
AGENDA
CUMBERLAND COUNTY BOARD OF COMMISSIONERS
COURTHOUSE – ROOM 118
NOVEMBER 7, 2016
9:00 AM

INVOCATION Commissioner Marshall Faircloth

Minister:

Pledge of Allegiance

1. Approval of Agenda
2. Presentation from Brig. Gen. (Ret.) Mabry (Bud) Martin, Chairman, North Carolina Military Affairs Commission, on Strategic Plan for Supporting and Enhancing North Carolina Military Missions and Installation.
3. Consent Agenda
 - A. Approval of minutes for the September 16, 2016 Joint City-County special meeting, September 19, 2016 regular Meeting, October 3, 2016 regular meeting and the October 19, 2016 special meeting.
 - B. Approval of Board of Health Recommendations:
 - 1) Request to Reduce the Tattoo License Fee for Conventions. **(Pg. 8)**
 - 2) Revisions to the Health Department Billing Guide. **(Pg. 11)**
 - 3) Health Department Delinquent Accounts to be Turned Over to the N.C. Debt Set-Off Program. **(Pg. 36)**
 - C. Approval of Payment of Prior Year Invoices: **(Pgs. 38-53)**
 - 1) Community Funding Request for Payment of Prior Year Invoice to Mid-Carolina Council of Governments and the Corresponding Budget Revision. **(Pg. 38)**
 - 2) Risk Management Request for Payment of Prior Year Invoice to Hope Mills Glass. **(Pg. 40)**
 - 3) Health Department Request for Payment of Prior Year Invoices. **(Pg. 42)**

- 4) Sheriff's Office Request for Payment of Prior Year Invoices. **(Pg. 47)**
- 5) Purchasing Division Request for Payment of Prior Year Invoice to Systel and the Corresponding Budget Revision. **(Pg. 52)**
- D. Approval of Grant of Easement to PWC Across Jointly-Owned Property Acquired by Tax Foreclosure. **(Pg. 54)**
- E. Approval of Recommendations for the Community Transportation Service Plan (CTSP) Steering Committee. **(Pg. 60)**
- F. Approval of Offer to Purchase Surplus Property Being Lot 5, Block D, Spring Lake Subdivision, Plat Book 11, Page 3. **(Pg. 62)**
- G. Approval of Sale of Surplus Certain Real Property Being Lots 3 & 4 and 11 & 12, Block D, Spring Lake Subdivision, Plat Book 11, Page 3. **(Pg. 63)**
- H. Approval of the October 6, 2016 Cumberland County Facilities Committee Report and Recommendation(s): **(Pgs. 65-95)**
 - 1) National Flood Insurance Program "NFIP" Community Rating System "CRS" Annual Recertification Progress Report **(Pg. 74)**
 - 2) Revised Lease Terms for the First Presbyterian Church of Fayetteville Parking Lot Lease **(Pg. 78)**
 - 3) Contract to Construct a New Haul Road for the Subtitle D Landfill **(Pg. 82)**
- I. Approval of November 4, 2016 Facilities Committee Item - Contract to Replace the Roof for the Community Corrections Center **(Pg. 96)**
- J. Approval of the October 6, 2016 Cumberland County Finance Committee Report and Recommendation(s): **(Pgs. 110-129)**
 - 1) Internal Audit Report and Plan **(Pg. 123)**
 - 2) Request to Surplus Solid Waste Equipment **(Pg. 126)**
 - 3) Joint 911 Center Consulting Services for the Purpose of Grant Application and Consolidation Planning and the Associated Budget Revision **(Pg. 129)**
- K. Approval of November 4, 2016 Finance Committee Item - Third Party Consultant for Federal Emergency Management Agency (FEMA) Reimbursement and the Associated Budget Amendment B170033 **(Pg. 130)**

- L. Approval of the October 6, 2016 Cumberland County Policy Committee Report and Recommendation(s): **(Pgs. 132-148)**
- 1) Contractor Pre-Qualification Policy **(Pg. 146)**
- M. Approval of a Proclamation Congratulating RYANNE SQUIBB on winning the title of “Baby Miss Princess of North Carolina” and returning the title to Cumberland County. **(Pg. 149)**
- N. Budget Revisions **(Pg. 150)**

General Fund 101

- 1) **Sheriff Grants - Budget Ordinance Amendment B171001 to recognize grant funds in the amount of \$132,000 from the U.S. Department of Justice**

The Board is requested to approve Budget Ordinance Amendment B171001 in the amount of \$132,000 for grant funds awarded by the U.S. Department of Justice, Coverdell National Forensic Science Improvement Grants Program. This grant is to be used to purchase laser scanning equipment.

Please note this amendment requires no additional county funds.

- 2) **General Government Other - Budget Ordinance Amendment B170457 to transfer \$2,551 to the NC Elderly Fund for employee stipends**

The Board is requested to approve Budget Ordinance Amendment B170457 in the amount of \$2,551. During the budget process, the estimated stipends for separate funds were held in the General Government Other – Contingency account. This amendment is to transfer the true/paid-out stipends to the respective (separately funded) department.

Please note this amendment requires no additional county funds.

- 3) **General Government Other - Budget Ordinance Amendment B170589 to transfer \$1,855 to the Senior Aides Fund for employee stipends**

The Board is requested to approve Budget Ordinance Amendment B170589 in the amount of \$1,855. During the budget process, the estimated stipends for separate funds were held in the General Government Other – Contingency account. This amendment is to transfer the true/paid-out stipends to the respective (separately funded) department.

Please note this amendment requires no additional county funds.

4) School Health - Budget Ordinance Amendment B170834 to recognize \$200,000 from the Cumberland County Board of Education

The Board is requested to approve Budget Ordinance Amendment B170834 in the amount of \$200,000 from the Cumberland County Board of Education. These funds are allocated through June 30, 2017 and will be used to employ additional temporary school nurses.

Please note this amendment requires no additional county funds.

Vander Fire District Fund 235

5) Vander Fire District - Budget Ordinance Amendment B170044 to appropriate \$4,848 in tax revenue to cover unanticipated refunds owed to citizens and businesses due to overpayments

The Board is requested to approve Budget Ordinance Amendment B170044 in the amount of \$4,848. These funds are necessary to provide refunds to taxpayers in the Vander Fire District who overpaid their 2016 property taxes.

Please note this amendment requires no additional county funds.

NC Elderly Fund 277

6) Transportation - Budget Ordinance Amendment B170800 to recognize \$6,336 for the 10% local match requirement for the Cumberland County 5-Year Community Transportation Service Plan (CTSP)

The Board is requested to approve Budget Ordinance Amendment B170800 in the amount of \$6,336. These funds are necessary to pay the North Carolina Department of Transportation the 10% local match which is due each time we submit a new 5-Year CTSP.

Please note this amendment requires the use of Transportation fund balance.

Solid Waste Fund 625

7) Solid Waste - Budget Ordinance Amendment B171039 to recognize \$80,000 for processing electronic waste

The Board is requested to approve Budget Ordinance Amendment B171039 in the amount of \$80,000. These funds are necessary due to legislative changes which have made the county responsible for the full cost of recycling televisions.

Please note this amendment requires the use of Solid Waste fund balance.

REGARDING THE FOLLOWING ITEM 8 PLEASE NOTE:

Each fiscal year County departments may have projects that are not complete by the fiscal year end (6/30/16) or items ordered that have not been received by fiscal year end. These projects or items were approved in the Fiscal Year 2016 budget however the money was not spent by June 30, 2016. The following amendment seeks to bring those funds forward from FY 2016 into the current fiscal year, allowing departments to complete and pay for these items. This revision is not using 'new' funds, but is recognizing the use of FY16 funds in FY17.

General Fund 101

8) Education – Fayetteville Technical Community College - Budget Ordinance Amendment B170086 to appropriate FY 2016 fund balance in the amount of \$901,613 to increase FTCC Capital Outlay

The Board is requested to approve Budget Ordinance Amendment B170086 in the amount of \$901,613 to appropriate FY 2016 fund balance to increase the FTCC capital outlay line. This is the available remaining amount from FY 2016. A re-appropriation of these remaining funds is requested to be carried into FY 2017.

Please note this amendment requires a re-appropriation of FY 2016 fund balance to the current year.

ITEMS OF BUSINESS

4. Consideration of the Proposed Schedules, Standards, Rules and Timeline for the 2017 Property Tax Revaluation Process. **(Pg. 153)**
5. Consideration and Approval of a Resolution for Designation of Applicant's Agent in Order to Apply for Federal and State Disaster Aid. **(Pg. 160)**
6. Consideration of Petition of DSI Properties, LLC, to Close an Unnamed, Unopened Road. **(Pg. 163)**
7. Consideration of Department of Transportation Recommendation to Add Oilseed Drive to the State Secondary Road System. **(Pg. 172)**
8. Consideration of Workforce Development Board Recommendation to Award the FY2017 Services Contract to Rescare Workforce Services. **(Pg. 175)**
9. Consideration of Adoption of 2017 Board of Commissioners Regular Meeting Dates. **(Pg. 178)**

10. Nominations to Boards and Committees **(Pgs. 180-231)**
 - A. Cumberland County Workforce Development Board (1 Vacancy) **(Pg. 180)**
 - B. Joint Appearance Commission (2 Vacancies) **(Pg. 195)**
 - C. Senior Citizens Advisory Commission (1 Vacancy) **(Pg. 202)**
 - D. Tourism Development Authority (1 Vacancy) **(Pg. 210)**
 - E. Transportation Advisory Board (4 Vacancies) **(Pg. 217)**
11. Appointment of Tourism Development Authority Chairman **(Pg. 233)**
12. Appointments to Boards and Committees **(Pgs. 236-247)**
 - A. Cumberland County Library Board of Trustees (2 Vacancies) **(Pg. 236)**

Nominees: Dr. Daniel Montoya (Reappointment)
Betsy Small (Reappointment)
 - B. Cumberland County Local Emergency Planning Committee (10 Vacancies) **(Pg. 238)**

Nominees:

<u>Print and Broadcast Media Representatives:</u>	Kevin Arata (Reappointment) Sean Swain
<u>Operators of Facilities Representatives:</u>	Robert Melvin Tony Collado
<u>Law Enforcement Representatives:</u>	Lt. Freddie Johnson Jr. (Reappointment) Brett Chandler
<u>Emergency Management Representative:</u>	Tim Mitchell
<u>At-Large Representatives:</u>	Calvin Bishop Henry Eisenbarth
<u>Utilities Representative:</u>	Rhonda Folks

C. Human Relations Commission (2 Vacancies) **(Pg. 243)**

Nominees: Dr. Muhammad Lodhi
Georgeanna Pinckney

D. Nursing Home Advisory Board (6 Vacancies) **(Pg. 245)**

Nominees: Keith Howard (Reappointment)
Laura Hardy
Phyllis Pierce
Robert Williams
Brenda McArthur-Strong
Diane Wheatley
Rudy Tatum

13. Closed Session: A. Attorney Client Matter(s)
Pursuant to NCGS 143-318.11(a)(3).

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.

IT WILL BE REBROADCAST ON WEDNESDAY, NOVEMBER 9, AT 7:00 P.M. AND FRIDAY, NOVEMBER 11, AT 10:30 A.M.

THE MEETING VIDEO WILL BE AVAILABLE AT YOUTUBE.COM/CUMBERLANDCOUNTYNC ON WEDNESDAY, NOVEMBER 9.

REGULAR BOARD MEETINGS:

**November 21, 2016 (Monday) – 6:45 PM
December 5, 2016 (Monday) – 9:00 AM
December 19, 2016 (Monday) – 6:45 PM**




**CUMBERLAND
★ COUNTY ★
NORTH CAROLINA**

DEPARTMENT OF PUBLIC HEALTH

MEMORANDUM

TO: Board of County Commissioners

FROM: Buck Wilson, Public Health Director 

DATE: October 28, 2016

SUBJECT: Consent Item for Agenda – November 7, 2016:
Approval to reduce tattoo license fee to \$50 for conventions

BACKGROUND

At the Board of Health meeting on September 20, 2016, the Board approved to reduce the current tattoo license fee for conventions of \$150 to \$50 to promote additional similar conventions in Cumberland County.

RECOMMENDATION/PROPOSED ACTION

Requesting approval of reducing tattoo license fee to \$50 for conventions.

cc: Daniel Ortiz, Environmental Health Director
Candice York, CCDPH Finance Officer
File

Attachment (2)

DEPARTMENTAL FEE SCHEDULE

Department of Public Health

Fiscal Year 2016-2017

Procedure Name	Procedure Code	Fee
<i>Environmental Health fee schedule</i>		
Septic tank permit and soil evaluation/expansion permit		\$400.00
Repair permit		\$25.00
Redraw plot plan without visit		\$25.00
Redraw plot plan with visit		\$125.00
Call back fee		\$75.00
New well permit (irrigation/agricultural) no water sample		\$275.00
Expansion with pool or room addition		\$230.00
New well permit, inspection & water samples (chemical; bacteria and nitrate)		\$320.00
Water sample - compliance bacteriological		\$100.00
Water sample - bacteriological		\$45.00
Water sample - organic		\$45.00
Water sample - petroleum/pesticide		\$50.00
Water sample - nitrate		\$40.00
Inspection of existing septic tank in mobile home park (AIW)		\$90.00
Inspection of existing septic tank in mobile home for relocation (occupancy)		\$90.00
Inspection of existing septic tank for reuse or change of use		\$90.00
Public swimming pool/seasonal		\$200.00
Public swimming pool/year round		\$225.00
Public swimming pool plan review		\$150.00
Swimming pool call back fee		\$25.00
Tattoo license - permanent location		\$250.00
Tattoo license - conventions		\$150.00
Solid waste transporter permit		\$50.00
Inspection per Vehicle		\$10.00
Swill Feeder Permit		\$5.00
Building Demolition/Relocation (Rodent Inspection)		\$50.00
Plan Review Food Establishment		\$200.00
Temporary Food Establishment (TFE)		\$75.00
Plan Review Remodels		\$200.00
Plan Review Limited Food Service		\$200.00
Plan Review Mobile Food Units		\$175.00
Plan Review Push Carts		\$125.00

APRIL 14 - 16TH, 2017



FAYETTEVILLE - FORT BRAGG NC
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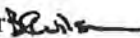


**CUMBERLAND
★ COUNTY ★
NORTH CAROLINA**

DEPARTMENT OF PUBLIC HEALTH

MEMORANDUM

TO: Board of County Commissioners

FROM: Buck Wilson, Public Health Director 

DATE: November 1, 2016

SUBJECT: Consent Item for Agenda – November 7, 2016:
Approval of Billing Guide Revised 7/15/16 - Introduction and Fee setting

BACKGROUND

The Board of Commissioners originally approved the Cumberland County Department of Public Health Billing Guide on October 19, 2015. The Board of Health met on September 20, 2016 and approved the Revised Billing Guide to be followed when providing services to Health Department patients. The Billing Guide provides detailed billing information for each program offered by the Health Department. The guidelines are in compliance with requirements from NC Department of Public Health, NC Department of Health and Human Services, Division of Medical Assistance and Centers for Medicaid and Medicare Services.

In the revised version, Introduction- Page 3 Sentence added- Patients requesting program services are not required to apply for Medicaid. Fee Setting Page 3-4 Section added to define how service fees are set.

RECOMMENDATION/PROPOSED ACTION

Requesting approval of the Revised Billing Guide as presented.

cc: Candice York, CCDPH Finance Officer
File

Attachment (1)

Cumberland County
Department of Public Health
BILLING GUIDE
FY 2017

Effective July 1, 2016

Billing & Collection Policies
Program Information
Sliding Fee Scales
Service Fee Schedule

Approved by the Cumberland County
Department of Public Health Board

Approved by the Cumberland County Board of
Commissioners



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Introduction

North Carolina Law¹ allows a local health department to charge fees for services as long as:

1. Service fees are based on a plan recommended by the Health Director. The fees are set based on the cost of providing each service. This plan is approved by the Board of Health and the County Commissioners.
2. The health department does not provide the service as an agent of the state.
3. The fees are not against the law in any way.

The State requires health departments to provide certain services, and no one may be denied these services. Fees are necessary to help cover the costs associated with providing the required and recommended services to our community. Fees are a means to help distribute services to citizens of the county and help finance and extend public health resources as government funding cannot support the full cost of providing all requested services in addition to required services. We strive to set the fees to reflect the real cost of providing the services. **Patients requesting program services are not required to apply for Medicaid.**

Fee Setting

In accordance with G.S. 130-A-39(g), which allows local health departments to implement fees for services rendered, the Cumberland County Health Department, with the approval of the Cumberland County Board of Health and the Cumberland Commissioners will implement specific fees for services and seek reimbursement. Specific methods used in seeking reimbursement will be through third-party coverage, including Medicaid, Medicare, private insurance, and individual patient pay. The agency will adhere to billing procedures, as specified by Program/State regulations in seeking reimbursement for services provided.

Program reviews and committee meetings comprised of all disciplines will meet, within the Health Department, as necessary to determine the cost of providing services and discuss the "setting of rates", for the services provided. The following procedures define the methods used for setting rates:

1. The "Medicaid Cost Analysis" provided by the Office of Medicaid Reimbursement will be utilized to compare how much it costs the Health Department to provide a service. The Medicaid Cost Study is performed annually in all Health Departments. The actual results are in this document and shared with each County. The cost of providing services is compared throughout the State, from one Health Department to another. This information gives a realistic figure to work with and compares cost to perform a service to all other counties within the State.

¹ North Carolina General Statute 130A-39(g)

2. The "Office of Medicaid Reimbursement" issues their reimbursement rates, usually in January of each year. These rates will be used as a baseline when comparing to other third parties.
3. Medicare, surrounding community rates (ex: community physician rates, local labs, hospital rates, etc.), including a comparison of surrounding counties' Health Department fees are also contributing factors in determining rates.

Once the above information has been reviewed and discussed with the Health Department staff, fees will be taken to the Board of Health and Board of County Commissioners for their discussion and final approval. Once approval has been received, the appropriate fees are set and will be maintained in the Health Department, noted as the approved "schedule of charges". Board approvals (Health and County Commissioners) will be reflected in the respective minutes.

Fees

General Information

The Health Department charges and collects fees for most of its services.

- All fees are the responsibility of the patient or responsible party.
- We accept cash, major credit cards, debit cards and personal checks for payment of all fees.
- Full payment is expected at the time of service.
- Patients will be informed of the account status at each visit.
- Patients will be provided with an itemized statement at each visit.
- An itemized receipt will be provided to patients at the time of payment.
- Under some conditions, based on patient need, we can set up payment plans.
- Donations are accepted but not solicited. Donations received will be applied and used to provide services to patients enrolled in the specific program requested by the donor.

The Department of Health provides some services at no cost to the patient. (There may be eligibility requirements.) Some examples are:

- WIC nutritional support services
- Certain Immunizations for Children
- Health Education Services
- Tuberculosis (TB) screening and treatment support
- Sexually Transmitted Disease (STD) testing and treatment
- Contagious disease investigations

We may bill Medicaid, Medicare or insurance for these services. There may be separate fees, either for the patient or a third party payer, for medications, supplies, lab services, X-rays, and/or other medically related services.

Payment by a "Third Party" - Medicaid, Medicare and Insurance

- State rules require the Department of Health to bill participating third-party payers for the services we provide. The current participating providers are:
 - o Medicaid
 - o Medicare
 - o NC Health Choice
 - o Blue Cross Blue Shield of NC
- As a courtesy to our patients, we may bill non-participating third party payers for medical services provided. The patient is ultimately responsible for any uncovered charges (i.e., co-pays, out-of-network fees and deductibles).
- Patients who have health insurance must show a valid insurance card when they come for their medical appointment.
- If the patient is assigned to a Primary Care Manager outside of the Cumberland County Dept. of Public Health, they may be required to see the assigned provider. If the Insurance card reads PPO, PCP, HMO the patient is assigned to a provider outside of the Health Department. Depending on the clinic, we may recommend the patient go to the assigned provider to avoid being charged at 100% for services.
EXCEPTION: Family Planning and STD patients.

Payment by Patient

- The patient is responsible for paying charges that are not covered by third-party payers-(insurance plans, including Medicaid and Medicare).
- The patient pays any insurance co-pay amount at the time of services.
- The Department of Health mails a statement to the patient monthly to patients who have a balance. The balance is due within 30 days.
- Any patient who has a balance over 60 days will then have that balance identified for submission to the NC Department of Revenue's Debt Set-off Program.
- Payment plans are available for patients who have good cause for this service.
- Patients with low income may qualify for a reduced fee; based on a **sliding fee scale** for certain services (see Appendix 1 and Appendix 2).
- Credit card payments are accepted over the phone.
- Any patient who presents with extraordinary circumstances who cannot make a payment will be assessed on a case-by-case basis by the Health Department Director or his assigned agent.

EXCEPTION: Any Family Planning patient is to pay the lesser of the amount owed either the co-pay or the services based on the sliding scale.

Account Collections and Delinquent Accounts

Payment for Services

Patients are expected to make payment at the time they receive services, and/or to provide up-to-date information regarding their third party insurance, Medicare or Medicaid coverage.

Payments Accepted

- Cash
- Credit Cards (MasterCard, Visa, American Express, and Discover)
- Debit Cards - they must have a logo for the above credit cards
- Personal Checks
- Business Checks for business transactions only
- Money Orders
- Cashier Checks
- Monetary donations are accepted and can be applied to an account balance upon request. Donations are not required for any service.

Collection of Monies Owed

If payment for a service is not made in full on the date of the service, the Department of Health may use the following methods to pursue collection of the patients account:

- Monthly Statements, as long as confidentiality is not jeopardized.
- Past Due Notices
- NC Local Government Debt Setoff Clearinghouse² (deduction from a patient's tax refund or lottery winnings), this is administered through the NC Department of Revenue.

Delinquent Accounts

- We consider an account delinquent if a payment balance is still due 60 days after the charge activity or after the most recent payment made (whichever is last).
- Delinquent accounts are subject to collection through the North Carolina Debt Setoff Program for local governments.

Service Consequence for Patient with Delinquent Account

Unless state and federal program rules prohibit restricting or denying services, persons who have a delinquent account may be:

- Required to pay fees before they can receive more services.
EXCEPTION: Family Planning and STD patients will not be denied services because of the inability to pay for services. Patients with

² Ref: NCGS 105A-1 et seq.

Medicaid coverage will not be denied services if they have an unpaid self-pay balance.

Failed Collections

The Department of Health reviews accounts annually for bad debt status. If no further collections are anticipated, the Billing Manager will decide if there are amounts to be written off as bad debt for accounting purposes only.

- Debts written off are still subject to collection.
- At no time will a patient be notified that the account has been written off as a bad debt.
- If a debt is written off for accounting purposes, and later a payment is received, this payment is accepted and properly credited to the patient's account.

Refunds

If a patient or other third party payer has overpaid, the credit balance is either

- Applied to future charges, or
- Refunded to the payer within thirty (30) days of discovery.

For Environmental Health refund policy, see program specific information.

Residency Requirements for Services

Most health services at the Cumberland County Health Department are available only to person who are residents of Cumberland County. Although there are some services that the state requires that we provide to persons regardless of their county of residence.

MUST be Cumberland County Residents	County Residency Not Required
<ul style="list-style-type: none">• Adult Health - not accepting new patients.	<ul style="list-style-type: none">• Communicable Diseases - (STD's and TB)
<ul style="list-style-type: none">• Child Health	<ul style="list-style-type: none">• Immunizations
<ul style="list-style-type: none">• Dental Health	<ul style="list-style-type: none">• Refugee Health Screening & Immunizations
<ul style="list-style-type: none">• Environmental Health	<ul style="list-style-type: none">• Family Planning
<ul style="list-style-type: none">• Health Education	<ul style="list-style-type: none">• Breast & Cervical Cancer Control
<ul style="list-style-type: none">• Maternal Health	<ul style="list-style-type: none">• Wisewoman
<ul style="list-style-type: none">• PAP Clinic	
<ul style="list-style-type: none">• Women, Infants & Children (WIC) <i>unless Military</i>	

Proof of Residency:

- Proof of Cumberland County residency is required for all new patients and at the yearly income assessment review.
- Patients are required to report any change of address.
- Documentation of residency may include:
 - Government issues ID (such as a driver's license)
 - Utility bill
 - Rent or mortgage statement
 - Collateral Statement completed by a non-relative
- We may make exceptions about documentation for homeless individuals who reside in Cumberland County.
- Patients who move out of Cumberland County have thirty (30) days to obtain another provider. During these 30 days, they may continue to receive services at the Cumberland County Department of Public Health.

Breast and Cervical Cancer Control Program (BCCCP and WISEWOMAN PROGRAM

Who is eligible for BCCCP?

- Women who are 21 to 64 years old

What can you do for me?

- We provide screening for breast and cervical cancer for uninsured or underinsured women. The services provided include Pap smear and pelvic exam, clinical breast exam, health history, breast self-examination education, mammogram referrals, physical exam with lab work, education and counseling, and referrals for limited diagnostic procedures.

Is there a fee?

- No, the women's family must have an annual gross income at or below 250% of the Federal Poverty Income level. (See Sliding Fee Scale – Appendix 1)
- The following persons are included as part of the family unit when determining income eligibility:
 1. The client
 2. The spouse of the client
 3. All children under the age of 18 years of age, including step-children who live in the home.

Is there a residency requirement? Yes. Patients must be residents of North Carolina.

How do I schedule an appointment? Call 910-433-3600, ext. 1.

Family Planning

Who is eligible for Family Planning?

- All female who are of child bearing age. Patients are not required to accept Family Planning services as a prerequisite to be eligible for other Health Department services. Priority for Family Planning services is to patients from low income families.

What services do you provide? Physical exams and pap smears, birth control education and counseling, family planning method problem assessment, and insertion and removal of Long Acting Reversible Contraceptives. Birth control methods provided include: Birth Control pill, Depo Provera, Ortho Evra, NuvaRing, Nexplanon, Mirena IUD, Paragard IUD, Skyla IUD, Condoms, counseling for Natural Family Planning and referral for sterilization.

Is there a fee? Yes, based on the services requested and the clients income and family size. Patients whose documented income is at or below 100% of the Federal Poverty Level will not be charged but the agency is required to bill all third parties authorized or legally obligated to pay for services. – Please see Family Planning Sliding Fee Scale, Appendix 1.

How is the fee paid?

- Full payment, co-payment, or sliding scale percentage is due at the time of service delivery.
- The Cumberland County Health Department currently contracts with Medicaid, Medicare, and Blue Cross Blue Shield (in network only).
- As a courtesy, we will bill your insurance provider, but we cannot guarantee payment. The Client is responsible for uncovered services.
- No Family Planning patient will be turned away. If your insurance is not accepted at the Health Department, we can assess your income based on the Family Planning Sliding Fee Scale. (Appendix 1).
- Proof of income will be requested in Family Planning, but is not required. Declaration of income will be accepted in Family Planning only.
- Clients presenting with third party health insurance where copayments are required shall be subject to collection of the required copayment at the time of service. For Family Planning (Title X) clients, the copay may not exceed the amount they would have paid for services bases on the sliding fee scale.

Is there a sliding fee scale? Yes, See Appendix 1 – Family Planning Sliding Fee Scale.

Can I come to Family Planning and the services are confidential?

- Yes, teens and other family planning clients will have added privacy by requesting that no mailings are sent to their residence, and that no appointment reminders are left on their voicemail. For clients requesting confidentiality, they will be considered a family unit of one when utilizing the Family Planning Sliding Fee Scale.
- **How Do I schedule an appointment?** Call 910-433-3600, ext. 1 for an appt.

Immunizations

Is there a fee?

- There are fees for almost all adult and child immunizations.
- State Supplied Vaccines are available at no charge to those who qualify.
- Contact our Immunizations Clinic staff for details on State Supplied Vaccines.
- Payment will be required for overseas vaccinations.
- \$3.00 co-pay will be charged for all adult immunizations per the Department of Public Health.

How is the fee paid?

- For clients who have Medicaid, Medicare and Blue Cross Blue Shield, we will file the insurance claim. If there is any unpaid balance (non-covered, deductible, out-of-network charges) we will send a statement.
- For all other insurance carriers, we will file the claim, but the client is expected to pay for the vaccination up front. If the insurance claim is paid, the Cumberland County Health Department will reimburse the client within 30 days of receiving payment from the carrier.
- All co-pays are due at the time of the vaccination.
- If a client does not have insurance, the fees are due at the time of the vaccinations.

Is there a sliding fee scale for vaccinations? No.

International Immunizations – are provided to anyone requesting international immunizations for travel purposes. The patient is required to pay for these vaccines prior to the service being rendered.

Is there a residency requirement?

- No, not for childhood immunizations that is required for school attendance.
- Yes, for most adult immunizations, the client must be a resident of Cumberland County.

What are your hours of operation?

- Monday – Friday, 8 a.m. to 5 p.m., with additional hours on Tuesday from 5 p.m. to 7 p.m.

Epidemiology Clinic (EPI)

What does the Epidemiology Clinic do?

- We provide screenings for reportable communicable diseases.
- The services we provide include: medication for the prevention and treatment of tuberculosis and other communicable diseases; disease investigations; education to patients and our community (upon request); and screenings for refugees.

Is there a fee?

- There are client fees for routine TB skin tests (or test waivers) for reasons such as employment or school admissions. Currently, the fee is \$13.00.
- There are not client fees for routine TB control services.
- Client fees may be associated with non-routine TB testing (i.e., T-SPOT that is only available to certain clients).

How is the fee paid?

- Full payment is the responsibility of the client or the client's guardian at the time of delivery.
- We may be able to bill Medicaid for TB-control services.

Is there a sliding fee scale?

- No.

Is there a residency requirement?

- No, All local Health Departments in North Carolina coordinate TB prevention and control efforts in their county. To better ensure continuity of care, out-of-county residents are encouraged to work with their local county health departments. We will be happy to assist clients in contacting their local health departments to arrange for needed TB services.

Contact Phone Number is: 910-433-3638

Child Health

Who is eligible for Child Health?

- All Children from ages birth through 20 years old who reside in Cumberland County.

What services do you provide?

- Well Child Care
- Sick Visits (Call daily to schedule an appointment) 910-433-3600, ext. 1
- Dental Screenings
- Health Check and Health Choice Preventative Health Care examinations
- Developmental Screenings
- Kindergarten Physicals
- Head Start Physicals
- School Physicals
- Lead Screenings
- Sports and Camp Physicals
- Hearing/Vision Screenings
- Immunizations

Is there a fee?

- Yes, based on the service provided and the client's income (see sliding fee scale Appendix 2).

How is the fee paid?

- Full payment, co-pay or sliding scale percentage is due at the time of service.
- The Cumberland County Health Department currently contracts with Medicaid and Blue Cross Blue Shield (in Network only). If your card has PPO, PCP or HMO, it is recommended that you see your assigned provider for services. If you choose not to see your assigned provider, you may be charged for your visit.
- As a courtesy, we will bill your insurance provider, but we cannot guarantee payment. The client is responsible for all uncovered services.

Is there a sliding fee scale? Yes, See Appendix 2.

How do I schedule an appointment? Call 910-433-3600, ext. 1 to schedule an appointment.

MATERNAL HEALTH CLINIC

Who is eligible for Pregnancy Care Management?

- All pregnant female citizens of Cumberland County.

What services do you provide?

- We provide prenatal care to women in order to increase the chances of delivering a healthy infant. The services include prenatal care, delivery, high-risk OB care, and lab services.

Is there a fee?

- Yes, based on the services and the clients income and family size. Please see Sliding Fee Scale, Appendix 2.

How is the fee paid?

- Full payment, co-payment, or sliding scale percentage is due at the time of service delivery.
- The Cumberland County Health Department currently contracts with Medicaid, Medicare, and Blue Cross Blue Shield (in network only). If your card has PPO, PCP or HMO, it is recommended that you see your assigned provider for services. If you choose not to see your assigned provider, you may be charged for your visit.
- As a courtesy, we will bill your insurance provider, but we cannot guarantee payment. The client is responsible for all uncovered services.
- As a courtesy, we will bill your insurance provider, but we cannot guarantee payment. The Client is responsible for uncovered services.

Is there a sliding fee scale?

- Yes, See Appendix 2

How Do I schedule an appointment?

- To schedule an appointment call 910-433-3600, ext. 1.

Sexually Transmitted Diseases (STD/HIV)

Do you have to be a resident of Cumberland County to receive STD services?

- No, this clinic is available to anyone who needs services.

What services do you provide?

- The STD Clinic provides services to anyone interested in screening, diagnosis, treatment and counseling for sexually transmitted diseases and HIV. .

Is there a fee?

- HIV/AIDS testing and counseling are free.
- Screening, treatment, and counseling for gonorrhea, chlamydia, syphilis, and other STDs are also free.
- We may bill Medicaid, where appropriate. We also bill private insurance with patient's consent.

Can I come to the STD Clinic and the services are confidential?

- Yes, all services are confidential.

How Do I schedule an appointment?

- It is strongly encouraged to schedule an appointment by calling 910-433-3848.
- Walk-in appointments are accepted, but clients should know that the wait times will be significantly longer than if they schedule an appointment.

WOMEN, INFANTS & CHILDREN (WIC) /NUTRITION 910-433-3730

This program provides nutrition education and health foods to pregnant, postpartum, and breastfeeding women, infants and children up to age five. Participants must meet residency, income, and medical/nutritional risk eligibility requirements.

WIC participants receive nutrition education, supplemental foods, breastfeeding promotion/support, and referrals to community and health agencies to improve their diets and reduce their chances of health problems caused by poor nutrition.

Please refer to the Cumberland County WIC Web page for more information

<http://www.co.cumberland.nc.us/health/services/wic.aspx>

Dental Health

Is there a residency requirement?

- Yes, the dental clinic is available to residents of Cumberland County only.

Who can receive Dental Services?

- Children who reside in Cumberland County from birth through 20 years of age.

What services are provided?

- Exams, radiographs, hygiene education, cleanings, fluoride, sealants, fillings, extractions, space maintenance, stainless steel crowns and referrals.
- During the school year dental screenings for public school children attending pre-k, kindergarten, second grade, exceptional children, and fifth grade classes.

Is there a fee?

- Yes, payment for services is income based according to the sliding fee scale – See Appendix 2. If a client's services are found owe zero on the sliding fee scale, there is a \$25.00 fee per visit per client. This \$25.00 fee is for the dental clinic only. Patients with Medicaid are not required to pay the dental fee.

How is the fee paid?

- Full payment, co-payment, or sliding scale percentage is due at the time of service delivery.
- The Cumberland County Health Department currently contracts with Medicaid, Medicare, and Blue Cross Blue Shield (in network only). If your card has PPO, HMO or PCP, you are required to see your assigned provider for services. We currently are not in network with any dental insurance carriers, only Medicaid.
- As a courtesy, we will bill your insurance provider, but we cannot guarantee payment. The client is responsible for uncovered services.

How do I set up an appointment with the Dental Clinic?

- Please call 910-433-3639 to set up an appointment.

Adult Health

Is there a residency requirement?

- Yes, the Adult Health Clinic is for residents of Cumberland County only.

Are you currently accepting new patients in your Adult Health Clinic?

- Unfortunately, at this time, we are not accepting new patients. Established patients or patients who have been seen in the Adult Health Clinic previously will still be able to make appointments in this clinic.

What services are provided?

- Comprehensive medical care and health maintenance for individuals 18 years and older.

Is there a fee?

- Yes, payment for services is income based according to the sliding fee scale – see Appendix 2. If a client's services are found owe zero on the sliding fee scale, there is a \$10.00 fee per visit per client. This \$10.00 is for the Adult Health clinic only. Patients who have Medicaid are not required to pay the Adult Health fee.

How is the fee paid?

- Full payment, co-payment, or sliding scale percentage is due at the time of service delivery.
- The Cumberland County Health Department currently contracts with Medicaid, Medicare, and Blue Cross Blue Shield (in network only). If your card has PPO, PCP or HMO, it is recommended that you see your assigned provider for services. If you choose not to see your assigned provider, you may be charged for your visit.
- As a courtesy, we will bill your insurance provider, but we cannot guarantee payment. The client is responsible for all uncovered services.

How do I set up an appointment with the Adult Health Clinic?

- If you are an established Adult Health patient, please call 910-433-3600, extension 1.

Guidelines for Determining Eligibility for Sliding Fee Scale

How does the Sliding Scale work?

- Annually clients must show proof of income and family size.
- Staff will use this information to determine what percent of fees a client must pay. *See Appendix 1- Sliding Fee Scale for Family Planning or Appendix 2 for all other applicable clinics at the Health Department.*
- If income cannot be confirmed at the time of screening, or if a client declines to provide information to verify employment, the charge for services will be at 100% pay.
- If proof of income is received at a later date, retroactive adjustments are limited to charges within the past 15 days.
- If clients report false information, they will no longer be allowed to use the sliding scale, except for Family Planning service fees.
- Eligibility for reduced fees will be re-checked:
 - anytime the client's income and household size changes: and/or
 - Every 12 months.

Which Cumberland County Health Department Services offer a Sliding Scale Fee?

- Adult Health
- Child Health
- Dental Health
- Family Planning
- Maternal Health

What Programs do not offer a Sliding Scale discount?

- Epidemiology Clinic
- Environmental Health
- Immunizations
- Medical Records

Who is considered a member of the “family” for determining eligibility?

1. **Family:** A family of two or more is defined as a group of persons related by birth, marriage, adoption, or a defined dependent relationship, who live together in a household. Persons are considered members of a “family” when their production of income and consumption of goods are related.
 - A client with no income must be considered part of the larger family unit that is providing support to the client.
 - A pregnant woman is counted as two in determining a family size.
 - Groups of persons living in the same house with other people may be considered a separate family unit. For example, if two sisters and their children live in the same house and both work and support their own children, they would be considered two separate households.
2. **Dependent Status:** Dependent household members are defined as those persons for whom the head of household:
 - has a legal responsibility to support, or
 - has voluntarily extended support

These relationships are usually defined as legal adoptions and guardianships. Guardianship status must be supported by court documents defining the guardian relationship/responsibility.

Exceptions:

- A foster child assigned by DSS shall always be considered a family of one.
 - Teens and others requesting confidential Family Planning Services will have their income assessed as a family of one.
3. **Family/Household Income:** Dollar amounts represent gross monthly income, the total cash receipts before taxes, from all sources. This is the total of all household income from each “counted” family member.

4. **Income Sources:** All income from full or part time employment, produced by all dependents, must be declared as part of the household income. Income sources include:

- Salaries, wages, commissions, and tips
- Overtime pay
- Earnings from self-employment (deduct business expenses, except depreciation)
- Interest income/dividends (Stocks, bonds, savings accounts, rentals, etc.)
- All investment and rental income
- Public assistance money (AFDC)
- Unemployment benefits
- Worker's compensation
- Alimony and child support (child support is not counted in Family Planning)
- Disability
- Military allotments (including re-enlistment bonuses, jump pay, (based on average)
- Social Security benefits
- Student grants/stipends paid to the student for living expenses
- Retirement and pension pay
- VA benefits
- Christmas bonuses, prize winnings
- Regular contributions from individuals not living in the household
- Bank Statement
- Insurance and annuity plans
- Gaming proceeds
- And any other income not represented here that contributes to the household consumption of goods. This list is not all-inclusive.

Exclusions:

- Military Housing benefits (on base or off base)
- Inheritance
- Life insurance
- School financial aid
- One-time settlements
- Payments to volunteers under Title I and Title II (RSVP, foster grandparents, and others) of the Domestic Volunteer Service Act of 1973
- Payments received under the Job Training Partnership Act
- Payments under the Low Income Energy Assistance Act;
- Value of assistance to children or families under the National School lunch Act, the Child Nutrition Act of 1966
- Food Stamps

5. **Income Verification:** We require income verification before a client can be eligible for a sliding scale discount. Any one of the following is acceptable for verification:

- Current pay stubs
- Income verification form – signed by the clients employer
- Most recent calendar year tax return. The entire return must be presented.
- W-2 form
- Unemployment letter
- Award letter from Social Security Office, VA or Railroad Retirement Board – current year.

EXCEPTION: Income verification will be requested for Family Planning patients, but it will not be required. Declaration of income will be accepted in the **Family Planning Clinic**.

****Any situation that is not within these policies and procedures will be assessed on a case-by-case basis by the Health Director or his assigned agent.**

APPENDIX 1 – Family Planning Sliding Fee Scale

N. C. Division of Public Health Women's and Children's Health Section Annual Gross Family Income Sliding Fee Scale – 101% to 250% of Poverty Family Planning Waiver Eligibility Included										Revised 2/01/2016 Effective Date 2/01/2016	
							FP Waiver Eligibility*				
Family Size	Federal Poverty	Partial-Pay Bracket Twenty Percent		Partial-Pay Bracket Forty Percent		Partial-Pay Bracket Sixty Percent		Partial-Pay Bracket Eighty Percent		Full Pay	
		From	To	From	To	From	To	From	To		
1	\$11,880	\$11,881	\$16,335	\$16,336	\$20,790	\$20,791	\$21,978	\$25,245	\$25,246	\$29,699	\$29,700
2	\$16,020	\$16,021	\$22,028	\$22,029	\$28,035	\$28,036	\$29,637	\$34,043	\$34,044	\$40,049	\$40,050
3	\$20,160	\$20,161	\$27,720	\$27,721	\$35,280	\$35,281	\$37,296	\$42,840	\$42,841	\$50,399	\$50,400
4	\$24,300	\$24,301	\$33,413	\$33,414	\$42,525	\$42,526	\$44,955	\$51,638	\$51,639	\$60,749	\$60,750
5	\$28,440	\$28,441	\$39,105	\$39,106	\$49,770	\$49,771	\$52,614	\$60,435	\$60,436	\$71,099	\$71,100
6	\$32,580	\$32,581	\$44,798	\$44,799	\$57,015	\$57,016	\$60,273	\$69,233	\$69,234	\$81,449	\$81,450
7	\$36,730	\$36,731	\$50,504	\$50,505	\$64,278	\$64,279	\$67,951	\$78,051	\$78,052	\$91,824	\$91,825
8	\$40,890	\$40,891	\$56,224	\$56,225	\$71,558	\$71,559	\$75,647	\$86,891	\$86,892	\$102,224	\$102,225
9	\$45,050	\$45,051	\$61,944	\$61,945	\$78,838	\$78,839	\$83,343	\$95,731	\$95,732	\$112,624	\$112,625
10	\$49,210	\$49,211	\$67,664	\$67,665	\$86,118	\$86,119	\$91,039	\$104,571	\$104,572	\$123,024	\$123,025
11	\$53,370	\$53,371	\$73,384	\$73,385	\$93,398	\$93,399	\$98,735	\$113,411	\$113,412	\$133,424	\$133,425
12	\$57,530	\$57,531	\$79,104	\$79,105	\$100,678	\$100,679	\$106,431	\$122,251	\$122,252	\$143,824	\$143,825
							<i>* at or below 185% of federal poverty level</i>				

APPENDIX 2 – Sliding Fee Scale – All Clinics with exception to Family Planning

Annual Gross Family Income										Revised 2/01/2016
Sliding Fee Scale - 100%-200% Poverty										Effective Date 2/01/16
Family Size	Federal Poverty	Twenty Percent		Forty Percent		Sixty Percent		Eighty Percent		Full Pay
		From	To	From	To	From	To	From	To	
1	\$11,880	\$11,881	\$14,850	\$14,851	\$17,820	\$17,821	\$20,790	\$20,791	\$23,759	\$23,760
2	\$16,020	\$16,021	\$20,025	\$20,026	\$24,030	\$24,031	\$28,035	\$28,036	\$32,039	\$32,040
3	\$20,160	\$20,161	\$25,200	\$25,201	\$30,240	\$30,241	\$35,280	\$35,281	\$40,319	\$40,320
4	\$24,300	\$24,301	\$30,375	\$30,376	\$36,450	\$36,451	\$42,525	\$42,526	\$48,599	\$48,600
5	\$28,440	\$28,441	\$35,550	\$35,551	\$42,660	\$42,661	\$49,770	\$49,771	\$56,879	\$56,880
6	\$32,580	\$32,581	\$40,725	\$40,726	\$48,870	\$48,871	\$57,015	\$57,016	\$65,159	\$65,160
7	\$36,730	\$36,731	\$45,913	\$45,914	\$55,095	\$55,096	\$64,278	\$64,279	\$73,459	\$73,460
8	\$40,890	\$40,891	\$51,113	\$51,114	\$61,335	\$61,336	\$71,558	\$71,559	\$81,779	\$81,780
9	\$45,050	\$45,051	\$56,313	\$56,314	\$67,575	\$67,576	\$78,838	\$78,839	\$90,099	\$90,100
10	\$49,210	\$49,211	\$61,513	\$61,514	\$73,815	\$73,816	\$86,118	\$86,119	\$98,419	\$98,420
11	\$54,370	\$54,371	\$67,963	\$67,964	\$81,555	\$81,556	\$95,148	\$95,149	\$108,739	\$108,740
12	\$57,530	\$57,531	\$71,913	\$71,914	\$86,295	\$86,296	\$100,678	\$100,679	\$115,059	\$115,060

APPENDIX 3: MEDICAL RECORDS FEE'S

The Department of Health's charges for Medical Record copies are within the limits set by North Carolina law (GS § 90-411). Copying Charges are:

# PAGE	CHARGE	# PAGE	CHARGE	# PAGE	CHARGE
1	\$ 0.75	51	\$ 31.75	101	\$ 56.50
2	\$ 1.50	52	\$ 32.25	102	\$ 56.75
3	\$ 2.25	53	\$ 32.75	103	\$ 57.00
4	\$ 3.00	54	\$ 33.25	104	\$ 57.25
5	\$ 3.75	55	\$ 33.75	105	\$ 57.50
6	\$ 4.50	56	\$ 34.25	106	\$ 57.75
7	\$ 5.25	57	\$ 34.75	107	\$ 58.00
8	\$ 6.00	58	\$ 35.25	108	\$ 58.25
9	\$ 6.75	59	\$ 35.75	109	\$ 58.50
10	\$ 7.50	60	\$ 36.25	110	\$ 58.75
11	\$ 8.25	61	\$ 36.75	111	\$ 59.00
12	\$ 9.00	62	\$ 37.25	112	\$ 59.25
13	\$ 9.75	63	\$ 37.75	113	\$ 59.50
14	\$ 10.50	64	\$ 38.25	114	\$ 59.75
15	\$ 11.25	65	\$ 38.75	115	\$ 60.00
16	\$ 12.00	66	\$ 39.25	116	\$ 60.25
17	\$ 12.75	67	\$ 39.75	117	\$ 60.50
18	\$ 13.50	68	\$ 40.25	118	\$ 60.75
19	\$ 14.25	69	\$ 40.75	119	\$ 61.00
20	\$ 15.00	70	\$ 41.25	120	\$ 61.25
21	\$ 15.75	71	\$ 41.75	121	\$ 61.50
22	\$ 16.50	72	\$ 42.25	122	\$ 61.75
23	\$ 17.25	73	\$ 42.75	123	\$ 62.00
24	\$ 18.00	74	\$ 43.25	124	\$ 62.25
25	\$ 18.75	75	\$ 43.75	125	\$ 62.50
26	\$ 19.25	76	\$ 44.25	126	\$ 62.75
27	\$ 19.75	77	\$ 44.75	127	\$ 63.00
28	\$ 20.25	78	\$ 45.25	128	\$ 63.25
29	\$ 20.75	79	\$ 45.75	129	\$ 63.50
30	\$ 21.25	80	\$ 46.25	130	\$ 63.75
31	\$ 21.75	81	\$ 46.75	131	\$ 64.00
32	\$ 22.25	82	\$ 47.25	132	\$ 64.25
33	\$ 22.75	83	\$ 47.75	133	\$ 64.50
34	\$ 23.25	84	\$ 48.25	134	\$ 64.75
35	\$ 23.75	85	\$ 48.75	135	\$ 65.00
36	\$ 24.25	86	\$ 49.25	136	\$ 65.25
37	\$ 24.75	87	\$ 49.75	137	\$ 65.50
38	\$ 25.25	88	\$ 50.25	138	\$ 65.75
39	\$ 25.75	89	\$ 50.75	139	\$ 66.00
40	\$ 26.25	90	\$ 51.25	140	\$ 66.25
41	\$ 26.75	91	\$ 51.75	141	\$ 66.50
42	\$ 27.25	92	\$ 52.25	142	\$ 66.75
43	\$ 27.75	93	\$ 52.75	143	\$ 67.00
44	\$ 28.25	94	\$ 53.25	144	\$ 67.25
45	\$ 28.75	95	\$ 53.75	145	\$ 67.50
46	\$ 29.25	96	\$ 54.25	146	\$ 67.75
47	\$ 29.75	97	\$ 54.75	147	\$ 68.00
48	\$ 30.25	98	\$ 55.25	148	\$ 68.25
49	\$ 30.75	99	\$ 55.75	149	\$ 68.50
50	\$ 31.25	100	\$ 56.25	150	\$ 68.75

Copying Charges are: .75 per page up to 25 pages; .50 per pages 26-100; and .25 for each page after 100.

