

**AGENDA**  
**UNION COUNTY BOARD OF COMMISSIONERS**  
**Regular Meeting**  
**Monday, May 19, 2008**  
**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)

6:00 p.m. - Work Session: Union County Partnership for Progress  
[Location: First Floor Conference Room, Government Center]

1. **Opening of Meeting**
  - a. Invocation - Rev. Chris Justice, Lee Park Baptist Church
  - b. Pledge of Allegiance
2. **Informal Comments**
3. **Additions, Deletions and/or Adoption of Agenda**  
**ACTION REQUESTED:** Adoption of Agenda
4. **Consent Agenda**  
**ACTION REQUESTED:** Approve items listed on the Consent Agenda
5. **Assistant County Manager's Comments**
  - 5a. **Resolution of Appreciation**  
**ACTION REQUESTED:** Adoption and Presentation of Resolution
6. **Centralina Council of Governments**
  - a. FY 09 Home and Community Care Block Grant Funding Plan (Total Block Grant Funding Available to Union County Service Providers: DSS, Transportation, Nutrition and Council on Aging) in FY 09 is \$744,342 with an Additional Matching Requirement of \$82,703  
**ACTION REQUESTED:** Approve funding plan including local match of \$82,703
  - b. Aging Planning Initiative  
**ACTION REQUESTED:** Receive as information
7. **Follow-Up/Update on Monroe Medical Plaza**  
**ACTION REQUESTED:** Receive information
8. **Parks and Recreation Department**
  - a. Installation of Sidewalk at Fred Kirby Park  
**ACTION REQUESTED:** Agree in principle with settlement of a disputed deed provision whereby Parks and Recreation agrees to install sidewalk at Fred Kirby Park and to pay to the property grantor an amount equivalent to the cost of curb and gutter for such sidewalk in lieu of installing curb and gutter
9. **Amendment to Contract Delegation Policy**  
**ACTION REQUESTED:** Direction to Staff

10. **Resolution Requesting the Governor of North Carolina to Intervene in and Oppose the Application to the Federal Energy Regulatory Commission by Alcoa for a Fifty Year License to Control the Waters of the Yadkin River and Its Lakes and Tributaries**  
**ACTION REQUESTED:** Discussion and consider adoption of Resolution
11. **County Manager's Recommended Budget for 2008-2009**
  - a. Presentation of Manager's Recommended Budget
  - b. Discussion and Establishment of Budget Calendar**ACTION REQUESTED:** Establish budget calendar
12. **Announcements of Vacancies on Boards and Committees**
  - a. Juvenile Crime Prevention Council (JCPC): 1) District Attorney or Designee; 2) Substance Abuse Professional; 3) Two Persons Under Age of 18; and 4) Juvenile Defense Attorney
  - b. Adult Care Home Community Advisory Committee
  - c. Union County Home and Community Care Block Grant Advisory Committee (Vacancy as of December 2007)
  - d. Nursing Home Advisory Committee
  - e. Board of Health (Vacancy as of January 2008 for a Licensed Optometrist)
  - f. Centralina Council of Governments - Comprehensive Economic Development Commission
  - g. Centralina Workforce Development Board - Vacancies for terms beginning July 1, 2008 representing: Vocational Rehabilitation and Community Based Organizations
  - h. Agricultural Advisory Board - (3 Vacancies as of June 2008)
  - i. Region F Aging Advisory Board (Vacancy for Alternate Member as of June 30, 2008)
  - j. South Piedmont Community College (SPCC) Board of Trustees (1 Vacancy as of June 30, 2008)
  - k. Social Services Board (1 Vacancy as of June 2008)**ACTION REQUESTED:** Announce vacancies
13. **Appointments to Boards and Committees**
  - a. Planning Board - (Vacancy as of April 2008: 1 Member Representing Sandy Ridge Township)
  - b. Union County Home and Community Care Block Grant Advisory Committee**ACTION REQUESTED:** Consider appointments
14. **Engagement of Consultants**  
**ACTION REQUESTED:** Authorize attorney to engage one or more additional consultants to serve as expert(s) in the matter of Union County Land Owners Association et al vs. the County of Union in an amount not to exceed \$10,000 and adopt Budget Amendment #50
15. **Manager's Comments**
16. **Commissioners' Comments**

**CONSENT AGENDA**  
**May 19, 2008**

**1. Contracts Over \$5,000**

- a. Village of Marvin - Revenue Contract Amendment to Add Two Additional Contract Deputy Positions (Amendment #2) (Sheriff's Office)
- b. Camp Dresser and McKee - Agreement to Provide Wastewater Resource Modeling and General Consulting (Task Order #9A) (Public Works Department)
- c. Hazen & Sawyer, P.C. - Agreement for Updating Twelve Mile Creek Wastewater Treatment Plant Stormwater Pollution Prevention Plans (Task Order #17) (Public Works Department)
- d. Hazen & Sawyer, P.C. - Construction Management Services for Forrest Lawn/Potters Road (Indian Trail Road) Water Transmission Main Project (Task Order #18) - (Public Works Department)
- e. Hydrostructures, P.A. - Continuation of the Sewer System Mapping Project (Task Order #6D) - (Public Works Department)
- f. Kimley-Horn & Associates - Design Services for the Twelve-Mile Creek Sewer Diversion Pump Station and Force Main Project (Task Order #2) (Public Works Department)
- g. S&ME, Inc. - Provide Alternate Source Demonstration and Additional Environmental Assessment at County's Construction and Demolition Landfill (Task Order #16A) (Public Works Department)
- h. NC Department of Crime Control and Public Safety, Division of Emergency Management - FY 2008 Emergency Management Performance Grant (EMPG) - Annual Grant Assistance (Emergency Management)

**ACTION REQUESTED:** Authorize Interim County Manager to approve Items a - i

**2. Tax Administrator**

- a. Releases for April 2006 in the Grand Total Amount of \$12,965.19
- b. Refunds for April 2008 in the Grand Total Amount of \$5,159.88
- c. Tenth Motor Vehicle Release Register for the Period of April 1, 2008 - April 30, 2008, in the Net Grand Total Amount of \$15,500.21-
- d. Tenth Motor Vehicle Refund Register for the Period of April 1, 2008 - April 30, 2008, in the Net Grand Total Amount of 1,396.59-
- e. Eleventh Motor Vehicle Billing in the Grand Total of \$1,291,322.05

**ACTION REQUESTED:** Approve a-e

**3. Property and Casualty Insurance Policy Renewal**

**ACTION REQUESTED:** 1) Accept Property-Casualty insurance renewal proposal from St. Paul Travelers for the period of July 1, 2008 - June 30, 2009; and 2) Authorize County Manager to bind coverage

**4. Finance**

- a. Motor Vehicle Tax Refund Overpayments for April 2008 in the \$5,807.53

**ACTION REQUESTED:** Approve tax refund overpayments

**5. Communications**

- a. Budget Amendment #47 to Appropriate Funds in the Amount of \$147,569 for Replacement of CentraCom CEB Equipment Caused by Water Damage
- ACTION REQUESTED:** Adopt Budget Amendment #47 (Insurance Reimbursement)

6. **Personnel Department**
  - a. Amendment to Article I, Section 2(2) of the Union County Personnel Resolution  
**ACTION REQUESTED:** Accept technical amendment to Union County Personnel Resolution, Article I, Section 2 (2) to make Clear that Article XIII - Drug and Alcohol Free Workplace Policy Does In Fact Apply to Supervisory Personnel
  
7. **Veterans Day Celebration - Aerial Flying Presentation**
  - a. Interlocal Agreement with City of Monroe  
**ACTION REQUESTED:** Authorize Manager to approve agreement
  
8. **Public Works Department**
  - a. Request to Allow City of Monroe to Provide Water Service as Requested by a Resident on Deese Road and to Residents Along Weddington Road who have Requested Water Service which are Located Within the Union County Public Works Service Area (Union County Public Works does not have existing water infrastructure located to meet the specified needs nor any infrastructure identified to extend service to these areas)  
**ACTION REQUESTED:** Approval to allow the City of Monroe to provide water service to these residents as requested
  
9. **Minutes**  
**ACTION REQUESTED:** Approve minutes
  
10. **Discontinuance of Board's Regular Pre-Agenda Meetings**  
**ACTION REQUESTED:** Discontinue Regular Pre-Agenda Meetings of Board
  
11. **Fee Schedule for the Use of the Union County Agri-Services Center**  
**ACTION REQUESTED:** Correct the action taken on April 21, 2008, by the Board of Commissioners regarding the date of implementation of changes to the Fee Schedule for the Use of the Union County Agri-Services Center

**INFORMATION ONLY  
NO ACTION REQUESTED  
May 19, 2008**

1. Personnel Report for April 2008
- 2, Department of Inspections' Report for April 2008



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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, May 19, 2008, at 6:00 p.m. in the Conference Room, located on the first floor behind the Commissioners' Board Room in the Union County Government Center, 500 North Main Street, Monroe, North Carolina, for the purpose of conducting a work session to hear the results of the study which has been completed on the review of the County's economic development incentive guidelines, agreements, and cost-benefit analyses and to take such action related thereto as the Board deems appropriate.

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Allan Baucom, Chairman  
Union County Board of Commissioners



## MEMORANDUM

**DATE:** May 5, 2008

**TO:** Lynn West, Clerk to the Board of County Commissioners

**FROM:** Maurice D. Ewing, CEcD  
President and CEO

**CC:** Ernie Pearson, Sanford Holshouser Law Firm  
Wes Baker, Internal Auditor  
Jeff Crook, Staff Attorney

**SUBJECT:** Union County Incentive Review

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Lynn:

In keeping with our commitment to the County we have completed a complete review of the County's incentive guidelines, agreements and cost-benefit analyses and are prepared to submit the results of the study to the Commissioners for their consideration.

The guidelines and the incentive agreements were reviewed by Ernie Pearson of Sanford Holshouser Law Firm, North Carolina's leading legal authority on incentives. The cost-benefit analysis was reviewed by Wes Baker the county's Internal Auditor. Both are prepared to present their findings.

In conversations with Chairman Baucom, I have been asked to arrange a work session prior the regular Commissioners meeting on May 19, 2008. Both Mr. Pearson and Mr. Baker have confirmed their availability for that time.

Should the Commissioners choose to adopt changes to the incentive plan it will not be necessary for them to act on the 19<sup>th</sup> unless that is their wish. On the other hand, there are several active clients that may be affected by any changes the commissioners do choose to adopt. It may help avoid delays if the Commissioners can approve any changes to the incentive plan as soon as possible.

Please let me know if this work session can be scheduled.

Thank you.

MDE

**UNION COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**  
Meeting Date: May 19, 2008

Action Agenda Item No. 6a  
(Central Admin. use only)

**SUBJECT:** Home & Community Care Block Grant

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**DEPARTMENT:** Finance

**PUBLIC HEARING:** No

**ATTACHMENT(S):**  
County Funding Plan

**INFORMATION CONTACT:**  
Gayla Woody  
Centralina COG

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**TELEPHONE NUMBERS:**  
704-372-2416

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**DEPARTMENT'S RECOMMENDED ACTION:** Approve County Funding Plan for the Home and Community Care Block Grant for Older Adults

**BACKGROUND:** The Centralina Area Agency on Aging (CAAA) is associated with the Centralina Council of Governments and is one of 17 area agencies on aging in North Carolina. The CAAA is a direct recipient of Federal and State financial assistance for various aging programs throughout the region and contracts with County agencies and other local non-profits to provide transportation, in-home aid, adult day care and food service program for the elderly.

The Block Grant funding available to Union County service providers (DSS, Transportation, Nutrition and Council on Aging) in FY 2009 is \$744,342 with an additional matching requirement of \$82,703.

**FINANCIAL IMPACT:** The matching requirement of \$82,703 is included in the agencies' 2009 recommended budget.

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

\_\_\_\_\_

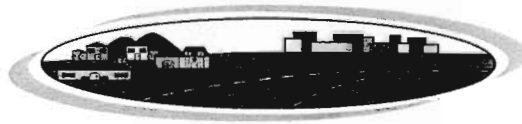
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**Finance Dept. Comments if applicable:** \_\_\_\_\_

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# Centralina

## Council of Governments

### MEMORANDUM

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

**FROM:** Gayla S. Woody, Aging Program Administrator  
Union County HCCBG Lead Agency Representative

**RE:** FY 09 HCCBG Funding Plan

**DATE:** May 19, 2008

Please find attached the Fiscal Year 2009 Home and Community Care Block Grant Funding Plan for Union County. The Union County Home and Community Care Block Grant Advisory Committee prepared this information.

According to the requirements of the Home and Community Care Block Grant, the county commissioners have final authority on the dispensation of the Home and Community Care Block Grant funds. The Advisory Committee has recommended the priority services to be funded in Union County, the funds to be allotted to each service, the unit rate for each service, and the agency to provide the service. This plan is submitted to you for your approval.

The Union County Home and Community Care Block Grant Advisory Committee has been a very faithful and hard-working committee. I appreciate their commitment on the behalf of Union County older adults. The Area Agency on Aging also appreciates the support and leadership provided by the Union County Board of Commissioners.

GSW



**Home and Community Care Block Grant for Older Adults**

**County Funding Plan**

Identification of Agency or Office with Lead Responsibility for County Funding Plan

County: \_\_\_\_\_ Union \_\_\_\_\_

July 1, 2008 through June 30, 2009

The agency or office with lead responsibility for planning and coordinating the County Funding Plan recommends this funding plan to the Board of Commissioners as a coordinated means to utilize community-based resources in the delivery of comprehensive aging services to older adults and their families

Centralina Area Agency on Aging

(Name of Agency/Office with lead responsibility)

Gayla S. Woody 04/30/2008  
Authorized Signature Date

Gayla S. Woody, Aging Program Administrator  
(Type name and title of signatory agent)

Home and Community Care Block Grant for Older Adults

County Funding Plan

County Union  
July 1, 2008 through June 30, 2009

County Services Summary

| Services                              | A       |                     |         |            | B                    | C                | D            | E             | F                     | G                            | H                       | I                     |
|---------------------------------------|---------|---------------------|---------|------------|----------------------|------------------|--------------|---------------|-----------------------|------------------------------|-------------------------|-----------------------|
|                                       | Access  | Block Grant Funding |         |            | Required Local Match | Net Service Cost | USDA Subsidy | Total Funding | Projected HCCBG Units | Projected Reimbursement Rate | Projected HCCBG Clients | Projected Total Units |
|                                       |         | In-Home             | Other   | Total      |                      |                  |              |               |                       |                              |                         |                       |
| <b>COUNCIL ON AGING</b>               |         |                     |         |            |                      |                  |              |               |                       |                              |                         |                       |
| In-Home I-Home Mgmt                   |         | 85,169              |         | ////////// | 9,463                | 94,632           | 0            | 94632         | 4200                  | 22.5314                      |                         | 4200                  |
| In-Home I-Respite                     |         | 32,638              |         | ////////// | 3,626                | 36,264           | 0            | 36264         | 1520                  | 23.8586                      | 0                       | 1900                  |
| In-Home II-Personal Care              |         | 89,088              |         | ////////// | 9,899                | 98,987           | 0            | 98987         | 4000                  | 24.7468                      | 0                       | 4000                  |
| In-Home II-Respite                    |         | 47,774              |         | ////////// | 5,308                | 53,082           | 0            | 53082         | 2271                  | 23.3738                      | 0                       | 2400                  |
| Info & Assist                         | 34,959  |                     |         | ////////// | 3,884                | 38,843           | 0            | 38843         | NA                    | NA                           |                         | NA                    |
|                                       |         |                     |         | ////////// |                      |                  |              |               |                       |                              |                         |                       |
| <b>NUTRITION &amp; TRANSPORTATION</b> |         |                     |         |            |                      |                  |              |               |                       |                              |                         |                       |
| Transportation                        | 103,124 |                     |         | ////////// | 11,458               | 114,582          |              | 114,582       | 9,347                 | 12.2586                      | 450                     | 11900                 |
| Congregate                            |         |                     | 42,078  |            | 4,675                | 46,753           | 19,080       | 65,833        | 6,297                 | 7.4242                       | 130                     | 28500                 |
| Home Delivered                        |         |                     | 112,441 |            | 12,493               | 124,934          | 35,700       | 160,634       | 24,333                | 5.1343                       | 250                     | 52000                 |
|                                       |         |                     |         |            | 0                    | 0                | 0            | 0             | 0                     | 0                            | 0                       | 0                     |
| <b>DEPT. OF SOCIAL SERVICES</b>       |         |                     |         |            |                      |                  |              |               |                       |                              |                         |                       |
| Adult Day Care                        |         | 96,011              |         |            | 10,668               | 106,679          |              | 106,679       | 3310                  | 32.2293                      | 15                      | 3310                  |
| In Home II Personal Care              |         | 84,245              |         | ////////// | 9,361                | 93,606           |              | 93,606        | 4775                  | 19.6034                      | 26                      | 4775                  |
| In Home III Personal Care             |         | 16,815              |         | ////////// | 1,868                | 18,683           |              | 18,683        | 953                   | 19.5945                      | 6                       | 979                   |
|                                       |         |                     |         | ////////// | 0                    | 0                | 0            | 0             | 0                     | 0                            | 0                       | 0                     |
| Total                                 | 138083  | 451740              | 154519  | 744342     | 82703                | 827045           | 54780        | 881825        | 61006                 | //////////                   | 877                     | 113964                |

Signature, Chairman, Board of Commissioners

Date

|                                   |   |  |  |
|-----------------------------------|---|--|--|
| <b>NAME AND ADDRESS</b>           | <b>Home and Community Care Block Grant for Older Adults</b> |  | <b>DOA-732 (Rev. 03/07)</b>            |
| <b>COMMUNITY SERVICE PROVIDER</b> | <b>County Funding Plan</b>                                  |  | <b>County</b> _____ <b>Union</b> _____ |
| Council on Aging in Union County  |   |  | July 1, 2008 through June 30, 2009     |
| PO Box 185                        | <b>Provider Services Summary</b>                            |  |  |
| Monroe, NC 28111                  |   |  |  |

| Services                 | Ser. Delivery |          | A                   |         |       |            | B           | C         | D       | E       | F           | G               | H             | I           |
|--------------------------|---------------|----------|---------------------|---------|-------|------------|-------------|-----------|---------|---------|-------------|-----------------|---------------|-------------|
|                          | (Check One)   |          | Block Grant Funding |         |       |            | Required    | Net*      | USDA    | Total   | Projected   | Projected       | Projected     | Projected   |
|                          | Direct        | Purch.   | Access              | In-Home | Other | Total      | Local Match | Serv Cost | Subsidy | Funding | HCCBG Units | Reimburse. Rate | HCCBG Clients | Total Units |
| In-Home I-Home Mgmt      |               |          |                     | 85169   |       | ////////// | 9463        | 94632     | 0       | 94,632  | 4200        | 22.5314         |               | 4200        |
| In-Home I-Respite        |               |          |                     | 32638   |       | ////////// | 3626        | 36264     | 0       | 36,264  | 1520        | 23.8586         |               | 1900        |
| In-Home II-Personal Care |               |          |                     | 89088   |       | ////////// | 9899        | 98987     | 0       | 98987   | 4000        | 24.7468         |               | 4000        |
| In-Home II-Respite       |               |          |                     | 47774   |       | ////////// | 5308        | 53082     | 3850    | 56932   | 2271        | 23.3738         |               | 2400        |
| Info & Assist            |               |          | 34959               |         |       | ////////// | 3884        | 38843     | 0       | 38843   | NA          | NA              |               | NA          |
|                          |               |          |                     |         |       | ////////// | 0           | 0         | 0       | 0       | 0           | 0               |               | 0           |
|                          |               |          |                     |         |       | ////////// | 0           | 0         | 0       | 0       | 0           | 0               |               | 0           |
|                          |               |          |                     |         |       | ////////// | 0           | 0         | 0       | 0       | 0           | 0               |               | 0           |
|                          |               |          |                     |         |       | ////////// | 0           | 0         | 0       | 0       | 0           | 0               |               | 0           |
|                          |               |          |                     |         |       | ////////// | 0           | 0         | 0       | 0       | 0           | 0               |               | 0           |
| <b>Total</b>             | ////////      | //////// | 34959               | 254669  | 0     | 289,628    | 32180       | 321808    | 3850    | 325658  | //////////  | //////////      | 0             | 12500       |

\*Adult Day Care & Adult Day Health Care Net Service Cost

|                     | ADC   | ADHC  |
|---------------------|-------|-------|
| Daily Care          | _____ | _____ |
| Transportation      | _____ | _____ |
| Administrative      | _____ | _____ |
| Net Ser. Cost Total | _____ | _____ |

Certification of required minimum local match availability. Required local match will be expended simultaneously with Block Grant Funding.

