMBERLAND
★ COUNTY ★
NORTH CAROLINA**

Planning & Inspections Department

FINDINGS OF FACT AND ORDER

91 7199 9991 7035 6814 5144 CIP

4/1/2016

John H. Pennie & Parties of Interest
468 Slocumb Road
Fayetteville, NC 28311

CASE # MH-1368-2016

PROPERTY AT: 476 Slocumb Road, Fayetteville, NC

A Complaint, Notice of Hearing and Report of Inspection were legally served to the owner or owner's agent, and any party of interest. These documents were in fact received by the owner or owner's agent and party of interest on 3/4/2016.

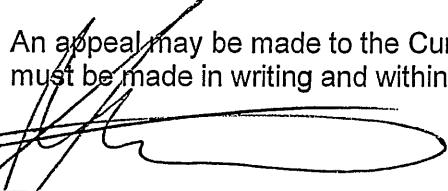
Pursuant of law, a Hearing was conducted in Room 101, of the Historic Courthouse at 130 Gillespie Street, Fayetteville, NC on 4/1/2016 at 9:30 AM. The items identified below took place at the Hearing:

- ☐ 1. No owner or party of interest, or their agent, or representative appeared.
- ☒ 2. An answer was filed by owners and/or parties of interest. The answer was heard, read, and considered. Those appearing in person were: John H. Pennie.
- ☒ 3. The undersigned inspector personally inspected the dwelling described in the Complaint and Notice of Hearing dated 3/3/2016. Upon the record and all of the evidence offered and contentions made, the undersigned Hearing Officer does thereby find the following fact:
 - ☒ a. The dwelling in question is violative of the Cumberland County Housing Ordinance as per findings in the inspection report with an assigned case number of MH-1368-2016, dated 3/3/2016.
 - ☒ b. Due to these findings, the dwellings are found to be in a substandard condition in accordance with the Cumberland County Ordinance.
 - ☒ c. The dwelling is unfit for human habitation.

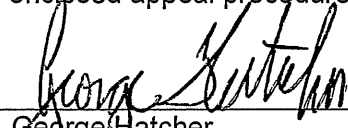
EXHIBIT "A"

- ☒ 4. Due to facts presented above, the Hearing Officer orders as follows:
- ☒ a. The owners and/or parties of interest of the dwelling named above are required to bring such dwelling into compliance with the Cumberland County Housing Ordinance by either repairing, altering, and improving the dwelling up to a minimum standard or by demolishing the structure and then causing the debris to be removed from the premises by a date not later than 5/1/2016. **All required permits must be obtained. A copy of this order must be presented when obtaining permits.**
- ☒ b. The dwelling shall remain vacated until compliance with this order is completed and removed by the inspector, and the lot must be continuously maintained.
- ☒ c. The structure shall be/remain secured to prevent entry by 4/1/2016 and shall remain secured.
- ☒ d. By authority of North Carolina General Statutes 14-4, violation of the County code is punishable as a Class 3 Misdemeanor in criminal court and also subjects the violator to injunctive relief and/or a civil penalty of \$50.00 per day for each day's continuing violation after 5/1/2016.
- ☒ e. The County Planning/Inspection Department may immediately begin procedures to seek a demolition ordinance from the Cumberland County Board of Commissioners for failure to bring the property into compliance by 5/1/2016. The cost of said demolition will be assessed against the real property in the form of a lien.

An appeal may be made to the Cumberland County Housing Board of Appeals. If an appeal is requested, it must be made in writing and within the time limits specified in the enclosed appeal procedures.



Scott Walters
Hearing Officer

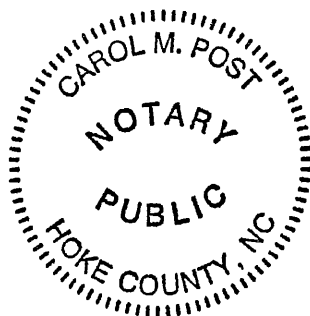


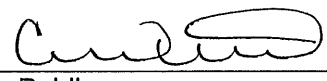
George Hatcher
Code Enforcement Officer

Enclosed: Appeals Procedure Form

Cc:

Sworn to and Subscribed to by me
this the 15th day of April, 2016





Notary Public
My Commission Expires: 11-06-19

EXHIBIT "A"

NORTH CAROLINA
COUNTY OF CUMBERLAND

PLANNING/INSPECTIONS DEPARTMENT

RE: **John H Pennie & Parties of Interest**
Name of Violator

MH 1368-2016
Case Number

AFFIDAVIT OF RETURN OF SERVICE
(Personal Service to Individual)

I, George Hatcher, Code Enforcement Officer, with the Cumberland County Inspections Department,
(name & title)

personally served John H Pennie, a copy of the Findings of Fact and Order and Appeals Procedures Form
(name of violator)

citing violations of Article IV, Chapter 4 of the Cumberland County Minimum Housing Ordinance

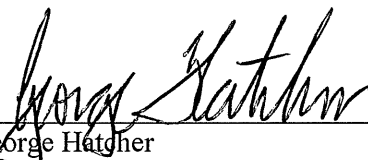
by mailing said notice(s) via certified and first class mail to the following address:

468 Slocumb Road, Fayetteville, NC 28311 and by posting said notice(s) to the following

address: 476 Slocumb Road, Fayetteville, NC on this the 1st day of April, 2016


(Person signing for Notice(s))

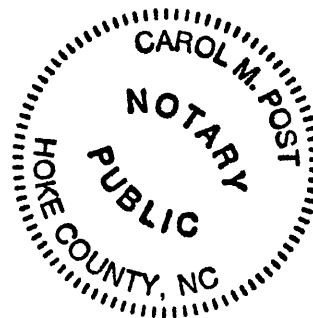
☐ Check box if person(s) refuse to sign


George Hatcher
Code Enforcement Officer, Cumberland County
Planning & Inspections Dept.

North Carolina
Hoke County

Sworn to and subscribed to before me
this the 1st day of April, 2016.


Notary Public
My Commission Expires: 11/06/2019



PROOF OF SERVICE OF **FINDINGS OF FACT AND ORDER**
DATED April 1, 2016 CASE NUMBER **MH 1368-2016**

EXHIBIT A

MAP DEPICTING LOCATION OF PROPERTY

Property Owner: John H. Pennie

476 Slocumb Road, Fayetteville , NC

Minimum Housing Case # MH 1368-2016

TAX PARCEL IDENTIFICATION NUMBER: 0542-51-3084

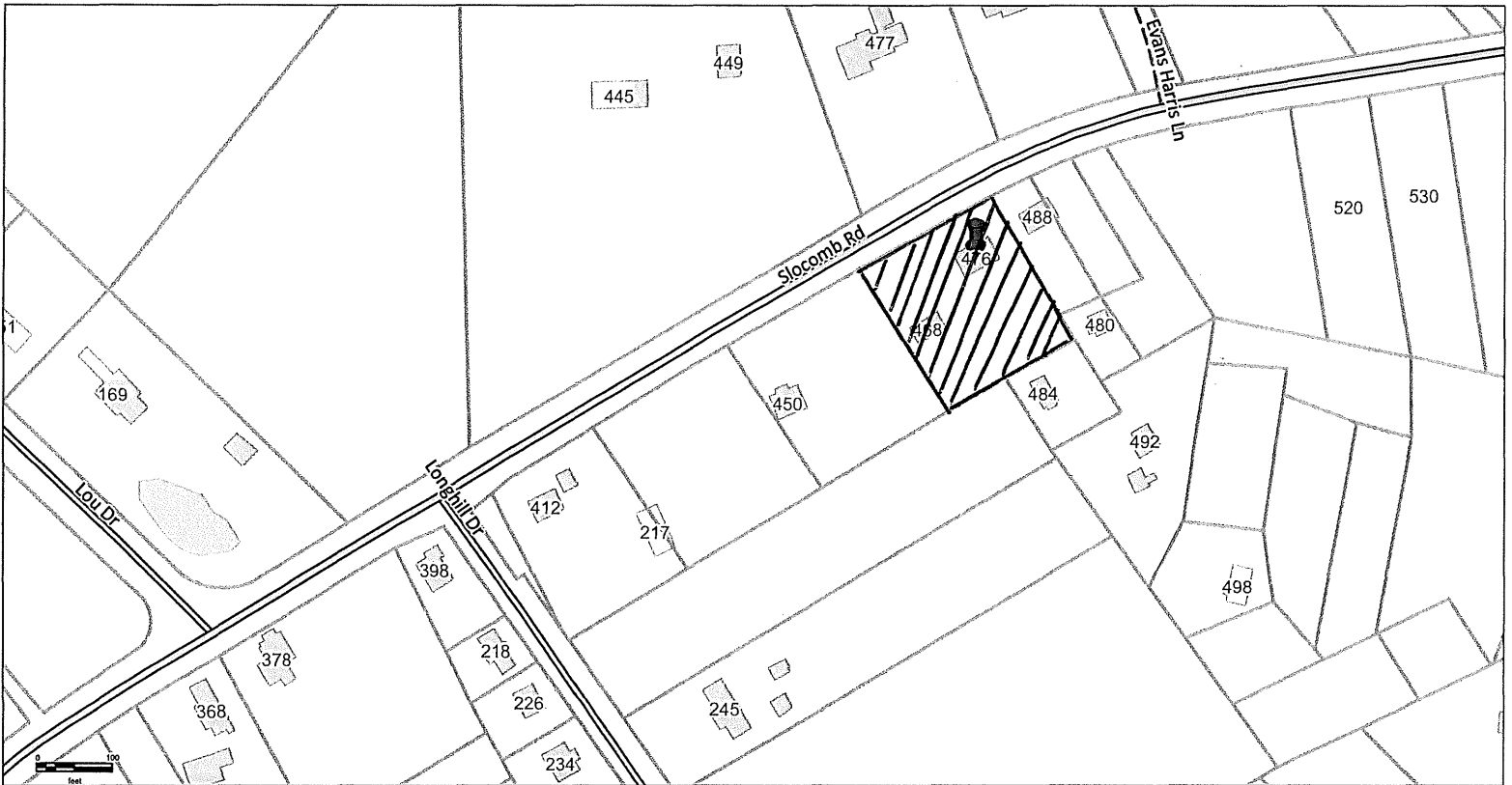


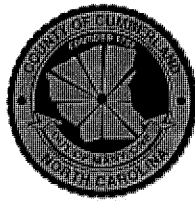
EXHIBIT B

Thomas J. Lloyd,
Director

Cecil P. Combs,
Deputy Director

Scott Walters,
Code Enforcement Manager

Carol M. Post
Office Processing Assistant



**CUMBERLAND
COUNTY**
NORTH CAROLINA

George Hatcher,
Inspector

Joey Lewis,
Inspector

Joan Fenley,
Inspector

Debra Johnson,
Inspector

Christopher Fulton,
Inspector

Planning & Inspections Department

CONSENT TO DEMOLISH

I, John H. Pennie, property owner of
476 SLOCUMB RD, FAYETTEVILLE, NC, identified by Tax Parcel Identification
Number 0542-51-3084, and more particularly described as
1 AC MEMPHIS LND MAP SHEET 0542-04

do hereby consent to the Cumberland County Planning and Inspection Department
demolishing the structure(s) as described above and thereafter clearing all the debris from
the premises, leaving the lot free and clear of any rubbish and debris or pockets or holes
that will collect water.

I further understand that the cost for said demolition and debris removal will be placed in
the form of a lien against the real property identified by Tax Parcel Identification Number
0542-51-3084, and will be collected by the Cumberland County
Tax Collector. Failure to pay the tax lien or assessment can result in the Tax
Administrator's Office taking action to cause a mortgage style foreclosure of the
property, to garnish my wages or to levy on my bank account.

John H. Pennie
Property Owner

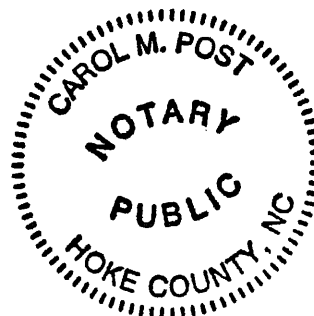
4/7/16
Date

Sworn to and Subscribed to by me this

The 17th day of April, 2016

[Signature]
Notary Public

My Commission Expires: 11-06-19





ITEM NO. 3F

**CUMBERLAND
★ COUNTY ★
NORTH CAROLINA**

COMMUNITY DEVELOPMENT

MEMORANDUM FOR BOARD OF COMMISSIONERS AGENDA OF APRIL 18, 2016

TO: BOARD OF COUNTY COMMISSIONERS

THRU: AMY H. CANNON, COUNTY MANAGER

FROM: SYLVIA H.-MCLEAN, DIRECTOR *SHM*

DATE: APRIL 7, 2016

**SUBJECT: PUBLIC HEARING – 2016 DRAFT COMMUNITY DEVELOPMENT
ANNUAL ACTION PLAN**

BACKGROUND

The Community Development Annual Action Plan covers the period from July 1, 2016 through June 30, 2017. The draft 2016 Annual Action Plan has been available for a 30-day citizen's review and comment period throughout Cumberland County since March 11, 2016. The draft 2016 Annual Action Plan must be submitted to the U.S. Department of Housing & Urban Development HUD by May 13, 2016 in order to receive our annual allocations for Community Development Block Grant (CDBG) and Home Investment Partnership Act (HOME) Programs.

As part of the citizen participation process, a public hearing must be held during the comment period. All comments received regarding the plan will be addressed by the Community Development Director within 15 days of receipt and will be included in the final 2016 Annual Action Plan forwarded to HUD. After the public review period and all comments are incorporated in the document, a final 2016 Annual Action Plan will be submitted to the Board of Commissioners on May 2 for approval to submit to HUD by May 13, 2016.

RECOMMENDATION AND PROPOSED ACTION

Community Development requests that the Board of County Commissioners hold a public hearing on the draft 2016 Annual Action Plan to offer input and comments, as well as receive comments from the public. No other action is necessary.

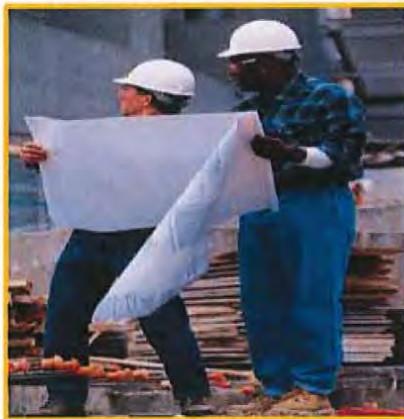
Attachment: Draft 2016 Annual Action Plan
Public Hearing Notice

CUMBERLAND COUNTY COMMUNITY DEVELOPMENT

2016 ANNUAL ACTION PLAN

(July 1, 2016 through June 30, 2017)

DRAFT



CONDENSED VERSION

Public Review Comment Period:
March 11, 2016 through April 9, 2016

Public Hearing:
April 18, 2016 @ 6:45 p.m.
Cumberland County Courthouse
117 Dick Street
Fayetteville, NC



Table of Contents

EXECUTIVE SUMMARY	4
CONSULTATION	7
CITIZEN PARTICIPATION	15
EXPECTED RESOURCES	18
ANNUAL GOALS & OBJECTIVES	23
PROJECTS	24
GEOGRAPHIC DISTRIBUTION	27
AFFORDABLE HOUSING	28
PUBLIC HOUSING	29
HOMELESS & OTHER SPECIAL NEEDS	30
BARRIERS TO AFFORDABLE HOUSING	32
OTHER ACTIONS	33
PROGRAM SPECIFIC REQUIREMENTS	35
GEOGRAPHIC DISTRIBUTION – CENSUS TRACTS MAPS	

AP-05 EXECUTIVE SUMMARY

Introduction

As an urban county entitlement, Cumberland County receives an annual allocation of Community Block Development Grants (CBDG) and Home Investment Partnerships Program (HOME) funding from the US Department of Housing and Urban Development. Cumberland County is required to prepare and submit a one-year community development action plan. The 2016 Annual Action Plan will be the second year of achieving the goals outlined in the Consolidated Plan for the program period 2015-2019.

As a result of information obtained during the county-wide strategic planning process that included the input of governmental, nonprofit, business, and other community partners, as well as members of the public during the 2015 Consolidated Planning process, the 2016 Annual Plan will address the priority needs of affordable, safe, decent housing to low-moderate income citizens, homeless people or those at risk of homelessness, and people from special needs populations. Additionally, it offers a plan to provide services to these populations and to build on the existing community assets throughout the cities and neighborhoods of our county.

Summary of the objectives and outcomes identified in the Plan Needs Assessment Overview

Affordable Housing

Cumberland County will pursue housing goals and objectives that include increasing the availability and accessibility of decent, safe and affordable housing to include acquisition, new construction, rehabilitation, clearance, demolition and down payment assistance.

Homelessness

Cumberland County will pursue goals and objectives to benefit the homeless that include increasing the number of units of transitional, permanent supportive and affordable housing; explore and promote a facility to provide support services, referrals and resources to homeless individuals; rental and utility assistance to help prevent homelessness and to reduce homeless population and increase chances for sustained independence.

Non-Housing Community Development

Cumberland County will pursue goals and objectives to provide assistance to low income persons with medical and/or health care services, increase community awareness of available transportation services and resources to address infrastructure concerns in the smaller towns and coordinate with other county departments and agencies to address water, sewer and drainage issues and promote economic development.

Evaluation of past performance

In the 2014 Program year, Cumberland County met the following annual objectives:

- Rehabilitate 19 owner-occupied units and 4 rental units;
- Emergency repair provided to 8 homeowners to eliminate code and incepted violations;
- Provided funding for the construction and completion of 2 new units to increase the affordable housing supply;
- Made available educational literature to at least 100 households that may be potentially affected by lead-based paint;

- Provided funding to programs that assisted 248 disabled persons;
- Provided financial stability for local homeless initiatives to eliminate gaps in services by setting aside 30% of the public services annual allocation for homeless activities
- Working with human services agencies to maximize use, coordination, and delivery of human services for 6,161 residents;
- Increased awareness of fair housing law for 2 providers serving minorities and special populations groups;

Summary of citizen participation process and consultation process

During the planning process of the 2016 Annual Action Plan, citizen input was solicited during presentations at public meetings during the period of January and February 2016 to the towns within Cumberland County's jurisdiction. Residents were notified of meetings through public service announcements, media notices, and flyers distributed throughout the area. The Public Review period for the 2016 Annual Action plan ran for a 30-day period from March 11 – April 9, 2016. A public hearing was held before the Board of County Commissioners on April 18, 2016 in the County Courthouse, located at 117 Dick Street.

Summary of comments or views not accepted and the reasons for not accepting them

Public comments will be considered and, as appropriate, adjustments will be made to the final document.

Summary

Cumberland County has made strong progress on the goals of expanding affordable housing opportunities for its low- and moderate income citizens. Because the County has a strong military presence, the fluidity of the military population and the subsequent housing market ensures that affordable housing will remain an issue for years to come.

Cumberland County will continue to pursue public-private partnerships and continue efforts to develop housing and services that meet the needs of the most vulnerable members of the community. In partnership with other governmental agencies, including the City of Fayetteville; nonprofits; the developer and real estate community; businesses; and concerned citizens. The County will continue to take steps to create decent, safe, affordable housing for families and individuals. Additionally, the County will work to provide supportive services to those special populations that may find access to specialized care more difficult to obtain.

Through its work with the Continuum of Care on Homelessness, the County will also support the goal of reducing homelessness to include identifying the factors that lead to homelessness and providing the necessary components that addresses these issues. Homelessness is a priority for both local governments in developing a partnership strategy to address the issue by utilizing data driven analysis that will result in solutions to reduce and prevent homelessness in the community.

PR-05 LEAD & RESPONSIBLE AGENCIES

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	CUMBERLAND COUNTY	Community Development
HOME Administrator	CUMBERLAND COUNTY	Community Development

Narrative

Cumberland County receives funding from two of HUD's formula grant programs: the Community Development Block Grants (CDBG) and HOME Investment Partnerships (HOME) programs. The county's Community Development Department, headed by Ms. Sylvia McLean, Community Development Director, serves as the lead agency on both grants.

Consolidated Plan Public Contact Information

Ms. Sylvia McLean
Director
Cumberland County Community Development
707 Executive Place
Fayetteville, NC 28305
(910) 323-6112
smclean@co.cumberland.nc.us

Introduction

The County works closely with public and assisted housing providers to identify funds and potential county-owned properties that can be donated to housing providers. Additionally, through periodic meetings with developers, affordable housing providers, and representatives from various public services agencies, the Community Development Department seeks to identify opportunities for collaboration. The County also works through its planning departments on zoning, planning, and unified ordinance issues to facilitate the development of housing.

Further, through the work of the Cumberland County Continuum of Care on Homelessness (CoC), the County is involved in the recent development of a coordinated intake assessment referral form as a standardized tool for intake and referral of homeless and at risk of becoming homeless. The tool will help to coordinate services and is designed to keep clients from “falling through the cracks” as they seek services and support. The CoC is excited about this initiative as sees it as the first step in bringing together service providers as a cohesive way to provide coordinated services. Further, this coordinated approach will help maximize resources and not duplicate services.