APPENDIX 4 – ENVIRONMENTAL HEALTH SERVICES

Septic Tank Permit & Soil Evaluation/Expansion Permit

Repair Permit

Redraw Plot Plan without visit

Redraw Plot Plan with visit

Call Back Fee

New Well Permit (Irrigation/Agricultural) – No Water Sample

New Well Permit, Inspection & Water Samples (Chemical; Bacterial & Nitrate)

Expansion with Pool or Room Addition

Water Sample – Compliance Bacteriological

Water Sample – Bacteriological

Water Sample – Petroleum/Pesticide

Water Sample – Nitrate

Inspection of Existing Septic Tank in Mobile Home Park (AIW)

Inspection of Existing Septic Tank for MH for relocation (occupancy)

Public Swimming Pool/Seasonal

Public Swimming Pool/Year Round

Public Swimming Pool Plan Review

Swimming Pool Call-back Fee

Tattoo License – Permanent Location

Tattoo License - Conventions

Solid Waste Transporter Permit

Inspection per Vehicle

Swill Feeder Permit

Building Demolition/Relocation (Rodent Inspection)

Plan Review Food Service Establishment

Temporary Food Establishment (TFE)



**CUMBERLAND
★ COUNTY ★
NORTH CAROLINA**

DEPARTMENT OF PUBLIC HEALTH

MEMORANDUM

TO: Board of County Commissioners

FROM: Buck Wilson, Public Health Director *Buck Wilson*

DATE: October 28, 2016

SUBJECT: Consent Item for Agenda – November 7, 2016:
Approval of Health Department Delinquent Accounts to be Turned
Over to the N.C. Debt Set-Off Program

BACKGROUND

At the Board of Health meeting on September 20, 2016, the Board approved writing off a total of \$20,365.49 as bad debts. The bad debt accounts, with balances of \$50.00 or higher, will be processed through the North Carolina Debt Set-Off Program. This program can attach a debtor's State Income Tax refund for payment of bad debts. The accounts with balances under \$50.00 will continue to be worked for collection through our in-house collection efforts. This write-off of bad debts is in compliance with the Board of Health's recommendation to write-off bad debts every quarter.

RECOMMENDATION/PROPOSED ACTION

Approve write off of \$20,365.49 bad debts to the North Carolina Debt Set-Off Program.

cc: Candice York, CCDPH Finance Officer
File

Attachment (1)

CUMBERLAND COUNTY DEPARTMENT
OF PUBLIC HEALTH
DELINQUENT ACCOUNTS TO BE TURNED OVER FOR COLLECTION
BAD DEBT WRITE OFF #47
June 30, 2016

PROGRAM	AMOUNT
ADULT HEALTH CLINIC	\$5,794.37
CHILD HEALTH CLINIC	\$1,574.68
DENTAL HEALTH CLINIC	\$782.40
FAMILY PLANNING CLINIC	\$1,672.09
IMMUNIZATIONS	\$5,554.00
MATERNAL HEALTH CLINIC	\$4,987.95
TOTAL	\$20,365.49

All bad debt accounts with balances of \$50.00 or higher, will be sent to the North
Carolina Debt Set-Off Program, which can attach a debtor's State Income
Tax Refund for payment of bad debts.

The above accounts are 90 days old or older as of 03/31/2016



ITEM NO. 3C(1)

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
NOVEMBER 7, 2016**

TO: BOARD OF COUNTY COMMISSIONERS

FROM: VICKI EVANS, FINANCE DIRECTOR *VE*

DATE: OCTOBER 22, 2016

**SUBJECT: CONSIDERATION OF COMMUNITY FUNDING REQUEST FOR
PAYMENT OF PRIOR YEAR INVOICE TO MID-CAROLINA
COUNCIL OF GOVERNMENTS AND THE CORRESPONDING
BUDGET REVISION**

BACKGROUND

Budget staff is requesting payment of a community funding prior fiscal year invoice payable to Mid-Carolina Council of Governments in the amount of \$58,419. The invoice is the fiscal year 2016 fourth quarter reimbursement request which has not yet been paid because the invoice was received after the cutoff date for processing prior year invoices. This item does require a re-appropriation of fiscal year 2016 budgeted funds totaling \$58,419.

RECOMMENDATION

General Government Other – Budget Ordinance Amendment B170046 to appropriate FY 2016 fund balance in the amount of \$58,419 for the Mid-Carolina Council of Governments

The Board is requested to approve Budget Ordinance Amendment B170046 in the amount of \$58,419 to appropriate FY 2016 fund balance for an unpaid invoice representing the last payment of their community funding for FY 2016.

Please note this amendment requires a re-appropriation of FY 2016 fund balance to the current year.

Celebrating Our Past...Embracing Our Future

AMY H. CANNON
County Manager

JAMES E. LAWSON
Deputy County Manager



MELISSA C. CARDINALI
Assistant County Manager

W. TRACY JACKSON
Assistant County Manager

CUMBERLAND
★ **COUNTY** ★
NORTH CAROLINA

OFFICE OF THE COUNTY MANAGER

MEMORANDUM

TO: VICKI EVANS, FINANCE DIRECTOR

FROM: DEBORAH W. SHAW, BUDGET ANALYST *Dws*

DATE: OCTOBER 5, 2016

SUBJECT: FY16 INVOICE- MID-CAROLINA COUNCIL OF GOVERNMENTS

Mid-Carolina Council of Governments forwarded me an unpaid invoice in the amount of \$58,419. The invoice is for the period April 1 – June 30, 2016 for the last payment of their community funding for FY16.

Upon your review, please place this item on the consent agenda for the next scheduled Board of Commissioners meeting for approval.

Attachments

/ds



ITEM NO. 3C(2)

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
NOVEMBER 7, 2016**

TO: BOARD OF COUNTY COMMISSIONERS

FROM: VICKI EVANS, FINANCE DIRECTOR *VE*

DATE: OCTOBER 22, 2016

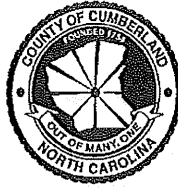
**SUBJECT: CONSIDERATION OF RISK MANAGEMENT REQUEST FOR
PAYMENT OF PRIOR YEAR INVOICE TO HOPE MILLS GLASS**

BACKGROUND

Risk Management staff is requesting payment of a prior fiscal year invoice payable to Hope Mills Glass in the amount of \$108.07. The invoice has not yet been paid because the cutoff date for processing fiscal year 2016 invoices has passed. Sufficient funds are available in the current year budget to cover this expenditure.

RECOMMENDATION

Management is requesting approval to pay the prior year invoice totaling of \$108.07.



CUMBERLAND
★ **COUNTY** ★
NORTH CAROLINA

OFFICE OF THE RISK MANAGER

TO: VICKI EVANS, FINANCE DIRECTOR

THRU: MELISSA CARDINALI, ASST. COUNTY MANAGER –
FINANCIAL/ADMINISTRATIVE SERVICES

FROM: PATSY LUCAS, RISK MANAGEMENT COORDINATOR *PL*

DATE: September 30, 2016,

SUBJECT: REQUEST TO PAY FY16 INVOICE

Attached please find Invoice#1-25451 dated 5/27/16 from Hope Mills Glass in the amount of \$108.07. This invoice was processed in MUNIS on August 24, 2016 but it was not included in the August 24 check run which was the deadline for processing FY16 invoices.

With this memo, I am asking for authorization to have this prior year invoice paid in the current fiscal year.



ITEM NO. 3C(3)

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
NOVEMBER 7, 2016**

TO: BOARD OF COUNTY COMMISSIONERS

FROM: VICKI EVANS, FINANCE DIRECTOR *[Signature]*

DATE: OCTOBER 22, 2016

**SUBJECT: APPROVAL OF THE HEALTH DEPARTMENT'S REQUEST FOR
PAYMENT OF PRIOR YEAR INVOICES**

BACKGROUND

The Health Department is requesting payment of multiple fiscal year 2016 invoices as described below:

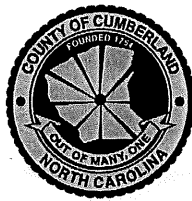
<u>Vendor</u>	<u>Invoice Date</u>	<u>Invoice Amount</u>
Arrow Pest Control	6/27/2016	\$120.00
Cape Fear Ortopaedic Clinic, PA	5/2/2016	47.24
Cape Fear Ortopaedic Clinic, PA	6/13/2016	150.18
Total		<u>\$317.42</u>

Invoices were received after the cutoff date for processing FY16 invoices. Sufficient funds are available in the current year budget to cover these expenditures.

RECOMMENDATION

Management is requesting approval to pay the prior year invoices totaling \$317.42.

Celebrating Our Past...Embracing Our Future



**CUMBERLAND
COUNTY**
NORTH CAROLINA

DEPARTMENT OF PUBLIC HEALTH

Memo

TO: Vicki Evans, Finance Director

FROM: Tracy Gurganus, Accounting Specialist *TG*

DATE: October 18, 2016

SUBJECT: Request to pay old year invoices

Attached please find three Fiscal Year 16 invoices-we need approval to pay. Two of the invoices are related to jail health, and the other is for pest control services.

Each of these invoices were received after the cut-off for paying FY 16 invoices

We strive to have all invoices paid in a timely manner, however; we cannot anticipate medical service invoices.

Thank you for your consideration of this request.

RECEIVED

SEP 20 2016

ARROW PEST CONTROL
PO BOX 745 (325 WINSLOW ST 28301)
FAYETTEVILLE, NC 28302 FEDID 56-0955132
910-483-5211

SERVICE SLIP / INVOICE

INVOICE #17401759

SERVICE ADDRESS ACCOUNT NO.
CUMBERLAND COUNTY HEALTH DEPT 7763
2622 HOPE MILLS RD SUITE 100
FAYETTEVILLE, NC 28306
433-3713 EXT: 3721 433-3779 THELMA

BILLING ADDRESS: CUMBERLAND COUNTY HEALTH DEPT
1235 RAMSEY ST
FAYETTEVILLE, NC 28301-4401

SPECIAL COMMENTS: [] CRACK/CREVICE [] SURFACE [] SPOT [] BAIT [] AEROSOL [] DUST

SERVICE TYPE	AMOUNT
ODD JOB INSIDE/OUTSIDE	\$120.00
TAX	0.00
PREVIOUS BALANCE	0.00
TOTAL DUE	120.00

TOTAL PAID
ACCEPTED BY *[Signature]* DATE 6-28-16
TERMS: ☐ CASH ☐ CK#

CHEMICALS / PRODUCTS	%	AMOUNT
SEVIN		
CYPER TC		
TEMPO 20WP 3125-377		
TEMPO ULTRA SC		20ay
BORID 9444-129		
DELTA DUST 432-772		
DRIONE 4816-353		
MAXFORCE INSECT GRANULES		
SUSPEND SC 432-763-62719		
TEMPO ULTRA WSP		
Demon DCS 2808		10gal

WIC/OFFICE
CONTACT - KIM 433-3760

COMMENTS

10/4301 533401 H4334

ORIGINAL
Certified By:
DW

\$120.00

PLEASE PAY FROM THIS INVOICE

CORVEL

Explanation of Review

Insured: [REDACTED]
Patient: [REDACTED]

Business Unit: Cumberland County Department of Public
1235 Ramsey Street
Fayetteville, NC 28301

Patient DOB: [REDACTED]
Gender: [REDACTED]

LOB: Accident Health
Site/Bill #: 30/3270323 - 1
Reprice: NC, 28314
Billed Date: 05/04/2016
Business Rcvd: 09/06/2016
MBR Rcvd: 09/06/2016
MBR Date: 09/08/2016
Approved Date: 09/09/2016
DOS From - To: 05/02/2016 - 05/02/2016



Cape Fear Orthopaedic Clinic PA
Bikramjit S Grewal M.D.
4140 Ferncreek Dr Ste 801
Fayetteville, NC 28314



Network:	Treating Provider:	Claim #:	CCPD-23734257
Network Branch:	Referring Physician: GREWAL KIKRAMJIT	Processor Initials:	JG
Sub Network:	Patient Control #:	DOI:	10/02/2015
Contract:	Provider Tax Id: 56-1047051	RX Number:	
Claim Rep.:			
Vendor #:			
PIN:			

Date	Code	Units	POS	Bill Charges TOS	DXR	Reduction	Allowed Fees
05/02/2016	73610	RADEX ANKLE COMPL MINIMUM 3		\$116.00		\$68.76	\$47.24
	510, LT	1	11		A		
Sub-Totals for Bill: 3270323				\$116.00		\$68.76	\$47.24

Totals for Bill: 3270323

\$47.24

Line Item Reason Codes and Descriptions

510 Payment Determined LT Left Side

ICD Diagnosis

S82.852P DSP TRIMAL FX LT L LEG SUB CLOS MU

Questions regarding this bill may be sent to:

CorVel Corporation - MedCheck	Toll free: (800) 365-5998
13024 Ballantyne Corporate Pl	Phone: (704) 941-2856
Suite 600	Fax: (866) 450-4140
Charlotte, NC 28277	

Claim Summary to Date

Date Range: 12/31/2015 - 05/02/2016
Dollars Billed on Claim: \$10,500.00
Allowed Fee on Claim: \$2,808.88
Total Bills for Claim: 7

CORVEL

Explanation of Review

Insured: [REDACTED]
 Patient: [REDACTED]
 [REDACTED]

Business Unit: Cumberland County Department of Public
 1235 Ramsey Street
 Fayetteville, NC 28301

Patient DOB: [REDACTED]
 Gender: [REDACTED]

LOB: Accident Health
 Site/Bill #: 30/3269062 - 1
 Reprice: NC, 28311
 Billed Date: 06/16/2016
 Business Rcvd: 09/02/2016
 MBR Rcvd: 09/06/2016
 MBR Date: 09/07/2016
 Approved Date: 09/09/2016
 DOS From - To: 06/13/2016 - 06/13/2016



Cape Fear Orthopaedic Clinic PA
 Sean M Wilson P.A.C.
 4140 Ferncreek Dr Ste 801
 Fayetteville, NC 28314



Network:	Treating Provider:	Claim #: CCPD-21236364
Network Branch:	Referring Physician: WILSON SEAN M NC	Processor Initials: JG
Sub Network:	Patient Control #: [REDACTED]	DOI: 03/13/2016
Contract:	Provider Tax Id: 56-1047051	RX Number:
Claim Rep.:		
Vendor #:		
PIN:		

Date	Code	Units	POS	Bill Charges TOS	DXR	Reduction	Allowed Fees
06/13/2016	99213	OFFICE/OUTPATIENT VISIT EST		\$120.00		\$11.48	\$108.52
	510	1	11		A		
06/13/2016	73590	RADEX TIBFIB 2 VIEWS		\$110.00		\$68.34	\$41.66
	510, RT	1	11		A		

Sub-Totals for Bill: 3269062 \$230.00 \$79.82 \$150.18

Totals for Bill: 3269062 \$150.18

Line Item Reason Codes and Descriptions

510 Payment Determined RT Right Side

ICD Diagnosis

S82.241D DSP SPRL FX SHFT RT TIB SUB CLO RTN

Questions regarding this bill may be sent to:

CorVel Corporation - MedCheck 13024 Ballantyne Corporate Pl Suite 600 Charlotte, NC 28277	Toll free: (800) 365-5998 Phone: (704) 941-2856 Fax: (866) 450-4140
--	---

Claim Summary to Date

Date Range: 04/18/2016 - 06/13/2016
 Dollars Billed on Claim: \$1,415.00
 Allowed Fee on Claim: \$825.27
 Total Bills for Claim: 3

VICKI EVANS
Finance Director



ROBERT TUCKER
Accounting Supervisor

ITEM NO. 3C(4)

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
NOVEMBER 7, 2016**

TO: BOARD OF COUNTY COMMISSIONERS
FROM: VICKI EVANS, FINANCE DIRECTOR *[Signature]*
DATE: OCTOBER 27, 2016
**SUBJECT: APPROVAL OF THE SHERIFF'S OFFICE REQUEST FOR
PAYMENT OF PRIOR YEAR INVOICES**

BACKGROUND

The Sheriff's Office is requesting payment of multiple fiscal year 2016 invoices as described below:

<u>Vendor</u>	<u>Invoice Date</u>	<u>Invoice Amount</u>
Tippmann	5/2/2016	\$ 536.50
South East Sales	5/4/2016	107.00
SFA Fire Protection, Inc.	2/29/2016	800.00
Total		<u>\$1,443.50</u>

Invoices were received after the cutoff date for processing FY16 invoices. Sufficient funds are available in the current year budget to cover these expenditures.

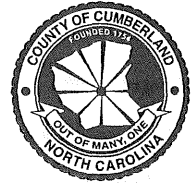
RECOMMENDATION

Management is requesting approval to pay the prior year invoices totaling \$1,443.50.

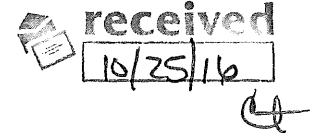
Celebrating Our Past...Embracing Our Future



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



An Internationally Accredited Law Enforcement Agency



TO: Amy Cannon, County Manager

FROM: Earl R. Butler, Sheriff

DATE: October 21, 2016

SUBJECT: Prior Year Invoices

Attached please find three Fiscal Year 16 invoices. We do not have record of receiving these invoices when they were initially issued and a review of our accounts do not show record of payment of these invoices. We have verified the items were received or service completed and request payment of these invoices at this time.

1. Invoice 654340 dated 5/2/16 from Tippmann for \$536.50. This invoice will be paid from 1014203-522210.
2. Invoice 4326 dated 5/4/16 from South East Sales for \$107.00. This invoice will be paid from 1014200-522210.
3. Invoice 56612 dated 2/29/16 for SFA Fire Protection, Inc for \$800.00. This invoice will be paid from 1014203-533404.

Sheriff's Office and Detention Center staff work diligently to ensure invoices are forwarded for timely payment. Sufficient funds are available in the current year budget to pay these invoices. Please contact us with any questions. Thank you for your assistance.

**TIPPMANN™**

10-04-16/11/31H

Invoice	654340
Date	05/02/2016
Page	1

PH: (260) 749-6022

FX: (260) 749-6619

Remit Payment To:

Tippmann Sports LLC

2955 Adams Center Rd

Fort Wayne IN 46803

Bill To:

Cumberland County Sheriffs Office
PO Box 1829
Fayetteville NC 28302
United States

Ship To:

Cumberland County Sheriffs Office
204 Gillespie St
Fayetteville NC 28301
United States

These products were exported from the United States in accordance with Export Administration Regularities. Diversion contrary to United States law is prohibited.

Purchase Order No.		Customer ID	Salesperson ID	Shipping Method	Payment Terms	Req Ship Date	Master No.	
		CUMB003	RGLASPER	GROUND	CREDIT CARD	04/21/2016	565793	
Ordered	Shipped	B/O	Item Number	Description	Unit Price	Discount	Net Price	Ext. Price
1	1	0	M2000	LTL A-5 MLR	\$599.00	\$0.00	\$599.00	\$599.00
1	1	0	T121001	TCR MAGFED	\$449.00	\$0.00	\$449.00	\$449.00
<div>ORIGINAL Certified By: <u>mm</u> B. V.5000 1014203 522216</div>								

@trade in item of SA200 Launcher TMP Pistol per Marty

Subtotal	\$1,048.00
Misc	\$0.00
Tax	\$0.00
Freight	\$0.00
Trade Discount	\$511.50
Total	\$536.50



South East Sales
P O Box 25505
Winston Salem, NC 27114
800-447-3884

Committed to Excellence

Invoice

Date: 5/4/2016
Invoice # 4326

Bill To Ms Lisa Blauser
Cumberland County Sheriff's Office
131 Dick Street
Fayetteville, NC 28301

Ship To Ms Lisa Blauser
Cumberland County Sheriff's Office
131 Dick Street
Fayetteville, NC 28301

Salesperson	Purchase Order	Order Notes	Payment Terms
Robert Phillips			

Item	Qty.	Unit Price	Line Total
Barcode Scanner	1	\$100.00	\$100.00

All invoices are due when rendered, unless otherwise noted in the Payment Terms or Due Date fields. Invoices overdue more than 30 days are subject to a late fee of \$25.00 and a finance charge of 1.5% per month.

For any questions, please call 800-447-3884

Total Due:	\$100.00
Sales Tax:	\$7.00
Total:	\$107.00

Thank you for your business!

Make all checks payable to South East Sales
PO Box 25505
Winston Salem, NC 27114

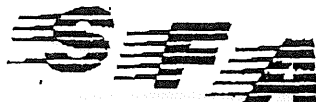
Phone: 800-447-3884 Fax: 336-769-3162 support@southeastssales.net



Oct. 10. 2016 3:59PM

No. 3007 P. 1/1

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




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

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

Date	Invoice #
2/29/2016	56612

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	3/30/2016	CK	1/28/2016		
Qty	Description				Rate	Amount
1	6 Exhaust Hoods Cleaned - 3 Exhaust Fans Cleaned - 36 Filters Cleaned - 6 Exhaust Hoods Shined				800.00	800.00
<div>ORIGINAL</div> <div>Certified By:</div> <div><u>mm</u></div> <div>B.</div> <div>V. 3374</div> <div> 1014208 533401</div> <div>PAST DUE</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



ITEM NO. 3C(5)

FINANCE OFFICE

4th Floor, Room No. 45I, Courthouse • PO Box 1829 • Fayetteville, North Carolina 28302-1829
(910) 678-7753 • Fax (910) 323-6120

**MEMORANDUM FOR BOARD OF COMMISSIONERS CONSENT AGENDA OF
NOVEMBER 7, 2016**

TO: BOARD OF COUNTY COMMISSIONERS

FROM: VICKI EVANS, FINANCE DIRECTOR *VE*

DATE: OCTOBER 22, 2016

**SUBJECT: CONSIDERATION OF PURCHASING'S REQUEST FOR
PAYMENT OF PRIOR YEAR INVOICE TO SYSTEL**

BACKGROUND

Purchasing staff is requesting payment of a prior fiscal year invoice for copier charges, payable to Systel in the amount of \$5,622.00. The invoice was not paid prior to the cutoff date for processing fiscal year 2016 invoices. This action requires a budget revision in the amount of the invoice. Approval of Budget Ordinance Amendment B170600 to re-appropriate FY16 fund balance is requested. Please note this amendment requires a re-appropriation of FY16 fund balance to the current year.

RECOMMENDATION

Print, Mail & Design – Budget Ordinance Amendment B170600 to appropriate FY 2016 fund balance in the amount of \$5,622 for FY 2016 photocopier charges

The Board is requested to approve Budget Ordinance Amendment B170600 in the amount of \$5,622 to appropriate FY 2016 fund balance in order to pay an invoice for photocopier usage that took place in FY 2016.

Please note this amendment requires a re-appropriation of FY 2016 fund balance to the current year.

Celebrating Our Past...Embracing Our Future

Thelma S. Matthews
Purchasing Manager



Amanda Bullard
Buyer

**FINANCE DEPARTMENT
PURCHASING DIVISION**

4th Floor, New Courthouse • PO Box 1829 • Suite 451, • Fayetteville, North Carolina 28302-1829
(910) 678-7743 / (910) 678-7746 • Fax (910) 323-6120

MEMORANDUM

TO: VICKI EVANS, FINANCE DIRECTOR

FROM: AMANDA BULLARD, BUYER *AB*

DATE: OCTOBER 20, 2016

SUBJECT: PRIOR YEAR INVOICE FOR SYSTEL COPIER CHARGES

The Print, Mail & Design Services department did not have enough funds remaining in their operating budget to pay the final FY16 invoice for the Systel copiers. To address this, a budget revision was done to move funds from capital outlay to the operating budget. However, the invoice was not paid before the cutoff date to pay FY16 invoices. Therefore, we are requesting approval to pay the prior year invoice in the amount of \$5,622.00 and approval of Budget Ordinance Amendment B170600 to appropriate FY16 fund balance. Please note this amendment requires a re-appropriation of FY16 fund balance to the current year.

Upon your review, please place this item on the consent agenda for the next scheduled Board of Commissioners meeting for approval.

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.

3D

**MEMO FOR THE AGENDA OF THE NOVEMBER 7, 2016,
MEETING OF THE BOARD OF COMMISSIONERS**

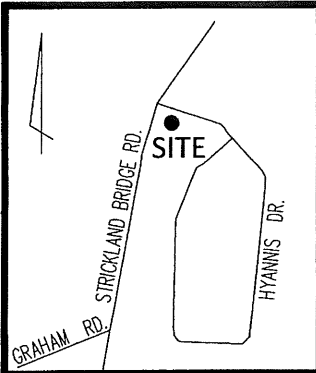
TO: Board of Commissioners; Co. Manager; Jim Autry
FROM: Co. Atty. *R. Moorefield*
DATE: October 31, 2016
SUBJECT: Consideration of Grant of Easement to PWC across Jointly-Owned Property
Acquired by Tax Foreclosure

BACKGROUND:

The PWC has requested the county to grant a utility easement across the residential property located at the corner of Hyannis Drive and Strickland Bridge Road, being Lot 3, Emerald Gardens, as shown in Plat Book 31 at page 42. The property was acquired jointly by the county and city by a tax foreclosure. The PWC agreed to pay the sewer assessment to be levied against the property. A copy of the easement including a plat is attached.

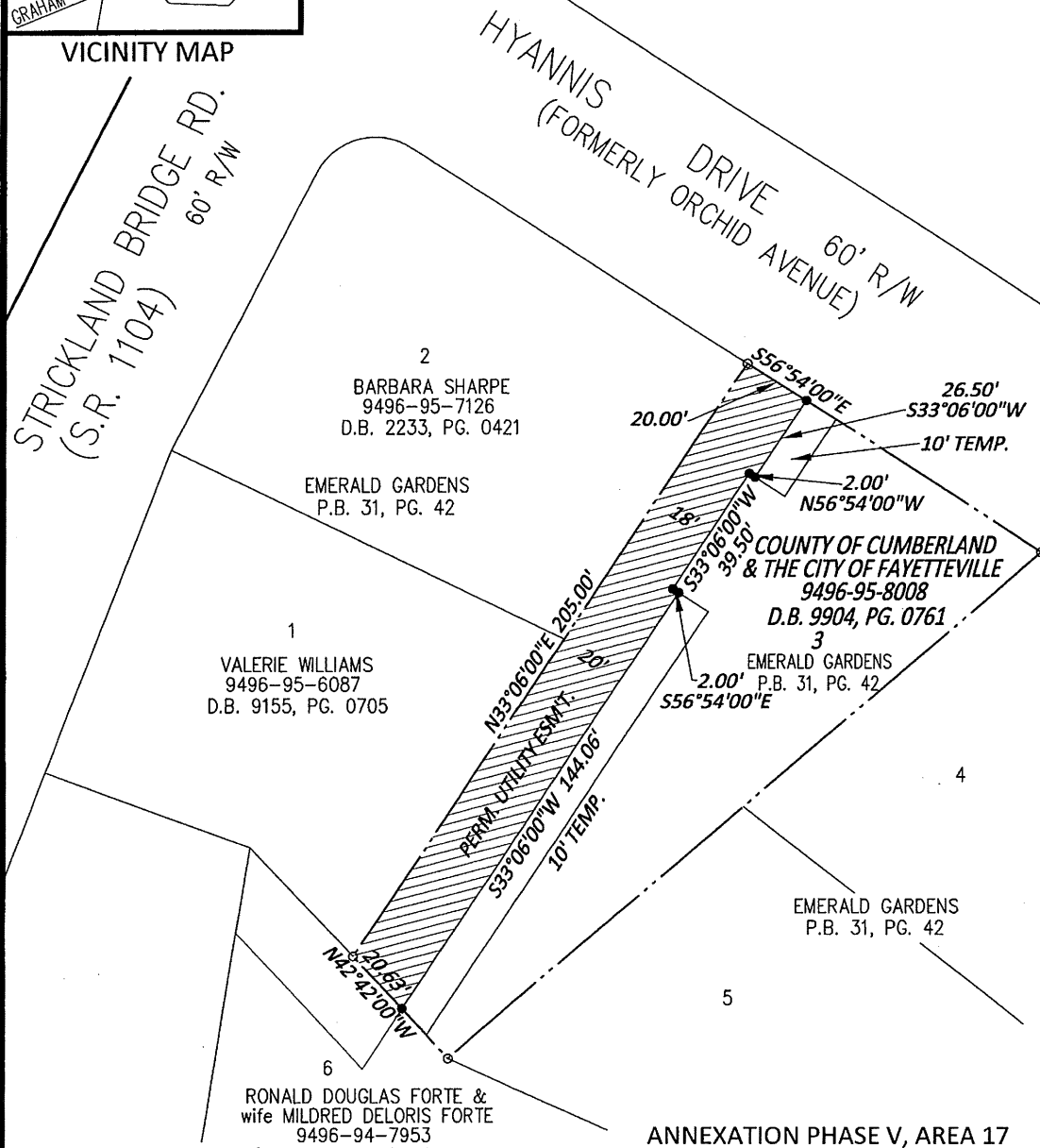
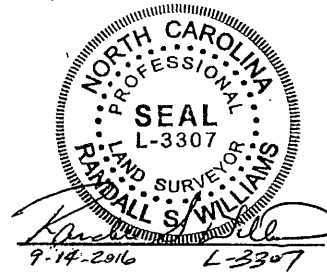
RECOMMENDATION/PROPOSED ACTION:

County attorney recommends the Board approve the request and authorize the Chair to execute a deed of easement.



VICINITY MAP

P.B. 31, PG. 42



ANNEXATION PHASE V, AREA 17
EXHIBIT "A"

TOTAL LOT AREA = 14,715 SQ. FT.
EXIST. ESM'T. AREA = 0 SQ. FT.
NEW PERM. ESM'T. AREA REQD. = 4,072 SQ. FT.
AREA REMAINING = 10,643 SQ. FT.
TEMP. ESM'T. AREA REQD. = 1,718 SQ. FT.

THIS MAP IS NOT A CERTIFIED SURVEY AND HAS NOT BEEN REVIEWED BY A LOCAL GOVERNMENT AGENCY FOR COMPLIANCE WITH ANY APPLICABLE LAND DEVELOPMENT REGULATIONS.

Based on a partial survey by:
MOORMAN, KIZER & REITZEL, INC.
115 BROADFOOT AVE.
FAYETTEVILLE, N.C. 28305

1	REV. 9-14-16 - CHANGED PROPERTY OWNER	RSW
SYM	DESCRIPTION	BY
REVISIONS		
PUBLIC WORKS COMMISSION OF THE CITY OF FAYETTEVILLE, N.C. 20' UTILITY ESM'T. ACROSS PROPERTY OF COUNTY OF CUMBERLAND & THE CITY OF FAYETTEVILLE		
DRAWN BY	RSW	DATE DECEMBER 16, 2013
CHECKED BY	D.V.	SCALE 1" = 40'
APPROVED BY	mm 10/2/16	AS-14783U 1 of 1

NORTH CAROLINA
CUMBERLAND COUNTY

UTILITY EASEMENT
(WATER & SANITARY SEWER)
PUBLIC WORKS COMMISSION
Parcel 1: Phase V Annexation, Area 17
PWC EASEMENT NO. _____

Prepared by and Return to: Public Works Commission
Attn: Jim Autry

THIS INSTRUMENT made this _____ day of _____, 2016.

By: COUNTY OF CUMBERLAND, a body Politic and Corporate of the State of North Carolina, &
CITY OF FAYETTEVILLE, a North Carolina Municipal Corporation; herein called Grantor,

To: THE CITY OF FAYETTEVILLE, a North Carolina Municipal Corporation herein called Grantee, all of
said State and County,

WITNESSETH THAT

Grantor, for one dollar and other valuable consideration, hereby acknowledged as paid and received, has bargained and sold, and by these presents does grant, bargain, sell and convey to Grantee, its successors and assigns, the perpetual right, easement and privilege to build, construct, lay, install, maintain and operate water, sanitary sewer and/or storm sewer, fiber optic (any or all) lines, with such pipes, drains, connections, manholes, and other attachments, equipment and accessories necessary or desirable in connection therewith, to have full ingress and egress, thereto, and therefrom, over adjoining lands, of Grantor, to patrol, inspect, alter, improve, repair, relocate, remove, and replace any or all of such lines, pipes, drains, connections, manholes, and other attachments, equipment and accessories, to keep clear all trees, undergrowth and other encroachments located within ten feet (unless otherwise specified below) of said lines and equipment and to have all rights and privileges necessary or convenient for the full enjoyment or use of this easement, in, on, under, over, through and across certain land described as follows:

NORTH CAROLINA -- CUMBERLAND COUNTY -- SEVENTY-FIRST TOWNSHIP

The following described easement lies within that certain parcel of land located on the southern side of Hyannis Drive (SR 1352) (60-foot Right-of-Way) as described in the Deed of Record duly recorded in Deed Book 2381, Page 624 and shown as Lot 3 Emerald Gardens in the Plat of Record duly recorded in Plat Book 31, Page 42, both of the Cumberland County, North Carolina Registry.

BEGINNING at the common front (northern) corner of Lots 2 and 3 of Emerald Gardens as referenced above, said beginning corner being in the southern right-of-way margin of Hyannis Drive and running with said road margin South 56 degrees 54 minutes 00 seconds East, 20.00 feet to a point; thence leaving the road and running south 33 degrees 06 minutes 00 seconds West, 26.50 feet to a point; thence North 56 degrees 54 minutes 00 seconds West, 2.00 feet to a point; thence South 33 degrees 06 minutes 00 seconds West, 39.50 feet to a point; thence South 56 degrees 54 minutes 00 seconds East, 2.00 feet to a point; thence South 33 degrees 06 minutes 00 seconds West, 144.06 feet to a point in the northern line of Lot 6; thence with said northern line of Lot 6 North 42 degrees 42 minutes 00 seconds West, 20.63 feet to the southernmost corner of Lot 1; thence with the eastern line of Lot 1 and beyond with the eastern line of Lot 2 North 33 degrees 06 minutes 00 seconds East, 205.00 feet to the **PLACE AND POINT OF BEGINNING** and being for the most part a 20-foot wide permanent utility easement as shown in greater detail on PWC Drawing AS-14783U, a copy of which is attached and labeled Exhibit "A".

NORTH CAROLINA
CUMBERLAND COUNTY

UTILITY EASEMENT
(WATER & SANITARY SEWER)
PUBLIC WORKS COMMISSION
Parcel 1: Phase V Annexation, Area 17
PWC EASEMENT NO. _____

Prepared by and Return to: Public Works Commission

Attn: Jim Autry

THIS INSTRUMENT made this _____ day of _____, 2016.

By: COUNTY OF CUMBERLAND, a body Politic and Corporate of the State of North Carolina, &
CITY OF FAYETTEVILLE, a North Carolina Municipal Corporation; herein called Grantor,

To: THE CITY OF FAYETTEVILLE, a North Carolina Municipal Corporation herein called Grantee, all of
said State and County,

WITNESSETH THAT

Grantor, for one dollar and other valuable consideration, hereby acknowledged as paid and received, has bargained and sold, and by these presents does grant, bargain, sell and convey to Grantee, its successors and assigns, the perpetual right, easement and privilege to build, construct, lay, install, maintain and operate water, sanitary sewer and/or storm sewer, fiber optic (any or all) lines, with such pipes, drains, connections, manholes, and other attachments, equipment and accessories necessary or desirable in connection therewith, to have full ingress and egress, thereto, and therefrom, over adjoining lands, of Grantor, to patrol, inspect, alter, improve, repair, relocate, remove, and replace any or all of such lines, pipes, drains, connections, manholes, and other attachments, equipment and accessories, to keep clear all trees, undergrowth and other encroachments located within ten feet (unless otherwise specified below) of said lines and equipment and to have all rights and privileges necessary or convenient for the full enjoyment or use of this easement, in, on, under, over, through and across certain land described as follows:

NORTH CAROLINA -- CUMBERLAND COUNTY -- SEVENTY-FIRST TOWNSHIP

The following described easement lies within that certain parcel of land located on the southern side of Hyannis Drive (SR 1352) (60-foot Right-of-Way) as described in the Deed of Record duly recorded in Deed Book 2381, Page 624 and shown as Lot 3 Emerald Gardens in the Plat of Record duly recorded in Plat Book 31, Page 42, both of the Cumberland County, North Carolina Registry.

BEGINNING at the common front (northern) corner of Lots 2 and 3 of Emerald Gardens as referenced above, said beginning corner being in the southern right-of-way margin of Hyannis Drive and running with said road margin South 56 degrees 54 minutes 00 seconds East, 20.00 feet to a point; thence leaving the road and running south 33 degrees 06 minutes 00 seconds West, 26.50 feet to a point; thence North 56 degrees 54 minutes 00 seconds West, 2.00 feet to a point; thence South 33 degrees 06 minutes 00 seconds West, 39.50 feet to a point; thence South 56 degrees 54 minutes 00 seconds East, 2.00 feet to a point; thence South 33 degrees 06 minutes 00 seconds West, 144.06 feet to a point in the northern line of Lot 6; thence with said northern line of Lot 6 North 42 degrees 42 minutes 00 seconds West, 20.63 feet to the southernmost corner of Lot 1; thence with the eastern line of Lot 1 and beyond with the eastern line of Lot 2 North 33 degrees 06 minutes 00 seconds East, 205.00 feet to the **PLACE AND POINT OF BEGINNING** and being for the most part a 20-foot wide permanent utility easement as shown in greater detail on PWC Drawing AS-14783U, a copy of which is attached and labeled Exhibit "A".

Also granted are 10-foot wide temporary construction easements lying adjacent to and east of the 26.50 foot call and the 144.06 foot call of the above described permanent utility easement. All rights in the temporary

construction easements will revert to the herein grantor, their heirs and assigns upon completion of the utility installation project.

For title reference, see the following in Cumberland County, N.C. Registry:

Deed Book 9904, Page 76 (Commissioner's Deed); Deed Book 2381, Page 624; Plat Book 31, Page 42 ; PWC Drawing No. AS-14783U; Pin No. 9496-12-95-8008-; "Phase V Annexation, Area 17"

TO HAVE, TO HOLD, AND TO ENJOY said right, easement, and privilege as above fully defined and described in, on, under, over, through and across said land, and all privileges and appurtenances thereto belonging, to Grantee, its successors and assigns, forever, free and discharged from all right, title, claim, or interest of the Grantor or anyone claiming by, through or under the Grantor. As consideration for this easement, the Fayetteville Public Works Commission agrees to prepay the water and sewer assessment to be levied on the subject property as part of the Phase-V, Project Area 17 Annexation.

Wherever used herein, the singular shall include the plural, the plural the singular, and the use of any gender shall be applicable to all genders as the context may require.

IN TESTIMONY WHEREOF, Grantor has signed and sealed this instrument.

COUNTY OF CUMBERLAND, a body politic and
Corporate of the State of North Carolina

_____(SEAL)
W. MARSHALL FAIRCLOTH, CHAIRMAN
BOARD OF COMMISSIONERS

ATTEST:

BY: _____
CANDICE H. WHITE, CLERK

(SEAL)

STATE OF NORTH CAROLINA
COUNTY OF CUMBERLAND

I, _____, a Notary Public in and for the State of North Carolina, certify that CANDICE H. WHITE personally appeared before me this day and acknowledged that she is the Clerk to the Board of Commissioners of Cumberland County; that W. MARSHALL FAIRCLOTH is the Chairman of the Board of Commissioners; that the seal affixed to the foregoing instrument is the Official Seal of the Board; that this instrument was signed and sealed by the Chairman and attested by her as Clerk on behalf of the Board, all by its authority duly granted; and that CANDICE H. WHITE acknowledged this instrument to be the act and deed of the Board of Commissioners.

WITNESS my hand and notarial seal, this the ____ day of _____, 2016.

Print Name: _____ Notary Public
My Commission Expires: _____

(SEAL)

IN TESTIMONY WHEREOF, Grantor has signed and sealed this instrument.

CITY OF FAYETTEVILLE, a North Carolina
Municipal Corporation

_____(SEAL)
DOUGLAS J. HEWETT, ICMA-CM
INTERIM CITY MANAGER

ATTEST:

BY: _____
PAMELA MEGILL

(SEAL)

STATE OF NORTH CAROLINA
COUNTY OF CUMBERLAND

I, _____, a Notary Public for _____ County, North Carolina,
certify that PAMELA MEGILL personally came before me this day and acknowledged that she is the CITY CLERK of
CITY OF FAYETTEVILLE, a North Carolina Municipal Corporation, and that by authority duly given and as the act of
the Corporation, the foregoing instrument was signed in its name by its Interim City Manager, sealed with its corporate
seal and attested by herself as its CITY CLERK.

WITNESS my hand and notarial seal, this the _____ day of _____, 2016.

Print Name: _____ Notary Public
My Commission Expires: _____

(SEAL)

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

ITEM NO. 3E

MEMORANDUM FOR BOARD OF COMMISSIONERS AGENDA OF NOVEMBER 7, 2016

TO: BOARD OF COUNTY COMMISSIONERS

FROM: JOEL STRICKLAND, FAMPO EXECUTIVE DIRECTOR *JS*

DATE: NOVEMBER 7, 2016

**SUBJECT: APPROVAL OF THE STEERING COMMITTEE
RECOMMENDATIONS FOR THE COMMUNITY
TRANSPORTATION SERVICE PLAN (CTSP)**

BACKGROUND

This scope of work is developed around the central theme of making a strategically planned response to the projected mobility needs of the general public and targeted populations in Cumberland County, and continuously improving service delivery and management within the region. The CTSP will be developed through a public education and involvement process that includes the general public, private and non-profit transportation providers, human service providers and targeted populations that include individuals with disabilities, low incomes and limited English proficiency.

A Consultant Team will present and discuss the Community Transportation Service Plan and engage steering committee members to provide comments and input. The Steering Committee will have the opportunity to share their knowledge or perception of unmet needs and the problems and/or concerns associated with the operation and/or management of the existing transportation system.

Ten (10) individuals from among the target service providers here in Cumberland County have been identified and have agreed to serve on the steering committee which is to consist of 10 to 15 individuals. (1). Mr. Sam Hutchison (Cape Fear Valley Senior Health), (2). Ms. Kasey E. Ivey (Sunshine Senior Center), (3). Ms. Meagan Honaker (St. Joseph of the Pines), (4) Ebou Sankareh (Famiks Transport, Inc.), (5). Barbara Canady (B & W Transporting, Inc.), and (6). Ms. Rosalind Woods (RDL Therapeutic Solutions & Action Pathways, Inc.) (7) Thomas Cooney (Spring Lake Public Works), (8) Linda Robothan (FTCC Career Readiness Recruiter), (9) Marisa Ramos-Mason (Health Promotions Coordinator), (10) Commissioner Charles Evans.

RECOMMENDATION/PROPOSED ACTION

Consider the ten (10) individuals as recommended and approve to serve on steering committee to provide input for the Community Transportation Service Plan.

/if



PAT McCrory
Governor

NICHOLAS J. TENNYSON
Secretary

MEMORANDUM

TO: Earl Jones, Accountant

FROM: Myra Freeman, Financial Manager

SUBJECT: Cumberland County

DATE: August 16, 2016

Please set up the local match for the Cumberland County 5-Year Community Transportation Service Plan (CTSP), in the amount of \$6,336. The funding WBS element established for this project is 36233.150.2.1 and the amount should be billed to the address below:

Fayetteville Area Metropolitan Planning Organization (FAMPO)
dba Cumberland County Planning and Inspections
130 Gillespie Street
Fayetteville, NC 28301

Attention: Joel Strickland
Executive Director

The total cost approved for this project is \$50,685 State share \$6,336 and the local share is \$6,336

Let me know if you have any questions.

Thanks.

Attachments



RICKEY L. MOOREFIELD
County Attorney



PHYLLIS P. JONES
Assistant County Attorney

ROBERT A. HASTY, JR.
Assistant County Attorney

ITEM NO. 3F

OFFICE OF THE COUNTY ATTORNEY

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

**MEMO FOR THE AGENDA OF THE NOVEMBER 7, 2016,
MEETING OF THE BOARD OF COMMISSIONERS**

TO: Board of Commissioners; County Manager; Myra Brooks
FROM: County Attorney *R. Moorefield*
DATE: November 1, 2016
SUBJECT: Offer to Purchase Surplus Property Being Lot 5, Block D, Spring Lake Subdivision,
Plat Book 11 Page 3

BACKGROUND:

The County acquired the real property with PIN 0501-76-4311, being Lot 5, Block D, Spring Lake Subdivision, Plat Book 11 at page 3 from a tax foreclosure sale in 2014 for a purchase price of \$4,172.00. The tax value is \$24,421.00. Based on the County GIS Mapping system, there is not a structure on the property. Ms. Virginia Novak has made an offer to purchase the property for \$4,172.00. If the Board proposes to accept this offer, the proposed sale must be advertised subject to the upset bid process of G. S. § 160A-269. The proposed advertisement is attached.

RECOMMENDATION/PROPOSED ACTION:

The County Attorney recommends that the Board consider the offer of Virginia Novak and if the Board proposes to accept the offer, resolve that the described real property is not needed for governmental purposes and direct that it be advertised and sold pursuant to the upset bid process of G. S. § 160A-269. The proposed advertisement follows:

**CUMBERLAND COUNTY BOARD OF COMMISSIONERS
ADVERTISEMENT OF PROPOSAL TO ACCEPT AN OFFER TO PURCHASE
CERTAIN REAL PROPERTY PURSUANT TO N.C.G.S § 160A-269**

Take notice that the Board of Commissioners finds the real property described herein is not needed for governmental purposes and proposes to accept an offer to purchase the property with PIN 0501-76-4311, being Lot 5, Block D, Spring Lake Subdivision, Plat Book 11 at Page 3 for \$4,172.00. Within 10 days of this notice any person may raise the bid by not less than ten percent (10%) of the first one thousand dollars (\$1,000) and five percent (5%) of the remainder by making a five percent (5%) deposit of the bid with the Clerk. This procedure shall be repeated until no further qualifying upset bids are received. The Board of Commissioners may at any time reject any and all offers. Further details may be obtained from the Office of the County Attorney, Suite 551-Courthouse, Fayetteville, NC 28302.

November __, 2016

Candice White, Clerk to the Board

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. 3G

**MEMO FOR THE AGENDA OF THE NOVEMBER 7, 2016,
MEETING OF THE BOARD OF COMMISSIONERS**

TO: Board of Commissioners; Co. Manager; Myra Brooks
FROM: Co. Atty. *R. Moorefield*
DATE: November 1, 2016
SUBJECT: Sale of Surplus Certain Real Properties Being Lots 3 & 4 and 11 & 12, Block D, Spring Lake Subdivision, Plat Book 11 at Page 3

Attachment: Publisher's Affidavit

BACKGROUND:

On September 19, 2016, the Board adopted a resolution of its intent to accept the offer of Ms. Virginia Novak to purchase the listed properties for \$7,464.60:

Description	Tax Value	County's Tax Lien	Deed	PIN
Lots 3 & 4, Block D, PB 11-3, Spring Lake S/D, with address of 122 N. First St., Spring Lake	\$47,482.00	\$3,927.56	8926/884	0501-76-3388
Lots 11 & 12, Block D, PB 11-3, Spring Lake S/D, abuts N. Second St., Spring Lake	\$56,551.00	\$3,290.66		0501-76-5466

Based on the GIS Map, both properties are vacant lots and are zoned by the Town of Spring Lake as commercial (CB).

Notice of the proposed sale was advertised in the *Fayetteville Observer* on September 28, 2016, subject to the upset bid process required by G. S. § 160A-269. The publisher's affidavit is attached. More than 10 days have elapsed since the notice was published. No upset bid was received.