*Linda Smosky*      4.25.08  
 \_\_\_\_\_  
 Authorized Signature, Title      Date  
 Community Service Provider

\_\_\_\_\_  
 Signature, County Finance Officer      Date

\_\_\_\_\_  
 Signature, Chairman, Board of Commissioners      Date

Services;

Non Unit Services In  
 These Columns

|  | Grand Total |          | In-Home I-Home Mgmt | In-Home I-Respite | In-Home II-Personal Care | In-Home II-Respite | Info & Assist |
|--|-------------|----------|---------------------|-------------------|--------------------------|--------------------|---------------|
| <b>I. Projected Revenues</b>                           |             |          |                     |                   |                          |                    |               |
| A. Fed/State Funding From the Division of Aging        | 289,628     | //////// | 85,169              | 32,638            | 89,088                   | 47,774             | 34,959        |
| Required Minimum Match - Cash                          | ////////    | //////// | ////////            | ////////          | ////////                 | ////////           | ////////      |
| 1) County General Fund                                 | 32,181      | //////// | 9,463               | 3,626             | 9,899                    | 5,308              | 3,884         |
| 2)   | 0           | //////// |                     |                   |                          |                    |               |
| 3)   | 0           | //////// |                     |                   |                          |                    |               |
| Total Required Minimum Match - Cash                    | 32,181      | //////// | 9,463               | 3,626             | 9,899                    | 5,308              | 3,884         |
| Required Minimum Match - In-Kind                       | ////////    | //////// | ////////            | ////////          | ////////                 | ////////           | ////////      |
| 1)   | 0           | //////// |                     |                   |                          |                    |               |
| 2)   | 0           | //////// |                     |                   |                          |                    |               |
| 3)   | 0           | //////// |                     |                   |                          |                    |               |
| Total Required Minimum Match - In-Kind                 | 0           | //////// | 0                   | 0                 | 0                        | 0                  | 0             |
| B. Total Required Minimum Match (cash + in-kind)       | 32,181      | //////// | 9,463               | 3,627             | 9,899                    | 5,308              | 3,884         |
| C. Subtotal, Fed/State/Required Match Revenue          | 321,809     | //////// | 94,632              | 36,265            | 98,987                   | 53,082             | 38,843        |
| D. USDA Cash Subsidy/Commodity Valuation               | 0           | //////// |                     |                   |                          |                    |               |
| E. OAA Title V Worker Wages, Fringe Benefits           | 7,700       | //////// | 0                   | 3,850             | 3,850                    |                    |               |
| Local Cash, Non-Match                                  | ////////    | //////// | ////////            | ////////          | ////////                 | ////////           | ////////      |
| 1) County General Fund                                 | 0           | //////// |                     |                   |                          |                    |               |
| 2)   | 0           | //////// |                     |                   |                          |                    |               |
| 3)   | 0           | //////// |                     |                   |                          |                    |               |
| 4)   | 0           | //////// |                     |                   |                          |                    |               |
| F. Subtotal, Local Cash, Non-Match                     | 0           | //////// | 0                   | 0                 | 0                        | 0                  | 0             |
| Other Revenues, Non-Match                              | ////////    | //////// | ////////            | ////////          | ////////                 | ////////           | ////////      |
| 1) Donations   | 0           | //////// |                     |                   |                          |                    |               |
| 2) State In-Home                                       | 0           | //////// |                     |                   |                          |                    |               |
| 3) United Way  | 58,000      | //////// |                     |                   |                          |                    | 58,000        |
| G. Subtotal, Other Revenues, Non-Match                 | 58,000      | //////// | 0                   | 0                 | 0                        | 0                  | 58,000        |
| Local In-Kind Resources (Includes Volunteer Resources) | ////////    | //////// | ////////            | ////////          | ////////                 | ////////           | ////////      |
| 1)   | 0           | //////// |                     |                   |                          |                    |               |
| 2)   | 0           | //////// |                     |                   |                          |                    |               |
| 3)   | 0           | //////// |                     |                   |                          |                    |               |
| H. Subtotal, Local In-kind Resources, Non-Match        | 0           | //////// | 0                   | 0                 | 0                        | 0                  | 0             |
| I. Client Program Income                               | 12,100      | //////// | 0                   | 9,075             | 0                        | 3,025              | 0             |
| J. Total Projected Revenues (Sum I C,D,E,F,G,H,I)      | 399,609     | //////// | 94,632              | 49,190            | 102,837                  | 56,107             | 96,843        |
| Percent of Grand Total                                 | 100%        |          | 23.68%              | 12.31%            | 25.73%                   | 14.04%             | 24.23%        |

| II. Line Item Expense                                | Grand Total    | Admin Cost | me I-Home     | Home I-Res    | me II-Person   | Home II-Res   | Info & Assist |
|--|----------------|------------|---------------|---------------|----------------|---------------|---------------|
| Staff Salary From Labor Distribution Schedule        |                |            |               |               |                |               |               |
| 1) Full-time Staff                                   | 163,884        | 0          | 14,772        | 24,049        | 34,831         | 32,832        | 57,400        |
| 2) Part-time staff (do not include Title V work)     | 107,112        | 0          | 37,977        | 17,946        | 20,685         | 17,322        | 13,182        |
| <b>A. Subtotal, Staff Salary</b>                     | <b>270,996</b> | <b>0</b>   | <b>52,749</b> | <b>41,995</b> | <b>55,516</b>  | <b>50,154</b> | <b>70,582</b> |
| Fringe Benefits                                      |                |            |               |               |                |               |               |
| 1) FICA  | 21,585         | 0          | 4,201         | 3,345         | 4,422          | 3,995         | 5,622         |
| 2) Health Ins.                                       | 18,607         | 0          | 4,652         |               | 4,652          | 0             | 9,303         |
| 3) Retirement  | 17,279         | 0          | 6,049         | 0             | 7,349          | 41            | 3,840         |
| 4) Unemployment Insurance                            | 1,307          | 0          | 568           | 0             | 287            | 287           | 165           |
| 5) Worker's Compensation                             | 8,383          | 0          | 3,600         | 0             | 3,600          | 0             | 1,183         |
| 6) Other (Longevity)                                 | 0              | 0          |               |               |                |               |               |
| <b>B. Subtotal, Fringe Benefits</b>                  | <b>67,161</b>  | <b>0</b>   | <b>19,070</b> | <b>3,345</b>  | <b>20,310</b>  | <b>4,323</b>  | <b>20,113</b> |
| Local In-Kind Resources, Non-Match                   |                |            |               |               |                |               |               |
| 1)   | 0              | 0          |               |               |                |               |               |
| 2)   | 0              | 0          |               |               |                |               |               |
| 3)   | 0              | 0          |               |               |                |               |               |
| <b>C. Subtotal, Local In-Kind Resources Non-M</b>    | <b>0</b>       | <b>0</b>   | <b>0</b>      | <b>0</b>      | <b>0</b>       | <b>0</b>      | <b>0</b>      |
| <b>D. OAA Title V Worker Wages, Fringe Benefit</b>   | <b>7,700</b>   | <b>0</b>   | <b>0</b>      | <b>3,850</b>  | <b>3,850</b>   | <b>0</b>      | <b>0</b>      |
| Travel   |                |            |               |               |                |               |               |
| 1) Per Diem  | 0              | 0          |               |               |                |               |               |
| 2) Mileage Reimbursement                             | 25,380         | 0          | 9,550         | 0             | 15,550         | 0             | 280           |
| 3) Other Travel Cost                                 | 1,649          | 0          |               |               |                |               | 1,649         |
| <b>E. Subtotal, Travel</b>                           | <b>27,029</b>  | <b>0</b>   | <b>9,550</b>  | <b>0</b>      | <b>15,550</b>  | <b>0</b>      | <b>1,929</b>  |
| General Operating Expenses                           |                |            |               |               |                |               |               |
| 1) Service Contracts                                 | 0              | 0          |               |               |                |               |               |
| 2) Rent, Utilities, Supplies                         | 20,389         | 0          | 10,871        | 0             | 6,400          | 429           | 2,689         |
| 3) ARMS COST   | 150            | 0          | 60            | 0             | 30             | 30            | 30            |
| 4) Postage, Dues, Subscriptions                      | 0              | 0          |               |               |                |               |               |
| 5) Advertising                                       | 220            | 0          | 100           | 0             | 65             | 55            |               |
| 6) In Home Aide Level II and III RN assessment       | 0              | 0          |               |               |                |               |               |
| 7) Program Supplies                                  | 5,964          | 0          | 2,232         | 0             | 1,116          | 1,116         | 1,500         |
| 8) Caterer   | 0              | 0          |               |               |                |               |               |
| <b>F. Subtotal, General Operating Expenses</b>       | <b>26,723</b>  | <b>0</b>   | <b>13,263</b> | <b>0</b>      | <b>7,611</b>   | <b>1,630</b>  | <b>4,219</b>  |
| <b>G. Subtotal, Other Admin. Cost Not Allocate</b>   |                |            |               |               |                |               |               |
| In Lines II.A through F                              |                |            |               |               |                |               |               |
| <b>H. Total Proj. Expenses Prior to Admin. Distr</b> | <b>399,609</b> | <b>0</b>   | <b>94,632</b> | <b>49,190</b> | <b>102,837</b> | <b>56,107</b> | <b>96,843</b> |
| <b>I. Distribution of Administrative Cost</b>        |                |            |               |               |                |               |               |
| <b>J. Total Proj. Expenses After Admin. Distribu</b> | <b>399,609</b> |            | <b>94,632</b> | <b>49,190</b> | <b>102,837</b> | <b>56,107</b> | <b>96,843</b> |

HCCBG Budget  
 Service Cost Computation Worksheet  
 Division of Aging

DOA-732A

| III. Computation of Rates                         | Grand Total | In-Home | I-Home  | Home I-Res | Home II-Person | Home II-Res | Info & Assist |
|---|-------------|---------|---------|------------|----------------|-------------|---------------|
| <b>A. Computation of Unit Cost Rate:</b>          |             |         |         |            |                |             |               |
| 1. Total Expenses (equals line II.J)              | 399,609     | 94,632  | 49,190  | 102,837    | 56,107         | 96,843      |               |
| 2. Total Projected Units                          |             | 4,200   | 1,900   | 4,000      | 2,400          | 0           |               |
| 3. Total Unit Cost Rate                           |             | 22.5315 | 25.8894 | 25.7092    | 23.3778        | #DIV/0!     |               |
| <b>B. Computation of Reimbursement Rate:</b>      |             |         |         |            |                |             |               |
| 1. Total Revenues (equals line I.J)               | 399,609     | 94,632  | 49,190  | 102,837    | 56,107         | 96,843      |               |
| 2. Less: USDA (equals line I.D)                   | 0           | 0       | 0       | 0          | 0              | 0           |               |
| Title V (equals line I.E and II.D)                | 7,700       | 0       | 3,850   | 3,850      | 0              | 0           |               |
| Non Match In-Kind (equals line I)                 | 0           | 0       | 0       | 0          | 0              | 0           |               |
| 3. Revenues Subject to Unit Reimbursement         | 391,910     | 94,632  | 45,340  | 98,987     | 56,107         | 96,843      |               |
| 4. Total Projected Units (equals line III.A.2)    |             | 4,200   | 1,900   | 4,000      | 2,400          | 0           |               |
| 5. Total Reimbursement Rate                       |             | 22.5314 | 23.8586 | 24.7468    | 23.3738        | #DIV/0!     |               |
| <b>C. Units Reimbursed Through HCCBG</b>          | 11,991      | 4,200   | 1,520   | 4,000      | 2,271          | #DIV/0!     |               |
| <b>D. Units Reimbursed Through Program Income</b> | 509         | 0       | 380     | 0          | 129            | #DIV/0!     |               |
| <b>E. Units Reimbursed Through Remaining</b>      | 0           | 0       | 0       | 0          | 0              | #DIV/0!     |               |
| <b>F. Total Units Reimbursed/Total Projected</b>  | 12,500      | 4,200   | 1,900   | 4,000      | 2,400          | #DIV/0!     |               |

|         |         |         |         |         |
|---------|---------|---------|---------|---------|
| 94632   | 45340   | 98987   | 56107   | 96843   |
| 4200    | 1900    | 4000    | 2400    | 0       |
| 22.5314 | 23.8632 | 24.7468 | 23.3779 | #DIV/0! |
| 94632   | 36265   | 98987   | 53082   | 38843   |
| 4200    | 1520    | 4000    | 2271    | #DIV/0! |
| 22.5314 | 23.8586 | 24.7468 | 23.3738 | #DIV/0! |

\* The Division of Aging ARMS deducts reported program income from reimbursement paid to providers. Line III.D indicates the number of units that will have to be produced in addition to those stated on line III.C in order to earn the net revenues stated on line I.C.

NC DIVISION OF AGING  
 COST OF SERVICES - ATTACHMENT A  
 LABOR DISTRIBUTION SCHEDULE

FY: 2009

AGENCY  
 NAME: Council on Aging in Union County

SERVICES: DOA732A1 Non Unit Svcs In These Columns

| STAFF NAME | POSITION       | FULL TIME PART TIME | TOTAL SALARY | ADMIN. SALARY | In-Home I-Home Mgmt | In-Home I-Respite | In-Home II- Personal Care | In-Home II- Respite | Info & Assist |
|------------|----------------|---------------------|--------------|---------------|---------------------|-------------------|---------------------------|---------------------|---------------|
| Smosky     | Director       | Full Time           | \$24,600     |               | \$0                 | \$0               | \$0                       | \$0                 | \$24,600      |
| Finch      | HIS Supervisor | Full Time           | \$32,800     |               | 8,200               | 8,200             | 8,200                     | 8,200               |               |
| Covington  | Aide           | Full Time           | \$20,550     |               |                     | 6,850             | 6,850                     | 6,850               |               |
| Helms      | Aide           | Full Time           | \$17,140     |               | 2,287               |                   | 8,426                     | 6,427               |               |
| Philemon   | Aide           | Full Time           | \$17,140     |               | 4,285               | 4,285             | 4,285                     | 4,285               |               |
| Starnes    | Aide           | Full Time           | \$18,854     |               |                     | 4,714             | 7,070                     | 7,070               |               |
| Carter     | Aide           | Part Time           | \$8,030      |               | 4,015               | 4,015             |                           |                     |               |
| Colklin    | Aide           | Part Time           | \$8,570      |               | 8,570               | 0                 |                           |                     |               |
| Deese      | Aide           | Part Time           | \$10,570     |               | 2,642               | 2,644             | 2,642                     | 2,642               |               |
| Hood       | Aide           | Part Time           | \$10,570     |               | 2,643               | 2,643             | 2,642                     | 2,642               |               |
| Huff       | Aide           | Part Time           | \$8,570      |               | 2,143               | 2,143             | 2,142                     | 2,142               |               |
| Meadows    | Aide           | Part Time           | \$8,570      |               | 2,143               | 2,143             | 2,142                     | 2,142               |               |
| Oates      | Aide           | Part Time           | \$8,030      |               | 8,030               | 0                 |                           |                     |               |
| Vacant     | Aide           | Part Time           | \$10,570     |               | 4,368               | 918               | 2,642                     | 2,642               |               |
| Irish      | I&A            | Full Time           | \$32,800     |               |                     |                   |                           |                     | 32,800        |
| Craig      | Bookkeeper     | Part Time           | \$12,000     |               | 1,800               | 0                 | 3,600                     | 1,800               | 4,800         |
| Kiser      | Admin          | Part Time           | \$13,520     |               | 0                   | 1,817             | 3,253                     | 1,690               | 6,760         |
| Mpelkas    | Admin          | Part Time           | \$8,112      |               | 1,623               | 1,623             | 1,622                     | 1,622               | 1,622         |
|            |                |                     | \$0          |               |                     |                   |                           |                     |               |
|            |                |                     | \$0          |               |                     |                   |                           |                     |               |
|            |                |                     | \$0          |               |                     |                   |                           |                     |               |
|            |                |                     | \$0          |               |                     |                   |                           |                     |               |
|            |                | SUBTOTAL FT:        | 163,884      | 0             | 14,772              | 24,049            | 34,831                    | 32,832              | 57,400        |
|            |                | SUBTOTAL PT:        | 107,112      | 0             | 37,977              | 17,946            | 20,685                    | 17,322              | 13,182        |
|            |                | TOTAL               | 270,996      | \$0           | \$52,749            | \$41,995          | \$55,516                  | \$50,154            | \$70,582      |
|            |                | PERCENT FT:         | 60.47%       | #DIV/0!       | 28.00%              | 57.27%            | 62.74%                    | 65.46%              | 81.32%        |
|            |                | PERCENT PT:         | 39.53%       | #DIV/0!       | 72.00%              | 42.73%            | 37.26%                    | 34.54%              | 18.68%        |

**Home and Community Care Block Grant for Older Adults  
County Funding Plan**

**Methodology to Address Service Needs of Low-income Minority Elderly and Rural Elderly**  
(Older American Act, Section 306 (a) (5) (A) (ii))

**Community Service Provider:** Council on Aging in Union County

**County:** Union **July 1, 2008 through June 30, 2009**

The Older Americans Act requires that the service provider attempt to provide services to low-income minority individuals in accordance to their need for aging services. The community service provider shall specify how the service needs of low-income minority elderly and rural elderly will be met through the services identified on the Provider Services Summary (DOA-732). This narrative shall address outreach and service delivery methodologies that will ensure that this target population is adequately served and conform to specific objectives established by the Area Agency on Aging for providing services to low-income minority individuals. Additional pages may be used as necessary.

GOAL:

To increase awareness of and access to services and programs available to low income, minority, rural adults age 60 and older to assist them to maintain their independence and quality of life

Objective:

Market and promote availability of services for this demographic group to hospitals, physicians, pharmacists and other healthcare providers  
Educate low income, minority, rural seniors about services available to assist them

Strategies:

Publicize services in our newsletter, regular newspaper column, local radio stations, at speaking engagements, in municipal newsletters and at special events  
Continue to establish collaborative relationships with minority organizations - churches, civic and social groups and businesses  
Conduct senior outreach events in areas where low income, minority, rural older adults reside  
Network within the Union County Older Adult Interagency Council to keep information flowing  
Distribute agency brochures throughout the community



**Standard Assurance to Comply with Older Americans Act  
Requirements for Regarding Client Rights  
for  
Agencies Providing In-Home Services through the  
Home and Community Care Block Grant for Older Adults**

As a provider of one or more of the services listed below, our agency agrees to notify all Home and Community Care Block Grant clients receiving any of the below listed services provided by this agency of their rights as a service recipient. Services included in this assurance include:

- In-Home Aide
- Home Care (home health)
- Adult Day Care or Adult Day Health Care

Notification will include, at a minimum, an oral review of the information outlined below as well as providing each service recipient with a copy of the information in written form. In addition, providers of in-home services will establish a procedure document that client rights information has been discussed with in-home services clients (e.g. copy of signed Client Bill of Rights statement).

Client Rights information to be communicated to service recipients will include, at a minimum, the right to:

- be fully informed, in advance, about each in-home service to be provided and any change in service(s) that may affect the well-being of the participant;
- participate in planning and changing any in-home service provided unless the client is adjudicated incompetent;
- voice a grievance with respect to service that is or fails to be provided, without discrimination or reprisal as a result of voicing a grievance
- confidentiality of records relating to the individual;
- have property treated with respect; and
- be fully informed both orally and in writing in advance of receiving an in-home service, of the individual's rights and obligations

Client Rights will be distributed to, and discussed with, each new client receiving one or more of the above listed services prior to the on-set of service. For all existing clients, the above information will be provided no later than the next regularly scheduled service reassessment.

Agency Name: *Council on Aging in Union County*

Name of Agency Administrator: *Linda Smosky*

Signature: *Linda Smosky* Date: *4.25.2008*

**Home and Community Care Block Grant for Older Adults  
Community Service Provider  
Standard Assurances**

Council on Aging  
in Union County  
Provider Services Summary (DOA-732) agrees to provide services through the Home and Community Care Block Grant as specified on the Provider Services Summary (DOA-732) in accordance with the following:

1. Services shall be provided in accordance with requirements set forth in:
  - a) The County Funding Plan;
  - b) The Division of Aging and Adult Services Home and Community Care Block Grant Procedures Manual for Community Service Providers; and
  - c) The Division of Aging Services Standards Manual, Volumes I through IV

Community service providers shall monitor any contracts with providers of Block Grant services and take appropriate measures to ensure that services are provided in accordance with the aforementioned documents.

2. Priority shall be given to providing services to those older persons with the greatest economic or social needs, with particular attention to low-income minority individuals. The service needs of low-income minority elderly will be addressed in the manner specified on the Methodology to Address Service Needs of Low-Income Minority Elderly format (DOA-733).
3. The following service authorization activities will be carried out in conjunction with all services provided through the Block Grant:
  - a) Eligibility determination;
  - b) Client intake/registration;
  - a) Client assessment/reassessments and quarterly visits, as appropriate; d) Determining the amount of services to be received by the client; and e) Reviewing cost sharing/voluntary contributions policies with eligible clients.
4. All licenses, permits, bonds, and insurance necessary for carrying out Block Grant Services will be maintained by the community service provider and any contracted providers.
5. As specified in 45 CFR 92.36 (b) (11), community service providers shall have procedures for settling all contractual and administrative issues arising out of procurement of services through the Block Grant. Community service providers shall have procedures governing the evaluation of bids for services and procedures through which bidders and contracted providers may appeal or dispute a decision made by the community service provider.
6. Applicant/Client appeals shall be addressed as specified in Section 7 of the Division of Aging Home and Community Care Block Grant Manual for Community Service providers, dated February 17, 1997.
7. Community service providers are responsible for providing or arranging for the provision of required local match, as specified on the Provider Services Summary. (DOA-732). Local match shall be expended simultaneously with Block Grant funding.
8. Providers expending \$300,000 or more in federal financial assistance through the Home and Community Care Block Grant, or in combination with other federal funding shall receive an annual independent audit which meets the requirements of the Division of Aging Program Audit Guide for Aging services, applicable North Carolina General Statutes and Local Government Commission requirements, and OMB Circular A-133. For-profit community service providers shall have an annual compliance audit which meets the requirements of A-133. The audit shall be performed within nine (9) months of the close of the providers' fiscal year. Upon completion of the audit, non-profit and for-profit providers shall provide a copy of the audit report and any opinion letter simultaneously to the County and the Area Agency. Federal funds will not reimburse the cost of a single audit if the total of all federal funds expended by the provider is less than \$300,000.
9. Compliance with Equal Employment Opportunity and Americans with Disabilities Act requirements, as specified in paragraph fourteen (14) of the Agreement for the Provision of County Aging-Based Services (DOA-735) shall be maintained.
10. Providers In-Home Aide, Home Health, Housing and Home Improvement, and Adult Day Care or Adult Day Health Care shall sign and return the attached assurance to the area agency on aging indicating that recipients of these services have been informed of their client rights, as required in Section 314 of the 1992 Amendments to the Older Americans Act.

Linda Amosky  
Authorized Signature

4.28.2008  
Date

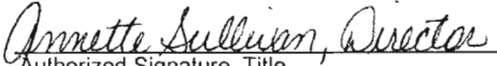
|                                   |   |                                    |
|-----------------------------------|---|------------------------------------|
| <b>NAME AND ADDRESS</b>           | <b>Home and Community Care Block Grant for Older Adults</b> | <b>DOA-732 (Rev. 03/07)</b>        |
| <b>COMMUNITY SERVICE PROVIDER</b> | <b>County Funding Plan</b>                                  | <b>County UNION</b>                |
| TRANSPORTATION AND NUTRITIO       |   | July 1, 2008 through June 30, 2009 |
| 610 PATTO AVE                     | <b>Provider Services Summary</b>                            |                                    |
| MONROE NC 28110                   |   |                                    |

| Services       | Ser. Delivery |        | A                   |         |         |         | B           | C         | D       | E       | F           | G               | H             | I           |
|----------------|---------------|--------|---------------------|---------|---------|---------|-------------|-----------|---------|---------|-------------|-----------------|---------------|-------------|
|                | (Check One)   |        | Block Grant Funding |         |         |         | Required    | Net*      | USDA    | Total   | Projected   | Projected       | Projected     | Projected   |
|                | Direct        | Purch. | Access              | In-Home | Other   | Total   | Local Match | Serv Cost | Subsidy | Funding | HCCBG Units | Reimburse. Rate | HCCBG Clients | Total Units |
| Trans          |               |        | 103124              |         |         |         | 11458       | 114582    | 0       | 114582  | 9347        | 12.2586         |               | 11900       |
| Congregate     |               |        |                     |         | 42078   |         | 4675        | 46753     | 19080   | 65833   | 6297        | 7.4242          |               | 28498       |
| Home Delivered |               |        |                     |         | 112441  |         | 12493       | 124934    | 35700   | 160634  | 24333       | 5.1343          |               | 51999       |
|                |               |        |                     |         |         |         | 0           | 0         | 0       | 0       | 0           | 0               |               | 0           |
|                |               |        |                     |         |         |         | 0           | 0         | 0       | 0       | 0           | 0               |               | 0           |
|                |               |        |                     |         |         |         | 0           | 0         | 0       | 0       | 0           | 0               |               | 0           |
|                |               |        |                     |         |         |         | 0           | 0         | 0       | 0       | 0           | 0               |               | 0           |
|                |               |        |                     |         |         |         | 0           | 0         | 0       | 0       | 0           | 0               |               | 0           |
| <b>Total</b>   |               |        | 103124              | 0       | 154,519 | 257,643 | 28626       | 286269    | 54780   | 341049  |             |                 | 0             | 92397       |

\*Adult Day Care & Adult Day Health Care Net Service Cost

|                     | ADC   | ADHC  |
|---------------------|-------|-------|
| Daily Care          | _____ | _____ |
| Transportation      | _____ | _____ |
| Administrative      | _____ | _____ |
| Net Ser. Cost Total | _____ | _____ |

Certification of required minimum local match availability. Required local match will be expended simultaneously with Block Grant Funding.

