

CUMBERLAND COUNTY FACILITIES COMMITTEE  
JUDGE E. MAURICE BRASWELL CUMBERLAND COUNTY COURTHOUSE  
117 DICK STREET, 5TH FLOOR, ROOM 564  
NOVEMBER 2, 2017 - 8:15 A.M.  
SPECIAL MEETING MINUTES

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

OTHER COMMISSIONERS PRESENT:  
                                 Commissioner Jimmy Keefe  
                                 Commissioner Michael Boose

OTHERS PRESENT:      Amy Cannon, County Manager  
                                 Melissa Cardinali, Assistant County Manager  
                                 Tracy Jackson, Assistant County Manager  
                                 Sally Shutt, Assistant County Manager  
                                 Duane Holder, Assistant County Manager  
                                 Rick Moorefield, County Attorney  
                                 Jeffery Brown, Engineering & Infrastructure Director  
                                 Deborah Shaw, Budget Analyst  
                                 Heather Harris, Budget Analyst  
                                 Geneve Mankel, Communications & Outreach Coordinator  
                                 Claudia Sievers, Graphic Design Information Specialist  
                                 Jon Soles, Public Information Specialist  
                                 Shamon Larson, IS Applications Manager  
                                 Erwin Kelly, IS Applications Analyst  
                                 Keith Todd, Information Services Director  
                                 Ellen Hancox, Trial Court Administrator  
                                 Julean Self, Human Resources Director  
                                 Brenda Jackson, Social Services Director  
                                 Kim Barefoot, DSS Finance  
                                 Vicki Evans, Finance Director  
                                 Ivonne Mendez, Financial Specialist  
                                 Judge Robert Stiehl, District Court Judge  
                                 Jeremy Aagard, Fayetteville Swampdogs  
                                 John Nalbone, Department of Social Services  
                                 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 – OCTOBER 5, 2017 REGULAR MEETING

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

2. CONSIDERATION OF OFFER OF BLUE SKY LLC TO PURCHASE A PARCEL IN THE CUMBERLAND INDUSTRIAL CENTER

**BACKGROUND:**

Blue Sky LLC has made an offer of \$10,000 to purchase the parcel described as Outparcel “A” on the plat of the Cumberland Industrial Center recorded in Plat Book 68 at page 13 in the Office of the Register of Deeds. The parcel lies in the intersection of Tom Starling Road and Research Drive. It is a narrow parcel approximately 75’ in width and 700’ in length lying between Research Drive and the property of McCune Technology, Inc. The recorded plat identifies it as “undevelopable at current standards.”

The parcel is identified in the tax records with Parcel ID 0423-99-5861. It is assessed as commercial property with an assessment rate of 0.49 per square foot and a total assessed value of \$25,203.

Signage for the Cumberland Industrial Center is located on the parcel near the street intersection. The buyer has agreed to accept the property subject to a signage easement. The buyer has also been informed that the sale must be subject to the upset bid process.

**RECOMMENDATION/PROPOSED ACTION:**

The county attorney advises that acceptance of this offer must be made subject to the following conditions:

- (1) a determination that property is not needed for governmental purposes;
- (2) the reservation of a signage easement deemed sufficient by the county engineer to maintain and replace the signage;
- (3) the liability for ad valorem taxes set out in G.S. § 105-285(d); and
- (4) the upset bid process set out in G.S. § 160A-269.

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Rick Moorefield, County Attorney, reviewed the background information and recommendation as recorded above. Mr. Moorefield stated since this is not an economic development matter it would be subject to the upset bid process.

MOTION: Commissioner Lancaster moved to recommend to the full board approval to accept the offer from Blue Sky LLC to purchase the parcel listed above subject to the following conditions:

- (1) a determination that property is not needed for governmental purposes;
- (2) the reservation of a signage easement deemed sufficient by the county engineer to maintain and replace the signage;
- (3) the liability for ad valorem taxes set out in G.S. § 105-285(d); and
- (4) the upset bid process set out in G.S. § 160A-269.

