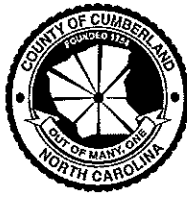


MARSHALL FAIRCLOTH
Chairman

JIMMY KEEFE
Vice Chairman

JEANNETTE M. COUNCIL
KENNETH S. EDGE
CHARLES E. EVANS
BILLY R. KING
EDWARD G. MELVIN



CANDICE WHITE
Clerk to the Board

KELLIE BEAM
Deputy Clerk

CUMBERLAND
★ **COUNTY** ★
NORTH CAROLINA
BOARD OF COMMISSIONERS

MEMORANDUM

TO: Facilities Committee Members (Commissioners Keefe, Edge and King)
FROM: Kellie Beam, Deputy Clerk to the Board *KB*
DATE: October 18, 2012
SUBJECT: Facilities Committee Meeting – Thursday, November 1, 2012

There will be a regular meeting of the Facilities Committee on Thursday, November 1, 2012 at 8:30 AM in Room 564 of the Cumberland County Courthouse.

AGENDA

1. Approval of Minutes – October 4, 2012 Meeting **(Pg. 2)**
2. Update on Status of the Former Legal Aid Building **(Pg. 8)**
3. Update on Status of the Detention Center Expansion Project **(Pg. 12)**
4. Update on Former Board of Elections Building **(Pg. 13)**
5. Update on the E. Newton Smith Center **(Pg. 14)**
6. Other Matters of Business **(No Materials)**

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

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CUMBERLAND COUNTY FACILITIES COMMITTEE
 NEW COURTHOUSE, 117 DICK STREET, 5TH FLOOR, ROOM 564
 OCTOBER 4, 2012 - 8:30 A.M.
 MINUTES

MEMBERS PRESENT: Commissioner Jimmy Keefe, Chair
 Commissioner Kenneth Edge
 Commissioner Billy King (arrived at 8:34 a.m.)

OTHER COMMISSIONERS

PRESENT: Commissioner Marshall Faircloth (arrived at 8:53 a.m.)
 Commissioner Jeannette Council (arrived at 9:20 a.m.)
 Commissioner Ed Melvin

OTHERS PRESENT:

Amy Cannon, Deputy County Manager
 James Lawson, Assistant County Manager
 Sally Shutt, Chief Public Information Officer
 Rick Moorefield, County Attorney
 Jeffery Brown, Engineering and Infrastructure Director
 Howard Abner, Assistant Finance Director
 Darrell Handelsman, Fayetteville Swampdogs
 Candice White, Clerk to the Board
 Kellie Beam, Deputy Clerk to the Board
 Press

Commissioner Jimmy Keefe called the meeting to order.

1. APPROVAL OF MINUTES – SEPTEMBER 6, 2012 MEETING

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

2. CONSIDERATION OF REQUEST TO LEASE BOTH FLOORS OF THE ROBESON S & L BUILDING TO THE FACVB

Amy Cannon, Deputy County Manager, stated this item was on the September Facilities Committee agenda and management had requested additional time to discuss details of the lease with Mr. Meroski from the FACVB. Ms. Cannon stated there had been additional discussion with Mr. Meroski and Rick Moorefield, County Attorney, regarding a new proposed rate for the committee's consideration.

Mr. Moorefield stated since the discussion at the September 6, 2012 Facilities Committee meeting, management has agreed to recommend a rental term of ten (10) years and a

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rental rate of \$10.50 per square foot for the lease of the old Robeson S & L Building to the FACVB, subject to the Board of Commissioner's finding that the building will not be needed for government purposes during that lease term.

Mr. Moorefield stated the other terms of the existing arrangement will remain in place with the essential lease terms being as follows:

Premises: Robeson S & L Building, located on Person Street across from the Courthouse.
Lessee:FACVB
Notice of Intent: Will be required
Use: To conduct activities to promote tourism and the use of convention facilities in Cumberland County
Term: Ten (10) years commencing upon approval by Board of Commissioners
Renewal Terms: None
Rent: 7,049 square feet @ \$10.50 per square foot for annual rent of \$74,015
Utilities: Lessee's responsibility
Regular Inside Maintenance: Lessee's responsibility
Janitorial: Lessee's responsibility
Maintenance of Exterior, Parking Lot and Landscaping: County's responsibility
Insurance: \$1 million general liability provided by lessee
Improvements: At lessee's cost, subject to county's approval
Early Termination Provision: None

MOTION: Commissioner Edge moved to approve the lease agreement as presented by the county attorney.