  
 Annette Sullivan, Director 4/28/08  
 Authorized Signature, Title Date  
 Community Service Provider

\_\_\_\_\_  
 Signature, County Finance Officer Date

\_\_\_\_\_  
 Signature, Chairman, Board of Commissioners Date

HCCBG Budget  
 North Carolina Division of Aging  
 Service Cost Computation Worksheet C:732A.xls  
 Provider:  
 County:  
 Budget Period: July 1, 2008 through June 30, 2009  
 Revision \_\_yes, \_\_no, revision date \_\_\_\_\_

DOA-732A

FY 2009

Services;

| I. Projected Revenues                                  | Grand Total | Trans   | Congregate | Home Delivered |
|--|-------------|---------|------------|----------------|
| A. Fed/State Funding From the Division of Aging        | 257,843     | 103,124 | 42,078     | 112,441        |
| Required Minimum Match - Cash                          |             |         |            |                |
| 1) County General Fund                                 | 28,626      | 11,458  | 4,675      | 12,493         |
| 2)   | 0           | 0       | 0          | 0              |
| 3)   | 0           | 0       | 0          | 0              |
| Total Required Minimum Match - Cash                    | 28,626      | 11,458  | 4,675      | 12,493         |
| Required Minimum Match - In-Kind                       |             |         |            |                |
| 1)   | 0           | 0       | 0          | 0              |
| 2)   | 0           | 0       | 0          | 0              |
| 3)   | 0           | 0       | 0          | 0              |
| Total Required Minimum Match - In-Kind                 | 0           | 0       | 0          | 0              |
| B. Total Required Minimum Match (cash + in-kind)       | 28,626      | 11,458  | 4,675      | 12,493         |
| C. Subtotal, Fed/State/Required Match Revenue          | 286,269     | 114,582 | 46,753     | 124,934        |
| D. USDA Cash Subsidy/Commodity Valuation               | 54,780      |         | 19,080     | 35,700         |
| E. OAA Title V Worker Wages, Fringe Benefits           | 0           | 0       | 0          | 0              |
| Local Cash, Non-Match                                  |             |         |            |                |
| 1) County General Fund                                 | 318,082     | 29,295  | 157,237    | 131,550        |
| 2)   | 0           |         |            |                |
| 3)   | 0           |         |            |                |
| 4)   | 0           |         |            |                |
| F. Subtotal, Local Cash, Non-Match                     | 318,082     | 29,295  | 157,237    | 131,550        |
| Other Revenues, Non-Match                              |             |         |            |                |
| 1) Donations   | 0           |         |            |                |
| 2) State In-Home                                       | 0           |         |            |                |
| 3)   | 0           |         |            |                |
| G. Subtotal, Other Revenues, Non-Match                 | 0           | 0       | 0          | 0              |
| Local In-Kind Resources (Includes Volunteer Resources) |             |         |            |                |
| 1)   | 0           |         |            |                |
| 2)   | 0           |         |            |                |
| 3)   | 0           |         |            |                |
| H. Subtotal, Local In-kind Resources, Non-Match        | 0           | 0       | 0          | 0              |
| I. Client Program Income                               | 20,100      | 2,000   | 7,600      | 10,500         |
| J. Total Projected Revenues (Sum I C,D,E,F,G)          | 679,231     | 145,877 | 230,670    | 302,684        |
| Percent of Grand Total                                 | 100%        | 21.48%  | 33.96%     | 44.56%         |

| HCCBG Budget  |                |            |                |                |                |
|---|----------------|------------|----------------|----------------|----------------|
| Division of Aging   |                |            |                |                |                |
| Service Cost Computation Worksheet 3/99                                     |                |            |                |                |                |
| Services:   |                |            |                |                |                |
| II. Line Item Expense   | Grand Total    | Admin Cost | Trans          | Congregate     | Home Delivered |
| Staff Salary From Labor Distribution Schedule                               |                |            |                |                |                |
| 1) Full-time Staff  | 171,941        | 0          | 44,459         | 63,740         | 63,742         |
| 2) Part-time staff (do not include Title V workers)                         | 33,700         | 0          | 28,200         | 2,750          | 2,750          |
| <b>A. Subtotal, Staff Salary</b>  | <b>205,641</b> | <b>0</b>   | <b>72,659</b>  | <b>66,490</b>  | <b>66,492</b>  |
| Fringe Benefits   |                |            |                |                |                |
| 1) FICA   | 16,355         | 0          | 5,783          | 5,296          | 5,296          |
| 2) Health Ins.  | 23,420         | 0          | 5,764          | 8,828          | 8,828          |
| 3) Retirement   | 24,025         | 0          | 8,089          | 7,968          | 7,968          |
| 4) Unemployment Insurance   | 0              | 0          | 0              | 0              | 0              |
| 5) Worker's Compensation  | 0              | 0          | 0              | 0              | 0              |
| 6) Other (Longevity)  | 0              | 0          | 0              | 0              | 0              |
| <b>B. Subtotal, Fringe Benefits</b>   | <b>63,800</b>  | <b>0</b>   | <b>19,616</b>  | <b>22,092</b>  | <b>22,092</b>  |
| Local In-Kind Resources, Non-Match  |                |            |                |                |                |
| 1)  | 0              | 0          | 0              | 0              | 0              |
| 2)  | 0              | 0          | 0              | 0              | 0              |
| 3)  | 0              | 0          | 0              | 0              | 0              |
| <b>C. Subtotal, Local In-Kind Resources Non-M</b>                           | <b>0</b>       | <b>0</b>   | <b>0</b>       | <b>0</b>       | <b>0</b>       |
| <b>D. OAA Title V Worker Wages, Fringe Benefit</b>                          | <b>0</b>       | <b>0</b>   | <b>0</b>       | <b>0</b>       | <b>0</b>       |
| Travel  |                |            |                |                |                |
| 1) Per Diem   | 0              | 0          | 0              | 0              | 0              |
| 2) Mileage Reimbursement  | 2,047          | 0          | 33             | 1,007          | 1,007          |
| 3) Other Travel Cost  | 196            | 0          | 98             | 49             | 49             |
| <b>E. Subtotal, Travel</b>  | <b>2,243</b>   | <b>0</b>   | <b>131</b>     | <b>1,056</b>   | <b>1,056</b>   |
| General Operating Expenses  |                |            |                |                |                |
| 1) Service Contracts  | 95,840         | 0          | 5,782          | 45,029         | 45,029         |
| 2) Rent, Utilities, Supplies  | 27,200         | 0          | 17,540         | 4,830          | 4,830          |
| 3) ARMS COST  | 935            | 0          | 300            | 310            | 325            |
| 4) Postage, Dues, Subscriptions   | 4,317          | 0          | 3,516          | 300            | 501            |
| 5) Advertising  | 5,301          | 0          | 401            | 2,450          | 2,450          |
| 6) MAINTENANCE AND REPAIRS  | 23,323         | 0          | 23,323         | 0              | 0              |
| 7) Program Supplies   | 13,983         | 0          | 2,609          | 5,687          | 5,687          |
| 8) Caterer  | 236,648        | 0          | 82,476         | 154,222        | 154,222        |
| <b>F. Subtotal, General Operating Expenses</b>                              | <b>407,547</b> | <b>0</b>   | <b>53,471</b>  | <b>141,032</b> | <b>213,044</b> |
| <b>G. Subtotal, Other Admin. Cost Not Allocated in Lines II.A through F</b> |                |            |                |                |                |
| <b>H. Total Proj. Expenses Prior to Admin. Distrib</b>                      | <b>679,231</b> | <b>0</b>   | <b>145,877</b> | <b>230,670</b> | <b>302,684</b> |
| <b>I. Distribution of Administrative Cost</b>                               |                |            |                |                |                |
| <b>J. Total Proj. Expenses After Admin. Distribu</b>                        | <b>679,231</b> |            | <b>145,877</b> | <b>230,670</b> | <b>302,684</b> |

HCCBG Budget  
 Service Cost Computation Worksheet  
 Division of Aging

Services:

|  | Grand Total | Trans   | Congregate | Home Delivered |
|--|-------------|---------|------------|----------------|
| <b>III. Computation of Rates</b>                 |             |         |            |                |
| <b>A. Computation of Unit Cost Rate:</b>         |             |         |            |                |
| 1. Total Expenses (equals line II.J)             | 679,231     | 145,877 | 230,670    | 302,684        |
| 2. Total Projected Units                         |             | 11,900  | 28,500     | 52,000         |
| 3. Total Unit Cost Rate                          |             | 12,2586 | 8,0937     | 5,8208         |
| <b>B. Computation of Reimbursement Rate:</b>     |             |         |            |                |
| 1. Total Revenues (equals line I.J)              | 679,232     | 145,877 | 230,670    | 302,684        |
| 2. Less: USDA (equals line I.D)                  | 54,780      | 0       | 19,080     | 35,700         |
| Title V (equals line I.E and II.D)               | 0           | 0       | 0          | 0              |
| Non Match In-Kind (equals line I)                | 0           | 0       | 0          | 0              |
| 3. Revenues Subject to Unit Reimbursement        | 624,452     | 145,877 | 211,590    | 266,984        |
| 4. Total Projected Units (equals line III.A.2)   |             | 11,900  | 28,500     | 52,000         |
| 5. Total Reimbursement Rate                      |             | 12,2586 | 7,4242     | 5,1343         |
| <b>C. Units Reimbursed Through HCCBG</b>         | #DIV/0!     | 9,347   | 6,297      | 24,333         |
| <b>D. Units Reimbursed Through Program Inc</b>   | #DIV/0!     | 163     | 1,023      | 2,046          |
| <b>E. Units Reimbursed Through Remaining</b>     | #DIV/0!     | 2,390   | 21,178     | 25,621         |
| <b>F. Total Units Reimbursed/Total Projected</b> | #DIV/0!     | 11,900  | 28,498     | 51,999         |

|         |        |        |
|---------|--------|--------|
| 145877  | 211590 | 266984 |
| 11900   | 28500  | 52000  |
| 12,2586 | 7,4242 | 5,1343 |
| 114582  | 46753  | 124934 |
| 9347    | 6297   | 24333  |
| 12,2587 | 7,4246 | 5,1343 |

\* The Division of Aging ARMS deducts reported program income from reimbursement paid to providers. Line III.D indicates the number of units that will have to be produced in addition to those stated on line III.C in order to earn the net revenues stated on line I.C.

NC DIVISION OF  
AGING  
COST OF SERVICES  
ATTACHMENT A  
LABOR  
DISTRIBUTION  
SCHEDULE DOA732A1

AGENCY  
NAME: UNION COUNTY TRANSPORTATION AND NUTRITION

SERVICES: Non Unit Svcs In These Columns

| STAFF NAME | POSITION      | FULL TIME<br>PART TIME | TOTAL<br>SALARY | ADMIN.<br>SALARY | Trans    | Congregate | Home<br>Delivered |
|------------|---------------|------------------------|-----------------|------------------|----------|------------|-------------------|
| SULLIVAN   | DIRECTOR      | Full Time              | \$7,053         |                  | \$7,053  |            |                   |
| MUNGO      | ASSOC DIR     | Full Time              | \$3,966         |                  | 3,966    |            |                   |
| HOWARD     | SCHEDULER     | Full Time              | \$3,528         |                  | 3,528    |            |                   |
| PURSER     | BILLING REP   | Full Time              | \$3,599         |                  | 3,599    |            |                   |
| GAMBLE     | DISPATCHER    | Full Time              | \$3,528         |                  | 3,528    |            |                   |
| GUTIERREZ  | BILINGUAL ASS | Full Time              | \$12,928        |                  | 1,686    | 5,621      | 5,621             |
| SEABOLT    | FT DRIVER     | Full Time              | \$3,079         |                  | 3,079    |            |                   |
| KNIGHT     | FT DRIVER     | Full Time              | \$2,660         |                  | 2,660    |            |                   |
| CLONTZ     | FT DRIVER     | Full Time              | \$2,804         |                  | 2,804    |            |                   |
| PHILLIPS   | FT DRIVER     | Full Time              | \$2,804         |                  | 2,804    |            |                   |
| GREENE     | FT DRIVER     | Full Time              | \$2,732         |                  | 2,732    |            |                   |
| HELMS      | FT DRIVER 50% | Full Time              | \$2,340         |                  | 2,340    |            |                   |
| HINSON     | FT DRIVER 50% | Full Time              | \$2,340         |                  | 2,340    |            |                   |
| ROSELLE    | FT DRIVER 50% | Full Time              | \$2,340         |                  | 2,340    |            |                   |
| PT DRIVER  | PART TIME     | Part Time              | \$28,200        |                  | 28,200   |            |                   |
| SMITH      | NUTR COORD    | Full Time              | \$30,516        |                  |          | 15,258     | 15,258            |
| GREENE     | NUTR ASST     | Full Time              | \$25,103        |                  |          | 12,551     | 12,552            |
| DEESE      | SITE MGR 50%  | Full Time              | \$13,499        |                  |          | 6,749      | 6,750             |
| HAULK      | SITE MGR 50%  | Full Time              | \$12,002        |                  |          | 6,001      | 6,001             |
| CALDWELL   | SITE MGR 50%  | Full Time              | \$11,596        |                  |          | 5,798      | 5,798             |
| MINCEY     | SITE MGR 50%  | Full Time              | \$11,762        |                  |          | 5,881      | 5,881             |
| STARNS     | SITE MGR 50%  | Full Time              | \$11,762        |                  |          | 5,881      | 5,881             |
| SUBS       | PART TIME     | Part Time              | \$5,500         |                  |          | 2,750      | 2,750             |
|            |               | SUBTOTAL FT            | 171,941         | 0                | 44,459   | 63,740     | 63,742            |
|            |               | SUBTOTAL PT            | 33,700          | 0                | 28,200   | 2,750      | 2,750             |
|            |               | TOTAL                  | 205,641         | \$0              | \$72,659 | \$66,490   | \$66,492          |
|            |               | PERCENT FT:            | 83.61%          | #DIV/0!          | 61.19%   | 95.86%     | 95.86%            |
|            |               | PERCENT PT:            | 16.39%          | #DIV/0!          | 38.81%   | 4.14%      | 4.14%             |





**Home and Community Care Block Grant for Older Adults  
Community Service Provider  
Standard Assurances**

Union County Transportation and Nutrition agrees to provide services through the Home and Community Care Block Grant as specified on the Provider Services Summary (DOA-732) in accordance with the following:

1. Services shall be provided in accordance with requirements set forth in:
  - a) The County Funding Plan;
  - b) The Division of Aging and Adult Services Home and Community Care Block Grant Procedures Manual for Community Service Providers; and
  - c) The Division of Aging Services Standards Manual, Volumes I through IV

Community service providers shall monitor any contracts with providers of Block Grant services and take appropriate measures to ensure that services are provided in accordance with the aforementioned documents.

2. Priority shall be given to providing services to those older persons with the greatest economic or social needs, with particular attention to low-income minority individuals. The service needs of low-income minority elderly will be addressed in the manner specified on the Methodology to Address Service Needs of Low-Income Minority Elderly format (DOA-733).
3. The following service authorization activities will be carried out in conjunction with all services provided through the Block Grant:
  - a) Eligibility determination;
  - b) Client intake/registration;
  - c) Client assessment/reassessments and quarterly visits, as appropriate; d) Determining the amount of services to be received by the client; and e) Reviewing cost sharing/voluntary contributions policies with eligible clients.
4. All licenses, permits, bonds, and insurance necessary for carrying out Block Grant Services will be maintained by the community service provider and any contracted providers.
5. As specified in 45 CFR 92.36 (b) (11), community service providers shall have procedures for settling all contractual and administrative issues arising out of procurement of services through the Block Grant. Community service providers shall have procedures governing the evaluation of bids for services and procedures through which bidders and contracted providers may appeal or dispute a decision made by the community service provider.
6. Applicant/Client appeals shall be addressed as specified in Section 7 of the Division of Aging Home and Community Care Block Grant Manual for Community Service providers, dated February 17, 1997.
7. Community service providers are responsible for providing or arranging for the provision of required local match, as specified on the Provider Services Summary. (DOA-732). Local match shall be expended simultaneously with Block Grant funding.
8. Providers expending \$300,000 or more in federal financial assistance through the Home and Community Care Block Grant, or in combination with other federal funding shall receive an annual independent audit which meets the requirements of the Division of Aging Program Audit Guide for Aging services, applicable North Carolina General Statutes and Local Government Commission requirements, and OMB Circular A-133. For-profit community service providers shall have an annual compliance audit which meets the requirements of A-133. The audit shall be performed within nine (9) months of the close of the providers' fiscal year. Upon completion of the audit, non-profit and for-profit providers shall provide a copy of the audit report and any opinion letter simultaneously to the County and the Area Agency. Federal funds will not reimburse the cost of a single audit if the total of all federal funds expended by the provider is less than \$300,000.
9. Compliance with Equal Employment Opportunity and Americans with Disabilities Act requirements, as specified in paragraph fourteen (14) of the Agreement for the Provision of County Aging-Based Services (DOA-735) shall be maintained.
10. Providers In-Home Aide, Home Health, Housing and Home Improvement, and Adult Day Care or Adult Day Health Care shall sign and return the attached assurance to the area agency on aging indicating that recipients of these services have been informed of their client rights, as required in Section 314 of the 1992 Amendments to the Older Americans Act.

Annemette Sullivan                      4/28/08  
Authorized Signature                      Date

|  |   |                                    |                             |
|--|---|------------------------------------|-----------------------------|
| <b>NAME AND ADDRESS</b>                    | <b>Home and Community Care Block Grant for Older Adults</b> |                                    | <b>DOA-732 (Rev. 03/07)</b> |
| <b>COMMUNITY SERVICE PROVIDER</b>          | <b>County Funding Plan</b>                                  | <b>County</b> <u>Union</u>         |                             |
| Union County Department of Social Services |   | July 1, 2008 through June 30, 2009 |                             |
| 1212 West Roosevelt Blvd                   | <b>Provider Services Summary</b>                            |                                    |                             |
| Monroe, NC 28110                           |   |                                    |                             |

| Services                  | Ser. Delivery |        | A                   |         |       |         | B           | C         | D       | E       | F           | G               | H             | I           |
|---------------------------|---------------|--------|---------------------|---------|-------|---------|-------------|-----------|---------|---------|-------------|-----------------|---------------|-------------|
|                           | (Check One)   |        | Block Grant Funding |         |       |         | Required    | Net*      | USDA    | Total   | Projected   | Projected       | Projected     | Projected   |
|                           | Direct        | Purch. | Access              | In-Home | Other | Total   | Local Match | Serv Cost | Subsidy | Funding | HCCBG Units | Reimburse. Rate | HCCBG Clients | Total Units |
| Trans                     |               |        | 0                   |         |       |         | 0           | 0         | 0       | 0       | 0           | 0               |               | 0           |
| In-Home I-Home Mgmt       |               |        |                     | 0       |       |         | 0           | 0         | 0       | 0       | 0           | 0               |               | 0           |
| Adult Day Care            |               |        |                     | 96011   |       |         | 10668       | 106679    | 0       | 106,679 | 3310        | 32.2293         | 15            | 3310        |
| In-Home II-Home Mgmt      |               |        |                     | 0       |       |         | 0           | 0         | 0       | 0       | 0           | 0               |               | 0           |
| In-Home II-Personal Care  |               |        |                     | 84245   |       |         | 9361        | 93606     | 0       | 93606   | 4775        | 19.6034         | 26            | 4775        |
| In-Home II-Respite        |               |        |                     | 0       |       |         | 0           | 0         | 0       | 0       | 0           | 0               |               | 0           |
| In-Home III-Home Mgmt     |               |        |                     | 0       |       |         | 0           | 0         | 0       | 0       | 0           | 0               |               | 0           |
| In-Home III-Personal Care |               |        |                     | 16815   |       |         | 1868        | 18683     | 0       | 18683   | 953         | 19.5945         | 6             | 979         |
| In-Home III-Respite       |               |        |                     | 0       |       |         | 0           | 0         | 0       | 0       | 0           | 0               |               | 0           |
| In-Home IV-Home Mgmt      |               |        |                     | 0       |       |         | 0           | 0         | 0       | 0       | 0           | 0               |               | 0           |
| In-Home IV-Respite        |               |        |                     | 0       |       |         | 0           | 0         | 0       | 0       | 0           | 0               |               | 0           |
| Congregate                |               |        |                     |         | 0     |         | 0           | 0         | 0       | 0       | 0           | 0               |               | 0           |
| Home Delivered            |               |        |                     |         | 0     |         | 0           | 0         | 0       | 0       | 0           | 0               |               | 0           |
| Info & Assist             |               |        | 0                   |         |       |         | 0           | 0         | 0       | 0       | 0           | 0               |               | 0           |
| Housing/ Home Repair      |               |        |                     |         | 0     |         | 0           | 0         | 0       | 0       | 0           | 0               |               | 0           |
| Senior Center Operation   |               |        |                     |         | 0     |         | 0           | 0         | 0       | 0       | 0           | 0               |               | 0           |
|                           |               |        |                     |         |       |         | 0           | 0         | 0       | 0       | 0           | 0               |               | 0           |
|                           |               |        |                     |         |       |         | 0           | 0         | 0       | 0       | 0           | 0               |               | 0           |
|                           |               |        |                     |         |       |         | 0           | 0         | 0       | 0       | 0           | 0               |               | 0           |
|                           |               |        |                     |         |       |         | 0           | 0         | 0       | 0       | 0           | 0               |               | 0           |
| <b>Total</b>              |               |        | 0                   | 197071  | 0     | 197,071 | 21897       | 218968    | 0       | 218968  |             |                 | 47            | 9064        |

\*Adult Day Care & Adult Day Health Care Net Service Cost

|                            | ADC            | ADHC |
|----------------------------|----------------|------|
| Daily Care                 | 29.2293        |      |
| Transportation             | 3.0000         |      |
| Administrative             |                |      |
| <b>Net Ser. Cost Total</b> | <b>32.2293</b> |      |

Certification of required minimum local match availability. Required local match will be expended simultaneously with Block Grant Funding.