Provide a concise summary of the jurisdiction’s activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies

Through the consultation process, the County has worked with numerous private and governmental health, mental health, and service agencies to find opportunities to coordinate the support of residents of low-income and affordable housing. Insights and feedback from health care and service provider partners are critical to maximizing the level of services available to our target families. These providers will be integrally involved in the implementation of the Consolidated Plan and Annual Action Plan.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The CoC works with other CoCs throughout the state, including through its work with the North Carolina Coalition to End Homelessness. The CoC provides data regarding the number of and needs of homeless people, people at risk of homelessness, and people imminently homeless. Allocations are based on the framework of needs, priorities, goals, and objectives developed through the CoC’s needs assessment and the Five-Year Consolidated Planning cycle, as well as other grant guidelines. Currently, the top priorities include rapid re-housing, homeless prevention, emergency response, and HMIS. Through the CoC’s Performance and Evaluation Committee, priorities will be evaluated at least annually. The Committee will evaluate outcomes to ensure the goals of the CoC are being met. The Homeless Management Information System (HMIS) is being used by providers on a statewide level. However, a local system administrator will provide training and technical assistance to users within the community in accordance to the policies and procedures developed by the HMIS Lead Agency.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards and evaluate outcomes, and develop funding, policies and procedures for the administration of HMIS.

Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdictions consultations with housing, social service agencies and other entities.

Agencies, groups, organizations who participated

1	Agency/Group/Organization	Cape Fear Valley Hospital
	Agency/Group/Organization Type	Services-homeless Services-Health Publicly Funded Institution/System of Care Civic Leaders
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Homelessness Needs - Veterans Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Cape Fear Valley Hospital works closely with the CoC and health and social service providers to find housing with supportive services for people discharged from the hospital.
2	Agency/Group/Organization	City of Fayetteville Transit Department
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Market Analysis Non-housing Community Development Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The transit department is a key partner in providing and continually expanding transportation options for low-income residents commuting to employment and school.
3	Agency/Group/Organization	Cumberland County Continuum of Care on Homelessness
	Agency/Group/Organization Type	Services-homeless Continuum of Care
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Market Analysis Anti-poverty Strategy Non-housing Community Development Strategy

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Continuum of Care, comprised of representatives from government, nonprofit, and private shelter, housing, and supportive service providers, seeks to increase access to shelters and services for homeless people. Through coordinated intake, referrals, and services, the CoC works to help homeless people find housing and become self-sufficient.
4	Agency/Group/Organization	Cumberland County Community Development
	Agency/Group/Organization Type	Services - Housing Services-homeless Service-Fair Housing Other government - County Other government - Local Community Development
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Two members of the Community Development Department offered their detailed insights regarding their efforts to develop affordable housing; the community's housing and service needs; collaborations with other agencies; and economic development initiatives.
5	Agency/Group/Organization	Cumberland County Department of Public Health
	Agency/Group/Organization Type	Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Health Health Agency Other government - County Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Lead-based Paint Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Anti-poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The county Department of Public Health works closely with other nonprofit and hospital providers to coordinate care for low-income and homeless individuals and families.
6	Agency/Group/Organization	Cumberland County Department of Social Services

	Agency/Group/Organization Type	Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Education Child Welfare Agency Other government - County Other government - Local
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Market Analysis Anti-poverty Strategy Non-housing Community Development Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	DSS offers services to vulnerable children and families, including homeless people, mentally ill people, disabled people, elderly people, veterans, people with HIV/AIDS, and victims of domestic violence. DSS also works to connect clients with housing and services throughout the community.
7	Agency/Group/Organization	Cumberland County Planning Department
	Agency/Group/Organization Type	Other government - County Other government - Local Planning
	What section of the Plan was addressed by Consultation?	Lead-based Paint Strategy Market Analysis Fair Housing
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	As a longtime housing development partner, the Planning department provided insights on zoning, planning, and code issues that facilitate the development of affordable housing.
8	Agency/Group/Organization	Cumberland County Tax Office
	Agency/Group/Organization Type	Other government - County Other government - Local
	What section of the Plan was addressed by Consultation?	Market Analysis Fair Housing
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The County tax office was consulted to determine whether any specific tax policies inhibit the development of affordable housing in the region.
9	Agency/Group/Organization	City of Fayetteville Community Development Department

	Agency/Group/Organization Type	Housing Services-Employment
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis Non-housing Community Development Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Four members of the Community Development Department offered their detailed insights regarding their efforts to develop affordable housing; the community's housing and service needs; collaborations with other agencies; and economic development initiatives.
10	Agency/Group/Organization	Fayetteville Area Habitat for Humanity
	Agency/Group/Organization Type	Housing Regional organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	This organization is a leading developer of low-income and affordable housing in the city and county.
11	Agency/Group/Organization	Fayetteville Metropolitan Housing Authority
	Agency/Group/Organization Type	Housing PHA
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Anti-poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The FMHA manages 1,045 units of public housing and receives funding and support from the Community Development Department.
12	Agency/Group/Organization	Fayetteville Regional Association of Realtors
	Agency/Group/Organization Type	Business Leaders Civic Leaders
	What section of the Plan was addressed by Consultation?	Market Analysis Fair Housing
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Fayetteville Realtors provided feedback and data regarding housing market trends and fair housing issues.
13	Agency/Group/Organization	Fayetteville Cumberland County Human Relations Department

	Agency/Group/Organization Type	Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis Fair Housing
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Two members of the local Human Relations Commission shared their insights regarding their efforts to ensure equal opportunities for all citizens to obtain decent, affordable, and safe housing.
14	Agency/Group/Organization	Cumberland County Workforce Development
	Agency/Group/Organization Type	Services-Education Services-Employment
	What section of the Plan was addressed by Consultation?	Market Analysis Anti-poverty Strategy Non-housing Community Development Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Through a partnership with Fayetteville Technical Community College and the county schools, this organization provides training and job support to local citizens. Two members shared information regarding upcoming training and other workforce initiatives.
15	Agency/Group/Organization	KINGDOM COMMUNITY DEVELOPMENT CORPORATION
	Agency/Group/Organization Type	Housing Services-Education Regional organization Business and Civic Leaders
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	This organization is a leading developer of low-income and affordable housing in the city and county. Additionally, the organization provides affordable housing and debt management classes for low-income people.
16	Agency/Group/Organization	North Carolina Human Relations Commission
	Agency/Group/Organization Type	Service-Fair Housing Other government - State
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis Fair Housing
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The NC Human Relations Commission shared their insights regarding their efforts to ensure equal opportunities for all citizens to obtain decent, affordable, and safe housing. They also provided data regarding Fair Housing complaints and cases.

17	Agency/Group/Organization	North Carolina Legal Aid
	Agency/Group/Organization Type	Service-Fair Housing Regional organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis Fair Housing
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	This organization provides Fair Housing education and testing services and two members provided data regarding cases and testing in Cumberland County.
18	Agency/Group/Organization	Reinvestment Partners
	Agency/Group/Organization Type	Service-Fair Housing Regional organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis Fair Housing
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	This organization conducts Fair Lending testing throughout the U.S. They have not yet tested in Cumberland County.
19	Agency/Group/Organization	United Management II
	Agency/Group/Organization Type	Housing Regional organization Business and Civic Leaders
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	This organization is a leading developer of low-income and affordable housing in the county.
20	Agency/Group/Organization	U. S. Housing and Urban Development
	Agency/Group/Organization Type	Service-Fair Housing Other government - Federal
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis Fair Housing

How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	HUD staff provided data regarding Fair Housing complaints and cases through a Freedom of Information Act request.
---	---

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Cumberland County	
Continuum of Care Action Plan	Cumberland County Continuum of Care	The Consolidated Plan and CoC Action Plan seek to develop more housing options for homeless people and low-income people, as well as coordinated supportive services.

Other local / regional / federal planning efforts

Describe cooperation and coordination with other public entities, including the State and any adjacent units of general local government, in the implementation of the Consolidated Plan

The county's plan includes feedback and participation from citizens and local leaders through a series of public meetings aligned with the Town Council meetings. Therefore, the concerns and feedback of citizens and leaders from Eastover, Falcon, Godwin, Hope Mills, Linden, Spring Lake, Stedman, and Wade are included. Town leaders can gain a better understanding of the Community Development Department's work and disseminate that information to their constituents. Further, as sites of planned or potential affordable housing, infrastructure improvements, or economic development efforts, many of these towns were key partners in implementation of the elements of the Consolidated Plan.

AP-12 CITIZEN PARTICIPATION

Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

Cumberland County engaged in a robust process of including citizen participation within the Consolidated Planning Process. A series of public meetings was held in conjunction with town council meetings within the jurisdiction. Residents were notified of the meetings through Public Service Announcements, media notices, flyers and notices distributed throughout the Cumberland County area. The low-income, disabled and minority community was also targeted through organizations and publications serving their communities. Additionally, the county utilized email and regular mailing lists to notify interested citizens and agencies of the upcoming meetings. The County provided the public the opportunity to review and comment on the proposed Action Plan through its display at 10 public locations, including government offices and public libraries.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of Comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Newspaper Ad	Minorities Non-targeted/ broad community	Please see meetings summaries.	No comments received.		
2	Public Service Announcement	Non-targeted/ broad community	Sent to media sources known to have PSA programming within the Fayetteville area, including The Fayetteville Observer	No comments received.		
3	Public Service Announcement	Minorities Non-English Speaking - Specify other language: Spanish	Notices of Public Meetings through various media outlets targeting minority groups. Please see meetings summaries for responses and attendance.	No comments received.		
4	Public Service Announcement	Non-English Speaking - Specify other language: Spanish	Notices of Public Meetings in neighborhoods where census data suggests concentration of minorities. Please see meetings summaries.	No comments received.		

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of Comments received	Summary of comments not accepted and reasons	URL (If applicable)
5	Public Service Announcement	Minorities Non-English Speaking - Specify other language: Spanish	Notices of Public Meetings in agencies and organizations serving low- to moderate-income people- Department of Social Services, Public Health Department. Please see meetings summaries.	No comments received.		
6	Public Service Announcement	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Residents of Public and Assisted Housing	Notices of Public Meetings in public buildings and commercial establishments near the meeting sites and at locations frequented by prospective beneficiaries of program, including community groups, places of worship. Please see meetings summaries.	No comments received.		
7	Public Meeting	Non-targeted/ broad community	Location/Date of Public Meeting: Godwin Town Hall, 4924 Markham Street, Godwin, NC 28344/February 15 @ 7pm. Participants expressed interest in water/sewer service and proper drainage issues, as well as police service, home repair services, and services for homeless people. Many also reported a high need for affordable rental housing and homeownership assistance. There was also interest in community centers.	General comments received on community development programs of interest included housing, infrastructure, transportation for seniors.		

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of Comments received	Summary of comments not accepted and reasons	URL (If applicable)
8	Public Meeting	Non-targeted/ broad community	Location/Date of Public Meeting: Stedman Town Hall, 5110 Front Street, Stedman, NC 28391/February 4 @ 7pm. Citizens showed strong interest in Affordable Rental Housing, Job Creation, Mental Health, and Health Services, and Services for Seniors and Youth.	General comments received on community development programs.		
9	Public Meeting	Non-targeted/ broad community	Location/Date of Public Meeting: Spring Lake Municipal Building, 300 Ruth Street, Spring Lake, NC 28390/February 8 @ 7pm. Citizens showed strong interest in job creation and training, mental health services, youth services, and streets/sewer improvements.	General comments received on community development programs of interest included housing and infrastructure.		
10	Public Meeting	Non-targeted/ broad community	Location/Date of Public Meeting: Hope Mills Town Hall, 5770 Rockfish Rd, Hope Mills, NC 28348/January 25 @ 7pm. Citizens expressed strong interest in home ownership assistance, home repair assistance, low-interest business loans, job creation/retention, job training, commercial rehabilitation, and youth services.	General comments received on community development programs - housing.		

Citizen Participation Outreach

AP-15 EXPECTED RESOURCES

Introduction

Cumberland County receives Community Development Block Grant (CDBG) & HOME Investment Partnership Program (HOME) funds directly as an entitlement community. Cumberland County partners with local agencies in order to leverage grants dollars.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	741,860	175,000	755,000	1,671,860	5,015,580	Annual award is a conservative estimate based on recent awards.
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA (tenant based rental assistance)	277,819	200,000	485,000	962,819	2,888,457	Annual award is a conservative estimate based on recent awards.
Competitive McKinney-Vento Homeless Assistance Act	public - state	Other	128,000	0	0	128,000	384,000	Annual award through the State is a conservative estimate based on recent awards. ESG Program is contracted out to local agencies to carry out the activities.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Continuum of Care	public - federal	Other	972,000	0	0	972,000	2,781,000	Annual awards are conservative based on recent awards. Projects are administered by local agencies to carry out the activities for operation and support services
General Fund	public – local	Admin and Planning Housing	150,296	0	0	150,296	450,888	Cumberland County will provide general funds to assist in administering the program. In addition, funds will be used as match for HOME projects.
	public- local	Homeless Initiative	150,000	0	0	150,000	450,000	Partnership between Cumberland County and City of Fayetteville to address homelessness. Annual allocation will be requested
Other	public - state	Other	269,000	0	0	269,000	807,000	Annual awards are conservative based on recent awards and local match through the State to Alliance Behavioral Health for homeless persons with serious mental health. Program administered by CCCD.

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

Cumberland County leverages funds from private and non-federal public sources to meet match requirement with cash contributions from non-federal resources.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

At this time, Cumberland County has no public owned land or property located within the jurisdiction that will be used to carry out the plan.

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

CCCD will use entitlement funds within Cumberland County to include the towns of Eastover, Falcon, Godwin, Hope Mills, Linden, Spring Lake, Stedman, and Wade. All of these towns have elected to be party to Cumberland County's designation as an Urban County. All of the activities, with the exception of certain public service and homeless activities; will be accomplished in one of these municipal areas or the unincorporated areas of the County. Please refer to the maps in the appendices for low income and minority concentration.

Rationale for the priorities for allocating investments geographically

CCCD has not identified a targeted area.

2016-17 ACTION PLAN BUDGET

2016 PROGRAM YEAR (7/1/16 – 6/30/17)

<u>HOUSING ACTIVITIES – \$1,064,757</u> <ul style="list-style-type: none"> • Emergency Repair • Housing Rehabilitation • New Construction • First Time Homebuyer • CHDO Set-Aside • Housing Project Delivery 	<u>CDBG</u> \$ 25,000 \$303,901 0 \$ 10,000 \$233,308	<u>HOME</u> 0 \$ 340,873 \$ 100,000 \$ 10,000 \$ 41,673
PUBLIC FACILITY INFRASTRUCTURE/DEMOLOTION/CLEARANCE (reprogrammed funds) ECONOMIC DEVELOPMENT (reprogrammed funds)	\$50,000 \$ 0 \$ 0	
<u>PUBLIC SERVICES – 111,279</u> <ul style="list-style-type: none"> • RFP • Homeless Services • Activity Delivery 	\$40,000 \$47,729 \$23,550	
<u>HOMELESS INITIATIVE – 150,000</u> <ul style="list-style-type: none"> • Activity Delivery • Direct Services ADMINISTRATION / PLANNING	\$53,130 \$96,870 \$271,157	 \$ 47,782
TOTAL	\$1,154,647	\$540,328
<u>REVENUE SOURCES</u> GRANT FUNDS PROGRAM INCOME GENERAL FUNDS HOMELESS INITIATIVE (County/City GF) COUNTY MATCH REQUIREMENT	\$741,860 \$175,000 \$ 87,787 \$150,000	\$ 277,819 \$ 200,000 \$ 62,509
TOTAL	\$1,154,647	\$540,328

HOMELESS PROGRAMS/PROJECTS	MATCH SOURCE	COMPETITIVE GRANT FUNDS	GRANT AWARD PERIOD
CoC - Robins Meadow Trans. Housing Prog. CD Local / Homeless Services (RM match-448)	\$21,455	\$85,817	6/1/16– 5/31/17
CoC - Safe Homes Perm. Housing Program CD Local / Homeless Services (SH match-448)	\$3,400	\$56,033	12/1/16 –11/30/17
CoC – Care Center Transitional Housing Prog. CD Public Services (match-446)	\$4,447	\$145,113	5/1/16 - 4/30/17
ESG Grant – State		\$128,000	1/1/17 –12/31/17
PATH Grant – State		\$222,208	7/1/16 – 6/30/17
General Funds MH –(match 101)	\$74,069		

AP-20 ANNUAL GOALS AND OBJECTIVES

Goal Summary / Descriptions

1	Goal Name	Increase Affordable Quality Housing
	Goal Description	<p>During the 2016-2017 Program Year, CCCD will pursue housing goals and objectives that include maintaining and increasing the availability and accessibility of decent, safe and affordable housing to include acquisition, new construction, rehabilitation, clearance, demolition and down payment assistance.</p> <p><u>Housing Rehabilitation (Owner-Occupied and Investor-Owner)</u></p> <p>CCCD will continue to manage single-family, owner-occupied rehabilitation programs. The Emergency Home Repair Program will provide financial assistance in the form of a grant to eligible households to mitigate health and safety conditions (including HVAC, electrical, plumbing, lead-based paint mitigation and energy efficiency enhancements among others) at these homes. The Housing Rehabilitation Program will provide financial assistance in the form of a loan (deferred and/or amortized), and expand on the Emergency Home Repair Program by including comprehensive repairs such as painting, flooring, windows, among others). In addition, CCCD will provide potential investor-owners the opportunity to apply for financial assistance in the form of a loan to rehabilitate rental housing. The investor-owners will be required to lease to renters with incomes at or below 80% of the median income for Cumberland County.</p> <p><u>Purchase/Rehab/Resale</u></p> <p>CCCD may use funds to acquire properties for future development as affordable housing. CCCD may acquire substandard single-family units, rehabilitate the units to meet CCCD's rehabilitation standards, and then sell the units to income eligible homebuyers; non profits providing housing for homeless families. CCCD may also acquire vacant lots or substandard units not suitable for rehabilitation for demolition.</p> <p><u>Homebuyer Assistance</u></p> <p>CCCD will use these funds to provide funds to assist qualified households with closing cost, down payment and principal reduction (GAP financing) assistance. Households must have an income that is at or below 80% of the area median income.</p> <p><u>Community Housing Development Organization (CHDO) Set-Aside</u></p> <p>HOME regulations require that at least 15% of the HOME entitlement funds be set-aside for affordable housing development by CHDO's. In order to be a CHDO, a non-profit organization must meet the qualifying criteria as established by HUD. A CHDO can be a sponsor, developer, or owner. Eligible activities may include:</p> <ul style="list-style-type: none"> Acquisition, rehabilitation or new construction of rental housing; Acquisition, rehabilitation or new construction of homebuyer properties; and/or Direct financial assistance to purchasers of HOME-assisted housing sponsored or developed by a CHDO with HOME funds. <p>Other projects and activities may be developed and funded in order to meet this goal pending available funding and identified needs.</p>
2	Goal Name	Essential Services and Housing for the Homeless
	Goal Description	During the 2016-2017 Program Year, CCCD will provide activities that will benefit the homeless which may include increasing the number of units of transitional, permanent supportive and affordable housing; explore and promote a facility to provide support services, referrals and resources to homeless individuals; rental and utility assistance to help prevent homelessness and to reduce homeless population and increase chances for sustained independence.
3	Goal Name	Improve Access to Public Services (Human Services)
	Goal Description	During the 2016-2017 Program Year, CCCD will partner with agencies to maximize use, coordination and delivery of human services for residents, with priority given to agencies providing health care services, transportation services, and services to the homeless.
4	Goal Name	Improve Public Facilities/Develop Infrastructure
	Goal Description	During the 2016-2017 Program Year, CCCD will promote the acquisition and/or demolition of blighted properties; improve accessibility to public buildings for persons with special needs; provide infrastructure improvements; and construct or rehabilitate other public facilities in order to meet identified community needs.
5	Goal Name	Expand Economic Opportunities for low moderate income (LMI) Persons
	Goal Description	During the 2016-2017 Program Year, CCCD will improve self-sufficiency and promote the expansion of job training opportunities to low and moderate income residents of Cumberland County.

AP-35 PROJECTS

AP-38 PROJECT SUMMARY

Introduction

Project Summary Information					
No	Project	Goals Supported	Geographic Areas	Needs Addressed	Funding
1	Housing Rehabilitation	Increase Affordable Quality Housing		Affordable Housing	669,774
	Description	Funds provided for housing repairs through the following programs: 1) Owner-occupied rehabilitation; 2) Investor-owner (rental) rehabilitation; and Purchase/Rehab/Resale. All programs must benefit homeowners or renters with incomes 80% or below the median income for Cumberland County.			
	Target Date for Completion	06/30/2017			
	Estimate the number and type of families that will benefit from the proposed activities	26			
	Location Description	Countywide			
	Planned Activities (Note: Additional information for this discussion may be available on the AP-36 Project Detail screen.)				
2	Homeownership Assistance	Increase Affordable Quality Housing		Affordable Housing	20,000
	Description	Funds provided to assist homebuyers with acquisition costs through funding provided from the HOME program. Homebuyers are able to receive assistance with: 1) down payment and/or closing costs, and 2) GAP financing.			
	Target Date for Completion	06/30/2017			
	Estimate the number and type of families that will benefit from the proposed activities	1			
	Location Description	County-wide.			
	Planned Activities				
3	Affordable Housing	Increase Affordable Quality Housing		Affordable Housing	141,673
	Description	Funds will be used to assist a CHDO and developer with the development of affordable housing for low and moderate income residents of Cumberland County. Funds provided under this activity represent at least 15% of the HOME entitlement mandated for affordable housing development by CHDOs.			
	Target Date for Completion	06/30/2017			
	Estimate the number and type of families that will benefit from the proposed activities	2			
	Location Description	County-Wide.			
	Planned Activities				
4	Housing Project Delivery Costs	Increase Affordable Quality Housing		Affordable Housing	233,308

	Description	Staff and overhead costs directly related to carrying out housing projects, such as work specification preparation, loan process, inspections, and other housing related services.		
	Target Date for Completion	06/30/2017		
	Estimate the number and type of families that will benefit from the proposed activities			
	Location Description			
	Planned Activities			
5	Public Services	Improve Access to Public Services (Human Services)	Non-Housing Community Development	111,279
	Description	Partner with agencies in providing health care services and services to the homeless. Staff and overhead costs directly related to carrying out public services activities.		
	Target Date for Completion	06/30/2017		
	Estimate the number and type of families that will benefit from the proposed activities			
	Location Description			
	Planned Activities			
6	Public Facilities/Infrastructure	Improve Public Facilities/Develop Infrastructure	Non-Housing Community Development	50,000
	Description	Funding provided to make public facilities available for low and moderate income citizens of Cumberland County.		
	Target Date for Completion	6/30/2017		
	Estimate the number and type of families that will benefit from the proposed activities			
	Location Description			
	Planned Activities			
7	Homeless Services	Essential Services & Housing to the Homeless	Non-Housing Community Development	150,000
	Description	This activity will benefit homeless persons to provide short term rental assistance and utilities assistance to help prevent and reduce homelessness.		
	Target Date for Completion	6/30/2017		
	Estimate the number and type of families that will benefit from the proposed activities	10		
	Location Description	County-wide		
	Planned Activities			
8	General Administration/Planning			271,157
	Description	Funds will be used for costs related to the administration and execution of community development projects under the entitlement programs.		
	Target Date for Completion	06/30/2017		
	Estimate the number and type			

	of families that will benefit from the proposed activities			
	Location Description			
	Planned Activities			
9	Economic Development	Expand Economic Opportunities for LMI Persons	Non-Housing Community Development	
	Description	This activity will partner with agencies to create job opportunities and/or job training for persons earning 80% or below the median income for Cumberland County.		
	Target Date for Completion			
	Estimate the number and type of families that will benefit from the proposed activities			
	Location Description			
	Planned Activities			

AP-50 GEOGRAPHIC DISTRIBUTION

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

CCCD will use entitlement funds within Cumberland County to include the towns of Eastover, Falcon, Godwin, Hope Mills, Linden, Spring Lake, Stedman, and Wade and the unincorporated areas of the County. All of these towns have elected to be party to Cumberland County's designation as an Urban County. All of the activities, with the exception of certain public service and homeless activities will be accomplished in one of these municipal areas or the unincorporated areas of the County.

