

CUMBERLAND COUNTY FACILITIES COMMITTEE
JUDGE E. MAURICE BRASWELL CUMBERLAND COUNTY COURTHOUSE
117 DICK STREET, 5TH FLOOR, ROOM 564
MARCH 1, 2018
REGULAR MEETING MINUTES

MEMBERS PRESENT: Commissioner Glenn Adams
Commissioner Jeannette Council

MEMBERS ABSENT: Commissioner Michael Boose

OTHER COMMISSIONERS PRESENT:
Commissioner Larry Lancaster

OTHERS PRESENT: Amy Cannon, County Manager
Tracy Jackson, Assistant County Manager
Sally Shutt, Assistant County Manager
Melissa Cardinali, Assistant County Manager
Duane Holder, Assistant County Manager
Rick Moorefield, County Attorney
Brenda Jackson, Social Services Director
AJ Riddle, Assistant County Engineer
Jeffery Brown, County Engineer
Vicki Evans, Finance Director
Deborah Shaw, 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.

1. APPROVAL OF MINUTES – FEBRUARY 1, 2018 REGULAR MEETING &
FEBRUARY 15, 2018 SPECIAL MEETING

MOTION: Commissioner Council moved to approve the February 1, 2018 regular meeting minutes and the February 15, 2018 special meeting minutes as presented.

SECOND: Commissioner Adams

VOTE: UNANIMOUS (2-0)

2. UPDATE REGARDING 2018 PARKS AND RECREATION MASTER PLAN

BACKGROUND:

The most recent Parks & Recreation Plan was created in 2006 and is in need of an update. Michael Gibson, Fayetteville-Cumberland Parks and Recreation Director, will present information explaining the master plan process, how input will be solicited for the plan and how this information will be synthesized into a cohesive plan that can be executed by the community. The original estimate for a consultant to complete the plan was \$70,000 to be split 50/50 by the City and County. However, after bids were received, the cost has changed and is \$114,520. The original cost would have been \$35,000, but an additional \$22,260 is being sought for a total cost of \$57,260 on the County's part.

RECOMMENDATION/PROPOSED ACTION:

Staff recommends approval to utilize County Parks and Recreation District funds for the County's portion of the master plan study in the amount of \$57,260 and forwarding this as a consent agenda item to the Board of Commissioners' at their March 19, 2018 regular meeting.

MASTER PLAN UPDATE

Parks & Recreation Master Plan: Overview

- Comprehensive overview of facilities
- 10-year plan for improvement and development
 - Implementation plan included for phased progress
 - Budget projections include City and County costs
- Previous plan approved in 2006
 - Renovations completed
 - New parks installed
 - General Obligation Bonds approved

Parks & Recreation Master Plan: Input

- Local Government
 - Fayetteville City Management
 - Fayetteville City Council
 - Cumberland County Management
 - Cumberland County Commissioners
 - Eastover, Falcon, Godwin, Linden, Stedman, Wade Mayors
- Civic Organizations
 - Chamber of Commerce
 - Convention & Visitors Bureau
- Education Partners
 - Cumberland County Schools

- Local Universities
- Community Organizations
 - Parks & Recreation Advisory Board
 - Senior Citizen Advisory Board
 - Arts Council
 - Special Needs Groups
 - Public Meetings

Parks & Recreation Master Plan: Fees

- Original Budget of \$70,000 (\$35,000 committed per organization)
- Current Price of \$114,520 (\$22,260 additional needed per organization)
 - \$3,500 Kick-Off Meetings & Site Tour
 - \$3,000 Review Demographics and Recreation Trends
 - \$41,000 Community Engagement
 - \$18,270 Statistically Valid Public Input Survey
 - \$5,500 Park Classifications
 - \$6,500 Benchmarking
 - \$5,750 Level of Service
 - \$9,600 Programming Analysis
 - \$13,500 Draft Master Plan
 - \$7,900 Action/Implementation Plan