  
 Authorized Signature, Title  
 Community Service Provider

4/22/08  
 Date

Signature, County Finance Officer      Date

Signature, Chairman, Board of Commissioners      Date

Services:

| I. Projected Revenues                                  | Grand Total | Adult Day Care | In-Home II- Personal Care | In-Home III- Personal Care |
|--|-------------|----------------|---------------------------|----------------------------|
| A. Fed/State Funding From the Division of Aging        | 197,071     | 96,011         | 84,245                    | 16,815                     |
| Required Minimum Match - Cash                          |             |                |                           |                            |
| 1) County General Fund                                 | 21,897      | 10,668         | 9,361                     | 1,868                      |
| 2)   | 0           |                |                           |                            |
| 3)   | 0           |                |                           |                            |
| Total Required Minimum Match - Cash                    | 21,897      | 10,668         | 9,361                     | 1,868                      |
| Required Minimum Match - In-Kind                       |             |                |                           |                            |
| 1)   | 0           |                |                           |                            |
| 2)   | 0           |                |                           |                            |
| 3)   | 0           |                |                           |                            |
| Total Required Minimum Match - In-Kind                 | 0           | 0              | 0                         | 0                          |
| B. Total Required Minimum Match (cash + in-kind)       | 21,897      | 10,668         | 9,361                     | 1,868                      |
| C. Subtotal, Fed/State/Required Match Revenue          | 218,968     | 106,679        | 93,606                    | 18,683                     |
| D. USDA Cash Subsidy/Commodity Valuation               | 0           |                |                           |                            |
| E. OAA Title V Worker Wages, Fringe Benefits           | 0           |                |                           |                            |
| Local Cash, Non-Match                                  |             |                |                           |                            |
| 1) County General Fund                                 | 0           |                |                           |                            |
| 2)   | 0           |                |                           |                            |
| 3)   | 0           |                |                           |                            |
| 4)   | 0           |                |                           |                            |
| F. Subtotal, Local Cash, Non-Match                     | 0           | 0              | 0                         | 0                          |
| Other Revenues, Non-Match                              |             |                |                           |                            |
| 1) Donations   | 0           |                |                           |                            |
| 2) State In-Home                                       | 0           |                |                           |                            |
| 3)   | 0           |                |                           |                            |
| G. Subtotal, Other Revenues, Non-Match                 | 0           | 0              | 0                         | 0                          |
| Local In-Kind Resources (includes Volunteer Resources) |             |                |                           |                            |
| 1)   | 0           |                |                           |                            |
| 2)   | 0           |                |                           |                            |
| 3)   | 0           |                |                           |                            |
| H. Subtotal, Local In-kind Resources, Non-Match        | 0           | 0              | 0                         | 0                          |
| I. Client Program Income                               | 500         | 0              | 0                         | 500                        |
| J. Total Projected Revenues (Sum I C,D,E,F,G)          | 219,468     | 106,679        | 93,606                    | 19,183                     |
| Percent of Grand Total                                 | 100%        | 48.61%         | 42.65%                    | 8.74%                      |

HCCBG Budget  
 Division of Aging  
 Service Cost Computation Worksheet 3/99

| II. Line Item Expense  | Grand Total    | Admin Cost    | Adult Day Care | Home II-Personal | Home III-Personal Care |
|--|----------------|---------------|----------------|------------------|------------------------|
| Staff Salary From Labor Distribution Schedule                              | //////////     | //////////    | //////////     | //////////       | //////////             |
| 1) Full-time Staff   | 78,740         | 5,000         | 0              | 58,765           | 14,975                 |
| 2) Part-time staff (do not include Title V workers)                        | 0              | 0             | 0              | 0                | 0                      |
| <b>A Subtotal, Staff Salary</b>  | <b>78,740</b>  | <b>5,000</b>  | <b>0</b>       | <b>58,765</b>    | <b>14,975</b>          |
| Fringe Benefits  | //////////     | //////////    | //////////     | //////////       | //////////             |
| 1) FICA  | 0              | 0             | 0              | 0                | 0                      |
| 2) Health Ins.   | 0              | 0             |                |                  |                        |
| 3) Retirement  | 0              | 0             |                |                  |                        |
| 4) Unemployment Insurance  | 0              | 0             |                |                  |                        |
| 5) Worker's Compensation   | 0              | 0             |                |                  |                        |
| 6) Other (Longevity)   | 0              |               |                |                  |                        |
| <b>B Subtotal, Fringe Benefits</b>   | <b>0</b>       | <b>0</b>      | <b>0</b>       | <b>0</b>         | <b>0</b>               |
| Local In-Kind Resources, Non-Match   | //////////     | //////////    | //////////     | //////////       | //////////             |
| 1)   | 0              |               |                |                  |                        |
| 2)   | 0              |               |                |                  |                        |
| 3)   | 0              |               |                |                  |                        |
| <b>C Subtotal, Local In-Kind Resources Non-M</b>                           | <b>0</b>       | <b>0</b>      | <b>0</b>       | <b>0</b>         | <b>0</b>               |
| <b>D OAA Title V Worker Wages, Fringe Benefit</b>                          | <b>0</b>       | <b>0</b>      | <b>0</b>       | <b>0</b>         | <b>0</b>               |
| Travel   | //////////     | //////////    | //////////     | //////////       | //////////             |
| 1) Per Diem  | 0              | 0             |                |                  |                        |
| 2) Mileage Reimbursement   | 4,099          | 0             |                | 591              | 3,508                  |
| 3) Other Travel Cost   | 0              |               |                |                  |                        |
| <b>E Subtotal, Travel</b>  | <b>4,099</b>   | <b>0</b>      | <b>0</b>       | <b>591</b>       | <b>3,508</b>           |
| General Operating Expenses   | //////////     | //////////    | //////////     | //////////       | //////////             |
| 1) Service Contracts   | 136,629        |               | 106,679        | 29,950           |                        |
| 2) Rent, Utilities, Supplies   | 0              |               |                |                  |                        |
| 3) ARMS COST   | 0              |               |                |                  |                        |
| 4) Postage, Dues, Subscriptions  | 0              |               |                |                  |                        |
| 5) Advertising   | 0              |               |                |                  |                        |
| 6) In Home Aide Level II and III RN assessments                            | 0              |               |                |                  |                        |
| 7) Program Supplies  | 0              |               |                |                  |                        |
| 8) Caterer   | 0              |               |                |                  |                        |
| <b>F Subtotal, General Operating Expenses</b>                              | <b>136,629</b> | <b>0</b>      | <b>106,679</b> | <b>29,950</b>    | <b>0</b>               |
| <b>G Subtotal, Other Admin. Cost Not Allocated in Lines II.A through F</b> | //////////     | //////////    | //////////     | //////////       | //////////             |
| <b>H. Total Proj. Expenses Prior to Admin. Distr</b>                       | <b>219,468</b> | <b>5,000</b>  | <b>106,679</b> | <b>89,306</b>    | <b>18,483</b>          |
| <b>I. Distribution of Administrative Cost</b>                              | //////////     | <b>-5,000</b> | <b>0</b>       | <b>4,300</b>     | <b>700</b>             |
| <b>J. Total Proj. Expenses After Admin. Distribu</b>                       | <b>219,468</b> | //////////    | <b>106,679</b> | <b>93,606</b>    | <b>19,183</b>          |

HCCBG Budget  
 Service Cost Computation Worksheet  
 Division of Aging

| III. Computation of Rates                           | Grand Total  | Adult Day Care | Home II-Personal Care | Home III-Personal Care |
|---|--------------|----------------|-----------------------|------------------------|
| <b>A. Computation of Unit Cost Rate:</b>            |              |                |                       |                        |
| 1. Total Expenses (equals line II.J)                | 219,468      | 106,679        | 93,606                | 19,183                 |
| 2. Total Projected Units                            |              | 3,310          | 4,775                 | 979                    |
| 3. Total Unit Cost Rate                             |              | 32.2293        | 19.6034               | 19.5945                |
| <b>B. Computation of Reimbursement Rate:</b>        |              |                |                       |                        |
| 1. Total Revenues (equals line I.J)                 | 219,468      | 106,679        | 93,606                | 19,183                 |
| 2. Less: USDA (equals line I.D)                     | 0            | 0              | 0                     | 0                      |
| Title V (equals line I.E and II.D)                  | 0            | 0              | 0                     | 0                      |
| Non Match In-Kind (equals line I.F)                 | 0            | 0              | 0                     | 0                      |
| 3. Revenues Subject to Unit Reimbursement           | 219,468      | 106,679        | 93,606                | 19,183                 |
| 4. Total Projected Units (equals line III.A.2)      |              | 3,310          | 4,775                 | 979                    |
| 5. Total Reimbursement Rate                         |              | 32.2293        | 19.6034               | 19.5945                |
| <b>C. Units Reimbursed Through HCCBG</b>            | <b>9,038</b> | <b>3,310</b>   | <b>4,775</b>          | <b>953</b>             |
| <b>D. Units Reimbursed Through Program Income</b>   | <b>26</b>    | <b>0</b>       | <b>0</b>              | <b>26</b>              |
| <b>E. Units Reimbursed Through Remaining Income</b> | <b>0</b>     | <b>0</b>       | <b>0</b>              | <b>0</b>               |
| <b>F. Total Units Reimbursed/Total Projected</b>    | <b>9,064</b> | <b>3,310</b>   | <b>4,775</b>          | <b>979</b>             |

|         |         |         |
|---------|---------|---------|
| 106679  | 93606   | 19183   |
| 3310    | 4775    | 979     |
| 32.2293 | 19.6034 | 19.5945 |
| 106679  | 93606   | 18683   |
| 3310    | 4775    | 953     |
| 32.2293 | 19.6034 | 19.6044 |

\* The Division of Aging ARMS deducts reported program income from reimbursement paid to providers. Line III.D indicates the number of units that will have to be produced in addition to those stated on line III.C in order to earn the net revenues stated on line I.C.



**Home and Community Care Block Grant for Older Adults  
County Funding Plan**

**Methodology to Address Service Needs of Low-income Minority Elderly and Rural Elderly**

(Older American Act, Section 306 (a) (5) (A) (ii))

**Community Service Provider:** Union County Department of Social Services

**County:** Union

**July 1, 2008 through June 30, 2009**

The Older Americans Act requires that the service provider attempt to provide services to low-income minority individuals in accordance to their need for aging services. The community service provider shall specify how the service needs of low-income minority elderly and rural elderly will be met through the services identified on the Provider Services Summary (DOA-732). This narrative shall address outreach and service delivery methodologies that will ensure that this target population is adequately served and conform to specific objectives established by the Area Agency on Aging for providing services to low-income minority individuals. Additional pages may be used as necessary.

**GOAL:**

Union County Department of Social Services seeks to identify all persons age 60 and over in Union County. Union County Department of Social Services defines and assesses the needs of seniors by representation on the HCCBG providers committee. Through the Union County Older Adult Interagency Council there is close communication and cooperation with agencies such as Council on Aging. The department also participates in a monthly multidisciplinary team. All these activities assist in reaching low income and minority older adults.

Our agency staff participates in the Senior Center Outreach Program. This program takes information and programs to four outlying communities for a one day a month program. Low income and minorities have been the targeted population.

All Union County Department of Social Services Intake Social Workers are thoroughly familiar with all programs available to serve older persons, especially those who are minority or low income. Intake workers provide information and make referrals as appropriate.

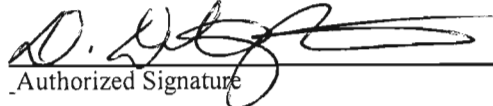
**Home and Community Care Block Grant for Older Adults  
Community Service Provider  
Standard Assurances**

Union County DSS agrees to provide services through the Home and Community Care Block Grant as specified on the Provider Services Summary (DOA-732) in accordance with the following:

1. Services shall be provided in accordance with requirements set forth in:
  - a) The County Funding Plan;
  - b) The Division of Aging and Adult Services Home and Community Care Block Grant Procedures Manual for Community Service Providers; and
  - c) The Division of Aging Services Standards Manual, Volumes I through IV

Community service providers shall monitor any contracts with providers of Block Grant services and take appropriate measures to ensure that services are provided in accordance with the aforementioned documents.

2. Priority shall be given to providing services to those older persons with the greatest economic or social needs, with particular attention to low-income minority individuals. The service needs of low-income minority elderly will be addressed in the manner specified on the Methodology to Address Service Needs of Low-Income Minority Elderly format (DOA-733).
3. The following service authorization activities will be carried out in conjunction with all services provided through the Block Grant:
  - a) Eligibility determination;
  - b) Client intake/registration;
  - a) Client assessment/reassessments and quarterly visits, as appropriate; d) Determining the amount of services to be received by the client; and e) Reviewing cost sharing/voluntary contributions policies with eligible clients.
4. All licenses, permits, bonds, and insurance necessary for carrying out Block Grant Services will be maintained by the community service provider and any contracted providers.
5. As specified in 45 CFR 92.36 (b) (11), community service providers shall have procedures for settling all contractual and administrative issues arising out of procurement of services through the Block Grant. Community service providers shall have procedures governing the evaluation of bids for services and procedures through which bidders and contracted providers may appeal or dispute a decision made by the community service provider.
6. Applicant/Client appeals shall be addressed as specified in Section 7 of the Division of Aging Home and Community Care Block Grant Manual for Community Service providers, dated February 17, 1997.
7. Community service providers are responsible for providing or arranging for the provision of required local match, as specified on the Provider Services Summary. (DOA-732). Local match shall be expended simultaneously with Block Grant funding.
8. Providers expending \$300,000 or more in federal financial assistance through the Home and Community Care Block Grant, or in combination with other federal funding shall receive an annual independent audit which meets the requirements of the Division of Aging Program Audit Guide for Aging services, applicable North Carolina General Statutes and Local Government Commission requirements, and OMB Circular A-133. For-profit community service providers shall have an annual compliance audit which meets the requirements of A-133. The audit shall be performed within nine (9) months of the close of the providers' fiscal year. Upon completion of the audit, non-profit and for-profit providers shall provide a copy of the audit report and any opinion letter simultaneously to the County and the Area Agency. Federal funds will not reimburse the cost of a single audit if the total of all federal funds expended by the provider is less than \$300,000.
9. Compliance with Equal Employment Opportunity and Americans with Disabilities Act requirements, as specified in paragraph fourteen (14) of the Agreement for the Provision of County Aging-Based Services (DOA-735) shall be maintained.
10. Providers In-Home Aide, Home Health, Housing and Home Improvement, and Adult Day Care or Adult Day Health Care shall sign and return the attached assurance to the area agency on aging indicating that recipients of these services have been informed of their client rights, as required in Section 314 of the 1992 Amendments to the Older Americans Act.

  
Authorized Signature

4/24/08  
Date



**Standard Assurance To Comply with Older Americans Act  
Requirements Regarding Clients Rights  
For  
Agencies Providing In-Home Services through the  
Home and Community Care Block Grant for Older Adults**

As a provider of one or more of the services listed below, our agency agrees to notify all Home and Community Care Block Grant clients receiving any of the below listed services provided by this agency of their rights as a service recipient. Services in this assurance include:

- In-Home Aide
- Home Care (home health)
- Housing and Home Improvement
- Adult Day Care or Adult Day Health Care

Notification will include, at a minimum, an oral review of the information outlined below as well as providing each service recipient with a copy of the information in written form. In addition, providers of in-home services will establish a procedure to document that client rights information has been discussed with in-home services clients (e.g. copy of signed Client Bill of Rights statement).

Clients Rights information to be communicated to service recipients will include, at a minimum, the right to:

- be fully informed, in advance, about each in-home service to be provided and any change and any change in service(s) that may affect the wellbeing of the participant;
- participate in planning and changing any in-home service provided unless the client is adjudicated incompetent;
- voice a grievance with respect to service that is or fails to be provided, without discrimination or reprisal as a result of voicing a grievance;
- confidentiality of records relating to the individual;
- have property treated with respect; and
- be fully informed both orally and in writing, in advance of receiving an in-home service, of the individual's rights and obligations.

Client Rights will be distributed to, and discussed with, each new client receiving one or more of the above listed services prior to the onset of service. For all existing clients, the above information will be provided no later than the next regularly scheduled service reassessment.

Agency Name: Union County Department of Social Services

Name of Agency Administrator: D. Dontae Latson, Administrator

Signature:  Date: 4/15/08

(Please return this form to your Area Agency on Aging and retain a copy for your files.)

## CLIENT/PATIENT RIGHTS

1. You have the right to be fully informed of all your rights and responsibilities as a client/patient of the program.
2. You have the right to appropriate and professional care relating to your needs.
3. You have the right to be fully informed in advance about the care to be provided by the program.
4. You have the right to be fully informed in advance of any changes in the care that you may be receiving and to give informed consent to the provision of the amended care.
5. You have the right to participate in determining the care that you will receive and in altering the nature of the care as your needs change.
6. You have the right to voice your grievances with respect to care that is provided and to expect that there will be no reprisal for the grievance expressed.
7. You have the right to expect that the information you share with the agency will be respected and held in strict confidence, to be shared only with your written consent and as it relates to the obtaining of other needed community services.
8. You have the right to expect the preservation of your privacy and respect for your property.
9. You have the right to receive a timely response to your request for service.
10. You shall be admitted for service only if the agency has the ability to provide safe and professional care at the level of intensity needed.
11. You have the right to be informed of agency policies, changes, and costs for services.
12. If you are denied service solely on your inability to pay, you have the right to be referred elsewhere.
13. You have the right to honest, accurate information regarding the industry, agency and of the program in particular.
14. You have the right to be fully informed about other services provided by this agency.

AGENDA ITEM

# 66

MOTION DATE 5/19/08

# RACE AGAINST TIME: Planning for the Future

The Union County Home and Community Care Block  
Grant Strategic Planning Committee takes an in-depth  
look at

Housing, Transportation, and  
Long Term Care Planning

# Basic Demographics of Older Adults in Union County

- The 2008 projection of adults over the age of 60 in Union County alone is 23,223.
- A staggering 20% of the county residents are a part of the Baby Boom generation: the next generation to become older adults
- 24.2% of these older adults are living with a disability which compromises their independence, both in living situations and transportation needs

# Facts and Figures

- Current number of LTC beds in Union County is 1029
- \$23,955,916 in Medicaid spent in Union County for persons over 60 during FY 07
- 9% of adults 60+ years old in Union County live below the poverty level
- 24.3% of adults 75+ years are without a car, and require alternate means of transportation



# VISION

Union County will be a healthy, caring, and secure community that fosters independence for all older adults.

# MISSION

Union County will provide a quality of life that assures availability of essential needs that are accessible and affordable to ensure independence for all older adults.