Rationale for the priorities for allocating investments geographically

CCCD has not identified a targeted area, but will be allocated throughout Cumberland County according to need.

AP-55 AFFORDABLE HOUSING

Introduction

As indicated in the housing needs assessment, the most common housing problems experienced by households in Cumberland County consists of substandard housing unit, households that are overcrowded, housing cost burden greater than 50% of income as well as housing cost burden greater than 30% of income. In addition, the needs assessment has also identified the need for more affordable rental housing options due to families in households experiencing cost burdens. Families who are at imminent risk of facing homelessness include those who are recently unemployed or underemployed.

To address these problems, CCCD will offer various housing options to ensure that most of these needs are met through housing rehabilitation and programs that offer housing assistance to homeless persons.

One Year Goals for the Number of Households to be Supported	
Homeless	10
Non-Homeless	29
Special-Needs	0
Total	39

One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	2
The Production of New Units	2
Rehab of Existing Units	24
Acquisition of Existing Units	2
Total	30

One Year Goals for Affordable Housing by Support Type

AP-60 PUBLIC HOUSING

Introduction

CCCD continues to partner with the Fayetteville Metropolitan Housing Authority (FMHA) to ensure affordable permanent housing is available for low and moderate income persons. The community is fortunate to have a high-performing authority that continues to seek additional funding resources to expand its housing stock. FMHA has over 1,000 units. Unfortunately, the Cumberland County area is still lacking affordable rental housing for very low, low and moderate income persons. There is still a great need for more affordable housing units for the target population which is evident with the high number of families included on the wait list for public housing.

Actions planned during the next year to address the needs to public housing

According to the needs assessment, FMHA public housing has currently 600 families, including over 300 individuals, mostly elderly, seeking one-bedroom apartments. In addition to housing needs, the needs assessment has also identified the need for employment opportunities; financial literacy; and additional transportation options to the low and extremely low-income families eligible for public housing. CCCD has developed goals to address these needs by partnering with agencies to provide transportation services and expanding job training opportunities.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

CCCD will continue to partner with agencies like FMHA to implement activities that will promote self sufficiency and economic independence. In addition, more efforts will be put forth in developing strategic partnerships in order to educate tenants on the process of purchasing a home to prepare them for future homeownership through agencies like Kingdom Community Development Corporation.

AP-65 HOMELESS AND OTHER SPECIAL NEEDS ACTIVITIES

Introduction

CCCD has identified homelessness as a high priority need and plan to use funds to leverage resources in the community to address the needs of homeless persons and those at-risk of becoming homeless.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including;

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

In the CoC Analysis and Homeless Assessment completed in November 2014, the report identified the need for a day resource center to serve as a centralized, one-stop center to provide emergency services; case management; and access and referral to housing for homeless persons. CCCD, in partnership with the CoC, has started the research process and analysis for a day resource center to serve homeless persons in Cumberland County.

Cumberland County, in partnership with the City of Fayetteville, through CCCD has launched a homeless initiative program that will address the gaps and services for homeless individuals; in addition to providing direct financial assistance to individuals and/or families that do not meet HUD's definition of homelessness, but are below the 80% area median.

Addressing the emergency shelter and transitional housing needs of homeless persons

CCCD currently serves as lead agency (as recommended by the CoC) to administer the Emergency Solutions Grant (ESG) and the Continuum of Care (CoC) Program Grant. Through the ESG program, CCCD partners with local agencies to provide housing and services that provides rapid re-housing, homeless prevention, and shelter for those homeless or at-risk. Through the CoC Program, CCCD partners with local agencies to implement a transitional housing program for homeless families and a permanent supportive housing program for homeless individuals who have substance abuse disorders.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The 2016 Point-in-Time Homeless Count indicates that out of the total number (291) of homeless persons reported living in the streets, at least 28% (79) were identified as chronically homeless. There were 310 persons using emergency shelter and transitional housing beds. CCCD has made homelessness a priority need based on the CoC Analysis and Homeless Assessment completed in November 2014 and the Needs Assessment identified in the 2015-2019 Consolidated Plan. Part of the reason for this high percentage is due to lack of permanent supportive housing available for the target population. Most of these individuals and families

need extensive case management, continued mental health services, and affordable housing options to obtain and maintain self-sufficiency. CCCD will partner with agencies to provide the assistance necessary to address these needs. CCCD plans to use public services funds to help leverage resources in the community.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

CCCD will continue to partner with the local Continuum of Care on Homelessness to develop and improve discharge strategies that will meet these needs. In addition, CCCD has shown its support to Alliance Behavioral Healthcare in implementing a program that will provide case management and referral services for those exiting out of correctional facilities.

AP-75 BARRIERS TO AFFORDABLE HOUSING

Introduction

Cumberland County and City of Fayetteville jointly hired a consultant to complete a Joint Analysis of Impediments to Fair Housing Choice in March 2015. The Needs Assessment has identified various barriers in terms of housing needs, housing supply, housing costs, and affordable housing needs. The 2015 Analysis of Impediments to Fair Housing report identified high housing costs due to inflated rental and sales (that are usually targeted to military personnel); unavailability of public housing units due to long wait lists; deficiency in lending availability that prevents potential buyers from obtaining homeownership; and lack of development of new subsidized housing due to high cost of building compared to return on investment.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

CCCD will put forth the following efforts to foster and maintain affordable housing and remove barriers to affordable housing:

- a. Continue to partner with eligible organizations designated as Community Housing Development Organizations (CHDOs) and other agencies to increase the production and supply of affordable housing to include subsidized new housing.
- b. Continue to offer affordable mortgage products that will assist potential homebuyers in obtaining homeownership.
- c. Acquire vacant lots or substandard units for demolition in order to eliminate blighting conditions in neighborhoods as well as provide additional affordable housing to include new construction of housing for low and moderate income homebuyers or renters.
- d. Continue to offer low interest loans to investor-owners for rehabilitation of rental property to be rented to a low and moderate income household.
- e. Acquire and renovate substandard single family units that will be sold to potential homebuyers with household income at or below 80% of the area median income.
- f. Partner with local lenders and the U.S. Department of Agriculture Rural Development to maximize the use of entitlement funds to better assist a potential homebuyer.
- g. Encourage developers to build more affordable housing units targeted to households with incomes at or below 30% of the area median income.

AP-85 OTHER ACTIONS

Introduction

CCCD will continue to engage in various activities during the 2016 Program year to address housing, homelessness, and non-housing community development needs in order to further its goals.

Actions planned to address obstacles to meeting underserved needs

The main obstacles that stand in the way of meeting underserved needs is the lack of funding resources available to develop affordable housing units targeted to low and moderate income persons. In addition, the lack of coordination of services in the community leads to consumers seeking services frustrated after going through a long resource list to access these services. CCCD and Cumberland Continuum of Care (CoC) on Homelessness has implemented a coordinated assessment intake referral process to assist in addressing this issue.

Actions planned to foster and maintain affordable housing

Since affordable housing is the number one priority in Cumberland County, CCCD plans to encourage developers seeking funding through CCCD, to set aside a certain percentage of developed units for households with incomes at or below 30% of the area median income. CCCD will try to implement new strategies and initiatives that will encourage developers to partner with CCCD. In addition, consider implementing a lease option program to promote and increase homeownership and a tenant based rental assistance program to leverage other resources available through programs such as ESG and CoC.

Actions planned to reduce lead-based paint hazards

CCCD housing rehabilitation staff will continue to receive training in order to implement lead-based paint safe work practices and interim controls. CCCD will undertake the following strategies to educate and abate lead-based paint hazards:

- a. Develop and run periodic public service announcements to make households with children under seven aware that they may qualify for funding to assist with lead-based paint abatement;
- b. Ensure that all households applying for funds from CCCD's Housing Rehabilitation or Homebuyer Assistance Programs are given brochures on the hazards of lead-based paint;
- c. Ensure that all units repaired and/or acquired under the Homebuyer Assistance, Rental Rehabilitation, Homeowner Rehabilitation, and Purchase/Rehab/Resale are tested according to HUD standards; and
- d. Conduct workshops for new contractors so that they are trained to perform lead hazard control work as required by the Lead Safe Housing Rules.

Actions planned to reduce the number of poverty-level families

In order to reduce the number of residents who are living below the poverty line and aid in reducing the unemployment rate, CCCD make efforts to leverage resources in order to

increase affordable housing options; expand economic opportunities through job training; and improve access to certain services through better coordination of services and partnerships.

Actions planned to develop institutional structure

CCCD is well equipped to coordinate and implement activities among public, private, and nonprofit agencies. Although funding has continued to decrease over the years, CCCD will continue to explore new partnerships, strengthen existing partnerships, and streamline processes and procedures for more administrative efficiency and additional revenue sources. This partnership will aid in producing and maintaining housing and a better social service delivery system, as well as, aid in furthering the economic development goals. CCCD will encourage training and technical assistance for nonprofits to expand their capacity to take on projects and activities that will help in furthering CCCD's goals.

Actions planned to enhance coordination between public and private housing and social service agencies

CCCD participates in various workgroups that address different needs. CCCD will address the goals to provide human services by providing funding through a Request for Proposal process to eligible agencies to improve the access of supportive services. In addition, CCCD is an active member of the Cumberland County Continuum of Care (CoC) on Homelessness. The CoC has implemented a community-wide, coordinated entry process that allows homeless persons to access housing and services through a "No Wrong Door" approach. The CoC is constantly finding ways to improve its process and hope to integrate this process into the Homeless Management Information System database currently used by participating agencies. This process will help in better tracking services and resources made available to clients and streamline the referral process.

AP-90 PROGRAM SPECIFIC REQUIREMENTS

Community Development Block Grant Program (CDBG)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	0

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

HOME Investment Partnership Program (HOME)

During the 2016 Program Year, CCCD will allocate HOME entitlement funds to provide assistance to qualified homebuyers as described under 24 CFR Part 92.205.

A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 24 CFR Part 92.254, is as follows:

Summary

Resale Provisions

In accordance with the applicable homeownership resale provisions outlined in 24 CFR part 92.254 (a)(5)(i), Cumberland County shall enforce resale provisions where HOME funds are provided to developers and/or CHDOs in the form of development subsidy only and there is no direct subsidy given to the homebuyer. In addition, any direct HOME funds provided to a homebuyer in the form of a grant instead of a loan would trigger resale requirements.

Recapture Provisions

While the recapture provision allows a homebuyer to sell their property to any willing buyer, the sale of the property during the affordability period triggers repayment of any direct HOME subsidy received by the original homebuyer when he/she purchased the home.

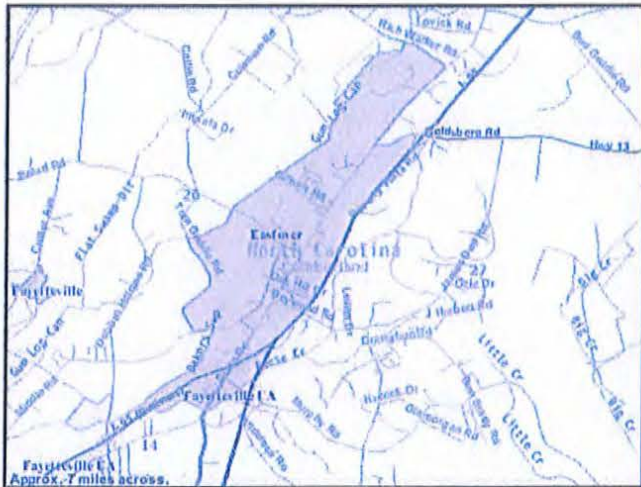
The recapture provision will be enforced through a deed of trust, promissory note, deed restriction or land covenant, written recapture agreement, and/or other similar mechanisms.

A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

During the period of affordability, a homebuyer will not be permitted to refinance the property without the approval of CCCD, nor will CCCD agree to a subordination of its lien interest unless it is deemed to be in the best interest of the borrower and only if the value of the collateral remains sufficient to secure the County's debt will ensure that the housing will remain affordable to a reasonable range of low-income homebuyers whose incomes fall within the range of 60% to 80% of the area median income. If a potential family's income falls below 60% of the area median income, they will not be precluded from purchasing a home sold under the resale provisions as long as the unit remains affordable as defined above. Additional HOME funds may be provided to a new purchaser in the form of direct assistance through existing homebuyer assistance programs for down payment costs assistance and/or gap financing to enhance affordability. Under no circumstances may the "affordable" sales price exceed 95% of the median purchase price for the area established by HOME regulations. The provisions will be enforced through a deed of trust, promissory note, deed restriction or land covenant, written recapture agreement, and/or other similar mechanisms.

Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

During the 2016 Program Year, CCCD do not plan to refinance any existing multi-family housing debt.



Town of Eastover

Census Tract	% LMI Households	% Minority Population
14	51.3	54.73
26	31.2	30.28
27	27.9	32.62



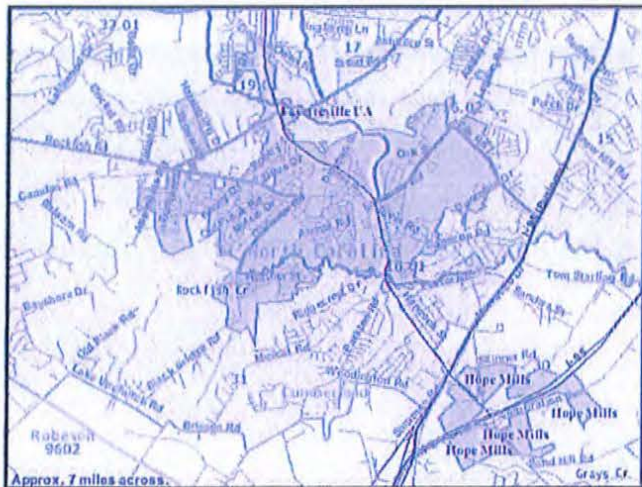
TOWN OF FALCON

Census Tract	% LMI Households	% Minority Population
26	31.2	30.28
27	27.9	32.62



TOWN OF GODWIN

Census Tract	% LMI Households	% Minority Population
26	31.2	30.28
27	27.9	32.62
37	29.0	31.99



TOWN OF HOPE MILLS

Census Tract	% LMI Households	% Minority Population
15	46.6	46.63
16.01	27.0	41.82
17	48.6	56.94
19.01	38.7	47.82
30.01	27.3	33.45
30.02	54.9	33.15
31.02	-	35.16
31.03	-	40.43
31.04	-	42.34



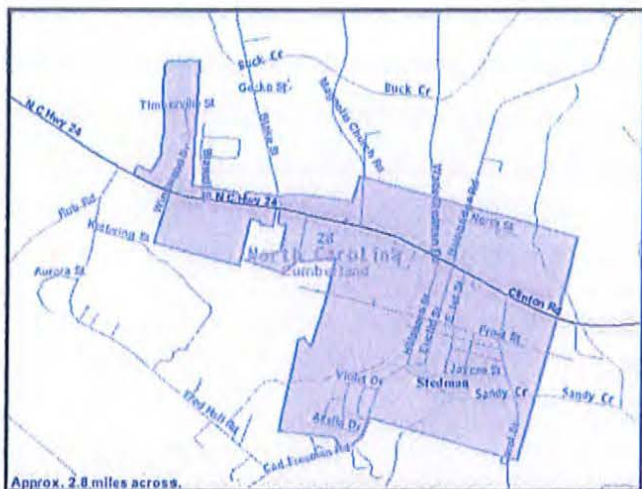
TOWN OF LINDEN

Census Tract	% LMI Households	% Minority Population
27	25.6	32.62



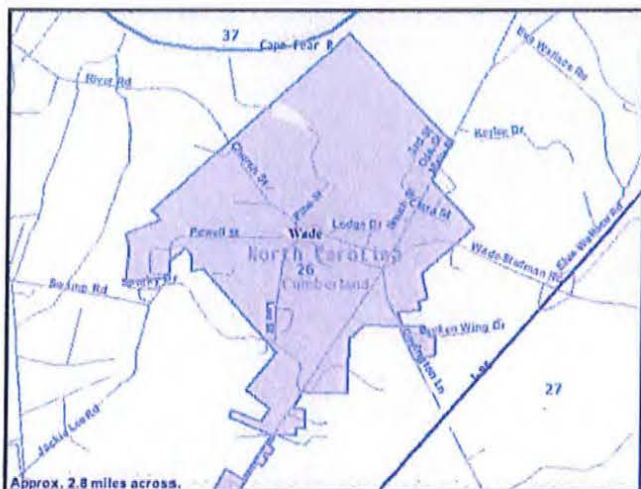
TOWN OF SPRING LAKE

Census Tract	% LMI Households	% Minority Population
35	51.2	72.39
36	52.5	60.95



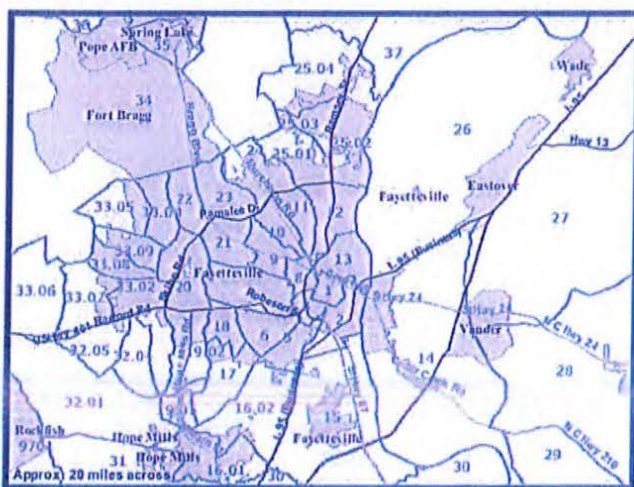
TOWN OF STEDMAN

Census Tract	% LMI Households	% Minority Population
28	27.3	23.04



TOWN OF WADE

Census Tract	% LMI Households	% Minority Population
26	31.6	30.28
27	27.9	32.62
37	29.0	31.99



UNINCORPORATED AREAS OF CUMBERLAND COUNTY

Census Tract	% LMI Households	% Minority Population
24.02	41.3	79.52
25.02	31.2	46.69
25.04	36.5	50.12
29	33.8	33.23

*Source: ACS 2006

**Source: Federal Financial Institutions Examination Council

[illegible]

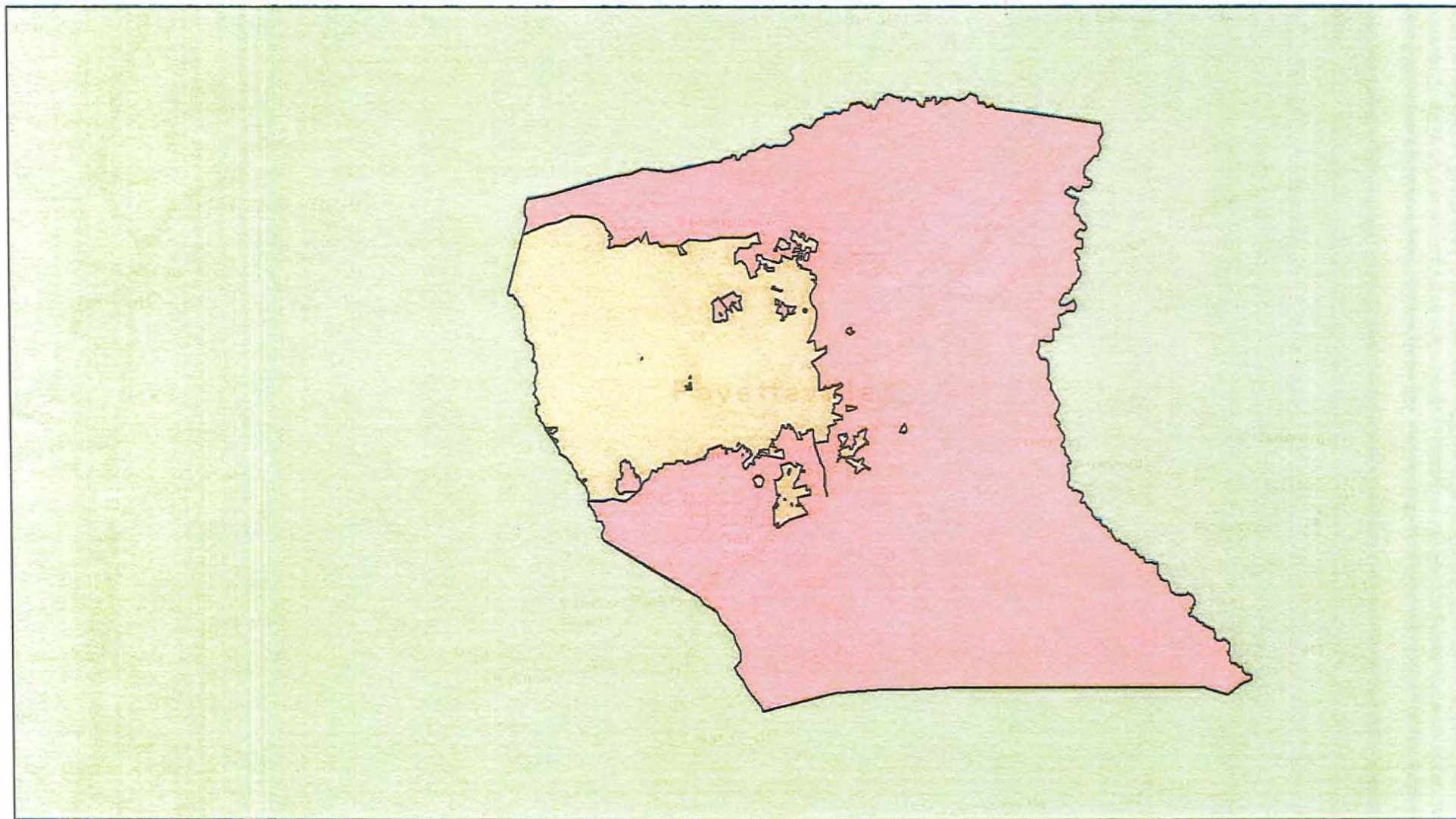
1. a. "Intending to give some American a ride today." b. "Following a 'fun' race weekend, I've had a lot of calls from the same type of guy for a ride in the Ferrari." c. "I've had a lot of calls from the same type of guy for a ride in the Ferrari."
2. a. "I've had a lot of calls from the same type of guy for a ride in the Ferrari." b. "I've had a lot of calls from the same type of guy for a ride in the Ferrari." c. "I've had a lot of calls from the same type of guy for a ride in the Ferrari."
3. a. "I've had a lot of calls from the same type of guy for a ride in the Ferrari." b. "I've had a lot of calls from the same type of guy for a ride in the Ferrari." c. "I've had a lot of calls from the same type of guy for a ride in the Ferrari."



