

AGENDA
UNION COUNTY BOARD OF COMMISSIONERS
Regular Meeting
Monday, November 5, 2007
7:00 P.M.
Board Room, First Floor
Union County Government Center
500 North Main Street
Monroe, North Carolina

www.co.union.nc.us

6:30 p.m. - Closed Session

1. **Opening of Meeting**
 - a. Invocation - Reverend Al Lewis
 - b. Pledge of Allegiance - Scott O'Neal
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. **Union County Partnership for Progress**
 - a. Economic Development Report
ACTION REQUESTED: Receive report
6. **Public Works Department**
 - a. Union Regional Water System Assessment Resolution
ACTION REQUESTED: Adopt resolution
 - b. Water Conservation Ordinance
ACTION REQUESTED: Consider amendments to Ordinance
7. **Tax Administrator**
 - a. 2008 Property Reappraisal
 1. Receive Uniform Schedule of Values, Standards, and Rules
 2. Set Public Hearing on the Proposed Schedules, Standards, and Rules for Monday, November 19, 2007, at 7:00 p.m.
 3. Direct Clerk to Publish Notice of Public Hearing
ACTION REQUESTED: Approve requests in connection with 1, 2, and 3
8. **Work Session with City of Monroe on November 19, 2007, at 5:30 p.m.**
ACTION REQUESTED: Announce work session

9. **Announcement 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 the age of 18; 4) Juvenile Defense Attorney; and 5) Member of the Business Community
- b. Adult Care Home Advisory Committee (1 Vacancy)
ACTION REQUESTED: Announce vacancies

10. **Interim Manager's Comments**

11. **Commissioners' Comments**

CONSENT AGENDA
November 5, 2007

1. **Contracts Over \$5,000 and Associated Budget Amendments and Special Revenue Ordinance Amendment (SRO)**
 - a. Baker and Taylor - Booking Leasing Program (renewal)
 - b. Baker and Taylor - Book Leasing Program for Teen Books (Renewal)
 - c. EBSCO Publishing - Auto/Small Engine Repair Reference Center Database License Agreement
 - d. N.C. Department of Corrections, Division of Community Corrections - Criminal Justice Partnership Program Grant Funding for July 1, 2007, to June 30, 2008 and Associated Budget Amendment #15
 - e. Behavior Health Center - First Step - Criminal Justice Partnership Program Local Service Agreement Amendment and Associated Budget Amendment #15
 - f. N. C. Department of Crime Control and Public Safety, Division of Emergency Management - Memorandum of Agreement and Grant Funding to Develop, Train, Equip, and Maintain Local Community Emergency Response Teams (CERT's) and Special Revenue Ordinance Amendment (SRO) #6
 - g. HDR Engineering, Inc. - Task Order #40 - Engineering Services for Preliminary Engineering Report Regarding Eastern County Water Supply Short-Term Conveyance Facilities
 - h. Kimley-Horn & Associates - Task Order #1 - Engineering Service for 12-Mile Creek Study to Divert Flow to CMUD
 - i. Hayes, Seay, Mattern and Mattern, Inc. - Master Project Agreement for Engineering Services
 - j. Hayes, Seay, Mattern and Mattern, Inc. - Programming for New Emergency Services Facility

ACTION REQUESTED: Authorize the Interim County Manager to approve contracts listed as a-j and Budget Amendment #15 and SRO #6
2. **Tax Administrator**
 - a. Fifth Motor Vehicle Billing in the Grand Total Amount of \$1,403,417.87
ACTION REQUESTED: Approve
 - b. Releases for October 2007 in the Grand Total for All Years of \$40,401.88
ACTION REQUESTED: Approve
 - c. Fourth Motor Vehicle Refund Register for the Period of October 1, 2007, to October 31, 2007, in the Net Grand Total of \$2,762.94-
ACTION REQUESTED: Approve
 - d. Fourth Motor Vehicle Release Register for the Period of October 1, 2007, to October 31, 2007, in the Net Grand Total of \$22,535.12-
ACTION REQUESTED: Approve
3. **Health Department**
 - a. Budget Amendment #16 - Smart Start Smiles Program to Appropriate Additional Funds from Smart Start in the amount of \$44,000 (No county funds requested)
 - b. Budget Amendment # 17 - Smart Start Bilingual Health Program to Appropriate Additional Funds from Smart Start in the amount of \$4,500 (No county funds requested)

ACTION REQUESTED: Approve Budget Amendments #16 and #17
4. **Resolution in Support of Piedmont Behavioral Healthcare (PBH) Having a Substantially Equivalent Personnel System under G.S. 126-11**

ACTION REQUESTED: Adopt resolution

5. **Cooperative Extension**
 - a. Reclassification of Family and Consumer Science Agent Position to Environment and Natural Resources Agent Position
ACTION REQUESTED: Approve reclassification of position

6. **General Services**
 - a. Recommendation for Approval of Change Order G-1 - Phase IV of the Government Center Renovations in the Amount of \$23,672 (Funding is available within the project budget which was approved in the 2006 CIP with funding authorized in the Capital Project budget)
ACTION REQUESTED: Authorize the Interim County Manager to approve Change Order G-1
 - b. Amendment #2 to Contract with Ramsay Burgin Smith Architects in the Amount of \$18,540 for Communications HVAC/Emergency Power Generator (Funds are available in the Government Center Renovation Project Contingency Budget)
ACTION REQUESTED: Authorize Interim County Manager to approve Amendment #2 to Contract

7. **Disproportionate Minority Contact (DMC)**
ACTION REQUESTED: Approve Budget Amendment #14 to Appropriate Funds from the MacArthur Foundation for DMC Action Network in the Amount of \$100,000 (No county funds requested)

8. **Unsealing of Closed Session Minutes**
ACTION REQUESTED: Consider unsealing portion of closed session minutes

9. **Minutes**
ACTION REQUESTED: Approve minutes

10. **Juvenile Crime Prevention Council (JCPC) Certification**
ACTION REQUESTED: Approve certification

11. **Cane Creek Park - Campground Store/Check-In Station/Welcome Center**
ACTION REQUESTED: Adopt Capital Project Ordinance Amendment #88

12. **Parks and Recreation - Jesse Helms Park Passive Area/Bridge**
ACTION REQUESTED: Accept Proposal Submitted from Stewart Engineering for engineering services in the Amount Not to Exceed \$114,268.50 and Authorize Interim County Manager to Approve Contract and Adopt Capital Project Ordinance #89 (Funding is available within the project budget which was approved in the 2007 CIP with funding provided from the FY 07 budget)



OFFICE OF THE COMMISSIONERS AND MANAGER

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

PUBLIC NOTICE

NOTICE IS HEREBY GIVEN that the Union County Board of Commissioners will hold a special meeting on Monday, November 5, 2007, at 6:30 p.m. in the Conference Room, located on the first floor behind the new Commissioners' Board Room in the Union County Government Center, 500 North Main Street, Monroe, North Carolina, for the purpose of going into closed session: 1) to discuss matters relating to the location or expansion of industries or other businesses in the area served by the public body, including agreement on a tentative list of economic development incentives that may be offered by the public body in negotiations in accordance with G.S. § 143-318.11(a)(4); and 2) to prevent the disclosure of information that is privileged or confidential pursuant to G.S. 143-318.10(e), in accordance with G.S. 143-318.11(1).

Kevin Pressley, Chairman
Union County Board of Commissioners

**UNION COUNTY
BOARD OF COMMISSIONERS**

ACTION AGENDA ITEM ABSTRACT

Meeting Date: November 5, 2007

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

SUBJECT: Economic Development Report

DEPARTMENT: Union County Partnership for Progress **PUBLIC HEARING:** No

ATTACHMENT(S): None **INFORMATION CONTACT:** Maurice Ewing, President
Union County Partnership for Progress

TELEPHONE NUMBERS:

DEPARTMENT'S RECOMMENDED ACTION: Receive report

BACKGROUND:

FINANCIAL IMPACT:

Legal Dept. Comments if applicable: _____

Finance Dept. Comments if applicable: _____

Manager Recommendation: _____

AGENDA ITEM

6a

MEETING DATE 11-5-07

Union Regional Water System Assessment Resolution

WHEREAS Union County is experiencing significant population growth and is anticipated to need an additional 20 million gallons per day of water to meet its current and future residential and industrial needs for the next 20 years, and

WHEREAS Union County has a desire to develop a long term water source in the Yadkin-Pee Dee Basin to reduce existing and eliminate the need for any additional inter basin transfer from the Catawba Basin, and

WHEREAS Anson County's future economic prosperity and the long-term financial viability of its water system depends on its ability to continually sell finished water to surrounding jurisdictions, and

WHEREAS Anson and Union county's traditional and emerging residents and industries all depend on reliable supplies of clean water, reasonable utility costs and an attractive natural environment, and

WHEREAS Union County's ability to receive reasonably priced, high quality water in excess of 4 million gallons per day on a consistent basis from Anson County is contingent on several infrastructure improvements within its storage and distribution system and,

WHEREAS Union County is interested in studying the scope, feasibility and costs associated with system improvements in order to meet Union County's growing water supply needs in an effort to meet demand projections;

NOW THEREFORE BE IT RESOLVED that the County of Union engage the services of HDR Engineering to work in collaboration with Hobbs, Upchurch and Associates, on behalf of Anson County, to study the cost of required system upgrades needed to deliver a water supply in excess of the current contractual terms allocating the cost of these services to the beneficiary party, and

BE IT FURTHER RESOLVED that the County of Union calls upon the governing board of Anson County to enact a resolution of similar scope to affirm this joint study focused on regional cooperation, natural resource stewardship and identifying the most cost-effective solution for providing water to the citizens of both Anson and Union counties.

Adopted this 5th day of November, 2007.

**UNION COUNTY
BOARD OF COMMISSIONERS**

ACTION AGENDA ITEM ABSTRACT

Meeting Date: November 5, 2007

Action Agenda Item No. 66
(Central Admin. use only)

SUBJECT: Water Conservation Ordinance

DEPARTMENT: Legal/Public Works

PUBLIC HEARING: No

ATTACHMENT(S):

(1) Marked Ordinance showing changes to the current Ordinance;

(2) Clean version of the revised Ordinance.

INFORMATION CONTACT:

Jeff Crook
Christie Putnam

TELEPHONE NUMBERS:

704-283-3673
704-296-4212

DEPARTMENT'S RECOMMENDED ACTION: Amend Water Conservation Ordinance

BACKGROUND: In this time of unprecedented drought, we continue to refine the County's Water Conservation Ordinance as the need develops. It is contemplated that during the winter season when the demand for water subsides, staff will review the current Ordinance and conservation program as a whole, and perhaps return to the Board with recommendations as to how the County's drought response and conservation measures can be improved.

The amendments proposed for consideration would have the following effect: (i) prohibit the watering of lawns upon declaration of a Stage III Mandatory Water Condition by the County Manager, provided that shrubbery, trees, flowers, and vegetable gardens may be watered by hand or by drip irrigation; and (ii) decriminalize the ordinance by deletion of the criminal penalties to better position the County to retain the now significant civil penalties generated by violations of the Ordinance for use in funding its enforcement.

Discussion: (1) During its meeting of October 15, the Board revised the Ordinance to allow watering only one day per week, in order to conform the County's Stage III conservation measures with the requirements of Stage 3 under the Low Inflow Protocol of the Duke Comprehensive Relicensure Agreement. Since that time, the County's Public Works Advisory Board and the Drought Management Advisory Group (established pursuant to the Relicensure Agreement) have both recommended elimination of lawn watering. The Ordinance has been amended to reflect this recommendation, while still allowing the watering of shrubbery, trees, flowers, and vegetable gardens by hand or by drip irrigation.

(2) Regarding decriminalization of the Ordinance, pursuant to Article IX, Section 7 of the North Carolina constitution, "...the clear proceeds of all penalties and forfeitures and of all fines collected in the several counties for any breach of the penal laws of the State, shall belong to and remain in the several counties, and shall be faithfully appropriated and used exclusively for maintaining free public schools." The issue of which penalties must be paid to the public schools has reached the North Carolina appellate courts on several occasions. Removal of the criminal penalty provisions from the Ordinance will provide the County with a stronger position to claim the proceeds of the civil penalties assessed for violation and to retain such penalties for use by Public Works in enforcing the Ordinance, if such is desired by the Board. Although criminal penalties may be useful in especially egregious cases, the Ordinance provides that civil penalties will be added to the water bills and that service may be disconnected for nonpayment. These remedies should suffice in enforcement of the Conservation Ordinance if the Board desires to eliminate the criminal penalties.

FINANCIAL IMPACT:

Legal Dept. Comments if applicable: _____

Finance Dept. Comments if applicable: _____

Manager Recommendation: _____

WATER CONSERVATION ORDINANCE

AN ORDINANCE PROVIDING FOR CONSERVATION OF WATER AND RESTRICTIONS ON THE USE OF WATER DURING A WATER SHORTAGE OR IMPENDING WATER SHORTAGE

BE IT ORDAINED by the Union County Board of Commissioners that water conservation is deemed to be necessary when water demand by customers connected to the Union County water system reaches the point where continued or increased demand will equal or exceed the treatment and/or transmission capacity of the system. When water demand results in the condition whereby customers cannot be supplied with adequate water to protect their health, safety, or property, then the demand must be substantially curtailed to relieve the water shortage.

Article I

Declaration of Water Shortage

Section I: Applicability of Ordinance

In the event (i) it appears there is a sustained demand of 80% of the Union County water system treatment and/or transmission capacity (average daily flow); or (ii) Duke Power Company LLC, doing business as Duke Energy Carolinas, LLC, declares a Stage 1 Low Inflow Condition pursuant to the Comprehensive Relicensing Agreement for the Catawba-Wateree Hydro Project (FERC Project No. 2232) dated December 22, 2006, to which Union County is a party, thus compelling certain voluntary water use restrictions by Union County, then in either such event the Director of the Union County Public Works Department, hereinafter referred to as the "Director," may recommend to the County Manager that voluntary water conservation measures be implemented. The County Manager, following consultation with the Board of Commissioners, may declare a Stage I Voluntary Water Shortage Condition requesting voluntary water conservation by consumers. The County Manager, following consultation with the Board of Commissioners, may, with or without the recommendation of the Director, declare that a Stage II, Stage III, or Stage IV Mandatory Water Shortage Condition exists and require mandatory conservation measures upon occurrence of any conditions precedent for declaring such Condition, as hereinafter set forth. In declaring any Water Shortage Condition pursuant to this Ordinance, the County Manager may limit the applicability of the requirements of this Ordinance to certain sections of the County, whether by township or other description. For purposes of this Ordinance, the phrase "following consultation with the Board of Commissioners" shall mean consultation during a regular or special meeting of the Board of Commissioners when possible, but where delay would endanger the public health, safety, or welfare, as determined by the County Manager, such consultation may be made by the County Manager with members of the Board of Commissioners on an individual basis outside the confines of a formal meeting. The County Manager shall report the declaration of a Water Shortage Condition to the Board at its next regular meeting.

