

**AGENDA**  
**UNION COUNTY BOARD OF COMMISSIONERS**  
**Regular Meeting**  
**Monday, February 1, 2010**  
**7:00 P.M.**  
**Board Room, First Floor**  
**Union County Government Center**  
**500 North Main Street**  
**Monroe, North Carolina**

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[www.co.union.nc.us](http://www.co.union.nc.us)

**Closed Session - 5:30 p.m.**

1. **Opening of Meeting**
  - a. Invocation
  - b. Pledge of Allegiance
  - c. Featured Community Benefit Organization - JobReady Partnership: (\*Estimated Time: 5 Minutes)
  
2. **Public Hearings - Planning Department** (\*Estimated Time: 15 Minutes)
  - a) Petition #001095 - Allison's Custom Construction - Requesting Rezoning Classification from B-4 (General Commercial) to RA-40 (Residential-Agricultural)
  - b) Amend Article XXIV Flood Damage Prevention Section 384 of the Union County Land Use Ordinance  
**ACTION REQUESTED:** Conduct Public Hearings
  
3. **Informal Comments** (\*Estimated Time: 10 Minutes)  
**ACTION REQUESTED:** No action required
  
4. **Additions, Deletions and/or Adoption of Agenda** (\*Estimated Time: 5 Minutes)  
**ACTION REQUESTED:** Adoption of Agenda
  
5. **Consent Agenda** (\*Estimated Time: 10 Minutes)  
**ACTION REQUESTED:** Approve items listed on Consent Agenda
  
6. **Public Information Officer's Comments** (\*Estimated Time: 5 Minutes)

**Old Business:**

7. **Update on Fire Study** (\*Estimated Time: 10 Minutes)  
**ACTION REQUESTED:** Receive Presentation
  
8. **Eastern Union County Sewer Project** (\*Estimated Time: 15 Minutes)  
**ACTION REQUESTED:** Provide guidance to staff on response to NOV.

**New Business:**

9. **Reaffirmation of Resolution (Adopted by Board of Commissioners on April 21, 2008) for Veteran Government Bond, Stamp, and Coin Program** (\*Estimated Time: 5 Minutes)  
**ACTION REQUESTED:** Adopt Resolution reaffirming the Board's support of the Resolution adopted on April 21, 2008 and to include the organization's website address for veteranspetition.com
10. **Request for Funding for Detention Officers** (\*Estimated Time: 15 Minutes)  
**ACTION REQUESTED:** Adopt budget ordinance amendment #37
11. **Jesse Helms Park Passive Area Design** (\*Estimated Time: 20 Minutes)  
**ACTION REQUESTED:** Award Jesse Helms Park Passive Area Phase II Project to Capital Management & Engineering for Architectural/Engineering Services. Adopt Capital Project Ordinance #130. Authorize Manager to approve Task Order with Capital Management & Engineering pending review by Legal.
12. **Draft Comprehensive Transportation Plan for the Rocky River Rural Planning Organization (RPO) Portion of Union County** (\*Estimated Time: 15 Minutes)  
**ACTION REQUESTED:** Receive as information
13. **Announcement of Vacancies on Boards and Committees** (\*Estimated Time: 10 Minutes)
  - a. Adult Care Home Advisory Committee (3 Vacancies)
  - b. Nursing Home Advisory Committee (2 Vacancies)
  - c. Region F Aging Advisory Committee (1 Vacancy)
  - d. Juvenile Crime Prevention Council:
    1. Substance Abuse Professional
  - e. Union County Industrial Facilities and Pollution Control Authority (2 Vacancies for Unexpired Terms Ending May 2014)
  - f. Parks and Recreation Advisory Committee (2 Vacancies as of February 2010)
  - g. Union County Home and Community Care Block Grant Advisory Committee
  - h. Fire Commission (Two Vacancies)
  - i. Planning Board (Two Vacancies for Regular Members and One Vacancy for Alternate Member as of April 20, 2010)
  - j. Health Board (Two Citizen Representatives)**ACTION REQUESTED:** Announce vacancies
14. **Appointments to Boards and Committees** (\*Estimated Time: 10 Minutes)
  - a. Board of Equalization and Review
  - b. Nursing Home Advisory Committee
  - c. Parks and Recreation Advisory Committee
  - d. Home and Community Care Block Grant Advisory Committee**ACTION REQUESTED:** Consider Appointments
15. **County Manager's Comments**
16. **Commissioners' Comments**

**CONSENT AGENDA**  
**February 1, 2010**

1. **Minutes**  
**ACTION REQUESTED:** Approval of minutes
  
2. **Health Department - Budget Amendment #33: Breast and Cervical Cancer Control Program**  
**ACTION REQUESTED:** Adopt Budget Ordinance Amendment #33 to Appropriate Additional State Funding in the Amount of \$1,640 (No Additional County Funds Required)
  
3. **Tax Administrator**  
Departmental Monthly Report for December 2009  
**ACTION REQUESTED:** Approve
  
4. **Library**  
Smart Start Family Literacy Grant Application  
**ACTION REQUESTED:** Authorize Manager to Approve and Submit Grant Application (This is Year Two of a Three-Year Grant from Union Smart Start for the Library's Family Literacy Program)
  
5. **Contracts/Purchase Orders Over \$20,000**
  - a. Fingerprint Equipment for Sheriff's Office (Forfeiture Funds)
  - b. Library: TLC Purchase Order for Software Maintenance from Automation Vendor**ACTION REQUESTED:** Authorize Manager to approve Items a-b
  
6. **NC Department of Transportation Supplemental Funding FY 2010**  
**ACTION REQUESTED:** Adopt Budget Ordinance Amendment #35
  
7. **Delinquent Tax Lien Advertisement**  
**ACTION REQUESTED:** Accept report and order Tax Collector to advertise the liens in a local newspaper in accordance with NCGS 105-369



## OFFICE OF THE COMMISSIONERS AND MANAGER

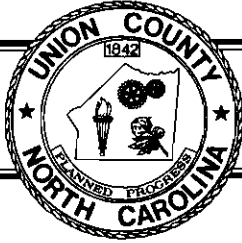
500 N. Main St., Room 921 • Monroe, NC 28112 • Phone (704) 283-3810 • Fax (704) 282-0121

### PUBLIC NOTICE

**NOTICE IS HEREBY GIVEN** that the Union County Board of Commissioners will hold a special meeting on Thursday, February 11, 2010, at 6:30 p.m. at the Mineral Springs Town Hall, 3506 South Potter Road, Monroe, North Carolina 28112, for the purpose of holding a joint meeting with the Mineral Springs Town Council. The topics to be discussed during the special meeting shall include but not be limited to the following:

1. Presentation of the Town's goals and short-term plans
2. How the county can better serve the Town of Mineral Springs (top three items)
3. Suggestions for county process improvements that will assist the town; and
4. Suggestions for enhancing economic development with the Town of Mineral Springs.

\_\_\_\_\_  
Kim Rogers, Chairwoman  
Union County Board of Commissioners



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## OFFICE OF THE COMMISSIONERS AND MANAGER

500 N. Main St., Room 921 • Monroe, NC 28112 • Phone (704) 283-3810 • Fax (704) 282-0121

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### PUBLIC NOTICE

**NOTICE IS HEREBY GIVEN** that the Union County Board of Commissioners will hold a special meeting on Monday, February 1, 2010, at 5:30 p.m. in the Conference Room, First Floor, Union County Government Center, 500 North Main Street, Monroe, North Carolina, for the purpose of going into closed session to consult with an attorney in order to preserve the attorney-client privilege in accordance with G.S. 143-318.11(a)(3).

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Kim Rogers, Chairwoman  
Union County Board of Commissioners

**UNION COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date: 1 February 2010**

**Action Agenda Item No. 16**  
(Central Admin. use only)

**SUBJECT:** Presentation by the Union County JobReady Partnership

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**DEPARTMENT:** Central Administration      **PUBLIC HEARING:** No

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**ATTACHMENT(S):**

**INFORMATION CONTACT:**

Matthew Delk, Assistant Manager

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**TELEPHONE NUMBERS:**

704-283-3656

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**DEPARTMENT'S RECOMMENDED ACTION:** Receive presentation from Linda Smith of the Union County JobReady Partnership about the organization's efforts to create stronger links between the business community and education.

**BACKGROUND:** The JobReady Partnership is a nonprofit organization that enhances school-to-work training for students of Union County Public Schools. The main goal of the JobReady Partnership is to create stronger links between the business community and education by providing training that better prepares students with technology skills they will need as they seek employment in Union County's local business community.

All program funding is donated by community businesses and individuals through fundraising, foundation grants and in-kind donations. The Partnership is led by a volunteer Council consisting of 37 members that represent key leadership positions in Union County. Linda Smith, the Job Broker, is the sole employee of the Partnership, and her salary is funded through Union County Public Schools. Union County Government does not contribute directly to the JRP, other than supporting the Partnership indirectly by supplying funding to UCPS.

The Partnership initiated many programs, such as workplace tours, internships, job shadowing, and career guidance efforts that work directly with students preparing to enter the workforce. Another initiative is the New Century Scholars program that provides scholarships for eligible students to attend South Piedmont Community College. Mrs. Smith will explain some of these programs in greater detail in her presentation, and will also explain how the public can support the efforts of the Partnership.

**FINANCIAL IMPACT:** none

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**Legal Dept. Comments if applicable:** \_\_\_\_\_

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**Finance Dept. Comments if applicable:** \_\_\_\_\_

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**Manager Recommendation:**



Planned Progress

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# UNION COUNTY PLANNING

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P O Box 1398, Monroe, NC 28111-1398  
(407 North Main Street, Suite 149, Old Post Office Bldg., Monroe, NC 28112)  
Phone: (704) 283-3565 Fax: (704) 292-2582

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## MEMORANDUM

**To:** Al Greene, County Manager

**From:** Dick Black, Planning Director  
Lee Jenson, Land Use Administrator

**Date:** January 14, 2010

**Re:** Allison's Custom Construction Rezoning Petition and the Flood Damage Prevention Essential Services Definition Amendment

### Allison's Custom Construction Rezoning Petition:

Allison's Custom Construction has submitted a rezoning petition (#001095) requesting a rezoning classification from B-4 (General Commercial) to RA-40 (Residential-Agriculture). The subject property (Tax Map # 04-198-004B) contains 3.02 acres and is located on Griffith Road (S.R. #2139) and is within the Buford Township. One mobile home is presently located on the property.

The rezoning petition was presented to the Union County Planning Board at the Board's January 1, 2010 meeting. Based on the results of the staff analysis, staff gave a favorable recommendation to the Planning Board supporting the rezoning request. Some of the favorable characteristics of the petition were:

- The rezoning request was in conformity with the adopted land use plan which projected the future use to be residential use of 0 to 1 dwelling unit per acre.
- The predominant surrounding land use was single family residential of one dwelling unit per acre.
- The predominant surrounding zoning was RA-40 Residential-Agriculture.

There were no unfavorable characteristics associated with the petition. There was some discussion of the existing land use in the area which centered on the following issues:

- A service garage at the intersection of Plyler Road and Griffith Road which is classified as a nonconforming use in RA-40 because the use existed before zoning was established in the area.

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- A retail type structure on a lot adjacent to the petitioner's property was constructed on the property when the property was zoned commercial. The property was rezoned back to RA-40 in 2002.
- A light manufacturing facility is located on a B-4 lot on Pylar Road. Light manufacturing was allowed by right in B-4 in 1998 when the building was constructed. However, the current land use ordinance does not allow light manufacturing in B-4. Therefore, the use is considered a nonconforming use under the current ordinance.

After completing their discussion, the Planning Board voted 5 to 2 make a favorable recommendation to the Board of Commissioners supporting the rezoning request.

DEC 17 2009

STATE OF NORTH CAROLINA  
COUNTY OF UNION

PETITION FOR AMENDMENT OF THE LAND USE ORDINANCE  
OF THE COUNTY OF UNION

In the matter of

NOW COMES Allison Helms Allison's Custom Construction, applicant, whose present address is 1317 Helms-Shortcut Rd Monroe NC 28112, who respectfully petitions and shows as follows:

1. That the applicant is the (owner X, legal representative \_\_\_\_\_, or other concerned parties \_\_\_\_\_), of a certain tract or parcel of land located in Union County, North Carolina, being more particularly described as follows: (Where proposed amendment is for changes in the written text of the ordinance, explain below.)

Lots 1, 2, 3 & 4 recorded in Plat Cab. B-191B

Said property containing 3.02 acres with Tax Parcel Number: 04-198-004 B

2. That said property above described is presently zoned B-4 and the undersigned applicant desires and does hereby request that said property be rezoned to RA-40.

3. The proposed zoning amendment would require a change in the Zoning Map: Yes  No

4. The properties adjoining the above-described property are as follows: (Adjoining property shall be construed to mean and include property on the opposite side of any street, road or highway from the property seeking to be rezoned.) If more than three adjoining property owners, please attach to this petition a separate list with full names and addresses.

Property Owner's Name

Address

Ray Belk  
Zion Hill Christian Fellowship  
Gloria Benton Bewling

4124 Gr. FFith Rd Monroe NC 28112  
PO Box 1403, Monroe, NC 28111  
3528 Griffith Rd, Monroe, NC 28112

5. If the answer to Number 3 is Yes: An application for rezoning shall be accompanied by a survey and legal description of the property to be rezoned if the applicant is seeking to have rezoned less than an entire lot or tract or if the Planning Director determines that such information is otherwise necessary to provide sufficient public notice of the area required for rezoning.

6. That the applicant attaches hereto a check payable to Union County in the sum of \$ 303,90.

WHEREFORE, the undersigned applicant respectfully requests that the above-described property be rezoned from B-4 to RA-40 at the earliest possible date.

Respectfully submitted, this 17<sup>th</sup> day of December, 2009.

NAME (Signature): Allison Helms

Name (Please print): Allison Helms

Address: 1317 Helms Shortcut Rd  
Monroe NC 28112

Contact Numbers: Home (704) 201-3117 Business: (704) 201-3117

# Current Land Use Rezoning Petition #001095












PLYLER MILL ROAD

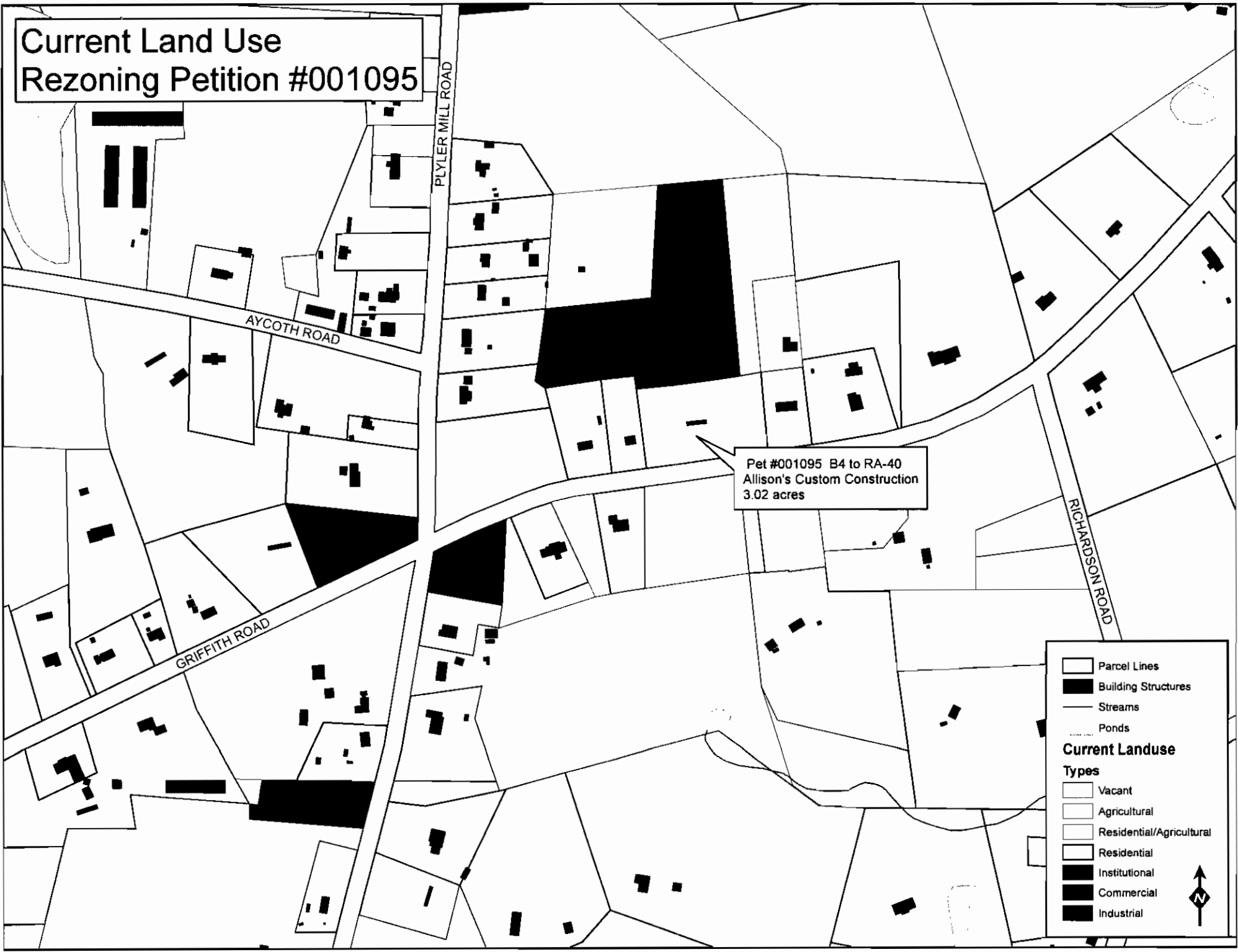

AYCOTH ROAD

GRIFFITH ROAD

RICHARDSON ROAD

Pet #001095 B4 to RA-40  
Allison's Custom Construction  
3.02 acres

	Parcel Lines
	Building Structures
	Streams
	Ponds
<b>Current Landuse Types</b>	
	Vacant
	Agricultural
	Residential/Agricultural
	Residential
	Institutional
	Commercial
	Industrial



# Current Zoning Rezoning Petition #001095




Pet #001095 B4 to RA-40  
Allison's Custom Construction  
3.02 acres

— Streams  
--- Ponds  
■ Building Structures  
□ Parcel Lines

**zoning polygon**

- B-2
- B-4
- B-6
- CITY
- HC
- HI
- LI
- R-10
- R-20
- R-40
- R-6
- R-8
- RA-20
- RA-40



## PUBLIC NOTICE

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1. **Petition #001095 - Allison's Custom Construction:**

**Petition #001095, ALLISON'S CUSTOM CONSTRUCTION**, requesting rezoning classification from B-4 (General Commercial) to RA-40 (Residential-Agricultural) containing 3.02 acres, being on Tax Map #04-198-004B, located on Griffith Road (S.R. #2139) and being within Buford Township.

2. **Amend Article XXIV Flood Damage Prevention Section 384**

**Amend Article XXIV Flood Damage Prevention Section 384 of the Union County Land Use Ordinance entitled Definitions "Essential Services" by deleting stormwater facilities from the current wording.** The effect of this amendment will be to prevent construction of stormwater facilities in the floodplain.

**Current Wording:**

"Essential Services" means an activity or structure that is required to provide safe movement of traffic and the provision of utilities. Specifically, these services are: street, road, highway, and railroad crossings, overhead and underground utility crossings where crossings are made perpendicular to the stream, municipal and county owned sanitary sewers, stormwater facilities, and stream restoration activities.

**Proposed Amendment:**

"Essential Services" means an activity or structure that is required to provide safe movement of traffic and the provision of utilities. Specifically, these services are: street, road, highway, and railroad crossings, overhead and underground utility crossings where crossings are made perpendicular to the stream, municipal and county owned sanitary sewers, and stream restoration activities.

The proposed amendments may later undergo, without further notice, substantial changes resulting from objections, debate, and discussions at the hearing.

The full text and/or supporting documents relative to the proposed amendments are available for inspection and study at the Union County Planning Department located at 407 North Main Street, Room #149, Monroe, NC from 8:00 a.m. to 5:00 p.m. Monday through Friday. Anyone having any questions on the above petition or amendments may contact the Planning Department at 704-283-3565.

Any person requesting a sign language interpreter, please call (704) 225-8554 and make a request at least 96 hours in advance. Any other special assistance needed by an individual due to a disability under the Americans with Disabilities Act should call (704) 283-3810 and make a request at least 96 hours in advance.