NAME: Cumberland County (2011)
 DISTRICT: County or equivalent administrative unit
 ID: North Carolina (2011)

Journal of Management Inquiry 22(1)

CDBG / HOME URBAN COUNTY AREA - Cumberland County, NC



March 8, 2016

HOMEGrantee City

TYPE_ Urban County

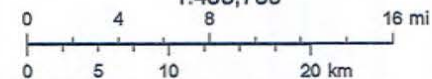
State

CDBGGrantee City

TYPE_ Urban County

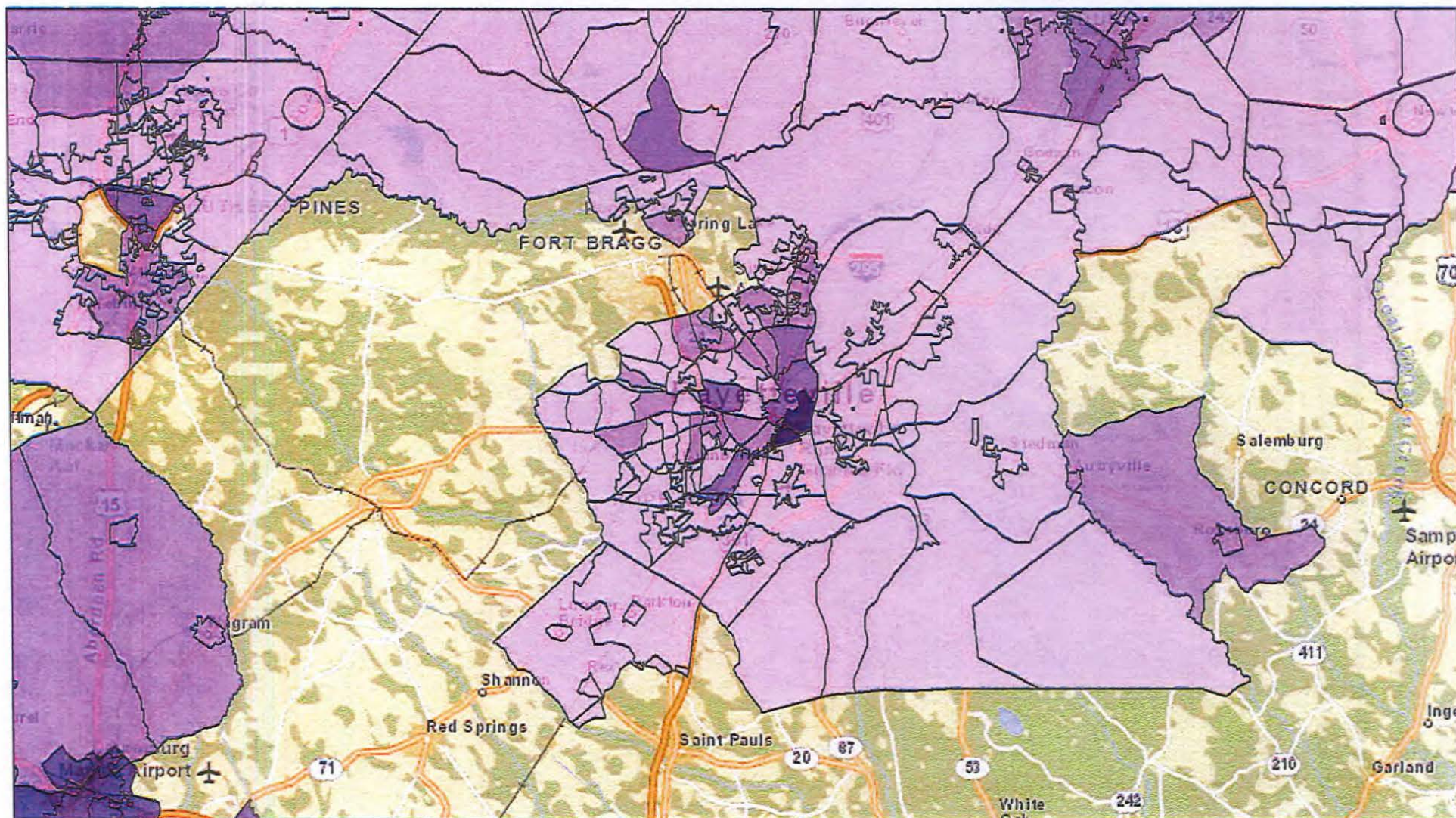
State

1:485,780



Sources: Esri, HERE, DeLorme, USGS, Intermap, increment P Corp., NRCAN, Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand), MapmyIndia, © OpenStreetMap contributors, and the GIS User Community

Percent of Subsidized Rental - Cumberland County, NC



March 8, 2016

TRF_R_PSR10_13

R_PSR10_13

<6%

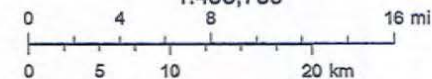
6-17%

17-33%

33-59%

>59%

1:485,780

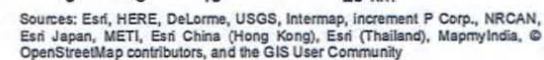


Sources: Esri, HERE, DeLorme, USGS, Intermap, increment P Corp., NRCAN, Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand), MapmyIndia, © OpenStreetMap contributors, and the GIS User Community

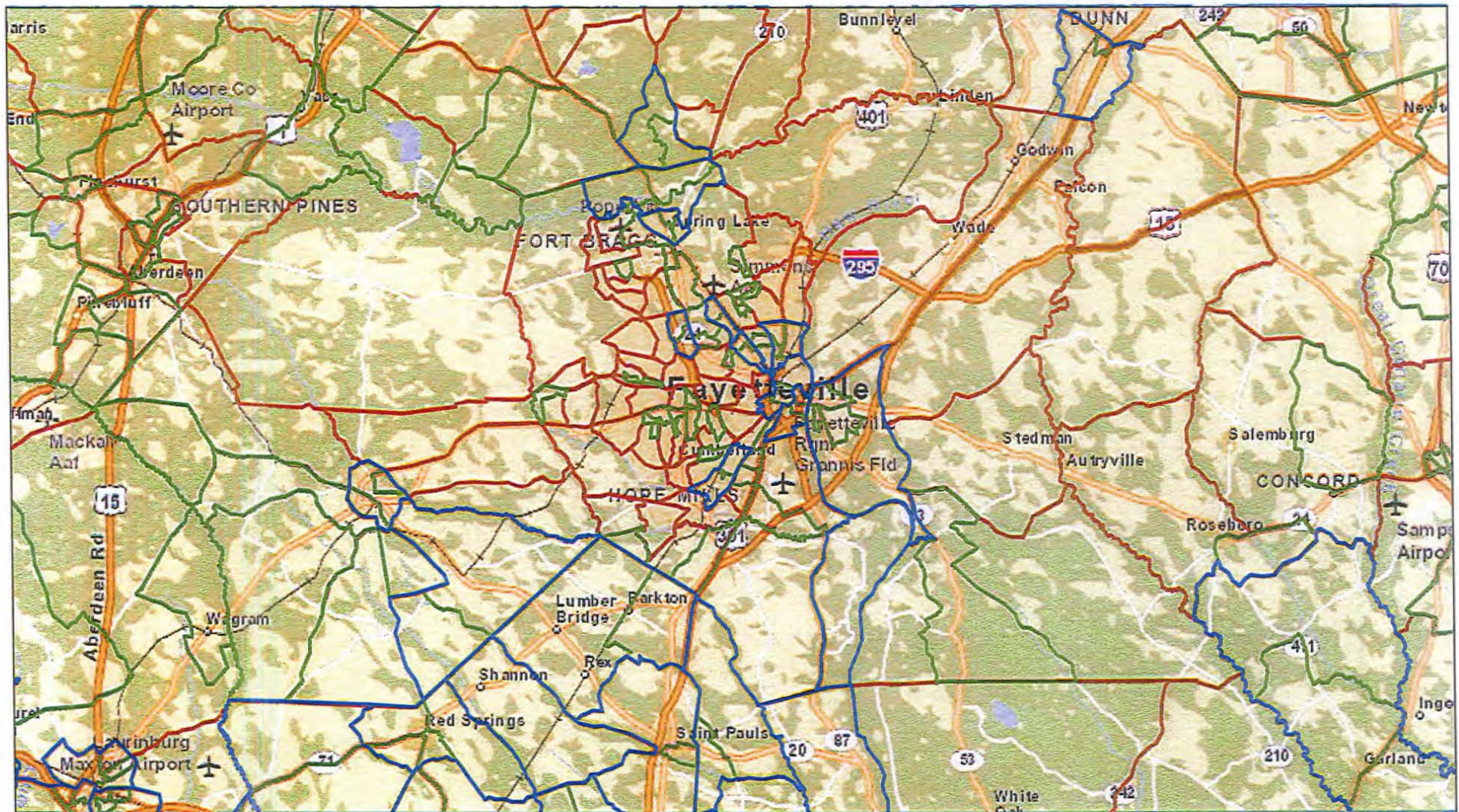
This map illustrates the Fort Bragg area in North Carolina. Key locations include Fort Bragg, Spring Lake, Ayresville, and Concord. Major highways shown are I-85, US-421, and US-71. The map also depicts the Fort Bragg Airfield and the Fort Bragg Community College. The area is characterized by a mix of urban development and open land, with various colored regions indicating different land use or ownership patterns.

<29

66-80%



Low-Mod / Qualified Census Tracts - Cumberland County, NC

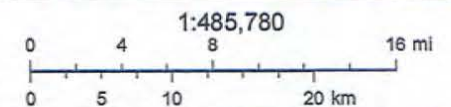


March 8, 2016

Qualified Census Tracts

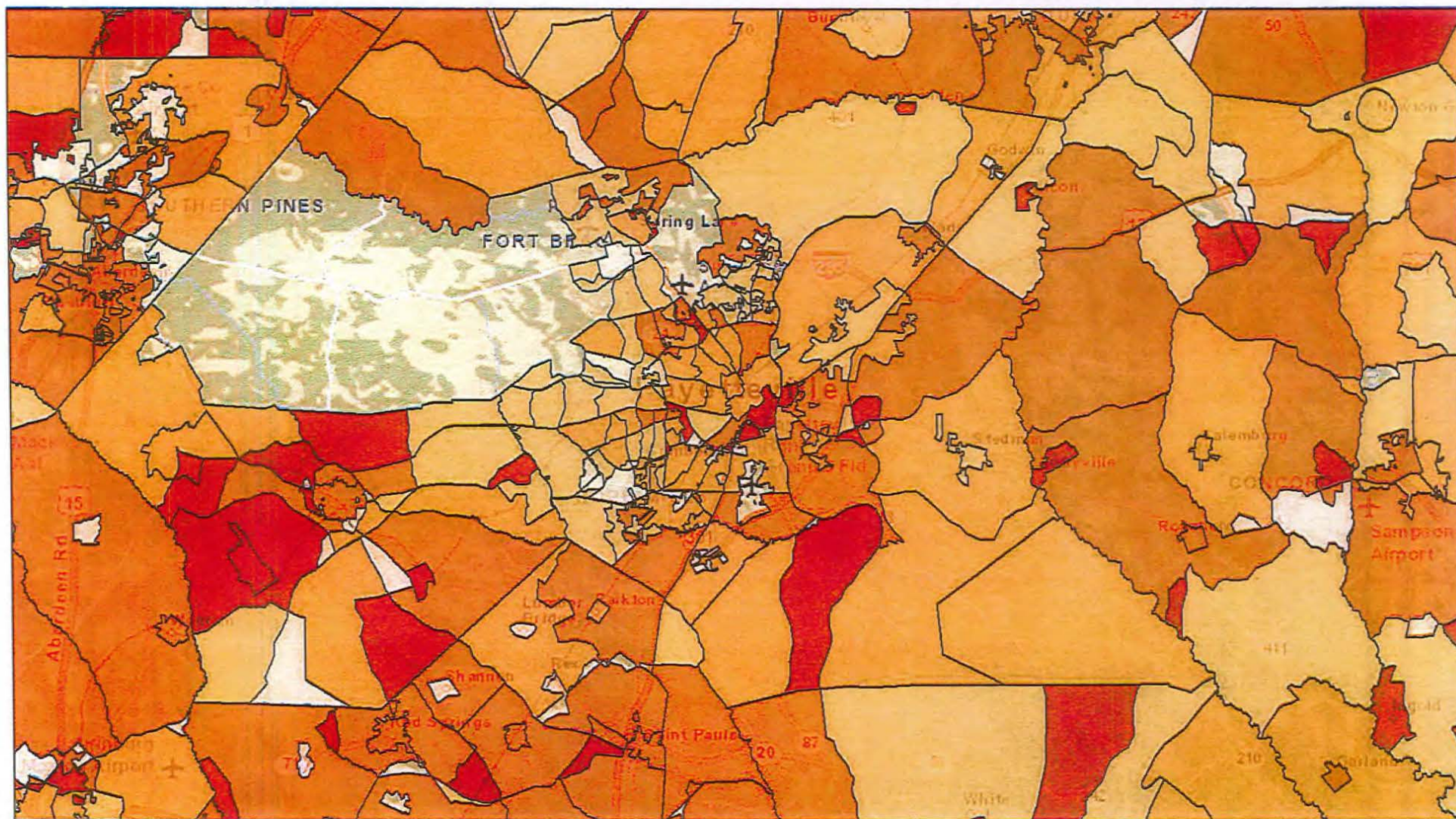
Low Mod Block Group

Census Tract



Sources: Esri, HERE, DeLorme, USGS, Intermap, increment P Corp., NRCAN, Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand), MapmyIndia, © OpenStreetMap contributors, and the GIS User Community

Percent Renter Units Affordable to 80% HAMFI - Cumberland County, NC



March 8, 2016

RenterUnitsTo80PercentHAMFI

AFF_AVAIL_80_R_PCT

<18.01%

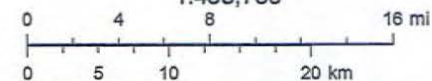
18.01-43.3%

43.3-64.2%

64.2-85.27%

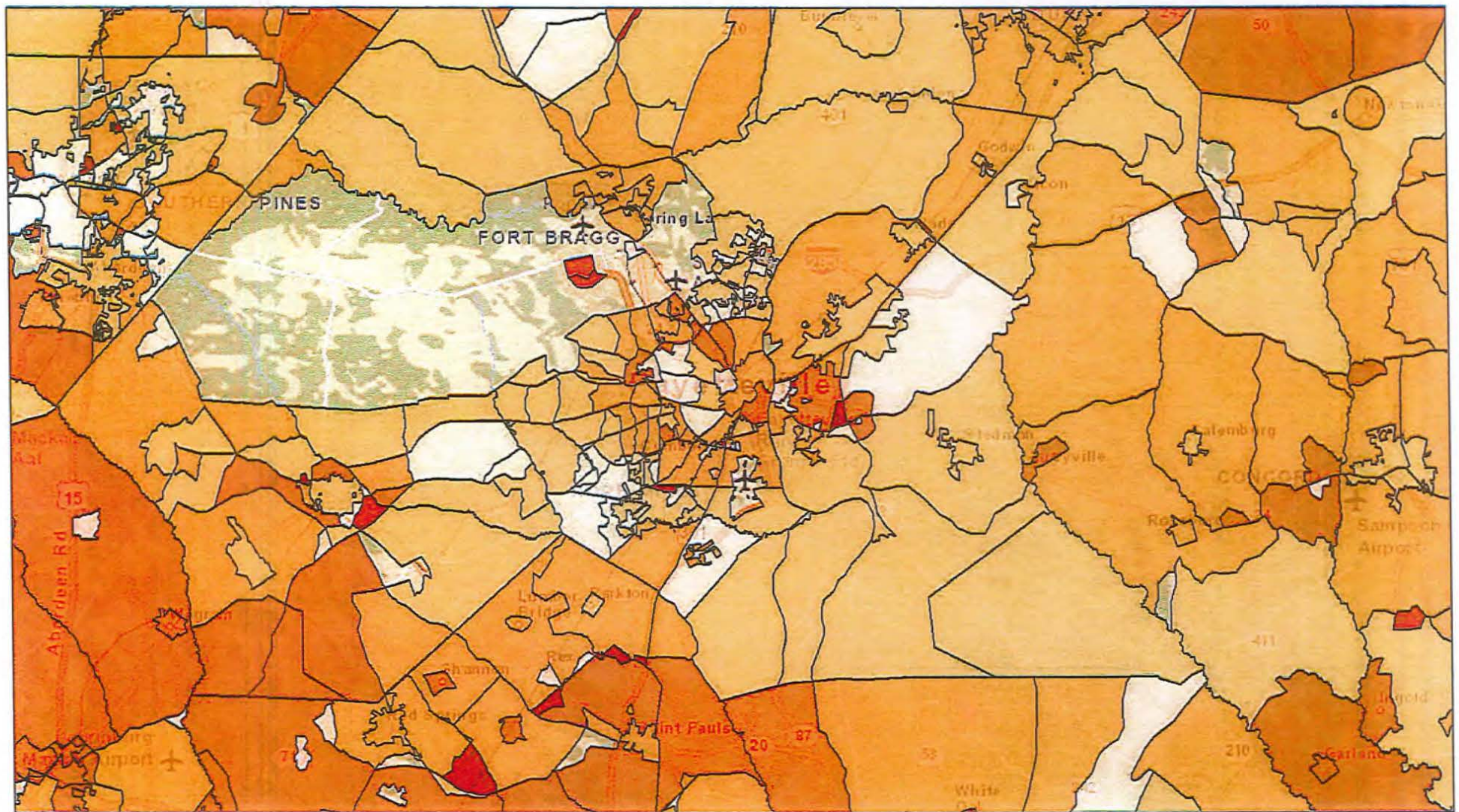
>85.27%

1:485,780



Sources: Esri, HERE, DeLorme, USGS, Intermap, increment P Corp., NRCAN, Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand), MapmyIndia, © OpenStreetMap contributors, and the GIS User Community