The declaration of a Water Shortage Condition becomes effective immediately upon issuance by the County Manager. Upon declaration of any stage of Water Shortage Condition, the County Manager shall issue press releases to local television, radio and/or print media to inform the public of the voluntary or mandatory water use restrictions. Upon declaration of a Stage II, Stage III, or Stage IV Mandatory Water Shortage Condition, the County Manager shall also cause notice of such restrictions to be either inserted into customers' water bills or separately mailed to customers as soon as reasonably practicable.

Article II
Stage I Voluntary Water Shortage Condition

Section I

In the event a Stage I Voluntary Water Shortage Condition is declared, the following guidelines shall apply:

- a. An extensive publicity campaign will be initiated using public media to inform the public of an impending or existing water shortage.
- b. Conservation measures will be encouraged and recommended.

Section II

In the event a Stage I Voluntary Water Shortage Condition is declared, the following guidelines shall apply, and the public shall be encouraged to adhere to the following:

- a. Limit car washing to the minimum.
- b. Limit lawn and garden watering to that which is necessary for plants to survive.
- c. Do not wash down outside areas such as sidewalks, patios, parking lots, service bays or aprons, etc.
- d. Do not leave faucets running while shaving or rinsing dishes.
- e. Water shrubbery to the minimum required, reusing household water when possible.
- f. Limit use of clothes washers and dish washers and when used, operate fully loaded.
- g. Use of showers for bathing, rather than bathtub, and limit showers to no more than four (4) minutes.

- h. Limit flushing of toilets by multiple usage.
- i. The use of disposable and biodegradable dishes is encouraged.
- j. The use of flow-restrictive and water-saving devices is encouraged.
- k. Limit hours of operation of water-cooled air conditioners.
- l. All residents, businesses, and institutions are requested to temporarily delay new landscape work until the water shortage has ended.
- m. Use only hoses with spring-activated nozzles when watering lawns and gardens.

Article III
Stage II Mandatory Water Shortage Condition

Section I: Compliance

In the event the County Manager issues a declaration of a Stage II Mandatory Water Shortage Condition, then it shall be unlawful for any person, firm or corporation to use or permit the use of water from the Union County water system in a manner inconsistent with the declaration until such time as the declaration of a Stage II Mandatory Water Shortage Condition has been rescinded. In exercising the authority for declaring a Stage II Mandatory Water Shortage Condition, consideration shall be given, as applicable, to water shortage levels and available sources of supply, available usable storage on hand, drawn-down rates, the projected supply capability, outlook for precipitation, daily water use patterns and availability of water from other sources.

Section II

In the event (i) a Stage I Voluntary Water Shortage Condition declaration is ineffective in adequately reducing demand; (ii) maintenance of the system (whether preventive or breakdown maintenance, or due to an event of force majeure) requires a reduction in demand; (iii) mandatory restrictions are required to comply with any permit for the system issued by applicable state or federal authorities; (iv) sustained water demand exceeds 95% of the Union County water system treatment and/or transmission capacity (average daily flow); or (v) Duke Power Company LLC, doing business as Duke Energy Carolinas, LLC, declares a Stage 2 Low Inflow Condition pursuant to the Comprehensive Relicensing Agreement for the Catawba-Watauga Hydro Project (FERC Project No. 2232) dated December 22, 2006, to which Union County is a party, thus compelling certain mandatory water use restrictions by Union County, then upon occurrence of any such event the County Manager may issue a declaration that a Stage II Mandatory Water Shortage Condition exists. Such declaration may prohibit any one or more

of the types of water uses regulated under a Stage I, Stage III, or Stage IV Water Shortage Condition, provided that the County Manager, in his discretion and acting in the best interests of the health, safety, and welfare of the citizens, may further regulate usage on the following bases: (i) time of day; (ii) day of week; (iii) customer type, including without limitation, residential, commercial, industrial and institutional; and (iv) physical attribute, such as address. After consultation with the Board, the County Manager may also take such other measures as deemed necessary to give effect to the intent of this Ordinance.

Article IV
Stage III Mandatory Water Shortage Condition

Section I: Compliance

In the event the County Manager issues a declaration of a Stage III Mandatory Water Shortage Condition, then it shall be unlawful for any person, firm or corporation to use or permit the use of water from the Union County water system for any purpose hereinafter set forth until such time as the declaration of a Stage III Mandatory Water Shortage Condition has been rescinded. In exercising the authority for declaring a Stage III Mandatory Water Shortage Condition, consideration shall be given, as applicable, to water shortage levels and available sources of supply, available usable storage on hand, drawn-down rates, the projected supply capability, outlook for precipitation, daily water use patterns and availability of water from other sources.

Section II

In the event (i) a Stage II Mandatory Water Shortage Condition is in effect and the system demand still exceeds system capacity; or (ii) Duke Power Company LLC, doing business as Duke Energy Carolinas, LLC, declares a Stage 3 Low Inflow Condition pursuant to the Comprehensive Relicensing Agreement for the Catawba-Wateree Hydro Project (FERC Project No. 2232) dated December 22, 2006, to which Union County is a party, thus compelling certain mandatory water use restrictions by Union County, then in either such event a Stage III Mandatory Water Shortage Condition may be declared. In addition to any voluntary and mandatory guidelines already in effect, it shall be unlawful to use water supplied by the Union County water system in the following manner:

- ~~_____ a. _____ To irrigate lawns and landscaping more than one (1) day per week, which day may vary for individual customers as specified by the County Manager in the declaration of a Stage III Mandatory Water Shortage Condition.~~
- _____ a. _____ To water lawns; provided that shrubbery, trees, flowers and vegetable gardens may be watered by hand or by drip irrigation.
- b. To conduct residential vehicle washing.

- c. To wash public buildings, sidewalks, and streets, except as required for safety and/or to maintain regulatory compliance.
- d. To use water for dust control during construction.
- e. To conduct flushing or hydrant testing programs, except to maintain water quality or other special circumstances approved by the Director in advance.
- f. To fill new swimming pools.
- g. To serve drinking water in restaurants, cafeterias, or other food establishments, except upon request.

Article V

Stage IV Mandatory Water Shortage Condition

Section I: Compliance

In the event the County Manager issues a declaration of a Stage IV Mandatory Water Shortage Condition, then it shall be unlawful for any person, firm or corporation to use or permit the use of water from the Union County water system for any purpose hereinafter set forth until such time as the declaration of water shortage has been rescinded. In exercising the authority for declaring a water shortage condition, consideration shall be given, as applicable, to water storage levels and available sources of supply, available usable storage on hand, draw-down rates, the projected supply capability, outlook for precipitation, daily water use patterns and availability of water from other sources.

Section II

In the event (i) a Stage III Mandatory Water Shortage Condition exists and the system demand still exceeds system capacity; or (ii) Duke Power Company LLC, doing business as Duke Energy Carolinas, LLC, declares a Stage 4 Low Inflow Condition pursuant to the Comprehensive Relicensing Agreement for the Catawba-Wateree Hydro Project (FERC Project No. 2232) dated December 22, 2006, to which Union County is a party, thus compelling certain mandatory water use restrictions by Union County, then in either such event a Stage IV Mandatory Water Shortage Condition may be declared. In addition to the restrictions for Stage I, Stage II, and Stage III Water Shortage Conditions, the following restrictions shall also apply:

- a. To induce water into any pool.
- b. Use water outside a structure for any use other than an emergency involving a fire.

- c. Fire protection to be maintained by drafting of ponds, rivers, etc., wherever possible.
- d. The use of throw-away utensils and plates is encouraged and recommended at all eating establishments.
- e. To operate an evaporative air conditioner which recycles water except during operating hours of business.
- f. Use potable water for road construction practices, i.e. compaction and washing.

Article VI

Section I: Lifting of Restrictions Imposed During a Water Shortage

- a. Water Shortage Conditions will expire when the County Manager, after consultation with the Board of Commissioners and upon recommendation of the Director, deems that the condition which caused the water shortage condition has abated.
- b. The expiration or cancellation of a water shortage declaration shall be promptly and extensively publicized.

Article VII

Section I: Enforcement

- a. Compliance with the provisions of this Ordinance shall be enforced by personnel of the Union County Public Works Department, hereinafter referred to as "UCPW," independent contractors engaged by UCPW for such purpose, ~~the Union County Sheriff's Office,~~ and such other personnel as designated by the County Manager.
- b. The use of water from the Union County water system by a customer in violation of any mandatory water conservation control imposed pursuant to this Ordinance is unlawful. For purposes of this Ordinance, the term "customer" shall mean any person or entity in whose name Union County Public Works maintains an account for water use. Further, the refusal or failure of a customer or other person acting on the customer's behalf to cease immediately a violation of a water conservation control, after being directed to do so by a person authorized to enforce the provisions of this Ordinance, is unlawful. Each customer is responsible for any use of water that passes through the service connection associated with the customer's account or otherwise passes through the customer's private water system.

- c. Any customer who violates or permits the violation of any mandatory water conservation control imposed pursuant to this Ordinance shall be subject to civil penalties as follows: (i) a warning for the first offense; (ii) a civil penalty in the amount of one hundred dollars (\$100) for the second offense; and (iii) a civil penalty in the amount of five hundred dollars (\$500) for the third and subsequent offenses. Each day that a violation of a mandatory water conservation control occurs shall be considered to be a separate and distinct offense.
- d. Violations shall be accumulated by customers so long as this Ordinance, in any of its stages, is continuously in effect and until no stage of this Ordinance has been in effect for a period of one (1) calendar year. Violations of any mandatory water conservation control of any stage shall accumulate with violations of other stages. Should a customer move, or cease and renew service, during the period described herein, the customer's violations shall continue to accumulate as if such move or cessation had not occurred.
- e. Each civil penalty assessed against a customer pursuant to this Ordinance shall be added to the customer's water bill and shall be paid in the same manner as the payment of water bills. A customer's partial payment of a water bill shall be applied first to satisfaction of the civil penalties. Failure to pay all or any portion of a water bill, including any civil penalty assessed pursuant to this Ordinance, in a timely manner may result in the termination of water service.
- f. ~~Any violation of the provisions of this Ordinance shall constitute a Class 3 misdemeanor, punishable upon conviction by a fine not to exceed Five Hundred Dollars (\$500.00) or imprisonment not exceeding twenty (20) days as provided by N.C.G.S. 14-4.g. —~~ The violation of any water conservation control or provision of this Ordinance may be enforced by all remedies authorized by law for noncompliance with county ordinances, including without limitation all remedies authorized pursuant to N.C.G.S. 153A-123.the assessment of a civil penalty and action for injunction, order of abatement or other equitable relief; provided, however, that no violation of any water conservation control or provision of this Ordinance shall be a basis for imposing any criminal remedy.

Article VIII

Section I: Discontinuance of Service

In addition to the payment of any civil penalty assessed pursuant to Article VII of this Ordinance, a customer shall be subject to termination or restriction of water service following four or more violations of any water conservation control imposed pursuant to this Ordinance. Water service will not be restored at such service connection until the customer agrees to such terms as determined by the Director to be reasonably necessary or advisable to ensure the customer's compliance with such water conservation controls as are then in effect or may be imposed pursuant to this Ordinance and the payment of all the customer's obligations, including,

without limitation, all outstanding charges for water service, civil penalties and all other fees, amounts and penalties charged in accordance with the provisions of this Ordinance. If a customer violates such a term or condition, the customer shall be subject to a civil penalty of up to \$1,000.00 in addition to any other remedy ~~that may be authorized by law or agreement pursuant to this Ordinance~~ and termination of water service through such service connection for up to a minimum period of 15 days. Service may be restored thereafter in accordance with the provisions of this Article.

A customer whose water service is terminated pursuant to this Article shall not be entitled to notice and an opportunity for a hearing in advance of such termination. Although service of notice and an opportunity for hearing are not conditions precedent to termination of service, UCPW will endeavor to provide such notice as soon as reasonably practicable after a decision is made to terminate such service. A customer whose service is terminated pursuant to this Article or who receives notice of such a termination shall have five calendar days after termination of service or receipt of notice of termination, whichever is later, to appeal such termination to the Director, or his/her designee, by delivering a written notice of appeal. A hearing shall be held on such appeal within three business days of receipt of the notice of appeal, or by such other date as approved by the Director, or his/her designee, and the customer.

Article IX

The following shall apply at all times to the outdoor sprinkling of lawns, shrubbery, trees, flowers, gardens, and other outside irrigation systems. By January 1, 2008, all irrigation systems equipped with a timer shall be equipped with rain sensors as approved by UCPW. Rain sensors shall be activated to prevent the system from operating after one fourth (1/4) inch of rain has fallen.

Article X

Section I: Severability

If any section, subdivision, clause or provision of this Ordinance shall be adjudged invalid, such adjudication shall apply only to such section, subdivision, clause or provision so adjudged, and the remainder of this Ordinance may be declared valid once effective.

Article XI

Section I: Effective Date

This Ordinance originally became effective on July 13, 1992. It was subsequently amended and restated effective on the following dates: (i) August 5, 2002. ~~It was amended and restated a second time on June 4, 2007, with the proviso that any declaration of a Water Shortage Condition made prior to June 4, 2007, and not rescinded was to remain in full force and effect~~

and that any warnings issued prior to June 4, 2007, would constitute a first offense under Section 1(e) of Article VII. 2002; (ii) June 4, 2007; and (iii) October 15, 2007.

This ~~third~~fourth amendment and restatement of this Ordinance shall become effective upon adoption by the Board of Commissioners on ~~October 15,~~November 5, 2007 (the "Effective Date"). The Ordinance is restated in this manner solely to facilitate review by the reader by obviating the need to integrate multiple documents. Any declaration of a Water Shortage Condition made prior to the Effective Date and not rescinded shall remain in full force and effect. Though amended, this Ordinance shall be deemed to be continuously in effect such that enforcement of violations committed prior to the Effective Date shall continue unaffected.