# GUIDING PRINCIPLES

- Aging in Place Respecting Personal Choices
- Safe Healthy Friendly Community



# Three Priority Issues

- Safe and Affordable Housing
- Transportation
- Financial Planning for Long Term Care

# Survey Findings

Basic Demographics of the 624 respondents:

- 1% - Under age 50
- 6% - 51-60 years
- 28% - 61-70 years
- 37% - 71-80 years
- 24% - Above 81
- 25 % Males and 70% Females
- 76% - Caucasian; 13% - African American;
  - 11% - Other



# Transportation for Older Adults in Union County: the results

- 78% of respondents were aware of the public transportation available in Union County
- 78% drive their own vehicle
- Only 18% of those surveyed rely on public transportation, family or friends
- Primary Public Transportation needs:  
55% for medical appts, 43% for shopping, 29% for recreation activities, and 10% for education/employment purposes



# Senior Housing in Union County

- 83% of those surveyed own their own home
- Just 21% believe they will have to move from their current home, for a multitude of reasons
  - 20% indicated a smaller home would be the primary reason for moving and 13% expressed concerns about maintaining their home as the primary reasons for moving
  - 15% expressed concerns about safety as a primary reason for moving
  - 45% would be interesting in moving to a retirement community if affordable



# Financing Long Term Care

- 48% of the respondents do not know how they will pay for Long Term Care
- Knowing that LTC may cost up to \$6000/month, 51% of these older adults still believe that Social Security will cover their expense, **Note that the average monthly Social Security check for those in Union County is approximately \$813.**
- 28% believe Medicaid services will be one of their sources for funding Long Term Care
- 46% have Savings/Investments or a Retirement Check that can be used to supplement their income
- 16% have Long Term Care Insurance



## NEXT STEPS

- Continue analysis of the survey
- Convene a community forum
- Develop implementation strategies
- Complete a full report

# FY 09 SERVICES

|                                      |           |
|--------------------------------------|-----------|
| In Home Aide Respite                 | \$32,638  |
| In Home Aide Home Management         | \$85,169  |
| In Home Aide Personal Care Level II  | \$89,088  |
| In Home Aide Respite Level II        | \$47,774  |
| Information and Assistance           | \$34,959  |
| Transportation                       | \$103,124 |
| Congregate Meals                     | \$42,078  |
| Home Delivered Meals                 | \$112,441 |
| Adult Day Care                       | \$96,011  |
| In Home Aide Personal Care Level II  | \$84,245  |
| In Home Aide Personal Care Level III | \$16,815  |

# Community Service Providers

Council on Aging in Union County  
Union County Nutrition and Transportation  
Union County Department of Social Services



# Union County Board of Commissioners May 19, 2008

**Carl Armato – President and CEO of the Southern Piedmont Region**

**Mark Billings –President, Presbyterian Hospital Matthews and  
COO of Presbyterian Healthcare South**

**Roland Bibeau – Senior Director of Growth & Development and Administrator of  
Presbyterian Medical Plaza Monroe**

**Fred Hargett – Senior Vice President of Financial Planning and Analysis**



# Remarkable Patient Experience

It was easy to get my care and the whole process was straightforward

Access & Efficiency

Quality and Safety

I felt safe and have absolute confidence that I got the best care available

Caring & Service

I felt like the people at Novant really listened and cared about me

## *Novant Health and the Union County Community*

- American Red Cross
- Union County Public Health Department
- Hospice of Union County
- Healthquest
- Affordable Healthcare Committee



# Presbyterian) HEALTHCARE

*Remarkable People. Remarkable Medicine.*

## Presbyterian Medical Plaza Monroe



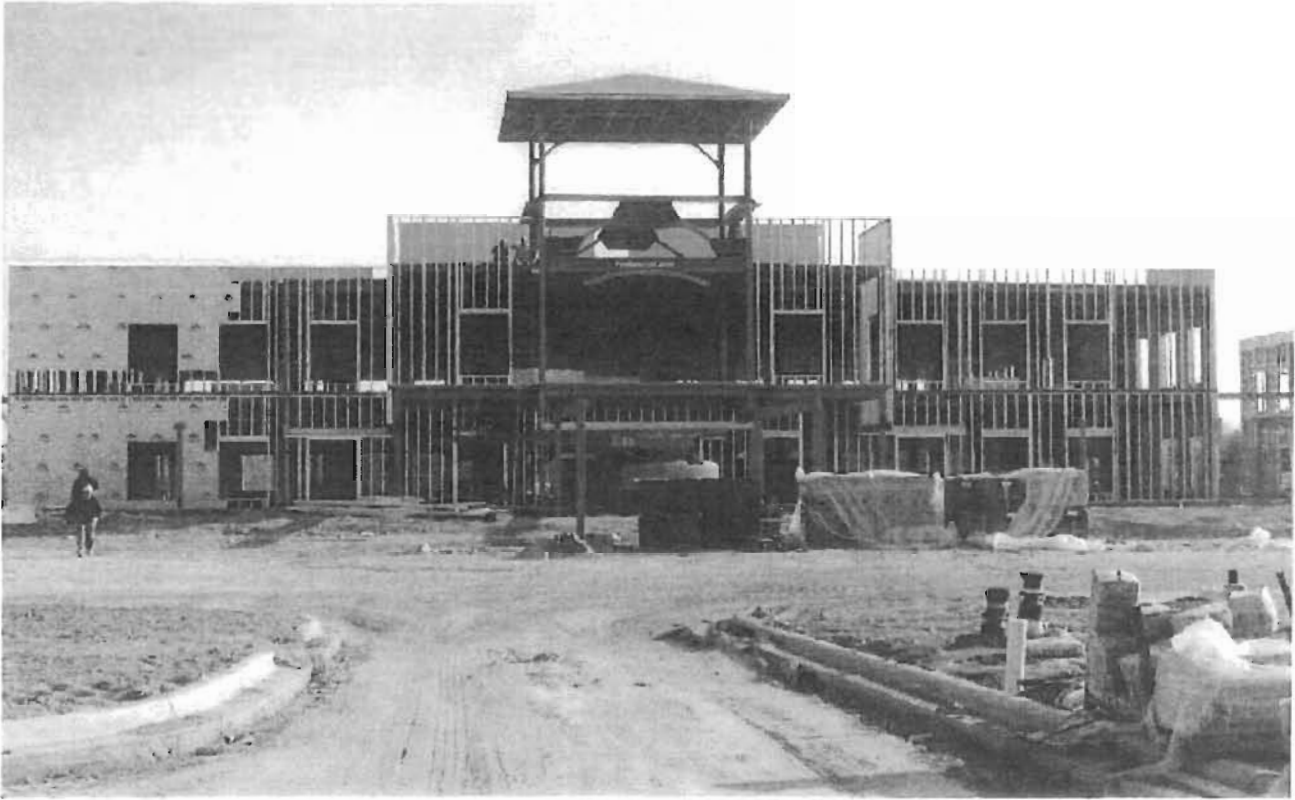
Presbyterian Medical Plaza  
The Park at Monroe      Monroe, North Carolina  
Fair Creek Capital, Inc.      100% Acquired      100% Single Tenant

**Building A  
(Center)  
2000 Wellness Boulevard  
Monroe, NC 28110**

- Ambulatory Surgery Center
- Diagnostic Imaging Center
- CVI/Wellness
- Laboratory Services (Carilion)
- Physician Timeshare
- Urgent Care



Building A.



**Building B  
(Left of Center)  
1995 Wellness Boulevard  
Monroe, NC 28110**

- Primary Care
- Specialty Physician Services



Building B.





**Building C  
(Right of Center)  
1994 Wellness Boulevard  
Monroe, NC 28110**

- Center for Child and Adolescent Medicine
  - Garnet D. Maharajh, MD
  - Kristin K. Strange, MD
  - G. Philip Thevaos, MD
  - Christine D. Twerdi, MD
- Cornerstone ENT
- Dental Practice



Building C.



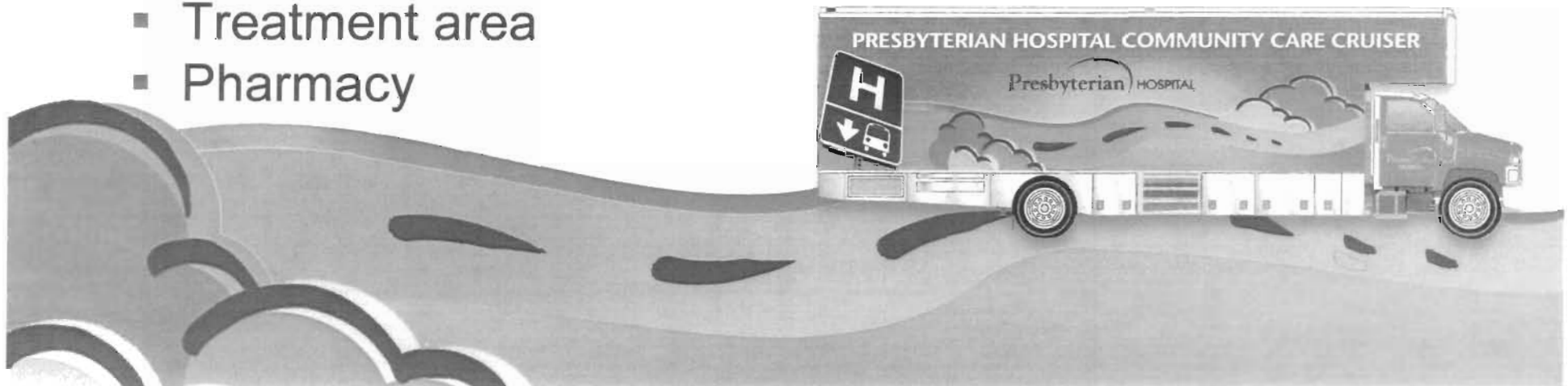


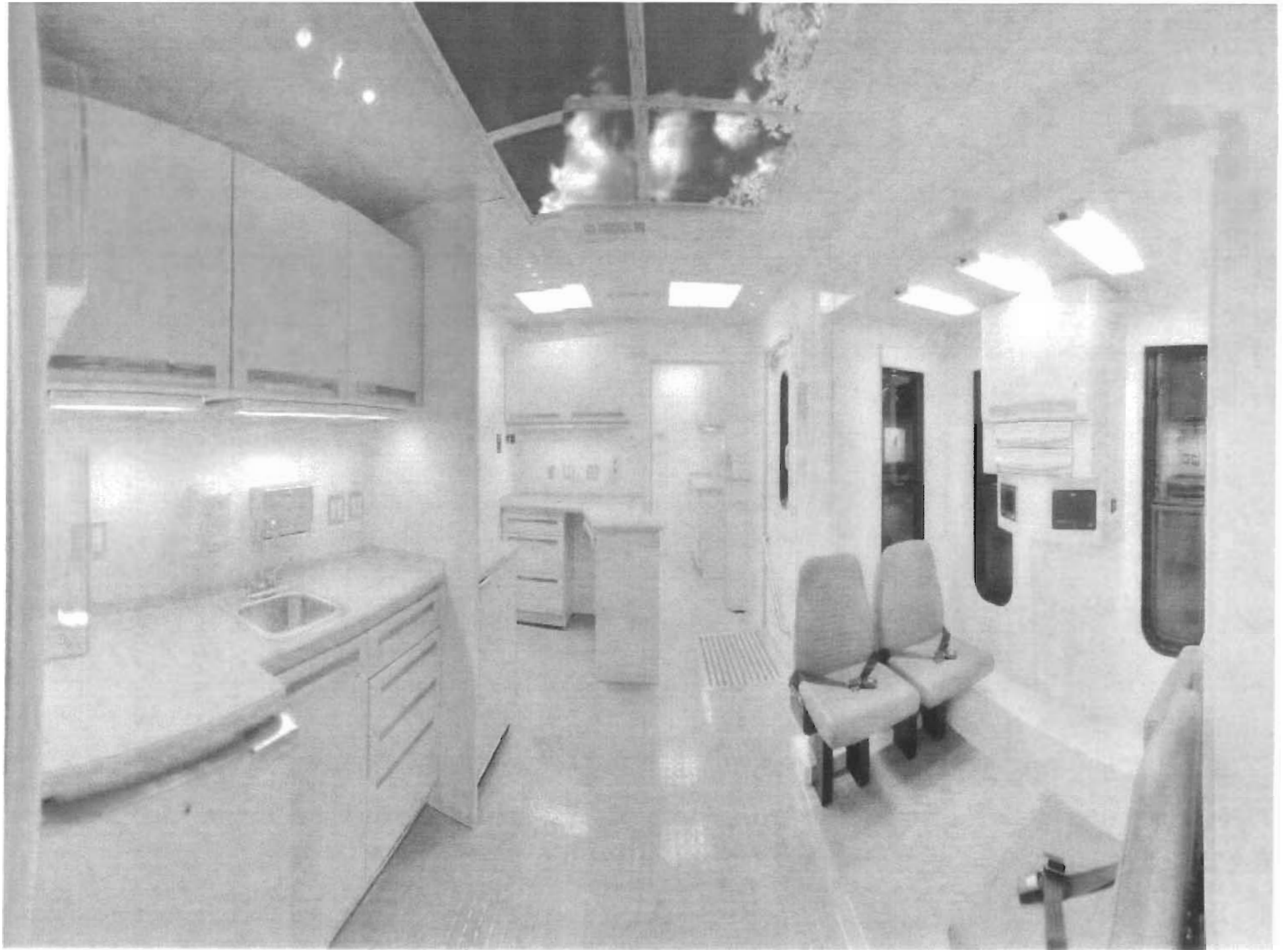
## Community Care Cruiser Team:

- Medical Director
- RN Program Coordinator
- Pediatric Family Nurse Practitioner
- Social Worker
- EMT

## Amenities:

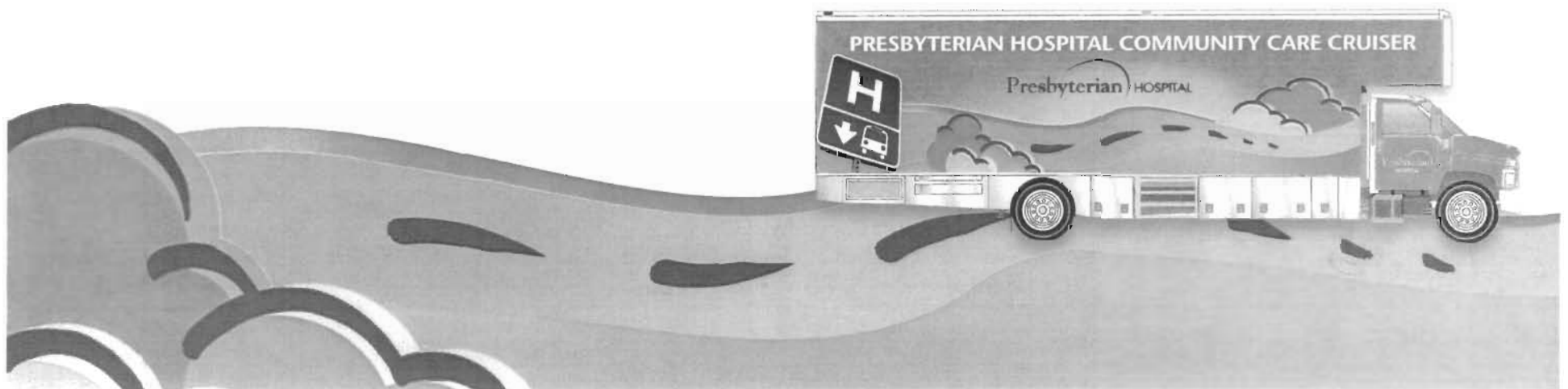
- Reception Area (video and TV)
- 2 private exam rooms
- Meeting Room
- Treatment area
- Pharmacy





# Monroe Site

- J. Ray Shute Center – 506 Green Street
- Begins May 12<sup>th</sup>, 2008
- 2<sup>nd</sup> Monday of Every Month
- 9 am – 3 pm
- No Appointment Required





Presbyterian HEALTHCARE



**Fred Hargett**

**Senior Vice President  
of Financial Planning and Analysis**





## Novant Health Financial Assistance for Uninsured

- Charity program provides free care to uninsured patients with incomes up to 300% FPL, with 100% write-off.
- Uninsured patients with income over 300% FPL are eligible for a self-pay discount.
- Any patient (even with health insurance) with a balance over \$5,000 and income over 300% FPL is eligible for a catastrophic discount.
- Any patient is eligible for an individualized payment plan based on the amount due and the patient's financial status, with terms extending up to five years. No interest, unless appropriate.

## *Novant's Charity Care Program*

| Family Size | Write-Off Income |
|-------------|------------------|
| 1           | \$31,200         |
| 2           | \$42,000         |
| 3           | \$52,800         |
| 4           | \$63,600         |
| 5           | \$74,400         |
| 6           | \$85,200         |

# QUESTIONS?



Presbyterian Medical Plaza  
1500 E. 17th Avenue  
Denver, CO 80202  
303.733.1000



**UNION COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date: May 5, 2008**

**Action Agenda Item No. 84**  
(Central Admin. use only)

**SUBJECT:** Installation of Sidewalk @ Fred Kirby Park

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**DEPARTMENT:** Parks & Recreation      **PUBLIC HEARING:** No

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|  |   |
|--|---|
| <b>ATTACHMENT(S):</b><br>Memorandum to BOCC<br>Copy of Deed<br>Map | <b>INFORMATION CONTACT:</b><br>Wanda Smith        |
|  | <b>TELEPHONE NUMBERS:</b><br>704-843-3919 ext. 27 |

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**DEPARTMENT'S RECOMMENDED ACTION:** Agree in principle with settlement of a disputed deed provision whereby Parks and Recreation agrees to install sidewalk at Fred Kirby Park and to pay to the property grantor an amount equivalent to the cost of curb and gutter for such sidewalk in lieu of installing curb and gutter.

**BACKGROUND:** Conveyance of 17.44 acres of land to Union County by N.A. Mathisen took place in 1994. The terms and conditions of the Deed included installation of a 5' sidewalk with curb and gutter on Park Property. Mr. Mathisen has agreed to the installation of a 5' sidewalk without curb and gutter if the difference between the two bids is provided to him for further installation of additional sidewalks in the area.

**FINANCIAL IMPACT:** Anticipated funds have been identified in the current budget to cover this expenditure. However, bids will be required to provide an exact amount required.

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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 PARKS & RECREATION DEPARTMENT  
CANE CREEK PARK**

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5213 HARKEY ROAD, WAXHAW, NORTH CAROLINA 28173  
PHONE • 704-843-3919 FAX • 704-843-4046  
WANDA M. SMITH, DIRECTOR

**MEMORANDUM**

**TO: UNION COUNTY BOARD OF COMMISSIONERS**

**VIA: LYNN WEST, CLERK TO THE BOARD**

**FROM: WANDA SMITH, DIRECTOR** *Wanda Smith*  
**PARKS AND RECREATION**

**DATE: APRIL 21, 2008**

**RE: DEED NO. 029174 BK 724 PGS 054-056**  
**SIDEWALK INSTALLATION @ FRED KIRBY PARK**

The conveyance of 17.44 acres of land by N.A. Mathisen and wife Margie T. Mathisen to Union County took place on 6/14/1994 and was recorded with the Register of Deeds Office on 7/11/94. Exhibit A (see attached copy), which is attached to the Deed and recorded with the Register of Deeds Office, includes terms and conditions. There are two outstanding terms and conditions remaining from the conveyance of this property in 1994.

Two shelters which are included in this year's budget are to be purchased within the next two months and will be installed after the first of the fiscal year. The last term and condition is sidewalk installation along Lake Park Road on Fred Kirby Park property.

Item #8 of Exhibit A states "The County will install a curb and gutter with 5-foot sidewalk along its side of Lake Park Road to the beginning of the existing curb and gutter during the Part B portion of its development schedule (Paragraph 1)." Though the Deed stipulates install curb and gutter, Mr. Mathisen has agreed to accept 5-foot sidewalk without curb and gutter being installed by Union County. The balance of the estimated cost for the curb and gutter would be accepted in payment by Mr. Mathisen, as completion of the sidewalk project. This modification to the Deed would be prepared by the County Attorney and recorded with the Register of Deeds Office and the execution of this modification has been agreed to by Mr. Mathisen.

Senior County Management has reviewed this process and recommends to the Board the completion of this project as stated above. Anticipated funds have been identified in the current budget to cover this expenditure. We will advertise for bids on this project upon BOCC approval of this concept.

cc: Richard Black, Interim County Manager  
Matthew Delk, Assistant County Manager  
Kai Nelson, Finance Director

EXHIBIT A

BK 724 PRO 56

(To Malhisen - Union County Conveyance)

Conveyance of 17.44 Acres by N. A. Malhisen and wife Margie T. Malhisen to Union County is subject to the following terms and conditions:

1. Development Schedule:  
Part A 1994: Athletic Fields, Building, Parking  
Part B 1995: Shelters & Trails, Lake Park Road Improvements  
Part C 1996: Lighting for night use
2. The property may only be used for recreational purposes under agreement with the Land and Water Conservation Grant requirements.
3. Site and Building Plans will be subject to the approval of The Malhisen Company, its heirs or assigns.
4. Vehicle access will be restricted to Faith Church Road with pedestrian sidewalk access to Lake Park Road.
5. No activities will be conducted or permitted beyond 10:00 PM, except for special events subject to the approval of The Malhisen Company, its heirs or assigns. All vehicle entry points shall have gates that will be locked during hours when the park is not open.
6. No alcoholic beverages will be permitted on the property.
7. Development of the park will not restrict use of adjacent properties in any way.
8. The County will install a curb and gutter with 5-foot sidewalk along its side of Lake Park Road to the beginning of the existing curb and gutter during the Part B portion of its development schedule (Paragraph 1).
9. Union County shall assume maintenance of the property upon conveyance to County.
10. The Lake Park Homeowners Association and/or The Malhisen Company shall have the right to install seasonal decorations as appropriate and in a manner that would not interfere with the intended uses of the park.
11. Union County agrees to permit the property to be included in the corporate limits of a municipality called "Village of Lake Park" if such becomes incorporated under the laws of the State of North Carolina.

NAME  
MTM







**UNION COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**  
Meeting Date: May 19, 2008

Action Agenda Item No. 10  
(Central Admin. use only)

**SUBJECT:** Resolution To Intervene

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**DEPARTMENT:** Public Works                      **PUBLIC HEARING:** Choose one....

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**ATTACHMENT(S):** Resolution                      **INFORMATION CONTACT:** Christie Putnam

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**TELEPHONE NUMBERS:**  
704.296.4212

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**DEPARTMENT'S RECOMMENDED ACTION:** Consider Adopting Resolution

**BACKGROUND:** Alcoa is in the process of obtaining a license from FERC to opporate a series of dams along the Yadkin River. Consideration was not given to current or future water supply projects and there was no public involvement process. This resolution is requesting the Governor intervene to ensure all user interest are protected.

**FINANCIAL IMPACT:** None

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

\_\_\_\_\_

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

\_\_\_\_\_

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

\_\_\_\_\_

\_\_\_\_\_

**RESOLUTION REQUESTING THE GOVERNOR OF NORTH CAROLINA INTERVENE  
IN AND OPPOSE THE APPLICATION TO THE FEDERAL ENERGY REGULATORY  
COMMISSION BY ALCOA FOR A FIFTY YEAR LICENSE TO CONTROL THE  
WATERS OF THE YADKIN RIVER AND ITS LAKES AND TRIBUTARIES**

**WHEREAS**, Union County is located within the Yadkin-Pee Dee Watershed; and

**WHEREAS**, the citizens of Union County are exploring availability of potable water from the Yadkin River; and

**WHEREAS**, Aluminum Company of America ("Alcoa") currently holds a Federal Energy Regulatory Commission ("FERC") license which gives it near total control over the waters of the Yadkin River and its lakes and tributaries for the sole purpose of generating electricity for sale on the open market; and

**WHEREAS**, the current license held by Alcoa is set to expire in April of 2008 and Alcoa is currently applying to FERC to grant it another license which would give it control over the Yadkin River and its lakes and tributaries for the next 50 years; and

**WHEREAS**, the application submitted by Alcoa did not solicit input and does not take into account operational requirements necessary to address multiple uses of the Yadkin River, including potable water supply; and

**WHEREAS**, the citizens of Union County and North Carolina are dependent upon their government to act in their best interest and to protect our water and natural resources which we depend on to meet our basic needs as well as continued community and economic development.

**NOW, THEREFORE, BE IT RESOLVED**, that the Union County Board of Commissioners thanks the Honorable Michael F. Easley, Governor of the State of North Carolina, for his timely intervention in the ongoing licensing process and further requests that for the foregoing reasons, and for the benefit of, the citizens of Union County and North Carolina, that he continue to intervene in the ongoing licensing process before FERC in opposition of a 50 year license being granted to Alcoa.

**UNION COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

Meeting Date: May 19, 2008

Action Agenda Item No. 1/a/b  
(Central Admin. use only)

**SUBJECT:** Presentation of 2009 Operating Budget

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

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**ATTACHMENT(S):**

**INFORMATION CONTACT:**

Dick Black  
Kai Nelson

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**TELEPHONE NUMBERS:**

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**DEPARTMENT'S RECOMMENDED ACTION:** Receive 2009 Recommended Budget and Establish Budget Calendar

**BACKGROUND:** The Interim County Manager will be presenting an overview of the 2009 Recommended Budget, major initiatives included in the budget and factors influencing resource decisions.

A proposed calendar for budget reviews is provided below for the Commission's consideration.

Monday, May 19 - Deliver Budget and receive presentation regarding major factors affecting the budget recommendation.