Percent Owner Units Affordable to 80% HAMFI - Cumberland County, NC



March 8, 2016

OwnerUnitsTo80PercentHAMFI

AFF_AVAIL_80_O_PCT

<10.62%

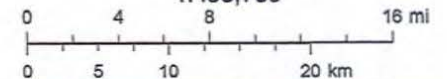
10.62-26.29%

26.29-44.3%

44.3-73.23%

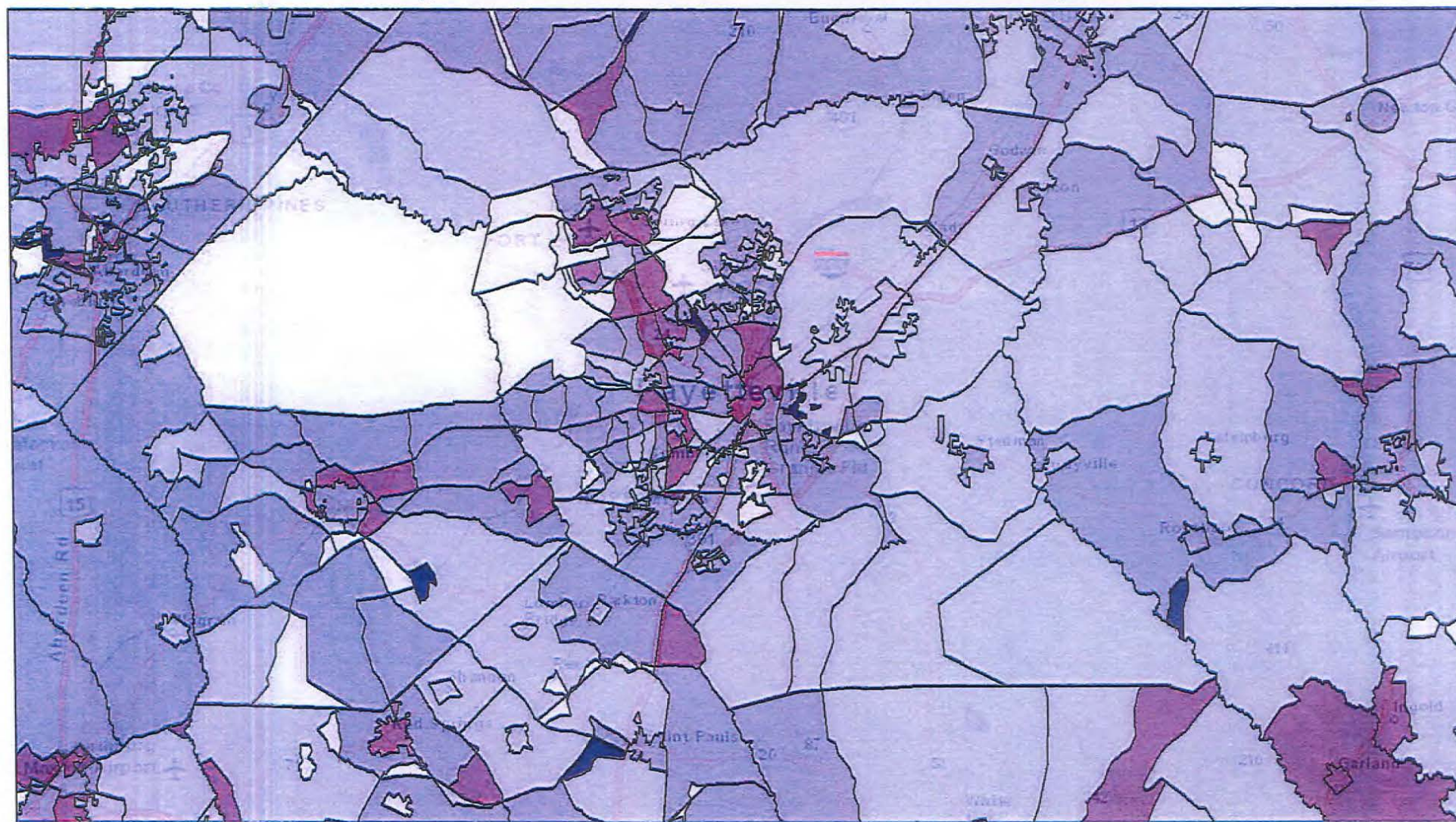
>73.23%

1:485,780



Sources: Esri, HERE, DeLorme, USGS, Intermap, increment P Corp., NRCAN, Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand), MapmyIndia, © OpenStreetMap contributors, and the GIS User Community

Housing Cost Burden HAMFI - Cumberland County, NC

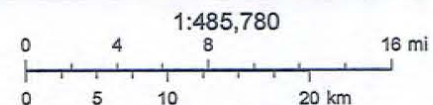
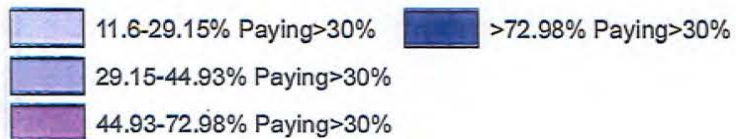


March 8, 2016

HousingCostBurden

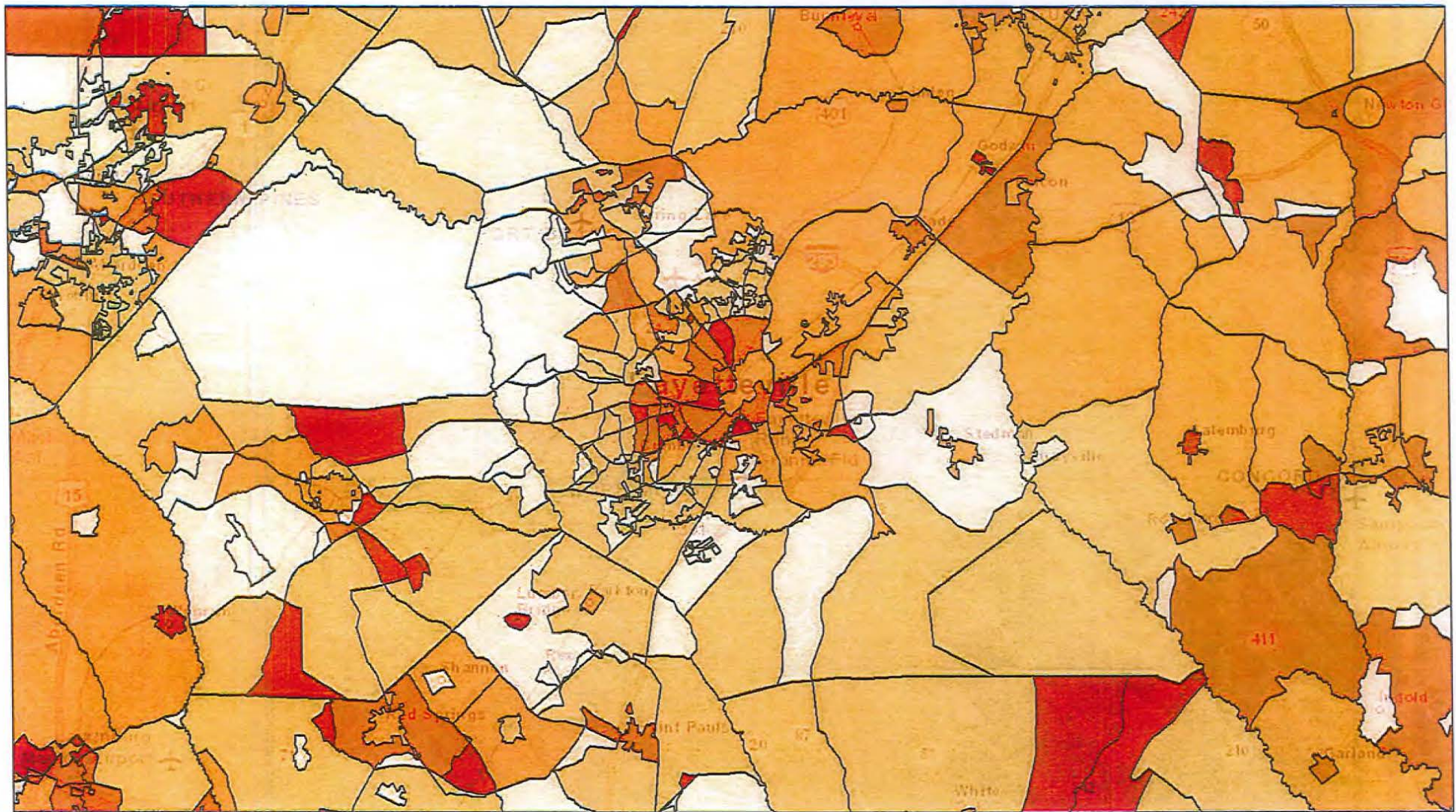
B25106_CB_PCT

<11.6% Paying>30%



Sources: Esri, HERE, DeLorme, USGS, Intermap, increment P Corp., NRCAN, Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand), MapmyIndia, © OpenStreetMap contributors, and the GIS User Community

Percent Rental Housing Built Before 1980 - Cumberland County, NC



March 8, 2016

RentalHousingBuiltBefore1980

B25036_RENT_80MINUS_PCT

<15.6%

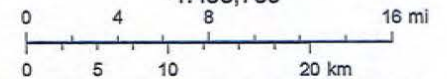
15.6-42.66%

42.66-65.75%

65.75-86.85%

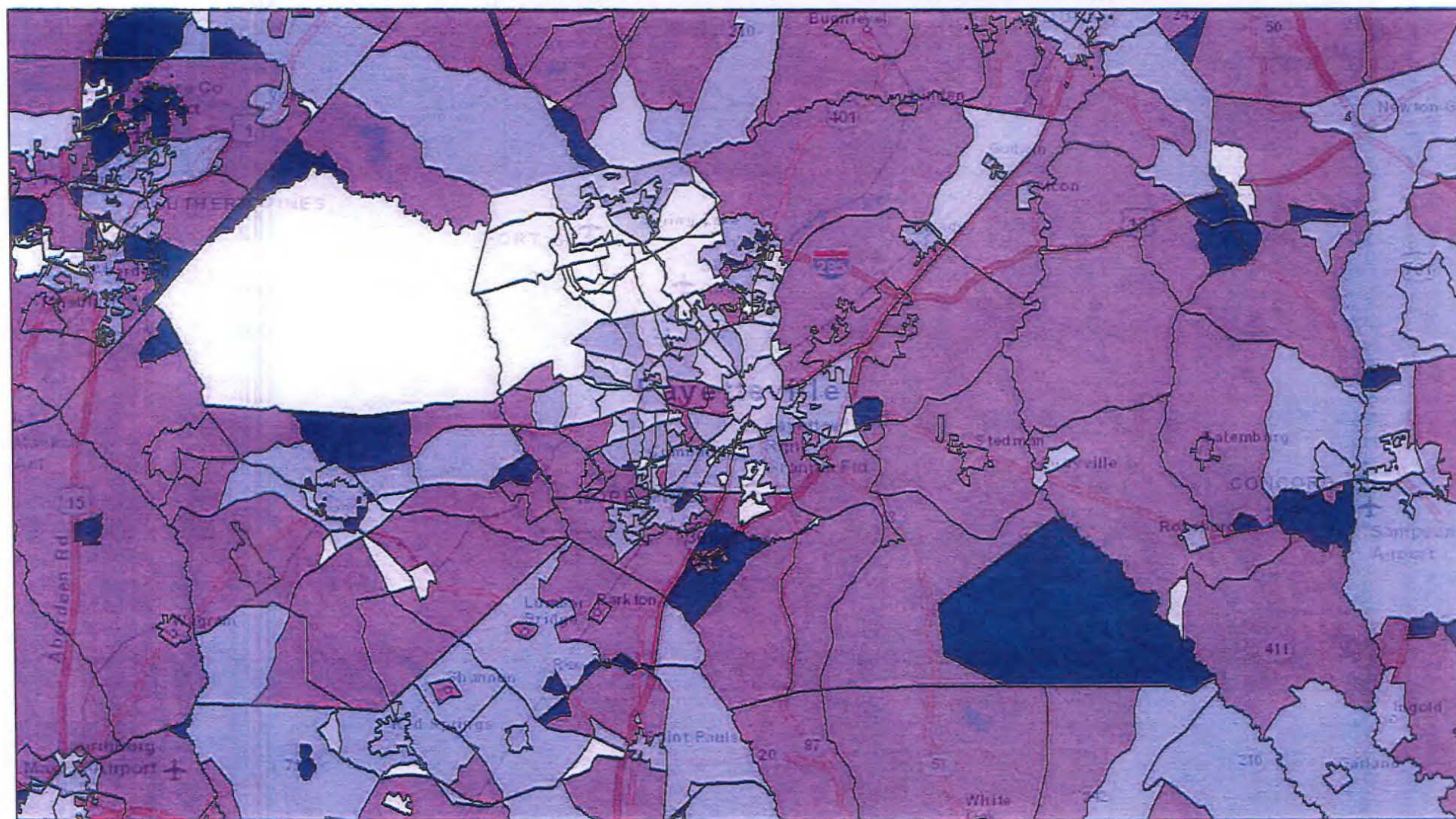
>86.85%

1:485,780



Sources: Esri, HERE, DeLorme, USGS, Intermap, increment P Corp., NRCAN, Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand), MapmyIndia, © OpenStreetMap contributors, and the GIS User Community

Percent Owner Occupied Housing - Cumberland County, NC



March 8, 2016

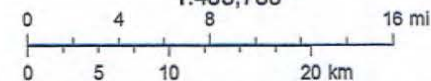
OwnerOccupiedHousing

B25009EST2_PCT

<18.58% Owner Occupied

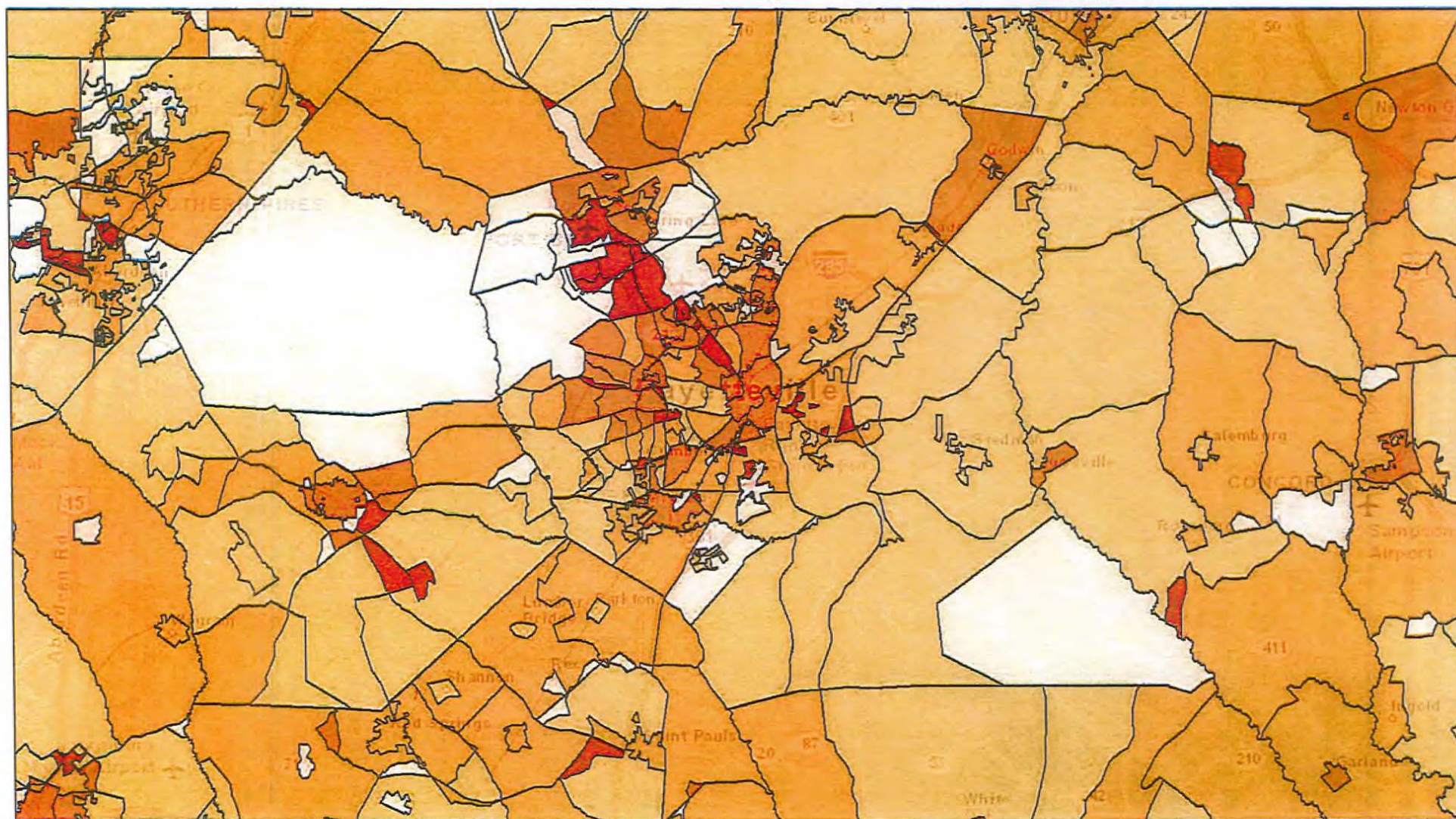


1:485,780



Sources: Esri, HERE, DeLorme, USGS, Intermap, increment P Corp., NRCAN, Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand), MapmyIndia, © OpenStreetMap contributors, and the GIS User Community

Percent Renter Occupied Housing - Cumberland County, NC



March 8, 2016

PercentRenterOccupiedHousing

B25009EST10_PCT

<9.94%

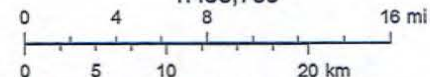
9.94-26.82%

26.82-46.79%

46.79-73.14%

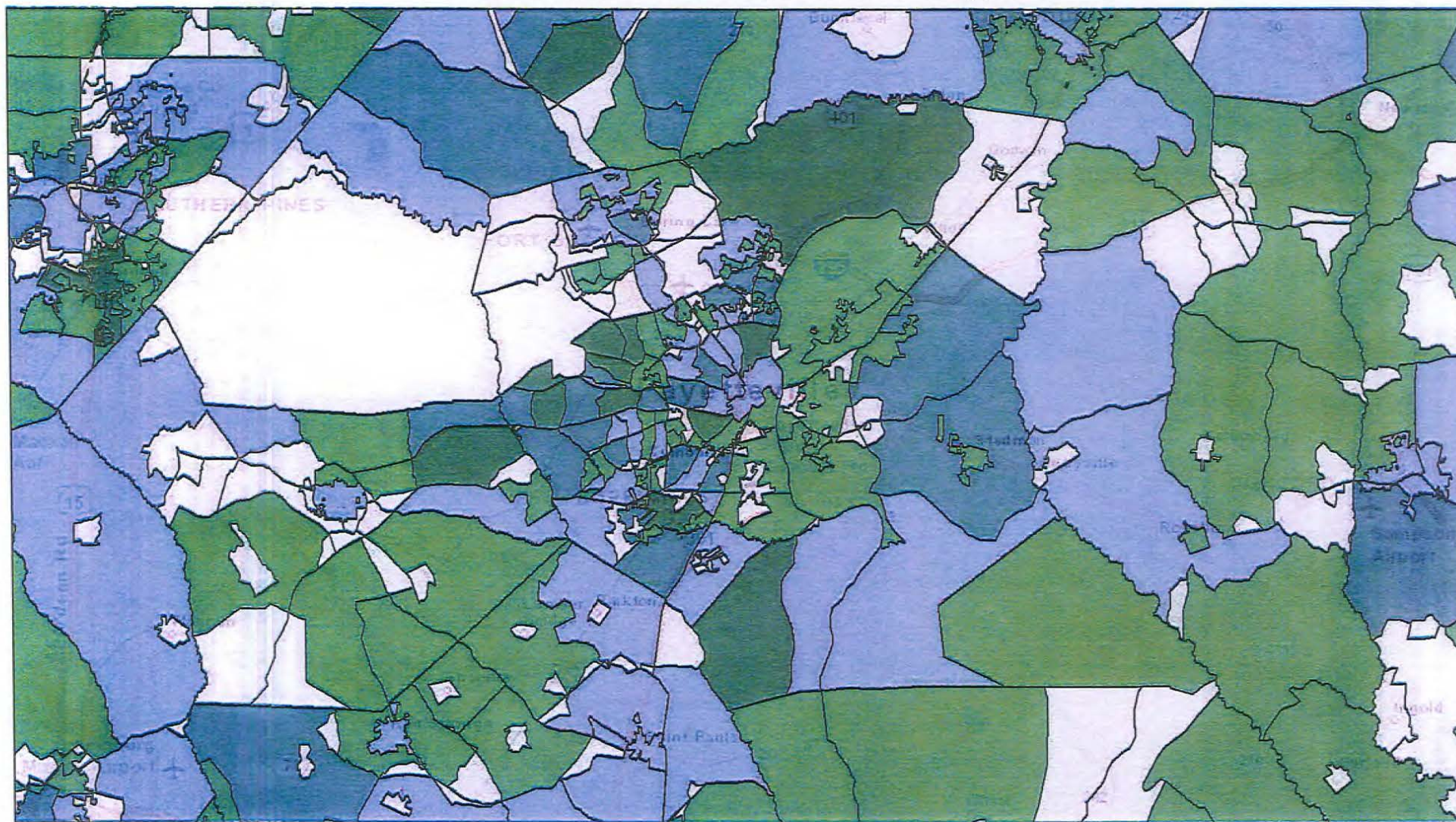
>73.14%

1:485,780



Sources: Esri, HERE, DeLorme, USGS, Intermap, increment P Corp., NRCAN, Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand), MapmyIndia, © OpenStreetMap contributors, and the GIS User Community