SECOND: Commissioner Keefe

VOTE: UNANIMOUS (2-0)

3. UPDATE ON THE STATUS OF THE FORMER BOARD OF ELECTIONS BUILDING AND BOARD OF ELECTIONS MOVE TO THE E. NEWTON SMITH BUILDING

James Lawson, Assistant County Manager, stated he had no significant information to report since the update provided to the Facilities Committee last month on the status of the former Board of Elections building and the Board of Elections move to the E. Newton Smith building. Mr. Lawson stated he had received three phone calls in reference to the

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former Board of Elections building from brokers. Mr. Lawson stated an advertisement ran in the Fayetteville Observer in June publicizing the sale of the former Board of Elections building and an ad ran in the July edition of the Up & Coming. Mr. Lawson further stated there continues to be an ad running on Cumberland County's website and there are several signs located on the property advertising the sale.

Mr. Lawson stated the Board of Elections started the move to the E. Newton Smith building on Monday, August 20th, the move was completed on Friday, August 24th, and the Board of Elections was fully operational on Monday, August 27th. Mr. Lawson stated once the former Board of Elections building was vacated he performed a walk-through of the building and stated it was in great condition. Mr. Lawson stated there had been no disruption in service and the Board of Elections staff has been pleased with the entire moving process.

Commissioner King inquired about the asking price and how long the former Board of Elections building would be on the market. Mr. Lawson stated the asking price of the former Board of Elections building is \$675,000 and the plan is to keep the building on the market for six (6) months until December of 2012. Commissioner Keefe stated if no offers are received on the building, it will revert back to county's inventory. Commissioner Keefe asked county management to bring suggestions on how to best utilize the building to include remodeling costs should no offers be received.

Commissioner Edge asked about the status of the former Legal Aid building on the corner of Russell Street and Gillespie Street. Ms. Cannon stated she thought action was taken by the Board of Commissioners to have the building demolished. Ms. Cannon further stated the former county engineer had also developed a cost estimate to renovate the building. Commissioner Keefe asked that an update to include recommendations for the former Legal Aid be provided to the Facilities Committee at its meeting on November 1, 2012.

4. UPDATE ON THE STATUS OF THE EMPLOYEE WELLNESS CENTER AND PHARMACY

Ms. Cannon stated the Employee Clinic opened on Monday, August 13th and stated the clinic is mainly seeing patients with acute illnesses and averages eight to nine patients per day plus daily phone consultations. Ms. Cannon stated clinic staff is working hard to assist county employees in a cost-conscious way.

Ms. Cannon stated the Employee Pharmacy opened on Monday, August 20th and the pharmacy has filled over 1,000 prescriptions since opening. Ms. Cannon stated there had been a transition in pharmacy staffing but there has been no disruption in service. Ms. Cannon stated county management is pleased with the Employee Clinic and Employee Pharmacy at this point.

Commissioner King asked how well the Employee Wellness Center is being advertised. Ms. Cannon stated the county's Chief Public Information Officer Sally Shutt has

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provided mass information to employees thru email and the intranet. Ms. Cannon stated it may take six to nine months to get a good perspective on the Employee Wellness Center.

Commissioner Edge asked if anything is being done to incentivize county employees to use the Employee Pharmacy. Ms. Cannon stated the county employees that choose to use the Employee Pharmacy pay a lower co-payment than at a retail pharmacy. Ms. Shutt stated county employees have access to the pharmacy pricing on the county's website. Ms. Cannon stated updates have been sent almost on a weekly basis to county employees promoting the Employee Wellness Center. Commissioner Edge stated he would like to see the progress being tracked.