RECOMMENDATION/PROPOSED ACTION:

County Attorney recommends the Board accept this offer and authorize the Chair to execute a deed for the properties upon the County's receipt of the balance of the purchase price.

AFFIDAVIT OF PUBLICATION

NORTH CAROLINA
Cumberland County

CUMBERLAND COUNTY BOARD
OF COMMISSIONERS
ADVERTISEMENT OF PROPOSAL
TO ACCEPT AN OFFER TO PURCHASE
CERTAIN REAL PROPERTY PURSUANT
TO N.C.G.S. § 160A-269
Take notice that the Board of Commissioners finds the real properties described herein not needed for governmental purposes and proposes to accept an offer to purchase the properties, being Lots 3 & 4, Spring Lake Subdivision, Plat Book 11 at page 3, PIN 0501-76-3388, located at 122 N. First St., Spring Lake; and Lots 11 & 12, Block D, Plat Book 11 at page 3, PIN 0501-76-5466, located on N. Second Street, Spring Lake, for a purchase price of \$7,464.60. Within 10 days of this notice, any person may raise the bid by not less than ten percent (10%) of the first one thousand dollars (\$1,000) and five percent (5%) of the remainder by making a five percent (5%) deposit of the bid with the Clerk. This procedure shall be repeated until no further qualifying upset bids are received. The Board of Commissioners may at any time reject any and all offers. Further details may be obtained from the Office of the County Attorney, Suite 551, Courthouse, Fayetteville, NC 28302, September 16, 2016.

Candice White, Clerk to the Board
9/28, 4796099

Before the undersigned, a Notary Public of said County and state, duly commissioned and authorized to administer oaths, affirmations, etc., personally appeared. CINDY O. MCNAIR
Who, being duly sworn or affirmed, according to law, doth depose and say that he/she is a LEGAL SECRETARY of DB North Carolina Holdings, Inc., a corporation organized and doing business under the Laws of the State of Delaware, and publishing a newspaper known as the FAYETTEVILLE OBSERVER, in the City of Fayetteville, County and State aforesaid, and that as such he/she makes this affidavit; that he/she is familiar with the books, files and business of said Corporation and by reference to the files of said publication the attached advertisement of CL Legal Line ADVERTISEMENT OF PROPOSAL TO ACCEPT AN OFFER OF CERTAIN REAL PROPERTY of CUMB CO ATTORNEY'S was inserted in the aforesaid newspaper in space, and on dates as follows:

9/28/2016

and at the time of such publication The Fayetteville Observer was a newspaper meeting all the requirements and qualifications prescribed by Sec. No. 1-597 G.S. of N.C.

The above is correctly copied from the books and files of the aforesaid corporation and publication.

Cindy O. Mcnair

LEGAL SECRETARY

Title

Cumberland County, North Carolina

Sworn or affirmed to, and subscribed before me, this 28 day of September, A.D., 2016.

In Testimony Whereof, I have hereunto set my hand and affixed my official seal, the day and year aforesaid.

Pamela H. Walters

Pamela H. Walters, Notary Public

My commission expires 5th day of December, 2020.

MAIL TO: CUMB CO ATTORNEY'S
PO BOX 1829,
FAYETTEVILLE, NC 28302

0004796099

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. 34(1-3)

OFFICE OF THE COUNTY MANAGER

MEMORANDUM FOR BOARD OF COMMISSIONERS AGENDA OF NOVEMBER 7, 2016

TO: BOARD OF COUNTY COMMISSIONERS

FROM: AMY H. CANNON, COUNTY MANAGER 

DATE: NOVEMBER 2, 2016

SUBJECT: APPROVAL OF THE OCTOBER 6, 2016 CUMBERLAND COUNTY FACILITIES COMMITTEE REPORT AND RECOMMENDATIONS

BACKGROUND

The Cumberland County Facilities Committee met on Thursday, October 6, 2016 and discussed the following agenda:

- 1) National Flood Insurance Program "NFIP" Community Rating System "CRS" Annual Recertification Progress Report.
- 2) Revised Lease Terms for the First Presbyterian Church of Fayetteville Parking Lot Lease.
- 3) Contract to Construct a New Haul Road for the Subtitle D Landfill.

Separate memos for these items 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

CM110216-4

CUMBERLAND COUNTY FACILITIES COMMITTEE
COURTHOUSE, 117 DICK STREET, 5TH FLOOR, ROOM 564
OCTOBER 6, 2016 - 8:30 A.M.
MINUTES

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

MEMBERS ABSENT: Commissioner Charles Evans

COMMISSIONERS PRESENT:
 Commissioner Marshall Faircloth

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
 Jeffery Brown, Engineering & Infrastructure Director
 Vicki Evans, Finance Director
 Randy Beeman, Emergency Services Director
 Brenda Jackson, Social Services Director
 Deborah Shaw, Budget Analyst
 Kim Cribb, Budget Analyst
 Heather Harris, Budget Analyst
 Candice White, Clerk to the Board
 Kellie Beam, Deputy Clerk to the Board
 Press

Commissioner Glenn Adams called the meeting to order and requested the addition of Item 5. Update on Hurricane Matthew.

1. APPROVAL OF MINUTES – SEPTEMBER 1, 2016 FACILITIES COMMITTEE MEETING

MOTION: Commissioner Keefe moved to approve the minutes as presented.

SECOND: Commissioner Edge

VOTE: UNANIMOUS (3-0)

2. NATIONAL FLOOD INSURANCE PROGRAM “NFIP” COMMUNITY RATING SYSTEM “CRS” ANNUAL RECERTIFICATION PROGRESS REPORT

BACKGROUND:

Cumberland County participates within the National Flood Insurance Program's (NFIP) Community Rating System (CRS). The CRS is a voluntary incentive program that recognizes and encourages community floodplain management activities that exceed the minimum NFIP requirements. The County's participation allows those that are required to have flood insurance to receive discounted insurance premium rates. Cumberland County currently has a class rating of 8 which allows property owners to receive a 10% discount off of their insurance premiums for policies within the Special Flood Hazard Area (SFHA).

As part of the County's annual recertification process, the Engineering and Infrastructure Department is required to provide an update on each action item related to floodplain management outlined within the Cumberland County Multi-Jurisdictional Hazard Mitigation Plan. Another requirement is that this progress report be presented to the governing board. The progress report is provided below.

The Engineering and Infrastructure Department received notification on October 8, 2016 that the County's recertification packet had been reviewed and the County was found to be in good standing in the CRS Program for the next year.

RECOMMENDATION/PROPOSED ACTION

The Facilities Committee is not being asked to take action at this time. The purpose of this item is to provide the Facilities Committee the progress report as required by NFIP for the County's annual recertification for the Community Rating System.

Community Rating System Activity 510 Progress Report

Date this Report was Prepared: September 14, 2016

Name of Community: Cumberland County

Name of Plan: Cumberland – Hoke Regional Hazard Mitigation Plan

Date of Adoption of Plan: June 6, 2016

5 Year CRS Expiration Date: June 6, 2021

1. How can a copy of the original plan or area analysis report be obtained: The County has adopted the plan and in the process of being published. Once published it will be available on the County's website at the following link:
 - www.co.cumberland.nc.us/planning.aspx - Once you are on the website, click the tab "Other New Business" and it will take you directly to the link to download the complete report.

2. Describe how this evaluation report was prepared and how it was submitted to the governing body, released to the media, and made available to the public:
 - Cumberland County partnered with Hoke County and was awarded a grant from the State to update their Hazard Mitigation Plan into one combined plan. The report was published on the County's website and at various locations around the County. Public hearings were held and each jurisdiction's governing body adopted the plan upon completion.
3. Provide a review of each recommendation or action item in the action plan or area analysis report, including a statement on how much was accomplished during the previous year:
 - Note: The six jurisdictions that the County provides implementation of their Floodplain Development Ordinance (Eastover, Godwin, Falcon, Wade, Linden & Stedman) do not have any additional action items related to SFHA that are not listed below.

The following action items are for Cumberland County and all jurisdictions.

Action #1: Maintain an all hazards public education program to educate and prepare residents for all of the hazards that impact Cumberland County.

- This is a new action item in the recently adopted Hazard Mitigation Plan and there has been no action taken since adoption.

Action #3: Conduct a countywide infrastructure vulnerability assessment to identify priority needs for updating ill-designed or outdated critical structures.

- This is a new action item in the recently adopted Hazard Mitigation Plan and there has been no action taken since adoption.

Action #5: Collaborate with NC Cooperative Extension and NC Agriculture and Forestry Adaptation Working Group to provide more local support and encouragement of forest conversation and farmland preservation measures.

- This is a new action item in the recently adopted Hazard Mitigation Plan and there has been no action taken since adoption.

Action #8: Analyze and update local development ordinances to make buildings safer from wind and flooding, more energy and water efficient, more tolerant of heat waves and healthier to live in. Also, provide incentives for making buildings safer from wind, flooding, more energy and water efficient and healthier to live in.

- This is a new action item in the recently adopted Hazard Mitigation Plan and there has been no action taken since adoption.

Action #9: Use natural systems, more open space and green surfaces to manage storm water in a more resilient fashion.

- This is a new action item in the recently adopted Hazard Mitigation Plan and there has been no action taken since adoption.

The following action items are for Cumberland County unincorporated areas.

Action #1: Restrict residential and non-compatible uses within the Special Flood Hazard Area.

- The County restricts the zoning of the special flood hazard area to Conservancy District (CD) which restricts residential and non-compatible uses.

Action #3: Develop a tree ordinance to address clear cutting.

- The County currently has a small stream standard where vegetation is required to remain undisturbed. The Planning Department will evaluate how best to implement a comprehensive tree ordinance.

Action #4: Develop a greenway program as a means to protect natural areas along the rivers, streams, creeks and drain ways.

- The County currently has a small stream standard where vegetation is required to remain undisturbed.

Action #5: Revise the Subdivision Ordinance requiring an additional access for emergency vehicles and to be used as an evacuation route for developments located near special flood hazard area.

- This provision has not been included as part of the Subdivision Ordinance at the current time. Funding of such requirements is the reason in which this provision has not been included within the ordinance.

4. Discuss why any objectives were not reached or why implementation is behind schedule:

- The reason in which any objective was not achieved has been listed above underneath the action item.

5. What are the recommendations for new projects or revised recommendations?

- Our focus over the next year will be to begin implementation of the new action items that have been identified in the recently adopted plan.

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

This item is for information only and no action was taken.

3. CONSIDERATION OF APPROVAL OF REVISED LEASE TERMS FOR THE FIRST PREBYTERIAN CHURCH OF FAYETTEVILLE PARKING LOT LEASE

BACKGROUND

Since the last Facilities Committee Meeting, staff has met with representatives from the First Presbyterian Church of Fayetteville and arrived at mutually agreeable terms based upon the direction of the Facilities Committee. The comparison of the current and recently renegotiated terms for the church parking lot being leased by the County is listed below including information requested by the Facilities Committee regarding tax value and number of parking spaces.

RECOMMENDATION/PROPOSED ACTION

This information is presented at the request of the Facilities Committee in order to develop a revised lease agreement. Agreement upon the revised lease terms is necessary before proceeding further.

FIRST PRESBYTERIAN CHURCH OF FAYETTEVILLE PARKING LOT LEASE AGREEMENT WITH CUMBERLAND COUNTY FISCAL YEAR 2017

GENERAL INFORMATION

- Tax value of parking lot: \$180,081 (\$151,621 for the land, \$28,460 for the asphalt)
- Tax exempt since it belongs to the church, but storm-water fees still must be paid (just for information - taxes would be \$2,412; storm water fees are \$945)
- There appears to be 111 parking spaces in the Person Street Lot of the First Presbyterian Church

CURRENT TERMS

Item	Description
Days/Hours of Use	Mon-Fri, 7 a.m. to 7 p.m.
Term	Successive one year terms without a sunset
Escape Clause	Can be terminated by either party 60 days in advance of the termination
Rent	\$20,400, payable in equal monthly installments, commencing 11/1/2010; rent increases each successive year by 3%; County to pay County property taxes or County fees assessed or charged against the space by the County (FY16 annual rent was \$23,424.16)
Maintenance	Responsible for signage, traffic control, mowing, landscaping, cleaning, including re-striping and re-asphalting when necessary

NEGOTIATED TERMS

Item	Description
Days/Hours of Use	No change
Term	Change renewal date to an end date of June 30, 2017
Escape Clause	No change
Rent	Pay FY16 rate with no escalator via monthly installment through

	June 30, 2017; remove payment of fees, but County to remain responsible for taxes if applied
Maintenance	Change to responsible for signage, traffic control, mowing, landscaping, and cleaning. Remove responsibility for re-striping and re-asphalting, but add responsible for pothole maintenance

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

MOTION: Commissioner Keefe moved to recommend to the full board approval of the proposed revised lease terms for staff to proceed further with developing a revised lease.

SECOND: Commissioner Edge

VOTE: UNANIMOUS (3-0)

4. CONSIDERATION OF APPROVAL OF CONTRACT TO CONSTRUCT A NEW HAUL ROAD FOR THE SUBTITLE D LANDFILL

BACKGROUND:

A new haul road needs to be constructed for the Subtitle D Landfill at the Ann Street Complex. The existing haul road needs to be taken out of service and the road removed in order to utilize this area for waste placement and compaction. The existing haul road was constructed as a temporary road with the understanding that it would have to be relocated. It is critical that the Department move forward with this project now as the available air space will be needed for waste placement.

Informal bids are scheduled to be received on September 30, 2016 at 1:30 PM for the construction of the new haul road. The received bids will be presented to the Facilities Committee on October 6, 2016 along with the certified bid tab provided by the project engineer with a recommendation to award a contract to the lowest responsible bidder. The Committee will also be asked to establish a contingency amount for the project. Since bids will not be available prior to the distribution of the committee agenda, the budget revision will be presented at the October 17, 2016 Board of Commissioner's meeting.

RECOMMENDATION/PROPOSED ACTION:

The Interim Solid Waste Director along with County Management recommends that the Facilities Committee approve the following recommendations and forward them to the Board of Commissioners for its consideration at their October 17, 2016 meeting.

1. Award a contract to the lowest responsible and responsive bidder.
2. Establish a contingency amount to be used for additional work recommended by the Interim Solid Waste Director and approved by the County Manager.

3. The associated budget revision will be presented for approval at the October 17, 2016 Board of Commissioners' meeting.

Mr. Brown reviewed the background information and recommendation as recorded above. Mr. Brown provided the bid results and a letter of recommendation to the Facilities Committee. Mr. Brown stated the lowest responsible and responsive bidder was Bentley Development Company. Mr. Brown stated he recommends the Facilities Committee request to award a contract to Bentley Development Company and establish a contingency amount of 5% to utilize for any changes that may need to take place as part of the contract and approve an associated budget revision and forward to the full board at the October 17, 2016 meeting for approval.

Commissioner Edge asked the life expectancy of the haul road and Mr. Brown respond 10-12 years.

MOTION: Commissioner Edge moved to recommend to the full board approval to award a contract to Bentley Development Company, the lowest responsible and responsive bidder and to establish a contingency in the amount of 5% to be used for additional work recommended by the Interim Solid Waste Director and approved by the County Manager and to approve Budget Ordinance Amendment B170037 in the amount of \$363,694 for construction of a new haul road. The total amount consists of the following: \$346,294 to be used towards the construction of a new haul road for the Subtitle D landfill at the Ann Street Complex; and \$17,400 represents a 5% contingency at the request of the Solid Waste Interim Director. The existing haul road needs to be taken out of service and the road removed in order to utilize this area for waste placement and compaction. It is critical that the Department move forward with this project now as the available air space will be needed for waste placement. This amendment will require the use of solid waste fund balance.

SECOND: Commissioner Keefe

VOTE: UNANIMOUS (3-0)

5. UPDATE ON HURRICANE MATTHEW

Randy Beeman, Emergency Services Director, stated Cumberland County had a flash flood event occur throughout Cumberland County last week and 29 residences suffered major damage. Mr. Beeman stated those citizens may be eligible for a low interest loan or grant funds up to \$32,000 per impacted individual for relief and assistance.

Mr. Beeman stated Hurricane Matthew is expected to bring further damage over the weekend and the Emergency Services Department has been working with community partners and are preparing for the worst but hoping for the best.

Commissioner Edge asked if Mr. Beeman could relay to the Sheriff's Office and surrounding police departments that their presence alone could help with traffic issues and congestions. Mr. Beeman stated he would share Commissioner Edge's concerns.

Ms. Cannon stated the County will continue to keep the citizens informed through the Public Information Office.

6. OTHER ITEMS OF BUSINESS

There were no other items of business.

MEETING ADJOURNED AT 9:28 AM.



ITEM NO. 34(1)

CUMBERLAND
★ **COUNTY** ★
NORTH CAROLINA

ENGINEERING & INFRASTRUCTURE DEPARTMENT

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

MEMORANDUM FOR BOARD OF COMMISSIONERS AGENDA OF NOVEMBER 7, 2016

TO: BOARD OF COUNTY COMMISSIONERS
FROM: JEFFERY P. BROWN, PE, E & I DIRECTOR
THROUGH: AMY H. CANNON, COUNTY MANAGER
DATE: NOVEMBER 2, 2016
SUBJECT: NATIONAL FLOOD INSURANCE PROGRAM (NFIP)
COMMUNITY RATING SYSTEM (CRS) ANNUAL
RECERTIFICATION PROGRESS REPORT

BACKGROUND:

Cumberland County participates within the National Flood Insurance Program's (NFIP) Community Rating System (CRS). The CRS is a voluntary incentive program that recognizes and encourages community floodplain management activities that exceed the minimum NFIP requirements. The County's participation allows those that are required to have flood insurance to receive discounted insurance premium rates. Cumberland County currently has a class rating of 8 which allows property owners to receive a 10% discount off of their insurance premiums for policies within the Special Flood Hazard Area (SFHA).

As part of the County's annual recertification process, our Department is required to provide an update on each action item related to floodplain management outlined within the Cumberland County Multi-Jurisdictional Hazard Mitigation Plan. Another requirement is that this progress report be presented to the governing board. The progress report is being provided as an attachment to this memo.

Our Department received notification on October 8th that the County's recertification packet had been reviewed and the County was found to be in good standing in the CRS Program for the next year.

This was presented to the Facilities Committee at its October 6th meeting.

RECOMMENDATION/PROPOSED ACTION:

The Board of Commissioners is not being asked to take action. This purpose of this item is to provide the Board the progress report as required by NFIP for the County's annual recertification for the Community Rating System.

CRS Activity 510

Progress Report

Date this Report was Prepared: September 14, 2016

Name of Community: Cumberland County

Name of Plan: Cumberland – Hoke Regional Hazard Mitigation Plan

Date of Adoption of Plan: June 6, 2016

5 Year CRS Expiration Date: June 6, 2021

1. How can a copy of the original plan or area analysis report be obtained: The County has adopted the plan and in the process of being published. Once published it will be available on the County's website at the following link.

www.co.cumberland.nc.us/planning.aspx

Once you are on the website, click the tab "Other New Business" and it will take you directly to the link to download the complete report.

2. Describe how this evaluation report was prepared and how it was submitted to the governing body, released to the media, and made available to the public:
Cumberland County partnered with Hoke County and was awarded a grant from the State to update their Hazard Mitigation Plan into one combined plan. The report was published on the County's website and at various locations around the County. Public hearings were held and each jurisdiction's governing body adopted the plan upon completion.
3. Provide a review of each recommendation or action item in the action plan or area analysis report, including a statement on how much was accomplished during the previous year:

Note: The six jurisdictions that the County provides implementation of their Floodplain Development Ordinance (Eastover, Godwin, Falcon, Wade, Linden & Stedman) do not have any additional action items related to SFHA that are not listed below.

The following action items are for Cumberland County and all jurisdictions.

Action #1: Maintain an all hazards public education program to educate and prepare residents for all of the hazards that impact Cumberland County.

- This is a new action item in the recently adopted Hazard Mitigation Plan and there has been no action taken since adoption.

Action #3: Conduct a countywide infrastructure vulnerability assessment to identify priority needs for updating ill-designed or outdated critical structures.

- This is a new action item in the recently adopted Hazard Mitigation Plan and there has been no action taken since adoption.

Action #5: Collaborate with NC Cooperative Extension and NC Agriculture and Forestry Adaptation Working Group to provide more local support and encouragement of forest conversation and farmland preservation measures.

- This is a new action item in the recently adopted Hazard Mitigation Plan and there has been no action taken since adoption.

Action #8: Analyze and update local development ordinances to make buildings safer from wind and flooding, more energy and water efficient, more tolerant of heatwaves and healthier to live in. Also, provide incentives for making buildings safer from wind, flooding, more energy and water efficient and healthier to live in.

- This is a new action item in the recently adopted Hazard Mitigation Plan and there has been no action taken since adoption.

Action #9: Use natural systems, more open space and green surfaces to manage stormwater in a more resilient fashion.

- This is a new action item in the recently adopted Hazard Mitigation Plan and there has been no action taken since adoption.

The following action items are for Cumberland County unincorporated areas.

Action #1: Restrict residential and non-compatible uses within the Special Flood Hazard Area.

- The County restricts the zoning of the special flood hazard area to Conservancy District (CD) which restricts residential and non-compatible uses.

Action #3: Develop a tree ordinance to address clear cutting.

- The County currently has a small stream standard where vegetation is required to remain undisturbed. The Planning Department will evaluate how best to implement a comprehensive tree ordinance.

Action #4: Develop a greenway program as a means to protect natural areas along the rivers, streams, creeks and drain ways.

- The County currently has a small stream standard where vegetation is required to remain undisturbed.

Action #5: Revise the Subdivision Ordinance requiring and additional access for emergency vehicles and to be used as an evacuation route for developments located near special flood hazard area.

- This provision has not been included as part of the Subdivision Ordinance at the current time. Funding of such requirements is the reason in which this provision has not been included within the ordinance.

4. Discuss why any objectives were not reached or why implementation is behind schedule:

The reason in which any objective was not achieved has been listed above underneath the action item.

5. What are the recommendations for new projects or revised recommendations?

Our focus over the next year will be to begin implementation of the new action items that have been identified in the recently adopted plan.

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. 34(2)

OFFICE OF THE COUNTY MANAGER

**MEMO FOR THE AGENDA OF THE NOVEMBER 7, 2016
MEETING OF THE BOARD OF COUNTY COMMISSIONERS**

TO: BOARD OF COUNTY COMMISSIONERS

FROM: W. TRACY JACKSON, ASST. COUNTY MANAGER 

THROUGH: AMY H. CANNON, COUNTY MANAGER

DATE: NOVEMBER 2, 2016

SUBJECT: CONSIDERATION OF APPROVAL OF A REVISED PARKING LOT LEASE AGREEMENT WITH THE FIRST PRESBYTERIAN CHURCH OF FAYETTEVILLE

BACKGROUND

Since the October 6, 2016 Facilities Committee Meeting, staff has met with representatives from the First Presbyterian Church of Fayetteville and arrived at mutually agreeable terms based upon the direction of the Facilities Committee on September 1, 2016. The County Attorney has drafted a revised lease agreement based upon those terms (attached). A summary of the revised terms is as follows:

Item:	Description:
Days/Hours of Use	No change
Term	Change renewal date to an end date of June 30, 2017
Rent	Pay FY16 rate with no escalator via monthly installment through June 30, 2017; remove payment of fees, but County shall pay any County property taxes assessed or charged against the space for the tax year commencing January 1, 2017.
Maintenance	Change to responsible for signage, traffic control, mowing, landscaping, and cleaning. Remove responsibility for re-striping and re-asphalting, but add responsible for pothole maintenance

RECOMMENDATION/PROPOSED ACTION:

Staff recommends the Board of Commissioners approve the revised lease agreement.

**STATE OF NORTH CAROLINA
COUNTY OF CUMBERLAND**

PARKING LOT LEASE

This Lease Agreement made and entered into this ____ day of November, 2016, to be effective November 1, 2016, by and between First Presbyterian Church of Fayetteville, North Carolina, Inc., and Cumberland County, a body politic and corporate of the State of North Carolina;

WITNESSETH:

WHEREAS, the County of Cumberland, hereinafter referred to as "COUNTY," wishes to obtain additional overflow parking space to accommodate persons conducting business in the Courthouse; and

WHEREAS, the First Presbyterian Church of Fayetteville, North Carolina, Inc., Bow and Ann Streets, Fayetteville, North Carolina 28302, hereinafter referred to as "CHURCH," has parking space in excess of its immediate needs which it desires to lease to the COUNTY.

NOW THEREFORE, COUNTY and CHURCH, in consideration of the mutual benefits to be derived hereunder, agree as follows:

1. CHURCH leases to COUNTY, and COUNTY leases from CHURCH, the areas identified as "A" and "B" on the attached plat (the "Space"), consisting of approximately 111 parking spaces. COUNTY shall use the Space for parking by COUNTY employees and the public using the COUNTY Courthouse during the weekdays (Monday through Friday) from 7 a.m. until 7 p.m. CHURCH reserves the right to use the Space at all other times.
2. This lease term shall be from November 1, 2016, to June 30, 2017.
3. Ingress and egress to the Space shall be strictly limited to the Person Street entrance.
4. For this term of eight months, COUNTY will pay CHURCH rental in the amount of \$15,616 payable on the first of each month in advance equal monthly installments of \$1,952 with the first installment due upon execution of this lease by the parties. In addition to the rent for this term, COUNTY shall pay any COUNTY property taxes assessed or charged against the Space by COUNTY for the tax year commencing January 1, 2017.

5. COUNTY will use signs to indicate the location of the leased premises and will be responsible for traffic control, mowing, landscaping, cleaning and repair of any potholes occurring on the leased premises. CHURCH will maintain the existing outdoor lighting and pay the utilities expense for the existing lighting.
6. The COUNTY agrees to indemnify and hold harmless the CHURCH from and against all losses, claims, or damages of any kind whatsoever out of the use by COUNTY, its employees or invitees.

IN AGREEMENT hereto, the parties intending to be bound hereby have authorized the affixing of their signatures and seals by their duly authorized officers on their behalf and as their respective acts.

This the ____ day of November, 2016.

COUNTY OF CUMBERLAND

ATTEST

BY: _____
Candice White, Clerk

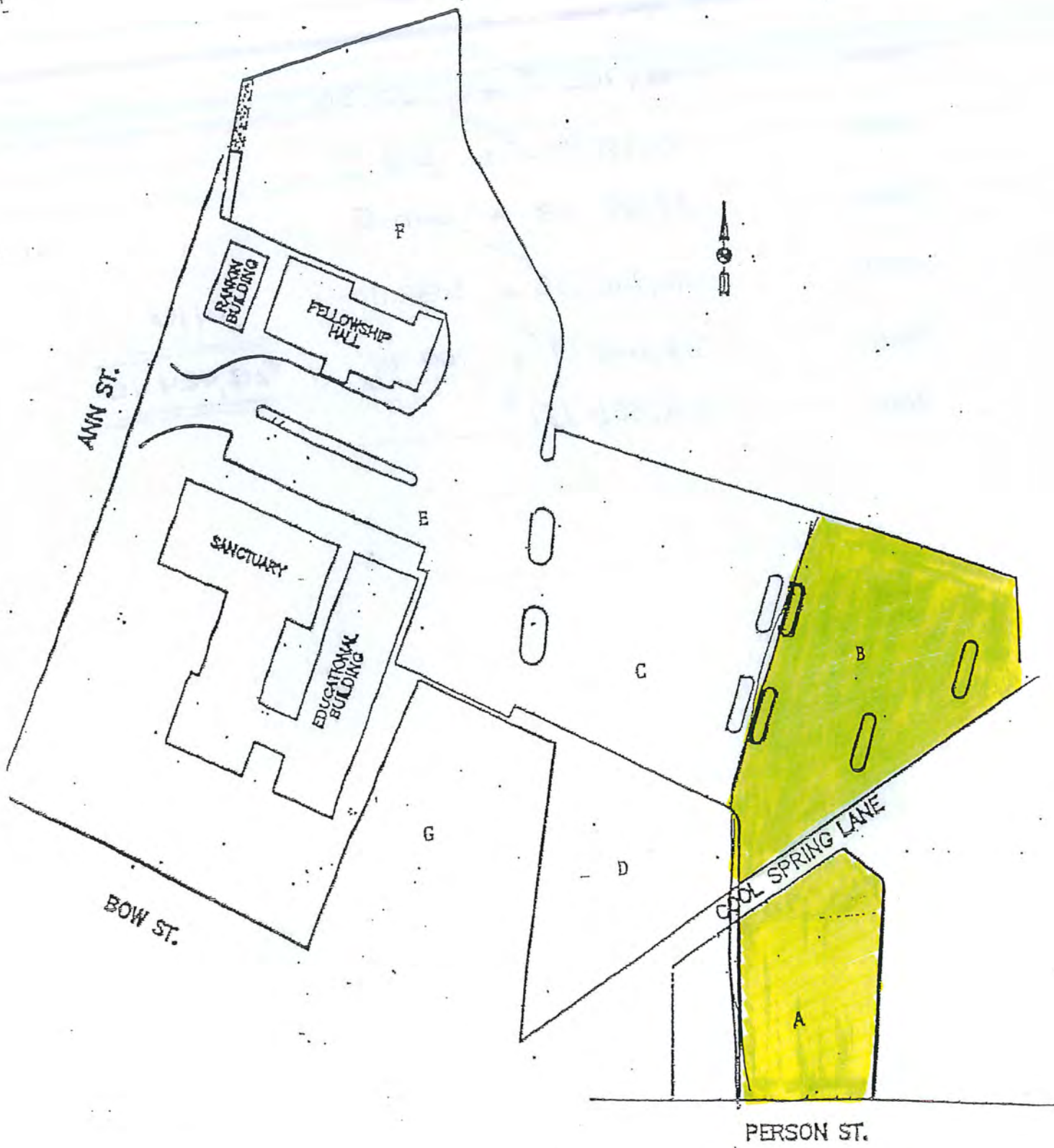
BY: _____
Amy Cannon, County Manager

**FIRST PRESBYTERIAN CHURCH OF
FAYETTEVILLE, NORTH CAROLINA, INC.**

ATTEST

BY: _____
(Asst.) Secretary

BY: _____





ITEM NO. 34(3)

**CUMBERLAND
COUNTY**
NORTH CAROLINA

SOLID WASTE MANAGEMENT

MEMORANDUM FOR BOARD OF COMMISSIONERS AGENDA OF NOVEMBER 7, 2016

TO: BOARD OF COUNTY COMMISSIONERS

FROM: JEFFERY P. BROWN, PE, INTERIM SOLID WASTE DIRECTOR

THROUGH: AMY H. CANNON, COUNTY MANAGER *[Signature]*

DATE: NOVEMBER 2, 2016

**SUBJECT: CONSIDERATION OF APPROVAL OF CONTRACT TO CONSTRUCT A
NEW HAUL ROAD FOR THE SUBTITLE D LANDFILL**

BACKGROUND:

A new haul road needs to be constructed for the Subtitle D Landfill at the Ann Street Complex. The existing haul road needs to be taken out of service and the road removed in order to utilize this area for waste placement and compaction. The existing haul road was constructed as temporary road with the understanding that it would have to be relocated. It is critical that the Department move forward with this project now as the available air space will be needed for waste placement.

Informal bids were received on September 30th at 1:30 PM for the construction of the new haul road. The received bids were presented to the Facilities Committee on October 6th along with the certified bid tab provided by the project engineer with a recommendation to award a contract to the lowest responsible bidder, Bentley Development Company. It was decided to award the bid alternate of the contractor provided the necessary stone in conjunction with the base bid for a total bid award of \$346,293.75.

Due to the increased volume of waste being brought to the landfill as a result of Hurricane Matthew along with the regularly scheduled Board of Commissioners meeting being canceled that was scheduled for October 17th, the County Manager executed the contract based on the Facilities Committee approval from October 6th. Therefore, the Board of Commissioners need to retroactively approve the contract.

RECOMMENDATION/PROPOSED ACTION:

The Interim Solid Waste Director along with County Management recommend that the Board of Commissioners approve the following recommendations.

1. Award a contract in the amount of \$346,293.75 to Bentley Development Company for the construction a new haul road for the subtitle D landfill.
2. Establish a contingency amount of \$17,400 to be used for additional work recommended by the Interim Solid Waste Director and approved by the County Manager.
3. Approve Budget Ordinance Amendment B170037 in the amount of \$363,694 for construction of a new haul road. The total amount consists of the \$346,294 for construction of the new haul road and \$17,400 represents a 5% contingency at the request of the Solid Waste Interim Director.



5400 Glenwood Avenue, Suite 400
Raleigh, North Carolina 27612
tel: 919 325-3500
fax: 919 781-5730

October 4, 2016

Mr. Jeffery Brown, P.E.
Interim Solid Waste Director
Cumberland County
698 Ann Street
Fayetteville, North Carolina 28301

Subject: Bid Evaluation and Recommendation
Ann Street MSW Landfill
Haul Road Construction Project
Cumberland County, North Carolina

Dear Mr. Brown:

CDM Smith Inc. (CDM Smith) is pleased to submit this bid evaluation and recommendation for lowest responsible bidder for the Ann Street MSW Landfill Haul Road Construction Project (Project). A non-mandatory pre-bid meeting was held on September 19, 2016 and was attended by three contractors. Three bids were received, and publically opened, for the Project on Friday, September 30, 2016 at 1:30pm in the Administrative Building at the Ann Street Landfill. Our bid summary, evaluation, and recommendation is provided below.

Bid Summary

The base bid work to be performed under this contract includes construction of a new haul road for access to the Ann Street MSW landfill. The project involves excavation and backfill of waste and intermediate cover; installation of the road base consisting of 12-inches of intermediate cover, 12-inches of common fill, a geogrid, and 12-inches of crushed concrete; erosion and sedimentation control; stormwater management systems; and other incidentals as provided in the bid documents.

As indicated in the specifications the Project was bid with a Base Bid and one Bid Alternate. The Base Bid requires the use of crushed concrete provided by Cumberland County (County) as the road base. The Bid Alternate requires the contractor to furnish an alternative road base consisting of aggregate base coarse (ABC) material.

Bid Evaluation

CDM Smith evaluated each bid package to confirm that all information was submitted as required by the Project specifications. The bid packages as received are provided in **Exhibit 1**.





Mr. Jeffery Brown
October 4, 2016
Page 2

Each bid was reviewed for mathematical errors and other discrepancies. The bid from King Construction Company (King) incorrectly totaled the bid alternate and both King and Barnhill Contracting Company exceeded the 4% maximum for mobilization, demobilization, and insurance. The certified bid tabulation is provided in **Exhibit 2** and a summary of the bids is provided below.

Base Bid

• Bentley Development Company	\$285,493.25
• King Construction Company	\$293,862.84
• Barnhill Contracting Company	\$370,438.25

Bid Alternate

• Bentley Development Company	\$346,293.75
• King Construction Company	\$348,602.84
• Barnhill Contracting Company	\$440,818.25

The low bid for both the base and bid alternate was provided by Bentley Development Company (Bentley).

Recommendation

The County has determined that the provision of ABC material by the contractor for the road base instead of the County processing and providing crushed concrete will benefit the overall project. Therefore, the County has decided to accept the bid alternate. Bentley's bid alternate appears to reflect reasonable costs for the project work as described in the bid documents. CDM Smith recommends Bentley as the low responsive bidder and recommends that the County award Bentley the contract for the Project based on the Total Bid Alternate price of \$346,293.75.

Our recommendation is contingent upon the County having no further questions or comments regarding the information provided herein.

CDM Smith appreciates the opportunity to continue to assist Cumberland County with its solid waste management program.



Mr. Jeffery Brown
October 4, 2016
Page 3

If you have any questions or require further explanation, please do not hesitate to contact us.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Aaron Weispfenning'.

Aaron M. Weispfenning, P.E.
CDM Smith Inc.

cc: J. Blackwell, Cumberland County
K. Hall, Cumberland County
M. Sanford, CDM Smith

Exhibit 1

Received Bid Packages

THAT: The Bidder acknowledges receipt of the following Addendum:

1 9-27-16

THAT: The Contractor agrees to furnish all materials, labor and equipment and to install complete in place the work in accordance with the Plans and Specifications for the price below (unit price bid form must be attached).

Base Bid:

Two Hundred Ninety-Three Thousand Eight Dollars (\$ 293,862.84)
Hundred Sixty-Two Dollars and Eighty-Four Cents

Total Bid (\$ 293,862.84)

Alternate Bid:

Eighty-Six Thousand Twenty Dollars and Dollars (\$ 86,020.00)
No Cents

Total Bid (\$ 379,882.84)

Submitted, this 29th day of September, 2016.



(Seal - If Bidder is a Corporation)

King Construction Services, Inc.

Contractor

By:

Paul M. King II

(Signature of Person, Firm or Corporation making Bid)

Title:

Owner

Address:

111 White Oak Forest Place
Conway, SC 29527

Attest:

Robyn Ward

License No.

G116878

Phone:

(843-397-8000)

King

**Cumberland County, North Carolina
Ann Street MSW Landfill - Haul Road Construction Project
Bid Form**

2724-110599
September 2016

Item	Item Description	Units	Scheduled Quantity	Unit Price (In Words)				Unit Price (In Figures)	Total Amount
Earthwork									
1	Excavation of Existing Intermediate Cover and Waste	CY	7,900	Four	dollars and	no	cents	4.00	\$31,600.00
2	Backfill (Waste and Intermediate Cover)	CY	3,630	Four	dollars and	no	cents	4.00	\$14,520.00
3	Furnish and Install Intermediate Cover from Offsite	CY	200	Fifteen	dollars and	Fifty	cents	15.50	\$3,100.00
4	Dispose of Excess Waste at Working Face	CY	4,265	Four	dollars and	no	cents	4.00	\$17,060.00
5	Furnish and Install Common Fill	SY	4,725	Fifteen	dollars and	Fifty	cents	15.50	\$73,237.50
6	Furnish and Install Geogrid	SY	3,910	Four	dollars and	no	cents	4.00	\$15,640.00
7	Install Crushed Concrete provided by County	SY	3,910	Eight	dollars and	no	cents	8.00	\$31,280.00
Stormwater Control									
8	Furnish and Install 18-inch Solid HDPE Culvert	LF	88	Eighty-Five	dollars and	no	cents	85.00	\$7,480.00
9	Furnish and Install Outlet Protection around Culvert	LS	2	Two Hundred	dollars and	no	cents	200.00	\$400.00
10	Furnish and Install Turf Reinforced Matting in Roadside Ditch	LF	1,690	Ten	dollars and	Fifty	cents	10.50	\$17,745.00
Sediment and Erosion Control									
11	Furnish and Install Temporary Sediment and Erosion Control	LS	1	Fifteen Thousand Five Hundred	dollars and	no	cents	15,500.00	\$15,500.00
Miscellaneous									
12	Miscellaneous Work and Cleanup	LS	1	Fifty-Four Thousand Five Hundred	dollars and	no	cents	54,500.00	\$54,500.00
13	Mobilization, Demobilization, and Insurance (Maximum 4% of Base Bid)	LS	1	Eleven Thousand Eight Hundred	dollars and	Thirty-Four	cents	11,800.34	\$11,800.34
Bid Alternate									
14	Delete Bid Item No. 7 in its entirety and Furnish and Install Aggregate Base Course	SY	3,910	Twenty-Two	dollars and	no	cents	22.00	\$86,020.00

Bid Form
00300-1

THAT: The Bidder acknowledges receipt of the following Addendum:

ADDENDUM #1 JB

THAT: The Contractor agrees to furnish all materials, labor and equipment and to install complete in place the work in accordance with the Plans and Specifications for the price below (unit price bid form must be attached).

Base Bid:

Three hundred seventy thousand four
hundred thirty eight dollars & twenty
five cents.

Dollars (\$ 370,438.25)

Total Bid (\$ 370,438.25)

Alternate Bid:

Four hundred forty thousand eight
hundred eighteen dollars and twenty
five cents

Dollars (\$ 440,818.25)

Total Bid (\$ 440,818.25)

Submitted, this 30 day of SEPTEMBER, 2016.

BARNHILL CONTRACTING COMPANY

Contractor

By:

(Signature of Person, Firm or Corporation making Bid)

Title:

VICE PRESIDENT

Address:

1100 ROBERTSON ST
FAYETTEVILLE NC 28305



Attest:

[Signature]

NC License No. 3194
Phone: 910-488-1319

Barnhill

**Cumberland County, North Carolina
Ann Street MSW Landfill - Haul Road Construction Project
Bid Form**

2724-110599
September 2016

Item	Item Description	Units	Scheduled Quantity	Unit Price (In Words)			Unit Price (In Figures)	Total Amount
Earthwork								
1	Excavation of Existing Intermediate Cover and Waste	CY	7,900	Ten	dollars and	Zero	cents 10.00	\$ 79,000.00
2	Backfill (Waste and Intermediate Cover)	CY	3,630	Six	dollars and	Fifty	cents 6.50	\$ 23,595.00
3	Furnish and Install Intermediate Cover from Offsite	CY	200	Twenty Four	dollars and	Zero	cents 24.00	\$ 4,800.00
4	Dispose of Excess Waste at Working Face	CY	4,265	Eight	dollars and	Twenty Five	cents 8.25	\$ 35,186.25
5	Furnish and Install Common Fill	SY	4,725	Thirteen	dollars and	Forty	cents 13.40	\$ 63,315.00
6	Furnish and Install Geogrid	SY	3,910	Three	dollars and	Zero	cents 3.00	\$ 11,730.00
7	Install Crushed Concrete provided by County	SY	3,910	Twelve	dollars and	Zero	cents 12.00	\$ 46,920.00
Stormwater Control								
8	Furnish and Install 18-inch Solid HDPE Culvert	LF	88	Six thousand two hundred forty eight	dollars and	Zero	cents 71.00	\$ 6,248.00
9	Furnish and Install Outlet Protection around Culvert	LS	2	One thousand nine hundred	dollars and	Zero	cents 1,900.00	\$ 3,800.00
10	Furnish and Install Turf Reinforced Matting in Roadside Ditch	LF	1,690	Seven	dollars and	Sixty	cents 7.60	\$ 12,844.00
Sediment and Erosion Control								
11	Furnish and Install Temporary Sediment and Erosion Control	LS	1	Twenty Five Thousand	dollars and	Zero	cents 25,000.00	\$ 25,000.00
Miscellaneous								
12	Miscellaneous Work and Cleanup	LS	1	Twenty Nine Thousand	dollars and	Zero	cents 29,000.00	\$ 29,000.00
13	Mobilization, Demobilization, and Insurance (Maximum 4% of Base Bid)	LS	1	Twenty Nine Thousand	dollars and	Zero	cents 29,000.00	\$ 29,000.00
Bid Alternate								
14	Delete Bid Item No. 7 in its entirety and Furnish and Install Aggregate Base Course	SY	3,910	Thirty	dollars and	Zero	cents 30.00	\$ 117,300.00

Bid Form
00300-1

THAT: The Bidder acknowledges receipt of the following Addendum:

ADDENDA #1

THAT: The Contractor agrees to furnish all materials, labor and equipment and to install complete in place the work in accordance with the Plans and Specifications for the price below (unit price bid form must be attached).

Base Bid:

Two-hundred-eighty-five-thousand-four
hundred-ninety-three-dollars and twenty-
five cents.

Dollars (\$ 285,493.25)

Total Bid (\$ 285,493.25)

Alternate Bid:

Three-hundred-forty-six-thousand-two
hundred-ninety-three-dollars and seventy
five cents.

Dollars (\$ 346,293.75)

Total Bid (\$ 346,293.75)

Submitted, this 30th day of September, 2016.

Bentley Development Co., Inc.

Contractor

By:

[Signature]
(Signature of Person, Firm or Corporation making Bid)

(Seal - If Bid is by a Corporation)

Title:

Vice-President

Address:

101 Serell Dr

P.O. Box 338

Blairsville, PA 15717

Attest:

[Signature]

License No. 40163

Phone: 724-459-5775

Bentley

Cumberland County, North Carolina
Ann Street MSW Landfill - Haul Road Construction Project
Bid Form

2724-110599
September 2016

Item	Item Description	Units	Scheduled Quantity	Unit Price (In Words)			Unit Price (In Figures)	Total Amount
Earthwork								
1	Excavation of Existing Intermediate Cover and Waste	CY	7,900	Four	dollars and	seventy-five	cents	4.75 \$ 37,525.00
2	Backfill (Waste and Intermediate Cover)	CY	3,630	Two	dollars and	ninety-five	cents	2.95 \$ 10,708.50
3	Furnish and Install Intermediate Cover from Offsite	CY	200	Thirty-six	dollars and	zero	cents	36.00 \$ 7,200.00
4	Dispose of Excess Waste at Working Face	CY	4,265	Four	dollars and	seventy-five	cents	4.75 \$ 20,258.75
5	Furnish and Install Common Fill	SY	4,725	Sixteen	dollars and	zero	cents	16.00 \$ 75,600.00
6	Furnish and Install Geogrid	SY	3,910	Nineteen	dollars and	zero	cents	19.00 \$ 74,290.00
7	Install Crushed Concrete provided by County	SY	3,910	Three	dollars and	zero	cents	3.00 \$ 11,730.00
Stormwater Control								
8	Furnish and Install 18-inch Solid HDPE Culvert	LF	88	Forty-two	dollars and	zero	cents	42.00 \$ 3,696.00
9	Furnish and Install Outlet Protection around Culvert	LS	2	Nine-hundred	dollars and	zero	cents	900.00 \$ 1,800.00
10	Furnish and Install Turf Reinforced Matting in Roadside Ditch	LF	1,690	Six	dollars and	fifty	cents	6.50 \$ 10,985.00
Sediment and Erosion Control								
11	Furnish and Install Temporary Sediment and Erosion Control	LS	1	Sixteen-thousand two-hundred	dollars and	zero	cents	16,200.00 \$ 16,200.00
Miscellaneous								
12	Miscellaneous Work and Cleanup	LS	1	Five-thousand	dollars and	zero	cents	5000.00 \$ 5000.00
13	Mobilization, Demobilization, and Insurance (Maximum 4% of Base Bid)	LS	1	Ten-thousand-five-hundred	dollars and	zero	cents	10,500.00 \$ 10,500.00
Bid Alternate								
14	Delete Bid Item No. 7 in its entirety and Furnish and Install Aggregate Base Course	SY	3,910	EIGHTEEN	dollars and	fifty-five	cents	18.55 \$ 72,530.50

Exhibit 2

Bid Tabulation

Cumberland County, North Carolina
Ann Street MSW Landfill - Haul Road Construction Project
Bid Tabulation

				Bentley Development Company		King Construction Company		Barnhill Contracting Company	
Item	Item Description	Units	Scheduled Quantity	Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount
Earthwork									
1	Excavation of Existing Intermediate Cover and Waste	CY	7,900	\$ 4.75	\$ 37,525.00	\$ 4.00	\$ 31,600.00	\$ 10.00	\$ 79,000.00
2	Backfill (Waste and Intermediate Cover)	CY	3,630	\$ 2.95	\$ 10,708.50	\$ 4.00	\$ 14,520.00	\$ 6.50	\$ 23,595.00
3	Furnish and Install Intermediate Cover from Offsite	CY	200	\$ 36.00	\$ 7,200.00	\$ 15.50	\$ 3,100.00	\$ 24.00	\$ 4,800.00
4	Dispose of Excess Waste at Working Face	CY	4,265	\$ 4.75	\$ 20,258.75	\$ 4.00	\$ 17,060.00	\$ 8.25	\$ 35,186.25
5	Furnish and Install Common Fill	SY	4,725	\$ 16.00	\$ 75,600.00	\$ 15.50	\$ 73,237.50	\$ 13.40	\$ 63,315.00
6	Furnish and Install Geogrid	SY	3,910	\$ 19.00	\$ 74,290.00	\$ 4.00	\$ 15,640.00	\$ 3.00	\$ 11,730.00
7	Install Crushed Concrete provided by County	SY	3,910	\$ 3.00	\$ 11,730.00	\$ 8.00	\$ 31,280.00	\$ 12.00	\$ 46,920.00
Stormwater Control									
8	Furnish and Install 18-inch Solid HDPE Culvert	LF	88	\$ 42.00	\$ 3,696.00	\$ 85.00	\$ 7,480.00	\$ 71.00	\$ 6,248.00
9	Furnish and Install Outlet Protection around Culvert	LS	2	\$ 900.00	\$ 1,800.00	\$ 200.00	\$ 400.00	\$ 1,900.00	\$ 3,800.00
10	Furnish and Install Turf Reinforced Matting in Roadside Ditch	LF	1,690	\$ 6.50	\$ 10,985.00	\$ 10.50	\$ 17,745.00	\$ 7.60	\$ 12,844.00
Sediment and Erosion Control									
11	Furnish and Install Temporary Sediment and Erosion Control	LS	1	\$ 16,200.00	\$ 16,200.00	\$ 15,500.00	\$ 15,500.00	\$ 25,000.00	\$ 25,000.00
Miscellaneous									
12	Miscellaneous Work and Cleanup	LS	1	\$ 5,000.00	\$ 5,000.00	\$ 54,500.00	\$ 54,500.00	\$ 29,000.00	\$ 29,000.00
13	Mobilization, Demobilization, and Insurance (Maximum 4% of Base Bid)	LS	1	\$ 10,500.00	\$ 10,500.00	\$ 11,800.34	\$ 11,800.34	\$ 29,000.00	\$ 29,000.00
Subtotal (Items 1-13)					\$ 285,493.25	\$ 293,862.84		\$ 370,438.25	

**Cumberland County, North Carolina
Ann Street MSW Landfill - Haul Road Construction Project
Bid Tabulation**

				Bentley Development Company		King Construction Company		Barnhill Contracting Company	
Item	Item Description	Units	Scheduled Quantity	Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount
Bid Alternate									
14	Delete Bid Item No. 7 in its entirety and Furnish and Install Aggregate Base Course	SY	3,910	\$ 18.55	\$ 72,530.50	\$ 22.00	\$ 86,020.00	\$ 30.00	\$ 117,300.00
Subtotal (Items 1-6 and 8-14)					\$ 346,293.75		\$ 348,602.84		\$ 440,818.25

Bid Tabulation Notes:

1. King Construction Company (King) incorrectly totaled the bid alternate in their bid package (\$379,882.84). The correct total is listed above (\$348,602.84).
2. King exceeded the 4% maximum of the base bid for mobilization, demobilization, and insurance by \$45.83.
3. Barnhill Contracting Company (Barnhill) exceeded the 4% maximum of the base bid for mobilization, demobilization, and insurance by \$14,182.47.
4. Bentley Construction Company would still hold the low bid if King and Barnhill had not exceeded the 4% maximum for mobilization, demobilization, and insurance.