Lynn G. West

Clerk to the Board

Publish on: Tuesday, January 19, 2010, and Tuesday, January 26, 2010



**AGENDA ITEM**

# 2b  
MEETING DATE 2/1/10

**PUBLIC NOTICE**

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**Proposed Amendment:**

"Essential Services" means an activity or structure that is required to provide safe movement of traffic and the provision of utilities. Specifically, these services are: street, road, highway, and railroad crossings, overhead and underground utility crossings where crossings are made perpendicular to the stream, municipal and county owned sanitary sewers, and stream restoration activities.



The proposed amendments may later undergo, without further notice, substantial changes resulting from objections, debate, and discussions at the hearing.

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Lynn G. West

Clerk to the Board

Publish on: Tuesday, January 19, 2010, and Tuesday, January 26, 2010



## **Article XXIV Flood Damage Prevention**

### **Section 384 Definitions**

#### **Current Text:**

“Essential Services” means an activity or structure that is required to provide safe movement of traffic and the provision of utilities. Specifically, these services are: street, road, highway, and railroad crossings, overhead and underground utility crossings where crossings are made perpendicular to the stream, municipal and county owned sanitary sewers, stormwater facilities, and stream restoration activities.

#### **Proposed Text:**

“Essential Services” means an activity or structure that is required to provide safe movement of traffic and the provision of utilities. Specifically, these services are: street, road, highway, and railroad crossings, overhead and underground utility crossings where crossings are made perpendicular to the stream, municipal and county owned sanitary sewers, ~~stormwater facilities~~, and stream restoration activities.



# OFFICE OF THE COMMISSIONERS AND MANAGER

500 N. Main St., Room 921 • Monroe, NC 28112 • Phone (704) 283-3888 • Fax (704) 282-0121

AGENDA ITEM

# 9  
MEETING DATE 2/1/10

RESOLUTION  
BY THE UNION COUNTY BOARD OF COMMISSIONERS  
FOR  
VETERAN GOVERNMENT BOND, STAMP, AND COIN PROGRAM  
(Reaffirming the Resolution Adopted on April 21, 2008, and to Include the Website Address  
for [veteranspetition.com](http://veteranspetition.com))

THAT WHEREAS, the nation is blessed with men and women who voluntarily swear an oath to defend the Constitution of the United States of America against all enemies, foreign and domestic;

THAT WHEREAS, these men and women make great personal sacrifices in the name of our Constitution thereby ensuring the perpetuation of our individual liberties;

THAT WHEREAS, these same men and women voluntarily make great personal sacrifices to carry democracy and extend the freedoms we enjoy to the underprivileged of the world;

THAT WHEREAS, some of these men and women will incur great personal hardships and catastrophic injury in the performance of their duties;

THAT WHEREAS, we feel duty bound to honor, support, and provide relief to these warriors, and their families;

THAT WHEREAS, the Union County Board of Commissioners on April 21, 2008, adopted a resolution supporting a government bond, stamp and coin program, and the current Board of Commissioners wishes to reaffirm that resolution and to include in this resolution the website address for [veteranspetition.com](http://veteranspetition.com).

NOW, THEREFORE, THE UNION COUNTY BOARD OF COMMISSIONERS does hereby resolve to reaffirm its total and unequivocal support of an initiative implementing a new government bond, stamp and coin program, the proceeds from which shall be used exclusively for those warriors and their families who have born the brunt of preserving our freedoms and extending those freedoms throughout the world.

Adopted this 1st day of February, 2010.

ATTESTED:

\_\_\_\_\_  
Lynn G. West, Clerk to the Board

\_\_\_\_\_  
Kim Rogers, Chairwoman

\_\_\_\_\_  
Tracy Kuehler, Vice Chairwoman

\_\_\_\_\_  
Allan Baucom, Commissioner

\_\_\_\_\_  
A. Parker Mills, Jr., Commissioner

\_\_\_\_\_  
Lanny Openshaw, Commissioner

April 21, 2008

VETERANS GOVERNMENT BOND AND STAMP:

Vice Chairman Pressley stated that the Board had adopted a Resolution regarding this matter last year and Mr. Denning wants to add "coin" to the program. He moved adoption of the Resolution for the Veteran Government Bond, Stamp, and Coin Program to include coin to the program. The motion passed unanimously.

RESOLUTION  
BY THE UNION COUNTY BOARD OF COMMISSIONERS  
FOR  
VETERAN GOVERNMENT BOND, STAMP, AND COIN PROGRAM

THAT WHEREAS, the nation is blessed with men and women who voluntarily swear an oath to defend the Constitution of the United States of America against all enemies, foreign and domestic;

THAT WHEREAS, these men and women make great personal sacrifices in the name of our Constitution thereby ensuring the perpetuation of our individual liberties;

THAT WHEREAS, these same men and women voluntarily make great personal sacrifices to carry democracy and extend the freedoms we enjoy to the underprivileged of the world;

THAT WHEREAS, some of these men and women will incur great personal hardships and catastrophic injury in the performance of their duties;

THAT WHEREAS, we feel duty bound to honor, support, and provide relief to these warriors, and their families;

NOW, THEREFORE, THE UNION COUNTY BOARD OF COMMISSIONERS does hereby resolve its total and unequivocal support of an initiative implementing a new government bond, stamp and coin program, the proceeds from which shall be used exclusively for those warriors and their families who have born the brunt of preserving our freedoms and extending those freedoms throughout the world.

Adopted this 21<sup>st</sup> day of April, 2008.

August 13, 2007

**RESOLUTION SUPPORTING WAR/BOND STAMP FOR VETERANS:**

The Chairman recognized Commissioner Lane who introduced Garland B. Denny who requested the Commissioners endorse a federal government initiative to implement a semi-postal stamp for veterans in need that has its net proceeds above the cost of the stamp earmarked for specified purposes, similar to the Breast Cancer Research stamp.

After brief discussion, Commissioner Lane moved that the following resolution be adopted to support the Veterans Government Bond and Stamp Program. The motion was passed unanimously.

RESOLUTION  
BY THE UNION COUNTY BOARD OF COMMISSIONERS  
FOR  
VETERAN GOVERNMENT BOND AND STAMP PROGRAM

THAT WHEREAS, the nation is blessed with men and women who voluntarily swear an oath to defend the Constitution of the United States of America against all enemies, foreign and domestic;

THAT WHEREAS, these men and women make great personal sacrifices in the name of our Constitution thereby ensuring the perpetuation of our individual liberties;

THAT WHEREAS, these same men and women voluntarily make great personal sacrifices to carry democracy and extend the freedoms we enjoy to the underprivileged of the world;

THAT WHEREAS, some of these men and women will incur great personal hardships and catastrophic injury in the performance of their duties;

THAT WHEREAS, we feel duty bound to honor, support, and provide relief to these warriors, and their families;

NOW, THEREFORE, THE UNION COUNTY BOARD OF COMMISSIONERS does hereby resolve its total and unequivocal support of an initiative implementing a new government bond and stamp program, the proceeds from which shall be used exclusively for those warriors and their families who have born the brunt of preserving our freedoms and extending those freedoms throughout the world.

**Press Release: [www.veteranspetition.com](http://www.veteranspetition.com)**

Date: 7/9/2008  
Released by: Chuck Denny  
Contact: 980-721-2663

38 year Charlotte resident has spear-headed a project to HELP VETERANS get better medical care!

Garland Denny is on a mission to help Veterans get better medical care WITHOUT INCREASING TAXES or the NATIONAL DEBT! We have almost collected 7,000 signatures from Americans all over the country that support this petition and we need 60,000 for Congress to listen!

Official Resolutions have been passed by the following governmental bodies;

Union County Commissioners – Union County, NC

Town of Monroe, NC

Town of Indian Trail, NC

Town of Stallings, NC

Town of Wesley Chapel, NC

Town of Mineral Springs, NC

Town of Wingate, NC

Time is running out, we have about 3 months to push this through, please help us spread the word! We have many comments from people who have signed the petition that have said this is a wonderful idea. Please see the attachments.

Dear Advertisers, Professionals & Peers,



Garland Denny

The Fourth of July is just days away and we will take time to reflect on our freedoms, honor, country and of course it's fair to say, fun time with our families and friends.

Garland B. Denny, a man who served our country during the Korean War in the US Navy and is a LIFE member of VFW Post 2423 just outside of Charlotte, North Carolina, will likely spend this Fourth of July working on seeing his dream fulfilled.

Mr. Denny, also a member of Chapter 95 of the Disabled American Veterans, is on a mission to convince Congress to present a bill to be passed into law that will help EVERY veteran of our country receive the care they need. To BEGIN to do this, he needs 60,000 signatures to convince them that this matters. I spoke with Mr. Garland's son by telephone tonight and he says they are well on their way. I learned

about Mr. Denny and his mission to help all veterans in the most simple and honorable way, on the evening newscast of WBTV Channel 3.

BEFORE you begin your Fourth of July holiday, DO something that will likely make you feel so much more festive- STOP what you are doing, go to Garland Denny's website, [www.veteranspetition.com](http://www.veteranspetition.com) and read his story. Once on the site if you are so moved you can then sign the petition right on the site and help one of those who helped us all, help so many more who deserve our time and attention. Please share this opportunity to help with as many as you can.

Senior Living Guide appreciates you and wishes you the very best this Fourth of July. On behalf of Jill, Crystal, Diane, Frank, Karla, Jennifer, Tara and the rest of our staff, we want to say thank you - and to our veterans, THANK YOU for all you've done and will continue to do for each of us!

Sincerely,

**Senior  
LIVING**  
guide

Bill Clements  
Fairfax Publishing Company

[http://www.wbtv.com/Global/story.asp?S=8587904&nav=menu1434\\_3](http://www.wbtv.com/Global/story.asp?S=8587904&nav=menu1434_3)

If you would like to view the story that aired on WBTV - Charlotte, please click on the link above.



Help us Put Veterans First!

We have a solution to put Veterans First without increasing Taxes or the National Debt on Americans

Our Fellow Americans,

We would like to ask for your help in petitioning Congress to create a new Bill. This Bill could be passed into law by our next President on 1-21-2009. This Law will benefit EVERY VETERAN and their immediate family.

**Why should this be done?**

Many soldiers have paid the ultimate price for us to enjoy our Freedom. Throughout time, soldiers have returned home to encounter hardships; physically, emotionally, medically, financially, and psychologically. None of these men and women should have to wait on politics for care or financial assistance, but unfortunately, that is what is happening. There are existing programs out there but they are behind in the times.

**Here is what we are thinking:**

The new law would allow the government to sell coins, stamps and bonds to the public. We are asking in the petition to honor "The Tomb of the Unknowns". The profit or surcharge generated from the sale of these coins, stamps and bonds will go straight to helping Veterans and their families in need. This money would be used to provide new shelters, improved medical facilities, medical assistance, prescription assistance and even monetary support for those families who have lost loved ones that paid the ultimate sacrifice to protect the Freedom of every American.

**To start this program:**

When our next President signs this bill into a Law he would then ask all Ex-Presidents to raise \$ 50 million dollars in seed money to start this project. The seed money raised would be put into a Bond back by the government. Then the government can take the interest earned off of this money and fund projects and services to aid our Veterans.

**This solution will NOT increase Taxes or the National Debt on Americans!**

**How you can help:**

We need over 60,000 people to sign this petition so Congress will listen to us. Please sign the Veterans Petition online @ [www.veteranspetition.com](http://www.veteranspetition.com) . Then write your Representatives and Congressional Leaders and ask them to support this effort immediately.

Together, we can show all Veterans past, present and future that we appreciate what they have done for us as individuals and as a country. Let's fight for them this time to provide them with better medical care, better medical benefits, more medical and physical care facilities, prompt financial assistance and a chance for economical housing.

Garland B. Denny

Charles K. Denny

980-721-2663 - direct

# Former County Resident Pushes For Veterans' Health Care With Petition

## Signatures Needed To Help Take Plan To Washington

By: Heather Powers

Garland B. Denny, Life Member of Post 2423 in Indian Trail, North Carolina and Navy veteran, is working on a project to help Veterans and their family's in need.

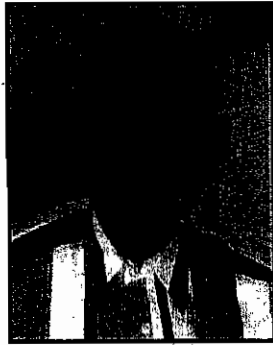
Garland is familiar with Russell County as he lived here before his family moved. Garland is now 76 years of age, but some may still remember his step-mother Virginia Warner who was a Russell County teacher.

Today, veterans are finding it harder to receive low cost care and medication through the Veterans Administration. Because of this Garland has a plan and is on a mission to help fund millions into Veterans care.

The plans consists of a postage stamp being created, similar to the one supporting breast cancer research, then issuing a savings bond and third, mint a special-edition gold and silver coin set. All these items will have the Tomb of the Unknown Soldier in Arlington National Cemetery outside of Washington D.C. displayed. Proceeds from these sales would go to the special fund for veterans' needs.

In order to receive attention from Congress a petition must be filled out and the goal is to receive at least 60,000 signatures. When Garland contacted congressmen in North Carolina he said they wanted to see at least 50,000 to 60,000 before they will consider it. If North Carolina congressmen become convinced, they can be the ones to introduce it in Washington.

Garland has been out working at every corner he can, visiting shows and speaking to city councils gaining support and collecting signatures. Along the way he constantly hears sad stories about the lack of affordable health care veterans are receiving. Some say they can now receive prescriptions cheaper at Wal-



Garland B. Denny

Mart than through the Veteran's Administration.

Since 2004, Garland has been collecting signatures and encourages people to go to the website [www.veteranspetition.com](http://www.veteranspetition.com) and sign the petition, read information and make comments. With support it is possible this bill could be passed into law by the next President in 2009, said Garland.

He said this should be done because many soldiers have paid the ultimate price for us to enjoy our Freedom. Throughout time many soldiers have returned home to encounter hardships: physically, emotionally, medically, financially and psychologically. They should not have to wait on politics for care or financial assistance but unfortunately, that is how it works. There are some programs out there, but they are behind the times.

The program would start without increasing the National Debt or taxes on Americans. Garland explained to begin the project the next President will sign the bill into law and ask all Ex-Presidents to raise \$50 million dollars in seed money. The money they raise would be put into a Bond backed by the government. Then the government can take the interest earned off this money and fund more projects and services to aid the veterans of the country.

"We can show all veterans past, present and future that we appreciate what they have

done for us as individuals as well as a country. Let's fight for them this time to provide them with better medical care, better medical benefits, more medical and physical care facilities, prompt financial assistance, and a chance for economical housing" said Garland.

A resolution passed by the City of Monroe, North Carolina on April 1, 2008 that can be an example to other localities states:

"Whereas, the nation is blessed with men and women who voluntarily swear an oath to defend the Constitution of the United States of America against all enemies, foreign and domestic; Whereas, these men and women make great personal sacrifices in the name of our Constitution thereby ensuring the perpetuation of our individual liberties;

Whereas, these same men and women voluntarily make great personal sacrifices to carry democracy and extend the freedoms we enjoy to the underprivileged of the world;

Whereas, some of these men and women will incur great personal hardships and catastrophic injury in the performance of their duties;

Whereas, we feel duty bound to honor, support, and provide relief to these warriors, and their families.

Now, Therefore, the Monroe City County does hereby resolve its total and unequivocal support of an initiative implementing a new government bond, stamp and coin program, the proceeds from which shall be used exclusively for those warriors and their families who have been the brunt of preserving our freedoms and extending those freedoms throughout the world."

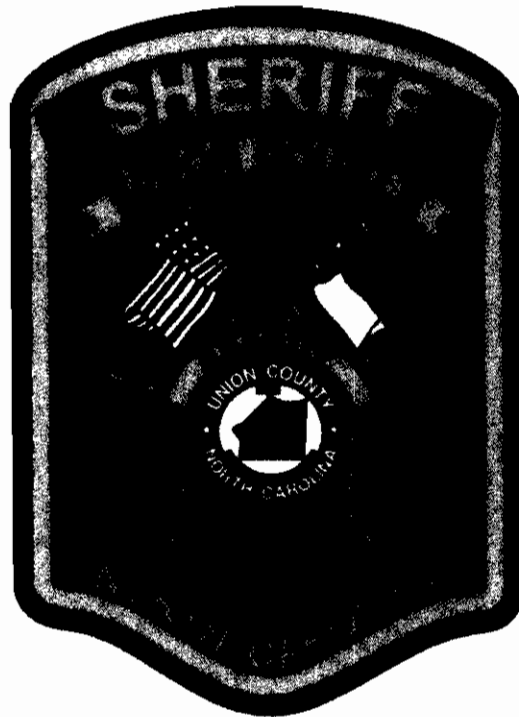
Other localities that have passed similar resolutions include County Commissioners of Union County, North Carolina; towns of Stallings, North Carolina, Indian Trail, North Carolina; Wesley Chapel North Carolina and Mineral Springs, North Carolina.

Garland also has expressed that the Mayor of Charlotte has shown interest and the have been invited to speak to the City Council of Charlotte on July 28, 2008.

Please log on to [www.veteranspetition.com](http://www.veteranspetition.com) to sign the petition or contact Garland Denny at [gdenny@carolina.rr.com](mailto:gdenny@carolina.rr.com). After you have signed the petition you can also write your representatives and congressional leaders and ask them to immediately support this effort, said Garland.

AGENDA ITEM

# 10  
MEETING DATE 2/1/10



# UNION COUNTY JAIL

## Staffing Analysis

EXECUTIVE SUMMARY

Prepared by:

Sheriff Eddie Cathey  
January 26, 2010

## **UNION COUNTY JAIL STAFFING ANALYSIS**

### **Executive Summary**

#### **Purpose of the Report:**

Last year, as a result of Union County's financial difficulties, the Sheriff was asked to create a list of personnel positions for a county-mandated reduction in force. The Union County Board of Commissioners asked the Sheriff to present the impact of these positions cuts on public safety and jail operations in a public forum, and the Sheriff complied with this request. As a courtesy to the agency, the BOCC permitted the Sheriff to submit new budget positions awarded that fiscal year as candidates for the personnel cuts, and permitted the agency to allow retirements and attrition satisfy the remaining number of personnel slots necessary to achieve the targeted reduction in force. Additionally, rather than remove those eleven personnel positions from the budget, the Board generously allowed the Sheriff to "deactivate" those particular personnel position numbers, with the understanding that the Sheriff could "swap" other positions with the vacancies as necessary in order to fulfill his mission. Still concerned by the overall impact on public safety, a majority of the Board asked the Sheriff to come back before the entity if he determined that the effects of the reduction in force negatively impacted public safety. In the past year, the board allowed the Sheriff to fill the Pre-Trial Release Coordinator position, which was one of the original eleven. As a result, the agency is operating an active pre-trial release program in partnership with the court system. The impact is being felt, as 15 persons have qualified for the program who would otherwise be incarcerated in an already over-crowded jail.

Over the past year, the Average Daily Population of the Union County Jail has soared past the figure at which the facility is considered "Classification Full (240 inmates.)" In fact, the facility has exceeded its "classification full" capacity since July of 2009. Jail overcrowding creates a host of negative impacts on the operation of a confinement facility including increased demands on and reduced personal safety of staff, increased difficulty of inmate supervision, higher operating costs, and an overall deleterious effect on the working and living conditions of everyone in the facility (staff and inmates.) Given that the original five positions requested in last year's budget represented half of the number originally requested by the Sheriff in his initial budget submission for FY 08-09, it is the Sheriff's contention that the facility is insufficiently staffed. In order to document this fact, the Sheriff commissioned an internal staffing analysis that utilized methodology taught by the National Institute of Corrections. Results of this analysis revealed that over two dozen new personnel would be necessary in order to staff the facility in accordance with its truly necessary contingent of FTE positions and operate it safely 24/7/365. Given the county's current financial condition, such an increase would be impossible to implement. Sheriff Cathey has elected, instead, to appeal to the BOCC to restore the original positions allocated in last year's fiscal budget, and attempt to secure additional staffing in subsequent years as the county's finances will allow.

## **Staffing Analysis Report: Methodology**

### **A. Jail Characteristics**

The basic characteristics of a jail must be understood for this staffing analysis.