Total Households - Cumberland County, NC



March 8, 2016

TotalHouseholds

B11005EST1

<341 Households

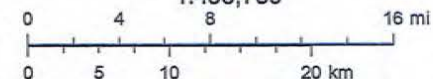
341-892 Households

892-1511 Households

1511-2282 Households

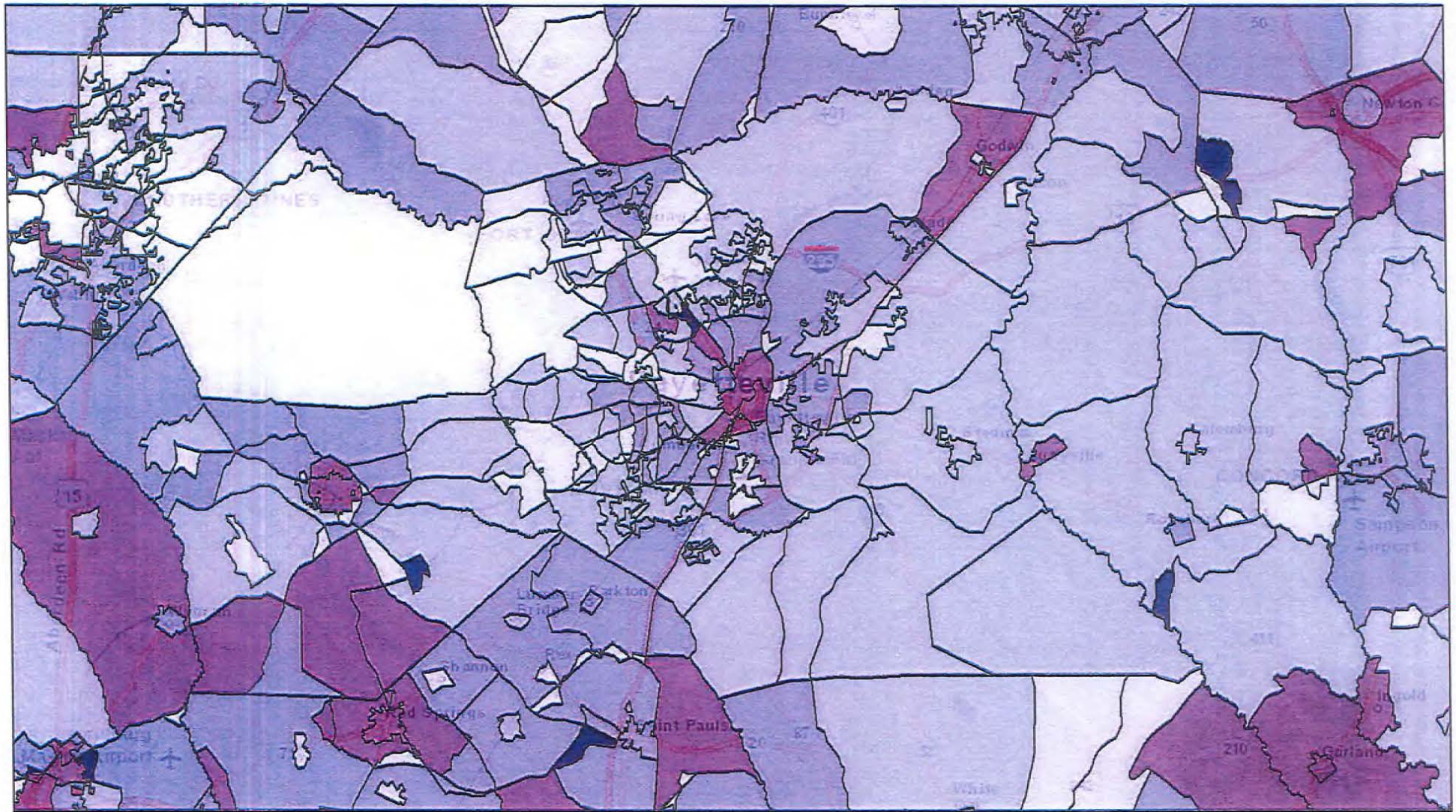
>2282 Households

1:485,780



Sources: Esri, HERE, DeLorme, USGS, Intermap, increment P Corp., NRCAN, Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand), MapmyIndia, © OpenStreetMap contributors, and the GIS User Community

Poverty Rate - Cumberland County, NC



March 8, 2016

PovertyRate

B17021EST2_PCT

<6.96% Poverty

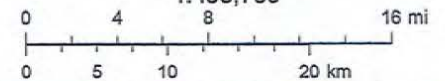
6.96-19.04% Poverty

19.04-35.95% Poverty

35.95-64.47% Poverty

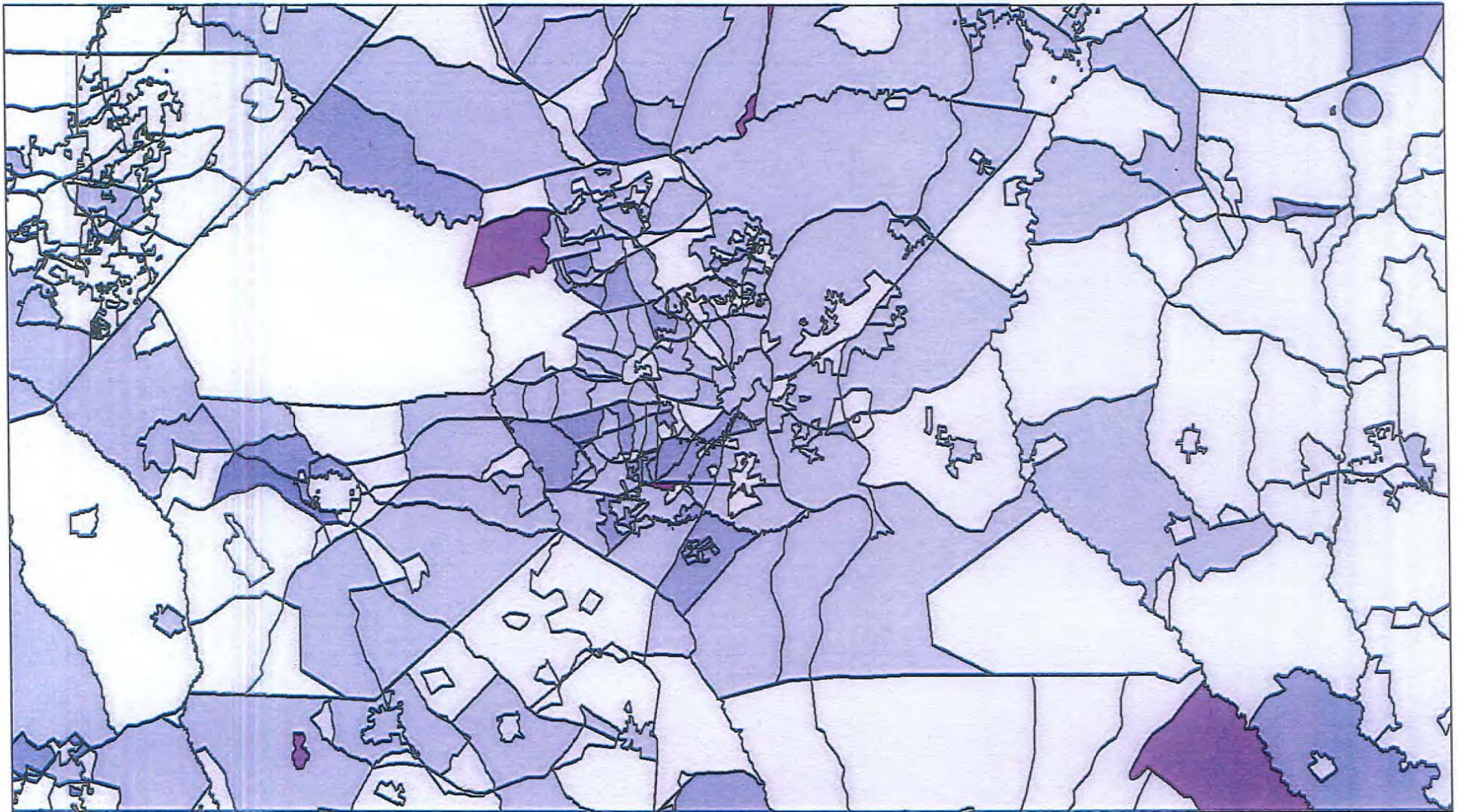
>64.47% Poverty

1:485,780



Sources: Esri, HERE, DeLorme, USGS, Intermap, increment P Corp., NRCAN, Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand), MapmyIndia, © OpenStreetMap contributors, and the GIS User Community

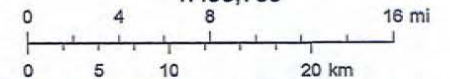
Percent Minority - Cumberland County, NC



March 8, 2016

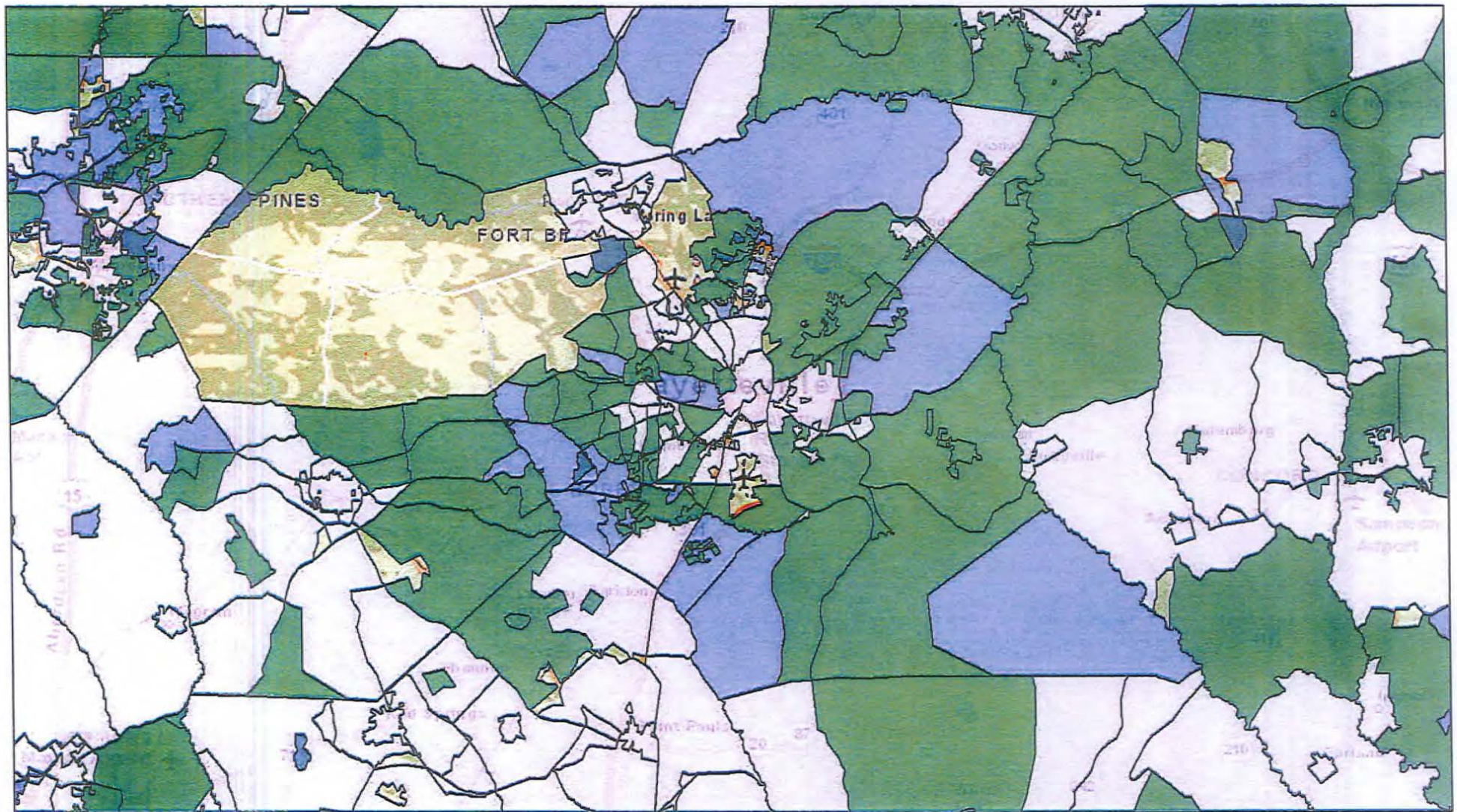


1:485,780



Sources: Esri, HERE, DeLorme, USGS, Intermap, increment P Corp., NRCAN, Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand), MapmyIndia, © OpenStreetMap contributors, and the GIS User Community

Median Household Income - Cumberland County, NC



March 8, 2016

MedianHouseholdIncome

B19013EST1

<\$38,459

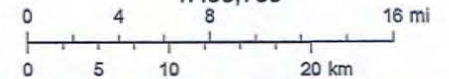
\$38,459-\$61,745

\$61,745-\$93,641

\$93,641-\$154,474

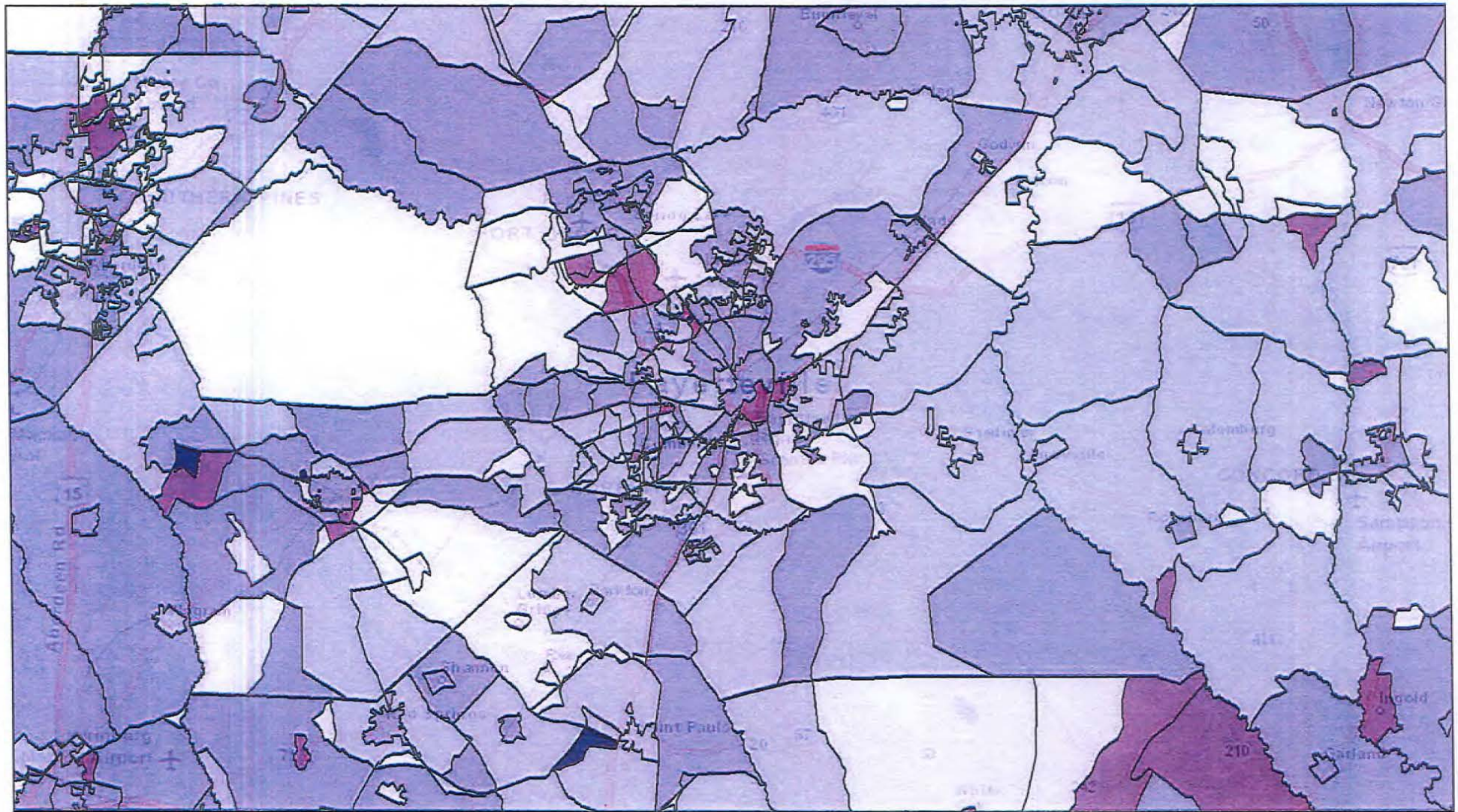
>\$154,474

1:485,780



Sources: Esri, HERE, DeLorme, USGS, Intermap, increment P Corp., NRCAN, Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand), MapmyIndia, © OpenStreetMap contributors, and the GIS User Community

Percent Unemployment - Cumberland County, NC



March 8, 2016

Unemployment

B23001_UE_PCT

<4.31%

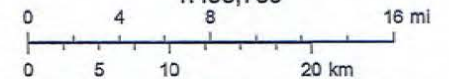
4.31-12.41%

12.41-27.04%

27.04-62.22%

>62.22%

1:485,780



Sources: Esri, HERE, DeLorme, USGS, Intermap, increment P Corp., NRCAN, Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand), MapmyIndia, © OpenStreetMap contributors, and the GIS User Community

PUBLIC NOTICE

CUMBERLAND COUNTY COMMUNITY DEVELOPMENT 2016 ANNUAL ACTION PLAN PUBLIC REVIEW & COMMENT PERIOD

In continuing our efforts to enhance citizen participation among County residents, Cumberland County Community Development (CCCD) has made available for your review and comment a draft of the 2016 Annual Action Plan.

The 2016 Annual Action Plan, which has to be submitted to the United States Department of Housing and Urban Development (HUD), describes the specific projects that will be undertaken in the 2016 Program Year (July 1, 2016 – June 30, 2017).

A draft of the 2016 Annual Action Plan will be placed at the following locations for review from March 11, 2016 through April 9, 2016:

Cumberland County Community Development 707 Executive Place, Fayetteville	East Regional Branch Library 4809 Clinton Road, Fayetteville
Falcon Town Hall 7156 Southwest Street, Falcon	Godwin Town Hall 4924 Markham Street, Godwin
Hope Mills Branch Library 3411 Golfview Road, Hope Mills	Linden Town Hall 9456 Academy Street, Linden
North Regional Branch Library 855 McArthur Road, Fayetteville	Spring Lake Branch Library 101 Laketree Blvd., Spring Lake
Stedman Town Hall 5110 Front Street, Stedman	Wade Town Hall 7128 Main Street, Hwy 301 N., Wade

PUBLIC HEARING

All citizens of Cumberland County are invited to attend a public hearing that will be held on April 18, 2016 in the Commissioners Meeting Room, at the New County Courthouse, 117 Dick Street. The Board of Commissioners meeting will begin at 6:45 p.m.

CCCD is committed to providing equal access to its facilities, programs and services for persons with disabilities by holding all meetings in locations that are handicapped accessible. Individuals requesting any form of reasonable accommodations for public meetings/hearings should do so five (5) business days prior to the advertised meeting. However, if a request is made within the five (5) business days, every reasonable effort will be made to accommodate the request.

If you have questions or comments concerning the 2016 Annual Action Plan or the public hearing, call (910) 323-6112, or visit the Cumberland County Community Development office located at 707 Executive Place, Fayetteville, North Carolina 28305. Office hours are from 8:00 a.m. to 5:00 p.m. Monday through Friday.

W. MARSHALL FAIRCLOTH
Chairman

GLENN B. ADAMS
Vice Chairman

JEANNETTE M. COUNCIL
KENNETH S. EDGE
CHARLES E. EVANS
JIMMY KEEFE
LARRY L. LANCASTER



CUMBERLAND
★ COUNTY ★
NORTH CAROLINA

BOARD OF COMMISSIONERS

CANDICE WHITE
Clerk to the Board

KELLIE BEAM
Deputy Clerk

ITEM NO. 4A

April 13, 2016

April 18, 2016 Agenda Item

TO: Board of Commissioners

FROM: Kellie Beam, Deputy Clerk to the Board KB

SUBJECT: Cumberland County Community Child Protection/Fatality Prevention Team

The Cumberland County Community Child Protection/Fatality Prevention Team has the following two (2) vacancies:

Law Enforcement Officer Position – Sheriff's Office:

Sgt. Kimberly Gagnon – no longer eligible for this position. The Community Child Protection/Fatality Prevention Team recommends **Det. Robert Jeffers** to fill this position. (See attached.)

Law Enforcement Officer Position – Fayetteville City Police Department:

Lt. Timothy Tew – no longer eligible for this position. The Community Child Protection/Fatality Prevention Team recommends **Det. Pedro Orellano** to fill this position. (See attached.)

I have attached the current membership list and applicant list for this board.

PROPOSED ACTION: Nominate individuals to fill the two (2) vacancies above.

Attachments

pc: Christal Kellon, Department of Social Services

Cumberland County Child Protection/Fatality Prevention Team

The Cumberland County Child Protection/Fatality Prevention Team was formed when, in 1995, the General Assembly expanded the prevention efforts of General Statute 143-571, which declared community responsibility for the prevention of child abuse, neglect and child deaths. Team composition requires confidentiality and the ability to objectively search through sensitive data to improve outcomes for children in Cumberland County.

Statutory Authorization: GS 143-576.2

Member Specifications:

21 Members with Specific Categories:

- Social Services Director (1)
- Social Services Staff Member (1)
- Law Enforcement Officer (1)
- Attorney from the District Attorney's Office (1)
- Executive Director of Community Action Agency or Designee (1)
- Local School Superintendent of Designee (1)
- Social Services Board Member (1)
- Mental Health Professional (1)
- Guardian Ad Litem Coordinator or Designee (1)
- Health Director or Designee (1)
- Health Care Provider (1)
- Emergency Medical Services Provider or Firefighter (1)
- District Court Judge (1)
- County Medical Examiner (1)
- Representative of Local Day Care Facility or Head Start (1)
- Parent of a Child Who Died Prior to 18th Birthday (1)
- Optional At-large Members (Up to 5)

Term: 3 Years

Compensation: None

Duties:

- Reviews medical examiners' reports, death certificates and other records of deceased county residents under the age of 18;
- Members discuss outcomes of services and circumstances surrounding the child's death;
- Promote understanding of the causes of child deaths and identify deficiencies in the delivery of services to children and families by public agencies;
- Make and carry out recommendations for changes that will prevent future child deaths.