THIS BID TABULATION WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION



Aaron M. Weispfenning, P.E.

ITEM NO. 3I

CUMBERLAND COUNTY NORTH CAROLINA


ENGINEERING & INFRASTRUCTURE DEPARTMENT

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

MEMORANDUM FOR BOARD OF COMMISSIONERS AGENDA OF NOVEMBER 7, 2016

TO: BOARD OF COUNTY COMMISSIONERS

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

THROUGH: AMY H. CANNON, COUNTY MANAGER 

DATE: NOVEMBER 2, 2016

SUBJECT: CONSIDERATION OF APPROVAL OF CONTRACT TO
REPLACE THE ROOF FOR THE COMMUNITY CORRECTIONS
CENTER

BACKGROUND:

The Engineering & Infrastructure Department worked with a consultant to complete roof assessments for all County facilities in the spring of 2015. It was determined that the Community Corrections Center facility located at 412 W. Russell Street needed to have the roofing membrane replaced for all sections of the roof and this roofing need has been identified as a priority for completion. At the August 17, 2015 Board of Commissioners meeting, the Board approved a reimbursement resolution for capital projects in which the County would fund certain projects on the frontend and then reimburse ourselves once the installment financing plan is approved. The Board of Commissioners also approved a budget revision at its December 3, 2015 meeting to coincide with the reimbursement resolution.

Informal bids were received on October 27th at 2:00 PM for the Community Corrections Center roofing project. The certified bid tab along with a letter of recommendation from Atlas Engineering, Inc. has been attached.

This item was approved by the Facilities Committee at their November 3rd meeting.

RECOMMENDATION/PROPOSED ACTION:

The Engineering and Infrastructure Director along with County Management recommend that the Board of Commissioners approve the following recommendations contingent on the Facilities Committee approving the item at its November 3rd meeting.

1. Award a contract to Hamlin Roofing in the amount of \$242,425 for the replacement of the roofing membrane on all sections of the Community Corrections Center facility.
2. Establish a contingency in the amount of \$15,000 to be used for additional work recommended by the E&I Director and approved by the County Manager.



October 31, 2016

Cumberland County Engineering and Infrastructure Department
P.O. Box 1829
Fayetteville, NC 28302

Subject: Bid Award for Roof Replacement
Community Corrections Building
Atlas Engineering Job No. J2003

Attention: **Mr. Jeffery Brown, P.E. – Engineering & Infrastructure Director**

Dear Mr. Brown:

Bids for the above project were opened and publicly read at 2:00 p.m. on October 27, 2016. Based on our review of the bids, Hamlin Roofing Co., Inc. appears to be the lowest responsive, responsible bidder with a base bid of \$242,425.00. An alternate bid was taken for an Owner preferred alternate to use a Fibertite membrane. Hamlin Roofing Co., Inc. bid amount for Alternate Bid No. 1 was \$274,524.00. Another alternate bid was obtained for removing the existing roof system and installing a new roof system. Hamlin Roofing Co., Inc. bid amount for Alternate Bid No. 2 was an add of \$81,439.00. A copy of the certified bid tabulation is attached for reference. Hamlin Roofing Co., Inc. was contacted by Atlas Engineering and provided the opportunity to review their bid. Hamlin Roofing Co., Inc. confirmed by phone that their bid contained no errors or omissions and they are able to perform the work.

Hamlin Roofing Co., Inc. has been notified in writing of their status as apparent low bidder. It is Atlas Engineering's understanding that Cumberland County wants to accept the base bid. Based on our review of the Proposal and Contract form submitted by Hamlin Roofing Co., Inc. the following is the total construction cost including base bid and selection of bid alternate work:

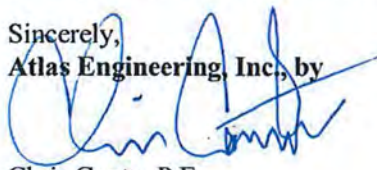
Base Bid:	<u>\$ 242,425</u>
Total Construction Cost:	\$ 242,425


We recommend that the base bid be accepted and Hamlin Roofing Co., Inc. be awarded the contract for the amount of \$242,425.

Please review our recommendation and provide us with written confirmation of your decision to award the contract for this project. Upon receipt of such confirmation, Atlas Engineering will provide a Notice of Award to the successful bidder and facilitate receipt of required bonds and insurance certificates.

Please contact us at (919) 420-7676 with any questions regarding our recommendation.

Sincerely,
Atlas Engineering, Inc., by


Chris Coutu, P.E.
Principal Engineer


Rob Tatum, RRC
Sr. Designer

Attachments: Certified Bid Tabulation Form

**CERTIFIED BID TABULATION
CUMBERLAND COUNTY
COMMUNITY CORRECTIONS ROOF REPLACEMENT
ATLAS PROJECT NO. J2003**

Bid Date: October 27, 2016 Time: 2:00 p.m. ATLAS Project #: J2003

BIDDER	LICENSE NUMBER	ADD. No.1	ADD. No. 2	BID BOND	MBE Form	BASE BID	ALT. NO. 1	ALT. NO. 2	UNIT RATES									
									1	2	3	4	5	6	7	8	9	10
Baker Roofing Co.	5812	X	X	X	B/D	\$255,620	\$303,400	\$70,000	\$7.00	\$4.00	\$2.45	\$18.00	\$54.00	\$800.00	\$3.00	\$2.00	\$2.50	\$9.00
Curtis Construction Co., Inc.	3529	X	X	X	D	\$302,095	\$11,338*	\$70,413	\$8.00	\$3.50	\$5.50	\$12.00	\$40.00	\$600.00	\$1.25	\$1.00	\$4.00	\$10.00
Hamlin Roofing Co., Inc.	5855	X	X	X	A/D	\$242,425	\$274,524	\$81,439	\$3.50	\$5.00	\$2.25	\$22.30	\$52.15	\$500.00	\$1.50	\$1.25	\$3.75	\$10.00
Triangle Roofing Services, Inc.	49606	X	X	X	D	\$319,500	\$319,000	\$62,500	\$5.00	\$1.50	\$1.50	\$8.00	\$35.00	\$250.00	\$2.00	\$1.50	\$10.00	\$15.00

* Contractor indicated that the amount was to be added to the base bid

I hereby acknowledge that the above information is true and correct

Chris Coutu, P.E.
Atlas Engineering, Inc.

10/31/16



Cumberland County
Contractor Prequalification Form

Pursuant to the statute, this form gathers information about the contractors seeking to qualify for the work and provides a general format for the prequalification criteria. **Completing this questionnaire does not guarantee prequalification.** Evaluation of the submittal shall be performed by the prequalification committee in accordance with GS 143-128.1, 143-135.8 and the Cumberland County Prequalification Policy (attached).

This form must be utilized in order to be considered responsive and reviewed by the Prequalification Committee.

PREQUALIFICATION INFORMATION:

Based on the scoring matrix information provided under each section, all scores totaling 80 points or higher shall be considered prequalified.

Per the Cumberland County Prequalification Policy attached to this form, a firm which is denied prequalification may file a written protest to the Assistant County Manager within three (3) business days of receiving the denial notice. Protests may be sent via email to mcardinali@co.cumberland.nc.us or mailed to the address listed below:

Melissa Cardinali, Assistant County Manager
Cumberland County
PO Box 1829
Fayetteville, NC 28302

PREQUALIFICATION DUE DATE/TIME: _____
(date) (time)

Submitted to: Jeffery P. Brown, PE
Contact Name receiving prequalifying packages

Cumberland County
Agency/Institution

698 Ann Street
Fayetteville, NC 28301
City/State Zip Code

910-321-6830
Phone number

910-321-6840
Fax Number

jbrown@co.cumberland.nc.us
E-mail address

Project: Cumberland County MSW Landfill – Construction of Cells #9 & #10
Name of Project

Cumberland County
Project Owner

698 Ann Street, Fayetteville, NC 28301
Project Location/Address

Cumberland County
Contractor Prequalification Form

Contractor Prequalification Evaluation Process

Cumberland County shall establish a Prequalification Review Committee to review all of the prequalification applications. The Prequalification Review Committee shall, at a minimum, consist of: a representative from the Cumberland County Purchasing Department, a representative from the Cumberland County Engineering & Infrastructure Department and a representative from the Cumberland County Department in which the work is being completed for. The committee may also include other pertinent individuals. The committee will evaluate each application and the accompanying scoring matrix using the criteria established in the Project Specific Contractor Prequalification Form to determine whether the applicant is prequalified to bid on the project, based on the information contained in the application. All firms that submitted prequalification applications will be notified, in writing, of the committee's decision.

Protest Procedure

Any firm(s) that is denied prequalification to bid may protest the decision as outlined below:

1. A firm which is denied prequalification may protest the committee's decision by filing a written protest to the County Manager, unless otherwise designated, within three (3) business days of receiving the notice that the firm has been denied prequalification. Specific notification details will be included in the project specific Contractor Prequalification Form.
2. The protest shall clearly state all of the reasons why the firm is contesting the denial and include all documents supporting the firm's position.
3. The Prequalification Review Committee will review the written protest and notify the firm within five (5) business days of their decision.
4. All protest review decisions by the Prequalification Review Committee are final.
5. Such protest process shall be completed prior to opening bids under the provisions of N.C. Gen. Stat. § 143-129 (b) and shall allow sufficient time for a bidder subsequently prequalified pursuant to a protest to submit a bid on the contract for which the bidder is subsequently prequalified.
6. A firm's failure to comply with any requirements of the protest procedures of this section shall result in the firm's protest being terminated and rendered moot.

Notice of Decision

All firms that submitted applications for prequalification shall be promptly notified in writing of the Prequalification Review Committee's decision, including the reason for denial, via e-mail. Notice shall be provided prior to the opening of bids for the project and with sufficient time for the firm to protest the denial of the application. Such notice is available upon request as well.

**Cumberland County
Contractor Prequalification Form**

CDM Smith

Project Engineer

February 2017

Project Start Date (Approx.)

270 calendar days

Project Duration

December 2016

Anticipated Bid Date

Project Description: (An in-depth narrative of the details of the project, site, trades, LEED, etc.)

Construction of approximately 13 acres of lined landfill, including earthwork, composite liner system, leachate collection system, leachate pumping station and force main, access roads, erosion control, and site stabilization. This is for the construction of cells #9 and #10.

SECTION 1. GENERAL COMPANY INFORMATION

1. a. Primary/Main office location

Company Name

Physical Address

Mailing Address

City/State Zip Code + 4

()

Phone number

()

Fax number

Primary Contact Name

Secondary Contact Name

Primary Contact Email Address

Secondary Contact Email Address

[Matrix: 0-1 point. If completely filled in give 1 point. If not, give 0 points.]

1. b. Local office location responsible for this project

Company Name

Physical Address

Mailing Address

City/State Zip Code + 4

()

Phone number

()

Fax number

Primary Contact Name

Secondary Contact Name

Primary Contact Email Address

Secondary Contact Email Address

**Cumberland County
Contractor Prequalification Form**

[Matrix: 0-1 points. If completely filled in give 1 point. If not, give 0 points.]

1. c. Biographical Summaries

Attach names, titles, and brief biographical summaries of all corporate officers, including specific service with the applicant? Have you attached the biographical summaries ☐ Yes ☐ No

[Matrix: 0-2 points. If completely filled in give 2 points. If not, give 0 points.]

1. d. Consistent Operation

Has your firm consistently operated under the company name used herein for at least the last five (5) years, and that all documented experience provided for this prequalification was achieved by personnel working directly for the applicant under the current company name? ☐ Yes ☐ No

[Matrix: 0-5 points. If yes, give 5 points. If no, give 0 points.]

1. e. Licensing Information (Please provide all North Carolina professional licenses required for you to perform your services.)

<u>NC License number/name of licensee</u>	<u>License Limit/Level</u>	<u>State/County/City Privilege License (provide copy)</u>
<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	<hr/>

Has any license ever been denied or revoked? ☐ Yes ☐ No If yes, please describe, _____

[Matrix: 0-2 points. If completely filled in give 2 points. If not, give 0 points. If license has been revoked, give 0-2 points based on explanation provided]

Bonding

1. f.(1) Attach letter, dated within the last 30 days, from your surety company, signed by their Attorney in Fact, verifying their willingness to issue payment and performance bonds for the estimated amount of \$7,500,000 for this project, on behalf of your firm. Surety company bond rating shall be rated "A" or better under the A.M. Best Rating system or The Federal Treasury List.

Have you attached a surety letter? ☐ Yes ☐ No

[Matrix: 0-4 points. If surety letter attached and surety company bond rate is A or better, give 4 points. If surety company bond rate is B, give 2 points. If surety bond company bond rate is less than B, give 0 points]

1.f.(2) Have ad Funds been expended by a Surety Company on your firm's behalf? ☐ Yes ☐ No If yes, explain

[Matrix: 0-4 points. If no funds expended by surety company give 4 points. If not, give 0 points.]

Cumberland County
Contractor Prequalification Form

Equipment

1. g. Attach an equipment list (including make, model, and year) that will be utilized by the applicant for this project. Specify if equipment is owned or leased.

Have you attached the equipment list? ☐ Yes ☐ No

[Matrix: 0-4 points. If yes, give 4 points. If not, give 0 points.]

Insurance

1.h. Firms must indicate that they can provide evidence of insurance coverage, should they be the successful bidder by attaching a copy of their insurance certificate. Have you attached a copy of your insurance certificate? ☐ Yes ☐ No

[Matrix: 0-3 points. If insurance certificate attached, give 3 points. If not, give 0 points.]

Self-Performed Work

1. i. The Contract Documents for this project will require that the employees of the applicant must complete 50% of the work on this project? Will the applicant self-perform 50% or more of the work ☐ Yes ☐ No

[Matrix: 0-3 points. If yes, give 3 points. If not, give 0 points.]

SECTION 2. GENERAL REQUIREMENTS

Experience - Size/Capacity/Workload

2. a. (1) How many projects do you currently have under contract or in progress and what is their total dollar value?

- _____ (# of projects) ;
- \$ _____ (Current projects contract amount);
- \$ _____ (Projects current amount remaining to bill)

[Matrix: 0-2 points. If section completed give 2 points. If not, give 0 points.]

2. a. (2) List the three largest contracts currently under contract or in progress, including for each, the name of the project, owner, architect and/or GC/CMR and contact information below.

#1 –Project Name	
Description of Work Performed	
Contract Delivery Method (CM/GC)?	
Owner Name/ Representative	
Owner Address/Phone #/Email	
Engineer Name/Representative	
Engineer Address/Phone #/Email	

**Cumberland County
Contractor Prequalification Form**

GC or CM Name/Representative	
GC or CM Address/Phone #/Email	
Contract Dollar Value	
Percentage Complete	
Current Anticipated Completion Date	

#2 –Project Name	
Description of Work Performed	
Contract Delivery Method (CM/GC)?	
Owner Name/ Representative	
Owner Address/Phone #/Email	
Engineer Name/Representative	
Engineer Address/Phone #/Email	
GC or CM Name/Representative	
GC or CM Address/Phone #/Email	
Contract Dollar Value	
Percentage Complete	
Current Anticipated Completion Date	
#3 –Project Name	
Description of Work Performed	
Contract Delivery Method (CM/GC)?	
Owner Name/ Representative	
Owner Address/Phone #/Email	
Engineer Name/Representative	
Engineer Address/Phone #/Email	
GC or CM Name/Representative	
GC or CM Address/Phone #/Email	
Contract Dollar Value	
Percentage Complete	
Current Anticipated Completion Date	

[Matrix: 0-6 points. For each project above, if information is complete, give 2 points. If information is incomplete, give 0 points.]

**Cumberland County
Contractor Prequalification Form**

Litigation/Claims

2. b. (1) Has your company ever been involved in any judgments, claims, arbitration or mediation proceedings, or suits, whether resolved or still pending resolution? ☐ Yes ☐ No If yes, state the project name(s), year(s), case number and reason why: _____

[Matrix: 0-2 points. If company has not been involved in any of the above give 2 points. If they have, give 0 to 2 points based on explanation provided.]

2. b. (2) Has your company been involved in a dispute with a project Owner involving claims for liquidated damages or compensation in excess of the bid amount, excluding change orders within the last five years? ☐ Yes ☐ No If yes, state the project name(s), year(s), case number and reason why: _____

[Matrix: 0-2 points. If there are no current judgments, claims, arbitration, suits or mediation pending give 2 points. If there is, give 0 points.]

2. b. (3) Has your company ever failed to complete work awarded to it? ☐ Yes ☐ No If yes, please provide project name(s), year(s), and reason why: _____

[Matrix: 0-5 points. If company has never failed to complete work it has been awarded then given 5 points. If they have failed to complete work then, give 0 points.]

2.b. (4) Has your present company, its officers, owners, or agents ever been convicted of charges relating to conflicts of interest, bribery, or bid-rigging? ☐ Yes ☐ No

[Matrix: 0-3 points. If "Yes" give 0 points. If "No", give 3 points]

2.b. (5) Has your present company, its officers, owners, or agents ever been barred from bidding public work in North Carolina? ☐ Yes ☐ No

[Matrix: 0-3 points. If "Yes" give 0 points. If "No", give 3 points]

SECTION 3. PROJECT SPECIFICS

3.a. The assigned project superintendent for this project shall be: _____.
Include a resume. Have you included a resume? ☐ Yes ☐ No

[Matrix: 0-2 points. If resume included, give 2 points. If not, give 0 points.]

3.b. The experience this superintendent has on this specific type of project is: ____ years experience ____ number of landfills with liner system _____ square feet of liner system.

[Matrix: 0-6 points. If 2 years or greater give 2 pts. If 2 landfills or greater give 2 pts. If 400,000 square feet of liner or greater give 2 pts.]

**Cumberland County
Contractor Prequalification Form**

3.c. The assigned project manager for this project shall be _____.
Include a resume. Have you included a resume? ☐ Yes ☐ No

[Matrix: 0-2 points. If resume included, give 2 points. If not, give 0 points.]

3.d. The experience this project manager has on this specific type of project is: ____ years experience ____ number of landfills with liner system _____ square feet of liner system.

[Matrix: 0-6 points. If 2 years or greater give 2 pts. If 2 landfills or greater give 2 pts. If 400,000 square feet of liner or greater give 2 pts.]

Similar Projects

3.e. The applicant must provide information on previous projects in order to verify that at least two (2) Subtitle D landfills with base liner systems (low permeability soil liner underlying high-density polyethylene liner) totaling at least 2,000,000 square feet have been completed under the applicant's current company name. Three (3) tables have been provided to include this information. If additional projects are needed to demonstrate that the above requirement has been met, please attach the information in the format listed below for the additional projects:

#1 –Similar - Project Name	
Description of Work Performed (include sizes, quantities, structures, performance specification requirements, i.e. permeability, and equipment utilized)	
Square Footage of Liner System	
Manufacturer and Installation Contractor for geomembrane liner	
Percentage of self-performed work	
Original Bid Amount	
Final Contract Amount (attach explanation for discrepancy)	
Contract Duration	
Actual Construction Duration	
Contract Delivery Method (CM/GC)?	
Owner Name/ Representative	
Owner Address/Phone #/Email	
Engineer Name/Representative	
Engineer Address/Phone #/Email	
#2 –Similar - Project Name	

**Cumberland County
Contractor Prequalification Form**

Description of Work Performed (include sizes, quantities, structures, performance specification requirements, i.e. permeability, and equipment utilized)	
Square Footage of Liner System	
Manufacturer and Installation Contractor for geomembrane liner	
Percentage of self-performed work	
Original Bid Amount	
Final Contract Amount (attach explanation for discrepancy)	
Contract Duration	
Actual Construction Duration	
Contract Delivery Method (CM/GC)?	
Owner Name/ Representative	
Owner Address/Phone #/Email	
Engineer Name/Representative	
Engineer Address/Phone #/Email	

[Matrix: 0-30 points based on requirements of at least two (2) Subtitle D Landfills total 2,000,000 square feet of base liner system. If the requirements are met and all information has been provided, give 15 points for each project. If projects listed above are not a Subtitle D landfill with base liner system, or incomplete information has been provided, give 0 points. In order to 30 points to be granted, the similar projects provided in this section must have been completed under the current company name. A maximum of 5 points will be granted for projects completed by company personnel in a project management role under the operation of a previous employer.]

**Cumberland County
Contractor Prequalification Form**

SECTION 4. SIGNATURE

By signing this document, you are acknowledging that all answers are true to the best of your knowledge. **Any answers found to be falsified will bar you from being prequalified on this project.**

Company Name (as licensed in NC)

Physical Address

Mailing Address

a. Dated this day of: _____

Submitted by: _____

Signature By Authorized Officer

Print Title of Authorized Officer

Phone: _____
Contact person's phone number

E-mail: _____
Contact person's E-mail address

b. Notary Certification:

_____(State)
_____(County)

I, a Notary Public of the County and State aforesaid, certify that _____, personally appeared before me this day and acknowledged the execution of the foregoing instrument. Witness my hand and official seal, this the _____ day of _____, 20____.

(Official Notary Seal or Stamp)

Signature of Notary Public

My commission expires _____, 20____

[Matrix: 0-2 points. If signature section fully executed with notary give 2 points. If not, 0 points.]

Cumberland County Contractor Prequalification Form

Cumberland County - Contractor Prequalification Ratings Matrix											
Date:											
Project Name:	Cumberland County Landfill Construction; Cells #9 and #10										
				1	2	3	4	5	6	7	8
Form #	Description	Max Pts		Pts	Pts	Pts	Pts	Pts	Pts	Pts	Pts
1. GENERAL COMPANY INFORMATION											
1.a.	Primary/Main Office Location	1									
1.b.	Local Office Location	1									
1.c.	Biographical Summaries	2									
1.d.	Consistent Operation	5									
1.e.	Licensing Information	2									
1.f.(1)	Bonding - Surety letter attached	4									
1.f.(2)	Bonding - Funds expended by Surety Co. on firm's behalf	4									
1.g.	Equipment List Attached	4									
1.h.	Insurance Certificate Attached	3									
1.i.	Self Performed Work	3									
	Subtotal	29									
2. GENERAL REQUIREMENTS											
2.a.(1)	Experience - Number of current projects under contract	2									
2.a.(2)	Experience - Selected Contract 1	2									
2.a.(2)	Experience - Selected Contract 2	2									
2.a.(2)	Experience - Selected Contract 3	2									
2.b.(1)	Litigation/Claims	2									
2.b.(2)	Liquidated Damages/Compensation Claims - Last 5 years	2									
2.b.(3)	Failed to complete construction contract	5									
2.b.(4)	Convicted of Conflicts of Interest/Bribery/Bid-Rigging	3									
2.b.(5)	Barred from Public Work in North Carolina	3									
	Subtotal	23									
3. PROJECT SPECIFIC REQUIREMENTS											
3.a.	Project Superintendent included resume	2									
3.b.	Project Superintendent Experience	6									
3.c.	Project Manager included resume	2									
3.d.	Project Manager Experience	6									
3.e.(1)	Similar Project Information 1	15									
3.e.(2)	Similar Project Information 2	15									
	Subtotal	46									
4. SIGNATURE											
4	Fully executed including notary	2									
	Subtotal	2									
	TOTAL POINTS	100									
All scores 80 and above will be prequalified.											

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. 35(1-3)

OFFICE OF THE COUNTY MANAGER

MEMORANDUM FOR BOARD OF COMMISSIONERS AGENDA OF NOVEMBER 7, 2016

TO: BOARD OF COUNTY COMMISSIONERS

FROM: AMY H. CANNON, COUNTY MANAGER 

DATE: NOVEMBER 2, 2016

SUBJECT: APPROVAL OF THE OCTOBER 6, 2016 CUMBERLAND
COUNTY FINANCE COMMITTEE REPORT AND
RECOMMENDATIONS

BACKGROUND

The Cumberland County Finance Committee met on Thursday, October 6, 2016 and discussed the following agenda:

- 1) Internal Audit Report and Plan
- 2) Request to Surplus Solid Waste Equipment.
- 3) Joint 911 Center Consulting Services for the Purpose of Grant Application and Consolidation Planning and the Associated Budget Revision.

Separate memos for the items above 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

CM110216-3

CUMBERLAND COUNTY FINANCE COMMITTEE
COURTHOUSE, 117 DICK STREET, 5TH FLOOR, ROOM 564
OCTOBER 6, 2016 – 9:30 AM
REGULAR MEETING MINUTES

MEMBERS PRESENT: Commissioner Jeannette Council
Commissioner Kenneth Edge
Commissioner Jimmy Keefe

OTHER COMMISSIONERS
PRESENT: Commissioner Glenn Adams
Commissioner Charles Evans
Commissioner Marshall Faircloth

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
Phyllis Jones, Assistant County Attorney
Deborah Shaw, Budget Analyst
Heather Harris, Budget Analyst
Kim Cribb, Budget Analyst and Grants Coordinator
Keith Todd, Information Services Director
Kim Honan, Enterprise Solutions Division Manager
Jeffrey Brown, Engineering and Infrastructure Director
Brenda Jackson, Social Services Director
Randy Beeman, Emergency Services Director
Tammy Gillis, Director of Internal Audit and Wellness Services
Vicki Evans, Finance Director
Candice H. White, Clerk to the Board
Press

ABSENT: Commissioner Larry Lancaster

Commissioner Edge called the meeting to order.

1. APPROVAL OF MINUTES – SEPTEMBER 1, 2016 FINANCE COMMITTEE
REGULAR MEETING

MOTION: Commissioner Keefe moved to approve the September 1, 2016 regular meeting minutes.

SECOND: Commissioner Council

VOTE: UNANIMOUS (3-0)

2. 2017 REVALUATION – OVERVIEW OF SCHEDULE OF VALUES AND TIMELINE

BACKGROUND:

NCGS 105-286 requires counties to reappraise all real property every 8 years. Cumberland County's next general reappraisal is scheduled for January 1, 2017.

This is the second of two presentations meant to serve as informational sessions prior to the October 17, 2016 Board of Commissioner's meeting. This presentation will inform the Finance Committee members about the schedule of values and future timeline.

RECOMMENDATION/PROPOSED ACTION:

This presentation is for informational purposes only. No action by the Finance Committee is required.

Joe Utley, Tax Administrator, stated his presentation will include an overview of the 2017 schedules, standards and rules, and a timeline for revaluation. Mr. Utley provided the following informational presentation:

2017 Schedule, Standards and Rule

- Statutory Requirement
 - ✓ North Carolina General Statute 105-317 is the statute that governs the appraisal of real property and the adoption of the schedule of values
 - ✓ North Carolina General Statute 105-317(b)(1) requires that uniform schedules of values, standards, and rules be prepared for each revaluation of real property
 - ✓ Paragraph C of 105-317 states the schedule of values, standards and rules be adopted by January 1st of the year of the reappraisal
 - ✓ North Carolina General Statute 105-317(c)(1) requires that uniform schedules of values, standards, and rules be presented to the board of county commissioners not less than 21 days before the meeting in which they will be considered.
- The Schedule of Values (SOV) represents a uniform schedule for values, standards, and guidelines to be used in appraising real property to determine "fair market" value.
- The purpose of the manual is to describe the methodology and procedures for appraising all Cumberland County real property at market value and present use value at the time of the county's most recent General Reappraisal (2017).
- Once the Schedule of Values is adopted the rates will be applied until the next revaluation.
- We are responsible for appraising about 140,000 individual properties all at one time. This is referred to as mass appraisal versus single property appraisal.
- General reappraisals are conducted by applying mass appraisal techniques, with thorough analysis from appraisal staff and the use of a computer-assisted mass appraisal (CAMA) software system. The sales comparison, cost, and income approaches to value are all considered when applicable to appraise all real property.

- Industry standards have been developed for mass appraisal, just as they have been for single-property appraisals, to produce property values that are both reasonable and reliable.

Mr. Utley stated the Uniform Standards of Professional Appraisal Practice apply to all appraisers and Standard 6 addresses mass appraisals and is followed by the County. Mr. Utley stated the International Association of Assessing Officers has additional standards and a code of ethics and County appraisers are bound by this. Mr. Utley stated these industry standards provide a level of confidence with the public that Cumberland County is following certain standards.

- The SOV establishes the procedures and processes to be used in the valuation of land and various types of construction.

Mr. Utley pointed out that the schedule of values does not provide individual values of property but serves as a template that establishes a procedures and processes and explains the methodology used during revaluation.

- The challenge is to develop tables that correlate the physical property data on file with the sales data to help predict values for all properties, including those that did not sell.

Mr. Utley stated the sections in the schedule of values as outlined below are for information only to let the Finance Committee know will be included when the schedule of values is completed.

- Sections in the SOV
 - Introduction to SOV; applicable General Statutes; mass appraisal standards; description of the County's CAMA software program; and general demographic information
 - Discussion of methods used to arrive at land values
 - Discussion of the three approaches to value
 - Cost Approach modeling and calculations for valuing all real property
 - Market Approach modeling and calculations for valuing residential properties
 - Income modeling and valuation process for appraising certain income producing properties
 - The Appeals Process
 - Analysis of residential, commercial, industrial and manufactured home costs when compared to sales
 - Appendix
 - Classification of real versus personal property
 - Building material cost information

Mr. Utley reviewed the following timetable for revaluation and stated the County will be able to meet the times set forth under the General Statutes.

- November 7, 2016 –Schedule of Values (SOV) Presented
 - Newspaper ad announces that the Assessor has submitted the SOV, which is available for public inspection in the Assessor's office, and the time and place of a public hearing on the SOV

- November 21, 2016 – Public Hearing on SOV
- December 5, 2016 – Recommend Adoption of the SOV by the Board of Commissioners
 - Newspaper ad announces the adoption of the SOV and the procedures for appealing the SOV to the Property Tax Commission (4 successive Tuesdays starting Dec. 6)
- December 2016 – Value Expectations to be Presented
- January 2017 Time Frame – 2017 notices are mailed
- February/March 2017 – Informal hearings begin
- April 2017 – Board of Equalization and Review (BER) convenes
- August 2017 – Bills for 2017 are mailed
- January 5, 2018 – Last Day to pay 2017 bill without penalty

Questions followed. Ms. Cannon stated the adoption of the schedule of values by the Board of Commissioners will be rescheduled for a date other than December 5. Ms. Cannon also clarified that the schedule of values is a written presentation of the county's process and how the county uniformly valued different aspects of property. Ms. Cannon stated the schedule of values will not provide conclusive information about the total valuation or individual values.

3. CONSIDERATION OF APPROVAL OF INTERNAL AUDIT REPORT AND PLAN

BACKGROUND:

At the June 15, 2015 Board of Commissioner's meeting, an Audit/Finance Committee Charter was adopted. The Charter requires that an audit plan be submitted to the Audit Committee for approval. The Audit/Finance Committee approved a January - June 2016 audit plan at the January 7, 2016 Finance Committee meeting.

A summary of audits/projects completed during the January – June time period and a plan for the July - December 2016 time period are being submitted at this time. In January a plan for the second half of fiscal year 2017 will be submitted.

RECOMMENDATION/PROPOSED ACTION:

Staff recommends accepting the summary of completed January – June time period audits/projects report and approving the July - December 2016 Internal Audit Plan.

Cumberland County Internal Audit
 Audit Tasks Complete
 January – June 2016

Audit/Project	Department
✓ Physical Inventories (Jan & Jun)	Central Maintenance Facility (CMF) Solid Waste Garage Health/Jail Dept Pharmacy
✓ Bank Accounts	Social Services
✓ Cash receipts procedures review	Sample of depts with petty cash or change funds
✓ Cash Counts	Sample of depts. with change funds and/or petty cash funds

- ✓ Fee and procedures review Animal Control
- ✓ Review of Invoices for 3-5 years Solid Waste

- ✓ Sales tax distribution expenses Board of Education

- ✓ Expenditures of County Funds Sample of Outside Agencies

Cumberland County Internal Audit
 Audit Plan
 July - December 2016

Audit/Project	Department
Physical inventories	Central Maintenance Facility (CMF) Solid Waste garage Employee Pharmacy Health Department Pharmacy Health Department supply room
Inventory account reconciliations	CMF Solid Waste
Bank accounts	Sheriff - Detention Center Social Services
Cash counts	Sample of depts with petty cash or change funds
Review of procedures	Detention Center Finance Division
Schedule of Federal & State Expenditures	For FY2015-16 audit
Single Audit with Cherry Bekaert, CPA firm	For FY2015-16 audit

Tammy Gillis, Director of Internal Audit and Wellness Services, reviewed the background information, the summary of completed January – June time period audits/projects report and the July - December 2016 Internal Audit Plan as recorded above. Questions followed.

- MOTION: Commissioner Keefe moved to accept the summary of completed January – June time period audits/projects report and to approve the July - December 2016 Internal Audit Plan.
- SECOND: Commissioner Council
- VOTE: UNANIMOUS (3-0)

Ms. Gillis provided an update on the Weight Watchers at Work Program stating there has been a collective weight loss of 1,500 pounds. Ms. Gillis stated of the 145 employees enrolled in the first session of Weight Watchers, 94 have re-enrolled in the second session and the total number enrolled in the second session is 128. Ms. Gillis stated many enrollees have shared with her that there have been huge changes and drops in their numbers.

4. CONSIDERATION OF APPROVAL OF REQUEST TO SURPLUS SOLID WASTE EQUIPMENT

BACKGROUND:

Over the years, the Solid Waste Department has compiled quite a bit of equipment that has been taken out of service. The majority of this equipment is not in working condition and is located at both the Ann Street and Wilkes Road sites. In an effort to improve the functionality of the space as well as improving the aesthetics at each of these sites, recommendation is that this equipment be declared surplus property and then sold. A list of this equipment is recorded below.

Typically, the County utilizes GovDeals.com for selling surplus equipment. GovDeals.com requires extensive individual information be listed for equipment. Therefore, the Department is evaluating the possibility of having a public auction for this equipment. A public auction would be more efficient since it will take less time for staff to prepare and manage. It is the understanding that prior to utilizing GovDeals.com, the County did hold public auctions to sell surplus equipment.

RECOMMENDATION/PROPOSED ACTION:

The Interim Solid Waste Director along with County Management recommend that the Finance Committee approve the Solid Waste Department's request to declare the list of equipment recorded below as surplus property and authorize the sale of the equipment.

	VEHICLE/ EQUIPMENT #	VEHICLE/EQUIPMENT DESCRIPTION	VIN #	LOCATION
1		5 Bay Dual Axle 5th Wheel Dump Trailer		Ann Street
2	41	Mack Truck Model MR6855 (old water truck w/out tank)	1M2K127C5EM006938	Ann Street
3	31	89 Volvo Rolloff Truck w/out lift		Ann Street
4	36	94 White International 3800 DT466 school bus; driver & one other seat, handicap lift	1HVBBAAM43H67597 3	Ann Street
5	37	GM Milk truck with tommy lift on back		Ann Street
6	48	98 Ford F250 pick-up with tommy lift and cage	1FTPF27L5WKC3673	Ann Street
7	55	99 Ford Ranger with tool box, bed liner	1FTYR10V3XUB78773	Ann Street
8	3	2000 white Dodge pick-up no bed	1B7HC164X15200533	Ann Street
9	23	White Chevy pick-up with no bed	1GCFR24HF373848	Ann Street
10	84	Green Military 4x4 Chevrolet pick-up truck	1GCGD34J7EF341830	Ann Street
11	7	2000 Ford Ranger	1FTYR14V2YTB38699	Ann Street
12	17	2001 Ford F-250 Quad-cab 4x4 pick-up	1FTNW21LXIEB81671	Ann Street
13	20	92 Ford F-250 custom work truck	1FTHF25H9NNA91243	Ann Street
14	47	98 Ford F-150 V8 Triton, no seat	1FTRF17W6XNA74199	Ann Street

15	54	96 Ford Ranger XL, no bed, no back wheels	1FTCR10U8TUC07812	Ann Street
16	53	96 Ford Ranger XL pick-up	1FTCR10UXTUC07813	Ann Street
17		Red custom deluxe Chevy pick-up		Ann Street
18	74	Ford Ranger CL pick-up	1FTCR10U4TPB60180	Ann Street
19	115	D7H LGP Caterpillar Dozer		Ann Street
20	2	Red Mule 2500 Kawasaki dump bed		Ann Street
21	112	175 John Deere 2155 Tractor ID# L02155A613630		Ann Street
22		Flat bed for truck		Ann Street
23		Holmes 600 wrecker bed serial# A89BJ8491		Ann Street
24		Auto Crane serial # 320300-53CCT0999		Ann Street
25		Air Compressor 276387		Ann Street
26		#200 Air Diesel Deutz water pump		Ann Street
27		#227 Diesel Deutz on trailer model# F3L912		Ann Street
28		#225 ConCover sprayer bed		Ann Street
29		Roll off lift		Ann Street
30		#532 Power Boss Sweeper model# TSS/88-LD Serial# 1895118		Ann Street
31		Sand Blaster on black metal trailer		Ann Street
32		#242 Generator Model A265		Ann Street
33		Air Compressor 1350 Intek series NAPA model 828236T serial# 00008978		Ann Street
34		NAPA Air Compressor model# 821033GTH serial# HOP279723		Ann Street
35		INGERSOLL RAND Air Compressor model 2475 serial# 8036635		Ann Street
36		Commercial 60" Riding John Deere F935 mower		Ann Street
37		#210 Amida light model 5.00-2MH serial 8811A0101		Ann Street
38		#231 John Deere 48" push mower serial# GX1383XO		Ann Street
39		#201 96" pull behind electric magnet model 47085 serial 47082-19		Ann Street
40		#108 Bobcat model 853 serial# 510250244		Ann Street
41		#228 Bobcat Sweeper attachment serial# 434704200		Ann Street
42		Bobcat forks		Ann Street
43		John Deere 613 bush hog		Ann Street
44		#271 5 ft box blade		Ann Street
45		White Truck bed		Ann Street
46		Blue & Grey Truck bed		Ann Street
47		#10 Military Wrecker truck ID# 05198C70-10577		Ann Street
48		#250 Military Compressor unit model# P250-W-D-M-H268 serial 155571		Ann Street
49		Diesel Tank Truck bed serial# 362T1009 serial# 282T1010		Ann Street
50		Diesel Tank Truck bed with ext. serial# 282T1010		Ann Street
51		16 -- 8 yard boxes		Ann Street
52		8 -- 1,000 gallon metal tanks		Ann Street - Cherokee Bldg
53	121	JCB Backhoe serial # AB577669V		Ann Street - Cherokee Bldg
54	103	Rex Trash Master		Ann Street - Cherokee Bldg
55	160	Mega 300-III Daewood Loader rubber wheel Machine name: MG300-III Serial 0135		Ann Street - Cherokee Bldg
56	106	1978 Crane RT 300 ton HYDRAULIC model MC2500 serial 6245/72		Ann Street - White Goods Lot
57	111	Motor Grader		Wilkes Road
58	43	1992 Ford F-250XL serial# 1FTEF25N6PLA42884		Wilkes Road
59	110	Caterpillar Grader serial# 99E10948		Wilkes Road

Jeffrey Brown, Engineering and Infrastructure Director, reviewed the background information recorded above and provided highlights of the equipment list.

MOTION: Commissioner Council moved to approve the Solid Waste Department's request to declare the list of equipment recorded above as surplus property and authorize the sale of the equipment.
SECOND: Commissioner Edge
VOTE: UNANIMOUS (3-0)

5. UPDATE ON DSS BUSINESS INTELLIGENCE PROCESS AND IMPLEMENTATION

BACKGROUND:

As you are aware, the Finance Committee has approved recommendations from the Enterprise Solutions Division (ESD) regarding business process improvements in the DSS Food and Nutrition Services (FNS) program. Recommendations were approved for the FNS Application and Recertification areas in August and September, respectively.

Please note that a report and recommendation regarding the training component of FNS will be the next presentation to the Finance Committee. Currently, the ESD team is conducting a follow-up review of this area. Part of this follow-up will include a review of recent changes in the FNS training protocol. The expectation is to make a presentation on FNS Training at the November Finance Committee meeting. While this presentation has been delayed by one month, recently established protocols are expected to prevent or minimize future delays.

In addition to structured meeting schedules, the expectation has been established that staff remain accessible to one another to support continual communication and collaboration to ensure ongoing progress throughout the review and implementation processes.

RECOMMENDATION/PROPOSED ACTION:

No action required, for informational purposes only.

James Lawson, Deputy County Manager, reviewed the background information recorded above and the chart recorded below that summarizes the action plan developed by the Business Intelligence Steering Committee and the steps completed in implementing the approved process improvements. Mr. Lawson highlighted progress made in the rollout phases for the implementation of Laserfiche, for adding the NCFast Help Desk Administrators to the internal Spiceworks help desk system, for selecting 4-6 staff members to participate in test group to develop an expedite team for the 2nd floor and for phasing out internal and external drop boxes. Mr. Lawson stated phases 3, 4 and 6 relate and all have a correlation to creating efficiencies for processing applications. Mr. Lawson stated DSS had already implemented some improvements to meet the FDA timeline requirements and the ESD team is working to make sure these improvements are in accordance with the formal recommendations. Mr. Lawson explained the drop zone will route customers to central processing for pre-screening and referral to a case

worker. Mr. Lawson stated a first draft of an action plan has been created for review by the Steering Committee and the anticipation is that the actions steps for applications will also take care of application steps for re-certifications.

DSS ACTION PLAN STATUS UPDATE – FNS APPLICATIONS

Note: Items in bold are primary items to be completed before testing. Non-Bold items are included in every recommendation as part of the full process.

Rollout Phases	Approved Recommendations	Action Plan	Status
1 st	Continue to implement Laserfiche Tentative Deadline: TBD (Ongoing)	<input checked="" type="checkbox"/> Obtain approval of design document from DSS Management. <input checked="" type="checkbox"/> Submit design document to One Source. <input type="checkbox"/> Coordinate testing and implementation. <input type="checkbox"/> Complete testing phase. <input type="checkbox"/> Complete implementation phase. <input type="checkbox"/> Go-Live with Laserfiche. <input type="checkbox"/> Monitor and Control (3, 6, 9, 12 month evaluations).	<input checked="" type="checkbox"/> Completed [09/19/16]. <input checked="" type="checkbox"/> Completed [09/19/16]. <ul style="list-style-type: none"> • Pending action by One Source (vendor) to begin testing and implementation of design for document imaging and 1st workflow. • Estimated start: Early Nov or Dec
2 nd	Add NCFAST Help Desk Administrators to the internal help desk system (Spiceworks) Tentative Deadline: 10/21/16	<input checked="" type="checkbox"/> Create separate SpiceWorks Help Desk system. <input checked="" type="checkbox"/> Add NCFAST Help Desk Administrators as users. <input type="checkbox"/> Coordinate testing and implementation. <input type="checkbox"/> Complete testing phase. <input type="checkbox"/> Complete implementation phase. <input type="checkbox"/> Go-Live with SpiceWorks Help Desk system. <input type="checkbox"/> Monitor and Control (3, 6, 9, 12 month evaluations).	<input checked="" type="checkbox"/> Completed [09/12/16]. <input checked="" type="checkbox"/> Completed [09/12/16]. <ul style="list-style-type: none"> • Start Date: Oct 10.
3 rd	Develop a Phone Interview and a Pending Applications Team Tentative Deadline: 10/13/16	<input type="checkbox"/> Select 5 staff members to participate in test group. <input type="checkbox"/> Identify phone interview questions that include all scenarios. <input type="checkbox"/> Create phone interview question template (script). <input type="checkbox"/> Coordinate testing and implementation. <input type="checkbox"/> Complete testing phase. <input type="checkbox"/> Complete implementation phase. <input type="checkbox"/> Go-Live with Phone Interview and Pending Applications teams. <input type="checkbox"/> Monitor and Control (3, 6, 9, 12 month evaluations).	<ul style="list-style-type: none"> • Planning "Drop Zone" (DSS sub-group). • In progress (DSS sub-group). • In progress (DSS sub-group). <p>Note: DSS began discussing processes, work-flows, incl drop zone prior to approval of formal recommendations. Intent of drop zone is to route customers for immed processing to teams; the related processes & work-flows under development. The BISC will review progress and complete implement-tation IAW the approved recommendations.</p>
4 th	Develop an Expedite Team for the 2 nd floor Tentative Deadline: 10/27/16	<input checked="" type="checkbox"/> Select 4-6 staff members to participate in test group. <input type="checkbox"/> Identify processes to be involved. <input type="checkbox"/> Develop workflow to include tie-ins. <input type="checkbox"/> Coordinate testing and implementation. <input type="checkbox"/> Complete testing phase. <input type="checkbox"/> Complete implementation phase. <input type="checkbox"/> Go-Live with Expedite Team for 2 nd floor. <input type="checkbox"/> Monitor and Control (3, 6, 9, 12 month evaluations).	<input checked="" type="checkbox"/> Completed [9/14/16]. <ul style="list-style-type: none"> • In progress (DSS sub-group). • In progress (DSS sub-group). <p>Also see note above re: phase 3</p>
5 th	Train employees in two programs (FNS and FCH/Adult Medicaid) Tentative Deadline: 12/01/16	<input type="checkbox"/> Identify employees with knowledge of 2 or more programs. <input type="checkbox"/> Identify employees with knowledge of 2 or more processes. <input type="checkbox"/> Select programs and processes to be included in testing. <input type="checkbox"/> Select 4-6 staff members to participate in	<ul style="list-style-type: none"> • In discussions (BISC). • In discussions (BISC). • In discussions (BISC).

		test group. <input type="checkbox"/> Coordinate refresher training as needed. <input type="checkbox"/> Coordinate testing and implementation. <input type="checkbox"/> Complete testing phase. <input type="checkbox"/> Complete implementation phase. <input type="checkbox"/> Go-Live with Modified/Integrated Worker. <input type="checkbox"/> Monitor and Control (3, 6, 9, 12 month evaluations).	
6 th	Phase out internal and external drop boxes* Tentative Deadline: 02/16/17	<input checked="" type="checkbox"/> Identify staff members to participate in test group. <input checked="" type="checkbox"/> Identify processes to be involved. <input checked="" type="checkbox"/> Develop workflow to include tie-ins. <input type="checkbox"/> Identify and coordinate notifications (fliers, press release, etc.). <input type="checkbox"/> Coordinate testing and implementation. <input type="checkbox"/> Complete testing phase. <input type="checkbox"/> Complete implementation phase. <input type="checkbox"/> Go-Live with Internal Drop Box elimination. <input type="checkbox"/> Monitor and Control (3, 6, 9, 12 month evaluations).	✓ Completed [09/14/16]. ✓ Completed [09/14/16]. ✓ Completed [09/14/16]. • In progress (DSS sub-group). • In progress (DSS sub-group). Note: Internal drop boxes eliminated; customers routed to drop zone. The elimination of external drop boxes is pending. The BISC will review progress & complete implementation of this phase IAW the approved recommendations.
7 th	Create a NCFast problem solving manual Tentative Deadline: 12/01/16	<input type="checkbox"/> Identify staff members responsible for maintaining manual. <input type="checkbox"/> Collect history of help desk tickets with resolution information. <input type="checkbox"/> Identify issues to be included in manual. <input type="checkbox"/> Develop draft of manual. <input type="checkbox"/> Collaborate to develop final draft for management review. <input type="checkbox"/> Coordinate testing and implementation. <input type="checkbox"/> Complete testing phase. <input type="checkbox"/> Complete implementation phase. <input type="checkbox"/> Go-Live with NCFast Problem Solving Manual. <input type="checkbox"/> Monitor and Control (3, 6, 9, 12 month evaluations).	Note: Preliminary discussions have taken place re: the problem solving manual. Will resume discussions as other phases are completed.