Parks & Recreation Master Plan: Process

1. Kick-Off Meetings & Site Tour with City & County Staff/Officials
2. Community Engagement (to ensure input from all segments of the City & County populations)
 - a. Public Participation – targeting all demographics within the City and County
 - b. Local Government Briefings – reaching City of Fayetteville Staff, Cumberland County Staff, and representatives from the towns of Eastover, Falcon, Godwin, Linden, Stedman and Wade
 - c. Public Open House Events – held in multiple locations
 - d. Focus Groups – Engaging Civic Organizations and Educational Partners
 - e. Stakeholder Meetings – Reaching Community Organizations
3. Briefing to City & County Officials

Parks & Recreation Master Plan: Benefits

- Meeting the needs of a growing community
- Increasing quality of life for current and future residents
- Dedication to economic benefits
 - Parks and recreation amenities attract home buyers and businesses
 - Parks and recreation amenities can increase property values

Gray's Creek Community Park Amenities:

- Picnic Shelters
- Walking Trail
- Splash Pad
- Multi-Purpose Field
- Playground Unit

Mr. Gibson reviewed the background information, recommendation and presentation as recorded above. Mr. Gibson stated Hope Mills and Spring Lake are not part of the Local Government Briefings, that are mentioned above, because they do not participate in the district. Mr. Gibson stated benchmarking other environments like the communities next to Cumberland County is very important as far as park classification because community engagement is so important.

Mr. Gibson provided an update on the Grays Creek Community Park at Grays Creek Middle School. Mr. Gibson stated Parks and Recreation is funded now to begin the park. Mr. Gibson further stated there would be some rearranging with the girls' softball field that would open up about 4-5 acres to build the community park. Mr. Gibson stated the goal is to build the park within the next 7-8 months. Mr. Gibson stated the park would include picnic shelter, walking trail, playground, splash pad and a multi-purpose field. Mr. Gibson stated the park would be about 4 acres.

Mr. Gibson stated he plans to bring back a different map of how the County looks and how Parks & Recreation plans to add some parks around the edges of the county like in the Bethany area. No action taken.

3. CONSIDERATION OF LAND PURCHASE FOR THE SOLID WASTE MELVIN CONTAINER SITE

BACKGROUND:

The Solid Waste Department operates the Melvin Container Site located at 3806 Dudley Road, Fayetteville, NC 28312. This is a leased site and the Solid Waste Department attempted to purchase two acres from a tract of land containing 19.7 acres in 2014. The property is owned by the Fisher, Lula Mae Melvin Heirs. The Department and the property owners had agreed to a purchase price of \$30,000 for the two acres of land. The subdivision of land was conditionally approved by the Planning Department on May 19, 2014. However, due to some tax liens identified by the County Attorney, the County was unable to move forward with the purchase of the property.

The property owners notified the Solid Waste Department that the tax lien against the property has been paid in full. The County Attorney has verified that there is no longer a lien against the property and that the Department can move forward with seeking approval from the Board of Commissioners to purchase the two acres. The Planning Department

issued an extension to the conditional approval of the subdivision on August 2, 2017. The purchase of the property will secure a permanent location for a container site within this area of the county for citizens to properly dispose of their waste. The estimated construction cost of establishing a new container site is approximately \$75,000. Therefore, there is significant value in being able to purchase this property that is already being utilized as a container site. Once the County obtains ownership of the property, the Solid Waste Department will be able to enhance the site by installing asphalt on the access road in and out of the facility. There is available funding within the FY 18 operating budget for the purchase of this property.

RECOMMENDATION/PROPOSED ACTION:

The Engineering and Infrastructure Director and County Management recommend that the Facilities Committee approve the following recommendation and forward it to the Board of Commissioners for its consideration at their March 19, 2018 meeting.

1. Approve the purchase of two acres of land from the Fisher, Lula Mae Melvin Heirs for the purchase price of \$30,000.

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

MOTION: Commissioner Council moved to recommend to the full board approval of the purchase of two acres of land from the Fisher, Lula Mae Melvin Heirs for the purchase price of \$30,000 for the Solid Waste Melvin Container Site.