Meetings: Third Thursday of each month at 3:00 PM

Meeting Location: Department of Social Services Building 4th Floor, Room 440 1225 Ramsey Street Fayetteville, NC

**CUMBERLAND COUNTY
COMMUNITY CHILD PROTECTION/FATALITY
PREVENTION TEAM
P.O. Box 2429
FAYETTEVILLE, NORTH CAROLINA 28302-2429
OFFICE: 910-677-2897
FAX: 910-677-2928**

March 22, 2016

To: Cumberland County Board of Commissioners

From: Christal Kellon-Alford, Staff Support

Re: Cumberland County Child Protection/Fatality Prevention Team

To whom it may concern:

Due to a change in staffing, Sgt. Kimberly Gagnon is no longer able to serve on the Cumberland County Community Child Protection/Fatality Prevention Team in the Sheriff's Office – Law Enforcement Officer Position. The Cumberland County Community Child Protection/Fatality Prevention Team recommends Det. Robert Jeffers to be appointed in the Sheriff's Office – Law Enforcement Officer Position to fill the unexpired term.

Due to a change in staffing, Lt. Timothy Tew is no longer able to serve on the Cumberland County Community Child Protection/Fatality Prevention Team in the Fayetteville Police Department – Law Enforcement Officer Position. The Cumberland County Community Child Protection/Fatality Prevention Team recommends Det. Pedro Orellano to be appointed in the Fayetteville City Police Department – Law Enforcement Officer Position to fill the unexpired term.

The Cumberland County Community Child Protection/Fatality Prevention Team plans to meet in April to discuss the two vacant At-Large Positions and will forward the recommendations to the Cumberland County Board of Commissioners for consideration next month.

Thank you for consideration with this matter.

Sincerely,

Christal Kellon-Alford
Staff Support

DJ/cka

CUMBERLAND COUNTY
COMMUNITY CHILD PROTECTION/FATALITY PREVENTION TEAM
(County Commissioner Appointees)
3 Year Terms

Name/Address	Date Appointed	Term	Expires	Eligible For Reappointment
<u>Law Enforcement Officer Position</u>				
<u>Sheriff's Office:</u>				
Sgt. Kimberly Gagnon CC Sheriff's Office 5586 Hallwood Drive Hope Mills, NC 28348 910-263-0957	10/13	1 st	Oct/16 10/31/16	Yes
<u>Fayetteville City Police Department:</u>				
Lt. Timothy Tew Fayetteville Police Dept. 467 Hay Street Fayetteville, NC 28301 910-709-2864	10/13	1 st	Oct/16 10/31/16	Yes
<u>EMS Provider or Firefighter Position</u>				
Leslie Campbell 610 Gillespie Street Fayetteville, NC 28301 615-5629 (W)	9/13	2 nd	Sept/16 9/30/16	No
<u>Parent of a Child Who Died Before Reaching Their 18th Birthday Position</u>				
VACANT (vacated by B. Bethea)	11/08	1 st	May/10 5/31/10	Yes
<u>At-Large Positions</u>				
VACANT (Vacated by A. Wiggins)	11/12	2 nd	Nov/15 11/30/15	No
Catherine Lesica 2910 Swiftcreek Drive Fayetteville, NC 28303 867-7784 / 323-1425 (W)	3/13	2 nd	Mar/16 3/31/16	No
VACANT (Vacated by T. Griffin)	9/13	2 nd	Sept/16 09/30/16	No

Contact: Ms. Christal Kellon (DSS) – 677-2551

Meets the 3rd Thursday of each month at 3:00 pm – DSS, 4th Floor, Room 440

**APPLICANTS FOR
CUMBERLAND COUNTY COMMUNITY CHILD PROTECTION/FATALITY PREVENTION TEAM**

NAME/ADDRESS/TELEPHONE	OCCUPATION	EDUCATIONAL BACKGROUND
BALDWIN, ALICE (B/F) 3218 MASTERS DRIVE HOPE MILLS, NC 28348 910-423-7012/317-1216 Graduate-County Citizens' Academy: NO Graduate-Institute for Community Leadership: NO Graduate-Leadership Fayetteville: NO Graduate-United Way's Multi-Cultural Leadership Program: NO Graduate-other leadership academy: NO	RETIRED	HS AA BA-POLITICAL SCIENCE MASTERS-LIBRARY SCIENCE
BECK, REBECCA EILEEN (W/F) 3605 PERSIMMON RD HOPE MILLS NC 28348 286-0759/826-3045 Graduate-County Citizens' Academy: NO Graduate-Institute for Community Leadership: NO Graduate-Leadership Fayetteville: NO Graduate-United Way's Multi-Cultural Leadership Program: NO Graduate-other leadership academy: CITY OF FAYETTEVILLE CITIZENS ACADEMY	INFORMATION SYSTEMS MANAGER PARTNERSHIP FOR CHILDREN	PUBLIC ADMIN. DEGREE
BERRY-CABAN, CRISTOBAL (H/M) 412 CITYVIEW LANE FAYETTEVILLE NC 28301 813-451-3004/907-8844 Graduate-County Citizens' Academy: NO Graduate-Institute for Community Leadership: NO Graduate-Leadership Fayetteville: NO Graduate-United Way's Multi-Cultural Leadership Program: NO Graduate-other leadership academy: NO	EPIDEMIOLOGIST WOMACK HOSPITAL	PHD MA BA
CHRISTIN, ELOUISE (B/F) 117 ALABAMA LN FAYETTEVILLE NC 28306 705-5983/864-5310 Graduate-County Citizens' Academy: No Graduate-Institute for Community Leadership: No Graduate-Leadership Fayetteville: No Graduate-United Way's Multi-Cultural Leadership Program: No Graduate-other leadership academy: No	CUSTODIAN BRENTWOOD ELEMENTARY	SOME COLLEGE
DEES, JULIE DR. (W/F) 5630 WALKING TRAIL WAY HOPE MILLS NC 28348 476-9418/484-9031 Graduate-County Citizens' Academy: NO Graduate-Institute for Community Leadership: YES Graduate-Leadership Fayetteville: NO Graduate-United Way's Multi-Cultural Leadership Program: NO Graduate-other leadership academy: NO	PRINCIPAL CC SCHOOLS	MASTERS-EDUCATION MASTERS-ADMIN. DOCTORATE

Cumberland County Community Child Protection/Fatality Prevention Team, Page 2

NAME/ADDRESS/TELEPHONE	OCCUPATION	EDUCATIONAL BACKGROUND
DUKE, WILLIAM C. (B/M) 509 RODRIGUEZ COURT FAYETTEVILLE, NC 28303 910-822-2411 Graduate-County Citizens' Academy: NO Graduate-Institute for Community Leadership: NO Graduate-Leadership Fayetteville: NO Graduate-United Way's Multi-Cultural Leadership Program: NO Graduate-other leadership academy: NO	RETIRED SOCIAL WORK PROGRAM ADMINISTRATOR	MASTERS-COUNSELING
DYKES, JOSEPH MICHAEL (B/M) 5764 PEPPERBUSH DR FAYETTEVILLE NC 28304 823-6075/823-6046 Graduate-County Citizens' Academy: No Graduate-Institute for Community Leadership: No Graduate-Leadership Fayetteville: No Graduate-United Way's Multi-Cultural Leadership Program: No Graduate-other leadership academy: No	SALES/SECURITY BUS DRIVER FAY. PUBLISHING CO. **SERVES ON THE BOARD OF ADJUSTMENT**	ASSOCIATES-POLITICAL SCIENCE
EVERETT, CLARENCE SR (B/M) 1513 WOODBERRY LANE FAYETTEVILLE NC 28303 822-1525/494-1656 Graduate-County Citizens' Academy: No Graduate-Institute for Community Leadership: No Graduate-Leadership Fayetteville: No Graduate-United Way's Multi-Cultural Leadership Program: No Graduate-other leadership academy: No	RETIRED ARMY PASTOR	14 YEARS
HAYES, QUITA (B/F) 821 ZADOCK DRIVE FAYETTEVILLE NC 28314 868-6468/578-9414 Graduate-County Citizens' Academy: No Graduate-Institute for Community Leadership: No Graduate-Leadership Fayetteville: No Graduate-United Way's Multi-Cultural Leadership Program: No Graduate-other leadership academy: No	CASE MANAGER FIRM FOUNDATION	SOME COLLEGE
HAYWOOD, KENDRA (B/F) 603 SUGARIDGE LANE FAYETTEVILLE, NC 28311 354-6743 Graduate-County Citizens' Academy: N/A Graduate-Institute for Community Leadership: NO Graduate-Leadership Fayetteville: NO Graduate-United Way's Multi-Cultural Leadership Program: NO Graduate-other leadership academy: NO	INSTRUCTOR FTCC	PHD-IN PROGRESS MA-POLITICAL SCIENCE BA-POLITICAL SCIENCE

Cumberland County Community Child Protection/Fatality Prevention Team, Page 3

NAME/ADDRESS/TELEPHONE	OCCUPATION	EDUCATIONAL BACKGROUND
HINDS, TRACEY (B/F) 6724 WATER TRAIL DRIVE #304 FAYETTEVILLE NC 28311 578-8244/630-7059 Graduate-County Citizens' Academy: NO Graduate-Institute for Community Leadership: NO Graduate-Leadership Fayetteville: NO Graduate-United Way's Multi-Cultural Leadership Program: NO Graduate-other leadership academy: NO	INSTRUCTOR METHODIST UNIVERSITY	BSW MSW
HIRTZ, KAREN (W/F) 10 CAPRON ST FAYETTEVILLE, NC 28307 339-9504/845-522-3481 Graduate-County Citizens' Academy: NO Graduate-Institute for Community Leadership: NO Graduate-Leadership Fayetteville: NO Graduate-United Way's Multi-Cultural Leadership Program: NO Graduate-other leadership academy: NO	CHILD PROTECTIVE SVCS ORANGE COMPANY	MASTERS-PUBLIC ADMIN. BA-PSYCHOLOGY
HOLLAND, DEREA BATISTA (H/F) 449 TRADEWINDS DR APT H FAYETTEVILLE NC 28314 540-641-9052 Graduate-County Citizens' Academy: NO Graduate-Institute for Community Leadership: NO Graduate-Leadership Fayetteville: NO Graduate-United Way's Multi-Cultural Leadership Program: NO Graduate-other leadership academy: NO	NONE LISTED	HS SOME COLLEGE
HOLMES, SHANEKA (B/F) 1258 SNOWY EGRET DRIVE FAYETTEVILLE NC 28306 910-286-3424 Graduate-County Citizens' Academy: NO Graduate-Institute for Community Leadership: NO Graduate-Leadership Fayetteville: NO Graduate-United Way's Multi-Cultural Leadership Program: NO Graduate-other leadership academy: NO	RESPIRATORY THERAPIST VETERANS MEDICAL CENTER	MASTERS-SOCIAL WORK
INMAN, DANIELLE (W/F) 5125 MIRANDA DRIVE HOPE MILLS, NC 28348 309-1438 (H) / 485-1746 (W) Graduate-County Citizens' Academy: NO Graduate-Institute for Community Leadership: NO Graduate-Leadership Fayetteville: NO Graduate-United Way's Multi-Cultural Leadership Program: NO Graduate-other leadership academy: NO	OFFICE MANAGER TERRY FARR REAL ESTATE SCHOOL	NONE LISTED

Cumberland County Community Child Protection/Fatality Prevention Team, Page 4

NAME/ADDRESS/TELEPHONE	OCCUPATION	EDUCATIONAL BACKGROUND
JAMES, ASHA (B/F) 2545 QUAIL FOREST DRIVE FAYETTEVILLE NC 28306 Graduate-County Citizens' Academy: NO Graduate-Institute for Community Leadership: NO Graduate-Leadership Fayetteville: NO Graduate-United Way's Multi-Cultural Leadership Program: NO Graduate-other leadership academy: NO	CALL CENTER AGENT SYKES	ASSOCIATES DEGREE
JOHNSON, ROSEMARY M. (B/F) 1323 OAK KNOLLS DRIVE FAYETTEVILLE NC 28314 910-336-0022/910-848-2377 Graduate-County Citizens' Academy: YES Graduate-Institute for Community Leadership: NO Graduate-Leadership Fayetteville: NO Graduate-United Way's Multi-Cultural Leadership Program: NO Graduate-other leadership academy: NO	HOUSING COUNSELOR BLUE SPRINGS COMMUNITY DEVELOPMENT	SOME COLLEGE
JONES, ANGEL (B/F) 121 KENSINGTON CIRCLE FAYETTEVILLE, NC 28301 703-3850/484-1003 Graduate-County Citizens' Academy: No Graduate-Institute for Community Leadership: No Graduate-Leadership Fayetteville: No Graduate-United Way's Multi-Cultural Leadership Program: No Graduate-other leadership academy: No	CREW TRAINER HARDEES	SOME COLLEGE
JORDAN-HUFFAM, JEANETTE (B/F) 3911 W. BENT GRASS DRIVE FAYETTEVILLE, NC 28312 910-485-3024/308-1641 Graduate-County Citizens' Academy: NO Graduate-Institute for Community Leadership: NO Graduate-Leadership Fayetteville: NO Graduate-United Way's Multi-Cultural Leadership Program: NO Graduate-other leadership academy: MENTAL HEALTH LEADERSHIP ACADEMY –UNC-CHAPEL HILL	CHIEF OF QUALITY MANAGEMENT EASTPOINTE LME/MCO	BS-HUMAN SERVICES MASTERS-COUNSELING MASTERS-SOCIAL WORK
KELLER, BEVERLY (B/F) 7721 DUNDENNON DRIVE FAYETTEVILLE NC 28306 867-8199/988-0683 Graduate-County Citizens' Academy: No Graduate-Institute for Community Leadership: No Graduate-Leadership Fayetteville: No Graduate-United Way's Multi-Cultural Leadership Program: No Graduate-other leadership academy: No	GUIDANCE COUNSELOR CC SCHOOLS	BACHELORS-CRIMINAL JUSTICE MA-SCHOOL COUNSELOR

Cumberland County Community Child Protection/Fatality Prevention Team, Page 5

NAME/ADDRESS/TELEPHONE	OCCUPATION	EDUCATIONAL BACKGROUND
KELLY, BEATRICE (B/F) 100 ELFRETH LN SPRING LAKE, NC 28390 493-0461/964-1428 Graduate-County Citizens' Academy: N/A Graduate-Institute for Community Leadership: NO Graduate-Leadership Fayetteville: NO Graduate-United Way's Multi-Cultural Leadership Program: NO Graduate-other leadership academy: NO	RETIRED	BS-PSYCHOLOGY EARLY CHILDHOOD EDUCATION
KING, GRACE (-/F) 5566 HALLWOOD DRIVE HOPE MILLS NC 28348 424-9065/424-4536 Graduate-County Citizens' Academy: No Graduate-Institute for Community Leadership: Yes Graduate-Leadership Fayetteville: No Graduate-United Way's Multi-Cultural Leadership Program: No Graduate-other leadership academy: No	TEACHER ASSISTANT CUMBERLAND MILLS ELEM.	HS ASSOCIATES-EARLY CHILDHOOD
KROCH, SAROUN (A/F) 6409 WINTER PARK DRIVE FAYETTEVILLE NC 28304 489-1695/391-6993 (W) Graduate-County Citizens' Academy: N/A Graduate-Institute for Community Leadership: No Graduate-Leadership Fayetteville: No Graduate-United Way's Multi-Cultural Leadership Program: No Graduate-other leadership academy: No	RECEPTIONIST HILTON GARDEN INN	CMA-SECRETARY PROGRAM ONQ-HILTON HOTELS SYSTEM
LEVEY, AVALON (W/F) 911 SHELL DRIVE #225 SPRING LAKE, NC 28390 612-875-1588 Graduate-County Citizens' Academy: NO Graduate-Institute for Community Leadership: NO Graduate-Leadership Fayetteville: NO Graduate-United Way's Multi-Cultural Leadership Program: NO Graduate-other leadership academy: NO	WRITER ANALYST	BA-ECONOMICS
LONG, JAMES ADAM (W/M) 495 CORONATION DRIVE FAYETTEVILLE NC 28311 910-364-6410 Graduate-County Citizens' Academy: NO Graduate-Institute for Community Leadership: NO Graduate-Leadership Fayetteville: NO Graduate-United Way's Multi-Cultural Leadership Program: NO Graduate-other leadership academy: NO	CONTRACTOR FT. BRAGG	SOME COLLEGE

Cumberland County Community Child Protection/Fatality Prevention Team, Page 6

NAME/ADDRESS/TELEPHONE	OCCUPATION	EDUCATIONAL BACKGROUND
LONG, STACY MICHAEL (W/M) 5675 DOBSON DRIVE FAYETTEVILLE NC 28311 919-896-8970/919-633-8244 Graduate-County Citizens' Academy: NO Graduate-Institute for Community Leadership: NO Graduate-Leadership Fayetteville: NO Graduate-United Way's Multi-Cultural Leadership Program: NO Graduate-other leadership academy: NO	PASTOR/CEO INGRESS MINISTRIES	BACHELORS-THEOLOGY
MARTINEZ, LETITIA (B/F) 1509 EPIC WAY HOPE MILLS, NC 28348 551-1011/907-3231 Graduate-County Citizens' Academy: NO Graduate-Institute for Community Leadership: NO Graduate-Leadership Fayetteville: NO Graduate-United Way's Multi-Cultural Leadership Program: NO Graduate-other leadership academy: NO	MILITARY PAY TECH DEPT. OF DEFENSE	SOME COLLEGE
MAUGHAN, GLENN (-/M) 1765 AVA ROAD STEDMAN NC 28391 910-531-3975 Graduate-County Citizens' Academy: NO Graduate-Institute for Community Leadership: YES Graduate-Leadership Fayetteville: NO Graduate-United Way's Multi-Cultural Leadership Program: NO Graduate-other leadership academy: NO	RETIRED	BS-EDUCATION
MCFADDEN, JENSON (B/M) 1717 SYKES POND RD FAYETTEVILLE NC 28304 868-9067/850-8409 Graduate-County Citizens' Academy: No Graduate-Institute for Community Leadership: No Graduate-Leadership Fayetteville: No Graduate-United Way's Multi-Cultural Leadership Program: No Graduate-other leadership academy: No	PRES TRANSPORT SVC DM TRANSPORTATION	ASSOCIATE-BIBLICAL STUDIES
SERVES ON THE WORKFORCE DEVELOPMENT BOARD		
MEADOWS, GERALDINE (B/F) 235 ROSEMARY STREET FAYETTEVILLE, NC 28301 578-7273/919-718-4650 Graduate-County Citizens' Academy: NO Graduate-Institute for Community Leadership: NO Graduate-Leadership Fayetteville: NO Graduate-United Way's Multi-Cultural Leadership Program: NO Graduate-other leadership academy: NO	WORKFORCE DEVELOP. SPECIALIST	BA-SOCIOLOGY MASTERS STUDENT

Cumberland County Community Child Protection/Fatality Prevention Team, Page 7

NAME/ADDRESS/TELEPHONE	OCCUPATION	EDUCATIONAL BACKGROUND
MEEKINS, BRANDIE R (B/F) 360 BUBBLE CREEK COURT UNIT 11 FAYETTEVILLE, NC 28311 476-4453/678-2560 Graduate-County Citizens' Academy: NO Graduate-Institute for Community Leadership: YES Graduate-Leadership Fayetteville: NO Graduate-United Way's Multi-Cultural Leadership Program: NO Graduate-other leadership academy: NO	ASSISTANT DISPATCHER CC SCHOOLS	BS-CRIMINAL JUSTICE
MELVIN, MELISSA (W/F) 517 LANCASTER RD FAYETTEVILLE NC 28303 864-3191/263-2674 Graduate-County Citizens' Academy: NO Graduate-Institute for Community Leadership: NO Graduate-Leadership Fayetteville: NO Graduate-United Way's Multi-Cultural Leadership Program: NO Graduate-other leadership academy: MILITARY LEADERSHIP	RETIRED MILITARY	SOME COLLEGE
MORLEY, EDWARD (W/M) 225 BULLARD CIRCLE FAYETTEVILLE NC 28311 850-7429 Graduate-County Citizens' Academy: N/A Graduate-Institute for Community Leadership: Yes Graduate-Leadership Fayetteville: NO Graduate-United Way's Multi-Cultural Leadership Program: NO Graduate-other leadership academy: Disparities Leadership Program	RETIRED	AA, BA
MORRIS, ROYFORD C SR. (B/M) 5124 ROY C STALLINGS JR ST HOPE MILLS NC 28348 920-2158/765-1402 Graduate-County Citizens' Academy: No Graduate-Institute for Community Leadership: No Graduate-Leadership Fayetteville: No Graduate-United Way's Multi-Cultural Leadership Program: No Graduate-other leadership academy: No	INSURANCE AGENT BANKERS LIFE & CASUALTY CO.	BACHELOR-CRIMINAL JUSTICE
OBIEKWE, MAYA (-/F) 2641 LOCKWOOD RD FAYETTEVILLE, NC 28303 770-616-0043 Graduate-County Citizens' Academy: N/A Graduate-Institute for Community Leadership: NO Graduate-Leadership Fayetteville: NO Graduate-United Way's Multi-Cultural Leadership Program: NO Graduate-other leadership academy: NO	ARMY RESERVE CYSS YOUTH FT BRAGG	CHILD & FAM STUDIES PUBLIC HEALTH