DSS – FNS APPLICATIONS ACTION PLAN ESTIMATED TIME OF COMPLETION: FEBRUARY 28, 2017

(Evaluations: May 31, August 31, Nov 30, 2017, February 28, 2018)

Legend	
✓	Completed
•	In progress
BISC	BI Steering Committee

6. JOINT 911 CENTER CONSULTING SERVICES FOR THE PURPOSE OF GRANT APPLICATION AND CONSOLIDATION PLANNING

BACKGROUND:

At the Joint City-County Liaison Meeting held on September 16th, staff presented information to both governing bodies regarding continuation of the Joint 911 Center Project. Later that same day, the Joint 911 Steering Committee held its organizational meeting. Staff presented information at both meetings requesting to extend the contract of Mission Critical Partners (MCP) who did the preliminary feasibility study regarding a Joint 911 Center for Cumberland County and the City of Fayetteville.

In order to fully develop a plan for consolidating the separately existing City and County 911 Centers, and apply for the next round of NC 911 Fund grants, it is necessary to obtain further assistance from MCP. The most recent MCP proposal includes a description of the work to be

accomplished at an estimated cost of \$104,000. It is proposed that the City and County do a 50/50 cost share for these services. The City of Fayetteville plans to address their share of the funding at its October 10th City Council Meeting.

RECOMMENDATION/PROPOSED ACTION:

General Government Other - Budget Ordinance Amendment B171031 to appropriate FY17 fund balance in the amount of \$52,000 for the Joint 911 Center consolidation plan.

The Board is requested to approve Budget Ordinance Amendment B171031 in the amount of \$52,000 to be used for a consultant that will be utilized for the continued Joint 911 Center project. The total fee is estimated at \$104,000 and will be divided equally between the City of Fayetteville and Cumberland County.

Please note this amendment requires the use of fund balance.

Tracy Jackson, Assistant County Manager, reviewed the background information recorded above and stated extension of the contract will take the city and county through to April 2017 which is the timeframe in which the application will be assembled and sent to the NC911 for funding of the project. Mr. Jackson confirmed that the scope of work that MCP will perform involves an overall consolidation master plan and the provision of facility programs that will move from co-location to true consolidation. Mr. Jackson stated MCP will work with the City and County on the grant application and the proposed budget, and schedule all facets of the project going forward. Mr. Jackson stated MCP will serve as the facilitator for upcoming meetings of the City and County. Questions followed. Mr. Jackson stated there are still questions about the role of Ft. Bragg and although there is no commitment on their part, discussions continue. Mr. Jackson stated the City plans to address its share of the funding at its October 10th City Council meeting and awaits County approval before planning the next joint meeting; a schedule of meetings will be provided after the next joint meeting. Mr. Jackson stated if possible, another commissioner is needed to serve on the Joint 911 Committee.

MOTION: Commissioner Keefe moved to approve Budget Ordinance Amendment B171031 in the amount of \$52,000 to be used for a consultant that will be utilized for the continued Joint 911 Center project.

SECOND: Commissioner Council

VOTE: UNANIMOUS (3-0)

7. MONTHLY FINANCIAL REPORT

BACKGROUND:

The financial report is for fiscal year 2016, June year-to-date, 13th period. The report run date was September 20 and final amounts are still subject to change as we are still in the process of closing out the year as we go through the financial audit.

Highlights of the 13th period include:

- Revenues
 - Sales tax - the FY16 total amount is short by the final collection month of the fiscal year. The funding had not been received as of the report run date. However, as of today's memorandum date, we do know the sales tax total came in slightly over \$41 million.
- Expenditures
 - The 13th period reflects final adjustments which are typical when reconciling prior to closing out the fiscal year.
- Crown center expense summary/prepared food and beverage and motel tax
 - Previously provided during the September 1 finance committee meeting.

RECOMMENDATION/PROPOSED ACTION:

No action needed – for information purposes only.

Vicki Evans, Finance Director, reviewed the highlights recorded above. Ms. Evans stated the sales tax total is over 100% of budget which is over FY15. Ms. Evans stated the report reflects reconciliation items, reallocations and clean up as staff are in the process of closing out FY16 in preparation for the CAFR. Questions followed. Ms. Evans provided an update on the Munis conversion process involving County payroll, risk management and human resources.

8. OTHER ITEMS OF BUSINESS

MOTION: Commissioner Council moved to adjourn.

SECOND: Commissioner Keefe

VOTE: UNANIMOUS (3-0)

There were no other matters of business.

There being no further business, the meeting adjourned at 10:35 a.m.

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. 35(1)

OFFICE OF THE COUNTY MANAGER

MEMORANDUM FOR BOARD OF COMMISSIONERS AGENDA OF NOVEMBER 7, 2016

TO: BOARD OF COUNTY COMMISSIONERS
FROM: TAMMY GILLIS, INTERNAL AUDIT DIRECTOR *Tammy*
DATE: NOVEMBER 2, 2016
SUBJECT: CONSIDERATION OF INTERNAL AUDIT PLAN

BACKGROUND

The Cumberland County Finance Committee met on October 6, 2016 and the Internal Audit Plan was presented as an agenda item.

At the June 15, 2015 Board of Commissioner's meeting, an Audit/Finance Committee Charter was adopted. The Charter requires that an audit plan be submitted to the Audit Committee for approval.

A summary of audits/projects completed during the January – June time period and a plan for the July - December 2016 time period are being submitted at this time. In January a plan for the remainder of fiscal year will be submitted.

RECOMMENDATION

Consider approval of the July – December 2016 Internal Audit Plan.

Cumberland County Internal Audit
Audit Tasks Complete
January – June 2016

Audit/Project	Department
✓ Physical Inventories (Jan & Jun)	Central Maintenance Facility (CMF) Solid Waste Garage Health/Jail Dept Pharmacy
✓ Bank Accounts	Social Services
✓ Cash receipts procedures review	Sample of depts with petty cash or change funds
✓ Cash Counts	Sample of depts. with change funds and/or petty cash funds
✓ Fee and procedures review	Animal Control
✓ Review of Invoices for 3-5 years	Solid Waste
✓ Sales tax distribution expenses	Board of Education
✓ Expenditures of County Funds	Sample of Outside Agencies

Cumberland County Internal Audit
Audit Plan
July - December 2016

Audit/Project	Department
Physical inventories	Central Maintenance Facility (CMF) Solid Waste garage Employee Pharmacy Health Department Pharmacy Health Department supply room
Inventory account reconciliations	CMF Solid Waste
Bank accounts	Sheriff - Detention Center Social Services
Cash counts	Sample of depts with petty cash or change funds
Review of procedures	Detention Center Finance Division
Schedule of Federal & State Expenditures	For FY2015-16 audit
Single Audit with Cherry Bekaert, CPA firm	For FY2015-16 audit



ITEM NO. 3J(2)



SOLID WASTE MANAGEMENT

MEMORANDUM FOR BOARD OF COMMISSIONERS AGENDA OF NOVEMBER 7, 2016

TO: BOARD OF COUNTY COMMISSIONERS

FROM: JEFFERY P. BROWN, PE, INTERIM SOLID WASTE DIRECTOR

THROUGH: AMY H. CANNON, COUNTY MANAGER

DATE: NOVEMBER 2, 2016

SUBJECT: CONSIDERATION OF REQUEST TO SURPLUS SOLID WASTE EQUIPMENT

BACKGROUND:

Over the years, the Solid Waste Department has compiled quite a bit of equipment that has been taken out of service. The majority of this equipment is not in working condition and is located at both the Ann Street and Wilkes Road sites. In an effort to improve the functionality of the space as well as improving the aesthetics at each of these sites, it is my recommendation that this equipment be declared surplus property and then sold. A list of this equipment is attached.

Typically, the County utilizes GovDeals.com for selling surplus equipment. GovDeals.com requires extensive individual information be listed for equipment. Therefore, the Department is evaluating the possibility of having a public auction for this equipment. A public auction would be more efficient since it will take less time for staff to prepare and manage. It is my understanding that prior to utilizing GovDeals.com, the County did hold public auctions to sell surplus equipment.

This was presented and approved by the Finance Committee at its October 6th meeting.

RECOMMENDATION/PROPOSED ACTION:

The Interim Solid Waste Director, County Management and the Finance Committee recommend that the Board of Commissioners approve the Solid Waste Department's request to declare the attached list of equipment surplus property and authorize sale of the equipment.

Solid Waste Surplus Equipment/Vehicle List

	VEHICLE/ EQUIPMENT #	VEHICLE/EQUIPMENT DESCRIPTION	VIN #	LOCATION
1		5 Bay Dual Axle 5th Wheel Dump Trailer		Ann Street
2	41	Mack Truck Model MR6855 (old water truck w/out tank)	1M2K127C5EM006938	Ann Street
3	31	89 Volvo Rolloff Truck w/out lift		Ann Street
4	36	94 White International 3800 DT466 school bus; driver & one other seat, handicap lift	1HVBBAAM43H675973	Ann Street
5	37	GM Milk truck with tommy lift on back		Ann Street
6	48	98 Ford F250 pick-up with tommy lift and cage	1FTPF27L5WKC3673	Ann Street
7	55	99 Ford Ranger with tool box, bed liner	1FTYR10V3XUB78773	Ann Street
8	3	2000 white Dodge pick-up no bed	1B7HC164X15200533	Ann Street
9	23	White Chevy pick-up with no bed	1GCFR24HF373848	Ann Street
10	84	Green Military 4x4 Chevrolet pick-up truck	1GCGD34J7EF341830	Ann Street
11	7	2000 Ford Ranger	1FTYR14V2YTB38699	Ann Street
12	17	2001 Ford F-250 Quad-cab 4x4 pick-up	1FTNW21LXiEB81671	Ann Street
13	20	92 Ford F-250 custom work truck	1FTHF25H9NNA91243	Ann Street
14	47	98 Ford F-150 V8 Triton, no seat	1FTRF17W6XNA74199	Ann Street
15	54	96 Ford Ranger XL, no bed, no back wheels	1FTCR10U8TUC07812	Ann Street
16	53	96 Ford Ranger XL pick-up	1FTCR10UXTUC07813	Ann Street
17		Red custom deluxe Chevy pick-up		Ann Street
18	74	Ford Ranger CL pick-up	1FTCR10U4TPB60180	Ann Street
19	115	D7H LGP Caterpillar Dozer		Ann Street
20	2	Red Mule 2500 Kawasaki dump bed		Ann Street
21	112	175 John Deere 2155 Tractor ID# L02155A613630		Ann Street
22		Flat bed for truck		Ann Street
23		Holmes 600 wrecker bed serial# A89BJ8491		Ann Street
24		Auto Crane serial # 320300-53CCT0999		Ann Street
25		Air Compressor 276387		Ann Street
26		#200 Air Diesel Deutz water pump		Ann Street
27		#227 Diesel Deutz on trailer model# F3L912		Ann Street
28		#225 ConCover sprayer bed		Ann Street
29		Roll off lift		Ann Street
30		#532 Power Boss Sweeper model# TSS/88-LD Serial# 1895118		Ann Street
31		Sand Blaster on black metal trailer		Ann Street
32		#242 Generator Model A265		Ann Street
33		Air Compressor 1350 Intek series NAPA model 828236T serial# 00008978		Ann Street

Solid Waste Surplus Equipment/Vehicle List

	VEHICLE/ EQUIPMENT #	VEHICLE/EQUIPMENT DESCRIPTION	VIN #	LOCATION
34		NAPA Air Compressor model# 821033GTH serial# HOP279723		Ann Street
35		INGERSOLL RAND Air Compressor model 2475 serial# 8036635		Ann Street
36		Commercial 60" Riding John Deere F935 mower		Ann Street
37		#210 Amida light model 5.00-2MH serial 8811A0101		Ann Street
38		#231 John Deere 48" push mower serial# GX1383XO		Ann Street
39		#201 96" pull behind electric magnet model 47085 serial 47082-19		Ann Street
40		#108 Bobcat model 853 serial# 510250244		Ann Street
41		#228 Bobcat Sweeper attachment serial# 434704200		Ann Street
42		Bobcat forks		Ann Street
43		John Deere 613 bush hog		Ann Street
44		#271 5 ft box blade		Ann Street
45		White Truck bed		Ann Street
46		Blue & Grey Truck bed		Ann Street
47		#10 Military Wrecker truck ID# 05198C70-10577		Ann Street
48		#250 Military Compressor unit model# P250-W-D-M-H268 serial 155571		Ann Street
49		Diesel Tank Truck bed serial# 362T1009 serial# 282T1010		Ann Street
50		Diesel Tank Truck bed with ext. serial# 282T1010		Ann Street
51		16 -- 8 yard boxes		Ann Street
52		8 -- 1,000 gallon metal tanks		Ann Street - Cherokee Bldg
53	121	JCB Backhoe serial # AB577669V		Ann Street - Cherokee Bldg
54	103	Rex Trash Master		Ann Street - Cherokee Bldg
55	160	Mega 300-III Daewood Loader rubber wheel Machine name: MG300-III Serial 0135		Ann Street - Cherokee Bldg
56	106	1978 Crane RT 300 ton HYDRAULIC model MC2500 serial 6245/72		Ann Street - White Goods Lot
57	111	Motor Grader		Wilkes Road
58	43	1992 Ford F-250XL serial# 1FTEF25N6PLA42884		Wilkes Road
59	110	Caterpillar Grader serial# 99E10948		Wilkes Road

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. 3J(3)

OFFICE OF THE COUNTY MANAGER

**MEMO FOR THE AGENDA OF THE NOVEMBER 7, 2016
MEETING OF THE BOARD OF COUNTY COMMISSIONERS**

TO: BOARD OF COUNTY COMMISSIONERS

FROM: W. TRACY JACKSON, ASST. COUNTY MANAGER 

THROUGH: AMY H. CANNON, COUNTY MANAGER

DATE: OCTOBER 31, 2016

SUBJECT: JOINT 911 CENTER CONSULTING SERVICES FOR THE PURPOSE OF
GRANT APPLICATION AND CONSOLIDATION PLANNING

BACKGROUND

At the Joint City-County Meeting held on September 16th, staff presented information to both governing bodies regarding continuation of the Joint 911 Center Project. In a subsequent meeting held later on September 16th, the Joint 911 Steering Committee held its organizational meeting. Staff presented information at both meetings requesting to extend the contract of Mission Critical Partners (MCP) who did the preliminary feasibility study regarding a Joint 911 Center for Cumberland County and the City of Fayetteville. In order to fully develop a plan for consolidating the separately existing City and County 911 Center's, and apply for the next round of NC 911 Fund grants, it is necessary to obtain further assistance from MCP. Attached is a copy of the most recent MCP proposal that includes a description of the work to be accomplished at an estimated cost of \$104,000. It is proposed that the City and County do a 50/50 cost share for these services. The City of Fayetteville approved a contract extension with MCP at an October 24th special meeting of the City Council.

RECOMMENDATION/PROPOSED ACTION:

The Finance Committee and staff recommend that the Board of Commissioners approve a budget revision in the amount of \$52,000 so the County can participate in funding the cost of MCP's continued work on the Joint 911 Center Project.

VICKI EVANS
Finance Director



ROBERT TUCKER
Accounting Supervisor

ITEM NO. 3K

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
NOVEMBER 7, 2016**

TO: BOARD OF COUNTY COMMISSIONERS

FROM: VICKI EVANS, FINANCE DIRECTOR *VE*

DATE: NOVEMBER 3, 2016

**SUBJECT: APPROVAL OF THIRD PARTY CONSULTANT FOR FEDERAL
EMERGENCY MANAGEMENT AGENCY (FEMA)
REIMBURSEMENT**

BACKGROUND

The following information was presented to the finance committee on November 3, 2016. A request for proposal (#17-14-ES) was issued on Monday, October 24, seeking qualified firms to provide FEMA public assistance program consulting in response to Hurricane Matthew. Responses were received on Friday, October 28. The county received responses from five separate companies. Hourly rate comparisons are shown below:

BID TOTALS - FEMA PUBLIC ASSISTANCE CONSULTING #17-14-ES

RFP Listed Positions	Adjusters International, Inc.	DMS Disaster Consultants	Ernst & Young LLP	Hagerty Consulting, Inc.	Innovative Emergency Management, Inc. dba IEM
Senior Advisor for Disaster Recovery	No Charge	\$ 208.00	\$ 299.00	\$ 180.00	\$ 165.00
Technical Assistance Liaison	190.00	107.00	198.00	190.00	137.00
Appeals Specialist	190.00	165.00	147.00	220.00	145.00
Debris Specialist	160.00	80.00	147.00	175.00	122.00
Mitigation Specialist	160.00	155.00	147.00	230.00	137.00
Disaster Recovery Specialist	160.00	147.00	147.00	230.00	125.00
Project Manager	190.00	145.00	249.00	195.00	145.00
Overall Total	\$ 1,050.00	\$ 1,007.00	\$ 1,334.00	\$ 1,420.00	\$ 976.00

All costs proposed are to be inclusive of labor, materials, equipment, incidentals, etc. necessary to provide the scope of services outlined in the RFP. Rates proposed are also to include all expenses, including general overhead, equipment, field overhead, profit, travel per diem, all necessary food, water, restroom and lodging facilities needed to provide these services.

All bidders met the qualifications. However, in addition to having the most competitive overall hourly rates, IEM is also a woman-owned company and they provided the most comprehensive and specific project implementation plan and deliverables within their bid. Contingent on working out a satisfactory contract, management is recommending that a contract be awarded to IEM as a first choice and DMS Disaster Consultants as a second choice in an amount not to exceed \$150,000 and approval of a corresponding budget revision.

RECOMMENDATION/PROPOSED ACTION

Management recommends awarding the FEMA public assistance consultant contract to IEM as a first choice (contingent upon working out a satisfactory contract) and DMS Disaster Consultants as a second choice and the corresponding budget revision.

General Government Other – Budget Ordinance Amendment B170033 to appropriate fund balance in the amount of \$150,000 for the FEMA Public Assistance Consulting Contract

The Board is requested to approve Budget Ordinance Amendment B170033 for FEMA contracted services in the amount of \$150,000.

Please note this amendment requires appropriation of General Fund fund balance.

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. 3L

OFFICE OF THE COUNTY MANAGER

MEMORANDUM FOR BOARD OF COMMISSIONERS AGENDA OF NOVEMBER 7, 2016

TO: BOARD OF COUNTY COMMISSIONERS

FROM: AMY H. CANNON, COUNTY MANAGER 

DATE: NOVEMBER 2, 2016

SUBJECT: APPROVAL OF THE OCTOBER 6, 2016 CUMBERLAND
COUNTY POLICY COMMITTEE REPORT AND
RECOMMENDATIONS

BACKGROUND

The Cumberland County Policy Committee met on Thursday, October 6, 2016 and discussed the following agenda:

- 1) Contractor Pre-Qualification Policy.

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

RECOMMENDATION/PROPOSED ACTION

Accept the Cumberland County Policy Committee report and recommendations.

/ct

Attachments

CM110216-2

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CUMBERLAND COUNTY POLICY COMMITTEE
COURTHOUSE, 117 DICK STREET, 5TH FLOOR, ROOM 564
OCTOBER 6, 2016 – 10:30 A.M.
MINUTES

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

MEMBERS ABSENT: Commissioner Larry Lancaster

OTHER COMMISSIONERS
PRESENT:

Commissioner Jimmy Keefe
Commissioner Marshall Faircloth
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
Jeffery Brown, Engineering & Infrastructure Director
Vicki Evans, Finance Director
Heather Harris, Budget Analyst
Deborah Shaw, Budget Analyst
Kim Cribb, Budget Analyst
Buck Wilson, Public Health Director
Ashley Curtis, Public Health
Candice White, Clerk to the Board
Kellie Beam, Deputy Clerk to the Board
Press

Commissioner Council called the meeting to order.

1. APPROVAL OF MINUTES – SEPTEMBER 1, 2016 POLICY COMMITTEE
REGULAR MEETING

MOTION: Commissioner Adams moved to approve the minutes.
SECOND: Commissioner Evans
VOTE: UNANIMOUS (3-0)

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2. CONSIDERATION OF APPROVAL OF CONTRACTOR PRE-QUALIFICATION POLICY

BACKGROUND:

CDM Smith, the Solid Waste Department's consulting engineer, is reaching the final stages in completing the construction drawings as well as the permitting with the Department of Environmental Quality (DEQ) for the construction of cells #9 and #10 at the Ann Street Subtitle D Landfill. In order to ensure that the County gets a well-qualified contractor that has experience in landfill construction, it would be advantageous for the Solid Waste Department to prequalify contractors. In order to prequalify contractors, North Carolina General Statute 143-135.8 requires the unit of local government to adopt an objective prequalification policy as well as an assessment tool that includes the prequalification scoring values and the minimum score required for prequalification. In conjunction with the County Attorney, the Solid Waste Department provided a copy of the prequalification policy along with the assessment tool for this specific project to the Policy Committee. The proposed prequalification policy is recorded below.

RECOMMENDATION/PROPOSED ACTION:

The Interim Solid Waste Director, the County Attorney and County Management recommend that the Policy Committee adopt the Prequalification Policy along with the assessment tool for the construction of cells #9 and #10 at the Ann Street Subtitle D Landfill and forward it to the Board of Commissioners for its consideration at their October 17, 2016 meeting.

Prequalification Policy Cumberland County, North Carolina

In accordance with North Carolina General Statute 143-135.8, Cumberland County has established this Prequalification Policy which shall be used for construction projects and repair projects for which Cumberland County intends to prequalify bidders. The Contractor Prequalification Policy establishes a process of evaluating and determining whether potential bidders have the skill, judgment, integrity, sufficient financial resources, and ability necessary to faithfully perform a contract for construction or repair. This Prequalification Policy pertains only to projects for which Cumberland County intends to prequalify bidders. The policy is intended to be general in nature and therefore, any prequalification process initiated by Cumberland County will require the preparation of a separate project specific Contractor Prequalification Form (also known as an assessment tool which outlines criteria for that specific project). This Prequalification Policy and the use of the Contractor Prequalification Form shall be applied objectively.

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On projects requiring prequalification, only bids from prequalified bidders will be accepted. Bids from non-prequalified firms will be deemed non-responsive and will not be opened.

Contractor Prequalification Form

For each construction or repair project in which the County intends to prequalify bidders, a project specific Contractor Prequalification Form will be adopted by the Cumberland County Board of Commissioners for each project and will be available to all interested firms. The form shall include specific requirements for the project and shall meet all the following criteria:

1. Must be uniform, consistent, and transparent in its application to all bidders.
2. Must allow all bidders who meet the prequalification criteria to be prequalified to bid on the construction or repair work project.
3. Clearly state the prequalification criteria, which must comply with all of the following:
 - a. Be rationally related to the construction or repair work.
 - b. Not require that the bidder has previously been awarded a construction or repair project by Cumberland County.
 - c. Permit bidders to submit history or experience with projects of similar size, scope, and complexity.
4. Clearly state the assessment process of the criteria to be used.
5. Provide a process for a denied bidder to protest the County's determination.
6. Outline a process for notifying a denied prequalified bidder.

Contractor Prequalification Evaluation Process

Cumberland County shall establish a Prequalification Review Committee to review all of the prequalification applications. The Prequalification Review Committee shall, at a minimum, consist of: a representative from the Cumberland County Purchasing Department, a representative from the Cumberland County Engineering & Infrastructure Department and a representative from the Cumberland County Department in which the work is being completed for. The committee may also include other pertinent individuals. The committee will evaluate each application and the accompanying scoring matrix using the criteria established in the Project Specific Contractor Prequalification Form to determine whether the applicant is prequalified to bid on the project, based on the information contained in the application. All firms that submitted prequalification applications will be notified, in writing, of the committee's decision.

Protest Procedure

Any firm(s) that is denied prequalification to bid may protest the decision as outlined below:

1. A firm which is denied prequalification may protest the committee's decision by filing a written protest to the County Manager, unless otherwise designated, within three (3) business days of receiving the notice that the firm has been denied prequalification. Specific notification details will be included in the project specific Contractor Prequalification Form.

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2. The protest shall clearly state all of the reasons why the firm is contesting the denial and include all documents supporting the firm's position.
3. The Prequalification Review Committee will review the written protest and notify the firm within five (5) business days of their decision.
4. All protest review decisions by the Prequalification Review Committee are final.
5. Such protest process shall be completed prior to opening bids under the provisions of N.C. Gen. Stat. § 143-129 (b) and shall allow sufficient time for a bidder subsequently prequalified pursuant to a protest to submit a bid on the contract for which the bidder is subsequently prequalified.
6. A firm's failure to comply with any requirements of the protest procedures of this section shall result in the firm's protest being terminated and rendered moot.

Notice of Decision

All firms that submitted applications for prequalification shall be promptly notified in writing of the Prequalification Review Committee's decision, including the reason for denial, via e-mail. Notice shall be provided prior to the opening of bids for the project and with sufficient time for the firm to protest the denial of the application. Such notice is available upon request as well.

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

Commissioner Keefe asked if local contractors have a preference on being prequalified and stated he feels on the point system there should be value given to local contractors. Mr. Brown stated local participation is encouraged. Commissioner Evans asked when the project is expected to start and Mr. Brown stated he hopes to advertise in December 2016 and award the contact in February 2017.

MOTION: Commissioner Adams moved to recommend to the full board approval of the proposed Prequalification Policy along with the assessment tool for the construction of cells #9 and #10 at the Ann Street Subtitle D Landfill.

SECOND: Commissioner Evans

VOTE: UNANIMOUS (3-0)

3. CONSIDERATION OF APPROVAL OF REVISED SMOKING ORDINANCE

BACKGROUND:

The draft of the revised smoking ordinance is recorded below. It expands the coverage of the existing ordinance by adding all county facilities located anywhere, all privately-owned public places that are not located in any city and e-cigarettes. The additional coverage of all county facilities and public places was requested by the Health Director and proposed to the April 2016 Policy Committee. The addition of e-cigarettes was requested by the county manager and was not presented at the April Policy Committee

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meeting. The recent explosion of an e-cigarette carried by a person in front of the elevators on the first floor of the courthouse brought attention to an explosion hazard that had not been considered before.

The draft ordinance is in the form of the model ordinance developed by the North Carolina Department of Health and Human Services. It was obtained by Ms. Ashley Curtice, Regional Tobacco Control Manager at the Health Department. The model incorporates a substantial portion of the language in the enabling statute. Neither the enabling statute nor the model ordinance regulates e-cigarettes; however, on March 2, 2016, the U.S. Dept of Transportation banned e-cigarettes from all commercial flights, treating them the same as regular cigarettes. E-cigarettes have also been banned from being carried on commercial flights in checked luggage since late 2015. Even without being addressed in the enabling statute, the reasons given for the development of these federal regulations provides a sufficient public policy basis for the county to prohibit these devices from county facilities and privately owned public places as a public health and safety matter.

The proposed ordinance proposes three distinct areas to which the prohibition of smoking would be expanded. Those are the county facilities not presently covered, privately-owned businesses not located in a city, and e-cigarettes. The county facilities that are not presently covered are the Crown Complex, J.P. Riddle Stadium and county parks and recreation facilities. The ordinance proposes an effective date of April 1, 2017, to afford those facilities and businesses that are affected a generous amount of time to implement it. The enforcement provisions of the ordinance are dictated by the enabling statute. Enforcement outside those county buildings where security is provided by the Sheriff's Office will be difficult.

RECOMMENDATION/PROPOSED ACTION:

The Committee may recommend the ordinance as proposed or may choose not to expand it to all three areas.

AN ORDINANCE OF THE CUMBERLAND COUNTY BOARD OF COMMISSIONERS REPEALING CHAPTER 9.5 ARTICLE VIII. SMOKING, OF THE CUMBERLAND COUNTY CODE AND ADOPTING A REVISED CHAPTER 9.5, ARTICLE VIII. SMOKING, OF THE CUMBERLAND COUNTY CODE

WHEREAS, Cumberland County adopted an ordinance on March 17, 2014 (Cumberland County Code §9.5-91-98) prohibiting smoking within all county-owned or leased buildings, grounds and motor vehicles except certain entertainment and recreation facilities; and,

WHEREAS, on January 2, 2010, "An Act To Prohibit Smoking In Certain Public Places And Certain Places Of Employment, North Carolina Session Law 2009-27, became effective, authorizing local governments to adopt and enforce ordinances "that are more

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restrictive than State law and that apply in local government buildings, on local government grounds, in local vehicles, or in public places;” and

WHEREAS, Cumberland County is committed to providing a safe and healthy workplace in all County facilities for its employees and a safe and healthy environment for the public; and

WHEREAS, Cumberland County provides resources to its employees and residents who want to quit the use of tobacco products and encourages employees and residents to talk to their health care provider about quitting, ask about appropriate pharmacotherapy available through their health insurance plan and use the free quitting support services of the North Carolina Tobacco Use Quitline at 1-800-QUIT-NOW (1-800-784-8669); and

WHEREAS, Cumberland County wishes to minimize the harmful effects of smoking among County employees and eliminate secondhand smoke exposure for employees and the public in public places, in county buildings, and on public grounds; and

WHEREAS, the Cumberland County Smoking Ordinance has been codified as Chapter 9.5, Article VIII, Sections 9.5-90-99 of the Cumberland County Code; and

Whereas, the Board of Commissioners wishes to make a comprehensive revision of Chapter 9.5, Article VIII. Smoking, of the Cumberland County Code by the repeal of Chapter 9.5, Article VIII. Smoking, of the Cumberland County Code and the adoption of the Revised Chapter 9.5, Article VIII. Smoking, of the Cumberland County Code as set forth below; and

WHEREAS, the Board of Commissioners finds the comprehensive revision of Chapter 9.5, Article III. Smoking, of the Cumberland County Code to be in the public interest and to promote the public health, safety, and welfare,

NOW, THEREFORE, BE IT ORDAINED by the Cumberland County Board of Commissioners that:

Chapter 9.5, Article VIII. Smoking, of the Cumberland County Code is hereby repealed in its entirety and a revised Chapter 9.5, Article VIII. Smoking, of the Cumberland County Code is hereby adopted.

Sec. 9.5-90. Authority.

This ordinance is enacted pursuant to N.C. Gen. Stat. 130A-498 and 153A-121.

Sec. 9.5-91. Purpose and intent.

According to the Centers for Disease Control and Prevention (CDC), tobacco use and secondhand smoke exposure are leading preventable causes of illness and premature death in North Carolina and the nation.¹ A 2006 report issued by the United States Surgeon General stated that the scientific evidence indicates that there is no risk-free

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level of exposure to secondhand smoke, and that secondhand smoke has been proven to cause cancer, heart disease, and asthma attacks in both smokers and nonsmokers.² The CDC advises that all individuals with coronary heart disease or known risk factors for coronary heart disease should avoid all indoor environments that permit smoking.³ In 2009, the United States Food and Drug Administration (FDA) announced that an analysis of e-cigarette samples indicated that the e-cigarettes contained not only nicotine but also detectable levels of known carcinogens and toxic chemicals, including tobacco-specific nitrosamines and diethylene glycol, a toxic chemical used in antifreeze.⁴ The purpose and intent of this article is to promote the public health, safety and general welfare by prohibiting smoking within all county leased or owned buildings and vehicles, on all county grounds, in all common areas of multi-unit residential facilities/buildings and in all indoor office, retail, and other commercial establishments where the public is invited or permitted in the unincorporated areas of the county.

Sec. 9.5-92. Definitions.

The following terms, words, and phrases as used in this article are hereby defined as follows:

- a. *Bus Stop.* A designated area, whether enclosed or unenclosed, where buses stop for passengers to board or exit a bus. This term shall include areas at bus stops and shelters, beginning at the bus stop sign and extending for a radius of one hundred (100) feet around the bus stop sign. This area expressly excludes any private property that may fall within the one hundred foot radius of the bus stop sign. .

¹ Centers for Disease Control and Prevention, Smoking and Tobacco Use Fast Facts, http://www.cdc.gov/tobacco/data_statistics/facts_sheets/fast_facts/#toll (last visited Oct. 7, 2010).

¹ U.S. DEP'T OF HEALTH & HUMAN SERVS., THE HEALTH CONSEQUENCES OF INVOLUNTARY EXPOSURE TO TOBACCO SMOKE: A REPORT OF THE SURGEON GENERAL 11,14,16(2006), <http://www.surgeongeneral.gov/library/secondhandsmoke/report/index.html>.

¹ Memorandum from B.J. Westenberg, Deputy Director, CDER/OPS/OTR, Division of Pharmaceutical Analysis to Michael Levy, Supervisor Regulatory Counsel, CDER, Office of Compliance Division of New Drugs and Labeling Compliance (May 4, 2009), available at <http://www.fda.gov/downloads/Drugs/ScienceResearch/UCM173250.pdf>; see also Press Release, United States Food and Drug Administration, FDA & Public Health Experts Warn About Electronic Cigarettes (July 22, 2009), available at <http://www.fda.gov/NewsEvents/Newsroom/PressAnnouncements/ucm173222.htm>.

- b. *County.* Cumberland County and any of its constituent local government departments, agencies and facilities.
- c. *County building.* A building owned, leased as lessor, or the area leased as lessee and occupied by the County.
- d. *County Grounds.* All unenclosed property owned, leased or occupied by the County.
- e. *County vehicle.* A passenger-carrying vehicle owned, leased, or otherwise controlled by

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Cumberland County and assigned to its employees, agencies, institutions, or facilities for official County business.

- f. *E-cigarette.* Any electronic oral device, such as one composed of a heating element, battery, and/or electronic circuit, which provides a vapor of nicotine or any other substances, and the use or inhalation of which simulates smoking. The term shall include any such device, whether manufactured, distributed, marketed, or sold as an e-cigarette, e-cigar, e-pipe, or under any other product name or descriptor. An e-cigarette does not include any product that has been approved by the United States Food and Drug Administration for sale as a tobacco cessation product, as a tobacco dependence product, or for other medical purposes, and is being marketed and sold solely for such an approved purpose.
- g. *Employee.* A person who is employed by the County, or who contracts with the County or a third person who performs services for the County, or who otherwise performs services for the County, with or without compensation.
- h. *Enclosed area.* – An area with a roof or other overhead covering of any kind and walls or side coverings of any kind, regardless of the presence of openings for ingress and egress, on all sides or on all sides but one.
- i. *International 'No Smoking' symbol.* Symbol consisting of a pictorial representation of a burning cigarette enclosed in a red circle with a red bar across it.
- j. *Lodging establishment.* – An establishment that provides lodging for pay to the public.
- k. *Private club.* A country club or an organization that maintains selective members, is operated by the membership, does not provide food or lodging for pay to anyone who is not a member or a member's guest, and is either incorporated as a nonprofit corporation in accordance with Chapter 55A of the General Statutes or is exempt from federal income tax under the Internal Revenue Code as defined in G.S. 105-130.2(1).
- l. *Private residence.* A private dwelling that is not a child care facility, as defined in G.S. 110-86(3), and not a long-term care facility, as defined in G.S. 131E-114.3(a)(1).
- m. *Private vehicle.* A privately owned vehicle that is not used for commercial or employment purposes.
- n. *Public place.* An enclosed area to which the public is invited or in which the public is permitted.
- o. *Sidewalk* refers to any sidewalk that is located upon any premises owned, leased or occupied by the County.
- p. *Smoke* or *smoking* shall refer to:

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- (1) The carrying or holding of a lighted pipe, cigar or cigarette of any kind or any other lighted smoking equipment or device, including an e-cigarette; or
- (2) The possession of any burning tobacco, weed or other plant product; or
- (3) The lighting of, emitting of, exhaling of the smoke of a pipe, cigar or cigarette of any kind or the vapor of an e-cigarette.

q. Tobacco *shop*. – A business establishment, the main purpose of which is the sale of tobacco, tobacco products, and accessories for such products, that receives no less than seventy-five percent (75%) of its total annual revenues from the sale of tobacco, tobacco products, and accessories for such products, and does not serve food or alcohol on its premises.

Sec. 9.5-93. Where smoking is prohibited.

- a. Smoking is prohibited in all of the following:
 - (1) All County buildings;
 - (2) All County grounds, including playgrounds, trails, and athletic fields;
 - (3) All County vehicles;
 - (4) Sidewalks; and
 - (5) Bus stops.
- b. Smoking is prohibited in County buildings and on County grounds at all times, even if being used for private events, and regardless whether such County buildings or County grounds are located within the corporate limits of any city.
- c. Except as provided in Section 9.5-94, smoking is prohibited in all public places within the County not located within the corporate limits of a city, including but not limited to:
 - (1) Polling places;
 - (2) Child care facilities;
 - (3) Shopping malls;
 - (4) Public restrooms;
 - (5) Elevators;
 - (6) Galleries and museums;
 - (7) Entertainment and sports arenas;
 - (8) Gaming facilities;
 - (9) Bingo halls;
 - (10) Indoor office; retail and other commercial establishments where the public is invited or permitted; and
 - (11) Common areas of multi-unit residential facilities and buildings.

Sec. 9.5-94. Exceptions: Where Smoking is Not Regulated By This Ordinance.

- a. In accordance with G.S. 130A-498(b1), smoking is not prohibited by this ordinance in the following places.

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- (1) A private residence.
 - (2) A private vehicle.
 - (3) A tobacco shop if smoke from the business does not migrate into an enclosed area where smoking is prohibited pursuant to Article 23 of the North Carolina General Statutes. A tobacco shop that begins operation after July 1, 2009, may only allow smoking if it is located in a freestanding structure occupied solely by the tobacco shop and smoke from the shop does not migrate into an enclosed area where smoking is prohibited pursuant to Article 23 of the North Carolina General Statutes.
 - (4) All of the premises, facilities, and vehicles owned, operated, or leased by any tobacco products processor or manufacturer, or any tobacco leaf grower, processor, or dealer.
 - (5) A designated smoking guest room in a lodging establishment. No greater than twenty percent (20%) of a lodging establishment's guest rooms may be designated smoking guest rooms.
 - (6) A cigar bar if smoke from the cigar bar does not migrate into an enclosed public place where smoking is prohibited pursuant to Article 23 of the North Carolina General Statutes. A cigar bar that begins operation after July 1, 2009, may only allow smoking if it is located in a freestanding structure occupied solely by the cigar bar and smoke from the cigar bar does not migrate into an enclosed area where smoking is prohibited pursuant to Article 23 of the North Carolina General Statutes.
 - (7) A private club.
 - (8) A motion picture, television, theater, or other live production set. This exemption applies only to the actor or performer portraying the use of tobacco products during the production.
- b. This ordinance shall not apply to any property owned, leased, or maintained by the State of North Carolina or the United States.
- c. Except as to County buildings and County grounds, this ordinance shall not apply within the corporate limits of any cities within the county unless adopted by the city pursuant to G.S. 153A-122.

Sec. 9.5-95. Posting of signs required.

"No smoking" signs with letters of not less than one inch in height or the international "no smoking" symbol (consisting of a pictorial representation of a burning cigarette enclosed in a red circle with a red bar across it) shall be clearly, sufficiently and conspicuously posted in every building or other place where smoking is prohibited by this article, by the owner, tenant, public official or other person having control of such building or other place. No person shall remove or deface any sign required to be posted by or under the authority of this article.

Sec. 9.5-96. Implementation Requirements.

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A person, who manages, operates, or controls a building or grounds in which smoking is prohibited by this ordinance shall:

- (1) Post signs that meet all the requirements in Section 9.5-95 of this ordinance;
- (2) Remove all ashtrays and other smoking receptacles from the area in which smoking is prohibited, except for ashtrays and receptacles for sale and not intended for use on the premises;
- (3) Direct a person who is smoking in a prohibited area to extinguish the lighted cigarette or other smoking device, cease smoking, and, if the person does not comply, ask the person to leave the premises; and
- (4) Contact the County Sheriff's Office if a person in violation refuses to leave the premises.

Sec. 9.5-97. Enforcement and Penalties.

a. *Violations by persons smoking in prohibited areas.* Following oral or written notice by the person in charge of an area in which smoking is prohibited or his or her designee, failure to cease smoking constitutes an infraction punishable by a fine of not more than fifty dollars (\$50.00). A citation may be issued by a sworn law enforcement officer. Conviction of an infraction under this section has no consequence other than payment of a penalty, and no court costs may be assessed.

b. *Violations by persons who manage, operate, or control a public place.* The local health director may take the following actions and may impose the following administrative penalty on a person who manages, operates, or controls a public place and fails to comply with the provisions of this ordinance:

(1) First violation – Written notice of the person's first violation and notification of action to be taken in the event of subsequent violations.

(2) Second violation – Written notice of the person's second violation and notification of administrative penalties to be imposed for subsequent violations.

(3) Third and subsequent violations – Impose an administrative penalty of not more than two hundred dollars (\$200.00).

c. Each day on which a violation of this ordinance occurs may be considered a separate and distinct violation.

d. *Additional sanctions for County employees.* In addition to any penalty under subsection (a), employees of the County who violate this ordinance shall be subject to disciplinary action consistent with the County's personnel ordinance

Sec. 9.5-98. Declaration of Establishment as Nonsmoking and Prohibiting E-Cigarettes.

Nothing in this ordinance shall be construed to prevent the owner, operator, manager, or other person in control of an establishment, facility, or outdoor area from declaring that

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the entire establishment, facility, or outdoor area shall be smoke free, or from declaring that the use of e-cigarettes is not permitted in the establishment, facility, or outdoor area.

Buck Wilson, Public Health Director, reviewed the background information, recommendation and proposed draft of the revised smoking ordinance as recorded above.

Commissioner Adams recommended the next time a proposed revised ordinance is brought forward to the Policy Committee he would like staff to highlight the specific changes instead of bringing a whole new document to the committee to avoid any possible confusion.

Mr. Moorefield stated the current smoke-free ordinance prohibits smoking on:

- County grounds with the exception of Parks and Recreation facilities and Civic Center facilities
- County vehicles
- All County buildings.

Mr. Moorefield stated the proposed recommended expansion would prohibit smoking on:

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

Mr. Wilson stated the Board of Health has approved the recommended changes as stated above and the changes can be made at no cost to the county. Mr. Wilson further stated Mr. Grafstrom at the Crown Coliseum does not feel prohibiting smoking at the Crown Complex will affect the business. Mr. Wilson stated the Parks and Recreation Director Michael Gibson stated there would be some parents disappointed if the parks were smoke-free. Mr. Wilson stated Mr. Aagard with the Fayetteville Swampdogs does not feel prohibiting smoking would affect business but there would be some concern about how far smokers would have to walk to get to the road to smoke.

Mr. Moorefield stated due to an incident recently regarding an exploding e-cigarette in front of the elevators on the first floor of the courthouse, the county manager is requesting to include a prohibition to e-cigarettes to all locations mentioned. Mr. Moorefield stated e-cigarettes are not specifically addressed by the enabling legislation from the state or by the model ordinance suggested by the North Carolina Department of Health and Human Services. Mr. Moorefield stated it was his opinion that a sufficient

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public policy basis for including e-cigarettes based on federal regulations as a matter of public health and safety. Questions and discussion followed.

The consensus of the Policy Committee was to not move forward with the proposed revised smoking ordinance. No action taken.

4. OTHER ITEMS OF BUSINESS

There were no other items of business.

MEETING ADJOURNED AT 11:12 AM



ITEM NO. 3L (1)



SOLID WASTE MANAGEMENT

MEMORANDUM FOR BOARD OF COMMISSIONERS AGENDA OF NOVEMBER 7, 2016

TO: BOARD OF COUNTY COMMISSIONERS

FROM: JEFFERY P. BROWN, PE, INTERIM SOLID WASTE DIRECTOR

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

DATE: NOVEMBER 2, 2016

SUBJECT: CONSIDERATION OF APPROVAL OF CONTRACTOR
PREQUALIFICATION POLICY

BACKGROUND:

CDM Smith, the Solid Waste Department's consulting engineer, is reaching the final stages in completing the construction drawings as well as the permitting with the Department of Environmental Quality (DEQ) for the construction of cells #9 and #10 at the Ann Street Subtitle D Landfill. In order to ensure that the County gets a well-qualified contractor that has experience in landfill construction, it would be advantageous for the Solid Waste Department to prequalify contractors. In order to prequalify contractors, North Carolina General Statute 143-135.8 requires the unit of local government to adopt an objective prequalification policy as well as an assessment tool that includes the prequalification scoring values and the minimum score required for prequalification.

In conjunction with the County Attorney, the Solid Waste Department has attached a prequalification policy along with assessment tool for this specific project.

This was presented and approved by the Policy Committee at its October 6th meeting.

RECOMMENDATION/PROPOSED ACTION:

The Interim Solid Waste Director, the County Attorney, County Management and the Policy Committee recommend that the Board of Commissioners adopt the attached Prequalification Policy along with the assessment tool for the construction of cells #9 and #10 at the Ann Street Subtitle D Landfill.

Prequalification Policy Cumberland County, North Carolina

In accordance with North Carolina General Statute 143-135.8, Cumberland County has established this Prequalification Policy which shall be used for construction projects and repair projects for which Cumberland County intends to prequalify bidders. The Contractor Prequalification Policy establishes a process of evaluating and determining whether potential bidders have the skill, judgment, integrity, sufficient financial resources, and ability necessary to faithfully perform a contract for construction or repair. This Prequalification Policy pertains only to projects for which Cumberland County intends to prequalify bidders. The policy is intended to be general in nature and therefore, any prequalification process initiated by Cumberland County will require the preparation of a separate project specific Contractor Prequalification Form (also known as an assessment tool which outlines criteria for that specific project). This Prequalification Policy and the use of the Contractor Prequalification Form shall be applied objectively.

On projects requiring prequalification, only bids from prequalified bidders will be accepted. Bids from non-prequalified firms will be deemed non-responsive and will not be opened.

Contractor Prequalification Form

For each construction or repair project in which the County intends to prequalify bidders, a project specific Contractor Prequalification Form will be adopted by the Cumberland County Board of Commissioners for each project and will be available to all interested firms. The form shall include specific requirements for the project and shall meet all the following criteria:

1. Must be uniform, consistent, and transparent in its application to all bidders.
2. Must allow all bidders who meet the prequalification criteria to be prequalified to bid on the construction or repair work project.
3. Clearly state the prequalification criteria, which must comply with all of the following:
 - a. Be rationally related to the construction or repair work.
 - b. Not require that the bidder has previously been awarded a construction or repair project by Cumberland County.
 - c. Permit bidders to submit history or experience with projects of similar size, scope, and complexity.
4. Clearly state the assessment process of the criteria to be used.
5. Provide a process for a denied bidder to protest the County's determination.
6. Outline a process for notifying a denied prequalified bidder.