Document comparison done by DeltaView on Thursday, November 01, 2007 2:40:43 PM

Input:	
Document 1	file://C:/Documents and Settings/crook/My Documents/Documents/Central Administration/Ordinances/Water Conservation/2007 Amendments/Final Ord. - Revised Stage 3 (eff. Oct. 15, 2007).doc
Document 2	file://C:/Documents and Settings/crook/My Documents/Documents/Central Administration/Ordinances/Water Conservation/2007 Amendments/Decriminalize & Revise Stage 3, 1.1.07/Decriminalized (1.1.07).doc
Rendering set	Standard

Legend:	
<u>Insertion</u>	
<u>Deletion</u>	
<u>Moved from</u>	
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<u>Style change</u>	
<u>Format change</u>	
<u>Moved deletion</u>	
Inserted cell	
Deleted cell	
Moved cell	
Split/Merged cell	
Padding cell	

Statistics:	
	Count
Insertions	8
Deletions	11
Moved from	1
Moved to	1
Style change	0
Format changed	0
Total changes	21

WATER CONSERVATION ORDINANCE

AN ORDINANCE PROVIDING FOR CONSERVATION OF WATER AND RESTRICTIONS ON THE USE OF WATER DURING A WATER SHORTAGE OR IMPENDING WATER SHORTAGE

BE IT ORDAINED by the Union County Board of Commissioners that water conservation is deemed to be necessary when water demand by customers connected to the Union County water system reaches the point where continued or increased demand will equal or exceed the treatment and/or transmission capacity of the system. When water demand results in the condition whereby customers cannot be supplied with adequate water to protect their health, safety, or property, then the demand must be substantially curtailed to relieve the water shortage.

Article I

Declaration of Water Shortage

Section I: Applicability of Ordinance

In the event (i) it appears there is a sustained demand of 80% of the Union County water system treatment and/or transmission capacity (average daily flow); or (ii) Duke Power Company LLC, doing business as Duke Energy Carolinas, LLC, declares a Stage 1 Low Inflow Condition pursuant to the Comprehensive Relicensing Agreement for the Catawba-Wateree Hydro Project (FERC Project No. 2232) dated December 22, 2006, to which Union County is a party, thus compelling certain voluntary water use restrictions by Union County, then in either such event the Director of the Union County Public Works Department, hereinafter referred to as the "Director," may recommend to the County Manager that voluntary water conservation measures be implemented. The County Manager, following consultation with the Board of Commissioners, may declare a Stage I Voluntary Water Shortage Condition requesting voluntary water conservation by consumers. The County Manager, following consultation with the Board of Commissioners, may, with or without the recommendation of the Director, declare that a Stage II, Stage III, or Stage IV Mandatory Water Shortage Condition exists and require mandatory conservation measures upon occurrence of any conditions precedent for declaring such Condition, as hereinafter set forth. In declaring any Water Shortage Condition pursuant to this Ordinance, the County Manager may limit the applicability of the requirements of this Ordinance to certain sections of the County, whether by township or other description. For purposes of this Ordinance, the phrase "following consultation with the Board of Commissioners" shall mean consultation during a regular or special meeting of the Board of Commissioners when possible, but where delay would endanger the public health, safety, or welfare, as determined by the County Manager, such consultation may be made by the County Manager with members of the Board of Commissioners on an individual basis outside the confines of a formal meeting. The County Manager shall report the declaration of a Water Shortage Condition to the Board at its next regular meeting.

The declaration of a Water Shortage Condition becomes effective immediately upon issuance by the County Manager. Upon declaration of any stage of Water Shortage Condition, the County Manager shall issue press releases to local television, radio and/or print media to inform the public of the voluntary or mandatory water use restrictions. Upon declaration of a Stage II, Stage III, or Stage IV Mandatory Water Shortage Condition, the County Manager shall also cause notice of such restrictions to be either inserted into customers' water bills or separately mailed to customers as soon as reasonably practicable.

Article II
Stage I Voluntary Water Shortage Condition

Section I

In the event a Stage I Voluntary Water Shortage Condition is declared, the following guidelines shall apply:

- a. An extensive publicity campaign will be initiated using public media to inform the public of an impending or existing water shortage.
- b. Conservation measures will be encouraged and recommended.

Section II

In the event a Stage I Voluntary Water Shortage Condition is declared, the following guidelines shall apply, and the public shall be encouraged to adhere to the following:

- a. Limit car washing to the minimum.
- b. Limit lawn and garden watering to that which is necessary for plants to survive.
- c. Do not wash down outside areas such as sidewalks, patios, parking lots, service bays or aprons, etc.
- d. Do not leave faucets running while shaving or rinsing dishes.
- e. Water shrubbery to the minimum required, reusing household water when possible.
- f. Limit use of clothes washers and dish washers and when used, operate fully loaded.
- g. Use of showers for bathing, rather than bathtub, and limit showers to no more than four (4) minutes.

- h. Limit flushing of toilets by multiple usage.
- i. The use of disposable and biodegradable dishes is encouraged.
- j. The use of flow-restrictive and water-saving devices is encouraged.
- k. Limit hours of operation of water-cooled air conditioners.
- l. All residents, businesses, and institutions are requested to temporarily delay new landscape work until the water shortage has ended.
- m. Use only hoses with spring-activated nozzles when watering lawns and gardens.

Article III
Stage II Mandatory Water Shortage Condition

Section I: Compliance

In the event the County Manager issues a declaration of a Stage II Mandatory Water Shortage Condition, then it shall be unlawful for any person, firm or corporation to use or permit the use of water from the Union County water system in a manner inconsistent with the declaration until such time as the declaration of a Stage II Mandatory Water Shortage Condition has been rescinded. In exercising the authority for declaring a Stage II Mandatory Water Shortage Condition, consideration shall be given, as applicable, to water shortage levels and available sources of supply, available usable storage on hand, drawn-down rates, the projected supply capability, outlook for precipitation, daily water use patterns and availability of water from other sources.

Section II

In the event (i) a Stage I Voluntary Water Shortage Condition declaration is ineffective in adequately reducing demand; (ii) maintenance of the system (whether preventive or breakdown maintenance, or due to an event of force majeure) requires a reduction in demand; (iii) mandatory restrictions are required to comply with any permit for the system issued by applicable state or federal authorities; (iv) sustained water demand exceeds 95% of the Union County water system treatment and/or transmission capacity (average daily flow); or (v) Duke Power Company LLC, doing business as Duke Energy Carolinas, LLC, declares a Stage 2 Low Inflow Condition pursuant to the Comprehensive Relicensing Agreement for the Catawba-Wateree Hydro Project (FERC Project No. 2232) dated December 22, 2006, to which Union County is a party, thus compelling certain mandatory water use restrictions by Union County, then upon occurrence of any such event the County Manager may issue a declaration that a Stage II Mandatory Water Shortage Condition exists. Such declaration may prohibit any one or more

of the types of water uses regulated under a Stage I, Stage III, or Stage IV Water Shortage Condition, provided that the County Manager, in his discretion and acting in the best interests of the health, safety, and welfare of the citizens, may further regulate usage on the following bases: (i) time of day; (ii) day of week; (iii) customer type, including without limitation, residential, commercial, industrial and institutional; and (iv) physical attribute, such as address. After consultation with the Board, the County Manager may also take such other measures as deemed necessary to give effect to the intent of this Ordinance.

Article IV
Stage III Mandatory Water Shortage Condition

Section I: Compliance

In the event the County Manager issues a declaration of a Stage III Mandatory Water Shortage Condition, then it shall be unlawful for any person, firm or corporation to use or permit the use of water from the Union County water system for any purpose hereinafter set forth until such time as the declaration of a Stage III Mandatory Water Shortage Condition has been rescinded. In exercising the authority for declaring a Stage III Mandatory Water Shortage Condition, consideration shall be given, as applicable, to water shortage levels and available sources of supply, available usable storage on hand, drawn-down rates, the projected supply capability, outlook for precipitation, daily water use patterns and availability of water from other sources.

Section II

In the event (i) a Stage II Mandatory Water Shortage Condition is in effect and the system demand still exceeds system capacity; or (ii) Duke Power Company LLC, doing business as Duke Energy Carolinas, LLC, declares a Stage 3 Low Inflow Condition pursuant to the Comprehensive Relicensing Agreement for the Catawba-Wataree Hydro Project (FERC Project No. 2232) dated December 22, 2006, to which Union County is a party, thus compelling certain mandatory water use restrictions by Union County, then in either such event a Stage III Mandatory Water Shortage Condition may be declared. In addition to any voluntary and mandatory guidelines already in effect, it shall be unlawful to use water supplied by the Union County water system in the following manner:

- a. To water lawns; provided that shrubbery, trees, flowers and vegetable gardens may be watered by hand or by drip irrigation.
- b. To conduct residential vehicle washing.
- c. To wash public buildings, sidewalks, and streets, except as required for safety and/or to maintain regulatory compliance.

- d. To use water for dust control during construction.
- e. To conduct flushing or hydrant testing programs, except to maintain water quality or other special circumstances approved by the Director in advance.
- f. To fill new swimming pools.
- g. To serve drinking water in restaurants, cafeterias, or other food establishments, except upon request.

Article V

Stage IV Mandatory Water Shortage Condition

Section I: Compliance

In the event the County Manager issues a declaration of a Stage IV Mandatory Water Shortage Condition, then it shall be unlawful for any person, firm or corporation to use or permit the use of water from the Union County water system for any purpose hereinafter set forth until such time as the declaration of water shortage has been rescinded. In exercising the authority for declaring a water shortage condition, consideration shall be given, as applicable, to water storage levels and available sources of supply, available usable storage on hand, draw-down rates, the projected supply capability, outlook for precipitation, daily water use patterns and availability of water from other sources.

Section II

In the event (i) a Stage III Mandatory Water Shortage Condition exists and the system demand still exceeds system capacity; or (ii) Duke Power Company LLC, doing business as Duke Energy Carolinas, LLC, declares a Stage 4 Low Inflow Condition pursuant to the Comprehensive Relicensing Agreement for the Catawba-Wataree Hydro Project (FERC Project No. 2232) dated December 22, 2006, to which Union County is a party, thus compelling certain mandatory water use restrictions by Union County, then in either such event a Stage IV Mandatory Water Shortage Condition may be declared. In addition to the restrictions for Stage I, Stage II, and Stage III Water Shortage Conditions, the following restrictions shall also apply:

- a. To induce water into any pool.
- b. Use water outside a structure for any use other than an emergency involving a fire.
- c. Fire protection to be maintained by drafting of ponds, rivers, etc., wherever possible.

- d. The use of throw-away utensils and plates is encouraged and recommended at all eating establishments.
- e. To operate an evaporative air conditioner which recycles water except during operating hours of business.
- f. Use potable water for road construction practices, i.e. compaction and washing.

Article VI

Section I: Lifting of Restrictions Imposed During a Water Shortage

- a. Water Shortage Conditions will expire when the County Manager, after consultation with the Board of Commissioners and upon recommendation of the Director, deems that the condition which caused the water shortage condition has abated.
- b. The expiration or cancellation of a water shortage declaration shall be promptly and extensively publicized.

Article VII

Section I: Enforcement

- a. Compliance with the provisions of this Ordinance shall be enforced by personnel of the Union County Public Works Department, hereinafter referred to as "UCPW," independent contractors engaged by UCPW for such purpose, and such other personnel as designated by the County Manager.
- b. The use of water from the Union County water system by a customer in violation of any mandatory water conservation control imposed pursuant to this Ordinance is unlawful. For purposes of this Ordinance, the term "customer" shall mean any person or entity in whose name Union County Public Works maintains an account for water use. Further, the refusal or failure of a customer or other person acting on the customer's behalf to cease immediately a violation of a water conservation control, after being directed to do so by a person authorized to enforce the provisions of this Ordinance, is unlawful. Each customer is responsible for any use of water that passes through the service connection associated with the customer's account or otherwise passes through the customer's private water system.
- c. Any customer who violates or permits the violation of any mandatory water conservation control imposed pursuant to this Ordinance shall be subject to civil penalties as follows:
 - (i) a warning for the first offense;
 - (ii) a civil penalty in the amount of one hundred dollars

(\$100) for the second offense; and (iii) a civil penalty in the amount of five hundred dollars (\$500) for the third and subsequent offenses. Each day that a violation of a mandatory water conservation control occurs shall be considered to be a separate and distinct offense.

- d. Violations shall be accumulated by customers so long as this Ordinance, in any of its stages, is continuously in effect and until no stage of this Ordinance has been in effect for a period of one (1) calendar year. Violations of any mandatory water conservation control of any stage shall accumulate with violations of other stages. Should a customer move, or cease and renew service, during the period described herein, the customer's violations shall continue to accumulate as if such move or cessation had not occurred.
- e. Each civil penalty assessed against a customer pursuant to this Ordinance shall be added to the customer's water bill and shall be paid in the same manner as the payment of water bills. A customer's partial payment of a water bill shall be applied first to satisfaction of the civil penalties. Failure to pay all or any portion of a water bill, including any civil penalty assessed pursuant to this Ordinance, in a timely manner may result in the termination of water service.
- f. The violation of any water conservation control or provision of this Ordinance may be enforced by all remedies authorized by law for noncompliance with county ordinances, including without limitation the assessment of a civil penalty and action for injunction, order of abatement or other equitable relief; provided, however, that no violation of any water conservation control or provision of this Ordinance shall be a basis for imposing any criminal remedy.

Article VIII

Section I: Discontinuance of Service

In addition to the payment of any civil penalty assessed pursuant to Article VII of this Ordinance, a customer shall be subject to termination or restriction of water service following four or more violations of any water conservation control imposed pursuant to this Ordinance. Water service will not be restored at such service connection until the customer agrees to such terms as determined by the Director to be reasonably necessary or advisable to ensure the customer's compliance with such water conservation controls as are then in effect or may be imposed pursuant to this Ordinance and the payment of all the customer's obligations, including, without limitation, all outstanding charges for water service, civil penalties and all other fees, amounts and penalties charged in accordance with the provisions of this Ordinance. If a customer violates such a term or condition, the customer shall be subject to a civil penalty of up to \$1,000.00 in addition to any other remedy authorized pursuant to this Ordinance and termination of water service through such service connection for up to a minimum period of 15 days. Service may be restored thereafter in accordance with the provisions of this Article.

A customer whose water service is terminated pursuant to this Article shall not be entitled to notice and an opportunity for a hearing in advance of such termination. Although service of notice and an opportunity for hearing are not conditions precedent to termination of service, UCPW will endeavor to provide such notice as soon as reasonably practicable after a decision is made to terminate such service. A customer whose service is terminated pursuant to this Article or who receives notice of such a termination shall have five calendar days after termination of service or receipt of notice of termination, whichever is later, to appeal such termination to the Director, or his/her designee, by delivering a written notice of appeal. A hearing shall be held on such appeal within three business days of receipt of the notice of appeal, or by such other date as approved by the Director, or his/her designee, and the customer.

Article IX

The following shall apply at all times to the outdoor sprinkling of lawns, shrubbery, trees, flowers, gardens, and other outside irrigation systems. By January 1, 2008, all irrigation systems equipped with a timer shall be equipped with rain sensors as approved by UCPW. Rain sensors shall be activated to prevent the system from operating after one fourth (1/4) inch of rain has fallen.