1. Jails operate on a continuous basis.
2. Jails provide a wide spectrum of programs and services.
3. Jails are high-risk settings.
4. Inmate populations can fluctuate widely in number and classification.
5. A large number of people pass through the jail but only stay a short time.
6. Every admission must be fingerprinted and positively identified.
7. Admissions and release procedures are time- and staff-intensive.
8. Staff turnover is higher than in other professions.
9. Supervision needs vary based on the classifications of the inmates.
10. Jails present potential liabilities.
11. Administration needs extensive documentation.
12. Perimeter security must be controlled, and internal inmate movement must be monitored.

### **B. Staffing Analysis Concepts**

1. Basic staffing requirements must be considered when analyzing staffing.
  - Backup and relief must be provided.
  - Inmates must be continuously supervised.
  - A minimum staffing level must always be maintained.
  - Electronic surveillance is only a backup for personnel.
  - Relief must be provided for most staff posts for meals and breaks.
  - Staff must receive extensive training.
  - Staff must also be supervised.
2. The physical plant must be evaluated.
  - Sightlines within the facility affect staffing requirements.
  - The design should respond to the supervision style, direct or indirect.
  - The number of separations of inmates (co-defendants) affects staffing.
  - The classifications of inmates and types of separations affect staffing.
  - The amount of inmate movement and the level of control needed affect staffing.
  - The security of the perimeter is critical.
  - The number of secure internal compartments affects staffing.
  - The level of inmate-staff contact is critical.

**C. Major Staffing Issues Explored**

The issues below were identified for in-depth investigation and discussion in this report as a result of examining operations, staffing, and other relevant data:

1. High use of overtime or compensatory time
2. Overcrowded conditions (housing units above design capacity), which require additional staff
3. Insufficient classification capacity
4. Inefficient shift schedules
5. Too few staff members to manage workloads because of increased average daily populations
6. Programs and support spaces and staff maxed out as a result of crowding
7. Lack of proper coverage because of an inadequate shift relief factor
8. Increase in the number of bookings and releases (and processing time)
9. Training, which takes staff from assigned posts
10. Long turnaround time in filling vacancies
11. Lack of proper supervision by mid-management
12. Breakdown in the implementation of the principles of direct supervision
13. Lack of proper training

**D. Insufficient Calculation of Net Annual Work Hours (NAWH)**

The Presson Road facility was constructed as a result of a Consent Order negotiated from an overcrowding lawsuit filed in federal court. When the current facility was built, Union County used a "Shift Relief Factor" calculation for initial staffing that was too low to provide minimum coverage for posts when employees took time off. Additionally, the Sheriff at the time was under considerable pressure to minimize staffing due to the political sensitivity associated with hiring a large number of new Jail officers, as compared to the number of officers used to operate the old facility. Popular opinion at the time held the facility's \$12.6 million cost to be exorbitant. Through the years, additional staffing was requested periodically in the county's fiscal budgeting process in order to alleviate staff shortages associated with growing inmate populations and changing jail management issues. The numbers of new positions allocated never kept up with the demands placed by operating the facility.

The NAWH figures have been recalculated based on actual usage of time off averaged over the past three years by job classification, coupled with the changes that have taken place in regulatory requirements pertaining to inmate supervision and other operational considerations. The number of staff allocated to each shift did not adequately account for vacations and other leave time, including sick leave, compensatory time, and training time. Relief for meals was also not adequately accounted for in staffing levels as a shift relief factor; therefore, overtime often had to be used to cover minimum posts. In the NAWH section of this report, the NAWH are presented for each job assignment based

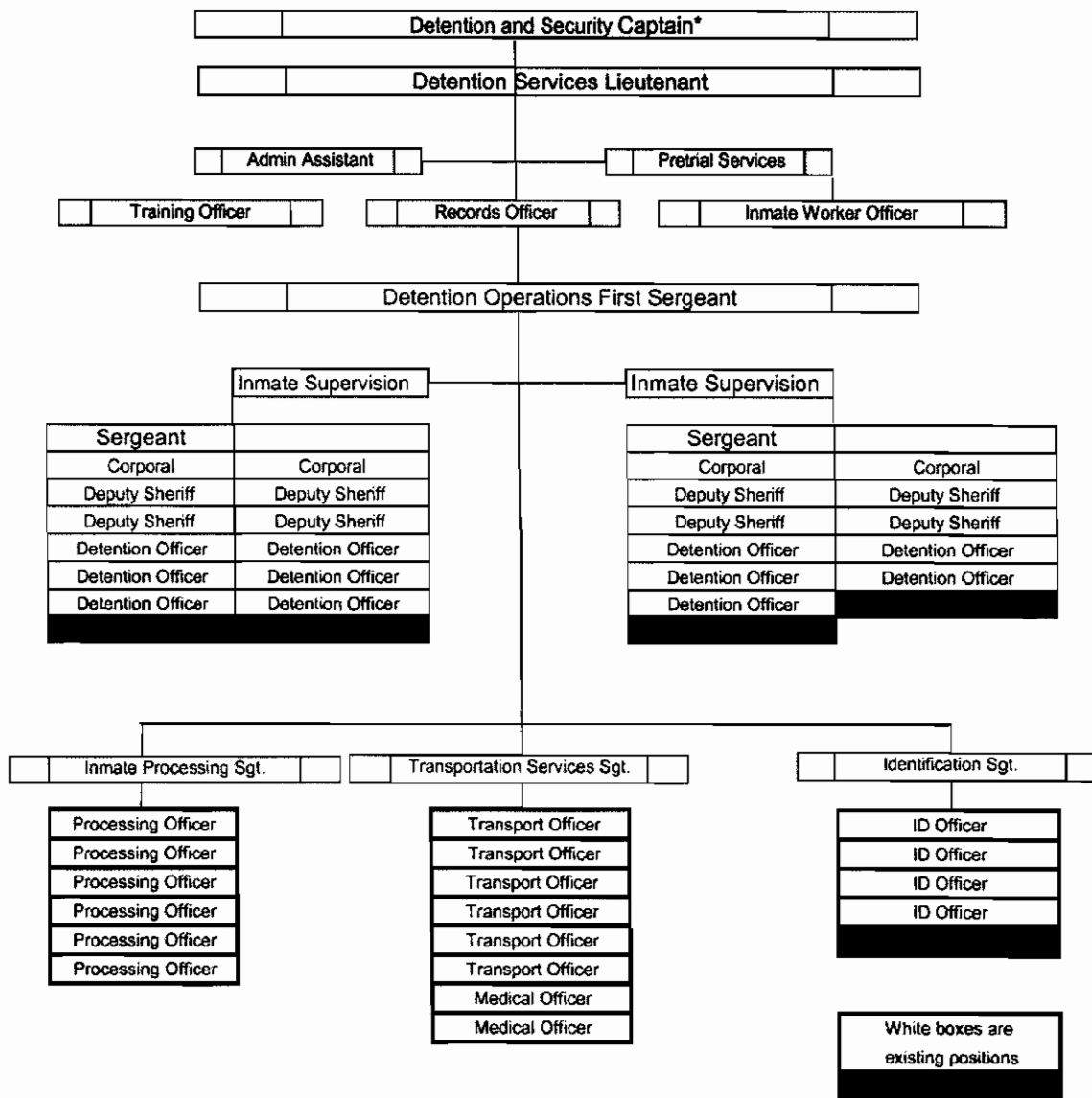
on actual usage data. The NAWH for each job classification varies based on the actual usage.

**E. Documentation and Calculations**

The Sheriff is seeking to restore the five positions inactivated last fiscal year. Documentation for the staffing issues previously described, and their impact on the jail is available for presentation in a closed session. Actual deployment and tasking of personnel constitutes "Sensitive Security Information" under NCGS § 132-1.7, and cannot be discussed in a public forum.



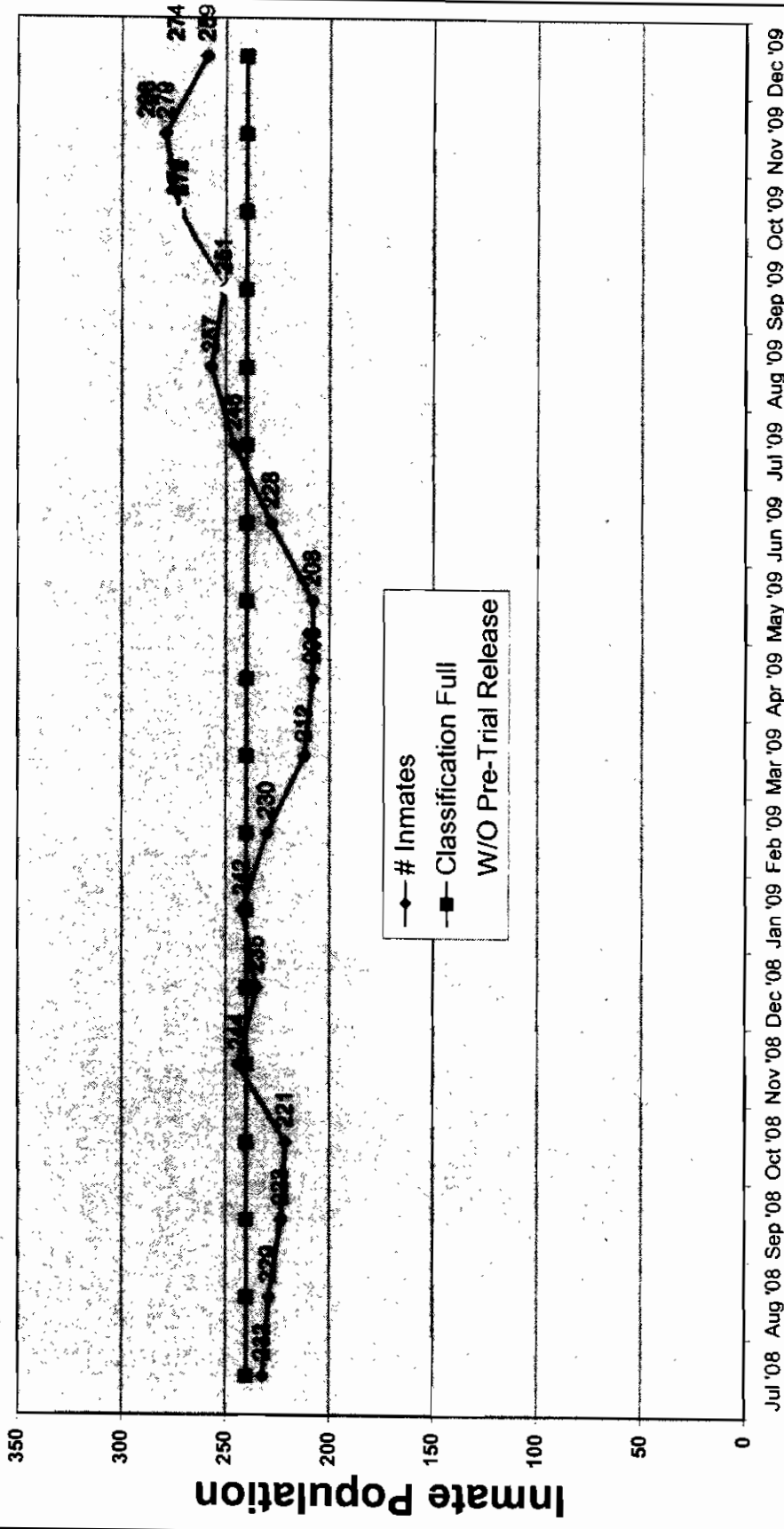
## CURRENT STAFF ASSIGNMENTS (Includes Deployment of 5-Positions Requested)







# UCJ Average Daily Population (ADP)



## ADP By Month

Jul '08 Aug '08 Sep '08 Oct '08 Nov '08 Dec '08 Jan '09 Feb '09 Mar '09 Apr '09 May '09 Jun '09 Jul '09 Aug '09 Sep '09 Oct '09 Nov '09 Dec '09

**BUDGET AMENDMENT**

BUDGET Sheriff's Office REQUESTED BY Sheriff Eddie Cathey

FISCAL YEAR FY2010 DATE February 01, 2010

**INCREASE**

**DECREASE**

Description

Description

<u>Personnel Expenses</u>	<u>92,933</u>	<u>General Fund Contingency</u>	<u>92,933</u>
---------------------------	---------------	---------------------------------	---------------

_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Explanation: Appropriate funding for 5 Jail Detention Officer positions not funded in the FY 2010 budget.

DATE \_\_\_\_\_ APPROVED BY \_\_\_\_\_  
 Bd of Comm/County Manager  
 Lynn West/Clerk to the Board

FOR POSTING PURPOSES ONLY

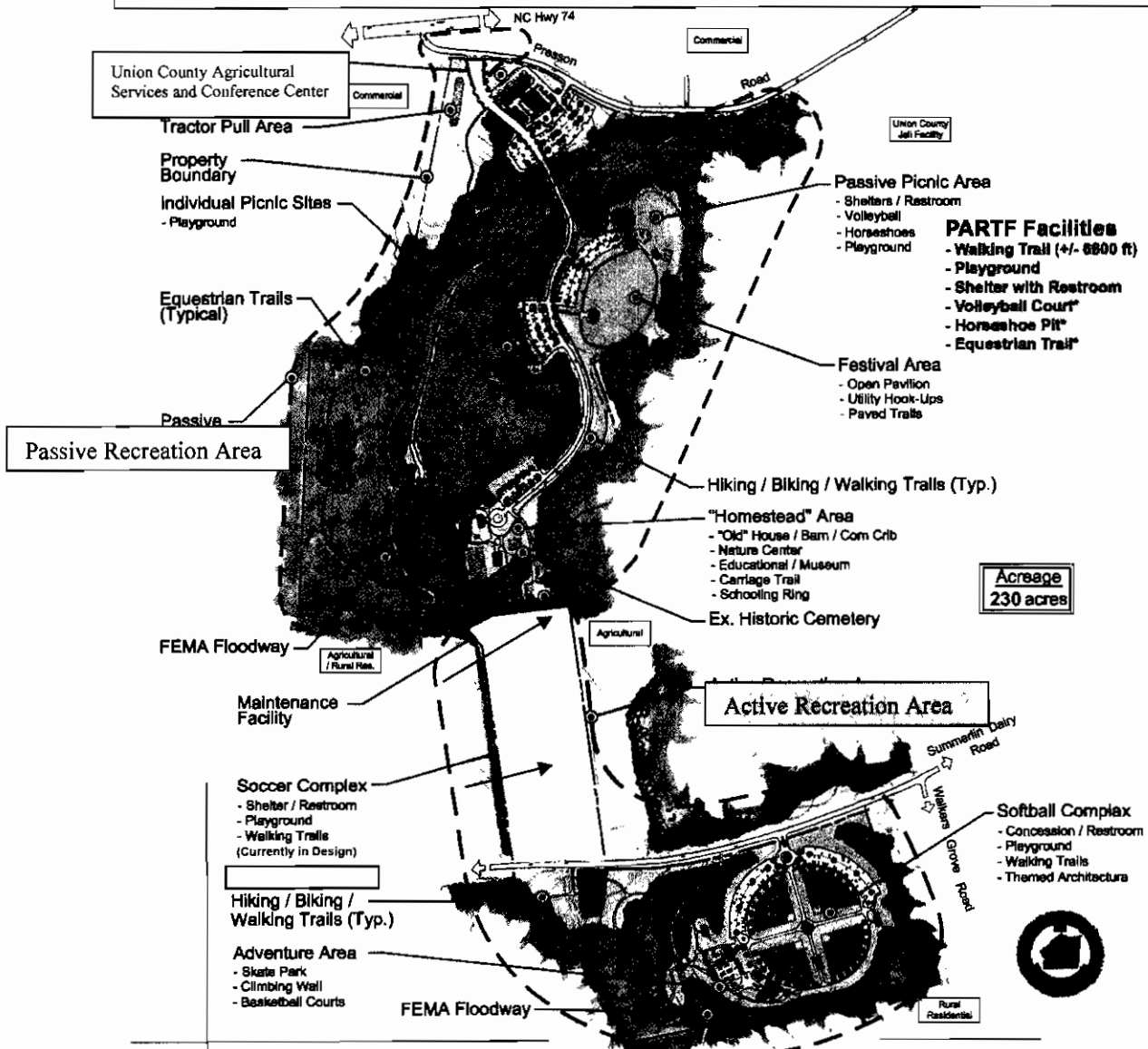
**DEBIT**

**CREDIT**

<u>Code</u>	<u>Account</u>	<u>Amount</u>	<u>Code</u>	<u>Account</u>	<u>Amount</u>
<u>10543135-5121</u>	<u>Salary Wages FT</u>	<u>62,818</u>	<u>10592000-5920</u>	<u>General Fund Contingency</u>	<u>92,933</u>
<u>10543135-5122</u>	<u>Salary Wages PT</u>	<u>1,183</u>	_____	_____	_____
<u>10543135-5132</u>	<u>Separation Allowance</u>	<u>966</u>	_____	_____	_____
<u>10543135-5134</u>	<u>401K</u>	<u>3,200</u>	_____	_____	_____
<u>10543135-5181</u>	<u>FICA/FICM</u>	<u>4,896</u>	_____	_____	_____
<u>10543135-5182</u>	<u>Ret Contr</u>	<u>3,130</u>	_____	_____	_____
<u>10543135-5183</u>	<u>Health Ins</u>	<u>14,599</u>	_____	_____	_____
<u>10543135-51842</u>	<u>OPEB</u>	<u>1,262</u>	_____	_____	_____
<u>10543135-5187</u>	<u>Dental Ins.</u>	<u>879</u>	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

	Total	<u>92,933</u>		Total	<u>92,933</u>
Prepared By		<u>JLL</u>			
Posted By		_____			
Date		_____		Number	<u>37</u>

2008 PARTF SITE PLAN FOR  
JESSE HELMS PARK (PASSIVE AREA) PHASE II  
UNION COUNTY, NORTH CAROLINA



Acreage  
230 acres

Legend

PARTF Facilities	Park Boundaries	Future Facilities	N/A	Ex. Facilities



AGENDA ITEM

UNION COUNTY CONTRACT CONTROL SHEET

DEPARTMENT

EVERY FIELD IN THIS SECTION MUST BE COMPLETED

2431

Party/Vendor Name: Capital Management & Engineering

Party/Vendor Contact Person: Frances Gallagher, PE, Project Manager Contact Phone: 704-827-2766

Party/Vendor Address to mail contract to (be sure this is accurate or it could delay the processing of this contract):

Address: 111 West Central Avenue Suite 207 City: Mount Holly State: NC Zip: 28120

Department: Parks & Recreation Amount: \$268,800

Purpose: Architectural/Engineering Serv. Passive Area Phase II Jesse Helms Park

Budget Code(s)(put comma between multiple codes): 40-561374-5570-PR043

Amounts expended pursuant to this Agreement will be more than \$20,000. [Check if applicable] [X]

TYPE OF CONTRACT: (Please Check One) [ ] New [ ] Renewal [ ] Amendment Effective Date:

If this is a grant agreement, pre-application has been authorized by the Board of Commissioners. [ ]

This document has been reviewed and approved by the Department Head as to technical content.

Department Head's Signature: Wanda Smith Date: 1/22/10

Approval by Board [ ] ATTORNEY This document has been reviewed and approved by the

Approval by Manager (less than \$20,000) [ ] Attorney and stamp affixed thereto. [ ] Yes [ ] No

Approval by Manager per authorization of Board [ ]

Date of Board authorization: Attorney's Signature:

Approval by Manager subject to authorization by Board [X] Date:

Date Board authorization requested: 2/1/10

Clerk to confirm authorization given

Use Standard Template [ ] RISK MANAGEMENT

[Include these coverages: CGL [ ]; Auto [ ]; WC [ ]; Professional [ ]; Property [ ]; Pollution [ ]; Nonprofit [ ]; Technology E&O [ ]

OR See Working Copy [ ] OR No Insurance Required [ ]

Hold Contract pending receipt of Certificate of Insurance [ ]

With incorporation of insurance provisions as shown, this document is approved by the Risk Manager:

Risk Manager's Signature: Date:

INFORMATION TECHNOLOGY DIRECTOR

(Applicable only for hardware/software purchase or related services)

This document has been reviewed and approved by the Information Systems Director as to technical content.

IT Director's Signature Date:

Date Received: BUDGET AND FINANCE

Yes [ ] No [ ] -Sufficient funds are available in the proper category to pay for this expenditure.

Yes [ ] No [ ] -This contract is conditioned upon appropriation by the Union County Board of Commissioners of sufficient funds for each request for services/goods.