Cumberland County Community Child Protection/Fatality Prevention Team, Page 8

NAME/ADDRESS/TELEPHONE	OCCUPATION	EDUCATIONAL BACKGROUND
O'DONNELL, DAWN (W/F) 2072 BIRCHCREFT DR FAYETTEVILLE NC 28304 910-425-3619 Graduate-County Citizens' Academy: YES Graduate-Institute for Community Leadership: No Graduate-Leadership Fayetteville: No Graduate-United Way's Multi-Cultural Leadership Program: No Graduate-other leadership academy: No	TAX PREPARER H&R BLOCK	AA-ACCOUNTING
PARKER, KRISTIN (-/F) 113 JOHN STREET FAYETTEVILLE, NC 28305 583-8151/635-8574 Graduate-County Citizens' Academy: No Graduate-Institute for Community Leadership: No Graduate-Leadership Fayetteville: No Graduate-United Way's Multi-Cultural Leadership Program: No Graduate-other leadership academy: No	FEDERAL BACKGROUND INVESTIGATOR USIS	MASTERS
PIERCE, PHYLLIS (-/F) 1516 THOROUGHbred TRAIL PARKTON NC 28371 491-6519/718-568-5963 Graduate-County Citizens' Academy: NO Graduate-Institute for Community Leadership: NO Graduate-Leadership Fayetteville: NO Graduate-United Way's Multi-Cultural Leadership Program: NO Graduate-other leadership academy: NO	LAIDOFF	HIGH SCHOOL
PINO, RISA (H/F) 1926 HARCOURT CIRCLE FAYETTEVILLE NC 28304 603-4548/568-3377 Graduate-County Citizens' Academy: NO Graduate-Institute for Community Leadership: NO Graduate-Leadership Fayetteville: NO Graduate-United Way's Multi-Cultural Leadership Program: NO Graduate-other leadership academy: NO	LABORATORY MANAGER SURE SPOT ANALYTICS	MS-BIOLOGY BS-BIOLOGY
PUGH, VIRGINIA (W/F) 2522 ELMHURST DR FAYETTEVILLE NC 28304 323-0934/678-2300 Graduate-County Citizens' Academy: NO Graduate-Institute for Community Leadership: NO Graduate-Leadership Fayetteville: NO Graduate-United Way's Multi-Cultural Leadership Program: NO Graduate-other leadership academy: NO	RETIRED EDUCATOR PART TIME CC SCHOOLS	BACHELORS

Cumberland County Community Child Protection/Fatality Prevention Team, Page 9

NAME/ADDRESS/TELEPHONE	OCCUPATION	EDUCATIONAL BACKGROUND
-------------------------------	-------------------	-------------------------------

<p>RUSSELL, MONICA (B/F) 116 PARTRIDGE RD FAYETTEVILLE NC 28306 910-818-4172 Graduate-County Citizens' Academy: NO Graduate-Institute for Community Leadership: NO Graduate-Leadership Fayetteville: NO Graduate-United Way's Multi-Cultural Leadership Program: NO Graduate-other leadership academy: NO</p>	<p>NONE LISTED</p>	<p>BA-PSYCHOLOGY MBA-HEALTHCARE MANAGEMENT</p>
---	--------------------	--

<p>SESSOMS, KARLA (B/F) 6624 JACOBS CREEK CIRCLE FAYETTEVILLE NC 28306 425-7634/494-3102 Graduate-County Citizens' Academy: No Graduate-Institute for Community Leadership: No Graduate-Leadership Fayetteville: No Graduate-United Way's Multi-Cultural Leadership Program: No Graduate-other leadership academy: No</p>	<p>NURSE CCME</p>	<p>SOME COLLEGE</p>
---	-----------------------	---------------------

<p>SIMMONS, MICHAEL (B/M) 2720 CREEKDEW COURT FAYETTEVILLE NC 28306 443-866-0020/485-4416 Graduate-County Citizens' Academy: YES Graduate-Institute for Community Leadership: NO Graduate-Leadership Fayetteville: NO Graduate-United Way's Multi-Cultural Leadership Program: NO Graduate-other leadership academy: NO</p>	<p>RETIRED MILITARY</p>	<p>SOME COLLEGE</p>
---	-------------------------	---------------------

<p>SOBERS, TOMECIA (B/F) 980 CREEK SIDE RUN FAYETTEVILLE, NC 28303 494-6872/678-9805 Graduate-County Citizens' Academy: NO Graduate-Institute for Community Leadership: NO Graduate-Leadership Fayetteville: NO Graduate-United Way's Multi-Cultural Leadership Program: NO Graduate-other leadership academy: NO</p>	<p>INSTRUCTOR FTCC</p>	<p>BS-CRIMINAL JUSTICE MA-SOCIOLOGY</p>
---	----------------------------	---

SERVES ON THE HUMAN RELATIONS COMMISSION

<p>SOTO, DAISY (H/F) 3313 HARRISBURG DRIVE FAYETTEVILLE NC 28306 491-3841/845-826-5201 Graduate-County Citizens' Academy: NO Graduate-Institute for Community Leadership: NO Graduate-Leadership Fayetteville: NO Graduate-United Way's Multi-Cultural Leadership Program: NO Graduate-other leadership academy: NO</p>	<p>STUDENT</p>	<p>MASTERS STUDENT</p>
---	----------------	------------------------

Cumberland County Community Child Protection/Fatality Prevention Team, Page 10

NAME/ADDRESS/TELEPHONE	OCCUPATION	EDUCATIONAL BACKGROUND
STANLEY, LASHONDA (B/F) 6211 CARVER PINE LOOP #6303 FAYETTEVILLE NC 28311 Graduate-County Citizens' Academy: No Graduate-Institute for Community Leadership: No Graduate-Leadership Fayetteville: No Graduate-United Way's Multi-Cultural Leadership Program: No Graduate-other leadership academy: No	STAFF DEVELOPMENT CONSULTANT NC DEPT OF HEALTH & HUMAN SERVICES	BA-HUMAN RESOURCES BA-PUBLIC RELATIONS
STRANGE, JONATHAN C. (W/M) 720 CAMWHEEL DRIVE HOPE MILLS NC 28348 919-810-5129/822-5000 Graduate-County Citizens' Academy: NO Graduate-Institute for Community Leadership: NO Graduate-Leadership Fayetteville: NO Graduate-United Way's Multi-Cultural Leadership Program: NO Graduate-other leadership academy: NO	ATTORNEY THE STRANGE LAW FIRM	BS-SECONDARY EDUCATION JD
STROUD-MELVIN, OCIE J (B/M) 3305 SANFORD DRIVE FAYETTEVILLE, NC 28301 299-8489/672-1201 Graduate-County Citizens' Academy: NO Graduate-Institute for Community Leadership: NO Graduate-Leadership Fayetteville: NO Graduate-United Way's Multi-Cultural Leadership Program: NO Graduate-other leadership academy: NO	ADMINISTRATIVE ASST FSU	BACHELORS-CRIMINAL JUSTICE MASTERS STUDENT
TAYLOR, PAUL L. (OTHER/M) 4417 CAMEO CT FAYETTEVILLE NC 28311 910-751-0435 Graduate-County Citizens' Academy: NO Graduate-Institute for Community Leadership: NO Graduate-Leadership Fayetteville: NO Graduate-United Way's Multi-Cultural Leadership Program: NO Graduate-other leadership academy: ANCOG US ARMY	RETIRED	BS-BUSINESS ADMIN.
WARREN, JONATHAN (H/M) 5815 RAINSFORD DRIVE FAYETTEVILLE, NC 28311 354-0676/307-3050 Graduate-County Citizens' Academy: NO **SERVES ON THE WORKFORCE DEV BOARD** Graduate-Institute for Community Leadership: NO Graduate-Leadership Fayetteville: NO Graduate-United Way's Multi-Cultural Leadership Program: NO Graduate-other leadership academy: NO	CEO DARKHORSE NC, LLC	MBA-PROJECT MGMT BS-BUSINESS MGMT AS-EMERGENCY MEDICINE AS-CRIMINAL JUSTICE

Cumberland County Community Child Protection/Fatality Prevention Team, Page 11

NAME/ADDRESS/TELEPHONE	OCCUPATION	EDUCATIONAL BACKGROUND
WASHINGTON, BRIANNE (B/F) 1074 ELLIOTT CIRCLE FAYETTEVILLE NC 28301 229-1499/419-1791 Graduate-County Citizens' Academy: NO Graduate-Institute for Community Leadership: NO Graduate-Leadership Fayetteville: NO Graduate-United Way's Multi-Cultural Leadership Program: NO Graduate-other leadership academy: NO	NONE LISTED	BACHELORS
WATTS, MELISSA (W/F) 3503 MANORBRIDGE COURT FAYETTEVILLE, NC 28306 520-678-7250/570-9133 Graduate-County Citizens' Academy: NO Graduate-Institute for Community Leadership: NO Graduate-Leadership Fayetteville: NO Graduate-United Way's Multi-Cultural Leadership Program: NO Graduate-other leadership academy: NO	ANALYST US ARMY	BS-OCCUPATIONAL EDUC MASTERS-PUBLIC ADMIN.
WILLIAMS, TERRY (B/M) 674 BAYWOOD ROAD FAYETTEVILLE, NC 28312 435-0960/658-7586 Graduate-County Citizens' Academy: NO Graduate-Institute for Community Leadership: NO Graduate-Leadership Fayetteville: NO Graduate-United Way's Multi-Cultural Leadership Program: NO Graduate-other leadership academy: NO	DISABLED VETERAN	MASTERS-COMPUTER SCIENCE BS-COMPUTER SCIENCE AS-COMPUTER STUDIES

W. MARSHALL FAIRCLOTH
Chairman

GLENN B. ADAMS
Vice Chairman

JEANNETTE M. COUNCIL
KENNETH S. EDGE
CHARLES E. EVANS
JIMMY KEEFE
LARRY L. LANCASTER



**CUMBERLAND
★ COUNTY ★**
NORTH CAROLINA
BOARD OF COMMISSIONERS

CANDICE WHITE
Clerk to the Board

KELLIE BEAM
Deputy Clerk

ITEM NO. 5

April 13, 2016

April 18, 2016 Agenda Item

TO: Board of Commissioners

FROM: Kellie Beam, Deputy Clerk to the Board *KB*

SUBJECT: Equalization and Review Board – Appointment of Officers

BACKGROUND: The Board of Commissioners is responsible for appointment of the Chairman, First Vice Chairman and Second Vice Chairman for the Equalization and Review Board.

The Equalization and Review Board recommends the following as their officers for 2016-2017. (See attached.)

Kathy Olsen	Chairman
Harvey (Butch) Raynor	First Vice Chairman
William (Bill) Holland	Second Vice Chairman

I have attached the current membership list for this board.

PROPOSED ACTION: Appoint a Chairman, First Vice Chairman and Second Vice Chairman.

Attachment

Cc: Joe Utley, Tax Administrator

JOSEPH R. UTLEY, JR.
Tax Administrator




CUMBERLAND
★ **COUNTY** ★
NORTH CAROLINA

OFFICE OF THE TAX ADMINISTRATOR

MEMORANDUM FOR THE BOARD OF COMMISSIONERS AGENDA APRIL 18, 2016

TO: BOARD OF COUNTY COMMISSIONERS

FROM: JOSEPH R. UTLEY, JR., CLERK TO THE BOARD OF EQUALIZATION AND REVIEW 

DATE: MARCH 9, 2016

SUBJECT: OFFICER RECOMMENDATIONS FOR THE 2016 BOARD OF EQUALIZATION AND REVIEW

BACKGROUND:

The resolution establishing the Board of Equalization and Review states that the Board of County Commissioners shall appoint a Chairman, a First Vice Chairman and a Second Vice Chairman to serve on the Board of Equalization and Review.

RECOMMENDATION/PROPOSED ACTION:

At the Wednesday, March 9, 2016 meeting, the Board of Equalization and Review approved a motion to submit the following officer recommendations for consideration by the Board of County Commissioners.

Chairwoman	Kathy Olsen
First Vice Chair	Harvey (Butch) Raynor
Second Vice Chair	William (Bill) Holland

EQUALIZATION AND REVIEW BOARD

3 Year Term

(All terms expire in March with no more than five expiring in the same year; consistent with the resolution establishing the board as adopted by the Board of Commissioners on September 5, 1989.)

Name/Address	Date Appointed	Term	Expires	Eligible For Reappointment
<u>Appraiser</u>				
Douglas Stephens III (W/M) 5350 Reformation Way Wade, NC 28395 425-9339/494-3684	3/13	1st	Mar/16 3/31/16	Yes
<u>At Large</u>				
Harvey Raynor III (W/M) 208 Hillside Avenue Fayetteville, NC 28301 910-587-5543	3/13	1st	Mar/16 3/31/16	Yes
Horace Humphrey (B/M) 1852 Cascade Street Fayetteville, NC 28301 488-5143/850-5170	3/15	1st	Mar/18 3/31/18	Yes
David Duria (/M) 6437 Pericat Drive Fayetteville, NC 28306 425-5771/797-9688 (C)	3/13	2nd	Mar/16 3/31/16	No
<u>Businessman</u>				
William Carroll Beard Jr. (W/M) 2524 Fordham Drive Fayetteville, NC 28304 485-7050/818-9797	3/15	1st	Mar/18 3/31/18	Yes
<u>Farmer</u>				
Ernest Canady (W/M) 6937 Sim Canady Rd Hope Mills, NC 28348 425-2907/624-9565	3/15	1st	Mar/18 3/31/18	Yes
<u>Home Builder</u>				
Rodney W. Sherrill (W/M) 2220 Winterlochen Road Fayetteville, NC 28305 978-1010/480-1010	3/15	1st	Mar/18 3/31/18	Yes

(All terms expire in March with no more than five expiring in the same year; consistent with the resolution establishing the board as adopted by the Board of Commissioners on September 5, 1989.)

<u>Name/Address</u>	<u>Date Appointed</u>	<u>Term</u>	<u>Expires</u>	<u>Eligible For Reappointment</u>
<u>Industrialist</u>				
William (Bill) Holland (W/M) 1998 Dawnview Place Fayetteville, NC 28304 910-867-3284	3/13	1st	Mar/16 3/31/16	Yes
<u>Real Estate Agent/Broker</u>				
Kathy T. Olsen (W/F) 7725 Borthwick Drive Fayetteville, NC 28306 867-4659/864-1459	3/15	1st	Mar/18 3/31/18	Yes

Chairman: Douglas Stephens III
1st Vice Chairman: Kathy Olsen
2nd Vice Chairman: Harvey (Butch) Raynor

Meetings: 2nd Wednesday of every month – 3:30 PM (except July)
Courthouse – Room 564
(No meetings in July)

Contact: Joe Utley
Tax Admin.

W. MARSHALL FAIRCLOTH
Chairman

GLENN B. ADAMS
Vice Chairman

JEANNETTE M. COUNCIL
KENNETH S. EDGE
CHARLES E. EVANS
JIMMY KEEFE
LARRY L. LANCASTER



**CUMBERLAND
★ COUNTY ★**
NORTH CAROLINA

BOARD OF COMMISSIONERS

CANDICE WHITE
Clerk to the Board

KELLIE BEAM
Deputy Clerk

ITEM NO. 6A

April 13, 2016

April 18, 2016 Agenda Item

TO: Board of Commissioners
FROM: Kellie Beam, Deputy Clerk to the Board KB
SUBJECT: Adult Care Home Community Advisory Committee

BACKGROUND: On April 4, 2016, the Board of Commissioners nominated the following individuals to fill six (6) vacancies on the Adult Care Home Community Advisory Committee:

Laura Hardy (new appointment)
Eva Moore (new appointment)
Gary Blackwell (new appointment)
Monica Russell (new appointment)
Dawn O'Donnell (new appointment)
Lillie White (new appointment)

I have attached the current membership list for this committee.

PROPOSED ACTION: Appoint individuals to fill the six (6) vacancies above.

Attachment

pc: Kareem Strong, Mid-Carolina Area Agency on Aging

ADULT CARE HOME COMMUNITY ADVISORY COMMITTEE
Initial Appointment 1 Year/Subsequent Terms 3 Years

<u>Name/Address</u>	<u>Date Appointed</u>	<u>Term</u>	<u>Expires</u>	<u>Eligible For Reappointment</u>
Mary Ann Ayars 804 Juniper Drive Fayetteville, NC 28304 426-9258/483-0191 #338	8/14	2nd	Aug/17 8/31/17	No
John Thompson 8533 Cliffdale Rd Fayetteville, NC 28314 864-1043	11/15	1st	Nov/18 11/30/18	Yes
Mary Dillon 3209 McCheon Drive Fayetteville, NC 28301 910-822-2045	3/15	1st	May/16 5/31/16	Yes
(serving unexpired term; eligible for two additional terms)				
Carla Fagan 824 Sage Creek Ln #8 Fayetteville, NC 28305 920-3580/630-7699	8/15	1st	Aug/18 8/31/18	Yes
Donna Atkins 6480 Faircloth Bridge Rd Stedman, NC 28391 910-818-3977	4/14	1st	May/17 5/31/17	Yes
Yvonne Booth (B/F) 4568 Turquoise Road Fayetteville, NC 28311 488-7620	7/12	2nd	Aug/15 8/31/15	No
Daniel Rodriguez (H/M) 2634 Franciscan Drive Fayetteville, NC 28306 425-2746/432-9701 (W)	5/13	2nd	May/16 5/31/16	No
VACANT (Vacated by H. Southerland)	7/12	1st	Aug/15 8/31/15	Yes

<u>Name/Address</u>	<u>Date Appointed</u>	<u>Term</u>	<u>Expires</u>	<u>Eligible For Reappointment</u>
Clarence Everett Sr. 1513 Woodberry Lane Fayetteville, NC 28303 822-1525/494-1656	11/15	1st	Nov/18 11/30/18	Yes
VACANT (Vacated by L. Ray)	8/14	1st	Aug/17 8/31/17	Yes
VACANT (Vacated by A. Long)	11/14	Initial	Nov/15 11/30/15	Yes
Ralph T. Cascasan (A/M) 910 Alexwood Drive Hope Mills, NC 28348 425-9704/433-1039	5/13	2nd	May/16 5/31/16	No
Alfonso Ferguson Sr. 3329 Eastgate Street Eastover, NC 28312 401-2313/483-9916	8/13	2nd	Aug/16 8/31/16	No
Cassandra W. Haire (B/F) 515 Albany Street Fayetteville, NC 28301 728-0175	5/13	2nd	May/16 5/31/16	No
Herman Dudley 613 York Road Fayetteville, NC 28303 864-3817(H)/286-6597(W)	4/15	2nd	Apr/18 4/30/18	No

CONTACT: Kareem Strong, Mid-Carolina Area Agency on Aging,
P. O. Box 1510, Fayetteville, NC 28302 - Phone: 323-4191, ext. 25 – Fax: 323-9330

MEETINGS: Quarterly: 3rd Thursday of the last month of each quarter (March, June, September,
December) - 10:00 am - various adult care homes in Cumberland County

W. MARSHALL FAIRCLOTH
Chairman

GLENN B. ADAMS
Vice Chairman

JEANNETTE M. COUNCIL
KENNETH S. EDGE
CHARLES E. EVANS
JIMMY KEEFE
LARRY L. LANCASTER



**CUMBERLAND
★ COUNTY ★**
NORTH CAROLINA

BOARD OF COMMISSIONERS

CANDICE WHITE
Clerk to the Board

KELLIE BEAM
Deputy Clerk

ITEM NO. 63

April 13, 2016

April 18, 2016 Agenda Item

TO: Board of Commissioners
FROM: Kellie Beam, Deputy Clerk to the Board KB
SUBJECT: Joint Senior Citizens Advisory Commission

BACKGROUND: At their April 4, 2016 meeting, the Board of Commissioners nominated the following individuals to fill two (2) vacancies on the Joint Senior Citizens Advisory Commission.

Edna Cogdell (reappointment)
Willie F. Wright (reappointment)

I have attached the current membership list for this commission.

PROPOSED ACTION: Appoint individuals to fill the two (2) vacancies above.

Attachment

pc: Mary Galyean, Senior Programs Supervisor

SENIOR CITIZENS ADVISORY COMMISSION
(Joint Fayetteville/Cumberland County)
2 Year Term
(County Appointees)

Name/Address	<u>Date</u> Appointed	Term	Expires	<u>Eligible For</u> Reappointment
Naomi Ruffin 2019 Spruce St. Fayetteville, NC 28303 910-486-6442	6/15	2nd	June/17 6/30/17	No
Carey D. Berg PO Box 87326 Fayetteville, NC 28304 425-9754/568-7742	9/15	1st	Sept/17 9/30/17	Yes
Edna Cogdell 734 Ashburton Drive Fayetteville, NC 28301 488-4582/624-4558	10/13	1st	Oct/15 10/31/15	Yes
Willie F. Wright 196 Darrock Ct Fayetteville, NC 28311 822-6415/868-8351	9/15	1st	Dec/15 12/31/15	Yes
(serving unexpired term; eligible for two additional terms)				
Patricia Fairley 4818 Arbor Road Fayetteville, NC 28311 488-8187/850-4649	9/15	1st	Sept/17 9/30/17	Yes
Daisy D. Maxwell 7113 Fillyaw Road Fayetteville, NC 28303 868-5611	8/13	2nd	Aug/15 8/31/15	No

Contact: Mary Galyean— Senior Citizens Center Director – Phone: 433-1574
(Interoffice – Parks and Recreation)

Regular Meetings: 2nd Tuesday of each month at 2:30 PM
LaFayette Room – City Hall