Article X

Section I: Severability

If any section, subdivision, clause or provision of this Ordinance shall be adjudged invalid, such adjudication shall apply only to such section, subdivision, clause or provision so adjudged, and the remainder of this Ordinance may be declared valid once effective.

Article XI

Section I: Effective Date

This Ordinance originally became effective on July 13, 1992. It was subsequently amended and restated effective on the following dates: (i) August 5, 2002; (ii) June 4, 2007; and (iii) October 15, 2007.

This fourth amendment and restatement of this Ordinance shall become effective upon adoption by the Board of Commissioners on November 5, 2007 (the "Effective Date"). The Ordinance is restated in this manner solely to facilitate review by the reader by obviating the need to integrate multiple documents. Any declaration of a Water Shortage Condition made prior to the Effective Date and not rescinded shall remain in full force and effect. Though amended, this Ordinance shall be deemed to be continuously in effect such that enforcement of violations committed prior to the Effective Date shall continue unaffected.

**UNION COUNTY
BOARD OF COMMISSIONERS**

ACTION AGENDA ITEM ABSTRACT

Meeting Date: November 5, 2007

Action Agenda Item No. 7a(1-3)
(Central Admin. use only)

SUBJECT: Receive from the Assessor/ Tax Administrator the Schedule of Values, Standards and Rules for the 2008 Reappraisal

DEPARTMENT: Tax Administrator **PUBLIC HEARING:** Yes

ATTACHMENT(S):
To be presented to the clerk at the Board meeting:
1. The schedules of values, standards and rules to be used in appraising real property at its true value in the 2008 revaluation
2. The schedules of values, standards and rules to used in appraising real property at its present-use value in the 2008 revaluation.

INFORMATION CONTACT:
John Petoskey, Tax Administrator

TELEPHONE NUMBERS:
704-283-3748

DEPARTMENT'S RECOMMENDED ACTION: To receive the Schedule of Values 21 days prior to considering adoption per GS 105-317 and set a public hearing for November 19, 2007 at 7:00 pm. and direct the Clerk to publish in a newspaper of general circulation on November 7, 2007, a statement indicating that the proposed schedules, standards, and rules to be used in the reappraisal are available for public inspection in the Tax Administrator's office at 300 North Main, Monroe NC.

BACKGROUND: Actions being recommended are in compliance with GS 105-317 with final consideration for adoption scheduled for December 3, 2007.

FINANCIAL IMPACT: NA

Legal Dept. Comments if applicable: _____

Finance Dept. Comments if applicable: _____

Manager Recommendation: _____

**NOTICE OF RECEIPT FROM THE TAX ADMINISTRATOR
BY THE UNION COUNTY BOARD OF COMMISSIONERS
OF THE UNIFORM SCHEDULE OF VALUES, STANDARDS, AND RULES
FOR THE 2008 GENERAL REAPPRAISAL, AND
NOTICE OF A PUBLIC HEARING**

NOTICE IS HEREBY GIVEN THAT pursuant to the provisions of G.S. § 105-317, the proposed schedules, standards, and rules to be used in appraising real property in Union County for the 2008 Reappraisal have been submitted by the Union County Tax Administrator to the Board of County Commissioners and these are available for public inspection in the Tax Administrator's Office located in Room 1H3, Historic Courthouse, 300 North Main Street, Monroe, North Carolina.

NOTICE IS ALSO HEREBY GIVEN THAT the Union County Board of Commissioners will hold a public hearing on the proposed schedules, standards, and rules on November 19, 2007, at 7:00 p.m. in the Commissioners' Board Room on the first floor of the Union County Government Center, 500 North Main Street, Monroe, North Carolina.

Publish on: November 7, 2007

**UNION COUNTY
BOARD OF COMMISSIONERS**

ACTION AGENDA ITEM ABSTRACT

Meeting Date: November 5, 2007

Action Agenda Item No. 8

(Central Admin. use only)

SUBJECT: Work Session with City of Monroe on November 19, 2007

DEPARTMENT: Board of
Commissioners

PUBLIC HEARING: No

ATTACHMENT(S):

INFORMATION CONTACT:
Chairman Kevin Pressley

TELEPHONE NUMBERS:

DEPARTMENT'S RECOMMENDED ACTION: Announce work session

BACKGROUND:

FINANCIAL IMPACT:

Legal Dept. Comments if applicable: _____

Finance Dept. Comments if applicable: _____

Manager Recommendation: _____

AGENDA ITEM

411a-j
11-5-07

Summary of Major Terms and Conditions

Reference	Vendor Name	Purpose	Payment Terms	ME	Comprehensive Plans	Budget Amount
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Agenda Item - Contracts Over \$5,000 (List)

A	Baker and Taylor	Book leasing program (renewal) compliments existing purchase program by providing high demand titles available to library patrons.	\$ 96,600.00	Paid in quarterly payments of \$24,150.00 (NTE)	Operating Budget – 2008	n/a
B	Baker and Taylor	Book leasing program for teen books (renewal) compliments existing purchase program by providing high demand titles available to library patrons.	\$ 6,969.60	Paid in quarterly payments of \$1,592.40 (NTE)	Operating Budget – 2008	n/a
C	EBSCO Publishing	Auto/small engine repair reference center database license agreement. Database access will be available at libraries and on library website.	\$ 6,000.00	Annual amount (NTE)	Operating Budget – 2008	n/a
D	N. C. Department of Corrections, Division of Community Corrections	Criminal Justice Partnership Program grant funding for July 1, 2007 to June 30, 2008.	\$ 121,973.00	Grant revenue (NTE)	Operating Budget – 2008	BA#15
E	Behavioral Health Center - First Step (at CMC-Union, Carolina Health Care System)	Criminal Justice Partnership Program local service agreement (amendment). Provides outpatient substance abuse treatment services.	\$ 8,051.00	Additional funding, based on grant revenue (above item D)	Operating Budget – 2008	BA#15
F	N. C. Department of Crime Control and Public Safety, Division of Emergency Management	Memorandum of agreement and grant funding to develop, train, equip and maintain local Community Emergency Response Teams (CERTs).	\$ 6,000.00	Grant revenue (NTE)	Special Revenue Project Ordinance	SRO#6
G	HDR Engineering Inc.	Engineering services for preliminary engineering report regarding eastern county water supply short term conveyance facilities (Task Order # 40).	\$ 25,000.00	Lump sum amount (NTE)	Project was directed by the Board at their joint meeting with the PW Advisory Board. 2005 Master Water Plan identifies need to develop additional water supply to serve eastern and northern portions of Union.	n/a

Summary of Major Terms and Conditions

Reference	Vendor Name	Purpose	Payment Terms	Comprehensive Plans	Budget Amount
Agenda Item - Contracts Over \$5,000 (List)					
H	Kimley-Horn & Associates	Engineering services for 12 Mile Creek study to divert flow to CMUD (Task Order # 1).	\$ 32,000.00 Lump sum amount (NTE)	Project was directed by the Board.	n/a
I	Hayes, Seay, Mattern and Mattern, Inc. (HSMM)	Master project agreement for engineering services. Defines general terms, conditions, insurance requirements, etc.	n/a	n/a	n/a
J	Hayes, Seay, Mattern and Mattern, Inc. (HSMM)	Programming for new Emergency Services facility.	\$ 26,000.00 Lump sum amount (NTE)	Capital Project Ordinance and 2007 CIP	n/a

BUDGET AMENDMENT

BUDGET Criminal Justice Partnership REQUESTED BY Pat Beekman
 FISCAL YEAR FY2008 DATE October 17, 2007

INCREASE

Description

Pymts to Other Agencies 8,051
Donations 8,051

DECREASE

Description

Explanation: Appropriate additional funds for Criminal Justice Partnership

DATE _____

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

FOR POSTING PURPOSES ONLY

DEBIT

<u>Code</u>	<u>Account</u>	<u>Amount</u>
<u>10558900-5699</u>	<u>Pymts to Other Agencies</u>	<u>8,051</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

CREDIT

<u>Code</u>	<u>Account</u>	<u>Amount</u>
<u>10458900-4470</u>	<u>State Revenue</u>	<u>8,051</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Total 8,051
 Prepared By vhd
 Posted By _____
 Date _____

Total 8,051
 Number 15

SPECIAL REVENUE ORDINANCE AMENDMENT

BUDGET General Special Revenue Ordinance Fund
 FISCAL YEAR FY 2007-2008

REQUESTED BY Pat Beekman
 DATE November 5, 2007

PROJECT SOURCES

Source Description and Code	Project To Date	Requested Amendment	Revised Project
Federal Grant	-	6,000	6,000
	-	6,000	6,000

PROJECT USES

Project Description and Code	Project To Date	Requested Amendment	Revised Project
Operating Expense	-	6,000	6,000
	-	-	-
	-	-	-
	-	6,000	6,000

EXPLANATION: Appropriate funding for 2007 (CERT) Community Emergency Response Team Grant into multi-year fund.

DATE: _____

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

FOR FINANCE POSTING PURPOSES ONLY

PROJECT SOURCES

Source Description and Code	Project To Date	Requested Amendment	Revised Project
Federal Grant 31443300-4325-1106	-	6,000	6,000
		6,000	

PROJECT USES

Project Description and Code	Project To Date	Requested Amendment	Revised Project
Operating Expense 31543300-5290-1106	-	6,000	6,000
	-	6,000	6,000

Prepared By dhc
 Posted By _____
 Date _____

Number SRO - 6



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

John C. Petoskey
Tax Administrator

AGENDA ITEM

4/2a

MEETING DATE 11-5-07

MEMORANDUM

TO: The Board of County Commissioners
FROM: John C. Petoskey
Tax Administrator
DATE: October 9, 2007
RE: **Fifth** Motor Vehicle Billing

I hereby certify the Fifth 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 ---

--Date-- --Time--
10/09/07 12:43:

- Motor Vehicle Special Charge Summary -

Mn Cd	Text	Count	Value	Total	Spc Tax
02000	Monroe Vehicle Tax \$5.00	2,385	19,758,405		11,925.00

- - - E N D - - -

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

--Date-- --Time--
10/09/07 12:43

- Motor Vehicle Billing Summary -

78	220135	Taxes Payable - Unionville...	MN09800	2007	2006	.0200	30	320,140	64
78	220135	Taxes Payable - Unionville...	MN09800	2007	2007	.0200	392	3,774,254	754
78	220155	Taxes Payable - Mnrl Sprngs..	MN09900	2007	2006	.0270	14	112,450	30
78	220155	Taxes Payable - Mnrl Sprngs..	MN09900	2007	2007	.0270	200	1,913,180	516
Totals.....:							8,912	94,079,461	231,301
Grand Totals.....:									1,403,417

LEASES OCTOBER 2007

name	Release	Real Value	Pers. Value	UCGT	UCLL	CSGT-999	CSLL-999	HembyGT	StallGT	StallL	WesleyGT	AllensFF	BakersFF	FairviewFF	JacksonFF	UnionvilleFF	Wing
JGINS GEORGE CYRUS HE	3109	209,980			1,493.03							55.00					
ALLARD WITH HC MRS & RP GREENE	3110	12,000			85.33												3.64
ALLARD WITH HC MRS & RP GREENE	3111	12,000			85.33												
ALLARD RULL OLLIE P HEIRS	3112	33,940			241.35												
ALLARD JIMPSON DAVID T	3113	224,640			1,597.42												
ALLARD ASSER FRANCES L HEIRS	3114	162,980			1,168.95												
ALLARD ASSER FRANCES L HEIRS	3115	158,870			1,129.72												
ALLARD ARNETTE BEATRICE H & R R	3116	1,158,690			8,239.44												
ALLARD WESTFIELD HOMES OF THE C	3117	232,620			1,654.16				60.95				77.62				
ALLARD PRIMESTAR PROPERTIES INC	3118	26,070			185.38												
ALLARD ACE/DOWD PROPERTIES LTD	3119	558,760			3,973.34						93.31						
ALLARD HALL ROBERT LEE & LULA ES	3120	40,290			289.50												
ALLARD LACK BEVERLY J	3121	88,850			831.81												
ALLARD TAYLOR BRIAN	3123	82,480			586.37			31.09									
ALLARD TAYLOR BRIAN	3124	59,540			423.39												
ALLARD WOOD JOHN D & KIM R	3125	103,000			732.43												
ALLARD TAYLOR BRIAN	3126	59,540									17.20						
ALLARD EASTWOOD CONSTRUCTION	3127	162,560		1,155.66													
ALLARD S LAND INVESTMENTS LLC	3128	197,280		1,402.88									36.86				
ALLARD BALLARD CONSTRUCTION II	3130	42,540		302.50													36.44
ALLARD BALLARD CONSTRUCTION II	3131	19,700		140.09													
ALLARD BALLARD CONSTRUCTION II	3132	44,290		314.95													
ALLARD BALLARD CONSTRUCTION II	3133	17,950		127.85													
ALLARD UNTER PAUL E	3136	318,300		2,249.21													
ALLARD UNTER PAUL E	3137	897,770		6,384.04													
ALLARD DEAN LAND PROPERTIES	3138	153,830		1,093.89													
ALLARD WINSON ANGELA L & JERRY	3139		15,110		42.81												
ALLARD WOOTEN LUCAS L	3140																
ALLARD & M #1 INVESTMENT PARTN	3141			1,935.05	839.35	226.86	108.38		147.47	64.05							
		5,076,430	15,110	37,652.98	839.35	226.86	108.38	31.09	208.42	64.05	110.51	55.00	121.98	8.74	10.00	40.08	
ALLARD LACK BEVERLY J	3122	88,850			585.71												
ALLARD S LAND INVESTMENTS LLC	3129	18,320			123.01												3.90
ALLARD HOWARD BETTYE GADDY	3134		11,326		72.13		7.21										
ALLARD HOWARD BETTYE GADDY	3135		11,326														
		108,170	22,656	760.85	7.21												3.90
ALL YEARS		5,184,600	37,766	38,413.81	846.56	226.86	108.38	31.09	208.42	64.05	110.51	55.00	121.98	8.74	10.00	43.98	



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 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, October 31, 2007

RE: Fourth Motor Vehicle Release/Refund Register

I hereby certify the following releases/refunds that were made during the period of 10/01/2007–10/31/2007. The releases/refunds represent releases/refunds 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 ---

---Date--- --Ti
10/31/2007 11:0

Assessor Refund Register for the period 10/01/2007 to 10/31/2007

(Summary)