SECOND: Commissioner Adams

VOTE: UNANIMOUS (2-0)

4. CONSIDERATION OF PROPOSAL FOR ROOF AND EXTERIOR WALL SEALANT REPLACEMENT AT CROWN COLISEUM

BACKGROUND:

The Crown Coliseum roof and exterior wall sealant were identified for replacement and included in the capital improvement installment financing plan that was approved by the Local Government Commission (LGC) on September 12, 2017.

A pre-bid meeting was held on January 29, 2018, in which all local contractors were invited to attend. Informal bids were received on February 22, 2018 for the proposed roof and exterior wall replacement. The lowest, responsible and responsive bid was submitted by Triangle Roofing Services, Inc. in the amount of \$1,735,100. A \$40,000 Owner's Allowance is included in the base bid amount.

RECOMMENDATION/PROPOSED ACTION:

The Engineering and Infrastructure Director and County Management recommend that the Facilities Committee approve the following recommendation and forward it to the Board of Commissioners for its consideration at their March 19, 2018 meeting.

1. Approve the contract for Triangle Roofing Services, Inc. for the Roof and Exterior Wall Sealant for the Crown Coliseum in the amount of \$1,735,100.

Mr. Brown reviewed the background information and recommendation as recorded above. Commissioner Council asked if there were any local bidders. Mr. Brown stated all contractors that submitted a bid were outside of the Cumberland County area, but all bidders do work within this area. Mr. Brown stated the funding is part of the installment financing package.

MOTION: Commissioner Council moved to recommend to the full board approval of the contract for Triangle Roofing Services, Inc. for the Roof and Exterior Wall Sealant for the Crown Coliseum in the amount of \$1,735,100.

SECOND: Commissioner Adams

VOTE: UNANIMOUS (2-0)

5. UPDATE ON ANIMAL SERVICES HVAC PROJECT

BACKGROUND:

The HVAC system at Animal Services has proposed significant challenges for the Facilities Management Division of the Engineering & Infrastructure Department over the last six months. Replacement parts for the existing equipment are extremely difficult to obtain. Staff have been waiting for nearly eight weeks and still do not have a simple fan shaft which is the reason why an additional exhaust fan had to be installed in the adoption kennel. The units have reached the end of their useful life as the facility operates 24 hours a day, seven days a week. The location of the units also provides challenges as they are located inside the facility above the ceiling in a very consolidated space. There is not adequate access for staff and there is not sufficient space for staff to maneuver around the equipment for repairs. Maintaining a constant temperature within the facility is crucial for not only the health and well-beings of the animals, but for staff as well.

Due to these reasons above, the Engineering & Infrastructure Department has worked with Progressive Design Collaborative on designing a replacement system for the facility. The construction drawings are complete, and a pre-bid meeting has been set for February 28, 2018 at 10:00 AM. The engineer's estimate for replacement of this system is \$327,000. Fund balance appropriated for maintenance and renovations will be used to fund the project. Our goal is to have this project completed by early June 2018.

RECOMMENDATION:

The Facilities Committee is not being asked to take action at this time. The purpose of this item was to provide the Committee an update on the status of the HVAC system at Animal Control. Once bids are received on the project, the consideration of the contract will be brought back to the Committee for action.

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

No action taken.

6. REPORT ON LEASE AGREEMENTS FOR COUNTY OWNED PROPERTY

BACKGROUND:

At the November 2, 2017 Facilities Committee meeting, it was requested that County Staff provide the committee with an overview of all leases that the County currently has with outside agencies.

The information requested has been compiled and the spreadsheet is recorded below. A similar summary was provided to the Facilities Committee in March of 2016.

RECOMMENDATION/PROPOSED ACTION:

The Facilities Committee is not being asked to take action. The purpose of this item was to provide the Committee an overview of leases that the County currently has with outside agencies for the use of space within County owned facilities.

Mr. Brown reviewed the background information, recommendation and chart below.

No action taken.

