

CUMBERLAND COUNTY FACILITIES COMMITTEE
JUDGE E. MAURICE BRASWELL CUMBERLAND COUNTY COURTHOUSE
117 DICK STREET, 5TH FLOOR, ROOM 564
NOVEMBER 30, 2017 – 9:30 A.M.
SPECIAL MEETING MINUTES

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

OTHER COMMISSIONERS PRESENT:
 Commissioner Charles Evans
 Commissioner Jimmy Keefe
 Commissioner Michael Boose
 Commissioner Marshall Faircloth

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
 Phyllis Jones, Assistant County Attorney
 Jeffery Brown, Engineering & Infrastructure Director
 Deborah Shaw, Budget Analyst
 Heather Harris, Budget Analyst
 Ellen Hancox, Trial Court Administrator
 Brenda Jackson, Social Services Director
 Vicki Evans, Finance Director
 Judge Robert Stiehl, District Court Judge
 Lee Warren, Register of Deeds
 Candice White, Clerk to the Board
 Kellie Beam, Deputy Clerk to the Board
 Press

Commissioner Glenn Adams called the meeting to order.

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

BACKGROUND:

This item was presented at the November 2, 2017 Facilities Committee, and additional information regarding this matter was requested at that time.

Jeremy Aagard, General Manager for the SwampDogs, along with the team owner, Lew Handelsman, have reached out to County staff requesting that the County make capital improvements to JP Riddle Stadium that would enhance the fan experience. The SwampDogs would like the County to replace the existing scoreboard with a video scoreboard and upgrade the existing marquee sign to digital LED with a total cost estimated at \$252,000. In exchange, the SwampDogs would be 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 that the parties negotiate an increase in the rent and concessions payment not to exceed eight percent (8%) for the additional term.

The SwampDogs have also requested the following modifications to the existing lease agreement which expires on December 31, 2017:

- Per the current lease, the SwampDogs have the ability to schedule up to twenty non-Coastal Plain League (CPL) events at no additional cost. The SwampDogs would like the ability to schedule more non-CPL events. They are proposing to pay the County \$150 per event over the twenty non-CPL events they are currently allowed.
- Have the County maintain the HVAC system for the Club Office, which it already owns, and eliminate the reimbursement the County must pay the SwampDogs for the telephone service for the clubhouse and office (FY17 cost of \$5,950). Engineering & Infrastructure Staff has evaluated the current HVAC unit that serves the Club Office. The unit is reaching the end of its useful life, however please keep in mind that it could function for several more years prior to having to be replaced. The estimated replacement cost would be approximately \$5,500 with an estimated annual maintenance cost of \$300. This change would be consistent with most other leases that the County has with other organizations.

Staff has also been informed that Fayetteville Technical Community College (FTCC) is exploring the idea of starting a baseball team and reached out to County Management about the possibility of playing their games at J.P. Riddle Stadium. County Staff has approached the SwampDogs to discuss the feasibility of this concept and they are open to the idea.

County Staff has requested copies of lease agreements for other North Carolina based CPL teams. An initial review shows that Cumberland County is not the only local government in North Carolina subsidizing summer collegiate baseball. A summary of these findings will be provided to the Committee during the meeting.

RECOMMENDATION/PROPOSED ACTION:

Staff recommends:

1. Postponing consideration of any capital improvements to the J.P. Riddle Stadium and formulating a plan that would allow for the use of J.P. Riddle Stadium by both FTCC and the SwampDogs.

2. Approve proposed modifications to the current lease agreement as listed above, including the ability of the SwampDogs to schedule additional non-CPL events, for including in a new lease agreement.

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

Mr. Brown discussed the following details:

Summary of Revenue and Expenditures for JP Riddle Stadium

Occupant:	SwampDogs	
Location:	J.P. Riddle Stadium	
Lease Term:	1/1/2017 – 12/31/2017	
Flat Rent:	\$12,000	\$12,000 Paid upfront in January
Off Season Rate per Month:		
	\$250 @ 8 months	\$2,00 Paid upfront in January
Game Fee:	\$150 @ 29 games	\$4,350 Paid at the end of the season

REVENUE

Annual Basis \$18,350.00

Commissions/concessions	7% of Revenue	If is not a Club game
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EXPENDITURES

<u>Description</u>	<u>2017 Actual</u>
Dept Supplies & Materials	\$15,389.66
Contracted Services	\$21,813.16
Maintenance Repair Buildings	\$13,937.24
Maintenance Repair Equipment	\$5,761.30
Telephone	\$5,949.97
Utilities	\$47,436.35
Annual Property Insurance	\$1,138.00
TOTAL	\$111,425.68

Tracy Jackson, Assistant County Manager, discussed how other clubs and local governments are handling such leases.