---Bdg No---	-----Description-----	--Key--	Bill Year	Rate Year	-----Value-----	Total Tax	-----Int-----
10	County.....	CN99999	2005	2005	0	25.95-	
10	County.....	CN99999	2006	2005	5,310	359.68-	2
10	County.....	CN99999	2006	2006	39,581	528.92-	5
10	County.....	CN99999	2007	2005	15,760	88.26-	2
10	County.....	CN99999	2007	2006	73,674	1,331.03-	
10	County.....	CN99999	2007	2007	2,627	18.68-	
Net Totals.....					136,952	2,352.52-	11
76	School dist - Monroe.....	SC100	2006	2005	5,310	3.72-	
77	School dist - County.....	SC999	2005	2005	0	3.24-	
77	School dist - County.....	SC999	2006	2005	0	41.25-	
77	School dist - County.....	SC999	2007	2005	15,760	11.03-	
Net Totals.....					21,070	59.24-	
39	Fire Dist - Stallings.....	FR020	2007	2006	3,990	1.77-	
38	Fire dist - Hemby Bridge..	FR023	2005	2005	0	1.87-	
38	Fire dist - Hemby Bridge..	FR023	2006	2005	0	6.70-	
38	Fire dist - Hemby Bridge..	FR023	2006	2006	38,200	20.13-	
38	Fire dist - Hemby Bridge..	FR023	2007	2006	0	4.50-	
37	Fire dist - Wesley Chapel:	FR026	2007	2006	5,004	2.23-	
37	Fire dist - Wesley Chapel:	FR026	2007	2007	2,627	.44-	
34	Fire Dist - Waxhaw.....	FR028	2006	2006	1,381	.57-	
34	Fire Dist - Waxhaw.....	FR028	2007	2006	74,150	25.53-	
Net Totals.....					125,352	63.74-	
78	220125 Taxes Payable - Marvin.....	MN01000	2006	2005	63,550-	21.88-	
78	220125 Taxes Payable - Marvin.....	MN01000	2007	2006	54,150-	20.55-	
78	220130 Taxes Payable - Monroe.....	MN02000	2006	2005	68,860	31.02-	2
78	220130 Taxes Payable - Monroe.....	MN02000	2006	2006	14,380	.00	
78	220130 Taxes Payable - Monroe.....	MN02000	2007	2006	68,350	38.95-	
78	220170 Taxes Payable - Wingate.....	MN03000	2007	2005	15,760	56.74-	1
78	220170 Taxes Payable - Wingate.....	MN03000	2007	2006	0	29.93-	
78	220110 Taxes Payable - Indian Trail..	MN06000	2005	2005	38,830	.00	
78	220110 Taxes Payable - Indian Trail..	MN06000	2006	2006	54,900	20.00-	
78	220110 Taxes Payable - Indian Trail..	MN06000	2007	2006	0	18.98-	
78	220140 Taxes Payable - Stallings....	MN07000	2007	2006	3,990	9.98-	
78	220160 Taxes Payable - Weddington...	MN08000	2007	2006	0	2.91-	
78	220115 Taxes Payable - Lake Park.....	MN09000	2006	2005	0	36.50-	
Net Totals.....					147,370	287.44-	5

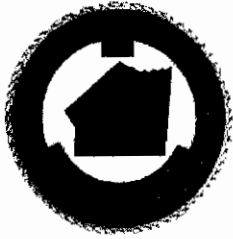
--- M O T O R V E H I C L E S Y S T E M ---

---Date--- --Tim
10/31/2007 11:09

Assessor Refund Register for the period 10/01/2007 to 10/31/2007

(Summary)

84	220000	NC State Interest.....: NC00000	2006	2005	0	.00	1
84	220000	NC State Interest.....: NC00000	2006	2006	0	.00	4
84	220000	NC State Interest.....: NC00000	2007	2005	0	.00	4
84	220000	NC State Interest.....: NC00000	2007	2006	0	.00	1
		Net Totals.....:			0	.00	12
		Net Grand Totals.....:				2,762.94-	30



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

John C. Petoskey
Tax Administrator

AGENDA ITEM

4/2d

MEETING DATE

11-5-07

MEMORANDUM

TO: Lynn West
Central Administration

FROM: John C. Petoskey
Tax Administrator

DATE: Wednesday, October 31, 2007

RE: Fourth Motor Vehicle Release/Refund Register

I hereby certify the following releases/refunds that were made during the period of 10/01/2007-10/31/2007. The releases/refunds represent releases/refunds 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 ---

---Date--- --Ti
10/31/2007 11:0

Assessor Release Register for the period 10/01/2007 to 10/31/2007

(Summary)

---Bdg No---	-----Description-----	--Key--	Bill Year	Rate Year	-----Value-----	-----Total-----	-----Tax-----	-----Int-----
10	County.....	CN99999	2003	2003	0		7.58-	2
10	County.....	CN99999	2005	2004	20,000		105.00-	20
10	County.....	CN99999	2006	2005	58,100		686.33-	58
10	County.....	CN99999	2006	2006	168,728		1,161.11-	63
10	County.....	CN99999	2007	2006	1,223,949		8,420.95-	79
10	County.....	CN99999	2007	2007	1,008,039		7,212.31-	
Net Totals.....					2,478,816		17,593.28-	223
76	School dist - Monroe.....	SC100	2006	2005	40,100		28.07-	3
77	School dist - County.....	SC999	2003	2003	0		1.01-	
77	School dist - County.....	SC999	2005	2004	20,000		14.00-	2
77	School dist - County.....	SC999	2006	2005	18,000		57.75-	4
Net Totals.....					78,100		100.83-	10
32	Fire Dist - Springs.....	FR015	2007	2006	99,560		35.91-	
32	Fire Dist - Springs.....	FR015	2007	2007	55,058		17.18-	
39	Fire Dist - Stallings.....	FR020	2006	2005	0		1.91-	
39	Fire Dist - Stallings.....	FR020	2007	2006	143,710		63.81-	
39	Fire Dist - Stallings.....	FR020	2007	2007	26,200		6.86-	
38	Fire dist - Hemby Bridge..	FR023	2006	2006	25,330		15.21-	
38	Fire dist - Hemby Bridge..	FR023	2007	2006	123,021		57.08-	
38	Fire dist - Hemby Bridge..	FR023	2007	2007	43,526		16.41-	
37	Fire dist - Wesley Chapel:	FR026	2006	2005	0		1.22-	
37	Fire dist - Wesley Chapel:	FR026	2007	2006	130,326		26.39-	
37	Fire dist - Wesley Chapel:	FR026	2007	2007	180,106		30.10-	
34	Fire Dist - Waxhaw.....	FR028	2006	2006	19,068		7.88-	
34	Fire Dist - Waxhaw.....	FR028	2007	2006	58,155		25.55-	
34	Fire Dist - Waxhaw.....	FR028	2007	2007	77,055		39.53-	
Net Totals.....					981,115		345.04-	3
78	220125 Taxes Payable - Marvin.....	MN01000	2007	2006	13,472		6.75-	
78	220125 Taxes Payable - Marvin.....	MN01000	2007	2007	29,550		14.78-	
78	220130 Taxes Payable - Monroe.....	MN02000	2006	2005	40,100		201.49-	22.
78	220130 Taxes Payable - Monroe.....	MN02000	2006	2006	123,480		669.44-	36.
78	220130 Taxes Payable - Monroe.....	MN02000	2007	2006	218,671		1,274.26-	16.
78	220130 Taxes Payable - Monroe.....	MN02000	2007	2007	201,355		1,220.35-	
78	220170 Taxes Payable - Wingate.....	MN03000	2007	2006	11,350		43.13-	
78	220170 Taxes Payable - Wingate.....	MN03000	2007	2007	26,930		105.03-	
78	220150 Taxes Payable - Waxhaw.....	MN05000	2007	2006	20,005		68.01-	1.
78	220150 Taxes Payable - Waxhaw.....	MN05000	2007	2007	53,970		183.50-	
78	220110 Taxes Payable - Indian Trail..	MN06000	2006	2006	25,330		25.33-	1.

Assessor Release Register for the period 10/01/2007 to 10/31/2007

(Summary)

78	220110	Taxes Payable - Indian Trail.:	MN06000	2007	2006	82,884	99.79-	.
78	220110	Taxes Payable - Indian Trail.:	MN06000	2007	2007	117,842	176.77-	.
78	220140	Taxes Payable - Stallings....:	MN07000	2006	2005	0	12.25-	.
78	220140	Taxes Payable - Stallings....:	MN07000	2007	2006	104,750	261.89-	1.
78	220140	Taxes Payable - Stallings....:	MN07000	2007	2007	8,583	21.47-	.
78	220160	Taxes Payable - Weddington...:	MN08000	2007	2006	46,185-	13.27	.
78	220160	Taxes Payable - Weddington...:	MN08000	2007	2007	6,000-	1.80	.
78	220115	Taxes Payable - Lake Park....:	MN09000	2006	2006	0	17.12-	.
78	220115	Taxes Payable - Lake Park....:	MN09000	2007	2007	17,763	40.85-	.
78	220175	Taxes Payable - Fairview.....:	MN09300	2007	2007	60,000	12.00-	.
78	220145	Taxes Payable - Hemby Bridge.:	MN09500	2007	2006	20,000	6.00-	.
78	220145	Taxes Payable - Hemby Bridge.:	MN09500	2007	2007	20,000	6.00-	.
78	220165	Taxes Payable - Wesley Chapel:	MN09700	2007	2006	61,835	12.37-	.
78	220165	Taxes Payable - Wesley Chapel:	MN09700	2007	2007	5,600	1.12-	.
78	220135	Taxes Payable - Unionville...:	MN09800	2006	2005	0	2.58-	.
78	220135	Taxes Payable - Unionville...:	MN09800	2007	2006	56,880	11.38-	.
78	220135	Taxes Payable - Unionville...:	MN09800	2007	2007	16,850	3.38-	.
78	220155	Taxes Payable - Mnrl Sprngs...:	MN09900	2007	2006	51,856	14.00-	.
Net Totals.....:						1,336,871	4,495.97-	82.
84	220000	NC State Interest.....:	NC00000	2006	2005	0	.00	29.
84	220000	NC State Interest.....:	NC00000	2006	2006	0	.00	56.
84	220000	NC State Interest.....:	NC00000	2007	2006	0	.00	119.
Net Totals.....:						0	.00	205.
Net Grand Totals.....:							22,535.12-	524.

**UNION COUNTY
BOARD OF COMMISSIONERS**

ACTION AGENDA ITEM ABSTRACT

Meeting Date: November 5, 2007

Action Agenda Item No. 4/3a
(Central Admin. use only)

SUBJECT: ADDITIONAL GRANT FUNDING AND INCREASE IN GRANT-FUNDED
DENTAL HYGIENIST'S HOURS

DEPARTMENT: HEALTH

PUBLIC HEARING: No

ATTACHMENT(S):
Smart Start Planning Budget
BA #16

INFORMATION CONTACT:
Phillip Tarte

TELEPHONE NUMBERS:
704-296-4801

DEPARTMENT'S RECOMMENDED ACTION: Accept \$44,000 in additional grant funding, and increase a grant-funded Dental Hygienist from 20 hours per week to 26 hours per week.

BACKGROUND: The Smart Start Smiles program, funded by Union Smart Start, is a dental screening program. The part-time Dental Hygienist in this program works 20 hours per week. This program has become so successful that Union Smart Start is offering an additional \$44,000 in funding and has requested the Dental Hygienist's hours be increased to 26 hours per week.

FINANCIAL IMPACT: No financial impact to the county.

Increase revenue:

10451150-4447-13341 \$44,000

Increase expenditures:

10551150-5325-13341 \$ 200
10551150-5397-13341 \$ 2,000
10551150-5239-13341 \$ 2,000
10551150-5399-13341 \$ 6,000
10551150-5381-13341 \$24,800
10551150-5121-13341 \$ 7,500
10551150-5132-13341 \$ 180
10551150-5134-13341 \$ 375
10551150-5181-13341 \$ 575
10551150-5182-13341 \$ 370

Legal Dept. Comments if applicable: _____

Finance Dept. Comments if applicable: _____

Manager Recommendation: _____

Planning Budget for 2007-08

Partnership: Union Smart Start		Fiscal Year: July 1, 2007 through June 30, 2008		
Direct Services Provider: UCHD				
Contract #:	Activity #:		CHANGE	
Activity Name: SMART START SMILES		CURRENT	10/07	NEW TOTAL
11) Personnel		\$32,000.00	\$9,000.00	\$41,000.00
12) Contracted Services		\$25,000.00	\$24,800.00	\$49,800.00
13) Total Personnel/Contracted Services		\$57,000.00	\$33,800.00	\$90,800.00
14) Supplies & Materials		\$0.00		\$0.00
15) Service-Related Supplies and Materials		\$2,500.00	\$4,000.00	\$6,500.00
16) Total Supplies & Materials		\$2,500.00	\$4,000.00	\$6,500.00
17) Travel		\$500.00		\$500.00
18) Communications & Postage			\$200.00	\$200.00
19) Utilities				\$0.00
20) Printing & Binding				\$0.00
21) Repair and Maintenance				\$0.00
22) Meeting/Conference Expense				\$0.00
23) Employee Training (no travel)		\$600.00		\$600.00
24) Advertising and Publicizing		\$400.00		\$400.00
25) Not Available for Use				\$0.00
26) Total Non-Fixed Operating Expenses		\$1,500.00	\$200.00	\$1,700.00
27) Office Rent (Land, Buildings, etc.)				\$0.00
28) Furniture Rental				\$0.00
29) Equipment Rental (Phones, Computer, etc.)				\$0.00
30) Vehicle Rental				\$0.00
31) Dues & Subscriptions				\$0.00
32) Insurance & Bonding				\$0.00
33) Books (Library Reference Materials)				\$0.00
34) Not Available for Use				\$0.00
35) Other Expenses				\$0.00
36) Total Fixed Charges & Other Expenses		\$0.00	\$0.00	\$0.00
37) Not Available for Use				\$0.00
38) Not Available for Use				\$0.00
39) Furniture/Non-Computer Eqpt., \$500+ per item				\$0.00
40) Computer Equipment/Printers, \$500+ per item				\$0.00
41) Furniture/Eqpt., under \$500 per item				\$0.00
42) Total Property & Equipment Outlay		\$0.00	\$0.00	\$0.00
43) Purchases of Services		\$4,000.00	(\$4,000.00)	\$0.00
44) Not Available for Use				\$0.00
45) Awards (including scholarships and bonuses)				\$0.00
46) Cash Grants				\$0.00
47) Non-Cash Grants			\$10,000.00	\$10,000.00
48) Total Services/Contracts/Grants		\$4,000.00	\$6,000.00	\$10,000.00
49) Total Participant Training Expense				\$0.00
50) Total Budgeted Expenditures		\$65,000.00	\$44,000.00	\$109,000.00

BUDGET AMENDMENT

BUDGET Health -Smart Start Smiles REQUESTED BY Phillip Tarte
 FISCAL YEAR FY2008 DATE October 26, 2007

INCREASE

Description

Salaries & Benefits 9,000

Operating Expense 35,000

Revenue 44,000

DECREASE

Description

Explanation: Appropriate additional funds for Smart Start Smiles

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>	
10551150-5121-13341	Salaries	7,500	10451150-4447-13341	Revenue	44,000
10551150-5132-13341	Separation Allowance	180			
10551150-5134-13341	401K	375			
10551150-5181-13341	FICA	575			
10551150-5182-13341	Retirement	370			
10551150-5239-13341	Medical Supplies	2,000			
10551150-5325-13341	Postage	200			
10551150-5381-13341	Professional Services	24,800			
10551150-5397-13341	Public Assistance-Incentives	2,000			
10551150-5399-13341	Public Assistance	6,000			
	Total	44,000		Total	44,000

Prepared By vhd
 Posted By _____
 Date _____

Number 16

**UNION COUNTY
BOARD OF COMMISSIONERS**

ACTION AGENDA ITEM ABSTRACT

Meeting Date: November 5, 2007

Action Agenda Item No. 4/36
(Central Admin. use only)

SUBJECT: ADDITIONAL GRANT FUNDING

DEPARTMENT: HEALTH

PUBLIC HEARING: No

ATTACHMENT(S):
BA #17

INFORMATION CONTACT:
Phillip Tarte

TELEPHONE NUMBERS:
704-296-4801

DEPARTMENT'S RECOMMENDED ACTION: Accept \$4,500 in additional grant funding.