Contractor Prequalification Evaluation Process

Cumberland County shall establish a Prequalification Review Committee to review all of the prequalification applications. The Prequalification Review Committee shall, at a minimum, consist of: a representative from the Cumberland County Purchasing Department, a representative from the Cumberland County Engineering & Infrastructure Department, and a

representative from the Cumberland County Department in which the work is being completed for. The committee may also include other pertinent individuals. The committee will evaluate each application and the accompanying scoring matrix using the criteria established in the Project Specific Contractor Prequalification Form to determine whether the applicant is prequalified to bid on the project, based on the information contained in the application. All firms that submitted prequalification applications will be notified, in writing, of the committee's decision.

Protest Procedure

Any firm(s) that is denied prequalification to bid may protest the decision as outlined below:

1. A firm which is denied prequalification may protest the committee's decision by filing a written protest to the County Manager, unless otherwise designated, within three (3) business days of receiving the notice that the firm has been denied prequalification. Specific notification details will be included in the project specific Contractor Prequalification Form.
2. The protest shall clearly state all of the reasons why the firm is contesting the denial and include all documents supporting the firm's position.
3. The Prequalification Review Committee will review the written protest and notify the firm within five (5) business days of their decision.
4. All protest review decisions by the Prequalification Review Committee are final.
5. Such protest process shall be completed prior to opening bids under the provisions of N.C. Gen. Stat. § 143-129 (b) and shall allow sufficient time for a bidder subsequently prequalified pursuant to a protest to submit a bid on the contract for which the bidder is subsequently prequalified.
6. A firm's failure to comply with any requirements of the protest procedures of this section shall result in the firm's protest being terminated and rendered moot.

Notice of Decision

All firms that submitted applications for prequalification shall be promptly notified in writing of the Prequalification Review Committee's decision, including the reason for denial, via e-mail. Notice shall be provided prior to the opening of bids for the project and with sufficient time for the firm to protest the denial of the application. Such notice is available upon request as well.

COUNTY OF CUMBERLAND

NORTH CAROLINA

Proclamation

WHEREAS, Ryanne Squibb, who is eighteen months of age, recently won the State pageant title of "Baby Miss Princess of North Carolina"; and

WHEREAS, in order to win this title, Ryanne Squibb had to stand out over four other young girls from across the State of North Carolina, thus bringing the title back to Cumberland County; and

WHEREAS, since winning the title in July 2016, Ryanne Squibb has been traveling to over twenty pageants and parades throughout North Carolina as well as donating many items to local and statewide charities; and

WHEREAS, Ryanne Squibb raised over \$500 for Victory Junction, a camp for children with serious illnesses and disabilities.

NOW THEREFORE, We, the Board of Commissioners of Cumberland County, do hereby extend to Ryanne Squibb our sincere congratulations on winning the title of "Baby Miss Princess of North Carolina" and returning the title to Cumberland County. We also extend genuine appreciation for her many donations to charities.

This 7th day of November, 2016,

*W. Marshall Faircloth, Chairman
Cumberland County Board of Commissioners*

Approval of Budget Revisions for November 7, 2016
Board of Commissioners Agenda

General Fund 101

- 1) Sheriff Grants - Budget Ordinance Amendment B171001 to recognize grant funds in the amount of \$132,000 from the U.S. Department of Justice**

The Board is requested to approve Budget Ordinance Amendment B171001 in the amount of \$132,000 for grant funds awarded by the U.S. Department of Justice, Coverdell National Forensic Science Improvement Grants Program. This grant is to be used to purchase laser scanning equipment.

Please note this amendment requires no additional county funds.

- 2) General Government Other - Budget Ordinance Amendment B170457 to transfer \$2,551 to the NC Elderly Fund for employee stipends**

The Board is requested to approve Budget Ordinance Amendment B170457 in the amount of \$2,551. During the budget process, the estimated stipends for separate funds were held in the General Government Other – Contingency account. This amendment is to transfer the true/paid-out stipends to the respective (separately funded) department.

Please note this amendment requires no additional county funds.

- 3) General Government Other - Budget Ordinance Amendment B170589 to transfer \$1,855 to the Senior Aides Fund for employee stipends**

The Board is requested to approve Budget Ordinance Amendment B170589 in the amount of \$1,855. During the budget process, the estimated stipends for separate funds were held in the General Government Other – Contingency account. This amendment is to transfer the true/paid-out stipends to the respective (separately funded) department.

Please note this amendment requires no additional county funds.

- 4) School Health - Budget Ordinance Amendment B170834 to recognize \$200,000 from the Cumberland County Board of Education**

The Board is requested to approve Budget Ordinance Amendment B170834 in the amount of \$200,000 from the Cumberland County Board of Education. These funds are allocated through June 30, 2017 and will be used to employ additional temporary school nurses.

Please note this amendment requires no additional county funds.

Vander Fire District Fund 235

- 5) Vander Fire District - Budget Ordinance Amendment B170044 to appropriate \$4,848 in tax revenue to cover unanticipated refunds owed to citizens and businesses due to overpayments**

The Board is requested to approve Budget Ordinance Amendment B170044 in the amount of \$4,848. These funds are necessary to provide refunds to taxpayers in the Vander Fire District who overpaid their 2016 property taxes.

Please note this amendment requires no additional county funds.

NC Elderly Fund 277

- 6) Transportation - Budget Ordinance Amendment B170800 to recognize \$6,336 for the 10% local match requirement for the Cumberland County 5-Year Community Transportation Service Plan (CTSP)**

The Board is requested to approve Budget Ordinance Amendment B170800 in the amount of \$6,336. These funds are necessary to pay the North Carolina Department of Transportation the 10% local match which is due each time we submit a new 5-Year CTSP.

Please note this amendment requires the use of Transportation fund balance.

Solid Waste Fund 625

- 7) Solid Waste - Budget Ordinance Amendment B171039 to recognize \$80,000 for processing electronic waste**

The Board is requested to approve Budget Ordinance Amendment B171039 in the amount of \$80,000. These funds are necessary due to legislative changes which have made the county responsible for the full cost of recycling televisions.

Please note this amendment requires the use of Solid Waste fund balance.

REGARDING THE FOLLOWING ITEM 8 PLEASE NOTE:

Each fiscal year County departments may have projects that are not complete by the fiscal year end (6/30/16) or items ordered that have not been received by fiscal year end. These projects or items were approved in the Fiscal Year 2016 budget however the money was not spent by June 30, 2016. The following amendment seeks to bring those funds forward from FY 2016 into the current fiscal year, allowing departments to complete and pay for these items. This revision is not using 'new' funds, but is recognizing the use of FY16 funds in FY17.

General Fund 101

8) Education – Fayetteville Technical Community College - Budget Ordinance Amendment B170086 to appropriate FY 2016 fund balance in the amount of \$901,613 to increase FTCC Capital Outlay

The Board is requested to approve Budget Ordinance Amendment B170086 in the amount of \$901,613 to appropriate FY 2016 fund balance to increase the FTCC capital outlay line. This is the available remaining amount from FY 2016. A re-appropriation of these remaining funds is requested to be carried into FY 2017.

Please note this amendment requires a re-appropriation of FY 2016 fund balance to the current year.

JOSEPH R. UTLEY, JR.
Tax Administrator



CUMBERLAND
COUNTY
NORTH CAROLINA

AMY B. KINLAW
Chief of Assessment and Collections

TAMI K. BOTELLO
Chief of Real Estate and Mapping

ITEM NO. 4

OFFICE OF THE TAX ADMINISTRATOR

MEMORANDUM FOR BOARD OF COMMISSIONERS' AGENDA OF NOVEMBER 7, 2016

TO: BOARD OF COMMISSIONERS

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

DATE: OCTOBER 28, 2016

SUBJECT: CONSIDERATION OF THE PROPOSED SCHEDULES, STANDARDS, AND RULES AND TIMELINE FOR THE 2017 PROPERTY TAX REVALUATION PROCESS

BACKGROUND: N.C. General Statute 105-317(b)(1) requires that uniform schedules of values, standards, and rules be prepared for each revaluation of real property, one for appraising property at market value and one for appraising agricultural, horticultural, and forest land at its present-use value. The statute also requires the values, standards, and rules be reviewed and approved by the board of county commissioners before January 1 of the year they are applied. Before the board gives final approval, certain notices must be published and the public must be given an opportunity to comment on the proposed schedules. Once the board of commissioners adopts the Schedules, Standards and Rules, statutes provide a period of 30 days to appeal the schedule to the North Carolina Property Tax Commission.

It is important to note that the Schedules, Standards and Rules developed by the staff are just one step in the process and serves as the framework or foundation for the revaluation. Until the appeals process for the Schedules, Standards and Rules is completed, values cannot be finalized.

SCHEDULE OF EVENTS:

<u>Date</u>	<u>Description</u>
November 7, 2016	Submit the proposed Schedules, Standards and Rules to the Board of Commissioners for their review
November 8, 2016	Advertise that the proposed Schedules, Standards and Rules are available for inspection in the Tax Office; a public hearing is scheduled for November 21, 2016
November 21, 2016	Hold the public hearing during regularly scheduled Commissioners Meeting
December 19, 2016	Board of Commissioners to adopt the Schedules, Standards and Rules

**MEMORANDUM FOR BOARD OF COMMISSIONERS' AGENDA OF NOVEMBER 7, 2016
(continued)**

SCHEDULE OF EVENTS (continued):

<u>Date</u>	<u>Description</u>
December 20, 2016	First date to advertise notice that the Schedules, Standards and Rules have been adopted by the Board of Commissioners and anyone wishing to appeal must do so to the NC Property Tax Commission in writing within 30 days
December 27, 2016	Second date to advertise notice: Same as above
January 3, 2017	Third date to advertise notice: Same as above
January 10, 2017	Fourth and final date to advertise notice: Same as above
January 19, 2017	Last date the Schedules, Standards and Rules can be challenged to the NC Property Tax Commission

RECOMMENDATION:

Direct the Tax Administrator to maintain a copy of each of the proposed Schedules, Standards, and Rules in his office where they shall remain available for public inspection.

Direct the Tax Administrator to publish a statement in a newspaper having general circulation in the county stating:

- a) The proposed Schedules, Standards, and Rules to be used in appraising real property in the county have been submitted to the board of county commissioners and are available for public inspection in the assessor's office, located in the Cumberland County Courthouse, 117 Dick Street, 5th floor, Room 570; and
- b) A public hearing on the proposed Schedules, Standards and Rules shall be held by the Cumberland County Board of Commissioners at their next regularly scheduled meeting on November 21, 2016, at 6:45 p.m.

A notebook is included with the agenda that provides the proposed 2017 Schedules, Standards, and Rules for the 2017 Revaluation.



2017 Revaluation

November 7, 2016
BOC Meeting

Joe Utey, Tax Administrator
Cumberland County Tax Administration



Calendar for Schedule of Values

Processes & formulas used to set values

- **Nov. 7, 2016** Call for public hearing on processes & formulas (SOV) used to determine values
- **Nov. 21, 2016** Hold public hearing on the SOV
- **Dec. 19, 2016** Board adopts the processes & formulas (SOV) to determine values
- **Dec. 20, 2016** 30-day appeal period begins for processes & formulas used to determine values (SOV)
 - *Appeals of SOV are made to the Property Tax Commission*



CUMBERLAND
★ COUNTY ★
NORTH CAROLINA

Calendar for Property Owner Tax Notices

- **Jan. 20, 2017** Mail revaluation notices to property owners
- **Jan. 20, 2017** Informal appeals period begins for 30 days
- **Feb. 20, 2017** Formal appeals period begins and is open for approximately 90 days
 - *Storm impact will be taken into account during appeal period*
 - *Tax office already looking at reviewing damaged property and reaching out to property owners*



Communicating With Taxpayers

- Webpage with links to revaluation and how to report storm damage
- Press release explaining storm damage reporting process
- Information insert included with revaluation notices on how to report storm damage
- Phone message on how to report storm damage
- Videos on the reappraisal process to include reporting storm damage



Revaluation & Storm Damage

Report storm damage to the tax office by calling
Customer Service at:

910-678-7507

More information on revaluation available at
website

www.co.cumberland.nc.us/tax.aspx

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. 5

OFFICE OF THE COUNTY MANAGER

**MEMO FOR THE AGENDA OF THE NOVEMBER 7, 2016
MEETING OF THE BOARD OF COUNTY COMMISSIONERS**

TO: BOARD OF COUNTY COMMISSIONERS

FROM: W. TRACY JACKSON, ASST. COUNTY MANAGER

THROUGH: AMY H. CANNON, COUNTY MANAGER *ph* *TD*

DATE: NOVEMBER 2, 2016

SUBJECT: CONSIDERATION OF APPROVAL OF A RESOLUTION FOR
DESIGNATION OF APPLICANT'S AGENT IN ORDER TO APPLY FOR
FEDERAL AND STATE DISASTER AID

BACKGROUND

As part of the process for applying for federal and state disaster aid after Hurricane Matthew, it is necessary for the Board of Commissioners to approve a resolution for the designation of an applicant's agent who can sign paperwork and file aid applications on behalf of the governing body.

RECOMMENDATION/PROPOSED ACTION:

Staff recommends approval of the attached resolution for designation of an applicant's agent.

RESOLUTION
DESIGNATION OF APPLICANT'S AGENT
North Carolina Division of Emergency Management

Organization Name (hereafter named Organization) COUNTY OF CUMBERLAND	Disaster Number: FEMA-4285-DR-NC
Applicant's State Cognizant Agency for Single Audit purposes (If Cognizant Agency is not assigned, please indicate): NOT ASSIGNED	
Applicant's Fiscal Year (FY) Start Month: JULY Day: 1st	
Applicant's Federal Employer's Identification Number 566000291	
Applicant's Federal Information Processing Standards (FIPS) Number 051-99051-00	

PRIMARY AGENT	SECONDARY AGENT
Agent's Name AMY CANNON	Agent's Name MELISSA CARDINALI
Organization COUNTY OF CUMBERLAND	Organization COUNTY OF CUMBERLAND
Official Position COUNTY MANAGER	Official Position ASSISTANT COUNTY MANAGER
Mailing Address PO BOX 1829	Mailing Address PO BOX 1829
City, State, Zip FAYETTEVILLE, NC 28302	City, State, Zip FAYETTEVILLE, NC 28302
Daytime Telephone (910)678-7723	Daytime Telephone (910)678-7724
Facsimile Number (910)678-7717	Facsimile Number (910)678-7717
Pager or Cellular Number	Pager or Cellular Number

BE IT RESOLVED BY the governing body of the Organization (a public entity duly organized under the laws of the State of North Carolina) that the above-named Primary and Secondary Agents are hereby authorized to execute and file applications for federal and/or state assistance on behalf of the Organization for the purpose of obtaining certain state and federal financial assistance under the Robert T. Stafford Disaster Relief & Emergency Assistance Act, (Public Law 93-288 as amended) or as otherwise available. BE IT FURTHER RESOLVED that the above-named agents are authorized to represent and act for the Organization in all dealings with the State of North Carolina and the Federal Emergency Management Agency for all matters pertaining to such disaster assistance required by the grant agreements and the assurances printed on the reverse side hereof. BE IT FINALLY RESOLVED THAT the above-named agents are authorized to act severally. PASSED AND APPROVED this 7th day of NOVEMBER, 2016

GOVERNING BODY	CERTIFYING OFFICIAL
Name and Title W. MARSHALL FAIRCLOTH	Name CANDICE WHITE
Name and Title CHAIRMAN OF BOARD OF COMMISSIONERS	Official Position CLERK TO BOARD OF COMMISSIONERS
Name and Title	Daytime Telephone (910)678-7771

CERTIFICATION

I, _____, (Name) duly appointed and _____ (Title) of the Governing Body, do hereby certify that the above is a true and correct copy of a resolution passed and approved by the Governing Body of _____ (Organization) on the _____ day of _____, 20__.

Date: _____ Signature: _____

APPLICANT ASSURANCES

The applicant hereby assures and certifies that it will comply with the FEMA regulations, policies, guidelines and requirements including OMB's Circulars No. A-95 and A-102, and FMC 74-4, as they relate to the application, acceptance and use of Federal funds for this Federally assisted project. Also, the Applicant gives assurance and certifies with respect to and as a condition for the grant that:

1. It possesses legal authority to apply for the grant, and to finance and construct the proposed facilities; that a resolution, motion or similar action has been duly adopted or passed as an official act of the applicant's governing body, authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.
2. It will comply with the provisions of: Executive Order 11988, relating to Floodplain Management and Executive Order 11990, relating to Protection of Wetlands.
3. It will have sufficient funds available to meet the non-Federal share of the cost for construction projects. Sufficient funds will be available when construction is completed to assure effective operation and maintenance of the facility for the purpose constructed.
4. It will not enter into a construction contract(s) for the project or undertake other activities until the conditions of the grant program(s) have been met.
5. It will provide and maintain competent and adequate architectural engineering supervision and inspection at the construction site to insure that the completed work conforms with the approved plans and specifications; that it will furnish progress reports and such other information as the Federal grantor agency may need.
6. It will operate and maintain the facility in accordance with the minimum standards as may be required or prescribed by the applicable Federal, State and local agencies for the maintenance and operation of such facilities.
7. It will give the grantor agency and the Comptroller General, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the grant.
8. It will require the facility to be designed to comply with the "American Standard Specifications for Making Buildings and Facilities Accessible to, and Usable by the Physically Handicapped," Number A117.1-1961, as modified (41 CFR 101-17-7031). The applicant will be responsible for conducting inspections to insure compliance with these specifications by the contractor.
9. It will cause work on the project to be commenced within a reasonable time after receipt of notification from the approving Federal agency that funds have been approved and will see that work on the project will be prosecuted to completion with reasonable diligence.
10. It will not dispose of or encumber its title or other interests in the site and facilities during the period of Federal interest or while the Government holds bonds, whichever is the longer.
11. It agrees to comply with Section 311, P.L. 93-288 and with Title VI of the Civil Rights Act of 1964 (P.L. 83-352) and in accordance with Title VI of the Act, no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the applicant receives Federal financial assistance and will immediately take any measures necessary to effectuate this agreement. If any real property or structure is provided or improved with the aid of Federal financial assistance extended to the Applicant, this assurance shall obligate the Applicant, or in the case of any transfer of such property, any transferee, for the period during which the real property or structure is used for a purpose for which the Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits.
12. It will establish safeguards to prohibit employees from using their positions for a purpose that is or gives the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business, or other ties.
13. It will comply with the requirements of Title II and Title III of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (P.L. 91-646) which provides for fair and equitable treatment of persons displaced as a result of Federal and Federally assisted programs.
14. It will comply with all requirements imposed by the Federal grantor agency concerning special requirements of law, program requirements, and other administrative requirements approved in accordance with OMB Circular A-102, P.L. 93-288 as amended, and applicable Federal Regulations.
15. It will comply with the provisions of the Hatch Act which limit the political activity of employees.
16. It will comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act, as they apply to hospital and educational institution employees of State and local governments.
17. (To the best of his/her knowledge and belief) the disaster relief work described on each Federal Emergency Management Agency (FEMA) Project Application for which Federal Financial assistance is requested is eligible in accordance with the criteria contained in 44 Code of Federal Regulations, Part 206, and applicable FEMA Handbooks.
18. The emergency or disaster relief work therein described for which Federal Assistance is requested hereunder does not or will not duplicate benefits received for the same loss from another source.
19. It will (1) provide without cost to the United States all lands, easements and rights-of-way necessary for accomplishments of the approved work; (2) hold and save the United States free from damages due to the approved work or Federal funding.
20. This assurance is given in consideration of and for the purpose of obtaining any and all Federal grants, loans, reimbursements, advances, contracts, property, discounts of other Federal financial assistance extended after the date hereof to the Applicant by FEMA, that such Federal Financial assistance will be extended in reliance on the representations and agreements made in this assurance and that the United States shall have the right to seek judicial enforcement of this assurance. This assurance is binding on the applicant, its successors, transferees, and assignees, and the person or persons whose signatures appear on the reverse as authorized to sign this assurance on behalf of the applicant.
21. It will comply with the flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973, Public Law 93-234, 87 Stat. 975, approved December 31, 1973. Section 102(a) requires, on and after March 2, 1975, the purchase of flood insurance in communities where such insurance is available as a condition for the receipt of any Federal financial assistance for construction or acquisition purposes for use in any area that has been identified by the Director, Federal Emergency Management Agency as an area having special flood hazards. The phrase "Federal financial assistance" includes any form of loan, grant, guaranty, insurance payment, rebate, subsidy, disaster assistance loan or grant, or any other form of direct or indirect Federal assistance.
22. It will comply with the insurance requirements of Section 314, PL 93-288, to obtain and maintain any other insurance as may be reasonable, adequate, and necessary to protect against further loss to any property which was replaced, restored, repaired, or constructed with this assistance.
23. It will defer funding of any projects involving flexible funding until FEMA makes a favorable environmental clearance, if this is required.
24. It will assist the Federal grantor agency in its compliance with Section 106 of the National Historic Preservation Act of 1966, as amended, (16 U.S.C. 470), Executive Order 11593, and the Archeological and Historic Preservation Act of 1966 (16 U.S.C. 469a-1 et seq.) by (a) consulting with the State Historic Preservation Officer on the conduct of investigations, as necessary, to identify properties listed in or eligible for inclusion in the National Register of Historic places that are subject to adverse effects (see 36 CFR Part 800.8) by the activity, and notifying the Federal grantor agency of the existence of any such properties, and by (b) complying with all requirements established by the Federal grantor agency to avoid or mitigate adverse effects upon such properties.
25. It will, for any repairs or construction financed herewith, comply with applicable standards of safety, decency and sanitation and in conformity with applicable codes, specifications and standards; and, will evaluate the natural hazards in areas in which the proceeds of the grant or loan are to be used and take appropriate action to mitigate such hazards, including safe land use and construction practices.

STATE ASSURANCES

The State agrees to take any necessary action within State capabilities to require compliance with these assurances and agreements by the applicant or to assume responsibility to the Federal government for any deficiencies not resolved to the satisfaction of the Regional Director.

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. 6

**MEMO FOR THE AGENDA OF THE NOVEMBER 7, 2016,
MEETING OF THE BOARD OF COMMISSIONERS**

TO: Board of Commissioners; Co. Manager; Greg Bagley
FROM: Co. Atty. *R. Moorefield*
DATE: November 1, 2016
SUBJECT: Consideration of Petition of DSI Properties, LLC, to Close an Unnamed, Unopened Road

BACKGROUND:

Road closure by the Board of Commissioners is governed by G.S. § 153A-241. The process is commenced by the Board adopting a resolution of intent. Once that resolution is adopted the statute requires advertised and specific notice of the proposed closure and for the Board to hold a public hearing. The Board may close the road after the public hearing if the Board is satisfied that the closure is not contrary to the public interest and that no individual owning property in the vicinity of the road would be deprived of reasonable means of access to his or her property. Any person who is aggrieved by the closure may appeal to the courts within 30 days of the order of closure being adopted. Once the road is closed, title to the property lying in the road vests in the adjoining property owners.

DSI Properties, LLC, submitted a petition to close a portion of an unnamed, unopened road 30' in width and shown on the plat recorded in Plat Book 9 at page 33, which connects with Brooklyn Circle (formerly known as Houston Street) near its intersection with U.S. Highway 301 South. A copy of the petition is attached as **Exhibit 1**. A copy of the recorded plat with the portion of the road for which closure is requested being highlighted in yellow is attached as **Exhibit 2**. The GIS map attached as **Exhibit 3** shows the parcels owned by DSI Properties, LLC, with the boundaries shown as blue lines. The parcels with PIN #0423-18-8993, #0423-28-3316, and #0423-28-1611 are the only ones that abut the portion of the road for which closure is requested. The narrow strip bounded by parallel blue lines is the road and the GIS map shows that it is completely wooded. The county attorney reports that the GIS maps show that the remainder of this road and the additional 30' road which intersects it are also unnamed and unopened.

The county attorney examined the GIS Parcel Viewer for any parcels which would become landlocked if this portion of this road is closed and reports that there are none. A copy of a GIS Parcel Viewer map showing the portion of the road to be closed highlighted in orange is attached as **Exhibit 4**. The Site Plan prepared by C. Gregory Bagley, Engineer, attached as **Exhibit 5**, shows the detailed description of the portion of the road for which closure is requested. A copy of the legal description for the portion of the road for which closure is requested is attached as **Exhibit 6**.

RECOMMENDATION/PROPOSED ACTION:

County attorney recommends the Board to commence this closure by adopting the Resolution of Intent as follows:

RESOLUTION OF INTENT TO CLOSE A PORTION OF AN UNNAMED,
UNOPENED ROAD AND CALLING A PUBLIC HEARING ON THE QUESTION
PURSUANT TO G.S. 153A-241

WHEREAS, DSI Properties, LLC, submitted a petition to the Cumberland County Board of Commissioners (the "Board") requesting the Board to close a portion of an unnamed, unopened road 30' in width and shown on the plat recorded in Plat Book 9 at page 33, which connects with Brooklyn Circle (formerly known as Houston Street) near its intersection with US Highway 301 South; and

WHEREAS, the Board finds that the GIS maps of Cumberland County show the road to be wooded and unopened; and

WHEREAS, the County Attorney reported to the Board that the portion of the road to be closed is abutted only by the parcels with PIN # 0423-18-8993, PIN # 0423-28-3316, and PIN # 0423-28-1611 and that each of these parcels is owned by the petitioner, DSI Properties, LLC; and

WHEREAS, the County Attorney further reported to the Board that according to the GIS Parcel Viewer, the closure of this portion of the road would not cause any other parcel to become landlocked; and

WHEREAS, the Board has received a legal description of the portion of the road to be closed prepared by C. Gregory Bagley, PLS, L-3025.

BE IT RESOLVED, that pursuant to the request of DSI Properties, LLC, the Board intends to close the above described portion of this unnamed, unopened road as shown by the legal description prepared by C. Gregory Bagley, PLS.

BE IT FURTHER RESOLVED, that the Board shall hold a public hearing on the question of this closure December 19, 2016, at 6:45 p.m. in the Commissioners Meeting Room (Room 118), First Floor, Courthouse, 117 Dick Street, Fayetteville, North Carolina, and the Board shall hear all interested persons who appear with respect to whether the closure would be detrimental to the public interest or to any individual's property rights.

BE IT FURTHER RESOLVED, notice of this public hearing shall be given in accordance with G.S. § 153A-241.

Adopted in regular meeting held November 7, 2016.



CUMBERLAND COUNTY PIN:

0423-28-3316

0423-18-8993

PROPERTY OWNER:

DSI PROPERTIES

PETITION REQUESTING THE CLOSURE OF A PUBLIC ROAD OR EASEMENT
DESIGNATED AS UN-NAMED Road on PB 09-Pg 33

PURSUANT TO N.C.G.S. § 153A-241

The undersigned, being all the owners of the parcel with the PIN written above and located at

4830 US HWY 301

request(s) the Cumberland County Board of Commissioners to permanently close the public road or easement lying within Cumberland County and not within any municipal limits designated with the name written above and described as follows:

Being all of the 30' easement/road between
Patricia RENN and Ricky F Collins as shown on map (attached)

My/Our mailing address is 4928 US 301, Hope Mills, NC

My/Our telephone number is 910-424-4512

My/our email address is Tsealey@directional Services.net

The notice from the NCDOT that the above designated road is not under its control and

supervision is (attached) or (is to be provided by N/A).

The legal description to be used for the order of closure is (attached) or (is to be provided by

to be provided).

Date submitted: 8-9-16

Individual Owner:

B
Printed name

Signature

Individual Owner:

Printed name

Signature

Corporate Owner: _____

Name of Corporation

By: _____

Signature of corporate officer

LLC Owner: _____

DSI Properties, LLC
Name of LLC

By: _____

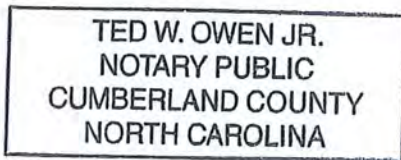
Timothy Sealey
Managing Member

State of North Carolina

County of Cumberland

I, Ted W. Owen Jr., a Notary Public of the aforesaid State and County, hereby certify that Timothy Sealey personally appeared before me as owner or as the corporate officer or managing member of a limited liability company, as indicated, and acknowledged the due execution of the foregoing petition.

Witness my hand and official seal this 9 day of August, 2016.



Ted W. Owen Jr.
Notary Public

My commission expires: 6-7-2019

State of _____

County of _____

I, _____, a Notary Public of the aforesaid State and County, hereby certify that _____ personally appeared before me as owner or as the corporate officer or managing member of a limited liability company, as indicated, and acknowledged the due execution of the foregoing petition.

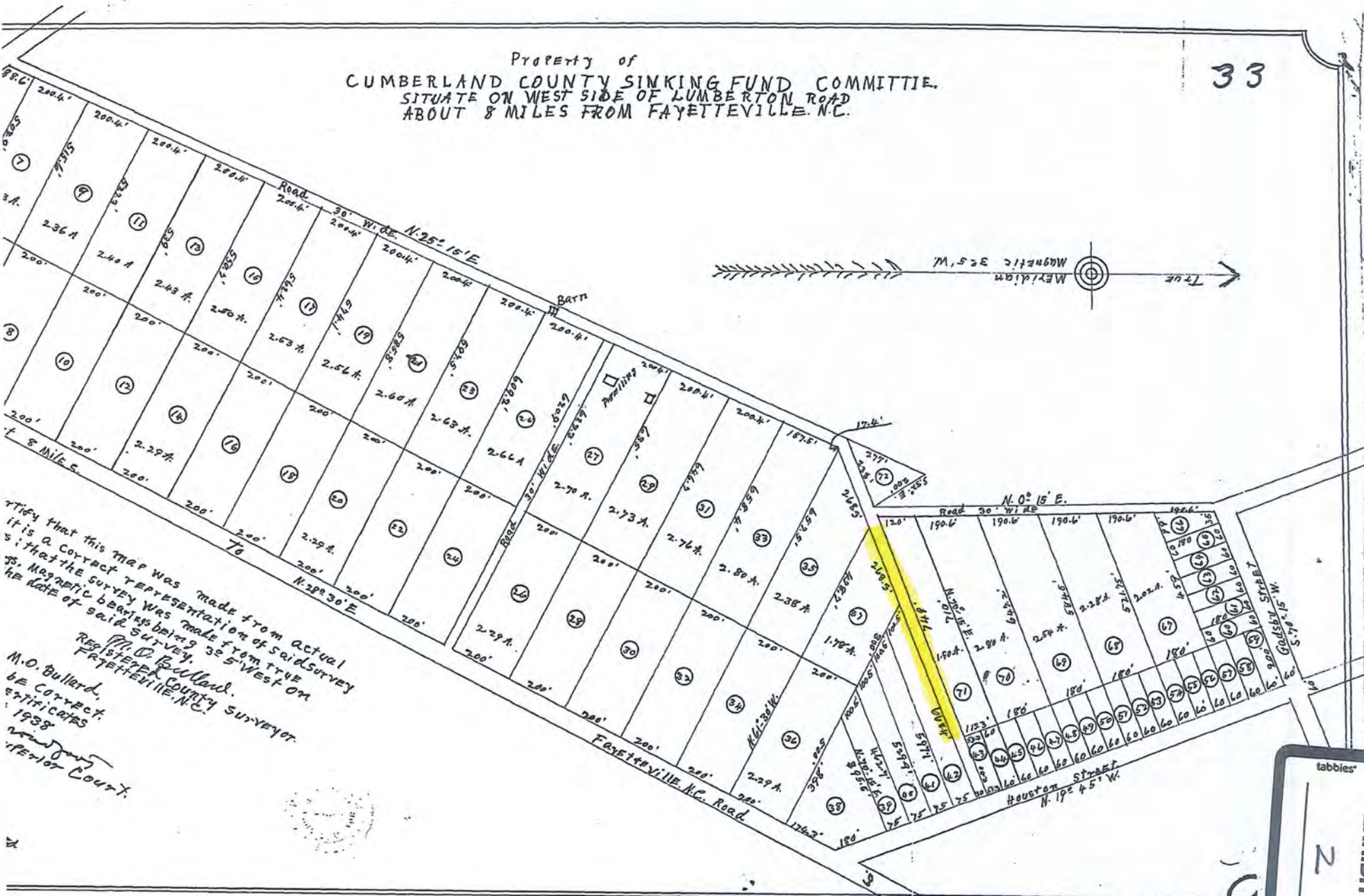
Witness my hand and official seal this _____ day of _____, 201 .

Notary Public

My commission expires: _____

Property of
 CUMBERLAND COUNTY SINKING FUND COMMITTEE.
 SITUATE ON WEST SIDE OF LUMBERTON ROAD
 ABOUT 8 MILES FROM FAYETTEVILLE, N.C.

33



Verify that this map was made from actual
 it is a correct representation of said survey
 is that the survey was made from true
 S. Magnetic bearing being 32.5° West on
 the date of said survey.
 M. O. Bullard,
 Registered Professional Surveyor,
 Fayetteville, N.C.
 M. O. Bullard,
 Registered Professional Surveyor,
 Fayetteville, N.C.
 Superior Court.

tabbies
 EXHIBIT
 2

tabbies

[11]

US HWY 301 S
I 95 BUS S
I 95 BUS N
MARRACCO DR

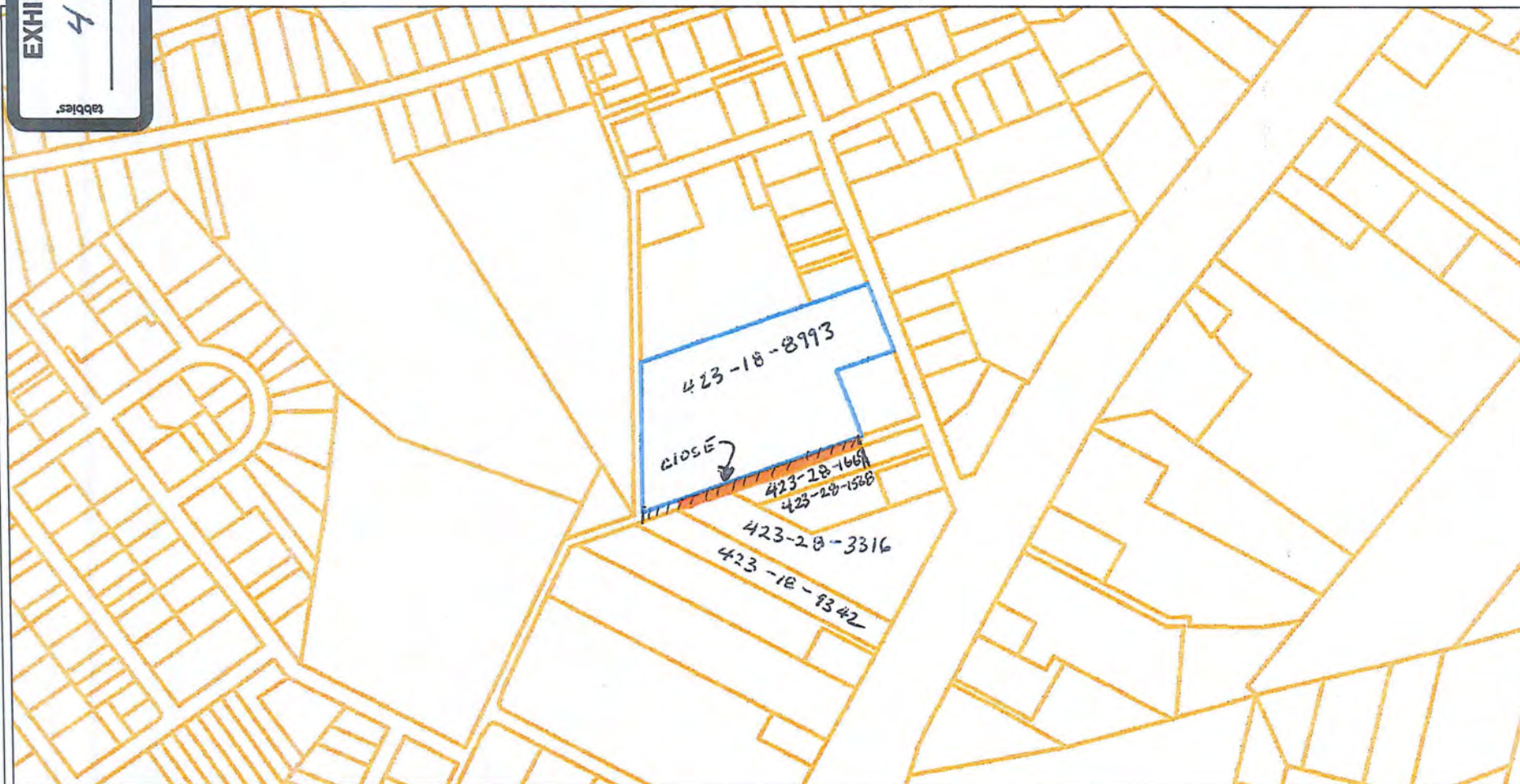
0 100 200 300 400 500 feet

EXHIBIT

4

tabbles

Tax Parcel ID: 0423-18-8993-



CUMBERLAND
COUNTY
NORTH CAROLINA

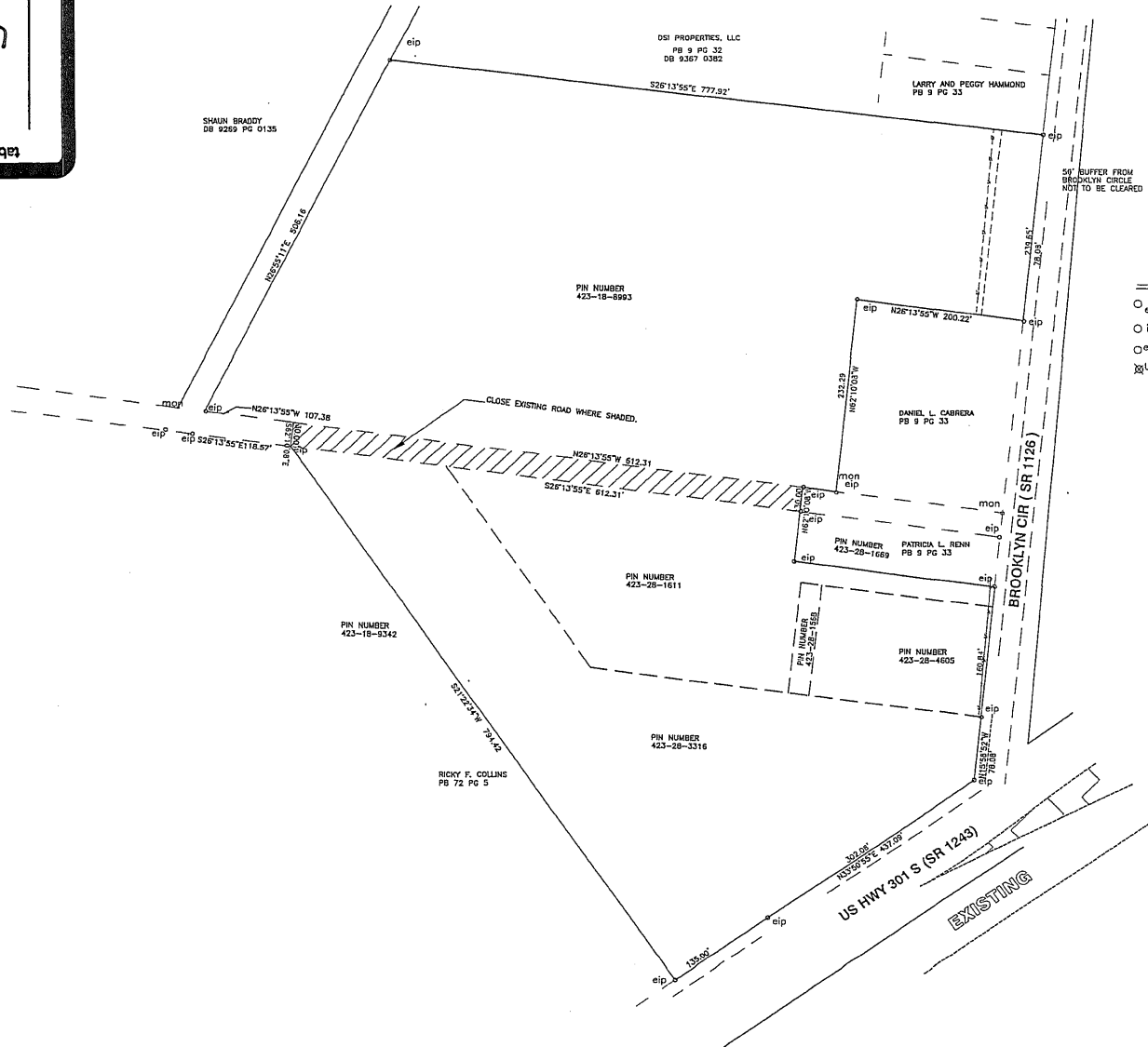
THE COUNTY OF CUMBERLAND AND ITS GIS
DEPARTMENT DISCLAIMS ACCOUNTABILITY
FOR THIS PRODUCT AND MAKES NO WARRANTY
EXPRESSED OR IMPLIED CONCERNING THE
ACCURACY THEREOF. RESPONSIBILITY FOR
INTERPRETATION OF THIS PRODUCT LIES
WITH THE USER



EXHIBIT

5

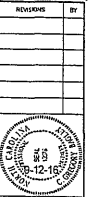
tabbles



ROAD CLOSING FOR DSI PROPERTIES

AUG 22-2016 SCALE: 1"=100'

C. GREGORY BAGLEY ENGINEER
ENGINEERS/PLANNERS/SURVEYORS
805 COKEBURY ROAD
FUGUAY-VARINA, N.C. 27526
PH. (919) 552-1600



805 COKEBURY ROAD
FUGUAY-VARINA, NC 27526
PHONE: (919) 552-1600
FAX: (919) 552-1600



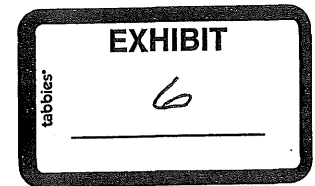
SITE PLAN

4830 US HWY 301
ENCLOSED BY
TIM SEALLEY
HOPE MILLS CUMBERLAND COUNTY N.C.

CONTRACTOR
NICHOLS BUILDINGS, INC
1010 CEDAR CREEK ROAD
FAVETTEVILLE, NC
PHONE: (910) 3223-1944

NBI
SINCE 1978

DATE	8-12-16
SCALE	1"=100'
DESIGNED BY	CS
DRAWN BY	
CHECKED BY	
DATE	
SHEET	SP1 OF 1



Road Closing
DSI Properties, INC
10-24-2016

Beginning at an existing conc. mon, said existing mon being N26°13'55" W 200.01' from the base of a conc. mon. on the eastern row of Brooklyn Circle, and being the northern common corner between an existing 30' Row and Patricia Renn. Thence from said common corner to an iron in the property line of DSI Properties, Inc. S26°13'55" E 612.31'; cornering thence N62°10'08" W 30.00' to the to a point; cornering thence N26°13'55" W 612.31' to the common corner of Patricia Renn and DSI Properties, Inc.; cornering thence N62°10'08" W 30.00' to the point and place of beginning, and being 18,360 sq ft. or .421 Acres. Said property being designated as Road to be closed on plat prepared by C. Gregory Bagley titled Road Closing for DSI Properties, LLC as recorded in PB ____ Pg ____ of the Cumberland County Registry.

This Deed Prepared by C. Gregory Bagley Professional Surveyor L-3025.

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. 7

OFFICE OF THE COUNTY MANAGER

MEMORANDUM FOR BOARD OF COMMISSIONERS AGENDA OF NOVEMBER 7, 2016

TO: BOARD OF COUNTY COMMISSIONERS

FROM: AMY H. CANNON, COUNTY MANAGER 

DATE: OCTOBER 26, 2016

**SUBJECT: CONSIDERATION OF DEPARTMENT OF TRANSPORTATION
RECOMMENDATION TO ADD OILSEED DRIVE TO THE STATE
SECONDARY ROAD SYSTEM**

BACKGROUND

The North Carolina Department of Transportation has received petitions requesting the following street be placed on the State Secondary Road System for maintenance (see attached):

Oilseed Drive

DOT has determined that the above street is eligible for addition to the state system.

RECOMMENDATION / PROPOSED ACTION

NCDOT recommends that the above named streets be added to the State Secondary Road System.

Consider approval of the above listed street for addition to the State Secondary Road System.

/ct

Attachments



Transportation

PAT McCRORY

Governor

NICHOLAS J. TENNYSON

Secretary

October 5, 2016

Mr. Marshall Faircloth
Chairman
Cumberland County Board of Commissioners
Post Office Box 1829
Fayetteville, North Carolina 28302

Subject: Secondary Road Addition

To Whom It May Concern:

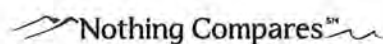
This is in reference to a petition submitted to this office requesting street(s) in Cumberland County be placed on the State's Secondary Road System. Please be advised that these street(s) have been investigated and our findings are that the below listed street(s) are eligible for addition to the State System.

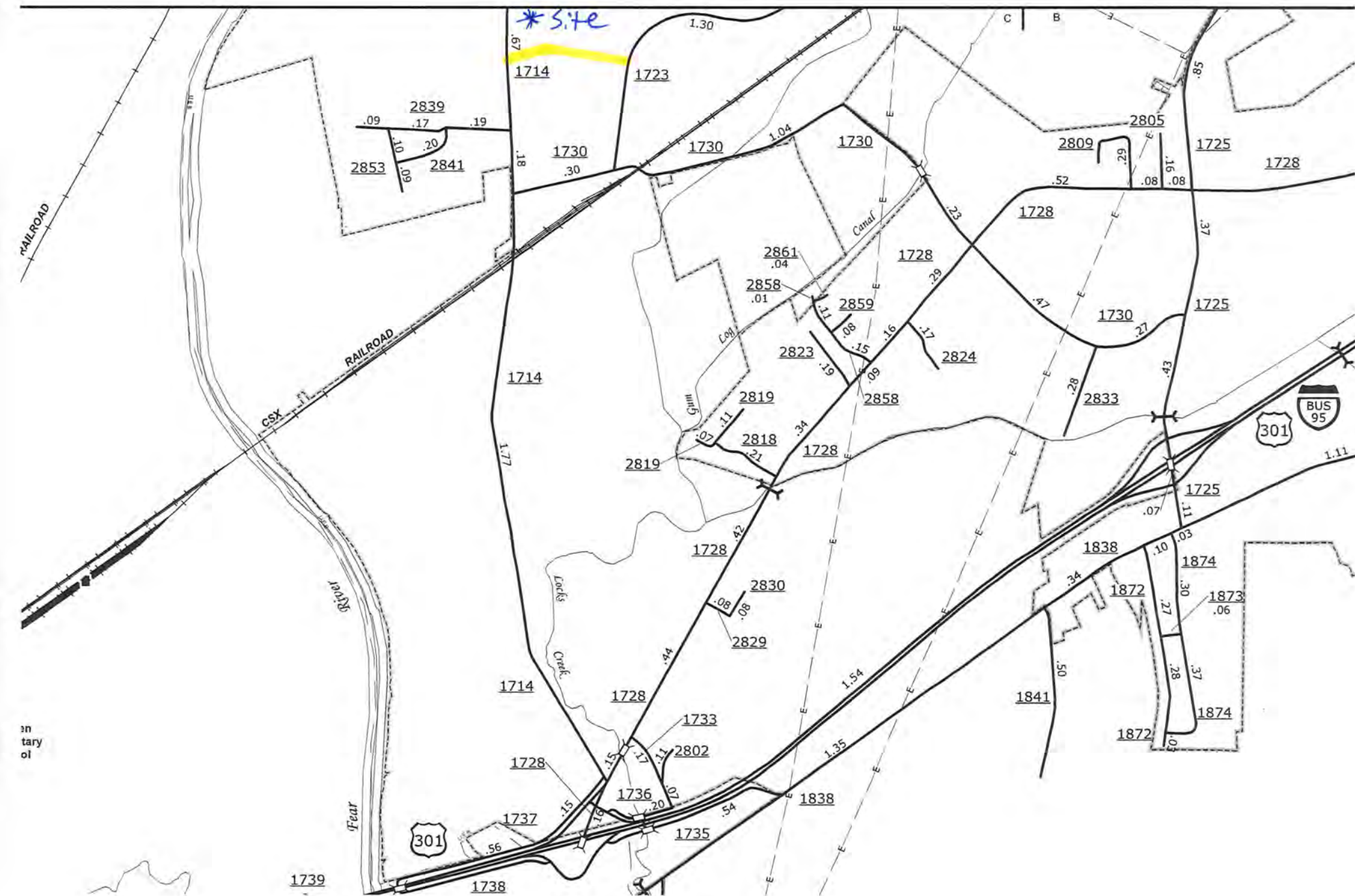
- Oilseed Drive

It is our recommendation that the above named street(s) be placed on the State's Secondary Road System. If you and your Board concur in our recommendation, please submit a resolution to this office.

