

CUMBERLAND COUNTY FACILITIES COMMITTEE  
COURTHOUSE, 117 DICK STREET, 5TH FLOOR, ROOM 564  
JUNE 1, 2017 - 8:30 A.M.  
MINUTES

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

OTHER COMMISSIONERS PRESENT:  
Commissioner Jimmy Keefe

OTHERS PRESENT: Amy Cannon, County Manager  
Melissa Cardinali, Assistant County Manager  
Sally Shutt, Assistant County Manager  
Tracy Jackson, Assistant County Manager  
Rick Moorefield, County Attorney  
Jeffery Brown, Engineering & Infrastructure Director  
AJ Riddle, Assistant County Engineer  
Deborah Shaw, Budget Analyst  
Heather Harris, Budget Analyst  
Vicki Evans, Finance Director  
Geneve Mankel, Communications & Outreach Coordinator  
Kellie Beam, Deputy Clerk to the Board  
Press

Commissioner Glenn Adams called the meeting to order.

1. APPROVAL OF MINUTES – MAY 4, 2017 FACILITIES COMMITTEE  
REGULAR MEETING

MOTION: Commissioner Lancaster moved to approve the minutes as presented.  
SECOND: Commissioner Council  
VOTE: UNANIMOUS (3-0)

2. REVIEW OF PAVING PRIORITIES (FOR INFORMATION ONLY)

BACKGROUND:

At the May 4, 2017 Facilities Committee meeting, the Committee was asked to approve a contract to repave the parking lot at the Historic Courthouse. The question was raised during discussion of the item as to how the Historic Courthouse parking lot was selected over other parking lots at other facilities that may be more heavily utilized. In FY 15, the

Engineering & Infrastructure Department issued a Request for Qualifications (RFQ) for the completion of a pavement condition survey on all County parking lots. US Infrastructure of Carolina, Inc. out of Greensboro, NC was selected to complete this evaluation based on their experience and their approach in completing the task. The results of the pavement condition survey were presented to the Board of Commissioners at a Budget Work Session on March 5, 2015.

All County parking lots were evaluated and assigned a Pavement Condition Index (PCI) which is a numerical indicator that rates the surface condition of asphalt pavement. The rating scale is from 0 to 100 being the highest, most desired ranking. A brief presentation was provided during the meeting to review the ratings so the committee members would have a better understanding of the Department's paving priorities moving forward.

**RECOMMENDATION/PROPOSED ACTION:**

The Facilities Committee is not being asked to take any action. The purpose of this item is to provide the Committee additional background information on the paving priorities of County parking lots.

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

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Review of Paving Priorities  
*June 1, 2017*  
*Facilities Committee Meeting*

Background Information

- Request for Qualifications (RFQ) issued in Fall of 2014
- US Infrastructure of Carolina, Inc. selected to perform the Pavement Condition Survey
- Final results provided to the County in February 2015

Pavement Condition Index (PCI)

1. A numerical indicator that rates the surface condition of asphalt pavement
2. PCI is determined by:
  - Type of Distress – 20
  - Severity of Distress – low, medium, high
  - Quantity of Distress – amount identified

CIP Strategy for Parking Lots

- Balance between maintenance and replacement
- Preventive maintenance (PM) measures must be taken early

- Focus PM initiatives on parking lots with Pavement Condition Index (PCI) > 60 (Industry Guidelines)
- Consider usage of parking lot

<u>LOCATION</u>	<u>DESCRIPTION OF PREVENTIVE MAINTENANCE</u>	<u>PCI</u>	<u>COST ESTIMATE</u>
Wellness/Risk Management	Striping and pavement markings	95	\$900
Eastover Recreation Center	Striping and Pavement Markings	95	1,400
Sheriff's Training Center	22 SY of full depth patching, striping and pavement markings	93	2,000
Department of Social Services	Crack sealing	91	8,700
Animal Services Center	Crack sealing, striping and pavement markings	91	1,700
Public Health	Milling and replacement of certain sections of asphalt, fog seal and striping and pavement markings	89	58,800
Bradford Place	Crack sealing	89	4,100
Detention Center	33 SY of full depth patching, crack sealing, striping and pavement markings	87	5,800
Domestic Violence Center	Slurry seal, striping and pavement markings	85	6,200
North Regional Library	Crack Sealing, slurry seal, striping and pavement markings	83	50,700
Community Corrections Bldg	29 SY of full depth patching, crack sealing, slurry seal, striping and pavement markings	82	14,000
Arnette Park Maintenance Bldg	Crack sealing, slurry seal and striping	80	3,300
Cliffdale Library	4 SY of full depth patching, crack sealing, slurry seal, striping and pavement markings	79	22,000
County Courthouse (Lot #2)	Crack sealing	75	7,400
Fuller Building	Crack sealing and repair sidewalk	73	2,500
Building Maintenance Facility	6 SY of full depth patching and crack sealing	70	1,700
Dorothy Spainhour School	9 SY of full depth patching, crack sealing, striping and pavement markings	70	4,700
East Regional Library	620 SY of full depth patching and crack sealing	69	38,100
Headquarters Library - North	28 SY of full depth patching, crack sealing, microsurfacing and striping	67	7,600
Law Enforcement Center (Lot #4)	Crack sealing	67	14,600
Headquarters Library - East	58 SY of full depth patching, crack sealing, microsurfacing, striping and pavement markings	66	17,700
Hope Mills Library	17 SY of full depth patching, crack sealing, slurry seal, striping and pavement markings	65	23,200
<b>Total Estimated Cost</b>			<b>= \$297,100</b>