Ms. Cannon stated the Employee Wellness Center is currently only open to county employees and retirees covered under the healthcare plan. Ms. Cannon stated the goal is to eventually open the Employee Wellness Center to dependants of county employees covered under the healthcare plan. Ms. Cannon stated this will help maximize cost savings.

5. UPDATE ON THE LEASE FOR THE J.P. RIDDLE STADIUM

Mr. Moorefield stated the current lease for the J.P. Riddle Stadium expires at the end of 2012. Mr. Moorefield stated the Swampdogs wish to continue to lease the stadium under the same general terms and conditions. Mr. Moorefield further stated that due to the language in the agreements between the city and the county for the operation of the joint recreation department, a request was made to the City of Fayetteville to clarify what the city regarded as its maintenance responsibilities for the stadium.

Mr. Moorefield stated the essential terms of the proposed lease are as follows:

Premises:	J.P. Riddle Stadium
Lessee:	Hometown Sports America, Inc.
Notice of Intent:	Will be required
Use:	As the home field for an amateur baseball club playing in the Coastal Plains League
Term:	Four years commencing January 1, 2013
Renewal Term:	One 4-year renewal term to be exercised at the option of the club
Rent:	Total amount (including concession rights) is \$12,000 annually
Utilities:	County to pay all utilities, including parking lot security lights, sign lighting, water for playing field and irrigation, all other water, sewer, electric and telephone with the club to reimburse flat amount of \$150 per game during the playing season and \$250 per month for the months of the off-season when no games are played

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Maintenance by the Club:

- Dragging and lining the field for its games and clean-up of concessions and locker areas
- HVAC system for the club office
- Field tarp and batter's cage and batter's/pitcher's tunnel
- All concession equipment, including cookers, grills, coolers, freezers, drink dispensers, food and beverage handling equipment
- Signage used for advertising/marketing (not the stadium identification sign)

Maintenance by the County:

- All regular maintenance
- Mowing, edging, fertilizing playing surface
- Maintaining parking lot, mowing and landscaping outside the ballpark
- Post-game clean-up
- All electrical and mechanical systems including field lighting, parking lot lighting, scoreboard, plumbing, stadium identification sign, backstops, dugouts, foul poles, outfield fence
- All structures and buildings including the clubhouse, public restrooms, concession buildings, press box, ticket booths, bleachers and box seats

Mr. Moorefield stated the city is proposing that all maintenance will be provided by the city, which will be fully funded by the county out of the county's general fund, and that the county to retain all liability for maintenance performed by the city.

Janitorial: Club's responsibility
Insurance: As required by the County Risk Manager
Early Termination Provision: None

Mr. Moorefield explained in the existing agreement the city is responsible for all maintenance but the county pays for the maintenance. Mr. Moorefield further explained in the existing agreement the city has no liability for the stadium or the maintenance of the stadium because the liability is assumed by the county.

Mr. Moorefield stated it would make more sense if the county assumed responsibility for the maintenance at the stadium since the county assumes the liability. Commissioner Edge and Commissioner King concurred.

MOTION: Commissioner Edge moved to approve the lease agreement as presented with the note that the city be taken out of the agreement and the county be solely responsible for the maintenance of the stadium.

SECOND: Commissioner King

VOTE: UNANIMOUS (3-0)

6. OTHER ITEMS OF BUSINESS

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There were no other items of business.

MEETING ADJOURNED AT 9:23 AM.

MARSHALL FAIRCLOTH
Chairman

JIMMY KEEFE
Vice Chairman

JEANNETTE M. COUNCIL
KENNETH S. EDGE
CHARLES E. EVANS
BILLY R. KING
EDWARD G. MELVIN



BOARD OF COMMISSIONERS

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ITEM NO. 2

CANDICE WHITE
Clerk to the Board

KELLIE BEAM
Deputy Clerk

MEMORANDUM

TO: Facilities Committee Members (Commissioners Keefe, Edge and King)

FROM: Kellie Beam, Deputy Clerk to the Board *KB*

DATE: October 26, 2012

SUBJECT: Update on the Status of the Former Legal Aid Building

For Item #2 "Update on the Status of the Former Legal Aid Building" see the attached minutes of the Board of Commissioners' December 21, 2009 meeting during which unanimous action was taken to instruct staff to move forward with demolition of the former Legal Aid building and convert the property into paved parking. See Item 6.B.