Sincerely,

Earl Locklear
Engineering Technician





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. _____

8

OFFICE OF THE COUNTY MANAGER

**MEMO FOR THE AGENDA OF THE NOVEMBER 7, 2016
MEETING OF THE BOARD OF COUNTY COMMISSIONERS**

TO: BOARD OF COUNTY COMMISSIONERS

FROM: W. TRACY JACKSON, ASST. COUNTY MANAGER 

THROUGH: AMY H. CANNON, COUNTY MANAGER

DATE: NOVEMBER 2, 2016

SUBJECT: CONSIDERATION OF WORKFORCE DEVELOPMENT BOARD
RECOMMENDATION TO AWARD THE FY2017 SERVICES CONTRACT
TO RESCARE WORKFORCE SERVICES

BACKGROUND

Cumberland County receives funding from the state to provide workforce development services through the Workforce Innovation and Opportunity Act (WIOA). These workforce services are contracted to a suitable provider that participates as an integrated team-member at the Cumberland County NCWorks Career Center. A Request for Proposal (RFP) for WIOA Program Services was issued because the current contract will expire November 30, 2016. The services include four (4) distinct programs: Adult, Dislocated Worker, In-School Youth ages 14 – 21, and Out-of-School Youth ages 16 – 24. The approximate annual funds for each of the programs are: \$900,000 for Adult, \$800,000 for Dislocated Worker, \$750,000 for Out-of-School Youth, and \$250,000 for In-School Youth.

All proposals were evaluated utilizing factors such as customer flow, staffing, statement of work, and program design, organizational experience, past performance, references, transition and staff training plan, program cost/budget proposal and program metrics. After making an initial recommendation to the Workforce Development Board on September 7, 2016, it was decided to table the final recommendation until all bidders made an oral presentation supplementing and explaining their proposal. The evaluation team heard the presentations from all bidders on October 24, 2016. The recommendation for each of the four contracts was made to the Workforce Board on November 2nd, and after much deliberation and analysis by the RFP Review Committee, Rescare Workforce Services was selected as the successful proposer to provide services in all four program areas (i.e., Adult, Dislocated Worker, In-School Youth, and Out-of-School).

RECOMMENDATION/PROPOSED ACTION:

The Workforce Development Board and staff recommend approval of Rescare Workforce Services as the successful proposer to provide services for all four program areas (i.e., Adult, Dislocated Worker, In-School Youth, and Out-of-School) and to authorize the County Manager to execute the negotiated contracts.

★ CUMBERLAND COUNTY ★
WORKFORCE DEVELOPMENT BOARD

TO: Cumberland County Workforce Development Board

FROM: RFP Review Team

THROUGH: Richard Everett, Workforce Development Board Member and Planning & Evaluation Sub-Committee Chair

DATE: November 2, 2016

SUBJECT: Recommendation for Contract Award for Workforce Development Adult and Dislocated Worker Program Services

In reference to RFP for Workforce Innovation and Opportunity Act (WIOA) Program Services 17-06-WD-(F), proposals were evaluated by a best value trade-off method. Evaluation factors were Customer Flow, Staffing, Statement of Work, and Program Design (40 points), Organizational Experience, Past Performance, and References (25 points), Transition and Staff Training Plan (10 points), Program Cost/Budget Proposal (15 points), and Program Metrics (10 points). Presentations (10 points) from the proposers were conducted on October 24, 2016.

The evaluation team was comprised of:

Charlene Cross	Workforce Development Board Member	CC
Richard Everett	Workforce Development Board Member	RHE
Dina Simcox	Workforce Development Board Member	
Josephus Thompson	Workforce Development Board Member	
Cynthia Wilson	Workforce Development Board Member	
Jim Lott	Workforce Development Center, Director	
Nedra Rodriguez	Workforce Development Center, Accountant	

RECOMMENDATION/PROPOSED ACTION:

The bid submitted by ResCare Workforce Services is in compliance with bid requirements, received the highest combined score among committee members, and has our recommendation for award.

Action taken at the November 2, 2016 Workforce Development Board meeting (circle one):

Approved Disapproved

Signature/Date: David McCune 11-2-16

David McCune, Chair of the Workforce Development Board

The recommendation will be presented for approval consideration to the Cumberland County Board of Commissioners at the November 7, 2016 meeting. The estimated total award is subject to variation due to funding availability and will be negotiated prior to the contract(s) start date of December 1, 2016. In addition, the final contract will contain a negotiated Statement of Work specifying performance expectations.

Celebrating Our Past... Embracing Our Future

EASTOVER • FALCON • FAYETTEVILLE • GODWIN • HOPE MILLS • LINDEN • SPRING LAKE • STEDMAN • WADE

Equal Opportunity Employer/Program
Auxiliary aids and services are available upon request to individuals with disabilities

★ CUMBERLAND COUNTY ★
WORKFORCE DEVELOPMENT BOARD

TO: Cumberland County Workforce Development Board

FROM: RFP Review Team

THROUGH: Richard Everett, Workforce Development Board Member and Planning & Evaluation Sub-Committee Chair

DATE: November 2, 2016

SUBJECT: Recommendation for Contract Award for Workforce Development Youth Program Services

In reference to RFP for Workforce Innovation and Opportunity Act (WIOA) Program Services 17-06-WD-(F), proposals were evaluated by a best value trade-off method. Evaluation factors were Customer Flow, Staffing, Statement of Work, and Program Design (40 points), Organizational Experience, Past Performance, and References (25 points), Transition and Staff Training Plan (10 points), Program Cost/Budget Proposal (15 points), and Program Metrics (10 points). Presentations (10 points) from the proposers were conducted on October 24, 2016.

The evaluation team was comprised of:

Charlene Cross	Workforce Development Board Member	CC
Richard Everett	Workforce Development Board Member	RE
Dina Simcox	Workforce Development Board Member	DS
Josephus Thompson	Workforce Development Board Member	JA
Cynthia Wilson	Workforce Development Board Member	CW
Jim Lott	Workforce Development Center, Director	JL
Nedra Rodriguez	Workforce Development Center, Accountant	

RECOMMENDATION/PROPOSED ACTION:

The bid submitted by ResCare Workforce Services is in compliance with bid requirements, received the highest combined score among committee members, and has our recommendation for award.

Action taken at the November 2, 2016 Workforce Development Board meeting (circle one):

Signature/Date: 1 David McCune 11-2-16

Approved Disapproved

David McCune, Chair of the Workforce Development Board

The recommendation will be presented for approval consideration to the Cumberland County Board of Commissioners at the November 7, 2016 meeting. The estimated total award is subject to variation due to funding availability and will be negotiated prior to the contract(s) start date of December 1, 2016. In addition, the final contract will contain a negotiated Statement of Work specifying performance expectations.

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Equal Opportunity Employer/Program
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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

CANDICE WHITE
Clerk to the Board

KELLIE BEAM
Deputy Clerk

ITEM NO. _____

9

BOARD OF COMMISSIONERS

MEMORANDUM FOR BOARD OF COMMISSIONERS' AGENDA
NOVEMBER 7, 2016

TO: BOARD OF COUNTY COMMISSIONERS

FROM: CANDICE H. WHITE, CLERK TO THE BOARD *[Signature]*

DATE: OCTOBER 25, 2016

SUBJECT: CONSIDERATION OF ADOPTION OF 2017 BOARD OF COMMISSIONERS' REGULAR MEETING DATES

BACKGROUND:

Each year the Board of Commissioners considers adoption of its regular meeting dates for the upcoming calendar year and each year there are exceptions that have to be considered. The exceptions for calendar year 2017 include the following:

- The first meeting in January has been moved to Tuesday, January 3 because the preceding Monday, January 2 will be observed as the New Year's Day holiday.
- The second meeting in January has been moved to Tuesday, January 17 because the preceding Monday, January 16 will be observed as Martin Luther King, Jr. Day.
- The second meeting in April has been moved to Tuesday, April 18 because the preceding Monday, April 17 is Easter Monday. The Board at its November 19, 2012 meeting took action to continue moving the Easter Monday meeting to Tuesday.
- The first meeting in September has been moved to Tuesday, September 5 because the preceding Monday, September 4 will be observed as Labor Day.

The first meeting in March 2017 has been not been cancelled because the NACo Legislative Conference is scheduled for February 25 - March 1, 2017 in Washington, DC and therefore will not pose a scheduling conflict with the March 6, 2017 meeting.

RECOMMENDATION/PROPOSED ACTION:

Adopt the 2017 Board of Commissioners' regular meeting dates as proposed.

Attachment



2017 BOARD OF COMMISSIONERS
REGULAR MEETING DATES

January 3, 2017, 9:00AM (Tuesday)
January 17, 2017, 6:45PM (Tuesday)

February 6, 2017, 9:00AM
February 20, 2017, 6:45PM

March 6, 2017, 9:00AM
March 20, 2017, 6:45PM

April 3, 2017, 9:00AM
April 18, 2017, 6:45PM (Tuesday)

May 1, 2017, 9:00AM
May 15, 2017, 6:45PM

June 5, 2017, 9:00AM
June 19, 2017, 6:45PM

July – NO MEETINGS

August 7, 2017, 9:00AM
August 21, 2017, 6:45PM

September 5, 2017, 9:00AM (Tuesday)
September 18, 2017, 6:45PM

October 2, 2017, 9:00AM
October 16, 2017, 6:45PM

November 6, 2017, 9:00AM
November 20, 2017, 6:45PM

December 4, 2017, 9:00AM
December 18, 2017, 6:45PM

NOTE: ALL MEETINGS ARE ON HELD MONDAY EXCEPT AS NOTED ABOVE.

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. 10 A

October 21, 2016

November 7, 2016 Agenda Item

TO: Board of Commissioners

FROM: Kellie Beam, Deputy Clerk to the Board *KB*

SUBJECT: Cumberland County Workforce Development Board

BACKGROUND: The Cumberland County Workforce Development Board has the following one (1) vacancy:

Representative of Education/Training:

Carl Mitchell— Resigned. The Workforce Development Board recommends **Dr. David Brand.** (See attached.)

I have attached the current membership list and applicant list for this board.

PROPOSED ACTION: Nominate individual to fill the one (1) vacancy above.

Attachments

pc: Jim Lott, Workforce Development Director

Cumberland County Workforce Development

The Cumberland County Workforce Development Board promotes the full development and utilization of the state's employment and training resources.

Member Specifications:

Members with Specific Categories:

- Representative of Business
- Representative of Workforce
- Representative of Education/Training
- Representative of Economic Development
- Representative – Other
- Representative of Labor

Term: 3 Years

Compensation: None

Duties:

Works to develop employment and training programs for the residents of Cumberland County.

Meetings: Second Wednesday of every other month at 11:00 AM

Meeting Location: Meeting take place at various locations

Kellie Beam

From: Peggy Aazam
Sent: Tuesday, October 04, 2016 1:02 PM
To: Kellie Beam
Cc: Tracy Jackson; Jim Lott; Nedra Rodriguez
Subject: Recommendation for Cumberland County WDB

The Cumberland County Workforce Development Board recommends the following individual for nomination and appointment by the Board of Commissioners:

- Dr. David Brand (Senior Vice President for Academic and Student Services, FTCC) to fill the Representative of Education and Training (Higher Education) position vacated by Carl Mitchell

Thank you for your assistance with this process! Please let me know if you need anything else in order to add the recommendation to the agenda for the October 17th BOC meeting.

Peggy

Peggy Aazam
Administrative Support II
Cumberland County
Workforce Development Board

(910) 678-7711
paazam@co.cumberland.nc.us

410 Ray Ave
Fayetteville, NC 28301



Nothing Compares

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CUMBERLAND COUNTY WORKFORCE DEVELOPMENT BOARD
(FORMERLY, PRIVATE INDUSTRY COUNCIL)
3 Year Terms

<u>Name/Address</u>	<u>Date Appointed</u>	<u>Term</u>	<u>Expires</u>	<u>Eligible For Reappointment</u>
<u>Representative of Business:</u>				
David McCune (W/M) 106 Penmark Pl Fayetteville, NC 28301 476-2976/424-2978 (W)	10/14	2nd	Oct/17 10/31/17	No
Linda Hoppmann (W/F) 5331 Rimrock Ct Fayetteville, NC 28303 826-4939/483-5016 (W)	11/14	3 rd	Nov/17 11/30/17	No
John Jones (NA/M) 4104 Bonfield Road Fayetteville, NC 28312 303-0444/222-1506	3/16	2nd	Mar/19 3/31/19	No
Randall Newcomer (W/M) 109 Cypress Lakes Circle Hope Mills, NC 28348 308-5432/424-1776 (W)	10/14	2nd	Oct/17 10/31/17	No
Esther Thompson (/F) 511 Forest Lakes Rd Fayetteville, NC 28305 323-9687 (H) / 670-5515 (W)	11/14	2nd	Nov/17 11/30/17	No
Jensen McFadden (B/M) 1717 Sykes Pond Rd Fayetteville, NC 28304 868-9067/850-8409	1/15	1 st	Jan/18 1/31/18	Yes
Rodney Anderson (B/M) 4321 Huntsfield Rd Fayetteville, NC 28314 826-0366/922-1214	4/14	1st	Apr/17 4/30/17	Yes
Joy Miller (W/F) 210 Queensberry Drive Fayetteville, NC 28303 864-1955/309-3645/615-6799	2/16	1 st	Feb/19 2/28/19	Yes

serving unexpired term; eligible for an additional term

Cumberland County Workforce Development Board, page 2

Name/Address	<u>Date</u> Appointed	Term	Expires	<u>Eligible For</u> Reappointment
Jesse A. Brayboy Jr. 105 Ruritan Drive Fayetteville, NC 28314 527-9717/822-1700	2/16	1 st	Feb/19 2/28/19	Yes
Chad Kormanek (-/M) 4437 Bent Grass Drive Fayetteville, NC 28312 213-6329/916-3125	2/16	1 st	Feb/19 2/28/19	Yes
Dina Simcox (W/F) 421 Foxwood Drive Hope Mills, NC 28348 728-3910/868-7668	2/16	1 st	Feb/19 2/28/19	Yes
Jonathan Warren (H/M) 5815 Rainsford Drive Fayetteville, NC 28311 354-0676/307-3050	2/16	1 st	Feb/19 2/28/19	Yes
R. Jonathan Charleston (B/M) 132 Great Oaks Drive Fayetteville, NC 28303 488-3368/485-2500	2/16	1 st	Feb/19 2/28/19	Yes

VACANT (*Jamergus Payton did not accept her appointment*)

Jimmy Driscoll (W/M) 5622 Walking Trail Way Hope Mills, NC 28348 425-8567/483-7171	9/16	1 st	Sep/19 9/30/19	Yes
<u>Representative of Workforce:</u>				
Charlene Cross (B/F) 1949 Culpepper Lane Fayetteville, NC 28304 630-1450/308-9413	3/16	2nd	Mar/19 3/31/19	No
Cynthia Wilson (B/F) 228 Summertime Road Fayetteville, NC 28303 864-9602/485-6131	11/14	1st	Nov/17 11/30/17	Yes

Cumberland County Workforce Development Board, page 3

<u>Name/Address</u>	<u>Date Appointed</u>	<u>Term</u>	<u>Expires</u>	<u>Eligible For Reappointment</u>
Crystal Bennett (W/F) 2654 Rivercliff Road Fayetteville, NC 28301 429-4930/630-0106	8/16	1 st	Aug/19 8/31/19	Yes
Carl Manning (B/M) 328 Kimberwicke Drive Fayetteville, NC 28311 818-9810-436-2426	8/16	1 st	Aug/19 8/31/19	Yes
David Servie (W/M) 1063 Mohawk Avenue Fayetteville, NC 28303 703-1846/429-3506	9/16	1 st	Sep/19 9/30/19	Yes
<u>Representative of Education/Training:</u>				
Pamela Gibson (W/F) 7526 Hammersley Road Fayetteville, NC 28306 423-1830/678-2416	3/16	2nd	Mar/19 3/31/19	No
VACANT (Vacated by C. Mitchell)	2/16	1st	Feb/19 2/28/19	Yes
<u>Representative of Economic Development:</u>				
Catherine Johnson (W/F) FCCCC 524 Deerpath Drive Fayetteville, NC 28311 822-4809/484-4242 x247 (W)	1/14	3 rd	Aug/17 8/31/17	No
<u>Representative – Other:</u>				
Richard Everett (W/M) 408 Mirror Lake Drive Fayetteville, NC 28303 484-0432/677-2360 (W)	6/14	3rd	Oct/17 10/31/17	No
Jody Risacher (W/F) 3533 Sweetbay Circle Fayetteville, NC 28311 630-5102/483-7727	8/16	2nd	Aug/19 8/31/19	No

<u>Name/Address</u>	<u>Date Appointed</u>	<u>Term</u>	<u>Expires</u>	<u>Eligible For Reappointment</u>
Dallas Mack Freeman (B/M) 961 Kaywood Drive Fayetteville, NC 28311 488-9478/391-4177	2/16	1 st	Feb/19 2/28/19	Yes

Representative of Labor:

Charles Royal (W/M) 3054 Hayfield Road Wade, NC 28395 584-8993/822-1906	2/16	1 st	Feb/19 2/28/19	Yes
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Ellen Morales (/F) (unlimited term - replaced by state agency)
North Carolina Department of Human Resources
Division of Vocational Rehabilitation Services
1200 Fairmont Court
Fayetteville, NC 28304

Josephus Thompson (unlimited term – replaced by state agency)
Employment Security Commission
414 Ray Avenue
Fayetteville, NC 28301
486-1010

Contact: Jim Lott (Workforce Development Director) 323-3421 – jlott@co.cumberland.nc.us.
Peggy Aazam (Administrative Support) 323-3421 x2126 paazam@co.cumberland.nc.us

Regular Meetings: 2nd Wednesday, every other month beginning in February 2016, 11:00 AM,
meetings take place at various locations

Name Changed to Cumberland County Workforce Development Board, November, 1995

The Cumberland County Workforce Development Board reconstituted its membership composition to comply with the workforce Innovation and Opportunity Act of 2014 (WIOA) on February 1, 2016.

APPLICANTS FOR
CUMBERLAND COUNTY WORKFORCE DEVELOPMENT BOARD
EDUCATIONAL

<u>NAME/ADDRESS/PHONE</u>	<u>OCCUPATION</u>	<u>BACKGROUND</u>
ADGER, MARQUITA (B/F) 6072 LAKEWAY DRIVE FAYETTEVILLE NC 28306 491-5526/570-9306	ELECTRONIC SYSTEMS SECURITY ADMINISTRATOR US ARMY RESERVE COMMAND	MA-COMPUTER RESOURCES

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

BECK, REBECCA EILEEN (W/F) 3605 PERSIMMON RD HOPE MILLS NC 28348 286-0759/826-3045	INFORMATION TECH MANAGER PARTNERSHIP FOR CHILDREN	PUBLIC ADMIN. DEGREE CURRENT STUDENT
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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: CITY OF FAYETTEVILLE CITIZENS ACADEMY

BETHEA, ORA L (B/F) 339 NEVILLE STREET FAYETTEVILLE NC 28301 910-483-7436	RETIRED CONTRACTING FEDERAL GOV'T	BS-BUSINESS ADMIN.
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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

BOATWRIGHT, SHANNON T. (B/F) 608 MISSENBURG COURT FAYETTEVILLE NC 28314 527-1797/672-2889	EMPLOYMENT MANAGER FSU	BS-BUSINESS ADMIN.
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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

BRAND, DAVID L. (W/M) 1814 MORGANTON ROAD FAYETTEVILLE NC 28305 393-9914/678-8307	SENIOR VICE PRESIDENT FTCC	DOCTORATE-EDUCATION
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DAVIDLBRAND@GMAIL.COM
 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

CATEGORY: REPRESENTATIVE OF BUSINESS

APPLICANTS FOR
CUMBERLAND COUNTY WORKFORCE DEVELOPMENT BOARD Page 2
EDUCATIONAL

<u>NAME/ADDRESS/PHONE</u>	<u>OCCUPATION</u>	<u>BACKGROUND</u>
BROOKS, KEVIN (B/M) 3616 DAUGHTRIDGE DRIVE FAYETTEVILLE NC 28311 488-0408/551-9031	BUSINESS OWNER/BARBER TRIMMERZ BARBER SHOP	HS DIPLOMA LICENSED BARBER
SERVES ON THE HUMAN RELATIONS COMMISSION		
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		
BUFORD, RISHAUNDA (B/F) 238 MICAHS WAY SPRING LAKE NC 28390 210-343-9833/910-849-8098	INSURANCE AGENT NATIONWIDE INSURANCE	MA-ORGANIZATIONAL MGMT BA-HUMAN RESOURCE MGT
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		
CAMPBELL, AUSTIN (W/M) 5316 SANDSTONE DRIVE FAYETTEVILLE NC 28311 488-6637/849-5768	ADMINISTRATIVE ASSISTANT BILL MAXWELL REAL ESTATE	NONE LISTED
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: Fayetteville Citizens Academy		
DUNLAP, ANNETTE MORITT (W/F) 3845 BEAVER DAM CHURCH RD ROSEBORO NC 28382 910-988-5576	AGRIBUSINESS DEVELOPER NC DEPT. OF AGRICULTURE	BA MBA
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		
GAUSON, SADIE (B/F) 1722 FLINT DRIVE FAYETTEVILLE NC 28304 738-9228/436-7500	RECEPTIONIST	SOME COLLEGE
Graduate-County Citizens' Academy: NO Graduate-Institute for Community Leadership: NO Graduate-Leadership Fayetteville: NO Graduate-United Way's Multi-Cultural Leadership Program: YES Graduate-other leadership academy: NO		

APPLICANTS FOR
CUMBERLAND COUNTY WORKFORCE DEVELOPMENT BOARD Page 3
EDUCATIONAL

<u>NAME/ADDRESS/PHONE</u>	<u>OCCUPATION</u>	<u>BACKGROUND</u>
GREENE, AMIR (B/M) 6899 KINGSGATE DRIVE FAYETTEVILLE, NC 28314 263-8953/978-9388 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	CAR DETAILER	SOME COLLEGE
GREGGS, KATHY (B/F) 848 HILTON DRIVE FAYETTEVILLE, NC 28311 910-494-6914/910-488-2120 Graduate-County Citizens' Academy: NO Graduate-Institute for Community Leadership: NO Graduate-Leadership Fayetteville: NO Graduate-United Way's Multi-Cultural Leadership Program: YES Graduate-other leadership academy: NO	EXECUTIVE ADMIN ASSISTANT VETERAN AFFAIRS HOSPITAL	DOCTORATE-BUSINESS ADMIN
HAYES, DEMARIO (B/M) 404 SELZNICK PLACE FAYETTEVILLE NC 28311 339-8495/703-899-0620 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 ODAR/SSA	MA
HAYNES, WESLEY (B/M) 1608 ROGERS DRIVE FAYETTEVILLE NC 28303 252-259-3934 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	COMPUTER TECHNICIAN SELF-EMPLOYED	SOME COLLEGE
HIGGS, JUDITH A. (-/F) 6402 GREENGATE HILL ROAD FAYETTEVILLE, NC 28303 901-361-6172/396-4612 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	HUMAN RESOURCE SPECIALIST FORT BRAGG	BA-PUBLIC ADMIN.

**APPLICANTS FOR
CUMBERLAND COUNTY WORKFORCE DEVELOPMENT BOARD Page 4
EDUCATIONAL**

NAME/ADDRESS/PHONE	OCCUPATION	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
HUX, MARQUITA BLACKWELL (B/F) 6604 FLEMING STREET FAYETTEVILLE NC 28311 417-365-3432/436-7886 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	SENIOR TAX ADVISOR H&R BLOCK	COLLEGE STUDENT
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, RAYMOND JR. (B/M) 736 PECAN GROVE LOOP HOPE MILLS NC 28348 706-464-8120 Graduate-County Citizens' Academy: NO Graduate-Institute for Community Leadership: NO Graduate-Leadership Fayetteville: NO Graduate-United Way's Multi-Cultural Leadership Program: YES Graduate-other leadership academy: NO	REGIONAL ACCOUNT MANAGER	BS-ACCOUNTING
KEELS, LATARSHIA (B/F) 628 HICKORY VIEW CT FAYETTEVILLE NC 28314 705-2015 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	BUSINESS OWNER 3-TY VIRTUAL GROUP	SOME COLLEGE

**APPLICANTS FOR
CUMBERLAND COUNTY WORKFORCE DEVELOPMENT BOARD Page 5**

NAME/ADDRESS/PHONE	OCCUPATION	EDUCATIONAL BACKGROUND
KELLEY, HEIDI J (W/F) 101 PERSON STREET FAYETTEVILLE NC 28301 239-888-0189/222-3382 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	EXECUTIVE DIRECTOR FAY. DOWNTOWN ALLIANCE	MBA - MARKETING BA-ADVERTISING
LAWSON, BURTON (W/M) 895 MIDDLE ROAD FAYETTEVILLE, NC 28312 723-2142/433-2161 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	CONSTRUCTION SUPERVISOR OPERATION INASMUCH	BS-COMMUNICATIONS
LEE, JAMES SOK HUI (ASIAN/M) 810 CHERRY LAUREL DRIVE APT 303 FAYETTEVILLE NC 28314 583-1371/867-6857 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 AIG FINANCIAL NETWORK	BA GRADUATE STUDY
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
MANLEY, DANIEL E. (W/M) 7323 SCENIC VIEW DRIVE FAYETTEVILLE NC 28306 426-0131/394-2465 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	FIREFIGHTER CAPTAIN FORT BRAGG FIRE	AAS BS MLS

**APPLICANTS FOR
CUMBERLAND COUNTY WORKFORCE DEVELOPMENT BOARD Page 6**

NAME/ADDRESS/PHONE	OCCUPATION	EDUCATIONAL BACKGROUND
MCNEIL, SHEBA (B/F) 2968 CUMBERLAND ROAD FAYETTEVILLE, NC 28306 978-1518/568-5005 Graduate-County Citizens' Academy: NO Graduate-Institute for Community Leadership: NO Graduate-Leadership Fayetteville: YES Graduate-United Way's Multi-Cultural Leadership Program: NO Graduate-other leadership academy: NO	TEACHER CUMBERLAND LEARNING ACADEMY	BA
SERVES ON THE CIVIC CENTER COMMISSION		
MCNEILL, TERESA (B/F) 3918 METEOR DRIVE HOPE MILLS NC 28348 429-4482/483-3648 Graduate-County Citizens' Academy: NO Graduate-Institute for Community Leadership: YES Graduate-Leadership Fayetteville: NO Graduate-United Way's Multi-Cultural Leadership Program: YES Graduate-other leadership academy: NO	COMPUTER SYSTEMS ANALYST FAY. METROPOLITAN HOUSING	BA-PUBLIC ADMIN. GRADUATE STUDENT
MEHTA, NAYNESH (A/M) 229 FOREST CREEK DRIVE FAYETTEVILLE NC 28303 483-0491/494-2037/689-0799 NSMEHTA@5POINTSNC.COM Graduate-County Citizens' Academy: NO Graduate-Institute for Community Leadership: NO Graduate-Leadership Fayetteville: YES Graduate-United Way's Multi-Cultural Leadership Program: NO Graduate-other leadership academy: NO	HOTEL MANAGEMENT FIVE POINTS HOSPITALITY	BSC
CATEGORY: REPRESENTATIVE OF BUSINESS		
MELLOTT, DENNIS PAUL JR (W/M) 1647 DUNN ROAD FAYETTEVILLE NC 28312 689-7983/689-6046 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	DRYWALL FINISHER	HIGH SCHOOL
NEWMAN, AUGUSTA (B/F) 450 BLADEN CIRCLE FAYETTEVILLE NC 28312 709-8344/555-5555 Graduate-County Citizens' Academy: YES Graduate-Institute for Community Leadership: YES Graduate-Leadership Fayetteville: YES Graduate-United Way's Multi-Cultural Leadership Program: YES Graduate-other leadership academy: NO	RETIRED ACCOUNTING AUDITOR	FSU

**APPLICANTS FOR
CUMBERLAND COUNTY WORKFORCE DEVELOPMENT BOARD Page 7**

NAME/ADDRESS/PHONE	OCCUPATION	EDUCATIONAL BACKGROUND
REYNOLDS, THERESA J (W/F) 104 LAKE CLAIR PLACE APT 1 FAYETTEVILLE NC 28304 336-575-4431/433-1310 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	PROJECT MANAGER CITY OF FAYETTEVILLE	MASTERS OF SCIENCE
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
SULLIVAN, LARRY D. (B/M) 616 SPY GLASS DRIVE FAYETTEVILLE NC 28311 868-1227/273-8247 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	AAS-CRIMINAL JUSTICE
TAYLOR, PAUL (-/M) 3283 FLORIDA DRIVE FAYETTEVILLE NC 28301 910-751-0434/751-0435 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: US ARMY NON-COMMISSION OFFICER ACADEMY	OPERATION MANAGER VETERANS SAFEHAVEN	4 YEAR DEGREE
TUCKER, GAY C (B/F) 604 LUFKIN CIRCLE FAYETTEVILLE, NC 28311 644-8265/703-8905 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	ACCOUNTS PAYABLE SPECIALIST TOWN OF SPRING LAKE	SOME COLLEGE

**APPLICANTS FOR
CUMBERLAND COUNTY WORKFORCE DEVELOPMENT BOARD Page 8
EDUCATIONAL**

NAME/ADDRESS/PHONE	OCCUPATION	BACKGROUND
WARNER, TEDDY (W/M) 1440 PAISLEY AVE FAYETTEVILLE NC 28304 309-7774/633-0685	REGIONAL INDUSTRY MANAGER ECONOMIC DEVELOPMENT PARTNERSHIP	BS

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

WESLEY, WILLIAM L. (B/M) 1702 SEABROOK ROAD FAYETTEVILLE NC 28301 261-6468/483-3101	EDUCATOR CC SCHOOLS	COLLEGE
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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

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. 10 B

October 21, 2016

November 7, 2016 Agenda Item

TO: Board of Commissioners

FROM: Kellie Beam, Deputy Clerk to the Board *KB*

SUBJECT: Joint Appearance Commission

BACKGROUND: The Joint Appearance Commission has the following two (2) vacancies:

Shelia Wilson— completed second term. Not eligible for reappointment. The Joint Appearance Commission recommends **Dennis T. Walker** to fill this vacancy. (See attached)

Christopher Mitchell – completed third term. Not eligible for reappointment. The Joint Appearance Commission recommends **Mary Beth MacKenzie** to fill this vacancy. (See attached)

I have attached the membership list and applicant list for this commission.

PROPOSED ACTION: Nominate individuals to fill the two (2) vacancies above.

Attachments

pc: David Nash, Planner II
City of Fayetteville

Joint Appearance Commission

The Joint Appearance Commission makes recommendations to governing bodies on appearance issues and promotes the enhancement of the appearance of the community.

Statutory Authorization: NCGS 160A-451

Member Specifications:

15 Members

- Appointed by the Board of Commissioners (4)
- Appointed by the Fayetteville City Council (4)
- And one each from the remaining municipalities in Cumberland County

Term: 2 Years

Compensation: None

Duties:

Meetings: First Monday of the month at 5:15 PM

Meeting Location: City Hall 1st Floor, Cape Fear Room 433 Hay Street Fayetteville, NC

Kellie Beam

Subject: FW: Two Recommendations Re: Appointments to the Joint Appearance Commission (WAS: FW: Applicant List)
Attachments: 20160929113920924.pdf

From: David Nash [<mailto:DNash@ci.fay.nc.us>]

Sent: Tuesday, October 04, 2016 3:36 PM

To: Kellie Beam

Cc: Johnny Lanthorn; Johnny Lanthorn; Karen Hilton; Matthew Rooney; 'Matthew Rooney'

Subject: Two Recommendations Re: Appointments to the Joint Appearance Commission (WAS: FW: Applicant List)

Kellie Beam,

Last night, at the Joint Appearance Commission meeting, the JAC members reviewed the attached list of County applicants to the JAC.

The JAC members recommend one person from the list: **Mr. Dennis Tyrell Walker**. Mr. Mitchell says he knows Mr. Walker, and that he talked to him recently, and he is interested in being appointed to the JAC. Mr. Mitchell did say that Mr. Walker has changed positions. I believe Mr. Mitchell said Mr. Walker is now involved in marketing.

Another person was recommended who was not on the list: **Ms. Mary Beth MacKenzie**. She was suggested by JAC member Catina Rhinehart. As it turned out, Ms. MacKenzie was in a nearby meeting. Ms. Rhinehart asked her to come into the JAC meeting briefly. Ms. MacKenzie confirmed that she would like to be appointed to the JAC. It is my understanding that she will be submitting an application to you very soon.

If you have any questions, feel free to get in touch. Thank you for your help in appointing new County members to the JAC.

David Nash

Staff Rep to the Joint Appearance Commission

JOINT APPEARANCE COMMISSION
2-Year Terms

<u>Name/Address</u>	<u>Date Appointed</u>	<u>Term</u>	<u>Expires</u>	<u>Eligible for Reappointment</u>
Shelia Wilson 1839 Brawley Avenue Fayetteville, NC 28314 764-0638/551-4708	8/14	2nd	Aug/16 8/31/16	No
Mitchell, Christopher 7357 Beaver Run Drive Fayetteville, NC 28314 229-7871 (H)/860-3333(W)	8/14	3rd	Aug/16 8/31/16	No
George Quigley 616 Blawell Circle Stedman, NC 28391 485-2980/286-5508	8/15	2nd	Aug/17 8/31/17	No
Latara Ray 5823 Nessee Street Fayetteville, NC 28314 910-587-7795	2/16	1 st	Feb/18 2/28/18	Yes

Meetings: First Monday of Month – 5:30 PM – City Hall, 1st Floor, Cape Fear Room

Contact: David Nash, Planner II – Phone: 433-1995 – Fax: 433-1776
City of Fayetteville

**APPLICANTS FOR
JOINT APPEARANCE COMMISSION**

<u>NAME/ADDRESS/TELEPHONE</u>	<u>OCCUPATION</u>	<u>BACKGROUND</u>	<u>EDUCATIONAL</u>
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
BRISCOE, KEVIN (/M) 7312 SCENIC VIEW DRIVE FAYETTEVILLE NC 28306 286-0608 / 433-6769 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	CHAMBER EMPLOYEE FAYETTEVILLE REGIONAL CHAMBER		HS SOME COLLEGE
BRYANT, STEPHEN (W/M) 539 NOTTINGHAM DR FAYETTEVILLE, NC 28311 757-515-8787 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	US NAVY RESERVES		HS NAVAL SCHOOLS
DAVIDSON, SERENA (W/F) 1417 VALMEAD COURT FAYETTEVILLE, NC 28312 813-713-5313/910-570-9227 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	MANAGEMENT ANALYST US ARMY RESERVE		BS-FINANCE MBA STUDENT
DAVIS, CHRISTOPHER (B/M) 3009 CARULA LANE FAYETTEVILLE NC 28306 803-546-1047 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 MILITARY		BS-PHYSICS
FLEMING, JOE, DR REV. (/M) 7235 RYAN ST FAYETTEVILLE, NC 28314 910-339-2608 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 SELF-EMPLOYED		SOME COLLEGE

**APPLICANTS FOR
JOINT APPEARANCE COMMISSION /Page 2**

NAME/ADDRESS/TELEPHONE	OCCUPATION	EDUCATIONAL BACKGROUND
MACKENZIE, MARY BETH (-/F) 5541 FOUNTAIN GROVE CIRCLE #69 FAYETTEVILLE NC 28304 252-717-4897/910-373-1637 <u>MARYBETHMACKENZIE@GMAIL.COM</u> 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 CATEGORY: GENERAL PUBLIC	ACCOUNT EXECUTIVE DISASTER ONE	COLLEGE
SAULNIER, STEVEN MICHAEL (W/M) 117 GRANDE OAKS DRIVE UNIT 6 FAYETTEVILLE NC 28314 910-639-0602 / 907-1186 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	ASSISTANT PROJECT MANAGER BS – BUSINESS CHIMES D.C.	ADMIN
THOMPSON, JOHN (B/M) 8533 CLIFFDALE RD FAYETTEVILLE NC 28314 864-1043 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	SELF EMPLOYED RETIRED MILITARY	BA-SOCIOLOGY
WALKER, DENNIS TYRREL (B/M) 4677 NORTHGALES CIR FAYETTEVILLE NC 28314 574-1943/672-1808 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	AUDIO/VISUAL FSU	SOME COLLEGE
WARREN, JONATHAN (H/M) 5815 RAINSFORD DRIVE FAYETTEVILLE, NC 28311 354-0676/307-3050 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	CEO DARKHORSE NC, LLC *SERVES ON THE WORKFORCE DEVELOPMENT BOARD*	MBA-PROJECT MGMT BS-BUSINESS MGMT AS-EMERGENCY MEDICINE AS-CRIMINAL JUSTICE

**APPLICANTS FOR
JOINT APPEARANCE COMMISSION /Page 3**

<u>NAME/ADDRESS/TELEPHONE</u>	<u>OCCUPATION</u>	<u>BACKGROUND</u>	EDUCATIONAL
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.
WOODALL, AL II (B/M) 732 GALLOWAY DRIVE FAYETTEVILLE, NC 28303 910-864-4064 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 US ARMY		AVIATION MANAGEMENT DEGREE

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. 10C

October 21, 2016

November 7, 2016 Agenda Item

TO: Board of Commissioners

FROM: Kellie Beam, Deputy Clerk to the Board *KB*

SUBJECT: Senior Citizens Advisory Commission

BACKGROUND: The Senior Citizens Advisory Commission has the following one (1) vacancy:

Naomi Ruffin – Resigned. The Senior Citizens Advisory Commission does not have a recommendation at this time and would like the Board of Commissioners to make a recommendation.

I have attached the current membership list and applicant list for this committee.

PROPOSED ACTION: Nominate an individual to fill the one (1) vacancy above.

pc: Mary Galyean, Director - Senior Citizens Center

Attachments

Senior Citizens Advisory Commission

The Senior Citizens Advisory Commission cooperates in an advisory capacity with the City of Fayetteville, Cumberland County and any other interested municipal corporations of Cumberland County in their planning, coordinating and directing programs and activities for senior citizens.

Statutory Authorization: NCGS 160a-460 and Resolution adopted by Board of Commissioners on October 12, 1978

Term: 2 Years

Compensation: None

Duties:

- Serves as an advisory organization for senior citizens governmental units, providing those units with assistance in securing funding and in meeting responsibilities to senior citizens in the area;
- Assists city and county agencies (related to activities of senior citizens) in securing funds, grants, or appropriations necessary to function as directed by city, county, state and federal governments;
- Commission members may visit health care or recreation facilities.

Meetings: Second Tuesday of each month at 2:30 PM

Meeting Location: City Hall, Lafayette Room 433 Hay Street Fayetteville, NC

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
VACANT (Vacated by N. Ruffin)	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	10/15	2nd	Oct/17 10/31/17	No
Willie F. Wright 196 Darrock Ct Fayetteville, NC 28311 822-6415/868-8351	12/15	1 st full term	Dec/17 12/31/17	Yes
(serving unexpired term; eligible for one additional term)				
Patricia Fairley 4818 Arbor Road Fayetteville, NC 28311 488-8187/850-4649	9/15	1st	Sept/17 9/30/17	Yes
Augusta Newman 450 Bladen Circle Fayetteville, NC 28312 709-8344/555-5555	6/16	1st	Jun/18 6/30/18	Yes
Meagan Elise Honaker 5418 Phillips Street Hope Mills, NC 28348 988-8505/429-7223	6/16	1st	Jun/18 6/30/18	Yes

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

**APPLICANTS FOR
SENIOR CITIZENS ADVISORY COMMISSION**

NAME/ADDRESS/TELEPHONE	OCCUPATION	EDUCATIONAL BACKGROUND
BLAKE, MICHAEL (W/M) 4174 LONGVIEW AVE HOPE MILLS, NC 28348 910-425-5933/797-9291 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	BLAKE'S LAWN CARE SERVICE OWNER *SERVES ON THE NURSING HOME ADVISORY BOARD*	HS/2 YRS COLLEGE
BROOKS, FAITH (-/F) 437 BRISTLECON DRIVE FAYETTEVILLE NC 28311 919-432-7218/919-322-2169 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 TOTAL OUTSOURCED SYSTEMS	COLLEGE
BROWN-MCGEACHY, DOMONIQUE (B/F) 1448 AVONCROFT DRIVE FAYETTEVILLE NC 28306 859-420-2098 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	DR OF NURSING US ARMY	DOCTORATE - NURSING MASTERS-NURSING
BUTTERFLY, GEORGE (NA/M) 537 MAYVIEW STREET FAYETTEVILLE NC 28306 910-391-1945 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	DIRECTOR OPERATION WHEELCHAIR **SERVES ON THE ANIMAL CONTROL BOARD***	ASSOCIATES DEGREE
COLEMAN, JASMINE (B/F) 2722 DALY AVE SPRING LAKE, NC 28390 910-960-9662/678-1062 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	MILITARY SERVICES TECHNICIAN FTCC	BS-SOCIOLOGY CURRENT LAW STUDENT

APPLICANTS FOR
SENIOR CITIZENS ADVISORY COMMISSION Page 2

<u>NAME/ADDRESS/TELEPHONE</u>	<u>OCCUPATION</u>	<u>EDUCATIONAL BACKGROUND</u>
DYKES, JOSEPH MICHAEL (B/M) 5764 PEPPERBUSH DR FAYETTEVILLE NC 28304 823-6075/823-6046	SALES/SECURITY BUS DRIVER FAY. PUBLISHING CO.	ASSOCIATES-POLITICAL SCIENCE
SERVES ON THE BOARD OF ADJUSTMENT 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		
EVERETT, CLARENCE SR (B/M) 1513 WOODBERRY LANE FAYETTEVILLE NC 28303 822-1525/494-1656	RETIRED ARMY PASTOR	14 YEARS
SERVES ON THE ADULT CARE HOME ADVISORY COMMITTEE 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		
FLEMING, JOE DR. (B/M) 7235 RYAN STREET FAYETTEVILLE, NC 28314 910-339-2608	RETIRED US ARMY FLEMING & SON CONSTRUCTION CO	SOME COLLEGE
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		
GREGGS, KATHY (B/F) 848 HILTON DRIVE FAYETTEVILLE, NC 28311 910-494-6914/910-488-2120	EXECUTIVE ADMIN ASSISTANT VETERAN AFFAIRS HOSPITAL	DOCTORATE-BUSINESS ADMIN
Graduate-County Citizens' Academy: NO Graduate-Institute for Community Leadership: NO Graduate-Leadership Fayetteville: NO Graduate-United Way's Multi-Cultural Leadership Program: YES Graduate-other leadership academy: NO		
HAYNES, WESLEY (B/M) 1608 ROGERS DRIVE FAYETTEVILLE NC 28303 252-259-3934	COMPUTER TECH. SELF EMPLOYED	SOME COLLEGE
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		

APPLICANTS FOR
SENIOR CITIZENS ADVISORY COMMISSION Page 3

<u>NAME/ADDRESS/TELEPHONE</u>	<u>OCCUPATION</u>	<u>EDUCATIONAL BACKGROUND</u>
HIGGS, JUDITH A. (-/F) 6402 GREENGATE HILL ROAD FAYETTEVILLE, NC 28303 901-361-6172/396-4612 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	HUMAN RESOURCE SPECIALIST FORT BRAGG	BA-PUBLIC ADMIN.
KEELS, LATARSHIA (B/F) 628 HICKORY VIEW CT FAYETTEVILLE NC 28314 705-2015 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	BUSINESS OWNER 3-TY VIRTUAL GROUP	SOME COLLEGE
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
PARKER, DIANE (B/F) 1200 MURCHISON RD FAYETTEVILLE NC 28301 252-452-5640 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	BS-BUSINESS ADMIN. MASTERS- IN PROCESS
POOLE, CATHERINE (B/F) 541 PEARL STREET FAYETTEVILLE NC 28303 779-0700/797-8332 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	BUSINESS OWNER	SOME COLLEGE

**APPLICANTS FOR
SENIOR CITIZENS ADVISORY COMMISSION Page 4**

NAME/ADDRESS/TELEPHONE	OCCUPATION	EDUCATIONAL BACKGROUND
SATO, SONJA (W/F) 314 HOMEWOOD STREET FAYETTEVILLE NC 28306 910-707-9605 <u>SONJALSATO@YAHOO.COM</u> 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 CATEGORY: GENERAL PUBLIC	RETIRED STUDENT	MASTERS STUDENT BACHELORS-SOCIAL SCIENCES
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	STUDENT	MASTERS STUDENT
STUCKEY, DEBORAH (B/F) 5578 ARAPAHOE COURT FAYETTEVILLE, NC 28304 910-826-6747/ 910-224-6786 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	LAB INSTRUCTOR FTCC	BACHELORS
SWINK, MAE (W/F) 6707 CAMDEN ROAD FAYETTEVILLE NC 28306 491-6058/973-5632 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	TRANSPORTATION	SOME COLLEGE
TEDDER, SHARON MOZINGO (W/F) 2927 DARK BRANCH FAYETTEVILLE NC 28304 988-9160/615-3815 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	MEDICAL TECHNOLOGIST CAPE FEAR VALLEY	BS-MEDICAL TECH.

APPLICANTS FOR
SENIOR CITIZENS ADVISORY COMMISSION Page 5

<u>NAME/ADDRESS/TELEPHONE</u>	<u>OCCUPATION</u>	<u>EDUCATIONAL BACKGROUND</u>
VAUGHAN, FELICIA (B/F) 1531 PINEBROOK DRIVE FAYETTEVILLE NC 28314 434-594-6737/433-2616 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	INTERN FUNERAL DIRECTOR CUNNINGHAM & SONS	HIGH SCHOOL
VISEK, MELISSA (W/F) 527 FOXLAIR DRIVE FAYETTEVILLE NC 28311 482-3344/964-7603 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 FEDERAL CIVILIAN EMPLOYEE	HIGH SCHOOL
WILLIAMS, ROBERT (W/M) 2517 N EDGEWATER DR FAYETTEVILLE NC 28303 433-2191/527-6993 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 SENIOR RESOURCE SERVICES	COLLEGE GRADUATE
WOODALL, AL II (B/M) 732 GALLOWAY DRIVE FAYETTEVILLE, NC 28303 910-864-4064 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 US ARMY	AVIATION MANAGEMENT DEGREE

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

CANDICE WHITE
Clerk to the Board

KELLIE BEAM
Deputy Clerk

BOARD OF COMMISSIONERS ITEM NO. 10D

November 1, 2016

November 7, 2016 Agenda Item

TO: Board of Commissioners
FROM: Kellie Beam, Deputy Clerk to the Board *KB*
SUBJECT: Tourism Development Authority

The Tourism Development Authority has the following one (1) vacancy:

Hote/Motels Under 100 Rooms Representative:

William S. Wellons, Jr. – completed second term. Not eligible for reappointment.
Recommendation of the Tourism Development Authority is for the appointment of
Pavan Patel. (See attached.)

I have attached the current membership list and applicant list for this board.

PROPOSED ACTION: Nominate individual to fill the one (1) vacancy above.

Attachments

pc: Candice White, Clerk to the Board

Tourism Development Authority

The Tourism Development Authority is charged with expending the net proceeds of the occupancy tax authorized by and levied under Session Laws 2001 Chapter 484 for the purposes provided in that act.