Substantial Improvements – Resurfacing/Rebuild

<u>LOCATION</u>	<u>AREA (SF)</u>	<u>PCI</u>	<u>COST ESTIMATE</u>
JP Riddle Stadium	308,270	68	\$588,542
Spring Lake Branch Library/Family Resource Center	136,840	67	111,595
Convention and Visitors Bureau	12,550	65	28,037
Agricultural Expo Office Building	46,067	59	102,566
Bordeaux Branch Library	30,810	59	67,997
Alphin House	7,810	57	5,402
Landscaping	32,560	54	15,874
Arnette Park Administrative Building	13,580	50	30,370
Winding Creek Executive Place	70,780	47	155,852
Historic Courthouse	18,620	47	95,258
E. Newton Smith Center	101,040	31	220,604
Sheriff's Annex	39,440	31	46,275
Central Maintenance Facility	64,060	26	139,104
Veterans Services	12,440	24	84,250
<b>TOTAL ESTIMATED COST</b>			<b>= \$1,691,726</b>

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Jeffery Brown, Engineering and Infrastructure Director, reviewed the information recorded above with the Facilities Committee.

3. CONSIDERATION OF LEASE RENEWAL WITH FIRST PRESBYTERIAN CHURCH OF FAYETTEVILLE

BACKGROUND:

Cumberland County renewed a lease agreement for parking lot space from the First Presbyterian Church of Fayetteville in November of 2016. This current agreement will expire on June 30, 2017. The following proposed terms for renewal have been put forth and are agreeable to the Church:

- Five-year term starting July 1, 2017 and ending June 30, 2022
- Annual lease rate of \$21,000 per year payable in monthly installments of \$1,750 (present rate is \$23,242/year)
- County continues to maintain property as specified in current agreement (estimated annual cost to the County of \$3,400 year)
- County and Church agree to split cost one-time for parking lot repair (ie, potholes, cracks, and restriping) estimated at \$3,750 per party for an estimated total project cost of \$7,500)

RECOMMENDATION/PROPOSED ACTION:

Staff recommends review to move forward to the full Board of Commissioners as a Consent Agenda item at the June 19, 2017 Regular Meeting.

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STATE OF NORTH CAROLINA  
COUNTY OF CUMBERLAND

PARKING LOT LEASE

This Lease Agreement made and entered into this \_\_\_\_ day of June, 2017, to be effective July 1, 2017, 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 for five (5) years from July 1, 2017, to June 30, 2022.
3. Ingress and egress to the Space shall be strictly limited to the Person Street entrance.
4. For this lease term, COUNTY will pay CHURCH rental in the annual amount of \$21,000, payable on the first of each month in advance equal monthly installments of \$1,750 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. COUNTY property taxes shall not include any CITY taxes or any fees other than property taxes.
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. During the lease term, COUNTY and CHURCH will equally split the cost for one-time repairs to the Space to fill potholes, cracks, and restripe the parking spaces for an estimated total project cost not to exceed \$7,500.
7. COUNTY will indemnify and hold harmless 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.

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Mr. Jackson reviewed the background information, recommendation and lease agreement as recorded above.