BACKGROUND: The Smart Start Early Intervention program, funded by Union Smart Start, has been offered an additional \$4,500 in funding for the purchase of Snelling eye charts.

FINANCIAL IMPACT: No financial impact to the county.

Increase revenue:
10451150-4447-13272 \$4,500

Increase expenditures:
10551150-5239-13272 \$4,500

Legal Dept. Comments if applicable: _____

Finance Dept. Comments if applicable: _____

Manager Recommendation: _____

BUDGET AMENDMENT

BUDGET Health -Smart Start Bilingual Health REQUESTED BY Phillip Tarte
 FISCAL YEAR FY2008 DATE October 26, 2007

INCREASE

Description

Operating Expense 4,500
Revenue 4,500

DECREASE

Description

Explanation: Appropriate additional funds for Smart Start Bilingual Health

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>	
10551150-5239-13272	Medical Supplies	4,500	10451150-4447-13272	Revenue	4,500

Total 4,500

Total 4,500

Prepared By vhd
 Posted By _____
 Date _____

Number 17



"Lisa Harkey"
<LisaH@pamh.com>
10/22/2007 02:22 PM

To <West@co.union.nc.us>
cc
bcc
Subject FW: County Resolution

AGENDA ITEM
4/4
MEETING DATE 11/5/07

Here you go. Thanks!!! Lisa

From: Lisa Harkey
Sent: Monday, October 15, 2007 1:51 PM
To: 'West@co.union.nc.us'
Subject: County Resolution

Hi! We are requesting that the attached County Resolution be presented to your Board of Commissioners for adoption. The following is an excerpt from our August 16, 2007 Board Meeting where the board approved the need to have these Resolutions adopted:

A. County Resolutions – Substantially Equivalent Personnel System:

Pam Shipman explained that as part of Susan Manning's evaluation of our Human Resource Department, she noticed that county resolutions in support of PBH having a substantially equivalent personnel system under G.S. 126-11 were never made by Rowan and Davidson Counties when they joined with PBH. Additionally the resolutions of Cabarrus, Stanly and Union Counties were made in 1993. She has recommended that we ask for renewal of resolutions from Cabarrus, Stanly and Union, and that we seek resolutions from Rowan and Davidson Counties. Proposed resolutions are included in the board packet. Motion made by Gene Herrell and seconded by Tana Hartsell to submit requests to the Boards of Commissioners for the PBH counties to adopt the attached resolutions in support of PBH operation of a substantially equivalent personnel system.

Please find attached the resolution for Davidson County Board of Commissioners. Can you please let me know when this can be added to the board of commissioners agenda? Thanks!

Lisa Harkey
PBH
Executive Assistant to
Dan Coughlin, Area Director/CEO
Pam Shipman, Deputy Area Director
Phone: 704-721-7005



RESOLUTION OF THE Union County BOARD OF COUNTY COMMISSIONERS.doc

**RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS
UNION COUNTY, NORTH CAROLINA**

WHEREAS, in 1991 the North Carolina General Assembly amended Section 126-11 of the General Statutes to allow Area Mental Health Authorities to establish “substantially equivalent” personnel systems; and

WHEREAS, the Piedmont Area Mental Health, Developmental Disabilities, and Substance Abuse Authority (now known as PBH) was approved as a “substantially equivalent” personnel system in December 1993; and

WHEREAS, G.S. 126-11 requires that Area Mental Health Authorities periodically recertify their commitment to maintain a “substantially equivalent” personnel system when there are changes in the composition of the Area Board and to obtain approval of the Boards of County Commissioners for counties served by the Area Authority;

WHEREAS, PBH now serves a five county region including Cabarrus, Davidson, Rowan, Stanly, and Union counties;

NOW THEREFORE, BE IT RESOLVED that the Union County Commissioners reconfirm their support and approval for PBH to maintain its status as a “substantially equivalent” personnel system as allowed under G.S. 126-11 and approved by the State Personnel Commission.

Adopted this the _____ day of _____, 2007.

Chair, Board of Union County Commissioners

Clerk to Board of Union County Commissioners

November 4, 1991

Motion was made by Commissioner Pittman, seconded by Commissioner Harrington, that the Health Director be authorized to employ a temporary employee through a local personnel service and that the following budget amendment be approved to the Health Administration budget: Decrease Personal Services by \$3,877 and increase Operating Expense by the same amount.

PIEDMONT MENTAL HEALTH SERVICES

The Chairman requested the Board approve a resolution to grant permission to the Piedmont Area Mental Health, Mental Retardation, and Substance Abuse Authority to seek exemption from certain provisions of the State Personnel Act.

After brief discussion, motion was made by Commissioner Harrington, seconded by Commissioner Pittman, that the following resolution be adopted:

RESOLUTION TO GRANT PERMISSION TO THE PIEDMONT AREA MENTAL HEALTH, MENTAL RETARDATION, AND SUBSTANCE ABUSE AUTHORITY TO SEEK EXEMPTION FROM CERTAIN PROVISIONS OF THE STATE PERSONNEL ACT

WHEREAS, in 1991 the North Carolina General Assembly amended Section 126-11 of the General Statutes to allow Area Mental Health Authorities to establish "substantially equivalent" personnel systems; and

WHEREAS, the Piedmont Area Authority has expressed a desire to develop a "substantially equivalent" personnel system; and

WHEREAS, the County Commissioners believe that it would be in the best interest of the Piedmont Area Mental Health Authority to develop a "substantially equivalent" personnel system.

NOW, THEREFORE, the Union County Commissioners give approval to the Piedmont Area Mental Health, Mental Retardation and Substance Abuse Authority to pursue changes to its personnel system as allowed under G.S. 126.11.

The motion was passed unanimously.

SMOKING ORDINANCE

Motion was made by Commissioner Pittman, seconded by Commissioner Mills, that the following ordinance be adopted:

ORDINANCE PROHIBITING SMOKING WITHIN THE
OLD UNION COUNTY COURTHOUSE, THE OLD POST OFFICE, AND
THE LEASED PREMISES AT FRANKLIN COURTS

WHEREAS, pursuant to Chapter 153A, Section 121, of the General Statutes of North Carolina, a county may by ordinance define, regulate, prohibit, or abate acts, omissions or conditions detrimental to the health, safety or welfare of its citizens and the peace and dignity of the county; and

WHEREAS, it is the opinion of the Union County Board of Commissioners that smoking within the confines of the Old Union County Courthouse, the Old Post Office, and the premises at Franklin Courts leased by Union County, hereinafter referred to as the "Demised Premises," presents a condition detrimental to health, safety, and welfare and should be prohibited.

NOW, THEREFORE, the Union County Board of Commissioners hereby adopts the following ordinance:

Section 1. Smoking is prohibited in all areas within the confines of the Old Union County Courthouse, the Old Post Office and the Demised Premises.

Section 2. Any person who smokes within the confines of the Old Union County Courthouse, the Old Post Office or the Demised Premises, or assists another to smoke therein, shall be guilty of a misdemeanor and punished as provided in Chapter 14, Section 4, of the General Statutes of North Carolina.

This ordinance shall become effective on the 4th day of November, 1991, and shall supersede any previous ordinance inconsistent herewith.

Adopted this 4th day of November, 1991.

The motion was passed unanimously.

**UNION COUNTY
BOARD OF COMMISSIONERS**

ACTION AGENDA ITEM ABSTRACT

Meeting Date: Nov. 5, 2007

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

SUBJECT: Extension Agent Classification Change

DEPARTMENT: NCCES

PUBLIC HEARING: No

ATTACHMENT(S):
Job Description

INFORMATION CONTACT:
Jerry Simpson

TELEPHONE NUMBERS:

704-283-3738
704-363-2173
704-843-5785

DEPARTMENT'S RECOMMENDED ACTION: Approve Change

BACKGROUND: This position is currently funded as a Family and Consumer Science Agent with responsibilities for human development. Based on the results of an environmental scan and input from various advisory groups and related departments, it is believed the Natural Resources program area is of more critical need.

FINANCIAL IMPACT: None

Legal Dept. Comments if applicable: _____

Finance Dept. Comments if applicable: _____

Manager Recommendation: _____

NC STATE UNIVERSITY

Union County Center
3230-D Presson Road
Monroe, NC 28112
Phone: 704.283.3742
Fax: 704.283.3734
<http://www.union.ces.ncsu.edu/>

TO: Dick Black, Interim County Manager
Mark Watson, Personnel Director

FROM: Jerry B. Simpson
County Extension Director

DATE: September 24, 2007

RE: Position Re-Alignment

As you may or may not know Robin Landsman, Family and Consumer Science Agent transferred to Wake County at the end of August. Based on current program needs and trends occurring in Union County, I have made the decision to re-align this position.

I have included a job description indicating the primary educational role for this agent. I have visited with individuals in Public Works and Environmental Health and they have indicated this resource would be beneficial to the County. I wanted to share this change with you in an effort to keep you informed and ensure the County's continuing support for Cooperative Extension.

If you have any concerns or questions, please let me know. Otherwise we will advertise the position through our normal channels. As per our Memorandum of Understanding this position will be funded on a 50/50 basis.

Title: Extension Agent, Ag (Environment and Natural Resources)

Working Title: Environment and Natural Resources Agent

Minimum Experience/Education:

A Bachelor's degree with a cumulative grade point average of 2.5 overall or a 3.0 in agriculture or a related field (based on a 4.0 scale), or completion of a Master's degree; a personal automobile; computer literacy; strong oral and written communication skills; the ability to plan, implement, market, and evaluate educational programs; willingness to work as a team member and support a total Extension program; and the ability to handle multiple demands and set priorities.

Preferred Experience, Skills, Training/Education:

A Bachelor's degree in environmental management, soil science, horticulture science, or related field is required; a Master's degree is desirable. Knowledge of storm water issues, "green" and low impact development, on-site or decentralized wastewater issues, and water quality concerns is preferred.

The Extension Agent, Environment and Natural Resources will provide leadership for the development of an effective, informal educational program. Proficiency in needs assessment and program planning, delivery, evaluation and marketing are essential.

Essential Job Duties:

The applicant must be self-directed, have effective oral and written communication skills and be willing to work with diverse audiences. Grant writing and project management experience is desired. Computer, organizational, interpersonal and networking skills is essential.

The candidate will:

1. Assist Public Works' Storm Water Division with the development and implementation of a comprehensive Storm Water Education Plan aimed at meeting the requirements of Phase II regulations. Included will be assisting County staff and Union County municipalities with Storm Water Practice Siting and Selection, proposal writing and other grant assistance. Work with NCSU Specialists to Conduct Developer/Designer Storm Water workshops.
2. Cooperate with Environmental Health relative to private and decentralized wastewater systems. Assist communities with watershed planning and education, solid waste management and recycling, natural heritage activities, etc.
3. Conduct Backyard Rain Garden and Backyard Cistern Education Programs for homeowners and small businesses. Be a member of the NCSU Watershed Education Network.
4. Cooperate with BOCC and related department heads including Planning, Public Works, Environmental Health, Parks and Recreation, and the Agricultural Advisory Committee to develop programs and funding methods aimed at farmland and open space preservation/conservation.

Job Description:

Union County is an urbanizing county located in the South West District in North Carolina with a population of 175,272. Significant population growth since 1990 has increased pressure on water and sewer infrastructure in the county. This position will provide leadership in shaping and coordinating a comprehensive environmental education outreach program in Union County with an emphasis on enhancing interagency collaboration to achieve common objectives. The program will be consistent with the objectives of environmental initiatives in the county and will be focused on high impact goals and audiences. This position will coordinate, facilitate, and work collaboratively with stakeholders in Union

County agencies, municipalities, state agencies, private industry, citizen groups, and the university to plan, prioritize, deliver, and evaluate a comprehensive public education and environmental stewardship program consistent with Union County watersheds, growth management, and open space initiative goals.

This position will also be responsible for planning, implementing, and evaluating Extension education and outreach programs targeting urban audiences with an emphasis on assisting municipalities in adhering to new urban storm water education and outreach requirements of the federal Non-Point Source Discharge Elimination System Phase II rules. A Master's degree is preferred. Extension education experience; demonstrated ability as an accomplished facilitator and communicator; familiarity with federal, state, and local environmental regulations and initiatives; and familiarity with on-site waste water systems and programs are highly desirable.

**UNION COUNTY
BOARD OF COMMISSIONERS**

ACTION AGENDA ITEM ABSTRACT

Meeting Date: 11/05/07

Action Agenda Item No. 4/6a
(Central Admin. use only)

SUBJECT: Recommendation for Approval of Change Order G-1 - Phase IV
Government Center Renovations

DEPARTMENT: General Services **PUBLIC HEARING:** No

ATTACHMENT(S):
Itemized Explanation of Changes from
Ramsay Burgin Smith Architects

INFORMATION CONTACT:
Barry Wyatt

TELEPHONE NUMBERS:
704-283-3868

DEPARTMENT'S RECOMMENDED ACTION:

1. Approve Change Order G-1 in the amount of \$23,672.00 as recommended by Ramsay Burgin Smith Architects.
2. Authorize the Interim County Manager to approve Change Order documents.