SECOND: Commissioner Council

VOTE: UNANIMOUS (3-0)

3. CONSIDERATION OF TRANSFER OF E. NEWTON SMITH AND EXECUTIVE PLACE FACILITIES TO CUMBERLAND COUNTY HOSPITAL SYSTEM, INC. D/B/A/ CAPE FEAR VALLEY HEALTH SYSTEM

**BACKGROUND:**

Cape Fear Valley Health System, the “Hospital,” needs additional space to accommodate its new residency program. The Hospital currently leases approximately half of the County’s office building at 711 Executive Place for \$108,762 annually and the fourth floor of the E. Newton Smith building for \$94,555 annually. Both facilities are sufficient for the Hospital’s use for the residency program and other hospital functions. The County’s employee pharmacy and the Board of Elections occupy the first floor of the E. Newton Smith building. The remaining portion of the Executive Place office building is leased to Alliance Behavioral Health Care for \$225,848 annually. Alliance has the right to lease its space until December 31, 2023. There is a separate, small office building at Executive Place occupied by the County’s Community Development Department and Senior Community Service Employment Program.

County and Hospital management are engaged in on-going discussions of the transfer of these two facilities to the Hospital. The conveyance of county-property to a non-profit hospital corporation is governed by G.S. § 131E-8. This would be the same type of transfer that was done with the 2006 Transfer Agreement when the county-owned hospital property was transferred to the Hospital; however, the continued occupancy of portions of these facilities by County Departments and a commercial tenant present an issue that must be addressed to comply with the statutory restrictions.

To assure statutory compliance, the county manager and county attorney recommend the County pursue an agreement with the Hospital as follows:

- (1) The E. Newton Smith building be transferred to the Hospital pursuant to G.S. § 131E-8, subject to the reservation of a leasehold interest to the County for its continued use and occupancy of the first floor for County’s governmental purposes for a term not to exceed 90 years, with the Hospital to be responsible for all maintenance including the first floor.

- (2) The entire parcel at Executive Place be transferred to the Hospital pursuant to G.S. § 131E-8 at such time as the Alliance lease terminates with the County to continue to maintain the property and the Hospital to continue to pay rent pursuant to its lease.
- (3) The transfer of the Executive Place parcel would be subject to the reservation of a leasehold interest to the County for its continued use and occupancy of the separate, small office building for County's governmental purposes for a term not to exceed 90 years, with the County to be solely responsible for all maintenance of that building.

Once all the details are finalized the agreement must be reviewed by bond counsel to determine whether there are any further limitations to the transaction arising from the use of tax-exempt financing for the acquisition or construction of the facilities.

**RECOMMENDATION/PROPOSED ACTION:**

County Manager and County Attorney ask the Facilities Committee to recommend the transfer of these facilities to the Hospital and direct the County Attorney develop a formal agreement with the Hospital for this purpose.

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Amy Cannon, County Manager, reviewed the background information and recommendation as recorded above. Ms. Cannon stated she had been working with Mr. Moorefield the County Attorney on this item.

Ms. Cannon stated the new Public Health facility was completed in 2010 and the County researched what to do with the former Public Health facility at that time. Ms. Cannon further stated the County approached the hospital in 2010 but at that time the hospital did not have a need for a building that size. Ms. Cannon stated with the implementation of the residency program the hospital is now in need of additional classroom space and has sought assistance from the state and the county. Ms. Cannon stated she has met with the CEO of Cape Fear Valleys several times to find ways the county can support the residency program and their need for additional space.

Ms. Cannon stated she asked the County Attorney Rick Moorefield to look at the legal side of the transfer of buildings to the hospital and they have jointly developed a recommendation for the board to consider.

MOTION: Commissioner Lancaster moved to recommend to the full board approval of the recommendation of the County Manager and the County Attorney to transfer the facilities listed above to the Hospital and direct the County Attorney to develop a formal agreement with the Hospital for this purpose.

SECOND: Commissioner Council

VOTE: UNANIMOUS (3-0)

4. PRESENTATION ON J.P. RIDDLE STADIUM IMPROVEMENTS AND LEASE EXTENSION

**BACKGROUND:**

Jeremy Aagard, General Manager for the Swampdogs, along with the team owner, Lou Handelsman, reached out to County staff requesting that the County make capital improvements to J.P. Riddle Stadium that would enhance the fan experience. In exchange, the Swampdogs are willing to execute a four-year lease with the County with the ability to extend the lease for an additional term of four years, provided, however the parties can negotiate various terms in the agreement. Renegotiating the terms of the lease agreement with the Swampdogs may allow them to stay in Fayetteville and continue to utilize the J.P. Riddle stadium.

The Swampdogs are interested in addressing the following items in the existing lease that expires on December 31, 2017:

- Rent and concessions payment percentage.
- Cap of twenty (20) non-Coastal Plain League (CPL) events that the Swampdogs have the ability to schedule at the stadium.
- HVAC system maintenance for the Club Office and telephone services for the clubhouse and office.