Wednesday, May 28 - Work session #1 - General Government

Monday, June 2 - Budget public hearing

Wednesday, June 4 - Work session #2 - Public Safety, Economic and Physical Development, Human Services

Tuesday, June 10 - Work session #3 - Education, Cultural and Recreational

Thursday, June 12 - Work session #4 - Proprietary & Other Funds, Consensus budget ordinance

Monday, June 16 - Adopt Budget

**FINANCIAL IMPACT:** NA

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

**UNION COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date: May 19, 2008**

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

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**SUBJECT:** Announcements of Vacancies on Boards and Committees

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**DEPARTMENT:** Board of  
Commissioners

**PUBLIC HEARING:** No

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**ATTACHMENT(S):**

**INFORMATION CONTACT:**

Lynn G. West  
Clerk to the Board

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**TELEPHONE NUMBERS:**

704/283-3853

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**DEPARTMENT'S RECOMMENDED ACTION:** Announce vacancies

**BACKGROUND:** Vacancies exist on the following Boards and Committees:

- a. Juvenile Crime Prevention Council (JCPC): 1) District Attorney or Designee; 2) Substance Abuse Professional; 3) Two Persons Under Age of 18; and 4) Juvenile Defense Attorney
- b. Adult Care Home Community Advisory Committee
- c. Union County Home and Community Care Block Grant Advisory Committee (Vacancy as of December 2007)
- d. Nursing Home Advisory Committee
- e. Board of Health (Vacancy as of January 2008 for a Licensed Optometrist)
- f. Centralina Council of Governments - Comprehensive Economic Development Commission
- g. Centralina Workforce Development Board - Vacancies for terms beginning July 1, 2008 representing: Vocational Rehabilitation and Community Based Organizations
- h. Agricultural Advisory Board - (3 Vacancies as of June 2008)
- i. Region F Aging Advisory Board (Vacancy for Alternate Member as of June 30, 2008)
- j. South Piedmont Community College (SPCC) Board of Trustees (1 Vacancy as of June 30, 2008)
- k. Social Services Board (1 Vacancy as of June 2008)

**FINANCIAL IMPACT:**

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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: May 19, 2008**

**Action Agenda Item No.** 13a & b  
(Central Admin. use only)

**SUBJECT:** Appointments to Boards and Committees

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**DEPARTMENT:** Board of  
Commissioners

**PUBLIC HEARING:** No

**ATTACHMENT(S):**  
Information from Boards and  
Committees Book

**INFORMATION CONTACT:**  
Lynn G. West  
Clerk to the Board

**TELEPHONE NUMBERS:**  
704/283-3853

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**DEPARTMENT'S RECOMMENDED ACTION:** Consider appointments

**BACKGROUND:** Vacancies exist on the following Boards and Committees:

- a. Planning Board - 1 vacancy representing Sandy Ridge Township  
Two applications received: Don Kerr and Ken Evans
- b. Union County Home and Community Care Block Grant Advisory Committee -  
Application received: W. Beatrice Colson

**FINANCIAL IMPACT:**

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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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**BUDGET AMENDMENT**

BUDGET Board of County Commissioners REQUESTED BY Ligon Bundy  
 FISCAL YEAR FY2008 DATE May 19, 2008

**INCREASE**

Description

Operating Expenses 10,000

\_\_\_\_\_

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**DECREASE**

Description

Contingency 10,000

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Explanation: Appropriate additional for legal expenditures for engagement of planning consultant expert in connection with legal matters.

DATE \_\_\_\_\_

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

FOR POSTING PURPOSES ONLY

**DEBIT**

Code Account Amount  
10540100-5382 Legal services 10,000

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**CREDIT**

Code Account Amount  
10592000-5920 Contingency 10,000

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Total 10,000

Total 10,000

Prepared By kdn

Posted By \_\_\_\_\_

Date \_\_\_\_\_

Number 50

AGENDA ITEM

5-19-2008

Contract Summary of Major Terms and Conditions

# 4/1

MEETING DATE 5-19-08

| Reference  | Vendor Name  | Purpose   | Payment Terms | Comprehensive Plans  | Budget Amend.                                      | S#  |      |
|--|--|---|---------------|--|--|-----|------|
| <b>Consent Agenda Item - Contracts Over \$5,000 (List)</b> |  |   |               |  |  |     |      |
| A  | Village of Marvin  | Revenue contract amendment to add two additional contract Deputy positions (Amendment # 1).   | \$ 132,718    | Fiscal year 2008-2009 maximum revenue for 2 additional Deputies. | Operating Budget - 2009 (for County's 10% portion) | n/a | 1932 |
| B  | Camp Dresser and McKee   | Agreement to provide wastewater resource modeling and general consulting (Task Order # 9A).   | \$ 15,000     | Lump sum amount (NTE).   | Operating Budget - 2008 or Operating Budget - 2009 | n/a | 1933 |
| C  | Hazen & Sawyer, P.C.   | Agreement for updating Twelve Mile Creek WWTP stormwater pollution prevention plans (Task Order #   | \$ 37,830     | Lump sum amount (NTE).   | Operating Budget - 2008 or Operating Budget - 2009 | n/a | 1941 |
| D  | Hazen & Sawyer, P.C.   | Construction management services for Forrest Lawn / Potters Road (Indian Trail Road) Water Transmission Main Project (Task Order # 18).             | \$ 73,655     | Lump sum amount (NTE).   | Water & Sewer Master Plan 2005<br>CIP2006          | n/a | 1940 |
| E  | Hydrostructures, P.A.  | Continuation of the sewer system mapping project (Task Order # 6D).   | \$ 108,020    | Lump sum amount (NTE).   | CIP2006  | n/a | 1943 |
| F  | Kimley-Horn & Associates   | Design services for the Twelve Mile Creek Sewer Diversion Pump Station and Force Main project (Task Order # 2).                                     | \$ 310,570    | Lump sum amount (NTE).   | Board directed project.                            | n/a | 1939 |
| G  | S&ME, Inc.   | Provide alternate source demonstration and additional environmental assessment at County's construction and demolition landfill (Task Order # 16A). | \$ 6,550      | Lump sum amount (NTE).   | Operating Budget - 2008 or Operating Budget - 2009 | n/a | 1938 |
| H  | NC Department of Crime Control and Public Safety, Division of Emergency Management | FY2008 Emergency Management Performance Grant (EMPG) - annual grant assistance.   | unknown       | Grant (revenue).   | Operating Budget - 2009                            | n/a | 1944 |

AGENDA ITEM

# 4/2a

MEETING DATE 5/19/08

# RELEASES APRIL 2008

2007

| Acct #              | Name                | Release # | Real Value       | UCGT             | WesleyGT      | Total            |
|---------------------|---------------------|-----------|------------------|------------------|---------------|------------------|
| 06102043            | ARABELLA HOMES INC  | 3958      | 843,070          | 5,995.07         | 140.79        | 6,135.86         |
| 06240142            | GABBERT DEBORAH C & | 3959      | 200,000          | 1,422.20         | 33.40         | 1,455.60         |
| 06240142            | MARVIN DEVELOPMENT  | 3960      | 200,000          | 1,422.20         | 33.40         | 1,455.60         |
| 09232027A           | STEPP-LEHNHARDT PR  | 3963      | 3,918            | 3,918.13         |               | 3,918.13         |
|                     |                     |           |                  |                  |               | -                |
| <b>Totals</b>       |                     |           | <b>1,246,988</b> | <b>12,757.60</b> | <b>207.59</b> | <b>12,965.19</b> |
| <b>GRAND TOTALS</b> |                     |           | <b>1,246,988</b> | <b>12,757.60</b> | <b>207.59</b> | <b>12,965.19</b> |

## REFUNDS APRIL 2008

| Acct #              | Name              | Rel # | Real Value     | UCGT            | CSGT-99       | HembyGT      | SpringsG    | StallGT      | Totals          |
|---------------------|-------------------|-------|----------------|-----------------|---------------|--------------|-------------|--------------|-----------------|
| <b>2007</b>         |                   |       |                |                 |               |              |             |              |                 |
| 07150433            | BURNS DAVID J & I | 3948  | 18,350         | 130.49          |               |              |             | 4.81         | 135.30          |
| 09381046            | HELMS CHARLES F   | 3951  | 8,390          | 208.78          |               |              | 9.16        |              | 217.94          |
| 07090572            | DUMAS STEVEN R    | 3961  | 26,690         | 193.99          |               |              |             | 7.15         | 201.14          |
| 07024050            | SMITH DAVID ZANE  | 3964  | 53,380         | 379.59          |               | 20.12        |             |              | 399.71          |
| 08162080            | HELMS DONALD S    | 3967  | 31,080         | 221.01          |               |              |             |              | 221.01          |
| 08231015E           | OSTWALT HAL C JR  | 3973  | 45,840         | 325.96          |               |              |             |              | 325.96          |
|                     |                   |       |                |                 |               |              |             |              | -               |
| <b>Total - 2007</b> |                   |       | <b>183,730</b> | <b>1,459.82</b> | <b>-</b>      | <b>20.12</b> | <b>9.16</b> | <b>11.96</b> | <b>1,501.06</b> |
| <b>2006</b>         |                   |       |                |                 |               |              |             |              |                 |
| 07150433            | BURNS DAVID J & I | 3949  | 18,350         | 116.83          |               |              |             | 8.15         | 124.98          |
| 09381046            | HELMS CHARLES F   | 3952  | 8,390          | 186.94          |               |              | 9.19        |              | 196.13          |
| 07090572            | DUMAS STEVEN R    | 3962  | 26,690         | 173.69          |               |              |             | 12.12        | 185.81          |
| 07024050            | SMITH DAVID ZANE  | 3965  | 53,380         | 339.87          |               | 24.77        |             |              | 364.64          |
| 08162080            | HELMS DONALD S    | 3968  | 31,080         | 197.89          |               |              |             |              | 197.89          |
| 08231015E           | OSTWALT HAL C JR  | 3974  | 45,840         | 291.87          |               |              |             |              | 291.87          |
|                     |                   |       |                |                 |               |              |             |              | -               |
| <b>Total - 2006</b> |                   |       | <b>183,730</b> | <b>1,307.09</b> | <b>-</b>      | <b>24.77</b> | <b>9.19</b> | <b>20.27</b> | <b>1,361.32</b> |
| <b>2005</b>         |                   |       |                |                 |               |              |             |              |                 |
| 09381046            | HELMS CHARLES F   | 3953  | 8,390          | 164.42          | 20.55         |              |             |              | 184.97          |
| 07024050            | SMITH DAVID ZANE  | 3966  | 53,380         | 298.93          | 37.36         | 21.56        |             |              | 357.85          |
| 08162080            | HELMS DONALD S    | 3969  | 31,080         | 174.05          | 21.76         |              |             |              | 195.81          |
| 08231015E           | OSTWALT HAL C JR  | 3975  | 45,840         | 256.70          | 32.09         |              |             |              | 288.79          |
|                     |                   |       |                |                 |               |              |             |              | -               |
| <b>Total - 2005</b> |                   |       | <b>138,690</b> | <b>894.10</b>   | <b>111.76</b> | <b>21.56</b> | <b>-</b>    | <b>-</b>     | <b>1,027.42</b> |
| <b>2004</b>         |                   |       |                |                 |               |              |             |              |                 |
| 09381046            | HELMS CHARLES F   | 3954  | 8,390          | 154.14          | 20.55         |              |             |              | 174.69          |
| 08162080            | HELMS DONALD S    | 3970  | 31,080         | 163.17          | 21.76         |              |             |              | 184.93          |
| 08231015E           | OSTWALT HAL C JR  | 3976  | 27,390         | 143.80          | 19.18         |              |             |              | 162.98          |
|                     |                   |       |                |                 |               |              |             |              | -               |
| <b>Total - 2004</b> |                   |       | <b>66,860</b>  | <b>461.11</b>   | <b>61.49</b>  | <b>-</b>     | <b>-</b>    | <b>-</b>     | <b>522.60</b>   |

# REFUNDS APRIL 2008

| Acct #              | Name             | Rel # | Real Value     | UCGT            | CSGT-99       | HembyGT      | SpringsG     | StallGT      | Totals          |
|---------------------|------------------|-------|----------------|-----------------|---------------|--------------|--------------|--------------|-----------------|
| <b>2003</b>         |                  |       |                |                 |               |              |              |              |                 |
| 09381046            | HELMS CHARLES F  | 3955  | 7,650          | 91.96           | 12.15         |              |              |              | 104.11          |
| 08162080            | HELMS DONALD S   | 3971  | 20,230         | 107.22          | 14.16         |              |              |              | 121.38          |
| 08231015E           | OSTWALT HAL C JI | 3977  | 199,510        | 148.18          | 19.57         |              |              |              | 167.75          |
|                     |                  |       |                |                 |               |              |              |              | -               |
| <b>Total - 2003</b> |                  |       | <b>27,880</b>  | <b>347.36</b>   | <b>45.88</b>  | <b>-</b>     | <b>-</b>     | <b>-</b>     | <b>393.24</b>   |
| <b>2002</b>         |                  |       |                |                 |               |              |              |              |                 |
| 09381046            | HELMS CHARLES F  | 3956  | 7,650          | 81.63           | 12.15         |              |              |              | 93.78           |
| 08162080            | HELMS DONALD S   | 3972  | 20,230         | 95.18           | 14.16         |              |              |              | 109.34          |
| 08231015E           | OSTWALT HAL C JI | 3978  | 27,960         | 131.55          | 19.57         |              |              |              | 151.12          |
|                     |                  |       |                |                 |               |              |              |              | -               |
| <b>Total - 2002</b> |                  |       | <b>55,840</b>  | <b>308.36</b>   | <b>45.88</b>  | <b>-</b>     | <b>-</b>     | <b>-</b>     | <b>354.24</b>   |
| <b>GRAND TOTALS</b> |                  |       | <b>656,730</b> | <b>4,777.84</b> | <b>265.01</b> | <b>66.45</b> | <b>18.35</b> | <b>32.23</b> | <b>5,159.88</b> |



**UNION COUNTY**  
**Office of the Tax Administrator**  
300 N. Main Street  
P.O. Box 97  
Monroe, NC 28111-0097

AGENDA ITEM  
# 4/2c  
MEETING DATE 5-19-08  
704-283-3746  
704-283-3616 Fax  
John C. Petoskey  
Tax Administrator

**MEMORANDUM**

**TO:** Lynn West  
Central Administration

**FROM:** John C. Petoskey  
Tax Administrator

**DATE:** Wednesday, April 30, 2008

**RE:** **Tenth Motor Vehicle Release Register**

I hereby certify the following releases that were made during the period of 04/01/2008–04/30/2008. The releases represent releases of both monthly and annual vehicle values and taxes. Should you have any questions, please call.

JCP:jw

--- M O T O R V E H I C L E S Y S T E M ---

Assessor Release Register for the period 04/01/2008 to 04/30/2008

(Summary)

| ---Bdg No---    | -----Description-----                | --Key-- | Bill Rate |      | -----Total----- |            |           |
|-----------------|--------------------------------------|---------|-----------|------|-----------------|------------|-----------|
|                 |                                      |         | Year      | Year | --Value--       | ---Tax---  | ---Int--- |
| 10              | County.....                          | CN99999 | 2003      | 2002 | 0               | .00        | .11-      |
| 10              | County.....                          | CN99999 | 2006      | 2005 | 5,130           | 393.28-    | 44.76-    |
| 10              | County.....                          | CN99999 | 2006      | 2006 | 7,180           | 72.20-     | 6.56-     |
| 10              | County.....                          | CN99999 | 2007      | 2004 | 17,270          | 90.67-     | .00       |
| 10              | County.....                          | CN99999 | 2007      | 2005 | 0               | 63.50-     | 4.96-     |
| 10              | County.....                          | CN99999 | 2007      | 2006 | 137,460         | 1,475.98-  | 82.58-    |
| 10              | County.....                          | CN99999 | 2007      | 2007 | 1,344,442       | 9,783.85-  | 87.40-    |
| Net Totals..... |                                      |         |           |      | 1,511,482       | 11,879.48- | 226.37-   |
|                 |                                      |         |           |      |                 |            |           |
| 76              | School dist - Monroe.....            | SC100   | 2003      | 2002 | 9,400           | 6.58-      | 2.33-     |
| 77              | School dist - County.....            | SC999   | 2003      | 2002 | 9,400-          | 6.58       | 2.33      |
| 77              | School dist - County.....            | SC999   | 2006      | 2005 | 5,130           | 49.20-     | 5.72-     |
| 77              | School dist - County.....            | SC999   | 2007      | 2004 | 17,270          | 12.09-     | .00       |
| 77              | School dist - County.....            | SC999   | 2007      | 2005 | 0               | 7.95-      | .64-      |
| Net Totals..... |                                      |         |           |      | 22,400          | 69.24-     | 6.36-     |
|                 |                                      |         |           |      |                 |            |           |
| 32              | Fire Dist - Springs.....             | FR015   | 2007      | 2007 | 108,310         | 33.78-     | .17-      |
| 39              | Fire Dist - Stallings.....           | FR020   | 2007      | 2004 | 17,270          | 8.50-      | .00       |
| 39              | Fire Dist - Stallings.....           | FR020   | 2007      | 2006 | 30,880          | 14.43-     | .96-      |
| 39              | Fire Dist - Stallings....            | FR020   | 2007      | 2007 | 112,325         | 29.43-     | .14-      |
| 38              | Fire dist - Hemby Bridge..           | FR023   | 2007      | 2005 | 0               | 2.19-      | .13-      |
| 38              | Fire dist - Hemby Bridge..           | FR023   | 2007      | 2007 | 163,716         | 71.87-     | .72-      |
| 37              | Fire dist - Wesley Chapel:           | FR026   | 2006      | 2005 | 0               | 5.49-      | .67-      |
| 37              | Fire dist - Wesley Chapel:           | FR026   | 2007      | 2006 | 2,980           | 7.43-      | .58-      |
| 37              | Fire dist - Wesley Chapel:           | FR026   | 2007      | 2007 | 207,497         | 34.67-     | .54-      |
| 34              | Fire Dist - Waxhaw.....              | FR028   | 2007      | 2006 | 0               | 1.05-      | .10-      |
| 34              | Fire Dist - Waxhaw.....              | FR028   | 2007      | 2007 | 85,195          | 43.70-     | .86-      |
| Net Totals..... |                                      |         |           |      | 728,173         | 252.54-    | 4.87-     |
|                 |                                      |         |           |      |                 |            |           |
| 78              | 220125 Taxes Payable - Marvin.....   | MN01000 | 2007      | 2006 | 2,980           | 1.49-      | .47-      |
| 78              | 220130 Taxes Payable - Monroe.....   | MN02000 | 2003      | 2002 | 9,400           | 52.00-     | 18.32-    |
| 78              | 220130 Taxes Payable - Monroe.....   | MN02000 | 2006      | 2006 | 0               | 24.55-     | 2.58-     |
| 78              | 220130 Taxes Payable - Monroe.....   | MN02000 | 2007      | 2006 | 60,950          | 561.89-    | 22.46-    |
| 78              | 220130 Taxes Payable - Monroe.....   | MN02000 | 2007      | 2007 | 290,845         | 1,719.83-  | 10.84-    |
| 78              | 220120 Taxes Payable - Marshville... | MN04000 | 2006      | 2005 | 0               | 5.68-      | .62-      |
| 78              | 220120 Taxes Payable - Marshville... | MN04000 | 2006      | 2006 | 5,100           | 19.38-     | 1.59-     |
| 78              | 220120 Taxes Payable - Marshville... | MN04000 | 2007      | 2005 | 0               | 5.54-      | .51-      |
| 78              | 220120 Taxes Payable - Marshville... | MN04000 | 2007      | 2006 | 8,710           | 52.67-     | 3.29-     |
| 78              | 220120 Taxes Payable - Marshville... | MN04000 | 2007      | 2007 | 14,700          | 55.86-     | .00       |
| 78              | 220150 Taxes Payable - Waxhaw.....   | MN05000 | 2006      | 2005 | 0               | 43.19-     | 3.51-     |
| 78              | 220150 Taxes Payable - Waxhaw.....   | MN05000 | 2007      | 2006 | 0               | 13.92-     | .73-      |



(Finance)

Assessor Release Register for the period 04/01/2008 to 04/30/2008

(Summary)

|                       |        |                                |         |      |      |         |            |         |
|-----------------------|--------|--------------------------------|---------|------|------|---------|------------|---------|
| 78                    | 220150 | Taxes Payable - Waxhaw.....    | MN05000 | 2007 | 2007 | 40,124  | 136.42-    | 1.87-   |
| 78                    | 220110 | Taxes Payable - Indian Trail.. | MN06000 | 2007 | 2006 | 0       | 3.14-      | .07-    |
| 78                    | 220110 | Taxes Payable - Indian Trail.. | MN06000 | 2007 | 2007 | 146,302 | 238.75-    | 3.01-   |
| 78                    | 220140 | Taxes Payable - Stallings....  | MN07000 | 2007 | 2004 | 17,270  | 43.18-     | .00     |
| 78                    | 220140 | Taxes Payable - Stallings....  | MN07000 | 2007 | 2006 | 19,300  | 52.25-     | 2.89-   |
| 78                    | 220140 | Taxes Payable - Stallings....  | MN07000 | 2007 | 2007 | 81,856  | 204.64-    | 1.02-   |
| 78                    | 220160 | Taxes Payable - Weddington...  | MN08000 | 2006 | 2005 | 0       | 10.98-     | 1.49-   |
| 78                    | 220160 | Taxes Payable - Weddington...  | MN08000 | 2007 | 2007 | 18,005  | 5.40-      | .00     |
| 78                    | 220115 | Taxes Payable - Lake Park..... | MN09000 | 2007 | 2005 | 0       | 11.88-     | .96-    |
| 78                    | 220175 | Taxes Payable - Fairview.....  | MN09300 | 2007 | 2007 | 6,760-  | 1.35       | .00     |
| 78                    | 220165 | Taxes Payable - Wesley Chapel: | MN09700 | 2007 | 2006 | 0       | 1.98-      | .18-    |
| 78                    | 220165 | Taxes Payable - Wesley Chapel: | MN09700 | 2007 | 2007 | 113,660 | 22.72-     | .40-    |
| 78                    | 220135 | Taxes Payable - Unionville...  | MN09800 | 2007 | 2007 | 41,145  | 8.23-      | .00     |
| 78                    | 220155 | Taxes Payable - Mnrl Sprngs..  | MN09900 | 2007 | 2007 | 17,510  | 4.73-      | .14-    |
| Net Totals.....       |        |                                |         |      |      | 881,097 | 3,298.95-  | 76.95-  |
| 84                    | 220000 | NC State Interest.....         | NC00000 | 2006 | 2005 | 0       | .00        | 15.22-  |
| 84                    | 220000 | NC State Interest.....         | NC00000 | 2006 | 2006 | 0       | .00        | 3.49-   |
| 84                    | 220000 | NC State Interest.....         | NC00000 | 2007 | 2005 | 0       | .00        | 2.73-   |
| 84                    | 220000 | NC State Interest.....         | NC00000 | 2007 | 2006 | 0       | .00        | 56.89-  |
| 84                    | 220000 | NC State Interest.....         | NC00000 | 2007 | 2007 | 0       | .00        | 112.95- |
| Net Totals.....       |        |                                |         |      |      | 0       | .00        | 191.28- |
| Net Grand Totals..... |        |                                |         |      |      |         | 15,500.21- | 505.83- |



**UNION COUNTY**  
**Office of the Tax Administrator**  
300 N. Main Street  
P.O. Box 97  
Monroe, NC 28111-0097

AGENDA ITEM

#

4/2d

MEETING DATE

5/19/08

704-283-3746

704-283-3616 Fax

John C. Petoskey  
Tax Administrator

**MEMORANDUM**

**TO:** Lynn West  
Central Administration

**FROM:** John C. Petoskey  
Tax Administrator

**DATE:** Wednesday, April 30, 2008

**RE:** **Tenth Motor Vehicle Refund Register**

I hereby certify the following refunds that were made during the period of 04/01/2008–04/30/2008. The refunds represent refunds of both monthly and annual vehicle values and taxes. Should you have any questions, please call.