BACKGROUND: See attached explanation.

FINANCIAL IMPACT: Funding is available within the project budget which the Board approved in the 2006 CIP whose funding was authorized in the FY07 adopted budget.

Legal Dept. Comments if applicable: _____

Finance Dept. Comments if applicable: _____

Manager Recommendation: _____

Change Order G-1 Phase IV Government Center Itemized Explanation of Changes

Item #1

After beginning with plumbing demolition we discovered that the hot water valve for the second floor was broken and had to be replaced.

**Cost \$709.00
Added Days 1**

Item #2

Currently under review.

Item #3

After demolition of multiple rooms that all abutted one long wall of 125 feet in length, we discovered that the abutting wall had received different treatment in the different rooms and thus had various width. The construction drawings assumed that this existing wall would effectively be in a single plane and have one width. Said wall was scheduled to be a continuous wall in a large group office and had to be modified to receive a new furred gypsum board surface 125 feet long by 8'-6" in height.

Cost \$4,066.00

Item #4

After construction start it was discovered that one of the columns was not in the plane shown on the drawings. This caused a condition similar to the one described in Item #2. The wall surfaces on each side of the column were no longer aligned and the wall on the West side of the column had to be constructed out of masonry to match up with the existing masonry wall.

Cost \$2,082.00

Item #5

This item includes all the post-bid architectural plan changes requested by the Register of Deeds department. These changes include a number of plan shifts allowing the Register of Deeds office use of a portion of space that was previously assigned to the IT Training Room. Additional electrical changes requested by the Register of Deeds department are yet forthcoming.

Cost \$6,950.00

Item #6

Existing plumbing vents were discovered in existing walls scheduled for demolition and had to be relocated to areas where the vents would again be concealed from view.

Cost \$2,205.00

Item #7

One of the existing sets of male/female restrooms had an arrangement with doors that were in an alcove off the main corridor. The construction documents assumed that this arrangement could remain and a larger ADA compliant door be provided. During construction we discovered that the existing alcove was a few inches too small to accommodate an ADA compliant door. As a result a new entrance configuration had to be achieved, which required an extension of the existing partition wall between the male/female restrooms and the provision of two new door openings and lintels in an existing masonry wall.

Cost \$4,580.00

Item #8

Per the request of the Register of Deeds department a server room for the department's specialized server had to be added.

Cost \$2,405.00

Item #9

Per the request of the Tax Assessor's department we eliminated cabinetry in one work room, and added an additional door to the hall. This change also included a minimal shift in office walls.

Credit (\$515.00)

Item #10

After demolition we discovered an existing pipe that would prevent the contractor from installing the ceiling in the Vital Records Reception Room to the scheduled height. Provisions were made to build a gypsum board bulkhead to conceal the pipe.

Cost \$551.00

Item #11

Per the owner's preference a few electrical outlets were relocated to better accommodate the furniture arrangement after construction completion.

**Cost \$639.00
Added Days 5**

**TOTAL PHASE II G-2
TOTAL DAYS ADDED TO CONTRACT**

**\$23,672.00
6**

Change #	Description	Cost/Credit	Days
1	Replace hot water valve	\$ 709.00	1
2	Under Review		
3	Added furring and gyp. Board for uneven wall in room 222	\$ 4,066.00	0
4	Additional masonry wall required due to column location	\$ 2,082.00	0
5	Architectural Plan Revisions per Crystal Crump	\$ 6,950.00	0
6	Relocated existing vents that were found during demo.	\$ 2,205.00	0
7	Restroom adjustment	\$ 4,580.00	0
8	Remove electrical room & add partition for server room	\$ 2,405.00	0
9	Add door & omit millwork in room 217	\$ (515.00)	0
10	Soffit in Vitals room to conceal exist. Pipe discovered during demo.	\$ 551.00	0
11	Minor electrical changes per Dean Glenn	\$ 639.00	5
		\$ 23,672.00	6

COST OF CHANGE WORKSHEET

Holden-Holden Construction, Inc.-Charlotte Division
 Prepared By: Dan Holden - Project Manager
 Project: Sharon Rd. West Pedestrian Bridge
 Architect: Woolpert- Roger Dahmert

COC# 1
M-H Project #9924
Date: 8/10/07

Description	Qty	Unit	Unit Cost		Sub	Labor	Material	Subcontract	Equipment	Total
			Labor	Materials						
replace hot water valve	1	LS			\$675.00	\$0	\$0	\$675		\$675
						\$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
						\$0	\$0	\$0		\$0
						\$0	\$0	\$0		\$0
						\$0	\$0	\$0		\$0
						\$0	\$0	\$0		\$0
						\$0	\$0	\$0		\$0

SCOPE:
 in hot water line, replace damaged
 ve in vestibule 126.

ded number of days to do work: 1

Contractors Subtotal	\$0	\$0	\$675	\$0	\$675
7.5% Sales Tax		\$0			\$0
Payroll & Insurance 34%	\$0				\$0
Contractors Total Cost					\$675
5% Overhead & Profit					\$33.75
Subtotal					\$708.75
Total Change Proposal Cost				ADD	\$708.75

ACCEPTED _____ DATE _____
 REJECTED _____ DATE _____

STATEMENT OF CHANGE WORKSHEET

Prepared By: Dan Holden - Project Manager

Project: Union County Government Center Renovations-Phase IV

Architect: Ramsey, Burgin, Smith Architects, Inc.- Donia Schauble

COC# 3RR

M-H Project #9928

Date: 10/03/07

Description	Qty	Unit	Unit Cost		Sub	Labor	Material	Subcontract	Equipment	Total
			Labor	Materials						
Remove existing gypsum & hat track in rooms 204 & 214.	32	Hrs.	\$25			\$800	\$0	\$0		\$800
Plaster	1	LS			\$ 400.00	\$0	\$0	\$400		\$400
Install approx. 35' of 1 5/8" metal studs and 5/8" drywall screwed into studs and attached to block.	1	LS			\$ 2,384.00	\$0	\$0	\$2,384		\$2,384
						\$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

PE:
 Remove gypsum board & hat track in rooms 204 & 214 per response to RFI # 8.
 Install approx. 35 lf of 1 5/8" studs with 5/8" gypsum board along the length of room 222.
 Estimated number of days to do work:

Contractors Subtotal	\$800	\$0	\$2,784	\$0	\$3,584
7.5% Sales Tax		\$0			\$0
Payroll & Insurance 36%	\$288				\$288
Contractors Total Cost					\$3,872
5% Overhead & Profit					\$194
Subtotal					\$4,066
Total Change Proposal Cost				ADD	\$4,066

ACCEPTED _____

DATE _____

REJECTED _____

DATE _____

LIST OF CHANGE WORKSHEET

Holden-Construction, Inc.-Charlotte Division
 Prepared By: Dan Holden - Project Manager
 Project: Union County Government Center Renovations-Phase IV
 Architect: Ramsey, Burgin, Smith Architects, Inc.- Donia Schauble

COC# 4
M-H Project #9928
Date: 9/19/07

Description	Qty	Unit	Unit Cost		Sub	Labor	Material	Subcontract	Equipment	Total
			Labor	Materials						
Full block wall from column line D2 to column line D1 with hat track and 5/8" wall.						\$0	\$0	\$0		\$0
Masonry Labor	1				\$ 1,300.00	\$0	\$0	\$1,300		\$1,300
CMU block	300			\$1.30		\$0	\$390	\$0		\$390
Grind	1	YD		\$150.00		\$0	\$150	\$0		\$150
Portar	10	Bags		\$7.00		\$0	\$70	\$0		\$70
Horizontal wire	1	LS		\$25.00		\$0	\$25	\$0		\$25
						\$0	\$0	\$0		\$0
						\$0	\$0	\$0		\$0
						\$0	\$0	\$0		\$0
						\$0	\$0	\$0		\$0
						\$0	\$0	\$0		\$0
						\$0	\$0	\$0		\$0

NOTE: Full block and drywall system per #13.

Contractors Subtotal	\$0	\$635	\$1,300	\$0	\$1,935
7.5% Sales Tax		\$48			\$48
Payroll & Insurance 36%	\$0				\$0
Contractors Total Cost					\$1,983
5% Overhead & Profit					\$99
Subtotal					\$2,082
Total Change Proposal Cost				ADD	\$2,082

Estimated number of days to do work: 1

ACCEPTED _____ DATE _____
 REJECTED _____ DATE _____

LIST OF CHANGE WORKSHEET

Holden Construction, Inc.-Charlotte Division
 Prepared By: Dan Holden - Project Manager
 Project: Union County Government Center Renovations-Phase IV
 Architect: Ramsey, Burgin, Smith Architects, Inc.- Donia Schauble

COC# 7
M-H Project #9928
Date: 10/03/07

Description	Qty	Unit	Unit Cost			Labor	Material	Subcontract	Equipment	Total
			Labor	Materials	Sub					
Remove CMU walls	1	LS			\$1,565.00	\$0	\$0	\$1,565		\$0
Remove all CMU walls and door frames.						\$0	\$0	\$0		\$0
Reg. Block	245	EA.		\$1.75		\$0	\$429	\$0		\$429
Block	75	EA.		\$1.30		\$0	\$98	\$0		\$98
Grout and Mortar	2	YD		\$150.00		\$0	\$300	\$0		\$300
Mortar	12	BGS		\$7.00		\$0	\$84	\$0		\$84
Horizontal Reinforcing	150	LF		\$0.27		\$0	\$41	\$0		\$41
Labor	1	LS			\$ 1,300.00	\$0	\$0	\$1,300		\$1,300
Countertop	1				\$ 300.00	\$0	\$0	\$300		\$300
Change in door frames	1	LS		\$50.00		\$0	\$50	\$0		\$50
						\$0	\$0	\$0		\$0
						\$0	\$0	\$0		\$0
						\$0	\$0	\$0		\$0

SCOPE:
 Remove approx. 12' of wall about 15' high per CB2.
 Remove 8" CMU wall and install new door frames. Install approx. 6" CMU walls inside bathrooms.
 Install approximately 4' of solid surface countertop.
 Change out frames to fit a 8" block

Contractors Subtotal	\$0	\$1,001	\$3,165	\$0	\$4,166
7.5% Sales Tax		\$75			\$75
Payroll & Insurance 36%	\$0				\$0
Contractors Total Cost					\$4,241
5% Overhead & Profit					\$339
Subtotal					\$4,580
Total Change Proposal Cost				ADD	\$4,580

ACCEPTED _____ **DATE** _____
REJECTED _____ **DATE** _____

LIST OF CHANGE WORKSHEET

COC# 9

Holden-Construction, Inc.-Charlotte Division

M-H Project #9928

Prepared By: Dan Holden - Project Manager

Date: 10/05/07

Project: Union County Government Center Renovations-Phase IV

Architect: Ramsey, Burgin, Smith Architects, Inc.- Donia Schauble

Description	Qty	Unit	Unit Cost			Sub	Labor	Material	Subcontract	Equipment	Total
			Labor	Materials							
cut out in door 217 A,	1			\$65.00			\$0	\$65	\$0		\$65
ing for door 217 A	1	LS			\$ 125.00		\$0	\$0	\$125		\$125
t all wall cabinets in room 217	1	LS			\$ (700.00)		\$0	\$0	(\$700)		(\$700)
							\$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

NOTE:
 door 217A, frame & hardware in room
 Data work room. There will be no
 ge, interchange with door 261.
 t Wall Cabinets from room 217.

Contractors Subtotal	\$0	\$65	(\$575)	\$0	(\$510)
7.5% Sales Tax		\$5			\$5
Payroll & Insurance 36%	\$0				\$0
Contractors Total Cost					(\$505)
2% Overhead & Profit					(\$10)
Subtotal					(\$515)
Total Change Proposal Cost				DEDUCT	(\$515)

ACCEPTED _____

DATE _____

REJECTED _____

DATE _____

Sellars and Sons Electric, Inc
6020 Old Pageland Marshville Road
Marshville, NC 28103
Phone 704/624-4143
Fax 704/624-3017

October 8, 2007

Dan Holden
Morlando-Holden Construction, Inc

Mr. Dan,

Change order for Union County Government Center Renovation 4 phase 1.

The following change orders need approval for the south side of the building to get a wall rough inspection. This is the area from column 1A thru 7C.

Change order #214B revised

1. To change the J box conduit size per note 1 on drawing E6 to 2, 3/4 inch conduits will require an additional \$38.00 per J box, there are 4 data J boxes in room 228.

The cost for this change order is \$ 152.00

I need written approval for this change order.

Change order #214C revised

1. To move the receptacles and data boxes per Dean Glens request will require an additional \$110.00 per desk. This includes, 1 in room 233, 1 in room 234, 1 in room 235, also 1 in room 229.

The cost for this change order is \$ 440.00

I need written approval for this change order.

If sheet rock is installed before the inspection the cost will be doubled for one (1) side of sheet rock, and tripled for both sides of sheet rock.

Thanks,

Charles E. Knight
Project Manager
Sellars and Sons Electric, Inc
704/242-3574

**UNION COUNTY
BOARD OF COMMISSIONERS**

ACTION AGENDA ITEM ABSTRACT

Meeting Date: November 5, 2007

Action Agenda Item No. 4/66
(Central Admin. use only)

SUBJECT: Ramsay Burgin Smith Architects - Contract Amendment for
Communications HVAC/Emergency Power Generator

DEPARTMENT: General Services **PUBLIC HEARING:** No

ATTACHMENT(S):
Letter from Ramsay Burgin Smith
Architects, Inc.

INFORMATION CONTACT:
Barry Wyatt

TELEPHONE NUMBERS:
704-283-3868

DEPARTMENT'S RECOMMENDED ACTION: 1. Approve Amendment 2 to the Contract with Ramsay Burgin Smith Architects in the amount of \$18,540.00.
2. Authorize the County Manager to approve the Contract Amendment.

BACKGROUND: The recent approval and installation of the new CAD/RMS Upgrades in Communications has resulted in the need to add three additional stand-alone HVAC units and the installation of another emergency power generator to support the additional communications equipment and the additional HVAC units. The purpose of this amendment is to engage the services of an electrical and mechanical engineer to design and specify the systems needed to support Communications/E911 as well as develop the bid package that will be required.

FINANCIAL IMPACT: Funds are available in the Government Center Renovations Project contingency budget.

Legal Dept. Comments if applicable: _____

Finance Dept. Comments if applicable: _____

Manager Recommendation: _____

RAMSAY, BURGIN, SMITH, ARCHITECTS, INC.