The Swampdogs are also interested in the following improvements:

- Replace the existing scoreboard with a video scoreboard \$230,000
- Upgrade the existing marquee sign to digital LED \$22,000

Funding identified for improvements to the E. Newton Smith facility as part of the installment financing may be redirected to fund these requested improvements.

**RECOMMENDATION/PROPOSED ACTION:**

Staff is seeking permission to negotiate the terms of a new lease agreement with the Swampdogs and bring back to the Facilities Committee.

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Tracy Jackson, Assistant County Manager, reviewed the background information and recommendation as recorded above. Mr. Jackson stated the Swampdogs approached the County about discussing the terms of their contract. Ms. Cannon stated Management is seeking guidance on whether the board is willing to entertain an extension of the J.P. Riddle Stadium lease with some capital improvements.

Chairman Adams stated everything the Swampdogs have proposed will cost the County additional money. Chairman Adams stated he does not believe the committee can make this kind of decision on spending this kind of money in an hour. Chairman Adams further stated he would like to have staff gather additional information and have a special meeting to further discuss this issue. Commissioner Keefe stated he would like Management to provide a copy of the J.P. Riddle Stadium lease to the board before a

decision is made. Commissioner Council agreed with Commissioner Keefe and stated she needs more information regarding the funding amounts.

The consensus of the Facilities Committee was for Management to gather all the necessary information to include the J.P. Riddle Stadium lease and schedule a special meeting of the Facilities Committee within the next two or three weeks. No action taken.

## 5. PRESENTATION ON COUNTY GROUP HOME FACILITIES

### **BACKGROUND:**

The Group Care Program addresses issues and other identified problems by providing youth & their parents or caregivers with a 24-hour program designed to strengthen their relationships. Right Track (boys) and Safe Landing (girls) Group Homes were created in Cumberland County by Juvenile Crime Prevention Council, state/federal foster care and county funds to assist in addressing these needs in the community. The target population is youth aged 13-17 years and their families. The program works closely with Juvenile Court Counselors, Juvenile Assessment Centers, Mental Health professionals, DSS, Schools, Communicare and NC Dept. of Juvenile Justice affiliated programs. Both group homes are Community-Based Alternative facilities, licensed by NC Department of Health and Human Services.

Today's presentation is a follow-up to the September 7, 2017 discussion about improving the effectiveness and efficiency of group home services and properties. Based on utilization of current facilities, staff believes there are advantages to combining group home placements into one facility. Over the past year there has been a steady decline in the number of referrals received for the group home placements for girls. The home is licensed for six youth. There is an average of two youth in the girls group home per month. The boys group home maintains consistent occupancy.

### **RECOMMENDATION/PROPOSED ACTION:**

Staff requests approval to combine the current boy's facility with the girl's facility at Safe Landing to create one unisex group home effective July 1, 2018, pursuant to formal approval in the Juvenile Crime Prevention Council (JCPC) budget process which is anticipated to be completed in early 2018.

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Brenda Jackson, Department of Social Services Director, reviewed the background information and recommendation as recorded above. Ms. Jackson reviewed additional information regarding the boys and girls group homes and provided funding information.

Commissioner Keefe asked what other counties in North Carolina are doing regarding group homes. Ms. Jackson stated very few counties operate juvenile group homes. Duane Holder, Assistant County Manager, stated juvenile group homes are typically done through private non-profit agencies.

**MOTION:** Commissioner Council moved to recommend to the full board approval to combine the current boy's facility with the girl's facility at Safe Landing to create one unisex group home effective July 1, 2018, pursuant to formal approval in the Juvenile Crime Prevention Council (JCPC) budget process which is anticipated to be completed in early 2018.

**SECOND:** Commissioner Lancaster

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

6. **CONSIDERATION OF REQUEST TO RELOCATE AND RENOVATE COURT OFFICES IN THE E. MAURICE BRASWELL COURTHOUSE**

**BACKGROUND:**

As services and staffing of various Court-related agencies continues to grow, so does the need for additional office space to house Court staff and their files. The District Attorney's Office and the Clerk of Court have received additional staff recently and need more office space for these employees. Cumberland County Court Officials have met as a group, along with County Management, to discuss space needs and potential options.

**RECOMMENDATION/PROPOSED ACTION:**

Staff presents the information for the Facilities Committee review and as information only.