Budget Code: Vendor No.: Encumbrance No.:

Notes:

Yes [ ] No [ ] - A budget amendment is necessary before this agreement is approved.

Yes [ ] No [ ] - A budget amendment is attached as required for approval of this agreement.

Finance Director's Signature: Date:

CLERK

Date Received: Agenda Date: Approved by Board: [ ] Yes [ ] No at meeting of

Signature(s) Required: [ ] Board Chairman/County Manager [ ] Finance Director [ ] Clerk

[ ] Attorney [ ] Information Tech. Director [ ] Other:

COUNTY MANAGER

This document has been reviewed and its approval recommended by the County Manager. [ ] Yes [ ] No

County Manager's Signature: Date:

## APPENDIX

### Exhibit A

#### TASK ORDER 2

This Task Order pertains to an Agreement by and between UNION COUNTY, ("OWNER"), and CAPITAL MANAGEMENT AND ENGINEERING, P.C. ("ENGINEER"), dated July 1, 2009, ("the Agreement"). ENGINEER shall perform services on the project described below as provided herein and in the Agreement. This Task Order shall not be binding until it has been properly signed by both parties. Upon execution, this Task Order shall supplement the Agreement as it pertains to the project described below.

TASK ORDER NUMBER: TWO

PROJECT NAME: JESSE HELMS PARK PASSIVE AREA PHASE II

#### PART 1.0 PROJECT DESCRIPTION:

The project will encompass approximately 145 acres of wooded and open space and will require the necessary infrastructure for all original development in the Passive Area. Improvements may include but are not limited to clearing, grading and erosion control, fine grading, grass seeding, asphalt trails, storm drainage, landscaping, volleyball court, horseshoe pit, playground, shelter with restrooms, kiosk for fee collection, water feature, concrete walks, asphalt parking, concrete curb and gutter, asphalt roadway, signage, gate, water service, fire hydrant assembly, septic service, equestrian trails, nature trails, prefabricated footbridges and a prefabricated pedestrian bridge.

The Union County Parks and Recreation Master Plan developed for Jesse Helms Park, completed in June of 2004 and adopted by the Union County Board of Commissioners shall serve as a guide for the Passive Area of Jesse Helms Park.

#### PART 2.0 SCOPE OF BASIC SERVICES TO BE PERFORMED BY ENGINEER ON THE PROJECT:

ENGINEER shall provide the following services relative to the Preliminary Engineering Assessment Phase and Preliminary Design Phase of the Project. These services shall be provided in addition to those services as stated in Sections 2.2 and 2.3 of the Agreement. In the event of inconsistencies within or between the Agreement and this Task Order regarding the scope of services, the terms of the Task Order shall control.

##### I. Preliminary Engineering Assessment Phase (Due Diligence/Site Analysis)

The following tasks will be performed for the Preliminary Engineering Assessment Phase:

- A. Complete review the physical characteristics of the site and existing on-site improvements including:
  1. Topography (percent of slope).
  2. Hydrology (natural drainage features).
  3. Vegetation.
  4. Existing improvements per site visit using the 2004 Master Plan and Phase I plans (bridge construction documents).
  5. Preliminary wetland determination and stream classification
  
- B. Complete acquisition and review of the necessary public planning documents and contact the appropriate governmental regulatory agencies to determine:
  1. Zoning:
    - a) Zoning Ordinance (land uses, setbacks, parking requirements, etc.).
    - b) Zoning maps.
  2. Obtain information on all existing utilities
  3. Water service availability and existing infrastructure capability
  4. Regulated floodways design and permitting requirements
    - a) General flood plain encroachment
    - b) Proposed stream crossings (equestrian/pedestrian)
  5. Stream buffer requirements
  6. Landscape requirements (in accordance with City of Monroe zoning code and standards)
  7. Stormwater drainage/management requirements (local, state and federal requirements): Meet with City of Monroe stormwater officials to initiate coordination and discuss specific design and permitting requirements
  8. NPDES requirements
  9. Governmental regulatory review and approval process
  
- C. Complete architectural/prefab structure coordination
  
- D. Obtain updated photography and mapping (1' contours)

## II. Preliminary Design Phase (Schematic Design)

The following tasks will be performed in order to meet the requirements of Section 2.3 Preliminary Design Phase of the Agreement:

- A. Meet with Union County to review the findings of the Due Diligence and Site Analysis in order to confirm the project direction as well as discuss the specific site elements and requirements including the:
  1. Existing bridge and tie in to the Phase II scope of work
  2. Physical relationship to the existing soccer complex
  3. Shelter/restroom building (architectural character, aesthetics, size, number of restroom stalls, number of picnic tables, service, storage, etc.)
  4. Building setbacks
  5. Emergency ingress/egress
  6. Internal driveway criteria (dimensions, etc.)
  7. Volleyball courts and horseshoe pit

8. Playground requirements/equipment
  9. Parking requirements (spaces desired/required, ratios, dimensions, etc.)
  10. Stormwater management (detention/water quality methods and locations)(includes stormwater from all 3 parking lots adjacent to Festival Area)
  11. Trail systems/footbridges/pedestrian bridge (field location and design)
  12. Signage, Gateway (characteristics, locations, etc.)
  13. Water feature (3 options to be provided)
  14. Water and electrical hook-ups for 30 vendors
  15. Kiosk
  16. Two future shelters (location)
  17. Future phasing of project infrastructure
- B. Prepare a Schematic Site Plan based on the items listed above
- C. Meet with UCPRD to review the Schematic Site Plan
- D. Prepare a site specific Schematic Grading and Drainage Plan for the Phase II scope with proposed contours, finished floor elevation(s), drainage pipe layout and stormwater management (detention and/or water quality features) based on the approved final Schematic Site Plan
- E. Obtain geotechnical data and recommendations for shelter/restroom structure, kiosk, roadways, and parking areas
- F. Prepare a cut/fill analysis incorporating specific recommendations made by the geotechnical engineers. Earthwork calculations will be based on the following:
1. Software Used: Autodesk Civil 3D 2009
  2. Balanced earthwork quantities (cut/fill) within the limitations of the site and software noted above
  3. Disposition of topsoil, rock, plastic soils, etc. based on the geotechnical engineer's recommendations
- G. Conduct a pre-design meeting with local utility department
- H. Prepare a Schematic Water Distribution and Septic Drain Field Plan
- I. Prepare a Schematic Planting Plan
- J. Prepare Schematic Erosion Control Plan (site)
- K. Prepare schematic concepts for water feature
- L. Confirm permitting requirements with the appropriate government review agencies for demolition, grading and erosion control permits
- M. Continue architectural/prefab coordination
- N. Begin preparation of project specifications

O. Complete and submit schematic plans and cost estimate to UCPRD for review and comment

P. Meet with UCPRD to review the schematic plans

### III. Design Phase (Design Development/Construction Documents/Permitting)

The services in Section 2.4 Design Phase of the Agreement shall be excluded and shall not apply to this Task Order 2. However, the services listed in Section 2.4 may be added upon written authorization of the OWNER in accordance with PART 3.0 and PART 6.0 of this Task Order 2. If added, the specific services may include but are not limited to the following:

A. Prepare a Staking and Materials Plan which indicates:

1. Location data (dimensions, horizontal and vertical control, etc.) of restrooms and shelters, kiosk, parking, curb and gutter, etc.
2. Trail and stream crossing location and design (pedestrian, biking, equestrian, etc.)(includes 3 footbridges and 1 pedestrian bridge)
3. Paving and trail materials types/locations/patterns (walks, crosswalks, drives, etc.)
4. Site furniture location and materials:
  - a. Seating, tables, etc.
  - b. Trash receptacles
5. Lighting (location only)
6. Utility hook-ups (design and infrastructure recommendations)
7. Signage (location), gates (location and materials)
8. Playground (location and design recommendations)

B. Prepare an Erosion Control Plan which indicates:

1. Phasing of erosion control if necessary
2. Erosion control measures (sediment fence, sediment basin, bioremediation features, etc.)
3. Stabilization

C. Prepare a detailed Grading and Drainage Plan which indicates:

1. Contours at 1' intervals
2. Finished floor elevation(s)
3. Critical spot elevations
4. Stormwater drainage system layout
5. Stormwater drainage structures and schedule (rim and invert elevations, pipe size, length and slope)

D. Prepare a Detention and Water Quality Plan which indicates type and location of water quality devices (structures)

E. Prepare a Water Distribution Plan which indicates:

1. Water lines (location and sizes)
2. Meters, backflow preventers, valves, fire hydrants, etc.



- F. Prepare a Septic Drain Field Plan (location, design and permitting)(assumes low flow system of 1200-1500 gal/day)
- G. Prepare Details (site) which indicate:
  - 1. Materials (paving, trails, site furniture, curb and gutter, etc.)
  - 2. Erosion control
  - 3. Stormwater drainage
  - 4. Water distribution
  - 5. Septic drain field
  - 6. Planting
- H. Assist OWNER with acquisition of easement for construction access to project site
- I. Complete project specifications and special provisions
- J. Submit plans to Union County and/or State of North Carolina for review and coordination to obtain approval of final plans and specifications
- K. Address review comments and revise plans and documents accordingly.
- L. Submit documents to the appropriate government review agencies to obtain the necessary permits.

#### IV. Bidding Phase

The services in Section 2.5 Bidding Phase of the Agreement shall be excluded and shall not apply to this Task Order 2. However, the services listed in Section 2.5 may be added upon written authorization of the OWNER in accordance with PART 3.0 and PART 6.0 of this Task Order 2.

#### V. Construction Phase

The services in Section 2.6 Construction Phase of the Agreement shall be excluded and shall not apply to this Task Order 2. However, the services listed in Section 2.6 may be added upon written authorization of the OWNER in accordance with PART 3.0 and PART 6.0 of this Task Order 2. These services shall be provided in accordance with Sections 2.6.1 through 2.6.6, and Sections 2.6.8 through 2.6.12 of the Agreement. Also, Section 2.6.7 of the Agreement shall be excluded and replaced by the following:

ENGINEER shall act as initial interpreter of the requirements of the Contract Documents, judge the acceptability of the Work and make recommendations to the OWNER on all claims of OWNER and Contractor relating to the acceptability of the Work or the interpretation of the requirements of the Contract Documents pertaining to the execution and progress of the Work.

#### VI. Operational Phase

The services in Section 2.7 Operational Phase of the Agreement shall be excluded and

shall not apply to this Task Order 2.

**PART 3.0 ADDITIONAL SERVICES, NOT PART OF BASIC SERVICES:**

Upon completion of the Preliminary Design Phase (Schematic Design), the additional services shown in Section 2.4, 2.5 and 2.6 may be added upon written authorization of the OWNER in accordance with PART 6.0 of this Task Order 2.

In addition to the services shown in Part 2.0 of this task order, some services are not included in the Multiple Project Agreement or in Task Order No. 2 but may be required for the project based on field conditions and findings during the site analysis and preliminary design phases of the project. These tasks and their associated costs are shown in Attachment B.

**PART 4.0 OWNER'S RESPONSIBILITIES:**

OWNER will be responsible for all permit fees and for submitting reports and other documentation to the permitting agencies as required for securing the project permit(s).

**PART 5.0 PERIODS OF SERVICE:**

The ENGINEER shall begin work upon written notice to proceed from the OWNER. The services detailed in PART 2.0 above will be completed within 35 calendar days of notice to proceed. If additional services are authorized by the OWNER, the period of service and schedule for such services shall be as mutually agreed by the OWNER and ENGINEER in writing.

**PART 6.0 PAYMENTS TO ENGINEER:**

1. **Payment for Basic Services:**  
Compensation for the services outlined in PART 2.0 above shall be on a Per Diem basis plus reimbursable expenses with amounts not to exceed the following:

Preliminary Engineering Assessment Phase:	\$ 7,600
For Preliminary Design Phase:	\$70,300

Attachment A, CME Rate Schedule is incorporated herein by reference.

2. **Payment for Additional Services:**  
Additional services shall be performed by the ENGINEER only after written instructions to do so are received from the OWNER. Payment for additional services performed shall be as mutually agreed upon by the OWNER and the ENGINEER for the services provided, and will be in accordance with the attached CME Rate Schedule. The maximum allowance for additional services is \$190,900.
3. **Total:**  
The total maximum fees and allowances provided for under this agreement shall be \$268,800.

PART 7.0 OTHER: None

This Task Order is executed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

UNION COUNTY,  
NORTH CAROLINA

\_\_\_\_\_

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Address: 500 N. Main St.  
Monroe, NC 28112

Address: \_\_\_\_\_  
\_\_\_\_\_

**Attachment A  
CME Rate Schedule  
Task Order 2**

<b>HOURLY COMPENSATION RATES</b>	
<b>CLASSIFICATION</b>	<b>CY 2010 RATE</b>
Principal	170.00
Team Leader	150.00
LA Director	150.00
Project Manager	135.00
Sr. Project Architect	130.00
Park Consultant	125.00
Project CE	120.00
Project LA	105.00
Civil Designer II	100.00
Landscape Designer II	90.00
Civil Designer I	88.00
Landscape Designer I	79.00
CAD Tech II	75.00
Administrative Assistant	55.00
Sr. Construction Manager	123.00
Sr. Construction Field Rep.	68.00

## Attachment B

The following services are not included in the Multiple Project Agreement or in Task Order No. 2 but may be required for the project based on field conditions and findings during the site analysis and preliminary design phases of the project:

<u>Task</u>	<u>Approx. Range of Costs</u>	<u>Average Cost</u>
<b>Tasks likely to be needed</b>		
○ Field survey of existing utilities	\$ 500 - \$ 2,000	\$ 1,250
○ Flood study and permits for 3 footbridges and 1 pedestrian bridge including top of bank survey	\$20,000 - \$40,000	\$30,000
○ Materials testing during construction	\$ 3,000 - \$15,000	\$ 9,000
○ Foundation design for 3 footbridges and 1 ped. bridge	\$ 3,000 - \$ 8,000	\$ 5,500
○ Structural/MEP for water feature	\$ 500 - \$ 2,000	<u>\$ 1,250</u>
		<b>\$47,000*</b>
<b>Tasks not likely to be needed</b>		
○ Wetland permit: delineation, survey, USACE verification	\$ 5,000 - \$15,000	\$10,000
○ Cultural resources literature search	\$ 300 - \$ 900	\$ 600
○ Septic field location, soil testing and evaluation	\$ 3,000 - \$ 7,000	\$ 5,000
○ Water line profiles for water mains greater than or equal to 12" (diameter)	\$ 2,000 - \$ 4,000	\$ 3,000
○ Architectural services for custom shelter and kiosk	\$ 5,000 - \$15,000	<u>\$10,000</u>
		<b>\$28,600</b>
<b>Tasks for accommodating future phases</b>		
○ Master grading and drainage plan	\$15,000 - \$20,000	\$17,500
○ Master water distribution and sanitary sewer plan	\$ 5,000 - \$ 9,000	<u>\$ 7,000</u>
		<b>\$24,500*</b>

\* These amounts are included in the additional services allowance shown in Section 6.0 items 2 and 3.

**CAPITAL PROJECT ORDINANCE AMENOMENT**

BUDGET General Capital Project Ordinance Fund  
 FISCAL YEAR FY 2009-2010

REQUESTED BY Kai Nelson  
 DATE February 1, 2010

**PROJECT SOURCES**

Source Description and Code	Project To Date	Requested Amendment	Revised Project
<b>PR043 - Jesse Helms Park Passive Area Phase II (FY08 PARTF)</b>			
IFT From General Fund	-	803,948	803,948
FY08 PARTF Grant	-	500,000	500,000
<b>PR033 - North District Park</b>			
IFT From General Fund	100,000	(85,000)	15,000
<b>PR034 - West District/Community Parks</b>			
IFT From General Fund	100,000	(85,000)	15,000
<b>PR040 - Campground Welcome Store</b>			
IFT From General Fund	332,000	(191,983)	140,017
	<u>532,000</u>	<u>941,983</u>	<u>1,473,963</u>

**PROJECT USES**

Project Description and Code	Project To Date	Requested Amendment	Revised Project
Land and Improvements	-	1,303,946	1,303,948
Architectural & Engineering Srv	100,000	(85,000)	15,000
Architectural & Engineering Srv	100,000	(85,000)	15,000
Building & Improvements	332,000	(191,983)	140,017
	<u>532,000</u>	<u>941,963</u>	<u>1,473,963</u>

EXPLANATION: To establish CPO for FY08 PARTF Grant for the Jesse Helms Park Passive Area Phase II project and to reduce CPO's for the North District Park, West District/Community Parks and the Campground Welcome Store projects.  
At the completion of this capital project, all excess funds will be remitted to the "unallocated funds previously transferred from the General Fund" account and this Capital Project Ordinance will be closed.

DATE: \_\_\_\_\_

APPROVED BY: \_\_\_\_\_  
 Bd of Comm/County Manager  
 Lynn West/Clerk to the Board

**PROJECT SOURCES**

Source Description and Code	Project To Date	Requested Amendment	Revised Project
<b>PR043 - Jesse Helms Park Phase II (FY08 PARTF)</b>			
IFT From General Fund 40461374-4010-PR043	-	803,946	803,946
FY08 PARTF Grant 40481374-4414-PR043	-	500,000	500,000
<b>PR033 - North District Park</b>			
IFT From General Fund 40461372-4010-PR033	100,000	(85,000)	15,000
<b>PR034 - West District/Community Parks</b>			
IFT From General Fund 40461372-4010-PR034	100,000	(85,000)	15,000
<b>PR040 - Campground Welcome Store</b>			
IFT From General Fund 40461371-4010-PR040	332,000	(191,983)	140,017
	<u>532,000</u>	<u>941,963</u>	<u>1,473,963</u>

**PROJECT USES**

Project Description and Code	Project To Date	Requested Amendment	Revised Project
Land and Improvements 40561374-5570-PR043	-	1,303,946	1,303,946
Architectural & Engineering Srv 40561372-5594-PR033	100,000	(85,000)	15,000
Architectural & Engineering Srv 40581372-5594-PR034	100,000	(85,000)	15,000
Building & Improvements 40581371-5580-PR040	332,000	(191,983)	140,017
	<u>532,000</u>	<u>941,963</u>	<u>1,473,963</u>

Prepared By kdn  
 Posted By \_\_\_\_\_  
 Date \_\_\_\_\_

Number CPO - 130

**UNION COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date: February 1, 2010**

**Action Agenda Item No.** 12  
(Central Admin. use only)

**SUBJECT:** DRAFT Comprehensive Transportation Plan for the Rocky River Rural Planning Organization Portion of Union County

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**DEPARTMENT:** Public Works                      **PUBLIC HEARING:** No

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<p><b>ATTACHMENT(S):</b></p> <ul style="list-style-type: none"><li>1) Brochure</li><li>2) Recommendations Summary for the Draft Union County CTP</li><li>3) Summary of Recommendations for Marshville CTP (Adopted by Marshville)</li><li>4) Draft Union County CTP Maps</li></ul>	<p><b>INFORMATION CONTACT:</b></p> <p>Amy Helms, UCPW Reuben Crummy, NCDOT</p> <hr/> <p><b>TELEPHONE NUMBERS:</b></p> <p>704-283-3520 919-715-5737</p>
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**DEPARTMENT'S RECOMMENDED ACTION:** Receive as information.

**BACKGROUND:** The Transportation Planning Branch of the North Carolina Department of Transportation (NCDOT) has prepared the draft Comprehensive Transportation Plan (CTP) for the Rocky River Rural Planning Organization (RRRPO) portion of Union County. This section of Union County is outside of the area covered by the Mecklenburg-Union Metropolitan Planning Organization (MUMPO) and includes the eastern and southern most unincorporated areas of Union County.

The CTP is a long-range, multi-modal transportation plan with no fiscal constraints that is used to identify a broad range of improvements for a 25 - 30 year planning period. Highway, public transportation and rail, bicycle, and pedestrian elements are included in the plan with analysis on current and future conditions, deficiencies and recommended improvements which are used by the RRRPO as a basis for project prioritization. This plan is a joint effort between Union County, the RRRPO and NCDOT and will provide an update to the existing Union County 1992 Thoroughfare Plan previously developed by NCDOT for the entire county.

As part of the public process for the CTP, a focus group was created that consisted of staff from RRRPO, NCDOT, Union County, and Marshville, and a representative from Agricultural Extension, Chamber of Commerce, Progress for Partnership, Board of County Commissioners (BOCC), and Union County Public Schools. A kick-off meeting of the focus group was held on November 4, 2008, to discuss the process forward in developing the CTP. Since that time, NCDOT has collected planning and roadway data and developed several maps to be included in

the plan. Also, some public input has been gathered through a transportation survey distributed to the community through Union County email, churches, agricultural groups, and schools.