JCP:jw

(Finance)

Assessor Refund Register for the period 04/01/2008 to 04/30/2008

(Summary)

| ---Bdg No---          | -----Description-----                 | --Key-- | Bill Rate |      | -----Total----- |           |           |
|-----------------------|---------------------------------------|---------|-----------|------|-----------------|-----------|-----------|
|                       |                                       |         | Year      | Year | --Value--       | ---Tax--- | ---Int--- |
| 10                    | County.....                           | CN99999 | 2006      | 2005 | 0               | 12.36-    | .00       |
| 10                    | County.....                           | CN99999 | 2006      | 2006 | 1,300           | 8.28-     | .00       |
| 10                    | County.....                           | CN99999 | 2007      | 2006 | 53,410          | 401.67-   | 14.79-    |
| 10                    | County.....                           | CN99999 | 2007      | 2007 | 76,580          | 678.45-   | 6.06-     |
| Net Totals.....       |                                       |         |           |      | 131,290         | 1,100.76- | 20.85-    |
| 77                    | School dist - County.....             | SC999   | 2006      | 2005 | 0               | 1.50-     | .00       |
| Net Totals.....       |                                       |         |           |      | 0               | 1.50-     | .00       |
| 32                    | Fire Dist - Springs.....              | FR015   | 2007      | 2007 | 18,200          | 5.66-     | .00       |
| 38                    | Fire dist - Hemby Bridge..            | FR023   | 2006      | 2006 | 1,300           | .60-      | .00       |
| 38                    | Fire dist - Hemby Bridge..            | FR023   | 2007      | 2006 | 0               | 2.79-     | .00       |
| 38                    | Fire dist - Hemby Bridge..            | FR023   | 2007      | 2007 | 16,580          | 6.25-     | .00       |
| 37                    | Fire dist - Wesley Chapel:            | FR026   | 2007      | 2006 | 3,940-          | .55-      | .00       |
| 37                    | Fire dist - Wesley Chapel:            | FR026   | 2007      | 2007 | 20,630-         | 2.64-     | .00       |
| 34                    | Fire Dist - Waxhaw.....               | FR028   | 2007      | 2007 | 1,860-          | .94-      | .00       |
| Net Totals.....       |                                       |         |           |      | 9,650           | 19.43-    | .00       |
| 78                    | 220130 Taxes Payable - Monroe.....    | MN02000 | 2007      | 2006 | 42,740          | 220.63-   | 12.66-    |
| 78                    | 220130 Taxes Payable - Monroe.....    | MN02000 | 2007      | 2007 | 22,490          | .00       | .00       |
| 78                    | 220110 Taxes Payable - Indian Trail.. | MN06000 | 2007      | 2006 | 0               | 6.03-     | .00       |
| 78                    | 220110 Taxes Payable - Indian Trail.. | MN06000 | 2007      | 2007 | 1,010-          | 1.52-     | .00       |
| 78                    | 220160 Taxes Payable - Weddington.... | MN08000 | 2007      | 2006 | 14,610          | 4.38-     | .00       |
| 78                    | 220115 Taxes Payable - Lake Park....  | MN09000 | 2007      | 2007 | 16,580          | 38.15-    | .00       |
| 78                    | 220165 Taxes Payable - Wesley Chapel: | MN09700 | 2007      | 2006 | 3,940-          | .73-      | .00       |
| 78                    | 220165 Taxes Payable - Wesley Chapel: | MN09700 | 2007      | 2007 | 19,620-         | 2.96-     | .00       |
| 78                    | 220155 Taxes Payable - Mnrl Sprngs..  | MN09900 | 2007      | 2007 | 1,860-          | .50-      | .00       |
| Net Totals.....       |                                       |         |           |      | 69,990          | 274.90-   | 12.66-    |
| 84                    | 220000 NC State Interest.....         | NC00000 | 2006      | 2005 | 0               | .00       | .00       |
| 84                    | 220000 NC State Interest.....         | NC00000 | 2007      | 2006 | 0               | .00       | 11.34-    |
| 84                    | 220000 NC State Interest.....         | NC00000 | 2007      | 2007 | 0               | .00       | 4.27-     |
| Net Totals.....       |                                       |         |           |      | 0               | .00       | 15.61-    |
| Net Grand Totals..... |                                       |         |           |      |                 | 1,396.59- | 49.12-    |



**UNION COUNTY**  
**Office of the Tax Administrator**  
300 N. Main Street  
P.O. Box 97  
Monroe, NC 28111-0097

704-283-3746  
704-283-3616 Fax

AGENDA ITEM

# 4/2e

MEETING DATE

5/19/08

John C. Petoskey  
Tax Administrator

**MEMORANDUM**

**TO:** The Board of County Commissioners

**FROM:** John C. Petoskey  
Tax Administrator

**DATE:** April 30, 2008

**RE:** **Eleventh** Motor Vehicle Billing

I hereby certify the Eleventh Motor Vehicle Billing Motor Vehicle Valuation under the staggered program as required by N.C.G.S.105-330. Attached hereto is a list of the values, rates and taxes for each taxing unit.

JCP:jw

--- M O T O R V E H I C L E S Y S T E M ---

Motor Vehicle Billing Summary for the period 04/01/2008 to 04/30/2008

NOTE: Information for this report is taken from original billing records only  
and DOES NOT include any subsequent changes or adjustments to vehicle  
situs or value.

| ---Bdg No--- | -----Description-----                 | --Key-- | Bill Rate |      | Count  | -----Total----- |              |
|--------------|---------------------------------------|---------|-----------|------|--------|-----------------|--------------|
|              |                                       |         | Year      | Year |        | ---Value---     | ----Tax----  |
| 10           | County.....                           | CN99999 | 2007      | 2004 | 1      | 17,270          | 90.67        |
| 10           | County.....                           | CN99999 | 2007      | 2005 | 1      | 17,270          | 96.71        |
| 10           | County.....                           | CN99999 | 2007      | 2006 | 106    | 1,124,610       | 7,075.13     |
| 10           | County.....                           | CN99999 | 2007      | 2007 | 14,216 | 145,163,761     | 1,031,851.60 |
| Totals.....  |                                       |         |           |      | 14,324 | 146,322,911     | 1,039,114.11 |
|              |                                       |         |           |      |        |                 |              |
| 77           | School dist - County.....             | SC999   | 2007      | 2004 | 1      | 17,270          | 12.09        |
| 77           | School dist - County.....             | SC999   | 2007      | 2005 | 1      | 17,270          | 12.09        |
| Totals.....  |                                       |         |           |      | 2      | 34,540          | 24.18        |
|              |                                       |         |           |      |        |                 |              |
| 32           | Fire Dist - Springs.....              | FR015   | 2007      | 2006 | 7      | 31,650          | 9.91         |
| 32           | Fire Dist - Springs.....              | FR015   | 2007      | 2007 | 796    | 7,053,694       | 2,200.68     |
| 39           | Fire Dist - Stallings.....            | FR020   | 2007      | 2004 | 1      | 17,270          | 8.50         |
| 39           | Fire Dist - Stallings.....            | FR020   | 2007      | 2005 | 1      | 17,270          | 6.74         |
| 39           | Fire Dist - Stallings.....            | FR020   | 2007      | 2006 | 10     | 89,060          | 35.04        |
| 39           | Fire Dist - Stallings.....            | FR020   | 2007      | 2007 | 1,369  | 15,895,629      | 4,164.12     |
| 38           | Fire dist - Hemby Bridge..            | FR023   | 2007      | 2006 | 8      | 92,700          | 43.01        |
| 38           | Fire dist - Hemby Bridge..            | FR023   | 2007      | 2007 | 1,540  | 16,017,995      | 6,039.00     |
| 37           | Fire dist - Wesley Chapel:            | FR026   | 2007      | 2006 | 13     | 194,090         | 35.00        |
| 37           | Fire dist - Wesley Chapel:            | FR026   | 2007      | 2007 | 1,804  | 25,173,364      | 4,203.64     |
| 34           | Fire Dist - Waxhaw.....               | FR028   | 2007      | 2006 | 8      | 108,090         | 44.65        |
| 34           | Fire Dist - Waxhaw.....               | FR028   | 2007      | 2007 | 906    | 8,659,242       | 4,442.22     |
| Totals.....  |                                       |         |           |      | 6,463  | 73,350,054      | 21,232.51    |
|              |                                       |         |           |      |        |                 |              |
| 78           | 220125 Taxes Payable - Marvin.....    | MN01000 | 2007      | 2006 | 3      | 36,400          | 19.62        |
| 78           | 220125 Taxes Payable - Marvin.....    | MN01000 | 2007      | 2007 | 230    | 3,884,366       | 1,942.77     |
| 78           | 220130 Taxes Payable - Monroe.....    | MN02000 | 2007      | 2006 | 21     | 157,640         | 957.21       |
| 78           | 220130 Taxes Payable - Monroe.....    | MN02000 | 2007      | 2007 | 2,369  | 21,865,963      | 131,771.96   |
| 78           | 220170 Taxes Payable - Wingate.....   | MN03000 | 2007      | 2006 | 2      | 21,800          | 114.49       |
| 78           | 220170 Taxes Payable - Wingate.....   | MN03000 | 2007      | 2007 | 173    | 1,256,969       | 4,902.29     |
| 78           | 220120 Taxes Payable - Marshville...  | MN04000 | 2007      | 2006 | 3      | 8,130           | 30.89        |
| 78           | 220120 Taxes Payable - Marshville...  | MN04000 | 2007      | 2007 | 216    | 1,467,097       | 5,574.98     |
| 78           | 220150 Taxes Payable - Waxhaw.....    | MN05000 | 2007      | 2006 | 8      | 108,090         | 367.51       |
| 78           | 220150 Taxes Payable - Waxhaw.....    | MN05000 | 2007      | 2007 | 466    | 5,267,780       | 17,910.42    |
| 78           | 220110 Taxes Payable - Indian Trail.. | MN06000 | 2007      | 2006 | 9      | 109,290         | 99.14        |
| 78           | 220110 Taxes Payable - Indian Trail.. | MN06000 | 2007      | 2007 | 1,960  | 22,782,862      | 34,174.69    |
| 78           | 220140 Taxes Payable - Stallings..... | MN07000 | 2007      | 2004 | 1      | 17,270          | 43.18        |
| 78           | 220140 Taxes Payable - Stallings..... | MN07000 | 2007      | 2005 | 1      | 17,270          | 43.18        |
| 78           | 220140 Taxes Payable - Stallings..... | MN07000 | 2007      | 2006 | 6      | 78,930          | 197.35       |
| 78           | 220140 Taxes Payable - Stallings..... | MN07000 | 2007      | 2007 | 851    | 9,346,617       | 23,368.45    |

--- M O T O R V E H I C L E S Y S T E M ---

- Motor Vehicle Special Charge Summary -  
For the period: 04/01/2008 to 04/30/2008

| Mn Cd | -----Text-----            | Count | -----Total-----<br>---Value--- | --Spc Tax-- |
|-------|---------------------------|-------|--------------------------------|-------------|
| 02000 | Monroe Vehicle Tax \$5.00 | 2,385 | 22,121,558                     | 11,925.00   |

- - - E N D - - -

**UNION COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date: May 19, 2008**

**Action Agenda Item No.** 413  
(Central Admin. use only)

**SUBJECT:** Property & Casualty Insurance Policy renewal

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**DEPARTMENT:** Risk Management

**PUBLIC HEARING:** No

**ATTACHMENT(S):**

- (1) Coverage summary by line of insurance
- (2) Letter of Recommendation from Willis of North Carolina
- (3) St. Paul Travelers information page

**INFORMATION CONTACT:**

Keith Richards, Risk Manager

**TELEPHONE NUMBERS:**

704.283.3663 - office  
704.634.7567 - cell

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**DEPARTMENT'S RECOMMENDED ACTION:**

- (1) Accept Property - Casualty insurance renewal proposal from St. Paul Travelers for the period of 7/1/08 - 6/30/09.
- (2) Authorize County Manager to bind coverage.

**BACKGROUND:**

The Property - Casualty renewal quotation offered by St. Paul Travelers represents the coverages and deductible levels historically carried by Union County. Sr. Management consisting of the County Manager, Finance Director, Legal, and the HR Director review on a regular basis coverages and deductible levels available to Union County. The average rate decrease for the renewal policy is 7.95%. Overall premiums dropped from \$590,976 to \$578,925. The deductible levels in the St. Paul Travelers renewal of \$25,000 are desirable to Union County based on past and projected accident history. The Property deductible in particular is highly favorable at \$10,000. In reviewing deductible level options presented by St. Paul Travelers this year we did not see a cost - benefit to Union County if higher deductible levels were selected. We did review options with other carriers for a higher Self-Insured retention and found the proposal with Travelers was the most favorable to the County.

The market remains soft but is cyclical. We will need to continue to review options of higher retention levels as the market hardens. Willis and St. Paul Travelers have spent a considerable amount of time understanding our risks and appropriate coverages.

**FINANCIAL IMPACT:** See Exhibit #1. The expiring premiums total \$590,976 and the renewal premiums total \$578,925. Funds will need to be allocated in the 2008 - 2009 budget to cover the premiums of the St. Paul Travelers Property & Casualty insurance renewal.

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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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Telephone: (704) 376-9161  
Fax: (704) 342-3143  
Website: www.willis.com

Direct Line: (704) 344-4898  
Direct Fax: (704) 342-3143  
E-mail: elizabeth.clifford@willis.com

May 5, 2008

Keith A. Richards, CPCU, ARM, AIC  
Risk Manager  
Union County  
500 N. Main Street Suite # 130  
Monroe, NC 28112

Dear Keith,

We are pleased to provide you with our recommendations for your Property and Casualty program for the July 1, 2008 – July 1, 2009 term. Union County is a very important client to Willis. We are entering our sixth year providing risk management and brokerage services to the County and we are honored to have the opportunity to continue our long term partnership.

Union County has a long standing relationship with your current insurance carrier. Travelers is a financially stable organization (rated A+ by AM Best) and has provided coverage to Union County for over 9 years. The only change made by the County was October 2002 – July 2003 where the County Commissioners Pool was utilized on a direct basis. Due to a drastic rate increase, the County decided to move to Willis in July 2003 and after an extensive marketing effort, we made the recommendation to move the program back to Travelers.

The number of carriers writing coverage for Public Entity risks is still somewhat limited at low retention levels in the private insurance market. Travelers has been the “go to” carrier for many public entities who are looking to maximize the level of risk transfer in the most cost effective manner. Should it be necessary or the County deem it desirable to entertain larger risk levels (\$100,000 per loss or greater) the market opens with many more carrier alternatives.

Ensuring your insurance program is cost effective, providing broad terms and conditions and representing you in the marketplace are three of our primary responsibilities. In the past, we have marketed the program and provided quotations at higher retentions. Although the premium levels were somewhat attractive, the volatility of self insuring claims along with the added administrative costs, did not provide the rationale to change the current structure of the program.

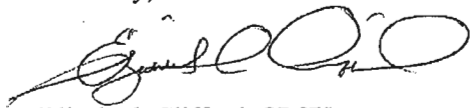
Willis of North Carolina, Inc.  
301 South Tryon Street  
Two Wachovia Center, Suite 2600  
Charlotte, North Carolina 28282

Your current insurance program provides stability while limiting the financial risks for Union County. Our main objective has been to provide consistency even with the impact of tremendous population and infrastructure growth. We are very pleased that for the July 1, 2008 – July 1, 2009 renewal term we have secured an overall rate decrease of 8% with the Travelers which provided an overall premium down 2.7 % from the expiring term. The coverage terms, already very broad, have been enhanced in strategic areas with no premium impact.

As a county resident and taxpayer for eight years, I have witnessed, first hand, the dramatic growth in Union County. There are many challenges ahead of us, but we will continue to provide proactive, viable solutions while maintaining coverage integrity for your program.

We value our long standing relationship and hope to remain a strategic partner with Union County into the future.

Sincerely,

A handwritten signature in black ink, appearing to read "Elizabeth Clifford", written in a cursive style.

Elizabeth Clifford, CPCU  
Senior Vice President

## ABOUT TRAVELERS

Travelers (NYSE: TRV) is a leading provider of property casualty insurance and surety products and of risk management services to a wide variety of businesses, other organizations and to individuals. As the second-largest commercial U.S. property and casualty insurance company in terms of direct written premium, the company reported 2006 revenues of \$25 billion and total assets of \$114 billion. Our products are distributed primarily through U.S. independent insurance agents and brokers. Travelers is the second largest writer of personal insurance through independent agents. Travelers is headquartered in St. Paul, Minnesota, with significant operations in Hartford, Connecticut. The company also has offices in the U.K., Ireland, and Canada. Travelers has about 33,000 employees worldwide. For more information, visit [www.travelers.com](http://www.travelers.com).

### *Financial Strength*

The financial strength of an insurance company is understandably important to its policyholders. Independent services, such as A.M. Best, Standard & Poor's and Moody's, have consistently given high ratings to our claim-paying ability and financial strength.

The independent financial strength ratings, which reflect the Travelers claims-paying ability as of June 30, 2006, are as follows:

|                              |     |                                |
|------------------------------|-----|--------------------------------|
| <b>A.M. Best</b>             | A+  | (A+ is the 2nd highest of 16)  |
| <b>Standard &amp; Poor's</b> | AA- | (AA- is the 4th highest of 21) |
| <b>Moody's</b>               | Aa3 | (Aa3 is the 4th highest of 21) |

It is the policy of Travelers to comply with all applicable federal, state and local fair employment laws. In addition, Travelers files appropriate EEO-1 reports and voluntarily subscribes to the principles of affirmative action.

## PUBLIC SECTOR EXPERTISE

Travelers is the leading provider of property and casualty insurance for public entities. It's a position we've worked hard to earn by building lasting relationships and strong foundations in communities across the country. With our expertise, years of hands-on experience and outstanding financial strength and stability, clients count on us to deliver thoughtfully designed, tailored insurance coverages and risk management solutions for the exposures they face.

Our underwriting, risk control and claim teams work exclusively with public entities. Travelers has impressive capabilities to serve the needs of the market. We're proud to offer:

- Package products for municipalities, counties, water and sewer districts and other selected special districts. For these segments, we deliver a menu of customized offerings and solutions - including property, liability, auto and professional coverages - designed specifically for local governments.
- Large public entity property business - including schedules in excess of \$250 million total insured values - for the segments listed above as well as for schools, excess property and assumed reinsurance.

The team at Travelers takes the time to understand issues affecting local government. They analyze current risks, anticipate those customers may face in the future and create flexible solutions to manage both.

### **Underwriting**

Our underwriters stay abreast of public affairs, as well as evolving legal and social issues. We develop balanced solutions to meet each customer's unique situation and work with agents and brokers to customize the most effective plan for our clients.

### **Claim Services**

When it comes to claim handling, one size doesn't fit all. Travelers has claim professionals dedicated to handling claims for public entities. They understand state-specific issues and have extensive knowledge of the immunities and special defenses afforded to public entities. In addition, Travelers retains defense counsel who specialize in representing public entities and understand the complexity of public entity legislation.

### **Risk Control Services**

Travelers risk control consultants work exclusively with public entity clients. These risk control professionals are dedicated to understanding a customer's unique operations, risks and issues. The value-added risk management programs, seminars and personalized service plans offered by Travelers help prevent losses and reduce overall costs for public entities.