Jeffery Brown, Engineering and Infrastructure Director, will provide an oral presentation.

Celebrating Our Past...Embracing Our Future

CUMBERLAND COUNTY BOARD OF COMMISSIONERS
DECEMBER 21, 2009 - 6:45 PM
117 Dick Street, 1st Floor, Room 118
REGULAR MEETING

★ SEE 6.B ★

PRESENT: Chairman Jeannette Council
Vice Chairman Billy R. King
Commissioner Breeden Blackwell
Commissioner Kenneth Edge
Commissioner Marshall Faircloth
Commissioner Jimmy Keefe
Commissioner Ed Melvin
James Martin, County Manager
Juanita Pilgrim, Deputy County Manager
Amy Cannon, Assistant County Manager
Phyllis Jones, Interim County Attorney
Harvey Raynor, Deputy County Attorney
Sally Shutt, Communications Manager
Tom Lloyd, Director of Planning & Inspections
Tom Cooney, Public Utilities Director
Brenda Jackson, DSS Director
Marie Colgan, Clerk to the Board

INVOCATION - Lee Warren, Register of Deeds

PLEDGE OF ALLEGIANCE – Morgan Graves, Our Lady of Grace School

Recognition of Outgoing Board Member: Geneva Mixon- Transportation Advisory Board

Special Recognition of Mary Brymer and the Fayetteville-Cumberland Senior Center:

- Fayetteville-Cumberland Senior Center was awarded National Accreditation from the National Institute of Senior Centers (NISC).
- Mary Brymer, Senior Center supervisor, has been named the 2009 North Carolina Recreation & Parks Association Young Professional award winner.

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

Speaker: Clifton McNeill – Mr. McNeill commented on the process regarding the watershed item on the agenda (item 3A) stating that the Grays Creek community had very

★ SEE 6.B ON THE NEXT PAGE ★

* 6. Consideration of Cumberland County Facilities Committee Report & Recommendation:

A. Alternatives for Relocation of County Administrative Offices.

BACKGROUND: At the Board of Commissioners September 21, 2009 meeting, staff was prepared to discuss the recommendations approved by the County Facilities Committee at its September 8, 2009 meeting regarding consideration of alternatives for relocation of County Administrative Offices. See the attached memorandum to Facilities Committee dated August 25, 2009. However, the County Manager requested the Board delay any action on this matter for 90 days to allow staff the opportunity to evaluate additional properties that management became aware of after the Facilities Committee meeting in September. The Board approved this request and in the interim, staff has attempted to explore other alternatives which never materialized. As such, the matter was brought back to the Facilities Committee at its December 7, 2009 meeting for further discussion. Refer to the attached meeting minutes.

The consensus of the Facilities Committee was that renovation of the existing Public Health Center remains the preferred alternative for relocation of County Administrative Offices; however, the urgency to act on this matter was questioned. Although there is pressure from the Court System for additional space in the New Courthouse as well as space needs of some county offices in the facility, the Manager indicated that there was not an immediate need to relocate county functions out of the New Courthouse. The County Engineer advised the Committee that the Health Department would be moving into its new facility in January and that the existing building should not be left vacant for an extended period of time. A decision on the disposition of the existing building should be made in the near future and in order to provide the Board with the best available information to assist in making this decision, the County Engineer suggested that Facilities Committee endorse the previous staff recommendation to procure architectural services to develop a building program and prepare more detailed estimates of renovation costs which could be completed by May 2010.

The County Facilities Committee approved the following recommendations which differ slightly from the previous recommendations:

1. Continue to evaluate renovation of the existing Public Health Center as the preferred alternative for relocation of County Administrative functions by procuring architectural services to develop a building program and more detailed estimates of renovation costs. \$100,000 has been budgeted for this purpose.
2. Provided funding is available, instruct staff to move forward with demolition of the Legal Aid Building and conversion of the property into paved parking.

ACTION: Approve action as recommended by the County Facilities Committee.