The Transportation Planning Branch is now ready to hold public meetings/workshops but would like to present the draft information to the BOCC first. Once all appropriate public comments have been incorporated into the CTP, NCDOT will then come before the BOCC for final adoption of the CTP in March/April 2010. After Union County has adopted the CTP, it will then be brought before the RRRPO for endorsement and the Board of Transportation (BOT) for adoption. According to NC General Statute 136-66.2, Union County must have an updated Land Use Plan (one that has been adopted within the past 5 years) before the BOT can adopt the CTP. If the CTP is not adopted by the BOT, new transportation projects included in the CTP for the RRRPO portion of Union County will be more difficult to fund.

**FINANCIAL IMPACT:** None.

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**Legal Dept. Comments if applicable:** \_\_\_\_\_

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**Finance Dept. Comments if applicable:** \_\_\_\_\_

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**Manager Recommendation:**



## Steps In The Process

### Study Initiation

- Meet with local area officials to discuss transportation related issues & develop a focus group to help drive the process

### Data Collection

- Collect data on existing and future land use, traffic volume trends, population & employment, crash histories, road and bridge conditions, environmental features, currently funded projects and input from local policy boards

### Data Analysis

- Analyze the existing conditions / deficiencies
- Project the future conditions / deficiencies
- Share findings with local area officials
- Examine environmentally sensitive areas, i.e., wetlands, historic structures, endangered species
- Share findings with stakeholders and solicit input

### Plan Development

- Work with focus group to identify possible solutions for transportation deficiencies
- Develop recommendations for the CTP
- Discuss alternatives with local staff and local policy boards
- Conduct public informational workshops
- Work with focus group, local staff, local policy boards & the public to reach a consensus

### Plan Adoption

- Public hearings on recommended CTP
- Adoption by local government and NCDOT

### Plan Implementation

- Coordinated subdivision and land use controls
- Development reviews
- Utilization of the purpose and need statement
- Project prioritization for TIP funding requests

*For additional information please consult the following websites*



[www.ncdot.org/doh/preconstruct/tpb/](http://www.ncdot.org/doh/preconstruct/tpb/)

[www.co.union.nc.us](http://www.co.union.nc.us)



**Rocky River Rural Planning  
Organization**

[www.rockyriverppo.org](http://www.rockyriverppo.org)

**Draft 2009-2015  
Transportation Improvement  
Program**

[www.ncdot.org/planning/development/TIP/TIP/Trans/division10.html](http://www.ncdot.org/planning/development/TIP/TIP/Trans/division10.html)

**NCDOT Division of Bicycle and  
Pedestrian Transportation**

[www.ncdot.org/transit/bicycle](http://www.ncdot.org/transit/bicycle)

**Union County (Rural)  
Comprehensive  
Transportation Plan**



*For information contact:*

**Reuben Q. Crummy, NCDOT  
Transportation Planning Branch  
(919) 715-5737 ext. 64**

[rcrummy@ncdot.gov](mailto:rcrummy@ncdot.gov)

**Dana Stoogenke, AICP  
Rocky River RPO  
(980) 581-6589**

[dstoogenke@rockyriverppo.org](mailto:dstoogenke@rockyriverppo.org)

## Facility Type Definitions

### Facilities divided by a center median

#### **FREEWAY**

- High mobility, high volume, speed 55-70 mph
- Minimum four lanes with a continuous median
- Full control of access, intersecting facilities: interchange or grade separation only
- No driveways

#### **EXPRESSWAY**

- High mobility, high volume, speed 45-60 mph
- Minimum four lanes with a median
- Partial control of access, intersecting facilities: interchange or grade separation (major routes) and right-in/right-out or left-over (minor routes)
- Driveways permitted, right-in/right-out only

#### **BOULEVARD**

- Moderate mobility, moderate access, moderate volume, speed 30-55mph
- Two or more lanes with a median
- Partial to no control of access, intersecting facilities: driveways and at grade intersections, interchange at locations with high volumes only
- Driveways primarily right-in/right-out or in combination with median left-over, major driveways may be full movement

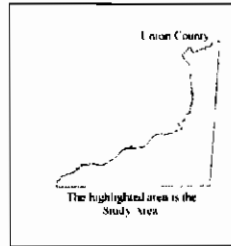
### Undivided facilities

#### **OTHER MAJOR THOROUGHFARE**

- Balanced mobility and access, moderate volume, speed 25-55mph
- Four or more lanes without a median
- No control of access, intersecting facilities: intersections and driveways
- Driveways - full movement, turn lane if required

#### **MINOR THOROUGHFARE**

- Balanced mobility and access, moderate volume, speed 25-45mph
- Three lanes or less without a median
- No control of access, intersecting facilities: intersections and driveways
- Driveways - full movement, turn lane if required



## Frequently Asked Questions

### What is a Comprehensive Transportation Plan?

A Comprehensive Transportation Plan (CTP) is North Carolina's new multi-modal transportation plan format and process. The CTP includes community consensus on future transportation needs required to support anticipated growth and development. A CTP is a mutually adopted legal document between the state and the local area partner. When a CTP is adopted by the NCDOT it represents the state's concurrence with the locally identified transportation needs. A CTP replaces thoroughfare plans that have been in place since the 1950's. Both the process and the product of a CTP are different than the thoroughfare plan.

### How is a CTP different from a thoroughfare plan?

Previously, thoroughfare plans identified the existing and proposed highway network needed to handle existing and future traffic. The CTP is a multi-modal plan that identifies the entire existing and future transportation system and includes highways, public transportation, rail, and bicycle facilities needed to serve the anticipated travel demand. The CTP is more environmentally and community friendly. It strengthens the connections between an area's transportation plan, adopted local land development plan, and community vision.

## Why are we changing?

North Carolina is a growing and dynamic state. While roads will always be an important part of our transportation system, communities across our state are considering how other transportation modes can support their economic and quality of life goals. To reflect their desire to expand transportation planning options, the NC General Assembly amended the state transportation planning law in 2001. This amendment replaced the highway planning requirement with a multi-modal Comprehensive Transportation Plan. The CTP provides a technically sound, collaborative planning process for looking at the full range of options to meet future transportation needs.

## What are the benefits of using the CTP process?

The CTP has many benefits:

- It supports community vision and goals by integrating land use and transportation.
- It allows communities to consider all modes, not just road improvements, for the future transportation system.
- It is more environmentally sound through an early and explicit consideration of sensitive environmental resources.
- It is more efficient for MPOs because it ties together the CTP and federal LRTP processes.
- It is more accountable to the public through the formal stakeholder involvement process.

Finally, the CTP process provides a direct link to project development. Once a project is funded it must go through an extensive project development process, including an environmental review. Relevant transportation, environmental and stakeholder information collected and analyzed during the CTP process can supplement information needed during the project development process. This can save time and money, allowing projects to be planned, designed, and built more efficiently.

# **Recommendations Summary for the**

## **Draft Union County CTP**

*January 19, 2009*

The recommended improvements resulting from the development of the Comprehensive Transportation Plan (CTP) for the rural portion of Union County are represented in this summary. These improvements are needed to enable the Union County transportation system to serve present and anticipated travel desires as this area continues to grow.

### **Highway Map**

#### **Major Improvements**

- **US 601 (TIP Project # R-2616)**  
US 601 is a Strategic Highway Corridor (SHC) and is designated as an expressway. It is recommended that the facility be widened from two to four lanes from the South Carolina State Line to the planning area boundary with superstreets implemented along the corridor. The anticipated completion date for this project is 04/30/2010.

- **Southern Connector I**  
It is recommended that an alignment of state roads (includes existing and new location) form a direct continuous route that links the southwestern portion of Union County to Marshville. The roadways that form this connector are two-lane minor thoroughfares, which include:

NC 522/Ruben Road (SR 2171), West Sandy Ridge Road (SR 2152), Troy Medlin Road (SR 2131), Claude Austin Road (SR 2109), Carl Funderburk Road (SR 1950), L J Whitley Road (SR 1949), Snyders Store Road (SR 1945), Faulks Church Road (SR 1947), and Old Pageland - Marshville Road (SR 1937)

These roads are recommended to be widened to 2-12' lanes with short new location connectors at the following locations:

Ruben Road (SR 2171)/West Sandy Ridge Road (SR 2152); East Sandy Ridge Road (SR 2152)/Troy Medlin Road (SR 2131); Troy Medlin (SR 2131)/Claude Austin Road (SR 2109); Carl Funderburk Road (SR 1950)/Snyders Store Road (SR 1945)

- **Southern Connector II**  
It is recommended that an alignment of state roads (includes existing and new location) form a direct continuous route that links the southwestern portion of Union County planning area to Marshville. The roadways that form this connector are two-lane minor thoroughfares, which include:

NC 522/Trinity Church Road (SR 2166), Plyler Mill Road (SR 2146), Trinity Church Road (SR 2153), Jack Davis Road (SR 2125), Hargette Road (SR 1939), Belk Mill Road (SR 1940), and Old Pageland-Marshville (SR 1937)

These roads are recommended to be widened to 2-12' lanes with short new location connectors at the following locations:

Tom Starnes Road (SR 1128)/NC 522/Trinity Church Road (SR 2166); Trinity Church Road (SR 2153)/Jack Davis Road (SR 2125); Jack Davis Road (SR 2125)/Hargette Road (SR 1939)

### **Minor Connectors**

- **Old Pageland-Monroe Road (SR 1941) Extension**  
It is recommended that Old Pageland-Monroe Road (SR 1941) be extended on new location from Old Pageland-Marshville Road (SR 1937) to Smith Town Road (SR 1915). This extension is recommended to be a 2-lane minor thoroughfare.
  
- **Pleasant Hill Church Road (SR 1710) Realignment**  
Pleasant Hill Church Road is recommended to be realigned on new location to intersect Jerusalem Church Road (SR 1713) near the intersection of NC 218. A 2-lane minor thoroughfare is recommended for this realignment.

### **Minor Widening Improvements**

The following routes are recommended to be widened to 2-12' lanes:

- NC 200 – from S. C. State Line to PAB
- NC 522 – from S. C. State Line to PAB
- NC 207 – from S. C. State Line to PAB
- NC 205 – from Stanly County to PAB
- NC 218 – from Anson County to PAB
- NC 742 – from Anson County to Stanly County
- Providence Road (SR 1117) - from S. C. State Line to PAB
- South Potter Road (SR 1137) - from S. C. State Line to PAB
- Gus Eubanks Road (SR 2164) - from S. C. State Line to PAB
- Austin Road (SR 2156) - from S. C. State Line to Griffith Road (SR 2139)
- Griffith Road (SR 2139) - from PAB to PAB
- Stack Road (SR 2115) - from S. C. State Line to PAB
- Old Pageland – Monroe Road (SR 1941) - from PAB to Old Pageland - Marshville Road (SR 1937)
- Old Pageland - Marshville Road (SR 1937) \*\*- from S. C. State Line to Belk Mill Road (SR 1940)
- Landsford Road (SR 1005) – from Marshville Town Limits to S. C. State Line
- Smith Town Road (SR 1915) – from Anson County line to Helms Funderburk Road (SR 1930)
- White Store Road (SR 1003) – from Landsford Road (SR 1005) to PAB

- Hamilton Crossroads Road (SR 1741) – from Ansonville Road (SR 1002) to Monroe-Olive Branch Road (SR 1006)
- Ansonville Road (SR 1002) – from Anson County to Hamilton Crossroads Road (SR 1741)
- Marshville-Olive Branch Road (SR 1719) – from Marshville Town Limits to Monroe-Olive Branch Road (SR 1006)
- Monroe-Olive Branch Road (SR 1006) – from the PAB to NC 218
- Jerusalem Church Road (SR 1713) – from NC 218 to new location connecting Pleasant Hill Church Road (SR 1710)
- Pleasant Hill Church Road (SR 1710) new location (extension) connecting Jerusalem Church Road (SR 1713) to St. Timothy Road (SR 1701)
- St. Timothy Road (SR 1701) – from Pleasant Hill Church Road (SR 1710) to NC 742

**\*\* Old Pageland-Marshville Road (SR 1937) is also located within the 2009 Marshville CTP. In the Marshville CTP, it was designated as a minor thoroughfare (existing), but has been recommended as a minor thoroughfare (needs improvement) for connectivity with the recommended Southern Connectors I & II.**

# Summary of Recommendations for Marshville CTP

Prepared by Rockne Bryant

## US 74

### □ **Summary of Need**

US 74 is a Strategic Highway Corridor. US 74 is classified as a Freeway (needs upgrade) in the Strategic Highway Corridor Plan, from the 4-lane divided US 74 east of Marshville and beyond. US 74 is classified as a principal arterial on the Statewide Functional Classification System. There is a need to improve US 74 in order to provide access to the planning area and relieve future traffic congestion. R-4441, Section 1 (Feasibility Study) will need to be implemented within the Marshville CTP in order to preserve “LOS D capacity” along US 74 business through Marshville, NC.

### □ **Summary of Purpose**

The primary purpose of this recommendation is to relieve future congestion on US 74 Business by implementing a new location bypass around the town of Marshville. R-4441 is an unfunded project within the 2007-2013 TIP. R-4441 Feasibility Study was completed on 2/19/03. R-4441, Section 1 is a four-lane freeway on new location with a 70-foot grass median. Section 1 begins at the east end of the bypass of Monroe bypass (R-2559) and ends just east of intersection of US 74 with SR 1754 (see R-4441 Feasibility Study). Interchanges are proposed at US 74 (east and west of Marshville) and at SR 1005. Grade Separations are proposed at SR 1901, SR 1902 & at SR 1740. R-4441, the east end of Section 1 will connect to the Monroe bypass (R-2559). Additional Grade Separations may be warranted along the US 74 Business facility.

## **Roadway Conditions**

### **Existing Characteristics**

US 74 serves east-west travel through this area. The speed limit varies from 35 mph to 55mph. The roadway is a five-lane undivided cross-section.

### **Existing Conditions**

2004 (study base year) average daily traffic ranged from 18,000 vpd to 20,000 vpd. “LOS D capacity” of the existing roadway is approximately 29,100 vpd.

### **Projected Conditions**

Traffic and population growth in the area is expected to increase by the year 2030, resulting in increased travel within and through the area. By the year 2030, traffic along US 74 is projected to range from 39,800 vpd to 41,900 vpd, which would exceed “LOS D capacity” in most locations within the town of Marshville.

### □ **System Linkages**

#### **Existing Road Networks**

With more traffic expected to exceed capacity by the year 2030, US 74 is the only major network road within the planning area boundary that will exceed traffic volume capacity. US 74 carries a considerable amount of truck through traffic.

The average truck percentage along US 74 is 13%. US 74 is a major trucking route, due to the fact that the Charlotte area region has the largest trucking dependency in the southeast region of the United States. Also, US 74 is a tourist route that serves and connects the mountain and coastal resort areas. Implementing a new location bypass around the town of Marshville would improve safety, traffic flow and reduce congestion through the town of Marshville.

❑ **Social, Economic, and Environmental Conditions**

**Demographics**

Based on 2000 US Census data, Marshville had a population of 2,360. By the year 2030 Marshville is expected to have a population of 3,221. Marshville is small working class community that is notable for turkey and agricultural farming, the lumber industry and poultry processing.

**Economic Data**

No substantial economic expected growth along this roadway.

**Environmental**

There are no known environmental impacts to threaten endangered species, historic sites, archeological sites or educational facilities in the vicinity of the proposed improvements.

❑ **Cost Estimates**

The cost estimate for the proposed improvements is based on implementing an on new location bypass around the town of Marshville. The approximate cost estimate for this recommended facility is \$82,000,000.

❑ **Safety Analysis**

The latest safety data was collected during the period of January 1, 2002 to January 1, 2004. During this period there were 22 crashes on the section of US 74 within the Marshville planning area boundary. There were 6 crashes at the US 74 and Elm St. intersection, 7 crashes at the US 74 and White St. intersection and 9 crashes at the US 74 and Main St. intersection.

**NC 205**

This two-lane 22-foot wide road serves as a north-south route. Currently there are approximately 3,000 vehicles per day. This is expected to increase to approximately 4,500 vehicles per day by the year 2030. It is recommended that this road be widened to 24 feet of pavement to accommodate this future traffic volume.

**SR 1751-Austin Grove Church Rd.**

This two-lane 18-foot wide road serves as an east-west route to NC 205 and Marshville. Currently there are approximately 1,500 vehicles per day. This is expected to increase to approximately 2,400 vehicles per day by the year 2030. It is recommended that this road be widened to 24 feet of pavement to accommodate this future traffic volume.

**SR 1719-Olive Branch Rd.**

This two-lane 20-foot wide road serves as a north-south route between Ansonville Rd. (SR 1002) and Old Peachland Rd. (SR 1735). Currently there are approximately 3,200 vehicles per day. This is expected to increase to approximately 5,300 vehicles per day by the year 2030. It is recommended that this road be widened to 24 feet of pavement to accommodate this future traffic volume.

**SR 1901-Hasty Rd.**

This two-lane 20-foot wide road serves as an east-west route between Old Hwy 74 (SR 1740) and the Marshville Planning Area Boundary. Currently there are approximately 900 vehicles per day. This is expected to increase to approximately 1,300 vehicles per day by the year 2030. It is recommended that this road be widened to 22 feet of pavement to accommodate this future traffic volume.

**SR 1005-Lansford Rd.**

This two-lane 22-foot wide road serves as a north-south route between US 74 and the Marshville Planning Area Boundary. Currently there are approximately 3,000 vehicles per day. This is expected to increase to approximately 4,700 vehicles per day by the year 2030. It is recommended that this road be widened to 24 feet of pavement to accommodate this future traffic volume.

**East and West Main St.**

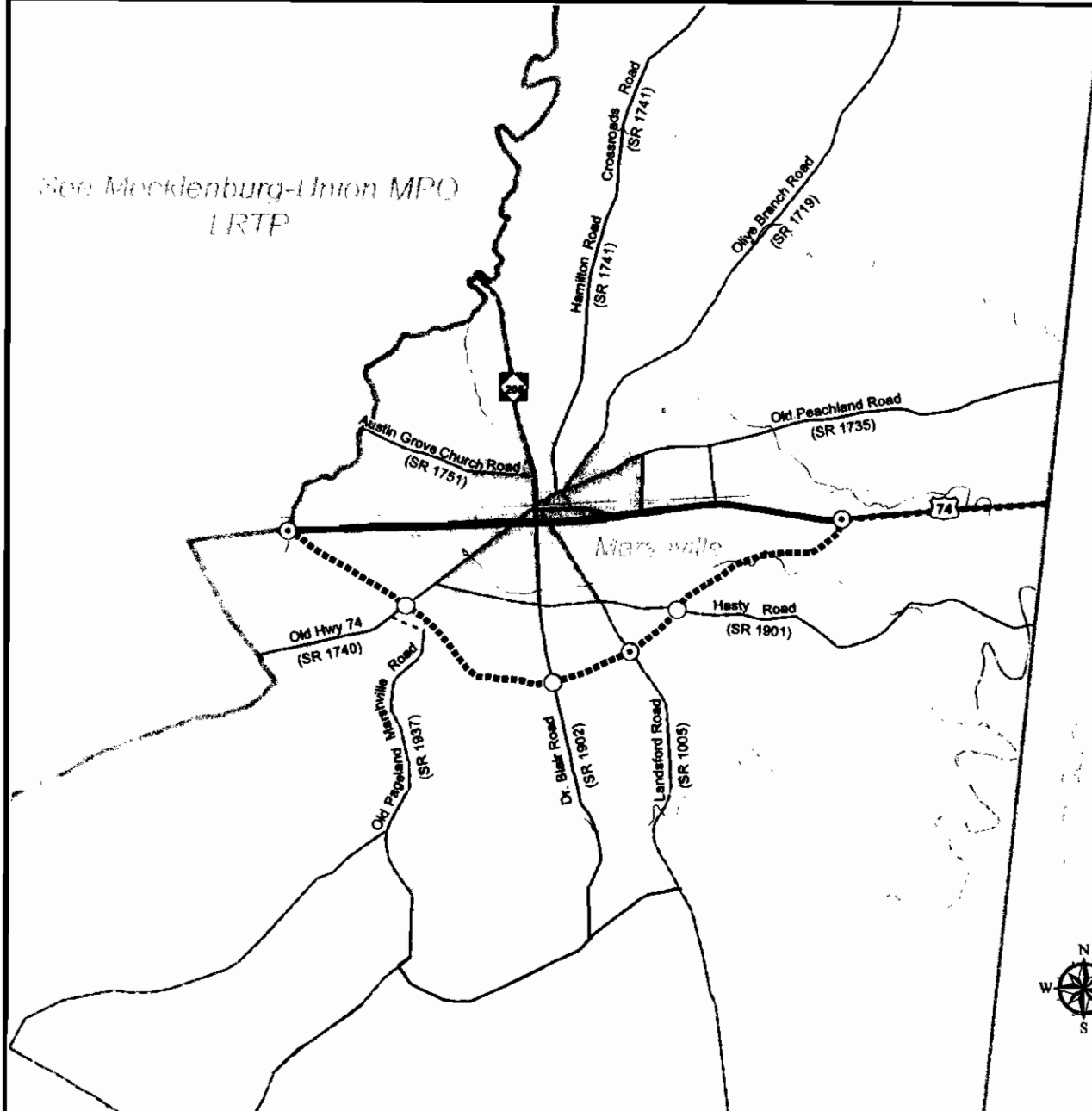
This two-lane 20-foot wide road serves as an east-west radial route for US 74. Currently there are approximately 4,500 vehicles per day. This is expected to increase to approximately 5,500 vehicles per day by the year 2030. It is recommended that this road be widened to 24 feet of pavement to accommodate this future traffic volume.