Mr. Brown stated County staff recommends postponing consideration of any capital improvements to the J.P. Riddle Stadium and formulating a plan that would allow for the use of J.P. Riddle Stadium by both FTCC and the SwampDogs and the approve the proposed modifications to the current lease agreement as listed above, including the

ability of the SwampDogs to schedule additional non-CPL events, for inclusion in a new lease agreement. Commissioner Council stated she has no problem with postponing consideration of any capital improvements but does not want to take on any additional expenses at this point. Commissioner Keefe stated he agrees with Commissioner Council and he does not see much advantage to the County in this proposal.

Ms. Cannon stated in an attempt to help the SwampDogs stay in the community she would be comfortable keeping the lease the exact same for an additional year but not extending the lease for more than one year at a time.

MOTION: Commissioner Lancaster moved to bring this item back to the next Facilities Committee meeting scheduled for December 7, 2017 to get further clarification.
SECOND: Commissioner Council
VOTE: UNANIMOUS (3-0)

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

BACKGROUND:

This item was presented at the November 2, 2017 Facilities Committee Meeting, and Staff were directed to gather additional information and return to special Facilities Committee Meeting later in the month. 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. During the meeting, Staff will explain existing occupancies and proposed changes by floor for each area of the Courthouse.

RECOMMENDATION/PROPOSED ACTION:

Staff presents material for the Facilities Committee to review for information only.

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

Mr. Jackson discussed the following details:

Phase 1 – Renovation and Reallocation of Courthouse Space Project Estimates

Room 454 (New Interior Rooms)

3 small desks/3 chairs

\$5,000

Walls/doors (3 offices)	\$8,000
Data/Elec/Mech	\$1,200
Hardware/Paint	<u>\$1,000</u>
	\$15,200

Courtroom 4C (Existing)

Add additional seating	<u>\$5,000</u>
	\$5,000

Room 335,336 (Existing)

3 rectangle desks/6 chairs	\$9,000
Misc.	<u>\$600</u>
	\$9,600

Room 204 (Existing)

Demo existing workstations	\$200
Paint	\$500
Data/Elec/Mech	<u>\$1,200</u>
	\$1,900

Room 207C (New)

Wall/door	\$2,500
Carpet	\$1,600
Fire Strobe move	\$1,000
Data/Elec/Mech Hardware	<u>\$1,500</u>
	\$6,600

Room 215 (Existing)

1 desk/chair	\$2,000
Remove security bars on 2 windows	\$200
Data/Elec	<u>\$500</u>
	\$2,700

Room 217 (Existing)

Relocate security cages to windows	\$200
Add security window to existing door	<u>\$500</u>
	\$700

Room 218 (Existing)

Add security window to existing door	<u>\$500</u>
	\$500

Room 240A (Existing)

Chair	<u>\$500</u>
	\$500

GRAND TOTAL **\$42,700**

Phase II – Renovation and Reallocation of Courthouse Space Project Estimates

Law Library (Existing)

Cubicle/workspaces moved from Room 24	\$8,000
2 new workstations	\$6,000
Install 11 new data lines	\$3,300
Add blinds to 2 existing windows	\$800
Demo counter/repair carpet	\$500
Build new front counter	\$2,500
Movers (1 day)	\$1,000
Elec/Mech/Fax	\$500
Shelving (possibly keep)	<u>\$600</u>
	\$23,200

Room 200 (New)

Add walls (10.5' tall)/door	\$4,000
Hardware	\$200
Data/Elec/Mech	\$1,500
Carpet	\$2,000
Remove TV/remount	\$500
Sprinklers	\$2,500
Conference Table/Chairs	<u>\$5,000</u>
	\$15,700

Room 24 (Existing)

1 desk/chairs	\$4,000
Carpet	\$7,500
Roll file system	paid for by ROD
3 Data/1 Phone	\$1,200
Elec/Mech/Paint	<u>\$1,200</u>
	\$13,900

GRAND TOTAL **\$52,800**

Mr. Jackson presented the 4th Floor plan, 3rd Floor plan, 2nd Floor plan, and Lower Level Plan including any proposed modifications. Discussion and questions followed.

MOTION: Commissioner Council moved to approve the recommended plan with possible slight modifications to be discussed at the December 7, 2017 Facilities Committee meeting.

SECOND: Commissioner Lancaster

VOTE: UNANIMOUS (3-0)

MEETING ADJOURNED AT 10:48 AM.