Web Page Links, Downloads, and Resources:

Statutory Authorization: NCGS 2001-484

Member Specifications:

7 Members with Specific Categories

- Representatives nominated by hotels and motels within the County which have in excess of 100 rooms subject to the occupancy tax (2)
- Representatives nominated by hotels and motels within the County which have fewer than 100 rooms subject to the occupancy tax (2)
- The President of the Fayetteville-Cumberland County Chamber of Commerce (1)
- The County Manager (1)
- A member of the public who is not affiliated with travel and tourism and who reflects the cultural diversity of the County (1)

Term: 3 Years

Compensation: None

Duties:

- Expend the net proceeds of the occupancy tax authorized by and levied under Session Laws 2001 Chapter 484, as amended from time to time, for the purposes provided in that act;
- Promote travel, tourism and conventions in the County, sponsor tourist-related capital projects in the County;
- Contract for and be contracted with, apply for and accept grants and gifts for the accomplishment of the purposes provided in the act.

Meetings: Quarterly (January/April/July/October) - Fourth Wednesday at 8:00 AM

Meeting Location: Cumberland County Courthouse Fifth Floor, Room 564 117 Dick Street Fayetteville, NC

Kellie Beam

From: Candice White
Sent: Wednesday, October 26, 2016 1:58 PM
To: Kellie Beam
Subject: Recommendation for TDA Vacant Position

Kellie:

At their meeting on October 26, 2016, members of the Tourism Development Authority unanimously voted to recommend Pavan Patel/Hampton Inn for the Hotels/Motels Under 100 Rooms Representative position. This position was vacated by William Wellons whose second term expired August 31, 2016.

Please place on the Board of Commissioners' agenda for consideration. Thank you.

Candice H. White, CMC/NCCCC

Clerk to the Board

Cumberland County Board of Commissioners

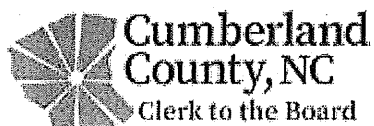
PO Box 1829

Fayetteville, NC 28302-1829

Phone: (910) 678-7771 / Fax: (910) 678-7770

Email: cwhite@co.cumberland.nc.us

Website: <http://www.co.cumberland.nc.us/>



TOURISM DEVELOPMENT AUTHORITY
3 Year Terms

11/15

Name/Address	Date Appointed	Term	Expires	Eligible For Reappointment
<u>Commissioner Appointees:</u>				
<u>Hotel/Motels under 100 rooms Representatives:</u>				
Vivek Tandon (A/M) 2857 Skye Drive Fayetteville, NC 28303 323-9070/(w) 438-0945/(c) 670-1072 Vtandon103@aol.com	11/15	1st	Nov/18 11/30/18	Yes
William S. Wellons, Jr. (W/M) 406 Overton Place Fayetteville, NC 28303 868-5425/436-3131 (W) billy@wellonsrealty.com	11/13	2 nd	Aug/16 8/31/16	No
<u>Hotel/Motel over 100 rooms Representatives:</u>				
Anup Contractor (A/M) 217 Kirkwood Drive Fayetteville, NC 28303 433-2657 (H) /433-2100 (W) / 286-9373 (C) anup.econolodge@gmail.com	10/14	1st	Oct/17 10/31/17	Yes
Manish Mehta 229 Forest Creek Drive Fayetteville, NC 28303 494-1918 /689-0800 (C) msmehta@5points.nc.com	4/14	1 st full term	Mar/17 3/31/17	Yes
serving unexpired term; eligible to serve one additional term				
<u>Member of the Public Not Affiliated with Travel/Tourism</u>				
Dallas Mack Freeman 961 Kaywood Drive Fayetteville, NC 28311 488-9478/391-4177 (cell) dmackfreeman@gmail.com	6/14	2nd	June/17 6/30/17	No
<u>President of the Fayetteville Regional Chamber (ex officio)</u>				
Darsweil Rogers 159 Maxwell Street Fayetteville, NC 28311 483-8133 dlrogers@faybiz.com				
<u>Cumberland County Manager (ex officio)</u>				
Amy Cannon P.O. Box 1829 Fayetteville, NC 28302 678-7723 acannon@co.cumberland.nc.us				

Authority was created by the Board of Commissioners on January 28, 2002.

Board was appointed on March 11, 2002.

Meetings: Quarterly (January/April/July/October) - 4th Wednesday – 8:00 AM – Room 564

Contact: Candice White, Clerk to the Board @ 678-7771

**APPLICANTS FOR
TOURISM DEVELOPMENT AUTHORITY**

<u>NAME/ADDRESS/PHONE</u>	<u>OCCUPATION</u>	<u>EDUCATIONAL BACKGROUND</u>
BECK, REBECCA E. (I/F) 3605 PERSIMMON RD HOPE MILLS, NC 28348 286-0759 (H) / 867-9700 X 2579 (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	INFORMATION SYSTEMS MANAGER PARTNERSHIP FOR CHILDREN	AAS-PUBLIC ADMIN.
COLEMAN, ARTHUR (B/M) 2633 PLUM RIDGE RD FAYETTEVILLE NC 28306 644-7599/868-9996 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	PROGRAM MANAGER FDR INC	BACHELOR-LIBERAL ARTS ASSOCIATES - CRIMINAL JUSTICE
JACKSON, RAMONA (W/F) 4780 DUDLEY ROAD FAYETTEVILLE NC 28312 433-0144/977-0521 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	AREA DIRECTOR MARIOTT INTERNATIONAL	BS-BUSINESS ADMIN.
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		
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

**APPLICANTS FOR
TOURISM DEVELOPMENT AUTHORITY Page 2**

NAME/ADDRESS/PHONE	OCCUPATION	EDUCATIONAL BACKGROUND
PATEL, PAVAN D (IA/M) 4321 FERNCREEK DRIVE FAYETTEVILLE NC 28314 584-7174/919-903-2673/919-904-2673 <u>PAVAN@WILLOWGROUFINVESTMENTS.COM</u> 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	GM/OWNER HAMPTON INN	BA
SEAMAN, DANIEL (W/M) 4001 FINAL APPROACH RD EASTOVER, NC 28312 483-7733/286-3202 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	RETIRED MILITARY	BACHELOR OF ARTS
TUCKER, GAY (B/F) 604 LUFKIN CIRCLE FAYETTEVILLE NC 28311 644-8265/703-8905 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	ACCOUNTS PAYABLE SPECIALIST TOWN OF SPRING LAKE	COLLEGE

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. 10E

November 1, 2016

November 7, 2016 Agenda Item

TO: Board of Commissioners

FROM: Kellie Beam, Deputy Clerk to the Board **KB**

SUBJECT: Transportation Advisory Board

BACKGROUND: The Transportation Advisory Board has the following four (4) upcoming vacancies:

At-Large Representatives:

Anne Morrison – completing first term. Eligible for reappointment. Recommendation of the Transportation Advisory Board is for the reappointment of Anne Morrison. (See attached.)

Kenneth Washington – completing first term. Eligible for reappointment. Recommendation of the Transportation Advisory Board is for the reappointment of Kenneth Washington. (See attached.)

Joel Strickland – completing first term. Eligible for reappointment. Recommendation of the Transportation Advisory Board is for the reappointment of Joel Strickland. (See attached.)

Alfred Foote – completing second term. Not eligible for reappointment. Recommendation of the Transportation Advisory Board is for the appointment of **Dawn McNair**. (See attached.)

I have attached the current membership list and applicant list for this board.

PROPOSED ACTION: Nominate individuals to fill the four (4) vacancies above.

pc: Ifetayo Farrakhan, Planning & Inspections

Transportation Advisory Board

The Transportation Advisory Board (TAB) is the County Commissioner-approved advisory board for the Community Transportation Program in Cumberland County. The organizational purpose of the TAB is to be a liaison between the Transportation Program Coordinator, the County Commissioners, and the public receiving service, to ensure that the transportation-related needs of the citizens of Cumberland County are and will continue to be met.

Member Specifications:

17 Members with Specific Categories

- City of Fayetteville Representative
- Urban Transit Provider Representative
- Mid-Carolina Council of Governments Director or Designee
- County DSS Director or Designee
- DSS Work First Representative
- Workforce Development Center Director or Designee
- Sheltered Workshop Director or Designee
- Aging Programs Representative
- County Mental Health Director or Designee
- Emergency Medical Services Representative
- County Representative
- County Planning Department Director or Designee
- County Health Director or Designee
- Private Transportation Provider Representative
- Vocational Rehab Director or Designee
- Private Citizen
- At-Large Representatives

Term: 2 Years

Compensation: None

Duties:

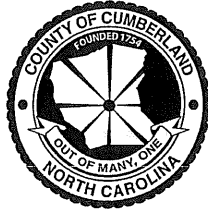
- Provides a safe, dependable, accessible and affordable transportation program for elderly and disabled Cumberland County residents in order to enhance their quality of life;
- Allocates funds received through the ROAP Grant to local agencies providing transportation to the elderly, disabled and rural residents of Cumberland County;
- Oversees the official actions of the Community Transportation Program and ensures that Federal and State requirements are met.

Meetings: The third Tuesday of the first month in the quarter, (January, April, July, and October) at 10:00 AM.

Meeting Location: Historic Cumberland County Courthouse 2nd Floor, Room 3 130 Gillespie Street Fayetteville, NC

Alfred Foote
Chairman

Thomas Lloyd
Vice Chairman



Ifetayo Farrakhan
Transportation Coordinator

130 Gillespie Street
Fayetteville, NC 28301
910-678-7624
ifarrakhan@co.cumberland.nc.us

CUMBERLAND COUNTY
TRANSPORTATION ADVISORY BOARD

October 24, 2016

MEMORANDUM

TO: Kelly Beam, Deputy Clerk to the Board
FROM: Ifetayo Farrakhan, Transportation Program Coordinator
SUBJECT: TAB Member Nominations

The following Transportation Advisory Board members were unanimously nominated for reappointment at the October 18, 2016 meeting:

Annie Morrison - At-Large Representative
Kenneth Washington - At-Large Representative
Joel Strickland - At-Large Representative

The Transportation Advisory Board voted unanimously at their October 18, 2016 meeting to nominate the following individual as the replacement for Al Foote, At-Large Representative on the TAB to the Board of Commissioners:

Dawn McNair – At-Large Representative

If you have any questions or need any additional information please contact me.

TRANSPORTATION ADVISORY BOARD

2 Year Term

(All terms expire November 30th and begin December 1st according to the TAB bylaws.)

<u>Name/Address</u>	<u>Date Appointed</u>	<u>Term</u>	<u>Expires</u>	<u>Eligible For Reappointment</u>
<u>City of Fayetteville Representative</u>				
Adolphus Thomas 820 Our Street Fayetteville, NC 28314 364-8515/433-1935	6/16	1st	June/18 6/30/18	Yes
<u>Urban Transit Provider Representative</u>				
James Roper Fayetteville City Transit 455 Grove Street Fayetteville, NC 28301 433-1476/391-9953	11/15	2nd	Nov/17 11/30/17	No
<u>Mid-Carolina Council of Governments Director or Designee</u>				
Carla Smith Mid-Carolina Council of Governments 1004 Willow Street Fayetteville, NC 28303 273-5124/323-4191	11/15	2nd	Nov/17 11/30/17	No
<u>County DSS Director or Designee</u>				
Lisa Chance 5309 Ballester Street Hope Mills, NC 28348 677-2356/425-5650	11/15	2nd	Nov/17 11/30/17	No
<u>DSS Work First Representative</u>				
Angelita Marable Cumberland County DSS 839 Abilene Road Fayetteville, North Carolina 28303 864-1108/677-2489	11/15	2nd	Nov/17 11/30/17	No
<u>Workforce Development Center Director or Designee</u>				
Jim Lott 2203 Morganton Road Fayetteville, NC 28303 910-678-7676	6/16	1st	June/18 6/30/18	Yes

(All terms expire November 30th and begin December 1st according to the TAB bylaws.)

<u>Name/Address</u>	<u>Date Appointed</u>	<u>Term</u>	<u>Expires</u>	<u>Eligible For Reappointment</u>
<u>Vocational Rehab Representative</u>				
Ellen Morales 3606 Wyatt Street Fayetteville, NC 28304 429-3001/486-1101	6/16	1st	June/18 6/30/18	Yes
<u>Sheltered Workshop Director or Designee</u>				
Dwayne D. Beason Sr. 5801 Rivercroft Rd Fayetteville, NC 28304 424-7170/751-3782	8/16	1st	June/18 6/30/18	Yes
serving unexpired term; eligible for two additional terms				
<u>Aging Programs Representative</u>				
Kenneth Dye 291 Steamboat Court Fayetteville, North Carolina 28314 308-6609/484-0111	11/15	1st	Nov/17 11/30/17	Yes
<u>Mental Health Representative</u>				
William H. Robinson 615 Riverfront Lane Fayetteville, NC 28314 910-491-4823	6/16	1st	June/18 6/30/18	Yes
<u>Emergency Medical Services Representative</u>				
Robyn McArdle 3618 Sugar Cane Circle Fayetteville, NC 28303 850-1156/615-3430	6/16	1 st	June/18 6/30/18	Yes
<u>County Planning Department Director or Designee</u>				
Tom Lloyd Cumberland County Planning Department P.O. Box 1829 Fayetteville, North Carolina 28302-1829 678-7606 (W)	11/14	2nd	Nov/16 11/30/16	No

(All terms expire November 30th and begin December 1st according to the TAB bylaws.)

<u>Name/Address</u>	<u>Date Appointed</u>	<u>Term</u>	<u>Expires</u>	<u>Eligible For Reappointment</u>
<u>County Health Director or Designee</u>				
Barbara Carraway 5027 Thackeray Drive Fayetteville, NC 28306 910-433-3893	8/16	2nd	Nov/16 11/30/16	Yes
serving unexpired term, eligible for two additional terms				
<u>At-Large Representatives</u>				
Anne Morrison 3061 Stone Carriage Cir #C Fayetteville, NC 28304 339-2123/973-943-3334	11/14	1st	Nov/16 11/30/16	Yes
Kenneth Washington 1538 Cypress Lakes Rd Hope Mills, NC 28348 425-2242/424-2312	11/14	1st	Nov/16 11/30/16	Yes
Joel Strickland 1611 Bluffside Drive #205 Fayetteville, NC 28312 853-8975/323-4191	11/14	1st	Nov/16 11/30/16	Yes
Alfred Foote 5912 Rehoboth Road Hope Mills, NC 28348 910-578-5687	11/14	2nd	Nov/16 11/30/16	No
<u>MPO Representative</u>				
Deloma West Cumberland County Planning Department 8355 Judy Drive Fayetteville, NC 28314 910-977-8146	11/14	1 st full term	Nov/16 11/30/16	Yes
(serving unexpired term; eligible for one additional term)				
<u>Dialysis Center Representative</u>				
Antionette Wiggins 6210 Pinto Court Fayetteville, NC 28303 977-5871/867-2602	11/14	1 st	Nov/16 11/30/16	Yes

**Board was created by the Commissioners on 11/6/00.

Meetings: Third Tuesday in first month of each quarter (Jan., Apr., July, Oct.) at 10:00 AM – Special meeting held in June.

Location: Historic Courthouse, Courtroom 3B

Contact: Ifetayo Farrakhan (Planning & Inspections) x7624, fax # 678-7601

**APPLICANTS FOR
TRANSPORTATION ADVISORY BOARD**

<u>NAME/ADDRESS/TELEPHONE</u>	<u>OCCUPATION</u>	<u>EDUCATIONAL BACKGROUND</u>
BALDWIN, ALICE (B/F) 3218 MASTERS DRIVE HOPE MILLS, NC 28348 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	MASTERS-LIBRARY SCIENCE
BECK, REBECCA EILEEN (W/F) 3605 PERSIMMON RD HOPE MILLS NC 28348 286-0759/826-3045 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: CITY OF FAYETTEVILLE CITIZENS ACADEMY	INFORMATION TECH MANAGER PARTNERSHIP FOR CHILDREN	PUBLIC ADMIN. DEGREE CURRENT STUDENT
BRYANT, STEPHEN (W/M) 539 NOTTINGHAM DR FAYETTEVILLE, NC 28311 757-515-8787 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	US NAVY RESERVES	HS NAVAL SCHOOLS
BULLETTE, SHERYL (B/F) 3425 STONECLAVE PLACE FAYETTEVILLE, NC 28304 867-0150 (H) / 570-5810 (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: ARMY MANAGEMENT STAFF COLLEGE	FINANCIAL MGT ANALYST HQS FORSCOM FT BRAGG	ATTENDING FTCC CRIMINAL JUSTICE
CAMPBELL, AUSTIN (W/M) 5316 SANDSTONE DRIVE FAYETTEVILLE NC 28311 488-6637/849-5768 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: Fayetteville Citizens Academy	ADMINISTRATIVE ASSISTANT BILL MAXWELL REAL ESTATE	NONE LISTED

**APPLICANTS FOR
TRANSPORTATION ADVISORY BOARD PAGE 2**

<u>NAME/ADDRESS/TELEPHONE</u>	<u>OCCUPATION</u>	<u>EDUCATIONAL BACKGROUND</u>
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
COLEMAN, ARTHUR (B/M) 2633 PLUM RIDGE RD FAYETTEVILLE NC 28306 644-7599/868-9996 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	PROGRAM MANAGER FDR INC	BACHELORS-LIBERAL ARTS ASSOCIATES –CRIMINAL JUSTICE
COLLINS, RICKEY (-/M) 4876 US HWY 301 S HOPE MILLS NC 28348 910-425-9990 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 ELECTRICIAN	SOME COLLEGE
CUFFEE, OTIS (B/M) 6619 BRANNAN WAY FAYETTEVILLE NC 28314 568-3319/885-3583 Graduate-County Citizens' Academy: YES 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-BUSINESS ADMIN
DECOSTA, JOSEPH (W/M) 7016 MARINERS LANDING DR FAYETTEVILLE NC 28306 286-9686/396-5724 **SERVES ON THE BOARD OF ADJUSTMENT** 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	US WARRANT OFFICER US ARMY	CURRENT STUDENT

APPLICANTS FOR
TRANSPORTATION ADVISORY BOARD PAGE 3

<u>NAME/ADDRESS/TELEPHONE</u>	<u>OCCUPATION</u>	<u>EDUCATIONAL BACKGROUND</u>
DUNLAP, ANNETTE MORITT (W/F) 3845 BEAVER DAM CHURCH RD ROSEBORO NC 28382 988-5576 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	AGRIBUSINESS DEVELOPER NC DEPT. OF AGRICULTURE	BA MBA
ENEAL, LESLIE (W/F) 425 SHARPSBURG ROAD FAYETTEVILLE NC 28311 488-5924/486-1101 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	COUNSELOR NC DIV VOCATIONAL REHAB	BS-PSYCHOLOGY MS-REHAB COUNSELING
FORD, STANLEY (B/M) 4013 POLK DRIVE HOPE MILLS, NC 28348 910-425-5639 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: ARMY NCO LEADERSHIP COURSE	NONE LISTED	BS-ADMIN./MGMT
GASTON, JAMES (B/M) 1101 TORREY DRIVE FAYETTEVILLE NC 28301 910-977-9037 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	SELF EMPLOYED	FTCC
GREGGS, KATHY (-/F) 848 HILTON DRIVE FAYETTEVILLE, NC 28311 910-494-6914 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	SENIOR HUMAN RESOURCE MANAGER	MASTERS-BUSINESS ADMIN BS-HUMAN RESOURCE MGT

**APPLICANTS FOR
TRANSPORTATION ADVISORY BOARD PAGE 4**

<u>NAME/ADDRESS/TELEPHONE</u>	<u>OCCUPATION</u>	<u>EDUCATIONAL BACKGROUND</u>
HERNANDEZ, ANTOINETTE (B/F) 7661 BEVERLY DRIVE FAYETTEVILLE, NC 28314 263-1833 (H) / 323-4424, 864-8085 (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	ADMIN. ASST & GENERAL MANAGER – CAPE FEAR ADULT DHCC, SYLVESTER LOVING, LLC.	HS FTCC-ACCOUNTING
HUFFAM, JEFFERSON (B/M) 3911 W. BENT GRASS DRIVE FAYETTEVILLE, NC 28312 910-485-3024 / 910-308-7404 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 SCHOOLS	MINISTER UNION OAK AME ZION CHURCH	BS-SOCIAL SCIENCE MS-HUMAN RES. PHD-BUSINESS ADM.
JAMES, QUINSENTINA (-/F) 2441 CANFORD LANE FAYETTEVILLE, NC 28304 910-323-3421 EXT 2141 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	EMPLOYMENT CASE MANAGER FTCC – WORKFORCE DEVLOPMENT	MSM-MGMT HR & HEALTHCARE
LANTHORN, JOHNNY (W/M) 6841 MAIN STREET WADE, NC 28395 624-5728/223-4817 *SERVES ON THE AIR QUALITY STAKEHOLDERS COMMITTEE* Graduate-County Citizens' Academy: NO Graduate-Institute for Community Leadership: YES Graduate-Leadership Fayetteville: YES Graduate-United Way's Multi-Cultural Leadership Program: NO Graduate-other leadership academy: NO	POWER PLANT SUPERVISOR PWC	SOME COLLEGE
LEE, JAMES SOK HUI (ASIAN/M) 810 CHERRY LAUREL DRIVE APT 303 FAYETTEVILLE NC 28314 583-1371/867-6857 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 AIG FINANCIAL NETWORK	BA GRADUATE STUDY

APPLICANTS FOR
TRANSPORTATION ADVISORY BOARD PAGE 5

<u>NAME/ADDRESS/TELEPHONE</u>	<u>OCCUPATION</u>	<u>EDUCATIONAL BACKGROUND</u>
MCFADDEN, JENSON (B/M) 1717 SYKES POND RD FAYETTEVILLE NC 28304 868-9067/850-8409	PRES TRANSPORT SVC DM TRANSPORTATION	ASSOCIATE-BIBLICAL STUDIES
SERVES ON THE WORKFORCE DEVELOPMENT BOARD		
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		
MCGEACHY, JEREL (B/M) 1448 AVONCROFT DRIVE FAYETTEVILLE NC 28306 910-978-5814	POLICE OFFICER NORTH CAROLINA	ASSO
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: POLICY ACADEMY		
MCKOY, WILLIE JR (B/M) 1632 GREENOCK AVE FAYETTEVILLE, NC 28304 273-2976/432-5571	CIVIL SERVICE FT. BRAGG	MA-HUMAN RESOURCES MANAGEMENT BS-EDUCATION
SERVES ON THE MID-CAROLINA AGING ADVISORY COUNCIL		
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		
MEADOWS, GERALDINE (B/F) 235 ROSEMARY STREET FAYETTEVILLE, NC 28301 578-7273 / 919-718-4650	WORKFORCE DEVELOPMENT SPECIALIST – LEE COUNTY	MASTERS STUDENT BA-SOCIOLOGY
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		
MEHTA, NAYNESH (ASIAN-INDIAN/M) 229 FOREST CREEK DRIVE FAYETTEVILLE NC 28303 910-494-2037	HOTEL MANAGEMENT FIVE POINTS HOSPITALITY	BS-COMPUTER ENGINEERING
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		

APPLICANTS FOR
TRANSPORTATION ADVISORY BOARD PAGE 6

<u>NAME/ADDRESS/TELEPHONE</u>	<u>OCCUPATION</u>	<u>EDUCATIONAL BACKGROUND</u>
MELLOTT, DENNIS PAUL JR (W/M) 1647 DUNN ROAD FAYETTEVILLE NC 28312 689-7983/689-6046 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	DRYWALL FINISHER	HIGH SCHOOL
MORRISON, MARY (W/F) 557 JENNINGS FARM ROAD FAYETTEVILLE NC 28314 316-0510/487-4433 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	RESIDENTIAL PROPERTY MANAGER ALL AMERICAN HOMES RENTAL	HIGH SCHOOL
MURRELL, CHARMAINE F (B/F) 313 BRYAN STREET FAYETTEVILLE, NC 28305 286-3533 (H) / 678-8363 (W) 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: No	ALUMNI RELATIONS & PROGRAM COORDINATOR FTCC	BA-COMMUNICATION MS-INTERNATIONAL RELATIONS
PAUL-KLAKOWICZ, ALISON (W/F) 626 GEORGETOWN CIRCLE FAYETTEVILLE NC 28314 622-8494/486-1101 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	REHABILITATION COUNSELOR NC DEPT OF HEALTH & HUMAN SVCS	MS-REHAB COUNSELING
PAYTON, JAMERUS R. (B/M) 1425 GENERAL LEE AVE FAYETTEVILLE NC 28305 214-274-0911/677-5388 Graduate-County Citizens' Academy: NO Graduate-Institute for Community Leadership: NO Graduate-Leadership Fayetteville: NO Graduate-United Way's Multi-Cultural Leadership Program: YES Graduate-other leadership academy: NO	PRODUCTION SUPERVISOR EATON	MS - MANAGEMENT BS-ELECTRONICS BS-MANUFACTURING SYSTEMS

APPLICANTS FOR
TRANSPORTATION ADVISORY BOARD PAGE 7

<u>NAME/ADDRESS/TELEPHONE</u>	<u>OCCUPATION</u>	<u>EDUCATIONAL BACKGROUND</u>
PITTMAN, RONALD (W/M) 813 KATIE STREET FAYETTEVILLE NC 28306 257-0754/850-5015 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	EXECUTIVE DIRECTOR ARMS OF REFUGE INC	SOME COLLEGE
POOLE, CATHERINE (B/F) 541 PEARL STREET FAYETTEVILLE NC 28303 779-0700/797-8332 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	BUSINESS OWNER	SOME COLLEGE
RAY, RODNEY (B/M) 5823 NESSEE STREET FAYETTEVILLE, NC 28314 910-587-7909 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	SENIOR MANPOWER MANAGEMENT GOVERNMENT CONTRACTOR	BS-BUSINESS ADMIN. MBA
ROBBINS, SHARON (B/F) 5900 MOORGATE CIRCLE FAYETTEVILLE NC 28304 703-6553/391-8256 Graduate-County Citizens' Academy: NO Graduate-Institute for Community Leadership: YES Graduate-Leadership Fayetteville: YES Graduate-United Way's Multi-Cultural Leadership Program: No Graduate-other leadership academy: No	COMMUNITY SERVICES COORDINATOR AUTISM SOCIETY OF NC	NONE LISTED
ROSEN, DEBORAH L. (W/F) 317 SHARPSBURG ROAD FAYETTEVILLE, NC 28311 988-0493/243-9188 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	EXECUTIVE ASSISTANT DEPT OF THE ARMY	BACHELORS DEGREE

APPLICANTS FOR
TRANSPORTATION ADVISORY BOARD PAGE 8

<u>NAME/ADDRESS/TELEPHONE</u>	<u>OCCUPATION</u>	<u>EDUCATIONAL BACKGROUND</u>
SAULNIER, STEVEN MICHAEL (W/M) 117 GRANDE OAKS DRIVE UNIT 6 FAYETTEVILLE NC 28314 910-639-0602 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	ASSISTANT PROJECT MANAGER CHIMES	NONE LISTED
SIMMONS, MICHAEL (B/M) 2720 CREEKDEW COURT FAYETTEVILLE NC 28306 443-866-0020/570-5426 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 MILITARY/PROJECT MANAGER FORSCOM, FT BRAGG	SOME COLLEGE
SULLIVAN, LARRY D. (B/M) 616 SPY GLASS DRIVE FAYETTEVILLE NC 28311 868-1227/273-8247 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	AAS-CRIMINAL JUSTICE
SWINK, MAE (W/F) 6707 CAMDEN ROAD FAYETTEVILLE NC 28306 491-6058/973-5632 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	TRANSPORTATION	SOME COLLEGE
THOMPSON, RUSSELL (W/M) 439 FOXLAIR DRIVE FAYETTEVILLE NC 28311 689-5460/919-552-2253 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	CONSULTING ENGINEER HATCH MOTT MACDONALD	AAS-CIVIL

APPLICANTS FOR
TRANSPORTATION ADVISORY BOARD PAGE 9

<u>NAME/ADDRESS/TELEPHONE</u>	<u>OCCUPATION</u>	<u>EDUCATIONAL BACKGROUND</u>
WALKER, AVA (B/F) 6420 TARBERT AVE FAYETTEVILLE, NC 28304 229-8031/978-5347 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	HOMEMAKER	BA-JOURNALISM BA-BROADCASTING
WARNER, TEDDY (W/M) 1440 PAISLEY AVE FAYETTEVILLE NC 28304 309-7774/633-0685 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	REGIONAL INDUSTRY MANAGER ECONOMIC DEVELOPMENT PARTNERSHIP	BS
WARREN, JONATHAN (H/M) 1585 RAINSFORD DRIVE FAYETTEVILLE NC 28311 910-354-0676 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	BUSINESS OWNER DARKHORSE LLC	MBA BS-BUSINESS
SERVES ON THE WORKFORCE DEVELOPMENT BOARD		
WELCH, JARED (W/M) 4512 SPINEL DRIVE FAYETTEVILLE NC 28311 541-513-4306/432-7477 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	FINANCIAL ANALYST BOOZ ALLEN HAMILTON	BBA-ACCOUNTING CURRENT MS & MBA STUDENT
WESLEY, WILLIAM L. (B/M) 1702 SEABROOK ROAD FAYETTEVILLE NC 28301 261-6468/483-3101 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	EDUCATOR CC SCHOOLS	COLLEGE

APPLICANTS FOR
TRANSPORTATION ADVISORY BOARD PAGE 10

<u>NAME/ADDRESS/TELEPHONE</u>	<u>OCCUPATION</u>	<u>EDUCATIONAL BACKGROUND</u>
WHEATLEY, DIANE 9774 RAMSEY STREET FAYETTEVILLE, NC 28312 980-0338/728-7126 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	SOME COLLEGE
SERVES ON THE JOINT PLANNING BOARD		
WILLET, RONNIE (W/M) 8927 MAIN ST GODWIN, NC 28344 391-8093/433-1413 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	FIRE CAPTAIN CITY OF FAYETTEVILLE	MASTERS-PUBLIC ADMIN. BS-FIRE SCIENCE MGMT
SERVES ON THE LOCAL EMERGENCY PLANNING COMMITTEE		
ZOLMAN, ZACHARY SCOTT (-/M) 718 SARAZEN DRIVE FAYETTEVILLE, NC 28303 419-566-7167 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	STUDENT/COMPUTER LAB COORDINATOR FT. BRAGG	CURRENT STUDENT

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. 11

MEMORANDUM FOR BOARD OF COMMISSIONERS' AGENDA
NOVEMBER 7, 2016

TO: Board of Commissioners

FROM: Candice H. White, Clerk to the Board/Tourism Development Authority *cu*

DATE: October 26, 2016

SUBJECT: Tourism Development Authority – Appointment of Chairperson

BACKGROUND:

Pursuant to the January 28, 2002 resolution creating the Tourism Development Authority, the Board of Commissioners shall from time to time designate the chairperson of the Authority who shall be the presiding officer of the Authority. The resolution does not limit the number of times the chairperson may serve as the presiding officer.

The Tourism Development Authority at their October 26, 2016 meeting unanimously voted to recommend that Vivek Tandon preside as the chairperson for the 2017 calendar year. Mr. Tandon's first term expires November 30, 2018.

The current membership roster for the Authority is attached.

RECOMMENDATION/PROPOSED ACTION:

Consider whether to follow the recommendation of the Tourism Development Authority and appoint Vivek Tandon as chairperson for the 2017 calendar year.

Attachment

TOURISM DEVELOPMENT AUTHORITY

11/15

3 Year Terms

<u>Name/Address</u>	<u>Date Appointed</u>	<u>Term</u>	<u>Expires</u>	<u>Eligible For Reappointment</u>
<u>Commissioner Appointees:</u>				
<u>Hotel/Motels under 100 rooms Representatives:</u>				
Vivek Tandon (A/M) 2857 Skye Drive Fayetteville, NC 28303 323-9070/(w) 438-0945/(c) 670-1072 Vtandon103@aol.com	11/15	1st	Nov/18 11/30/18	Yes
William S. Wellons, Jr. (W/M) 406 Overton Place Fayetteville, NC 28303 868-5425/436-3131 (W) billy@wellonsrealty.com	11/13	2 nd	Aug/16 8/31/16	No
<u>Hotel/Motel over 100 rooms Representatives:</u>				
Anup Contractor (A/M) 217 Kirkwood Drive Fayetteville, NC 28303 433-2657 (H) /433-2100 (W) / 286-9373 (C) anup.econolodge@gmail.com	10/14	1st	Oct/17 10/31/17	Yes
Manish Mehta 229 Forest Creek Drive Fayetteville, NC 28303 494-1918 /689-0800 (C) msmehta@5points.nc.com	4/14	1 st full term	Mar/17 3/31/17	Yes
serving unexpired term; eligible to serve one additional term				
<u>Member of the Public Not Affiliated with Travel/Tourism</u>				
Dallas Mack Freeman 961 Kaywood Drive Fayetteville, NC 28311 488-9478/391-4177 (cell) dmackfreeman@gmail.com	6/14	2nd	June/17 6/30/17	No
<u>President of the Fayetteville Regional Chamber (ex officio)</u>				
Darsweil Rogers 159 Maxwell Street Fayetteville, NC 28311 483-8133 dlrogers@faybiz.com				
<u>Cumberland County Manager (ex officio)</u>				
Amy Cannon P.O. Box 1829 Fayetteville, NC 28302 678-7723 acannon@co.cumberland.nc.us				

Authority was created by the Board of Commissioners on January 28, 2002.

Board was appointed on March 11, 2002.

Meetings: Quarterly (January/April/July/October) - 4th Wednesday – 8:00 AM – Room 564

Contact: Candice White, Clerk to the Board @ 678-7771

W. MARSHALL FAIRCLOTH
Chairman

GLENN B. ADAMS
Vice Chairman

JEANNETTE M. COUNCIL
KENNETH S. EDGE
CHARLES E. EVANS
JIMMY KEEFE
LARRY L. LANCASTER



**CUMBERLAND
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NORTH CAROLINA

BOARD OF COMMISSIONERS

CANDICE WHITE
Clerk to the Board

KELLIE BEAM
Deputy Clerk

ITEM NO. 12A

October 23, 2016

November 7, 2016 Agenda Item

TO: Board of Commissioners
FROM: Kellie Beam, Deputy Clerk to the Board *KB*
SUBJECT: Cumberland County Library Board of Trustees

BACKGROUND: At their meeting on October 3, 2016, the Board of Commissioners nominated the following individuals to fill two (2) upcoming vacancies on the Cumberland County Library Board of Trustees:

Dr. Daniel Montoya (reappointment)

Betsy Small (reappointment)

I have attached a current membership list for this board.

PROPOSED ACTION: Appoint individuals to fill the two (2) vacancies above.

Attachment

pc: Jody Risacher, Library Director

LIBRARY BOARD OF TRUSTEES

3 Year Term

All terms expire in December and begin in January. Recommendations for nominations placed on first meeting in October agenda and appointments placed on second meeting in October agenda. Although terms will not begin until the following January, the Library takes their new appointees through an orientation process in December before they begin serving in January.

<u>Name/Address</u>	<u>Date Appointed</u>	<u>Term</u>	<u>Expires</u>	<u>Eligible For Reappointment</u>
Katrina Tiffany 812 Norwood Street Fayetteville, NC 28305 850-2145/491-2111	12/15	1st	Dec/18 12/31/18	Yes
Donald LaHuffman 616 McAphin Drive Fayetteville, NC 28301 910-488-8130	12/15	1st	Dec/18 12/31/18	Yes
Paige W. Ross 1220 Pony Drive Hope Mills, NC 28348 339-1715/919-630-0187	12/14	1st	Dec/17 12/31/17	Yes
Dr. Connette McMahon 4723 Flintcastle Road Fayetteville, NC 28314 323-1626/489-3915	12/15	1st	Dec/18 12/31/18	Yes
Dr. Daniel Montoya 3505 Cokefield Drive Fayetteville, NC 28306 478-0646/672-1560	12/13	1st	Dec/16 12/31/16	Yes
Brian J. Tyler 1414 Raeford Rd Fayetteville, NC 28305 717-514-6889	12/14	1st	Dec/17 12/31/17	Yes
Betsy Small PO Box 228 Linden, NC 28356 910-980-0821	12/13	1st	Dec/16 12/31/16	Yes

Commissioner Liaison: Glenn Adams

Contact: Jody Risacher, Library Director (or Marili Melchionne – 483-7727 x1304)

Meeting Date: 3rd Thursday of each month at 9:05 AM; (exception would be 2nd Thursday in December and no regularly scheduled meetings in July and August) – Meeting locations are different libraries within the 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
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NORTH CAROLINA

BOARD OF COMMISSIONERS

CANDICE WHITE
Clerk to the Board

KELLIE BEAM
Deputy Clerk

ITEM NO. 12B

October 23, 2016

November 7, 2016 Agenda Item

TO: Board of Commissioners

FROM: Kellie Beam, Deputy Clerk to the Board **KB**

SUBJECT: Appointment to the Cumberland County Local Emergency Planning Committee

BACKGROUND: On October 3, 2016, the Board of Commissioners nominated the following individuals to fill ten (10) vacancies on the Cumberland County Local Emergency Planning Committee:

Print and Broadcast Media Representatives:

Kevin Arata – (reappointment)

Sean Swain (new appointment)

Operators of Facilities Representatives:

Robert Melvin (new appointment)

Tony Collado (new appointment)

Law Enforcement Representatives:

Lt. Freddie Johnson Jr. (reappointment)

Brett Chandler (new appointment)

Emergency Management Representative:

Tim Mitchell (new appointment)

At-Large Representatives:

Calvin Bishop (new appointment)

Henry Eisenbarth (new appointment)

Utilities Representative:

Rhonda Folks (new appointment)

The current membership roster for the Cumberland County Local Emergency Planning Committee is attached.

PROPOSED ACTION: Appoint individuals to fill ten (10) vacancies on the Cumberland County Local Emergency Planning Committee.

CUMBERLAND COUNTY
LOCAL EMERGENCY PLANNING COMMITTEE
3 Year Term
(Staggered Terms Initially)

<u>Name/Address</u>	<u>Date Appointed</u>	<u>Term</u>	<u>Expires</u>	<u>Eligible For Reappointment</u>
<u>Print and Broadcast Media Representative</u>				
Kevin Arata City of Fayetteville 582 Broyhill Road Fayetteville, NC 28314 920-2914/540-207-3264	10/15	1st	Aug/16 8/31/16	Yes
(serving unexpired term; eligible for two additional terms)				
Sally Shutt CC Communications Manager P.O. Box 1829 Fayetteville, NC 28302 Phone: 437-1921	8/13	2nd	Aug/16 8/31/16	No
<u>Operators of Facilities Representative</u>				
Gary Tew 339 Euclid Street #3 Stedman, NC 28391 322-6595/485-9263	5/15	1st	May/18 5/31/18	Yes
Mark Ingram (Dupont) 2507 Torcross Drive Fayetteville, NC 28304 483-6646/678-1860	9/14	1 st	Sep/17 9/30/17	Yes
Mark Faircloth (Eaton Corporation) 338 Hilliard Drive Fayetteville, NC 28311 482-4266/677-5219	10/13	2nd	Oct/16 10/31/16	No
VACANT (Vacated by M. Dempster)	1/15	1st	Feb/16 2/28/16	Yes

serving an unexpired term, eligible to serve two additional terms

<u>Name/Address</u>	<u>Date Appointed</u>	<u>Term</u>	<u>Expires</u>	<u>Eligible For Reappointment</u>
<u>Law Enforcement Representative</u>				
Lt. Freddie Johnson Jr. NC Highway Patrol 5455 Grimes Road Fayetteville, NC 28306 423-6881/486-1058	4/13	1st	Apr/16 4/30/16	Yes
Captain J.T. Morgan Cumberland Co. Sheriff's Office 131 Dick Street Fayetteville, NC 28301 751-1412/677-5587	5/15	1 st	Dec/16 12/31/16	Yes
(serving unexpired term; eligible for one additional term)				
VACANT (Vacated by K. Eaker)	2/13	2nd	Feb/16 2/28/16	No
<u>Emergency Management Representative</u>				
Gene Booth Cumberland County Emergency Services 131 Dick Street Fayetteville, NC 28301 678-7641	8/13	2nd	Sept/16 9/30/16	No
<u>Community Group Representative</u>				
Stephen Rogers Home Safe Home Inventory 445 McRae Drive Fayetteville, NC 28305 484-1818/884-7021	10/15	1 st	Oct/18 10/31/18	Yes
<u>Transportation Representative</u>				
VACANT (vacated by Eddie Smith)	12/09	1st	Dec/12 12/31/12	Yes
<u>Health Representative</u>				
Greg Phillips Cumberland County Public Health 801 Sandalwood Drive Fayetteville, NC 28304 910-364-3362	11/13	1st	Nov/16 11/30/16	Yes

<u>Name/Address</u>	<u>Date Appointed</u>	<u>Term</u>	<u>Expires</u>	<u>Eligible For Reappointment</u>
<u>Hospital Representative</u>				
Marsha Lunt 227 Summertime Road Fayetteville, NC 28303 868-1207/907-6688	2/16	2nd	Feb/19 2/28/19	No
<u>Fire Fighting Representative</u>				
Ronnie Willet Fire/Emergency Management City of Fayetteville 8927 Main Street Godwin, NC 28344 391-8093/433-1413	12/14	1 st full term	Dec/17 12/31/17	Yes
(serving unexpired term; eligible for one additional term)				
<u>First Aid Representative</u>				
James Bullard Jr. Cumberland Co. EMS/Emergency Management Cape Fear Valley Health System 610 Gillespie St Fayetteville, NC 28306 615-5696/988-8871	11/13	1 st full term	Nov/16 11/30/16	Yes
(serving unexpired term; eligible for one additional term)				
<u>At-Large Representative</u>				
Phillip McCorquodale 3814 Corapeake Drive Fayetteville, NC 28312 323-4112/323-9600 (W)	4/13	2nd	April/16 04/30/16	No
Marsha Fogle PO Box 278 Stedman, NC 28391 483-9579	8/13	2nd	Aug/16 08/31/16	No
<u>Local Environmental Representative</u>				
VACANT (Vacated by P. Rawls)	2/10	1st	Feb/13 2/28/13	Yes
<u>Utilities Representative</u>				
Ray Jackson (/M) Public Works Commission 955 Old Wilmington Road Fayetteville, NC 28301 223-4118	2/13	2nd	Feb/16 2/28/16	No

<u>Name/Address</u>	<u>Date Appointed</u>	<u>Term</u>	<u>Expires</u>	<u>Eligible For Reappointment</u>
VACANT (Vacated by A. Moore)	8/13	2nd	Aug/16 8/31/16	No

Ex-Officio/Voting Member:

Jimmy Keefe, County Commissioner

Emergency Management

Randy Beeman, Cumberland County Emergency Services

Fayetteville Fire/Emergency Management

Ben Major, Chief, Fayetteville Fire Department

County Manager

Amy Cannon, County Manager

Hazardous Materials Response Team Leader

Bobby Brinson, City of Fayetteville Fire Department

Contacts: Randy Beeman, Emergency Services Director – 321-6960
Gene Booth, Emergency Management Officer – 678-7641

Meets quarterly on the last Thursday of the month in January, April, July & October at 10:00 am – PWC Office, 955 Old Wilmington Road

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. 12C

October 21, 2016

November 7, 2016 Agenda Item

TO: Board of Commissioners
FROM: Kellie Beam, Deputy Clerk to the Board *KB*
SUBJECT: Human Relations Commission

BACKGROUND: At their meeting on October 3, 2016, the Board of Commissioners nominated the following individuals to fill two (2) vacancies on the Human Relations Commission:

Dr. Muhammad Lodhi (new appointment)
Georgeanna Pinckney (new appointment)

I have attached the current membership list for this commission.

PROPOSED ACTION: Appoint individuals to fill the two (2) vacancies above.

Attachment

pc: Willetta Ragin, Human Relations – City of Fayetteville

HUMAN RELATIONS COMMISSION
 (County Commissioner Appointees)
 2Year Term

Name/Address	Date Appointed	Term	Expires	Eligible for Reappointment
Linda Amos 917 Bashlot Place Fayetteville, NC 28303 860-4280/486-1010 x 2201	5/16	2nd	May/18 5/31/18	No
Kevin Brooks 321 Hay Street Fayetteville, NC 28301 910-551-9031	8/15	1 st full term	Aug/17 8/31/17	Yes
VACANT (Vacated by T. Sobers)	5/14	1st	May/16 5/31/16	Yes
VACANT (Vacated by J. Rodriguez)	1/16	1st	Jan/18 1/31/18	Yes

Contact: Willetta Ragin – 433-1696 – Fax # 433-1535
 Human Relations
 City of Fayetteville

Meetings: 2nd Thursday of every month – 5:30 pm
 City Hall – Lafayette Room

W. MARSHALL FAIRCLOTH
Chairman

GLENN B. ADAMS
Vice Chairman

JEANNETTE M. COUNCIL
KENNETH S. EDGE
CHARLES E. EVANS
JIMMY KEEFE
LARRY L. LANCASTER



**CUMBERLAND
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NORTH CAROLINA

BOARD OF COMMISSIONERS

CANDICE WHITE
Clerk to the Board

KELLIE BEAM
Deputy Clerk

ITEM NO. 12D

October 21, 2016

November 7, 2016 Agenda Item

TO: Board of Commissioners

FROM: Kellie Beam, Deputy Clerk to the Board *KB*

SUBJECT: Appointments to Nursing Home Advisory Board

BACKGROUND: On October 3, 2016, the Board of Commissioners nominated the following **seven (7) individuals to fill six (6) vacancies** on the Nursing Home Advisory Board. **Please appoint six individuals.**

Keith Howard (reappointment)
Laura Hardy
Phyllis Pierce
Robert Williams
Brenda McArthur-Strong
Diane Wheatley
Rudy Tatum

The current membership roster for the Nursing Home Advisory Board is attached.

PROPOSED ACTION: Appoint individuals to fill **six (6) vacancies** on the Nursing Home Advisory Board.

Attachment

cc: Kareem Strong, Mid-Carolina Area Agency on Aging

NURSING HOME ADVISORY BOARD

3 Year Term

(Initial Appointment One Year)

Name/Address	<u>Date</u> Appointed	Term	Expires	<u>Eligible For</u> Reappointment
VACANT (Vacated by B. Spigner)	02/13	1st	Feb/16 02/28/16	Yes
Tom Lloyd (W/M) 1306 Berkshire Road Fayetteville, NC 28305 574-3177/678-7618(W)	8/14	3rd	Aug/17 8/31/17	No
VACANT (Vacated by C. Fagan)	3/15	1 st	Sept/16 9/30/16	Yes
(serving unexpired term; eligible for two additional three-year terms)				
Keith Howard 7809 Gallant Ridge Dr Fayetteville, NC 28314 910-494-3736	3/15	Initial	Mar/16 3/31/16	Yes
Sonja Council 950 Stewarts Creek Drive Apt. 1 Fayetteville, NC 28314 864-1651/609-6139 (W)	8/14	2nd	Aug/17 8/31/17	No
VACANT (Vacated by M. Blake)	8/14	1st	Aug/17 8/31/17	Yes
VACANT (Vacated by C. Hammond)	8/14	3rd	Aug/17 8/31/17	No
Mary Dillon (B/F) 3209 McCheon Drive Fayetteville, NC 28301 910-822-2045	10/15	1st	Oct/18 10/31/18	Yes

<u>Name/Address</u>	<u>Date Appointed</u>	<u>Term</u>	<u>Expires</u>	<u>Eligible For Reappointment</u>
Lalara Ray (B/F) 5823 Nessee St Fayetteville, NC 28314 860-3443/587-7795	11/15	1st	Nov /18 11/30/18	Yes
Clarence Everett Sr. (B/M) 1513 Woodberry Ln Fayetteville, NC 28303 822-1525/494-1656	11/15	1st	Nov/18 11/30/18	Yes
VACANT (Vacated by C. Haire)	4/13	2nd	Apr/16 4/30/16	No

CONTACT: Kareem Strong, Mid-Carolina Area Agency on Aging
P. O. Box 1510
Fayetteville, NC 28302
Phone: 323-4191, ext. 25

3rd Thursday of the last month of each quarter (March, June, September and December) at 10:00 AM - at various nursing homes in the county.