See Mocklenburg-Union MPO  
L RTP



### Highway Map Inset A

## Union County North Carolina DRAFT

### Comprehensive Transportation Plan Plan date: December 04, 2009

- Freeways**
  - Existing
  - Needs Improvement
  - Recommended
- Expressways**
  - Existing
  - Needs Improvement
  - Recommended
- Boulevards**
  - Existing
  - Needs Improvement
  - Recommended
- Other Major Thoroughfares**
  - Existing
  - Needs Improvement
  - Recommended
- Minor Thoroughfares**
  - Existing
  - Needs Improvement
  - Recommended
- Existing Interchange
- Proposed Interchange
- Existing Grade Separation
- Proposed Grade Separation

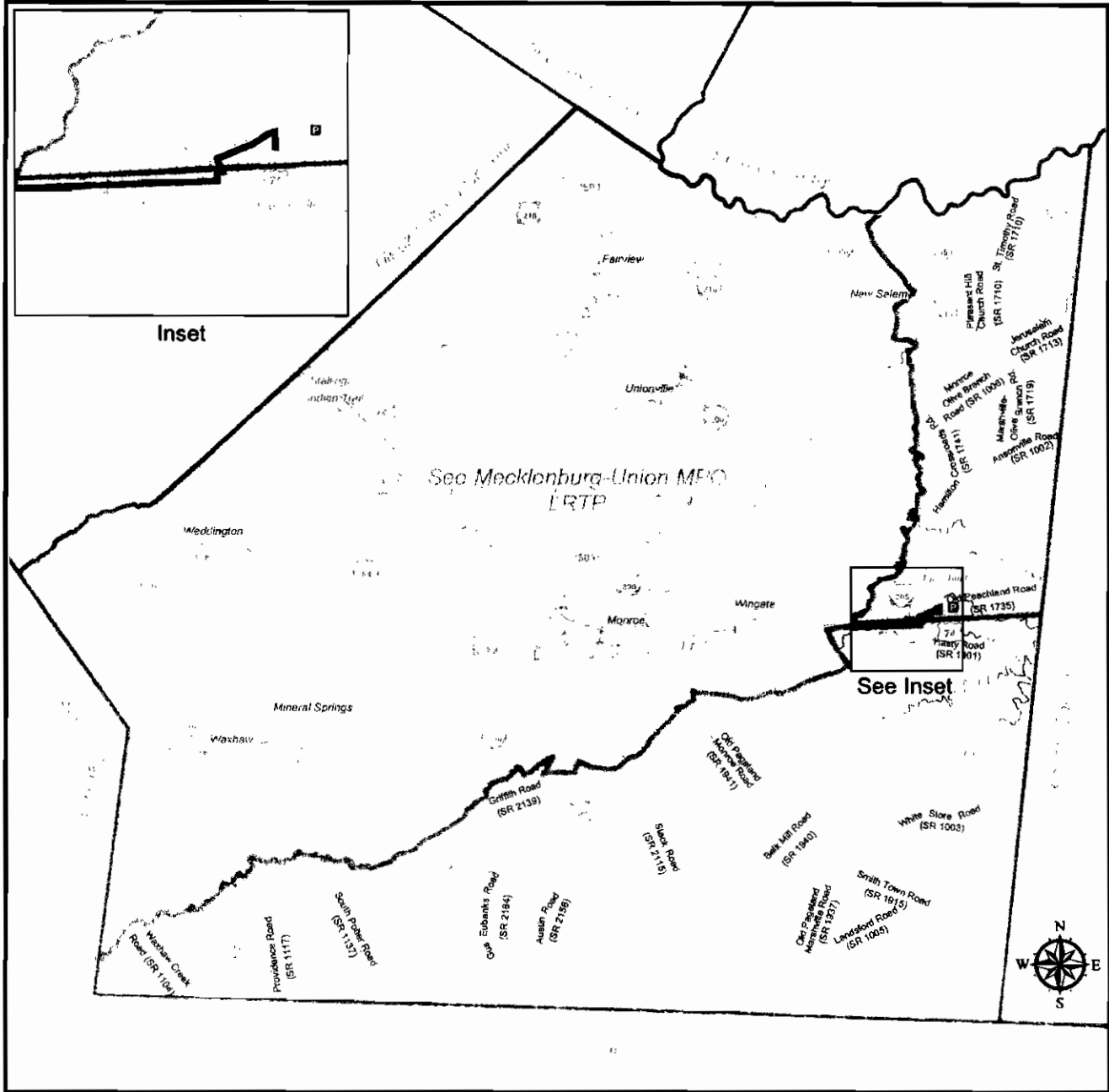


0 0.5 1 2 3 Miles

Sheet 2A of 5

Base map date: September 2009

Refer to CTP document for more details



**Public Transportation  
and Rail Map**

**Union County  
North Carolina  
DRAFT  
Comprehensive  
Transportation Plan**

Plan date: December 04, 2009

- Bus Routes**
  - Existing
  - Needs Improvement
  - Recommended
- Fixed Guideway**
  - Existing
  - Needs Improvement
  - Recommended
- Operational Strategies**
  - Existing
  - Needs Improvement
  - Recommended
- Rail Corridor**
  - Active
  - Inactive
  - Recommended
- High Speed Rail**
  - Existing
  - Recommended
- Rail Stops**
  - Existing
  - Recommended
- Intermodal Connector**
  - ▲ Existing
  - △ Recommended
- Park and Ride**
  - Existing
  - Recommended

0 0.5 1 2 3 Miles

Sheet 3 of 5

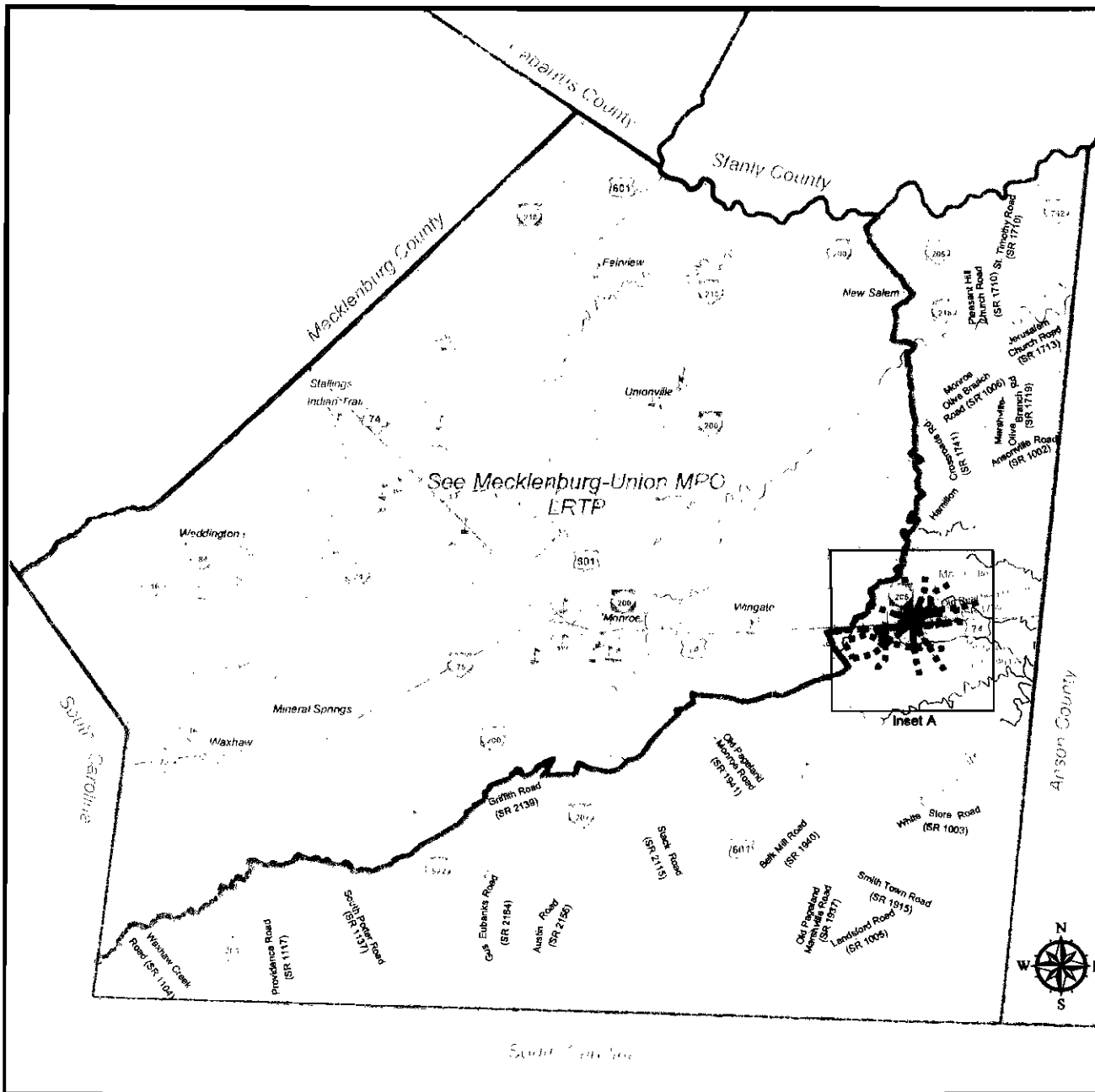
Base map date: September 2009  
Refer to CTP document for more details



# Pedestrian Map

## Union County North Carolina **DRAFT** Comprehensive Transportation Plan

Plan date: December 04, 2009

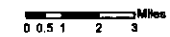


- On-road**
- Existing
  - Needs Improvement
  - Recommended

- Off-road**
- Existing
  - Needs Improvement
  - Recommended

- Multi-Use Paths**
- Existing
  - Needs Improvement
  - Recommended

- Existing Grade Separation
- Proposed Grade Separation



Sheet 5 of 5

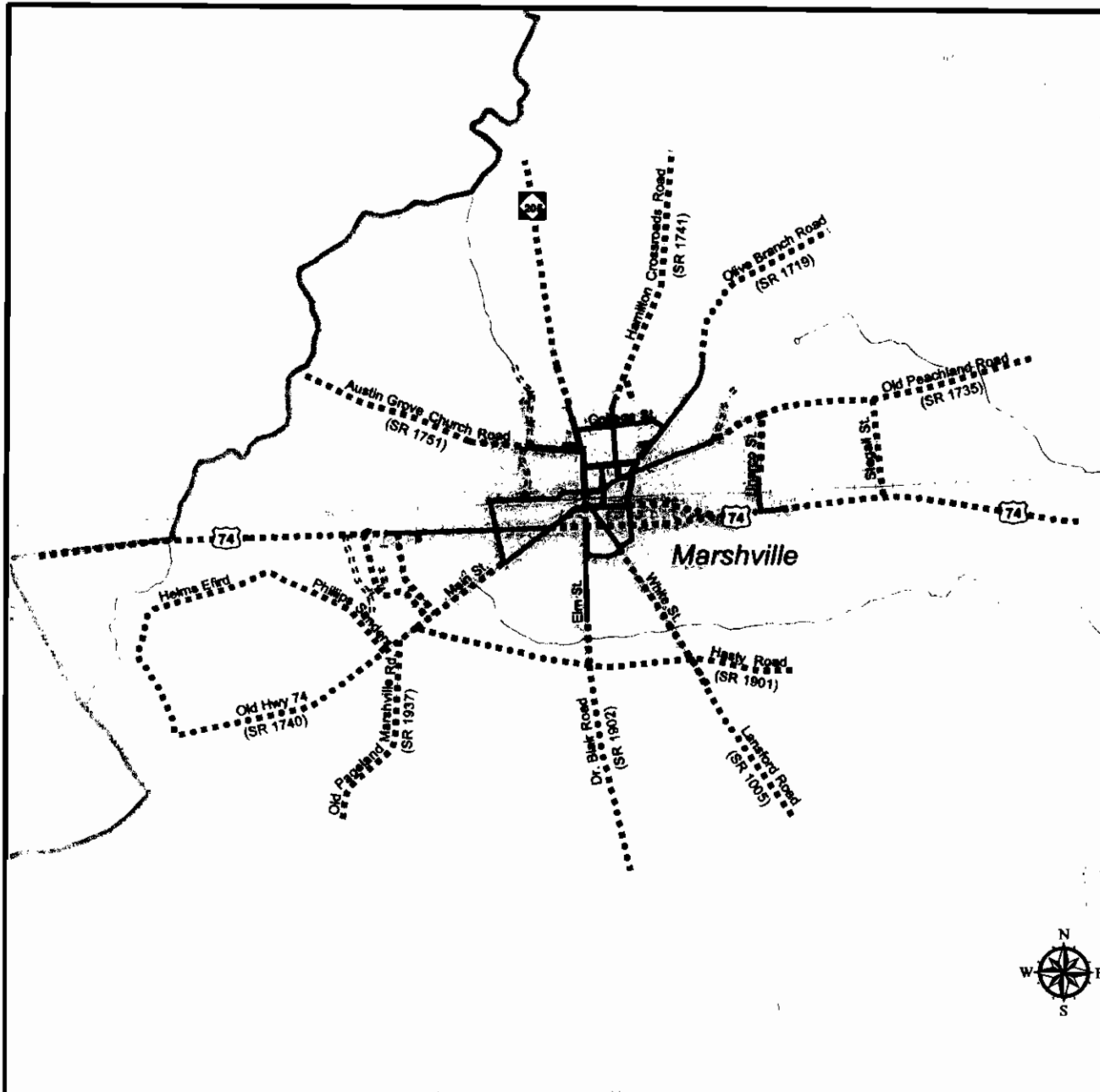
Base map date: September 2009

Refer to CTP document for more details

**Pedestrian Map  
Inset A**

**Union County  
North Carolina  
DRAFT  
Comprehensive  
Transportation Plan**

Plan date: December 04, 2009

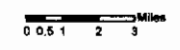


**On-road**  
 Existing  
 Needs Improvement  
 Recommended

**Off-road**  
 Existing  
 Needs Improvement  
 Recommended

**Multi-Use Paths**  
 Existing  
 Needs Improvement  
 Recommended

Existing Grade Separation  
 Proposed Grade Separation



Sheet 5A of 5

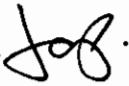
Base map date: September 2009  
 Refer to CTP document for more details



**UNION COUNTY**  
**Office of the Tax Administrator**  
**Collections Division**  
500 N. Main St. Ste 119  
P.O. Box 38  
Monroe, NC 28111-0038

AGENDA ITEM  
# 5/3  
MEETING DATE 2/1/10  
704-283-3848  
704-283-3897 Fax

TO: Al Greene  
County Manager

FROM: John Petoskey  
Tax Administrator 

DATE: January 15, 2010

SUBJECT: Departmental Monthly Report

The collector's monthly/year to date collections report for the month ending December 31, 2009 is attached for your information and review.

Should you desire additional information, I will do so at your request.

Attachment

JP/PH



**DECEMBER 2009  
PERCENTAGE FOR REGULAR AND MOTOR VEHICLE**

<b>DECEMBER 31, 2009 REGULAR TAX</b>	<b>2009</b>	<b>2008</b>	<b>2007</b>	<b>2006</b>
BEGINNING CHARGE	147,438,604.59	143,620,755.60	116,289,744.98	96,273,273.84
DISCOVERIES	5,652.59			
FARM DEFERMENTS	674.44	118.17	33.64	30.12
RELEASES	(49,611.88)	(1,389.23)	(235.38)	(186.43)
<b>TOTAL CHARGE</b>	<b>147,395,319.74</b>	<b>143,619,484.54</b>	<b>116,289,543.24</b>	<b>96,273,117.53</b>
BEGINNING COLLECTIONS	74,781,254.15	140,899,177.16	115,556,625.91	95,836,712.91
COLLECTIONS	31,393,169.16	143,015.04	19,410.64	5,124.39
<b>TOTAL COLLECTIONS</b>	<b>106,174,423.31</b>	<b>141,042,192.20</b>	<b>115,576,036.55</b>	<b>95,841,837.30</b>
BALANCE OUTSTANDING	41,220,896.43	2,577,292.34	713,506.69	431,280.23
<b>PERCENTAGE OF REGULAR</b>	<b>72.03%</b>	<b>98.21%</b>	<b>99.39%</b>	<b>99.55%</b>
<b>DECEMBER 31, 2009 MOTOR VEHICLE</b>				
BEGINNING CHARGE	5,961,951.78	11,732,327.40	12,061,733.11	10,333,522.36
7TH MOTOR VEHICLE BILLING	870,456.90			
ASSESSOR RELEASE	(5,542.79)	(498.74)	(25.72)	(36.67)
ASSESSOR REFUND	(788.61)	(862.98)	(335.45)	(8.70)
COLLECTOR RELEASE	(5,699.39)	(444.64)		
COLLECTOR REFUND	(1,126.29)	(280.84)		
REIMBURSEMENTS	1,797.54	1,044.03	239.41	257.43
ADJUSTMENTS	16.41	2.07	0.31	0.38
<b>TOTAL CHARGE</b>	<b>6,821,065.55</b>	<b>11,731,286.30</b>	<b>12,061,611.66</b>	<b>10,333,734.80</b>
BEGINNING COLLECTIONS	3,997,718.88	11,265,598.14	11,911,092.97	10,241,454.72
COLLECTIONS	997,424.03	54,896.88	2,229.08	488.24
<b>TOTAL COLLECTIONS</b>	<b>4,995,142.91</b>	<b>11,320,495.02</b>	<b>11,913,322.05</b>	<b>10,241,942.96</b>
BALANCE OUTSTANDING	1,825,922.64	410,791.28	148,289.61	91,791.84
<b>PERCENTAGE OF MOTOR VEHICLE</b>	<b>73.23%</b>	<b>96.50%</b>	<b>98.77%</b>	<b>99.11%</b>
<b>OVERALL CHARGED</b>	<b>154,216,385.29</b>	<b>155,350,770.84</b>	<b>128,351,154.90</b>	<b>106,606,852.33</b>
<b>OVERALL COLLECTED</b>	<b>111,169,566.22</b>	<b>152,362,687.22</b>	<b>127,489,358.60</b>	<b>106,083,780.26</b>
<b>OVERALL PERCENTAGE</b>	<b>72.09%</b>	<b>98.08%</b>	<b>99.33%</b>	<b>99.51%</b>