- MOTION: Commissioner Council moved to recommend to the full board approval of the lease renewal with the First Presbyterian Church of Fayetteville at the June 5, 2017 meeting.
- SECOND: Commissioner Lancaster
- VOTE: UNANIMOUS (3-0)

4. CONSIDERATION OF APPROVAL FOR A CONTRACT FOR IMPROVEMENTS TO PARKS FOR THE TOWNS OF GODWIN AND WADE

BACKGROUND:

Fayetteville-Cumberland Parks & Recreation in conjunction with the Towns of Godwin and Wade identified improvements that would be made at each of the Town's respective parks along with a budget for each of the proposed improvements. An expansion to town hall to be used for meeting space and special events was the most significant project for the Town of Godwin. A budget was set aside in the amount of \$175,000 for this project which also includes the architectural fees associated with the design of this addition. The most significant project for the Town of Wade was the addition of outside restrooms to their Community Building along with some other building improvements. A budget of \$150,000 was set aside for this project to include architectural fees.

It was decided that it would be more economically feasible to bid the projects together as one project. A mandatory pre-bid conference was held for these projects on February 13, 2017 to review the project scope with all interested bidders. A bid opening was held on March 2, 2017 in which four local contractors submitted bids for the proposed improvements. The lowest responsible and responsive bid was submitted by Hayes, Inc. in the amount of \$436,000. The certified bid tabulation along with a letter of recommendation to award the contract to Hayes, Inc. provided by the project architect were provided at the meeting.

With the architectural design fees for each project along with the funding that has already been spent on the building improvements for the Wade Community Building, there is \$244,442 remaining for this project. There is Parks and Recreation fund balance available that can be used to cover the additional cost. It is recommended that \$225,000 be transferred to this project budget. This will cover the additional cost of the project as well as establish a contingency in the amount of \$25,000 to be used for any required changes during construction.

RECOMMENDATION/PROPOSED ACTION:

The Engineering & Infrastructure 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 June 19, 2017 meeting.

1. Accept the bids for the improvements to the parks for the Town of Godwin and the Town of Wade and award a contract to Hayes, Inc. in the amount of \$436,000.

2. Establish a contingency in the amount of \$25,000 to be used for additional work recommended by the Engineering & Infrastructure Director and approved by the County Manager.
3. Authorize the transfer of \$225,000 from Parks and Recreation fund balance to be used to complete the project.

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

**MOTION:** Commissioner Lancaster moved to recommend to the full board approval to: accept the bids for the improvements to the parks for the Town of Godwin and the Town of Wade and award a contract to Hayes, Inc. in the amount of \$436,000; establish a contingency in the amount of \$25,000 to be used for additional work recommended by the Engineering & Infrastructure Director and approved by the County Manager; and authorize the transfer of \$225,000 from Parks and Recreation fund balance to be used to complete the project.

**SECOND:** Commissioner Council

**VOTE:** UNANIMOUS (3-0)

## 5. CONSIDERATION OF REQUEST FROM NCDOT FOR A DRAINAGE EASEMENT

### BACKGROUND:

NCDOT has requested what it describes as a temporary drainage easement on a county parcel located on Camden Road for construction of the Fayetteville Outer Loop. The property is the site of a solid waste convenience site. Although it is described as a temporary drainage easement, it is a permanent easement because the property will not be restored to its original condition. Also, the county will not be able to use the easement area in any manner that the NCDOT deems will obstruct or impair the use of the easement by the NCDOT after the drain is installed. The use of this portion of the lot for a drainage easement does not impact the current use of the property as a convenience center. The county attorney has consulted with the county engineer about this request and the county engineer will be available to answer any questions.

### RECOMMENDATION/PROPOSED ACTION:

The county attorney recommends the easement be granted.

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Rick Moorefield, County Attorney, reviewed the background information and recommendation as recorded above. Questions and discussion followed.

MOTION: Commissioner Lancaster moved to recommend to the full board approval of the drainage easement requested by NCDOT.  
SECOND: Commissioner Council  
VOTE: UNANIMOUS (3-0)

6. UPDATE ON HEADQUARTERS LIBRARY FLOOD DAMAGE REPAIRS

BACKGROUND:

The Headquarters Library located at 300 Maiden Lane flooded during Hurricane Matthew. The Board of Commissioners approved a contract for the interior flood damage repairs on January 17, 2017 in the amount of \$135,482. In addition, to the interior damage the parking lot received some damage that also had to be repaired. The cost of making the parking lot repairs is \$13,746. Interior repairs are complete and the parking lot should be completely repaired by the end of this week weather permitting.

RECOMMENDATION/PROPOSED ACTION:

The Facilities Committee is not being asked to take any action. The purpose of this item is to provide the Committee an update on the status of the repairs that have been made.

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Mr. Brown reviewed the background information and recommendation as recorded above. Discussion followed. No action taken.

7. OTHER ITEMS OF BUSINESS

There were no other items of business.

MEETING ADJOURNED AT 9:06 AM.