SUMMARY OF COUNTY OWNED LEASED SPACE AS OF 12-20-17

Building	Lessee	Building Square Footage	Leased Square Footage	% of Building Leased	Lease Rate (per SF)	Lease Revenue	Utilities	Janitorial	Start Date	Expiration
Community Corrections 412 Russell Street	NCDCPS	27,382	1,034	3.78%	\$15.00	\$15,510.00	County ¹	County	8/1/2017	7/31/2020
Community Corrections 412 Russell Street	Coastal Horizons Center, Inc.	27,382	1,773	6.48%	\$15.00	\$26,595.00	County ¹	County	7/1/2017	6/30/2020
Convention & Visitor's Bureau 245 Person Street	FACVB	7,049	7,049	100.00%	\$10.50	\$74,016.00	Lessee	Lessee	12/1/2012	11/30/2022
109 Bradford Avenue	Communicare	61,184	13,994	22.87%	see footnote ²	\$41,308.00	County	County	11/2/2015	6/30/2018
Charlie Rose/Agri-Expo Center	NC Dept. of Agriculture/Witch Weed Office Space	25,072	368	1.47%	\$15.00	\$5,520.00	County ¹	County	1/1/2018	12/31/2020
Dorothy Spainhour Facility 223 Hull Road	Easter Seals United Cerebral Palsy	12,310	12,310	100.00%	N/A	\$1/year	Lessee	Lessee	6/4/2015	6/30/2018
711 Executive Place	Alliance Behavioral Healthcare	40,207	18,713 finished 323 unfinished	47.34%	\$12 (finished) \$4 (unfinished)	\$225,848.00	Lessee (Pay 52%)	Lessee (Pay 52%)	1/1/2016	12/31/2019
711 Executive Place	Cumberland County Hospital System, Inc.	40,207	8,704 (third flr.) 7,826 (fourth flr.)	46.00%	\$8.00 (third flr.) \$5.00 (fourth flr.)	\$108,762.00	Lessee (Pay 46%)	Lessee	7/1/2016	6/30/2021
E. Newton Smith 227 Fountainhead Lane	Cumberland County Hospital System, Inc.		18,911 (entire fourth flr.)	25.00%	\$5.00	\$94,555.00	Lessee (Pay 25%)	Lessee	7/1/2016	6/30/2021
JP Riddle Stadium	Hometown Sports America, Inc. (Swampdogs)	N/A	N/A	N/A	N/A	\$12,000/yr plus \$150 per game \$250/month during offseason	County	County	1/1/2018	12/31/2018
600 and 620 Ames Street Property	Employment Source, Inc.	N/A	12.96 acres	N/A	N/A	\$1/year	Lessee	Lessee	4/1/2012	4/1/2022
Department of Social Services 1225 Ramsey Street	NC Dept. of Health & Human Services	254,933	4,326	7.34%	\$13.00	\$56,238.00	County ¹	County	10/1/2016	9/30/2021
Historic Courthouse	Mid Carolina Council of Government	39,485	4,070	10.31%	\$1.97 - Year 1 \$3.00 - Year 2 \$4.00 - Year 3 \$5.00 - Year 4 \$6.00 - Year 5	\$8,000 - Year 1 \$12,210 - Year 2 \$16,380 - Year 3 \$20,350 - Year 4 \$24,420 - Year 5	County	County	7/1/2015	6/30/2020
Alphin House 2736 Cedar Creek Rd.	VACANT									
Agencies Without a Lease										
Agri-Expo	USDA - Farm Service Agency									
Agri-Expo	NRCS									
Note: The County receives a discount of \$1,750/month for providing the space for the Forensics Lab located in Community Corrections. County pays \$10,750/month. ¹ Lessee provides telephone & internet services. ² Lease rate is not based on square footage. Communicare was previously located at 226 Bradford Ave with 4,995 SF. Communicare was relocated due to space constraints and assumed a number of court ordered services when the LME was dissolved. Lease amount remained the same due to services being provided on behalf of the County.										

7. OTHER ITEMS OF BUSINESS

There were no other items of business.

MEETING ADJOURNED AT 11:01 AM.