**DECEMBER 2009  
PERCENTAGE FOR REGULAR AND MOTOR VEHICLE**

<b>DECEMBER 31, 2009 REGULAR TAX</b>	<b>2005</b>	<b>2004</b>	<b>2003</b>	<b>2002</b>
BEGINNING CHARGE	86,248,443.74	75,936,883.58	60,651,659.92	51,673,900.40
DISCOVERIES				
FARM DEFERMENTS				
RELEASES				
<b>TOTAL CHARGE</b>	<b>86,248,443.74</b>	<b>75,936,883.58</b>	<b>60,651,659.92</b>	<b>51,673,900.40</b>
BEGINNING COLLECTIONS	85,997,534.41	75,768,181.28	60,532,037.34	51,587,256.61
COLLECTIONS	1,467.83	688.99	416.50	1,421.59
<b>TOTAL COLLECTIONS</b>	<b>85,999,002.24</b>	<b>75,768,870.27</b>	<b>60,532,453.84</b>	<b>51,588,678.20</b>
BALANCE OUTSTANDING	249,441.50	168,013.31	119,206.08	85,222.20
<b>PERCENTAGE OF REGULAR</b>	<b>99.71%</b>	<b>99.78%</b>	<b>99.80%</b>	<b>99.84%</b>
<b>DECEMBER 31, 2009 MOTOR VEHICLE</b>				
BEGINNING CHARGE	-	-	-	-
7TH MOTOR VEHICLE BILLING	-	-	-	-
ASSESSOR RELEASE	-	-	-	-
ASSESSOR REFUND	-	-	-	-
COLLECTOR RELEASE	-	-	-	-
COLLECTOR REFUND	-	-	-	-
REIMBURSEMENTS	-	-	-	-
ADJUSTMENTS	-	-	-	-
<b>TOTAL CHARGE</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
BEGINNING COLLECTIONS	-	-	-	-
COLLECTIONS	-	-	-	-
<b>TOTAL COLLECTIONS</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
BALANCE OUTSTANDING	-	-	-	-
<b>PERCENTAGE OF MOTOR VEHICLE</b>				
<b>OVERALL CHARGED</b>	<b>86,248,443.74</b>	<b>75,936,883.58</b>	<b>60,651,659.92</b>	<b>51,673,900.40</b>
<b>OVERALL COLLECTED</b>	<b>85,999,002.24</b>	<b>75,768,870.27</b>	<b>60,532,453.84</b>	<b>51,588,678.20</b>
<b>OVERALL PERCENTAGE</b>	<b>99.71%</b>	<b>99.78%</b>	<b>99.80%</b>	<b>99.84%</b>

**DECEMBER 2009  
PERCENTAGE FOR REGULAR AND MOTOR VEHICLE**

<b>DECEMBER 31, 2009 REGULAR TAX</b>	<b>2001</b>	<b>2000</b>	<b>1999</b>
BEGINNING CHARGE	48,122,649.67	43,552,864.81	40,736,778.57
DISCOVERIES			
FARM DEFERMENTS			
RELEASES			
<b>TOTAL CHARGE</b>	<b>48,122,649.67</b>	<b>43,552,864.81</b>	<b>40,736,778.57</b>
BEGINNING COLLECTIONS	48,059,058.85	43,509,236.05	40,698,278.13
COLLECTIONS	243.23	159.90	36.49
<b>TOTAL COLLECTIONS</b>	<b>48,059,302.08</b>	<b>43,509,395.95</b>	<b>40,698,314.62</b>
BALANCE OUTSTANDING	63,347.59	43,468.86	38,463.95
<b>PERCENTAGE OF REGULAR</b>	<b>99.87%</b>	<b>99.90%</b>	<b>99.91%</b>
<b>DECEMBER 31, 2009 MOTOR VEHICLE</b>			
BEGINNING CHARGE	-	-	-
7TH MOTOR VEHICLE BILLING	-	-	-
ASSESSOR RELEASE	-	-	-
ASSESSOR REFUND	-	-	-
COLLECTOR RELEASE	-	-	-
COLLECTOR REFUND	-	-	-
REIMBURSEMENTS	-	-	-
ADJUSTMENTS	-	-	-
<b>TOTAL CHARGE</b>	<b>-</b>	<b>-</b>	<b>-</b>
BEGINNING COLLECTIONS	-	-	-
COLLECTIONS	-	-	-
<b>TOTAL COLLECTIONS</b>	<b>-</b>	<b>-</b>	<b>-</b>
BALANCE OUTSTANDING	-	-	-
<b>PERCENTAGE OF MOTOR VEHICLE</b>			
<b>OVERALL CHARGED</b>	<b>48,122,649.67</b>	<b>43,552,864.81</b>	<b>40,736,778.57</b>
<b>OVERALL COLLECTED</b>	<b>48,059,302.08</b>	<b>43,509,395.95</b>	<b>40,698,314.62</b>
<b>OVERALL PERCENTAGE</b>	<b>99.87%</b>	<b>99.90%</b>	<b>99.91%</b>

**UNION COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date: 02/01/2010**

**Action Agenda Item No.** 5/4  
(Central Admin. use only)

**SUBJECT:** Smart Start Family Literacy Grant Application

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**DEPARTMENT:** Library

**PUBLIC HEARING:** No

**ATTACHMENT(S):**  
Grant Application for FY 2011

**INFORMATION CONTACT:**  
Martie Smith

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**TELEPHONE NUMBERS:**

704-283-8184 x222

704-242-0180 (mobile)

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**DEPARTMENT'S RECOMMENDED ACTION:** Authorize the Manager to sign the grant application.

**BACKGROUND:** The grant application is due on Friday, February 12th. Library staff will photocopy and deliver the signed application.

The Union County Public Library is applying for a grant from Union Smart Start to continue the Smart Start Family Literacy program. This would be the fifth year of funding from Union Smart Start for this program, and year two of a three-year grant.

To increase the frequency that parents/guardians read to and engage in other literacy activities with their children, the Smart Start Family Literacy activity provides literacy training and literacy enhancement activities for parents/guardians and their children ages birth to five (not yet in kindergarten). Utilizing the Every Child Ready to Read curriculum developed by the American Library Association, the Union County Public Library provides workshops and literacy activities at multiple locations throughout the county for families with children at risk for school failure including non-English speaking families. Literacy-enhancing activities, offered in English and Spanish, are introduced, modeled and reinforced during 4 sessions for each parent/guardian over a two-month period.

**FINANCIAL IMPACT:** The grant for 2010-2011 would be \$66,676. The Library match is \$3,364, which includes supplies & materials for the program not covered by the grant. There are also in-kind services (supervision, telephone, postage, travel, etc.) valued at \$4,216 connected to the program. The required match will not increase the County budget.

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**Legal Dept. Comments if applicable:** \_\_\_\_\_

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**Finance Dept. Comments if applicable:** \_\_\_\_\_

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**Manager Recommendation:**



**2010-2011 APPLICATION FOR SMART START FUNDING**  
**Due: February 12, 2010**

**1. APPLICANT INFORMATION**

**A. Applicant Organization**

**Legal Name:** Union County Public Library

**Mailing Address:** 316 E. Windsor Street, Monroe, NC 28112

**Street Address (if different):** \_\_\_\_\_

**Phone:** 704-283-8184 x222 **Fax:** 704-282-0657 **Email:** msmith@union.lib.nc.us \_\_\_\_\_

**Name/Title of Contract Administrator:** Martie Smith

**Name/Title of Person Authorized to Sign Grant Agreement:** Al Greene, County Manager

**Federal Employer Identification Number:** 56-6000345

**B. Proposal Information**

**Union Smart Start Activity Title:** Smart Start Family Literacy

**How many years have you received Smart Start funds for this activity?** 4

**Have you ever reverted Smart Start funds?**  Yes  No

**If so, in what years, and for how much and why?** \$162.07 in 2007 and \$33.23 in 2009 (Actual benefits costs were different at the year's end)

**C. Financials**

**Smart Start Funds Requested:** \$ 68,676.00

**Total Annual Project Budget:** \$ 76,256.00      **Smart Start Request as % of Total Annual Budget** 90 %

**For the *current* fiscal year, provide the following information:**

<u>All Sources of Funding for this Activity</u>	<u>Amount Dollar Amount Pledged or Received</u>	<u>Percent of Total Annual Project Budget</u>
<b>Union Smart Start</b>	<b>\$ 68,676.00</b>	<b>90%</b>
<b>Union County (In-Kind)</b>	<b>\$ 4,216.00</b>	<b>5.6%</b>
<b>Union County (Cash)</b>	<b>\$ 3,364.00</b>	<b>4.4%</b>
<b>TOTALS</b>	<b>\$\$</b>	<b>100%</b>

\_\_\_\_\_  
**Authorized Signature & Title**

\_\_\_\_\_  
**Date**



## **2. PROGRAM SUMMARY**

### **ACTIVITY TITLE: Smart Start Family Literacy**

#### **A. Think about the last 12-24 months . Describe the significant successes or achievements made by this program. (250 word limit)**

In its four years of existence, Smart Start Family Literacy has reached a little over 1,200 parents and children combined. Though program longevity and steady attendance are good indicators of success, it is the families' personal stories that demonstrate the true value of this program. As a result of participating in the Smart Start Family Literacy workshop, families tell us that they take more trips to the library and participate more in library storytime. We often see first hand these visits to the library as well as parents utilizing the library for the first time or applying for library cards. Parents give us a glimpse of what occurs outside the library's walls as well. They tell us accounts of their children being among the top readers in their class, the newfound interest in stories and literacy activities, or how books they received from Smart Start Family Literacy have quickly become the storytime favorite at their house. Even months or years after attending this program, parents still benefit from their participation in Smart Start Family Literacy, taking the lessons and tips learned about early literacy to teach their children as they grow. As a result of hearing so many success stories from parents, we decided to feature some of them in a series entitled "Family Literacy Portraits." The series can be found in Union County Public Library's newsletter *Beyond Books*. In this way, families are able to use their own voices to advocate the importance of family literacy.

#### **B. Describe the significant barriers and how the program overcame them. (250 word limit)**

One initial barrier at the program's inception involved lack of active participation from African-American families. Through time and successive outreach, we gradually begin to establish trust with and see a greater response from the African-American community. Collaborative efforts with Head Start helped us in fostering this relationship.

Another barrier of the program concerned matters of retention. Participation in all four scheduled sessions of the workshop, while attainable, was not always possible for families with very young children. Offering individual sessions to accommodate those families unable to attend regularly scheduled sessions helped to ensure that families participated in all four sessions of the Smart Start Family Literacy workshop, thus benefitting from the entire program.

#### **C. Describe the importance of this program to the children of Union County, to families, to our future prosperity and the success of the Smart Start mission and why Smart Start should continue to fund this program. (250 word limit)**

Smart Start wants to see children enter school ready to succeed. Much of a child's success in school depends on their ability to read. Smart Start Family Literacy directly supports Smart Start's mission by working with parents to ensure that Union County children enter school ready to read. While it can be difficult to recruit participation in family literacy programs, the Smart Start Family Literacy program, through patience, consistency, and creativity, has broken through that barrier. In fact, we have built up considerable momentum; agencies and schools want to work with us, and families want to take our workshops. We are poised to make even greater strides in the coming year toward our goal of every child entering school with the skills they need to read and succeed.



Smart Start Family Literacy is not only valuable to the children it serves, but to the families and the community as well. The program strengthens the family unit by promoting positive parent-child shared book reading. Stronger families equal stronger communities. Family literacy offers parents avenues to build self-confidence and to access networks of social support. Perhaps most importantly, Smart Start Family Literacy transmits a message to the community that a child's reading readiness is a priority and parents are key players in this process. As a result, with support from the community, parents will be more inclined to show interest in their child's future school work and will continue to benefit from the life-long connection to the library this program promotes.





### 3. EVALUATION PLAN with Output Targets for 2010-2011

#### ACTIVITY TITLE: Smart Start Family Literacy

<b>Data Collection</b>					<b>Analysis &amp; Reporting</b>	
<i>What data* will be collected?</i>	<i>Output Targets*</i>	<i>Who will collect the data?</i>	<i>How will it be collected?</i>	<i>When will it be collected?</i>	<i>How will the data be reported?</i>	<i>When will the data be reported?</i>
# of presentations to community groups/events	24	Family Literacy staff	Tabulation	Periodically	Quarterly reports to Union Smart Start	Quarterly
# of sessions held	96	Family Literacy staff	Simple tabulation	As workshops are planned	Quarterly reports to Union Smart Start	Quarterly
# of families enrolled in workshops and attending at least one session	125	Family Literacy staff	Attendance records	At each workshop session	Quarterly reports to Union Smart Start	Quarterly
# of parents, grandparents or guardians attending at least one session	135	Family Literacy staff	Attendance records	At each workshop session	Quarterly reports to Union Smart Start	Quarterly
# of children that will be impacted.	175	Family Literacy staff	Registration form	At the first workshop session	Quarterly reports to Union Smart Start	Quarterly
% of families who complete all 4 sessions.	80% (100/125)	Family Literacy staff	Attendance records	At each workshop session	Quarterly reports to Union Smart Start	Quarterly
% of surveys completed (from families completing all 4 sessions)	100% (100/100)	Family Literacy staff	Completed surveys	At the end of the fourth session	With the attendance logs; in the quarterly reports	Within 10 days of end of session; Quarterly

(\*based on existing Logic Model or updated Logic Model for new program element and proposed budget)



**4. BUDGET NARRATIVE --2010-2011**

<b>ACTIVITY TITLE: SMART START FAMILY LITERACY</b>			
<b>Budget Line Item</b>	<b>2010-11 Smart Start Funds Requested</b>	<b>2009-10 Smart Start Funds Allocated</b>	<b>Budget Narrative: 1. Provide details for items included in each line item where funds have been requested. 2. Explain changes of 10% or more from prior allocation. USE AS MUCH SPACE AS NEEDED.</b>
11) Personnel	\$ 66,040.00	\$ 67,199.00	Kacy Vega FT @ 37,502 plus benefits; Barb Seavey 728 hours @ \$17.21 plus FICA. (both salaries same rate as FY 2009 and FY2010). In kind support by library staff: \$567 for 3 hrs director; 12 hrs assistant director; 9 hrs finanee specialist.
12) Contracted Services			
<b>13) Total Personnel &amp; Contracted Services</b>	<b>\$ 66,040.00</b>	<b>\$ 67,199.00</b>	
14) Office Supplies & Materials	\$ -	\$ 1,188.00	In kind: \$1069 for office supplies
15) Service Related Supplies	\$ 2,636.00	\$ 5,420.00	Library match: \$2364 to include \$500 for program materials + 4 books each family @ \$9 x 125 families
<b>16) Total Supplies &amp; Materials</b>	<b>\$ 2,636.00</b>	<b>\$ 6,608.00</b>	
17) Travel			In kind: \$270
18) Communications & Postage			In kind: \$300
19) Utilities			
20) Printing & Binding			
21) Repair and Maintenance			
22) Meeting/Conference Expense			
23) Employee Training (no travel)			In kind: \$2010 for Family Literacy certification 3-hr course
24) Classified Advertising	\$ -	\$ 350.00	Expense deleted from budget
25) In-State Board Meeting Expense			
<b>26) Total Non-Fixed Operating Expenses</b>	<b>\$ -</b>	<b>\$ 350.00</b>	
27) Office Rent (Land, Buildings, etc.)			In-kind use of office space.
28) Furniture Rental			In-kind use of library furniture
29) Equipment Rental (Phones, Computer, etc.)			In-kind use of library phone system & network.
30) Vehicle Rental			
31) Dues & Subscriptions			
32) Insurance & Bonding			
33) Books/Library Reference Materials			
34) Mortgage Principal, Interest & Bank Fees			
35) Other Expenses			

<b>36) Total Fixed Charges &amp; Other Expenses</b>	\$ -	\$ -	
---	------	------	--

37) Buildings & Improvements			
38) Leasehold Improvements			
39) Furniture/Non-Computer Eqpt., \$500+/item			
40) Computer Eqpt./Printers, \$500+/item			
41) Furniture/Eqpt., under \$500/item			
<b>42) Total Property &amp; Equipment</b>	<b>\$ -</b>	<b>\$ -</b>	
43) Purchases of Services			
44) Contracts with Service Providers			
45) Stipends/Scholarships/Bonuses			
46) Cash Grants and Awards			
47) Non-Cash Grants and Awards	\$ -	\$ 2,150.00	Library Match: \$1000 for end-of-session awards for 100 families @ \$10
<b>48) Total Services, Contracts &amp; Grants</b>	<b>\$ -</b>	<b>\$ 2,150.00</b>	
<b>49) Total Participant Training Expenses</b>			
<b>50) Total Budgeted Expenditures</b>	<b>\$ 68,676.00</b>	<b>\$ 76,307.00</b>	



**5. PERSONNEL LISTING**

**ACTIVITY TITLE:**

---

For each individual (staff or contracted) to be funded through this Smart Start activity, please complete the following chart and attach the appropriate job/position description.

<b>Name</b>	<b>Position Title</b>	<b>Personnel Cost</b> (total of salary, benefits, etc.)
Kacy Vega	Family Literacy Coordinator	\$52,553
Barbara Seavey	Family Literacy Assistant	\$13,487
<b>Total Personnel Cost (should equal Budget Line 13)</b>		<b>\$66,040</b>

6. Planning Budget for 2010-2011

Partnership: UNION SMART START		Fiscal Year: July 1, 2010 through June 30, 2011			
Direct Services Provider: Union Co. Public Library		Smart	In-Kind	Cash	Total
Contract #:	Activity #:	Start	Funds	Match	Funds
Activity Name: Smart Start Family Literacy		Funds	Amount	Amount	Amount
11) Personnel		\$66,040.00	\$567.00		\$66,607.00
12) Contracted Services					\$0.00
<b>13) Total Personnel/Contracted Services</b>		<b>\$66,040.00</b>	<b>\$567.00</b>	<b>\$0.00</b>	<b>\$66,607.00</b>
14) Supplies & Materials			\$1,069.00		\$1,069.00
15) Service-Related Supplies and Materials		\$2,636.00		\$2,364.00	\$5,000.00
<b>16) Total Supplies &amp; Materials</b>		<b>\$2,636.00</b>	<b>\$1,069.00</b>	<b>\$2,364.00</b>	<b>\$6,069.00</b>
17) Travel			\$270.00		\$270.00
18) Communications & Postage			\$300.00		\$300.00
19) Utilities					\$0.00
20) Printing & Binding					\$0.00
21) Repair and Maintenance					\$0.00
22) Meeting/Conference Expense					\$0.00
23) Employee Training (no travel)			\$2,010.00		\$2,010.00
24) Advertising and Publicizing					\$0.00
25) Not Available for Use					\$0.00
<b>26) Total Non-Fixed Operating Expenses</b>		<b>\$0.00</b>	<b>\$2,580.00</b>	<b>\$0.00</b>	<b>\$2,580.00</b>
27) Office Rent (Land, Buildings, etc.)					\$0.00
28) Furniture Rental					\$0.00
29) Equipment Rental (Phones, Computer, etc.)					\$0.00
30) Vehicle Rental					\$0.00
31) Dues & Subscriptions					\$0.00
32) Insurance & Bonding					\$0.00
33) Books (Library Reference Materials)					\$0.00
34) Not Available for Use					\$0.00
35) Other Expenses					\$0.00
<b>36) Total Fixed Charges &amp; Other Expenses</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
37) Not Available for Use					\$0.00
38) Not Available for Use					\$0.00
39) Furniture/Non-Computer Eqpt., \$500+ per item					\$0.00
40) Computer Equipment/Printers, \$500+ per item					\$0.00
41) Furniture/Eqpt., under \$500 per item					\$0.00
<b>42) Total Property &amp; Equipment Outlay</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
43) Purchases of Services					\$0.00
44) Not Available for Use					\$0.00
45) Awards (including scholarships and bonuses)					\$0.00
46) Cash Grants					\$0.00
47) Non-Cash Grants				\$1,000.00	\$1,000.00
<b>48) Total Services/Contracts/Grants</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,000.00</b>	<b>\$1,000.00</b>
49) Total Participant Training Expense					\$0.00
<b>50) Total Budgeted Expenditures</b>		<b>\$68,676.00</b>	<b>\$4,216.00</b>	<b>\$3,364.00</b>	<b>\$76,256.00</b>



## UNION COUNTY RISK MANAGEMENT DEPARTMENT

KEITH A. RICHARDS, CPCU, ARM, AIC, RISK MANAGER

500 NORTH MAIN ST., SUITE 130  
MONROE, NC 28112 - 0794

January 20, 2010

Union County Partnership for Children  
Mary Ann Rasberry, Director  
P.O. Box 988  
Monroe, NC 28110

Re: Smart Start Grant - Union County Public Library

Dear Mary Ann,

In accordance with terms and conditions of the Smart Start Grant awarded by the Union County Partnership for Children to the Union County Public Library, enclosed is our Certificate of General Liability Insurance.