St. Paul Travelers  
2007 v. 2008 Premium Comparison  
Exhibit # 1

| <b>COVERAGE</b>  | 2007 expiring<br>premium | 2008 renewal<br>premium |
|--|--------------------------|-------------------------|
| <b>Property</b><br><i>Covers Real and Personal Property losses to County property<br/>Includes mechanical breakdown</i>  | \$ 89,536                | \$ 88,060               |
| <b>Inland Marine</b><br><i>Covers loss or damage to mobile equipment</i>   | \$ 20,074                | \$ 22,816               |
| <b>General Liability</b><br><i>Covers Bodily Injury and Property Damage claims arising out of<br/>Operations of the County</i>                                 | \$ 90,470                | \$ 90,417               |
| <b>Employee Benefit Liability</b><br><i>Covers losses arising out of the administration of<br/>employee benefits plans</i>                                     | \$ 475                   | \$ 475                  |
| <b>Law Enforcement Liability</b><br><i>Covers losses arising out of law enforcement activities</i>   | \$ 90,303                | \$ 108,302              |
| <b>Public Entity Management Liability</b><br><i>Covers losses resulting from conduct of duties by of for<br/>a public entity and caused by a wrongful act.</i> | \$ 19,150                | \$ 18,660               |
| <b>Employment Practices Liability</b><br><i>Covers claims arising from wrongful employment practices</i>   | \$ 39,696                | \$ 41,517               |
| <b>Auto Liability</b><br><i>Covers Bodily Injury and Property Damage claims arising out of<br/>use of a covered auto</i>                                       | \$ 156,053               | \$ 117,756              |
| <b>Auto Physical Damage</b><br><i>Covers comprehensive and collision damages to vehicles<br/>exceeding \$100,000 cost new</i>                                  | \$ 2,988                 | \$ 6,821                |
| <b>Crime</b><br><i>Covers employee theft</i>   | \$ 1,892                 | \$ 2,041                |
| <b>Umbrella (\$10M)</b><br><i>Provides excess liability protection over underlying limits</i>  | \$ 80,339                | \$ 82,060               |
|  | \$ 590,976               | \$ 578,925              |

St. Paul Travelers  
2007 v. 2008 Premium Comparison  
Exhibit # 1

| <b>COVERAGE</b>  | 2007 expiring<br>premium | 2008 renewal<br>premium |
|--|--------------------------|-------------------------|
| <b>Property</b><br><i>Covers Real and Personal Property losses to County property<br/>Includes mechanical breakdown</i>  | \$ 89,536                | \$ 88,060               |
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| <b>Employee Benefit Liability</b><br><i>Covers losses arising out of the administration of<br/>employee benefits plans</i>                                     | \$ 475                   | \$ 475                  |
| <b>Law Enforcement Liability</b><br><i>Covers losses arising out of law enforcement activities</i>   | \$ 90,303                | \$ 108,302              |
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| <b>Auto Liability</b><br><i>Covers Bodily Injury and Property Damage claims arising out of<br/>use of a covered auto</i>                                       | \$ 156,053               | \$ 117,756              |
| <b>Auto Physical Damage</b><br><i>Covers comprehensive and collision damages to vehicles<br/>exceeding \$100,000 cost new</i>                                  | \$ 2,988                 | \$ 6,821                |
| <b>Crime</b><br><i>Covers employee theft</i>   | \$ 1,892                 | \$ 2,041                |
| <b>Umbrella (\$10M)</b><br><i>Provides excess liability protection over underlying limits</i>  | \$ 80,339                | \$ 82,060               |
|  | \$ 590,976               | \$ 578,925              |

AGENDA ITEM

#

4/4a

MEETING DATE

5/19/08

MOTOR VEHICLE TAX REFUNDS  
for APRIL 2008

Approval of Board of County Commissioners not required:

|   |          |
|---|----------|
| Collector Refunds for APRIL 2008                  | 2,467.53 |
| Adjustment to Collector Refund Register for APRIL | (676.11) |

To be approved by Board of County Commissioners on 5-19-08  
(to be submitted by Assessor's Office)

|  |          |
|--|----------|
| Assessor Refunds for APRIL 2008                  | 1,445.71 |
| Adjustment to Assessor Refund Register for APRIL | (437.67) |

Approval requested for overpayments:

|                             |                 |
|-----------------------------|-----------------|
| Overpayments for APRIL 2008 | <u>5,807.53</u> |
|-----------------------------|-----------------|

|                                     |                        |
|-------------------------------------|------------------------|
| Total to be refunded for APRIL 2008 | <u><u>8,606.99</u></u> |
|-------------------------------------|------------------------|

Debbie Cox  
5-6-08

**UNION COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date: 5/19/2008**

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

**SUBJECT:** Budget Amendment - Water damaged CEB equipment/Communications

**DEPARTMENT:** Communications      **PUBLIC HEARING:** No

**ATTACHMENT(S):**  
BA # 47

**INFORMATION CONTACT:**  
Gary Thomas

**TELEPHONE NUMBERS:**  
704-283-3550

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**DEPARTMENT'S RECOMMENDED ACTION:** Adopt Budget Ordinance Amendment # 47. Increase Communications budget acct: 10-543200-5920 by \$147,569 and revenue account 10-443200-4850 by \$147,569.

**BACKGROUND:** Union County E-911 Communications sustained water damage due to flooding; Insurance reimbursed \$147,569.

**FINANCIAL IMPACT:** None

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

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

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



## BUDGET AMENDMENT

BUDGET Communications REQUESTED BY Gary Thomas  
 FISCAL YEAR FY2008 DATE May 19, 2008

**INCREASE**

**DECREASE**

| <u>Description</u> |  |         | <u>Description</u> |  |  |
|--------------------|--|---------|--------------------|--|--|
| Operating Expenses |  | 147,569 |                    |  |  |
| Misc. Revenue      |  | 147,569 |                    |  |  |
|                    |  |         |                    |  |  |
|                    |  |         |                    |  |  |
|                    |  |         |                    |  |  |
|                    |  |         |                    |  |  |
|                    |  |         |                    |  |  |
|                    |  |         |                    |  |  |
|                    |  |         |                    |  |  |

Explanation: Appropriate funds for replacement of CentraCom CEB equipment caused by water damage

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>        |         |
|----------------|--------------------------|---------------|----------------|-----------------------|---------|
| 10-543200-5920 | Departmental Contingency | 147,569       | 10-443200-4850 | Misc Rev.-Ins Refunds | 147,569 |
|                |                          |               |                |                       |         |
|                |                          |               |                |                       |         |
|                |                          |               |                |                       |         |
|                |                          |               |                |                       |         |
|                |                          |               |                |                       |         |
|                |                          |               |                |                       |         |
|                |                          |               |                |                       |         |
|                |                          |               |                |                       |         |
|                |                          |               |                |                       |         |
|                | Total                    | 147,569       |                | Total                 | 147,569 |

Prepared By JLL  
 Posted By \_\_\_\_\_  
 Date \_\_\_\_\_

Number 47



## ARTICLE I. ORGANIZATION OF PERSONNEL SYSTEM

### CURRENT

#### SECTION 2

##### Coverage

Revised December 16, 2005

All persons in the County's employ shall be subject to these regulations, except as noted below.

- 1) These regulations shall not apply to elected officials, except as expressly stated herein.
- 2) Except for Article I, III, Sections 9, 11, 12, 13, V, VI, VII, X, XI, and XII, these regulations shall not apply to the County Manager, the Assistant County Managers, Department Heads and Supervisors.
- 3) These regulations shall not apply to the County Attorney appointed pursuant to NCGS Sec. 153A-114.
- 4) To the extent that they directly relate to hiring, discharge and supervision, these regulations shall not apply to the employees in the offices of the Sheriff and Register of Deeds.
- 5) To the extent that they conflict with the State Personnel Act, these regulations shall not apply to employees subject to said Act.
- 6) Except for Articles I-V, these regulations shall not apply to part-time employees, which includes temporary and seasonal employees as defined in Article III, Section 8.

### PROPOSED

#### SECTION 2

##### Coverage

Revised December 16, 2005

All persons in the County's employ shall be subject to these regulations, except as noted below.

- 1) These regulations shall not apply to elected officials, except as expressly stated herein.
- 2) Except for Article I, III, Sections 9, 11, 12, 13, V, VI, VII, X, XI, XII, and XIII these regulations shall not apply to the County Manager, the Assistant County Managers, Department Heads and Supervisors.
- 3) These regulations shall not apply to the County Attorney appointed pursuant to NCGS Sec. 153A-114.
- 4) To the extent that they directly relate to hiring, discharge and supervision, these regulations shall not apply to the employees in the offices of the Sheriff and Register of Deeds.
- 5) To the extent that they conflict with the State Personnel Act, these regulations shall not apply to employees subject to said Act.
- 6) Except for Articles I-V, these regulations shall not apply to part-time employees, which includes temporary and seasonal employees as defined in Article III, Section 8.

**UNION COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date: 5/19/08**

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

**SUBJECT:** Veteran's Day Celebration

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**DEPARTMENT:** Homeland Security      **PUBLIC HEARING:** No

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**ATTACHMENT(S):**  
Interlocal Agreement

**INFORMATION CONTACT:**  
Patrick Beekman

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**TELEPHONE NUMBERS:**  
704-292-2670

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**DEPARTMENT'S RECOMMENDED ACTION:** Recommend approval

**BACKGROUND:** County staff and staff from the City of Monroe met to discuss methods to reduce the direct cost the City is asking the County to pay for this year's Veteran's Day program at the airport. The City of Monroe would not reduce the cost and saw no opportunity for the County to provide in-kind services to reduce the cost to the County. Attached is a proposed agreement between the County and the City for the County to provide \$40,000 to the City for their Veteran's Day program.

**FINANCIAL IMPACT:** \$40,000

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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  
COUNTY OF UNION

INTERLOCAL AGREEMENT

THIS AGREEMENT is made and entered into as of the \_\_\_\_ day of May, 2008, by and between UNION COUNTY, a political subdivision of the State of North Carolina, hereinafter referred to as "Union," and the CITY OF MONROE, a North Carolina municipal corporation, hereinafter referred to as "Monroe."

WITNESSETH:

WHEREAS, Monroe is hosting a "Warriors & Warbirds Weekend Veterans Event" (hereinafter referred to as "the Event") at the Monroe Airport on November 8-9, 2008; and

WHEREAS, Monroe represents that it is providing in-kind contributions exceeding \$200,000 as host of the Event; and

WHEREAS, Monroe desires financial assistance to help pay for a two-day air show involving eight aircraft and pyrotechnics (the "Air Show") that will be performed during the Event; and

WHEREAS, Union desires to provide financial assistance to Monroe; and

WHEREAS, Article 20, Chapter 160A of North Carolina General Statutes authorizes units of local government to jointly exercise powers and functions through interlocal cooperation.

NOW, THEREFORE, for and in consideration of the premises and the mutual covenants of the parties as set forth herein, Monroe and Union agree as follows:

1. **Purpose.** The purpose of this agreement is for Union to provide financial assistance to Monroe, and for Monroe to provide the Air Show at the Event.
2. **Duration.** This agreement shall commence as of the date shown above and continue until the Air Show has been performed and all amounts owed by Union pursuant to this agreement have been paid.
3. **Personnel.** In addition to the provision of personnel by Monroe to support its in-kind contribution to the Event, Monroe shall have sole responsibility for selecting and engaging the services of one or more service providers to perform the Air Show.

4. **Financing.** Union will pay to Monroe the actual, documented expenses of the Air Show, not to exceed \$40,000. Monroe shall initiate payment by submitting to Union one or more itemized requests for payment. Each such request for payment shall include a copy of the corresponding invoice from the service provider(s) of the Air Show reflecting charges in the amount of the request for payment. Union shall render payment to Monroe within twenty (20) days of receipt by Union's Finance Department of a request for payment and proper supporting documentation. Except for a reasonable deposit not to exceed \$3,000, Monroe shall defer payment to the service provider(s) of the Air Show until after successful completion of the Air Show.

Examples of expenses to Monroe that are eligible for payment by Union (so long as they directly relate to the production of the Air Show) include:

- (a) Two day show (8 aircraft) including pyrotechnics,
  - (b) Lodging for support crews,
  - (c) Vehicles and support equipment,
  - (d) Fuel for two days of pyrotechnics,
  - (e) Aviation oil,
  - (f) Smoke oil,
  - (g) Food and refreshments for the support crews,
  - (h) Additional fuel for media day on Friday before the event,
  - (i) Dumpster for pyrotechnics location and clean up,
  - (j) Fire bottle for aircraft starting and
  - (k) Field preparation for pyrotechnics.
5. **Advertising.** Monroe agrees to prominently list Union as a financial supporter of the Event in all advertisements, press releases, and promotional material regarding the Event.
  6. **Indemnification.** To the extent permitted by applicable law, Monroe agrees to protect, defend, indemnify and hold Union, its officers, employees and agents free and harmless from and against any and all losses, penalties, damages, settlements, costs, charges, professional fees or other expenses or liabilities of every kind and character arising out of or relating to any and all claims, liens, demands, obligations, actions, proceedings, or causes of action of every kind in connection with or arising out of this agreement or the performance hereof that are due to the negligence or intentional acts of Monroe, its officers, employees, subcontractors or agents. Monroe further agrees to investigate, handle, respond to, provide defense for, and defend the same at its sole expense and agrees to bear all other costs and expenses related thereto.

7. **Amendment.** This agreement may be supplemented, amended or revised only in writing by agreement of the parties.
8. **Termination.** This agreement may be terminated in writing by agreement of the parties. This Agreement shall automatically terminate if the Air Show is cancelled or fails to occur. In such event, Monroe shall use its best efforts to obtain a refund of the deposit, which amount shall not exceed \$3,000 pursuant to Paragraph 4. Upon failure to receive a refund of the deposit from the service provider(s), Monroe shall refund to Union one-half of the amount paid by Union to Monroe for the deposit.
9. **Compliance with Applicable Law.** Monroe agrees to abide by and comply with all Federal, State and local laws, regulations and directives regarding the use and expenditure of the funds referred to herein.
10. **Choice of Law.** Any dispute under this agreement or related to this agreement shall be decided in accordance with the laws of the State of North Carolina.

This Agreement is executed in duplicate originals as of the day and year first above stated by authority duly granted by the Monroe City Council and the Union County Board of Commissioners.

Attest:

City of Monroe

\_\_\_\_\_  
 City Clerk  
 [SEAL]

\_\_\_\_\_  
 City Manager

Attest:

Union County

\_\_\_\_\_  
 Clerk to the Board of Commissioner

\_\_\_\_\_  
 County Manager

[SEAL]

This instrument has been pre-audited in the manner required by the local government Budget and Fiscal Control Act.

\_\_\_\_\_  
 Kai Nelson, Union County

\_\_\_\_\_  
 Director of Finance, City of Monroe

Approved as to form: \_\_\_\_\_

**UNION COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**  
Meeting Date: 5/19/2008

Action Agenda Item No. 8  
(Central Admin. use only)

**SUBJECT:** Request to allow City of Monroe to provide Water

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**DEPARTMENT:** Public Works                      **PUBLIC HEARING:** Choose one...

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**ATTACHMENT(S):**  
Memo to Public Works from City of  
Monore

**INFORMATION CONTACT:**  
Christie Putnam

**TELEPHONE NUMBERS:**  
704.296.4212

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**DEPARTMENT'S RECOMMENDED ACTION:** Allow the City of Monroe to provide water service as requested.

**BACKGROUND:** There is a resident at 1003 Deese Rd and residents along Weddington Rd that have requested water service by the City of Monore, within UCPW service area. UCPW does not have existing water infrastructure located to meet the specified needs nor any infrastructure identified to extend service to these areas. Staff recommends allowing the City to provide the service as requested.

**FINANCIAL IMPACT:** none

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

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

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

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# CITY OF MONROE



## CITY HALL

300 W. Crowell Street -28110  
P.O. Box 69, Monroe, NC 28111-0069  
PHONE 704.282.4511 • FAX 704.283.9098

## OPERATIONS CENTER

2401 Walkup Avenue - 28110  
P.O. Box 69, Monroe NC 28111-0069  
PHONE 704.282.4600 • FAX 704.283.6492

May 1, 2008

Ms. Christie L. Putnam  
Union County Public Works  
400 North Church Street  
Monroe, NC 28110

### Re: Outside City Water Service Requests, Weddington Road

Dear Ms. Putnam:

The City of Monroe is in the process of acquiring easements along Weddington Road Highway 84 from Martin Luther King Jr. Boulevard to the intersection of Rocky River Road for the purposes of extending a water transmission main to our new elevated storage tank, which is located off Rocky River Road to the south. During our contact with the citizens along Weddington Road, several property owners located west of Seven Oaks Drive (see attached map) have stated they do not have access to public water from the County system and desire a connection to our water transmission main if we are to cross their property. Currently, UCPW has no water main along the properties requesting service connections.

We have evaluated their requests and believe it would be reasonable to grant a water service in exchange for an easement. This will require Union County approval. We will not offer water service to any property owner along the route of our transmission main where a UCPW water main exists.

We request your approval for the City to provide water service to the subject properties, and ask that you consider this as soon as possible so that we can communicate back to the property owners and move forward with our project.

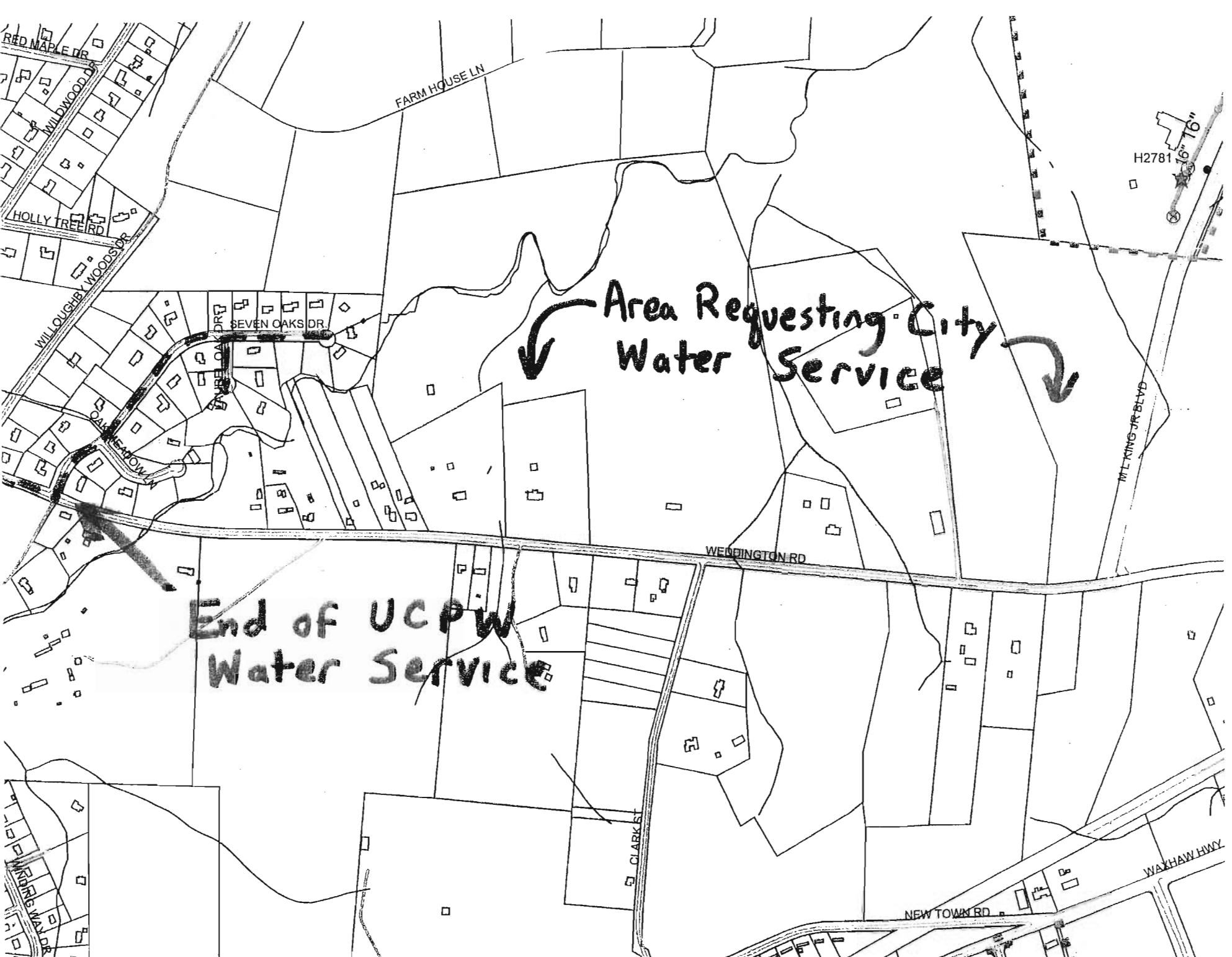
Please call me at 282-4604 with any concerns or questions.

Respectfully,

*Duane S. Wingo DSW*

Duane S. Wingo P.E.  
Water Resources Engineering Supervisor

C: Mr. Russ Colbath P.E.  
Ms. Jennifer Hornberger E.I.  
Ms. Crystal Outlaw P.E.  
Mr. Wayne Herron



End of UCPW  
Water Service

Area Requesting City  
Water Service

Scale 1" = 700'

# 1003 Deese Rd

1 inch equals 200 feet



**UNION COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

Meeting Date: May 19, 2008

Action Agenda Item No. 4/10  
(Central Admin. use only)

**SUBJECT:** Discontinuance of Board's Regular Pre-Agenda Meetings

**DEPARTMENT:** Board of  
Commissioners

**PUBLIC HEARING:** No

**ATTACHMENT(S):**

**INFORMATION CONTACT:**  
Chairman Allan Baucom

**TELEPHONE NUMBERS:**

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**DEPARTMENT'S RECOMMENDED ACTION:**

**BACKGROUND:** Chairman Baucom requested that this item be included on the agenda due to lack of participation at these meetings.

**FINANCIAL IMPACT:**

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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: May 19, 2008**

**Action Agenda Item No.** 411

(Central Admin. use only)

**SUBJECT:** Fee Schedule for the Use of the Union County Agri-Services Center

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

**ATTACHMENT(S):**  
Agenda Abstract April 21, 2008  
Proposed Fee Schedule Changes

**INFORMATION CONTACT:**  
Matthew Delk

**TELEPHONE NUMBERS:**  
704-283-3656

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**DEPARTMENT'S RECOMMENDED ACTION:** Correct the action taken April 21, 2008 by the Board of Commissioners regarding the date of implementation of changes to the Fee Schedule for the Use of the Union County Agri-Services Center.

**BACKGROUND:** The action taken April 21, 2008 stated that the change "Will collect enough revenues to offset projected costs effective January 1, 2008", and was obviously incorrect. The action should be corrected to be effective January 1, 2009.

**FINANCIAL IMPACT:** none

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

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

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

**UNION COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date: 21 April 2008**

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

**SUBJECT:** Fee Schedule for the Use of the Union County Agri-Services Center

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

**ATTACHMENT(S):**  
Proposed Fee Schedule Changes

**INFORMATION CONTACT:**  
Matthew Delk

**TELEPHONE NUMBERS:**  
704-283-3656

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**DEPARTMENT'S RECOMMENDED ACTION:** Approve the attached Fee Schedule Changes, as approved by the Agricultural Advisory Board.

**BACKGROUND:** The Agricultural Advisory Board, after discussing the item during three consecutive meetings, approved the recommended Schedule at their March 13, 2008 meeting. This Fee Schedule is located in the "Agri-Services Center License Agreement", which is signed by parties reserving the use of the Center.

**FINANCIAL IMPACT:** Will collect enough revenues to offset projected costs effective January 1, 2008.

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

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

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

**Proposed Fee Schedule Change, Agri-Services Center**

(Change to Section 2, "Licensed Premises")

| <b>Facility</b>               | <b>Facility Use Fee</b> | <b>Facility Use Fee<br/>(Nonprofit or Tax Exempt)</b> |
|-------------------------------|-------------------------|---|
| *Banquet Hall, Three Sections | \$900                   | \$600   |
| *Banquet Hall, Two Sections   | \$600                   | \$400   |
| *Banquet Hall, One Section    | \$300                   | \$200   |
| *Pre-Function Area            | \$300                   | \$200   |
| *Outside Patio Area           | \$150                   | \$100   |

\*In addition to the above prices, a premium will be added to all Fees for Commercial Cleaning and Setup Services at the below rates, **as determined by Union County:**

| <b>Commercial Cleaning/Setup Service</b> | <b>Premium Rate</b> |
|--|---------------------|
| 1-25 Tables (up to 200 People)           | \$120               |
| 26-50 Tables (up to 400 People)          | \$200               |
| 51-75 Tables (up to 600 People)          | \$390               |
| 76-100 Tables (up to 800 People)         | \$530               |
| Auditorium Style (up to 1200 Chairs)     | \$550               |