MOTION: Commissioner Keefe moved to approve as recommended.
SECOND: Commissioner Melvin
VOTE: Unanimous

ITEM 6.B.

 B. Authorize Staff to Move forward with Demolition of the Legal Aid Building and Conversion into Paved Parking.

BACKGROUND: The Legal Aid Building on Gillespie Street was purchased by the County in 2007 at a cost of \$305,000 for the purpose of providing a short-term solution to some of the County's space needs. This two-story building constructed in 1949 contains 10,560 square feet of floor space. The building would require extensive renovations to address ADA compliance issues, interior wall and floor covering improvements, minor electrical and mechanical work, exterior wall and window repairs, life safety improvements (fire alarm system) and installation of fiber optics and network servers to tie into the County Information Services. The estimated cost of renovations is \$350,000 to \$400,000.

Management elected not to pursue the renovation of this facility after the Board of Commissioners decided to build a new Public Health Center which would free-up the existing Health Center for potential re-use by the County. Given the age of the Legal Aid Building, its condition and limited floor space, and the availability of other county facilities, it became apparent to management and staff that this building was not a good candidate for renovation and re-use. The property is more valuable to the County than the building. As such, management recommended to the County Facilities Committee at its September 8, 2009 meeting that the Legal Aid Building be demolished and the property be converted into paved parking. This recommendation was again made to the County Facilities Committee at its December 7, 2009 meeting and unanimously approved by the committee.

The estimated cost to demolish the building and construct paved parking lot on the subject property is \$300,000.

ACTION: Approve to instruct staff to move forward with demolition of the Legal Aid Building and conversion of the property into paved parking.

MOTION: Commissioner Keefe moved to approve as recommended.
SECOND: Commissioner Melvin
VOTE: Unanimous

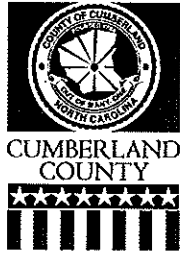
7. Consideration of Cumberland County Policy Committee Report & Recommendations:

A. Proposed Policy Regarding County Financial Participation in Water and/or Sewer Utility Line Extensions.

MARSHALL FAIRCLOTH
Chairman

JIMMY KEEFE
Vice Chairman

JEANNETTE M. COUNCIL
KENNETH S. EDGE
CHARLES E. EVANS
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CANDICE WHITE
Clerk to the Board

KELLIE BEAM
Deputy Clerk

BOARD OF COMMISSIONERS

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MEMORANDUM

TO: Facilities Committee Members (Commissioners Keefe, Edge and King)
FROM: Kellie Beam, Deputy Clerk to the Board KB
DATE: October 26, 2012
SUBJECT: Update on the Status of the Detention Center Expansion Project

For Item #3 "Update on Status of the Detention Center Expansion Project" an oral presentation will be provided by Jeffery Brown, Engineering and Infrastructure Director. There is no additional backup material for this item.

Celebrating Our Past...Embracing Our Future

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CANDICE WHITE
Clerk to the Board

KELLIE BEAM
Deputy Clerk

MEMORANDUM

TO: Facilities Committee Members (Commissioners Keefe, Edge and King)

FROM: Kellie Beam, Deputy Clerk to the Board *KB*

DATE: October 26, 2012

SUBJECT: Update on Former Board of Elections Building

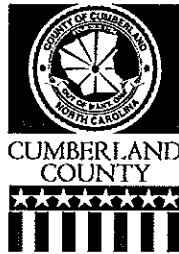
For Item #4 "Update on Former Board of Elections Building" an oral presentation will be provided by James Lawson, Assistant County Manager. There is no additional backup material for this item.

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MEMORANDUM

TO: Facilities Committee Members (Commissioners Keefe, Edge and King)

FROM: Kellie Beam, Deputy Clerk to the Board *KB*

DATE: October 26, 2012

SUBJECT: Update on E. Newton Smith Center

For Item #5 "Update on the E. Newton Smith Center" an oral presentation will be provided by Jeffery Brown, Engineering and Infrastructure Director. There is no additional backup material for this item.

Celebrating Our Past...Embracing Our Future