With respect Workers' Compensation coverage, Union County declares that the first \$300,000 dollars of all bona fide, statutory claims made by general government employees for medical expenses related to occupational accident injury or disease, and wage replacement compensation as provided for under The North Carolina Workers' Compensation Act continues to be self-insured.

Self-insurance of this exposure is an acceptable treatment of risk for this exposure in accordance with statutory requirements and current industry standards for an operation of this nature and size

For claims of general government employees that exceed the first \$300,000 self insured retention, Union County purchases excess insurance up to the statutory limits of The North Carolina Workers' Compensation Act. In addition, Union County purchases Employers Liability Indemnity coverage with a limit of \$1,000,000 through Safety National Casualty Corporation.

Sincerely,

A handwritten signature in black ink, appearing to read "Keith A. Richards", is written over the typed name.

Keith A. Richards, CPCU, ARM, AIC  
Risk Manager  
Union County

Enclosure



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
06/30/2009

<b>PRODUCER</b>  Willis of North Carolina, Inc. 26 Century Blvd. P. O. Box 305191 Nashville, TN 37230-5191	877-945-7378	<b>THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.</b>	
	<b>INSURERS AFFORDING COVERAGE</b>		<b>NAIC#</b>
<b>INSURED</b>  Union County 500 N. Main Street Suite 130 Monroe, NC 28112	INSURER A: St. Paul Guardian Insurance Company		24775-002
	INSURER B:		
	INSURER C:		
	INSURER D:		
	INSURER E:		

## COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR	ADD'L LTR	INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS	
A			<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	GP09313562	7/1/2009	7/1/2010	EACH OCCURRENCE	\$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100,000
							MED EXP (Any one person)	\$
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 3,000,000
							PRODUCTS - COMP/OP AGG	\$ 3,000,000
A			<b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS	GP09313562	7/1/2009	7/1/2010	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
			<b>GARAGE LIABILITY</b> <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT	\$
							OTHER THAN AUTO ONLY: EA ACC	\$
							AGG	\$
			<b>EXCESS / UMBRELLA LIABILITY</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE  <input type="checkbox"/> DEDUCTIBLE <input type="checkbox"/> RETENTION \$				EACH OCCURRENCE	\$
							AGGREGATE	\$
								\$
								\$
			<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under SPECIAL PROVISIONS below				WC STATUTORY LIMITS	OTHER
							E.L. EACH ACCIDENT	\$
							E.L. DISEASE - EA EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$
			OTHER					

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

## CERTIFICATE HOLDER

Evidence of Insurance  
.

## CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

*Julia Ann Lilley*



## **IMPORTANT**

If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

## **DISCLAIMER**

This Certificate of Insurance does not constitute a contract between the issuing insurer(s), authorized representative or producer, and the certificate holder, nor does it affirmatively or negatively amend, extend or alter the coverage afforded by the policies listed thereon.



## 7. LOGIC MODEL

### ACTIVITY TITLE: Smart Start Family Literacy

<i>If this condition exists</i>	<i>for this population</i>	<i>and we implement these strategies</i>	<i>this many times, for these individuals</i>	<i>then we expect this short-term change</i>	<i>and we expect this long-term change.</i>
<b>Needs Statement (Why?)</b>	<b>Target Population (Who?)</b>	<b>Program Elements (What?)</b>	<b>Outputs (How many?)</b>	<b>Outcomes (So What?)</b>	<b>How does this outcome impact children and families over time?</b>
<p>Nationally, 61% of low income households have no books for children at all in their homes.</p> <p>33% of children entering kindergarten lack basic pre-reading skills.</p> <p>Of children enrolled in elementary schools (Benton Heights, East, Rock Rest, Walter Bickett) serving the city of Monroe for the school year 2007-2008:</p> <p>52% (1212/2344) were Hispanic of which 41.5% failed the 3<sup>rd</sup> grade EOG. 33% (774/2344) were African</p>	<p>Families who have children birth-age 5 who are at risk for school failure in Union County.</p>	<p>Work in the community to provide information on the importance of early reading and promote Family Literacy workshops:</p> <ul style="list-style-type: none"> <li>-address community groups; attend community events</li> <li>-promote program via brochures, newspaper articles, etc.</li> <li>-provide information about the program in Spanish and in English</li> </ul>	<ul style="list-style-type: none"> <li>•24 presentations to community groups</li> <li>•500 brochures distributed in the community (not tracked)</li> </ul>	<p>Overall attendance at Family Literacy workshops will hold generally steady during difficult economic times.</p>	<p>More children of at risk populations will pass standardized school exams (i.e. end of third grade tests).</p> <p>Fewer children will be at risk for high school drop outs.</p> <p>Increased literacy will lessen societal burdens for those out of work and ill-educated.</p>

American of which 60% failed the 3<sup>rd</sup> grade EOG; 13.5% (317/2344) were Caucasian of which 32% failed the 3<sup>rd</sup> grade EOG.

•For the school year 2008-09: 54% (1289/2393) are Hispanic; 32.5% (778/2393) are African American; 11.7% (278/2393) are Caucasian.

<p>Teach parents six pre-reading skills from <i>Every Child Ready to Read</i> curriculum in workshops composed of 4 sessions, either in a group or individual format.</p> <p>-provide families a take home book each session.</p> <p>-provide small non-cash educational incentives for each family completing the 4 session workshop series.</p>	<ul style="list-style-type: none"> <li>•96 sessions held (group or individual) for Spanish or English speaking parents over a 12 month period</li> <li>•125 families will enroll in workshops and attend at least one session</li> <li>•135 parents will enroll in workshops and attend at least one session</li> <li>•175 children will be impacted</li> <li>•100 non cash incentives will be provided</li> </ul>	<p>Of the families reporting engaging in literacy activities with their children less than 4 times a week, at least 65% (65 of 100) will report that they increased the number of times they engaged in literacy activities to 4 or more times a week after completing the program. <i>(NCPC PBIS Standard)</i></p> <p>Of the families completing all 4 sessions, 85% (85/100) will indicate on the survey they are now using a minimum of 3 of the 6 pre-reading skills with their child.</p>	
<p>Conduct survey of families completing all 4 of the workshop sessions.</p>	<p>80% (100/125) families will complete all four sessions</p> <p>100% (100/100) of families attending all 4 sessions will complete family support survey</p>	<p>Of the families completing all 4 sessions, 80% (80/100) will indicate they have increased the frequency they engage in literacy activities with their children.</p>	
<p>As part of the Union County Public Library's in-kind donation:</p> <ul style="list-style-type: none"> <li>•Enroll full-time Family Literacy Coordinator in Family Literacy Certification program through Penn State's online program.</li> </ul>	<ul style="list-style-type: none"> <li>•Family Literacy Coordinator will complete one course (3 credits) toward certification</li> </ul>		<p>Smart Start Family Literacy program will be strengthened and be able to provide an advanced level of service to the families served by the program.</p>

**BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date: 02/01/10**

Action Agenda Item No. 5/5a

(Central Admin. use only)

**SUBJECT:** Printrak Livescan Station

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**DEPARTMENT:** Sheriff's Office

**PUBLIC HEARING:**

**ATTACHMENT(S):**  
Bid Tabulation Sheet and vendor documentation for the Printrak Livescan Station Ruggedized (LSS-R) Tenprint/Palmprint system.

**INFORMATION CONTACT:**  
Captain Steve Simpson

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**TELEPHONE NUMBERS:**

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704-283-3578 - Office

704-400-4584 - Mobile

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**DEPARTMENT'S RECOMMENDED ACTION:** Accept requisition as to Purchase Order form.

**BACKGROUND:** Since 1998 the Union County Sheriff's Office has been processing fingerprints electronically for those charged with a felony. Recently the Jail began fingerprinting every individual admitted whether charged with a misdemeanor or a felony. The Sheriff is also responsible for fingerprinting individuals applying for a gun permit, a concealed weapons permit, registered sex offenders, applicants, etc. Because of liability issues associated with processing these prints manually we are purchasing a second "Livescan" fingerprint station that will be placed in our Records section. This Livescan station will allow us to print individuals and receive information regarding wanted persons and verify their identity within about 20 minutes as opposed to waiting several weeks or months. Morpho Trak is the single source vendor for all components of the LLS-R Station, is compatible with our other Printrak machine and does not require officers to learn another system running different software. MorphoTrak is also the preferred choice of the State Bureau of Investigation (SBI) Latent Print Section.

**FINANCIAL IMPACT:** \$28,939.00 taken from the Sheriff's Federal Forfeiture account.

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**Legal Dept. Comments if applicable:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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**Finance Dept. Comments if applicable:** \_\_\_\_\_

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**Manager Recommendation:** \_\_\_\_\_

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## Finger Print System Bid - Sheriff's Dept.

Specifications	Morphotrak	DataWorks Plus	CrossMatch Technologies	L-1 Identity Solutions	L-1 Identity Solutions
Model #	Printrak Livescan Station Ruggedized (LSS-R)	LiveScan Plus LS1 LITE-Ue	L-Scan 500P (Desktop, not cabinet style)	TP-4800XC-ED (low bid did not include touch screen monitor)	TP-3800XCH-ED (full hand print)
Base Price	\$ 36,496.00	\$ 30,000.00	\$ 13,050.00	\$ 17,150.00	\$ 29,495.00
NC DOJ Encryption Device	\$ 867.00				
Tenprint Card Printer, Network Ready 3 trays, duplexer, 1 Yr. Warranty	\$ 2,525.00	\$ 2,400.00	\$ 1,950.00	\$ 2,380.00	\$ 2,380.00
<b>Non-Touch Screen Monitor</b>			\$ 255.00		
<b>Touch Screen Monitor</b>	included	\$ 900.00		not included	included
<b>Implementation, Palm Scanning</b>			\$ 2,250.00		
<b>Installation</b>		\$ 1,200.00	\$ 3,048.00	\$ 2,195.00	\$ 2,195.00
<b>Training</b>		\$ 1,200.00			
<b>Frieght</b>			\$ 495.00	\$ 500.00	\$ 500.00
<b>Discounts</b>	\$ (10,949.00)	\$ (3,820.00)			
<b>Grand Total</b>	<b>\$ 28,939.00</b>	<b>\$ 31,880.00</b>	<b>\$ 21,048.00</b>	<b>\$ 22,225.00</b>	<b>\$ 34,570.00</b>
Maintenance Agreement after warranty 1yr, next day on-site respnse and prts rplcmnts	\$ 3,895.00		\$ 2,430.00	\$ 3,500.00	
Tenprint Card Printer, warranty	\$ 220.00				

**UNION COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

Meeting Date: 02/01/2010

Action Agenda Item No. 5/56  
(Central Admin. use only)

**SUBJECT:** Purchase Requisition to The Library Corporation

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**DEPARTMENT:** Library

**PUBLIC HEARING:** No

**ATTACHMENT(S):**  
none. The purchase requisition is in the system, waiting for approval.

**INFORMATION CONTACT:**  
Martie Smith

**TELEPHONE NUMBERS:**  
704-283-8184 x222 (office)  
704-242-0180 (mobile)

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**DEPARTMENT'S RECOMMENDED ACTION:** Approve purchase.

**BACKGROUND:** This is annual support for the Library's automation system. It provides troubleshooting support, regular maintenance and upgrades to the software that runs the Library's cataloging, circulation and online public catalog.

**FINANCIAL IMPACT:** \$24,034 is included in the Library budget.

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**Legal Dept. Comments if applicable:** \_\_\_\_\_

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**Finance Dept. Comments if applicable:** \_\_\_\_\_

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**Manager Recommendation:** \_\_\_\_\_

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**UNION COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date: February 1, 2010**

**Action Agenda Item No.** 516  
(Central Admin. use only)

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**SUBJECT:** NC Department of Transportation Supplemental Funding FY 2010

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**DEPARTMENT:** Transportation

**PUBLIC HEARING:** No

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**ATTACHMENT(S):**  
DOT notification of public  
transportation funding  
Budget Amendment #35

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**INFORMATION CONTACT:**  
Annette Sullivan

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**TELEPHONE NUMBERS:**

704-292-2566

704-361-1494

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**DEPARTMENT'S RECOMMENDED ACTION:** Adopt Budget Ordinance Amendment #35

**BACKGROUND:** Union County provides transportation services to the clients of contracting human service agencies such as the Department of Social Services, Mental Health, ARC of Union County, Vocational Rehabilitation and Veterans Services. Transportation destinations for the clients include medical appointments and treatments, shopping, personal business, and education and employment centers. A component of the transportation system, to the extent of availability, is the provision of services to the general public for employment, educational opportunities and medical appointments.

Funding for these programs are provided through a combination of federal, State, County and trip fares by the general public. In connection with federal and State funding, the Human Service Transportation budget is initially prepared based on "base line" funding. During the course of the year, additional supplemental funding is often made available by federal and State agencies.

The NC DOT Public Transportation Division has made an additional \$141,736 (new funding level is \$376,700 with \$234,964 already in the budget) in funds available to the County. A small portion of the additional funding in the Rural General Public (RGP) category requires local match. This match requirement is generated through the \$2 per one way trip fare that is charged to the person(s) utilizing this funding source.

The supplemental funding is being used to increase driver hours and the commensurate increase in costs associated with increased operating hours of the human service transportation fleet.



**FINANCIAL IMPACT:** \$141,736 in additional federal and State revenue for the County through Transportation (\$133,263) and through Social Services - WorkFirst (\$8,473). Local match provided by trip fares.

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**Legal Dept. Comments if applicable:** \_\_\_\_\_

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**Finance Dept. Comments if applicable:** \_\_\_\_\_

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**Manager Recommendation:** \_\_\_\_\_

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STATE OF NORTH CAROLINA  
DEPARTMENT OF TRANSPORTATION

BEVERLY EAVES PERDUE  
GOVERNOR

EUGENE A. CONTI, JR.  
SECRETARY

*Eci,  
I assume you  
and Annette are  
aware - - -  
ALB*

**MEMORANDUM**

**TO:** Union County, Finance Officer  
**FROM:** Charlie Wright, Financial Services Manager  
**DATE:** September 28, 2009  
**SUBJECT:** FY2010 Rural Operating Assistance Program (ROAP)

**PERIOD OF PERFORMANCE:** July 1, 2009 – June 30, 2010

The North Carolina Department of Transportation (NCDOT), Public Transportation Division (PTD) has scheduled the first disbursement of the FY2010 Rural Operating Assistance Program (ROAP) funds for September 30, 2009. The following funds are awarded to Union County for each individual ROAP program as indicated:

**FY2010 Formula ROAP Disbursement**

EDTAP	EMPLOYMENT	RGP	TOTAL FORMULA DISBURSEMENT
\$40,833.00	\$11,862.00	\$51,911.50	\$104,606.50

**FY2010 Supplemental ROAP Disbursement**

EDTAP SUPPLEMENT	EMPLOYMENT SUPPLEMENT	RGP SUPPLEMENT	TOTAL SUPPLEMENTAL DISBURSEMENT
\$23,375.00	\$14,716.50	\$45,652.00	\$83,743.50

**Total FY2010 ROAP Disbursement**

EDTAP DISBURSEMENT TOTAL	EMPLOYMENT DISBURSEMENT TOTAL	RGP DISBURSEMENT TOTAL	GRAND TOTAL DISBURSEMENT
\$64,208.00	\$26,578.50	\$97,563.50	\$188,350.00

The disbursement amounts listed above represent 50% of the total approved funds, for the formula and supplemental allocations for each program - EDTAP, Employment and RGP. The remaining balance will be disbursed in two equal installments as follows; 25% - December 31, 2009 and 25% - March 31, 2010 based on

**MAILING ADDRESS:**  
NC DEPARTMENT OF TRANSPORTATION  
PUBLIC TRANSPORTATION DIVISION  
1550 MAIL SERVICE CENTER  
RALEIGH, NC 27699-1550

TELEPHONE: 919-733-4713  
FAX: 919-733-1391

[WWW.DOT.STATE.NC.US/TRANSIT/TRANSITNET/](http://WWW.DOT.STATE.NC.US/TRANSIT/TRANSITNET/)

**LOCATION:**  
TRANSPORTATION BUILDING  
1 SOUTH WILMINGTON STREET  
RALEIGH NC

the availability of state funds. **It is the responsibility of the County to comply with the provisions of the ROAP Program Guidelines and to ensure that the receipt, expenditure, and any sub-allocation of funds are tracked for each individual ROAP program.** Please refer to the program guidance in the FY2010 ROAP application package, and the supplemental funds for eligible transportation assistance expenses and reporting requirements. ROAP program funds must be expended on eligible transportation operating expenses, as identified in the FY 2010 application.

**Rural General Public (RGP)** funds have a 10% local matching requirement. RGP funds may be used to provide up to, but not to exceed, ninety-percent (90%) of the fully allocated cost of each general public trip. The remaining ten-percent (10%) must be provided from fares, local funds or a combination of the two. Note however, that for each trip that is provided, the total of costs charged to the RGP program and the fare charged to the rider should not exceed the fully allocated cost of the trip.

**EDTAP & EMPLOYMENT** funds may be used to provide up to 100% of the fully allocated cost of the trip or other service and requires no local match.

The Public Transportation Division has been granted the authority by the state Legislature to consolidate its rural funding programs for vehicles, technology, and facilities into one large capital program. The Division now has the flexibility to transfer funding from the consolidated capital program to the operating programs, once the capital needs of rural transportation systems have been met.

Counties must meet the reporting requirements as established in the program guidance, including but not limited to the submittal of an annual ROAP Report, monthly or quarterly reports on the additional service or supplemental funds separately from data reported for formula allocated ROAP funds.

Questions concerning the FY2010 program requirements, allocations and disbursement amount should be addressed to the Mobility Development Specialist assigned to your county.

Thank you.

cc: County Manager  
Community Transportation System Director  
NCDOT Mobility Development Specialist



**UNION COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

Meeting Date: 2/1/10

Action Agenda Item No. 5/7  
(Central Admin. use only)

**SUBJECT:** Delinquent Tax Lien Advertisement

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**DEPARTMENT:** Tax Administration      **PUBLIC HEARING:** No

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**ATTACHMENT(S):**  
Memo outlining requirements of  
general statutes related to the tax lien  
advertisement.

**INFORMATION CONTACT:**  
Vann Harrell  
John Petoskey

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**TELEPHONE NUMBERS:**  
704-283-3591  
704-283-3748

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**DEPARTMENT'S RECOMMENDED ACTION:** Approve as requested

**BACKGROUND:** As required by NCGS 105-369, tax collectors are to submit a report of the amount of unpaid taxes constituting liens on real property. Per the statute this report is to be delivered on the first Monday or the first meeting during the month of February. The amount reported will be as of a date as close to the end of January as possible. During the month of February all accounts owing taxes included in this amount will receive a second notice of taxes due. This notice also serves as the notification of the intent to advertise unpaid taxes remaining after the end of February. Upon approval of the initial report any taxes remaining unpaid as of the end of February will be advertised during the month of March typically in the paper of largest local circulation in Union County.

**FINANCIAL IMPACT:** The only financial impact will be the cost associated with printing the delinquent listing in a local newspaper. This amount is prorated across all of the outstanding accounts and the fee is added to those accounts resulting in no associated costs to the county.

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**Legal Dept. Comments if applicable:** \_\_\_\_\_

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**Finance Dept. Comments if applicable:** \_\_\_\_\_

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**Manager Recommendation:**



**UNION COUNTY**  
**Office of the Tax Administrator**  
**Collections Division**  
**500 N. Main St., Suite 119**  
**P.O. Box 38**  
**Monroe, NC 28111-0038**

704-283-3848  
704-283-3897 Fax

**TO:** Union County Board of County Commissioners

**FROM:** John Petoskey, Tax Administrator  
Vann Harrell, Assistant Collector of Revenue

**DATE:** January 19, 2010

**CC:** Al Greene, County Manager  
Lynn West, Clerk to the Board

**SUBJECT:** Delinquent Tax Lien Advertisement

North Carolina General Statute 105-369 requires that the County Tax Collector report to the governing body the total amount of unpaid taxes for the current fiscal year that are liens on real estate. At that time the governing body shall order the Tax Collector to advertise these liens in a local newspaper.

On January 29, 2010 the unpaid 2009 taxes that constitute liens on real estate total \$11,221,180.33.

As required by this same statute the 2009 tax liens will be advertised between March 1, 2010 and June 30, 2010. Prior to this advertisement, delinquent notices will be sent to all taxpayers whose taxes remain unpaid for the 2009 tax year. If you have any additional questions feel free to contact us at any time.