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**PROPOSED USE OF EXISTING COURTHOUSE SPACE**

*November 2, 2017*

*Facilities Committee Meeting*

<b>Agency</b>	<b>Move From</b>	<b>Move To</b>
Register of Deeds	Off-site File Storage (Patterson)	Room 24 – Lower Level
Clerk of Court	Room 24 – Lower Level	Law Library – Third Floor
Attorney/Client Visitation	N/A	Using Room 216 now; want to add 217 & 218
Public Defender Investigator	Room 217 - Second Floor	Second Floor waiting room next to 207D
Sheriff Transportation	Second Floor outside of holding cell	Room 215
Juvenile District Court/Domestic Violence Court	Reassign uses of various rooms to allow for attorneys and families to meet	Create a conference room for attorneys and families
DSS Court	206 - Second Floor	Courtroom 4B – Fourth Floor
Juvenile District Court	206 - Second Floor	Courtroom 4C – Fourth Floor
New DA Staff	N/A	Rooms 335-337; Third Floor

Court Reporters	Rooms 335-337; Third Floor	Clerk's Meeting Room – Fourth Floor
Legal Aid	---	Room 330 – Third Floor

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Mr. Jackson reviewed the background information and recommendation as recorded above. Mr. Jackson also reviewed the Proposed Use of Existing Courthouse Space as listed above.

Jeffery Brown, Engineering & Infrastructure Director, reviewed the summary of space needs as identified by Court Officials and a preliminary cost estimate. Mr. Brown also reviewed the floorplan showing the requested changes in occupancy by Court Officials. Mr. Brown stated the estimated cost for the changes is \$97,600 which is not part of the Capital Improvement Plan.

Mr. Brown stated once a workable solution is reached as far as DSS case workers it will be brought back to the Facilities Committee for review and consideration of approval. Commissioner Council stated she would like the Facilities Committee to have a walking tour to see all proposed changes in person. Chairman Adams stated the Facilities Committee should look at the whole picture and not just the individual needs of one group. Chairman Adams stated he believes everyone impacted should have a voice in the planning of the proposed changes. Chairman Adams stated he suggested to Judge Ammons that at least two members of the Bar Association be present in planning discussions.

The consensus of the Facilities Committee was for this item to be further discussed at the special meeting of the Facilities Committee that will be scheduled in the next two to three weeks. No action taken.

## 7. PRESENTATION ON PIO/INFORMATION SERVICES TECHNOLOGY UPGRADES

### **BACKGROUND:**

The Public Information Office and Information Services Department have partnered on two major projects:

- upgrading the broadcasting equipment and meeting room technology; and
- creating a new County website.

### **Broadcasting Equipment and Meeting Room Upgrades**

The Public Information Office ensures that Board of Commissioners meetings held in Room 118 are broadcast live through Spectrum Channel 5, the Fayetteville Cumberland Education Channel, and rebroadcast at different times. The meetings are also streamed live through the County website and posted to the County's YouTube channel.



The equipment in the Commissioners Meeting Room was antiquated and had been subject to numerous issues in recent months, including loss of camera control, streaming capability and system response, which often resulted in the need to reboot the system during live meetings.

After issuing a Request for Proposals, the County purchased new Broadcast Pix equipment, as well as four high-quality cameras in Room 118 that will be lowered to provide better positioning. The podium will be updated with a monitor facing the Board of Commissioners and two laser projectors will go in Room 118 and one in Room 564 to replacing the existing aging units.

The contract includes equipment installation and 20 hours of training for PIO and IS staff.

### **New Website**

PIO and IS will preview the County's new website during the meeting. The website has been built in-house and uses content-management software, which allows departments to update their information when needed.

The IS Web Team are the technical experts responsible for building, deploying and supporting the backend technology for the website.

The Public Information Office manages and publishes all content for departments and maintains quality and style consistency based on the Web Content Style Guide that was written in collaboration between PIO and IS staff.

County departments have assigned content contributors who write and maintain up-to-date website content. Website training for department contributors was held October 18-20.

### **RECOMMENDATION/PROPOSED ACTION:**

The update is provided for information only. No action is requested.

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Sally Shutt, Assistant County Manager, reviewed the background information and recommendation as recorded above. Ms. Shutt introduced the team of employees responsible for the new website that was created in house. Ms. Shutt also revealed the new website to the Facilities Committee. Ms. Shutt stated she will be presenting the new website to the public at the November 20, 2017 board meeting.

The Facilities Committee thanked everyone involved for all the hard work that went in to the new website. No action taken.

8. OTHER ITEMS OF BUSINESS

There were no other items of business.

MEETING ADJOURNED AT 9:51 AM.