ARCHITECTURE PLANNING DEVELOPING

11 October 2007

Mr. Barry Wyatt, Manager
Union County General Services
500 North Main Street, Suite 8
Monroe, NC 28112

Subject: UNION COUNTY GOVERNMENT CENTER
E911 DEPARTMENT EXPANSION

Dear Barry:

Attached are proposal letters from David Smith of Design Engineering, Inc. and David Pearce or McKnight Smith Ward Griffin Engineers relative to additional services requested for work on the E911 Department expansion. We have also included an amount of money for the additional architectural services to assemble their engineering drawings into a bid package and receive bids for this work. Below is a breakdown of the cost and markup, including the total:

<u>Electrical</u>	<u>Cost</u>	<u>Markup</u>	<u>Total</u>
Study/Design	\$2,500	1.2	\$3,000
Construction Drawings	\$3,500	1.2	\$4,200
<u>HVAC</u>			
Design and Construction Drawings	\$3,700	1.2	\$4,440
<u>ARCHITECTURAL</u>			
Bid Package Preparation			<u>\$3,500</u>
SUB TOTAL			\$15,140

Please Note: Site visits were proposed on a per visit cost basis:

Electrical @\$600/trip	4 Trips (at min.)	\$2,400
HVAC @\$500/trip	2 Trips (at min.)	\$1,000
Architect will work within our present contract.		\$ 0
TOTAL		\$18,540

If accepted, we will amend our contract to include this work. If you have questions, please call.

Sincerely,

RAMSAY BURGIN SMITH ARCHITECTS, INC



William R. Burgin, AIA
President

Enc.

Construction phase per trip: \$ 600.00

Work outside scope will be billed at the following rate:

Office Standard Rate Sheet:

Electrical Engineer	\$120.00
Designer	\$65.00
Secretary	\$35.00
Mileage outside consultant's scope	.75 per mile

David S. Smith, PE

McKNIGHT · SMITH · WARD · GRIFFIN
ENGINEERS, INCORPORATED
PO Box 240826 · 4223 South Boulevard · Charlotte, NC 28224
704.527.2112 · FAX: 704.523.1315 · E-Mail: mswg@mswg.com



October 4, 2007

Donia Schauble
Ramsay Burgin Smith Architects
225 North Main Street, Suite 501
Salisbury, North Carolina 28144

Re: Union County 911 Facility

Dear Donia:

We propose to provide engineering services for the HVAC discipline on the above referenced project. Our fee will be \$3,700.00.

Please note this fee includes design, working drawings, specification preparation and shop drawing review. If required, Construction Observation can be provided for an additional \$500.00 per man, per visit.

The project scope includes:

- a. Proposal based upon HVAC drawings illustrating the existing Mechanical Room, the E-911 Communications Center and the E-911 Administrative Network Room.
- b. HVAC Plans and Specifications as required. Install multiple split system Computer Room units
- c. An estimated HVAC construction budget of \$90,000.00.

If you concur with this proposal, please sign below and return a signed copy for our records. If you have any questions, please advise.

Sincerely,

David G. Pearce, E. I.

DGP/dps

cc: Harold F. McKnight, P. E., FNSPE

Accepted By: _____ Date: _____

Harold F. McKnight, P.E. • Jimmy G. Smith, P.E. • L. Michael Ward, P.E. • James C. Griffin, P.E.
J. Craig Champion, P.E. • Donald H. Babcock, P.E.
Mark P. Arrington, P.E. • Michael W. Harper, P.E.

AGENDA ITEM

#

47

MEETING DATE

11-5-07

October 1, 2007

Rebecca Smith
NC Dept. of Juv. Justice & Delinquency Prevention
District 20
P.O. Box 1091
Monroe, North Carolina 28111-1091

Re: MacArthur Foundation Models for Change
DMC Action Network

Dear Ms. Smith,

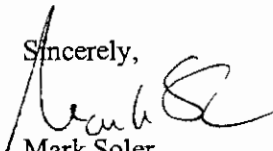
By now, you have received a letter from Jonathan Fanton, President of the John D. and Catherine T. MacArthur Foundation, to inform you of Union County's award status as a participating site in the Models for Change Disproportionate Minority Contact (DMC) Action Network.

As agreed during our initial discussion with you upon final selection of Network participant, we have enclosed a check for \$5,000 to cover travel costs for your site delegation to the Network meeting on October 24-25 in Washington, DC, and other expenses. CCLP will cover all lodging and food expenses for your site delegation at the Network meeting in October. The only expense you are responsible for is transportation of your site delegation to and from the meeting. At the meeting, each delegation will select a "strategic innovation" in DMC on which the site will work, so the members of the delegation should have the experience and authority to make that selection for the site.

Please note that this \$5,000 payment is an advance against the \$100,000 that you will receive through the DMC Action Network for Year 1. The funding period for Year 1 is October 1, 2007 to September 30, 2008.

Again, congratulations on your site selection. The Network presents wonderful opportunities for DMC collaboratives to demonstrate effective DMC practices and increase national attention and momentum on the issue.

Sincerely,



Mark Soler
Executive Director



Lisa Garry
DMC Policy Director

Enclosure

1701 K Street, NW
Suite 600
Washington, DC 20006

tel: 202.637.0377
fax 202.379.1600

www.cclp.org

BUDGET AMENDMENT

BUDGET DMC-MacArthur Foundation REQUESTED BY Rebecca Smith
 FISCAL YEAR FY2008 DATE October 09, 2007

INCREASE

DECREASE

<u>Description</u>		<u>Description</u>	
Operating Expense	100,000		
Donations	100,000		

Explanation: Appropriate funds from the MacArthur Foundation for DMC Action Network

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

FOR POSTING PURPOSES ONLY

<u>DEBIT</u>			<u>CREDIT</u>		
<u>Code</u>	<u>Account</u>	<u>Amount</u>	<u>Code</u>	<u>Account</u>	
10557300-5260-16092	Office Supplies	10,500	10457300-4840-16092	Donations	100,000
10557300-5265-16092	Computer Supplies	2,000			
10557300-5311-16092	Travel	4,000			
10557300-5312-16092	Travel Sub	7,000			
10557300-5321-16092	Telephone	200			
10557300-5325-16092	Postage	400			
10557300-5330-16092	Utilities	2,000			
10557300-5381-16092	Professional Services	71,900			
10557300-5410-16092	Rent of Property	2,000			
	Total	100,000		Total	100,000

Prepared By vhd
 Posted By _____
 Date _____



AGENDA ITEM

410

**N.C. Department of Juvenile Justice and Delinquency Prevention
Juvenile Crime Prevention Council Certification**

MEETING DATE 11-5-07

Fiscal Year: 2007-2008

County: Union **Date: 07/01/2007**

CERTIFICATION STANDARDS

STANDARD #1: Membership

- A. Have the members of the Juvenile Crime Prevention Council been appointed by county commissioners? Yes
- B. Is the membership list attached? Yes
- C. Are members appointed for two year terms and are those terms staggered? Yes
- D. Is membership reflective of social-economic and racial diversity of the community? No
- E. Does the membership of the Juvenile Crime Prevention Council reflect the required positions as provided by N.C.G.A. 143B-543? No

If not, which positions are vacant and why?

District Attorney, Substance Abuse Professional, Two persons under the age of 18, Juvenile Defense Attorney, Member of Business Community, Rep. from United Way, County Commissioner Appointees. The JCPC has actively recruited new members this year and we are continuing to work on filling these positions. Some of them are in process but have not been approved by the County Commissioners.

STANDARD #2: Organization

- A. Does the JCPC have written Bylaws? Yes
- B. Bylaws are attached or on file (Select one.)
- C. Bylaws contain Conflict of Interest section per JCPC policy and procedure. Yes
- D. Does the JCPC have written policies and procedures for funding and review? yes
- E. These policies and procedures attached or on file. (Select one.)
- F. Does the JCPC have officers and are they elected annually? Yes
JCPC has: Chair; Vice-Chair; Secretary; Treasurer.

STANDARD #3: Meetings

- A. JCPC meetings are considered open and public notice of meetings is provided. Yes
- B. Is a quorum defined as the majority of membership and required to be present in order to conduct business at JCPC meetings? Yes
- C. Does the JCPC meet bi-monthly at a minimum? Yes
- D. Are minutes taken at all official meetings? Yes
- E. Are minutes distributed prior to or during subsequent meetings? Yes

STANDARD #4: Planning

- A. Does the JCPC conduct an annual planning process which includes a needs assessment, monitoring of programs and funding allocation process? Yes
- B. Is this Annual Plan presented to the Board of County Commissioners and to The Department of Juvenile Justice and Delinquency Prevention? Yes
- C. Is the Funding Plan approved by the full council and submitted to Commissioners for their approval? Yes

STANDARD #5: Public Awareness

- A. Does the JCPC communicate the availability of funds to all public and private non-profit agencies which serve children or their families and to other interested community members? (RFP, distribution list, and article attached) Yes
- B. Does the JCPC complete an annual needs assessment and make that information available to agencies which serve children or their families, and to interested community members? Yes

Briefly outline the plan for correcting any areas of standards non-compliance.

The Union County JCPC has made extensive effort in correcting the membership listing. We are actively recruiting new members and plan to have a full council by the end of the summer. We are also working diligently to make the racial and socioeconomic balance of the council.

Having complied with the Standards as documented herein, the Juvenile Crime Prevention Council may use up to \$15,500 of its annual Juvenile Crime Prevention fund allocation to cover administrative and related costs of the council. Attach Line Item Budget Information and Budget Narrative sheets detailing the expenditure budget. **Must be received by June 30, 2007.**

**JCPC Administrative Funds
SOURCES OF REVENUE**

DJJDP	<u>\$7900</u>
Local	<u> </u>
Other	<u> </u>
Total	<u>\$7900</u>

Jimmy H. Benton Sr.

JCPC Chairperson

10-16-07

Date

Chairman, Board of County Commissioners

Date

**UNION COUNTY
BOARD OF COMMISSIONERS**

ACTION AGENDA ITEM ABSTRACT

Meeting Date: November 5, 2007

Action Agenda Item No. 411
(Central Admin. use only)

SUBJECT: Campground Store/Check-In Station/Welcome Center - Cane Creek

DEPARTMENT: Finance

PUBLIC HEARING: No

ATTACHMENT(S):
General CPO 88

INFORMATION CONTACT:
Kai Nelson

TELEPHONE NUMBERS:
704.292.2522

DEPARTMENT'S RECOMMENDED ACTION: Adopt Capital Project Ordinance Amendment #88

BACKGROUND: The Adopted 2007 CIP contains the above captioned construction project at Cane Creek Park. The project is also contained in the BOCC approved Parks and Recreation Master Plan. Funds for the project were included in the 2007 Budget and transferred to the Parks and Recreation capital project fund.

The BOCC authorized the engagement of Dickerson Architects in September 2007 to commence design work in connection with the project.

This capital project ordinance appropriates the money in the project fund; those funds having been transferred from the General Fund in FY2007.

FINANCIAL IMPACT: FY2008 - None; FY2007 General Fund transfer in the amount of \$332,000

Legal Dept. Comments if applicable: _____

Finance Dept. Comments if applicable: _____

CAPITAL PROJECT ORDINANCE AMENDMENT

BUDGET General CPO Fund - 40
 FISCAL YEAR FY 2007-2008

REQUESTED BY Kai Nelson
 DATE November 5, 2007

PROJECT SOURCES

Source Description and Code	Project To Date	Requested Amendment	Revised Project
IFT from General Fund	-	332,000	332,000
All Other Revenue	89,352,826	-	89,352,826
	89,352,826	332,000	89,684,826

PROJECT USES

Project Description and Code	Project To Date	Requested Amendment	Revised Project
Capital Outlay	-	332,000	332,000
All Other Gen Cap Projs	89,352,826	-	89,352,826
	89,352,826	332,000	89,684,826

EXPLANATION: To appropriate General Fund Interfund Transfer (IFT) for the Cane Creek Park campground Welcome/Check-In Station/Camp Store and associated development.

DATE: _____

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

FOR FINANCE POSTING PURPOSES ONLY

PROJECT SOURCES

Source Description and Code	Project To Date	Requested Amendment	Revised Project
Interfund Transfers 40461371-4010-PR040	-	332,000	332,000
	-	332,000	332,000

PROJECT USES

Project Description and Code	Project To Date	Requested Amendment	Revised Project
Capital Outlay-CCP welcome/ck-in/camp store 40561371-5580-PR040	-	332,000	332,000
	-	332,000	332,000

Prepared By aar
 Posted By _____
 Date _____

Number CPO - 88

**UNION COUNTY
BOARD OF COMMISSIONERS**

ACTION AGENDA ITEM ABSTRACT

Meeting Date: 10/5/07

Action Agenda Item No. 4/12
(Central Admin. use only)

SUBJECT: Stewart Engineering Inc. / Jesse Helms Park Passive Area / Bridge

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

ATTACHMENT(S):
Proposal from Stewart Eng.

INFORMATION CONTACT:
Wanda Smith, Director
Barry Wyatt, Purchasing

TELEPHONE NUMBERS:
704-843-3919
704-283-3868

DEPARTMENT'S RECOMMENDED ACTION: Accept proposal as submitted from Stewart Engineering in the amount not to exceed \$114,268.50 (including contingencies of \$7,080, reimbursables not to exceed \$2,500, and permit est. of \$5,000); authorize the Interim County Manager to execute agreement upon approval by Legal.

BACKGROUND: RFQ's were advertised and accepted through the County's Purchasing Department for Architectural/Engineering Services to assist with Planning, Design, Engineering, Construction Documents, Cost Analysis, Specifications, and Construction Administration, for the development of Jesse Helms Park Passive Area and Associated Projects. Phase I of this project is Pedestrian/Vehicular/ Emergency ingress/egress over Flag Branch Creek. A four-person team (including Purchasing Director Barry Wyatt and P&R Advisory Chairman Andy Williams) reviewed RFQ's and selected Stewart Engineering and the most qualified firm for the project.

FINANCIAL IMPACT: Estimated total cost for Phase I of this project (including A/E and Reimbursables) is \$499,000 and is included in our current budget 40-561374-5570-PR041

Legal Dept. Comments if applicable: _____

Finance Dept. Comments if applicable: _____

Manager Recommendation:



STEWART

October 19, 2007
Revised October 26, 2007

Ms. Wanda M. Smith, Director
Union County Parks and Recreation
Cane Creek Park
5213 Harkey Road
Waxhaw, NC 28173

Re: Proposal for Engineering Services
Jesse Helms Park: Phase I
Flag Branch Creek Bridge Crossing

Dear Ms. Smith:

Thanks so much for meeting with the Stewart team last week in order to clarify the Scope of Services and the County's expectations for this project. Based upon that meeting and the other materials that you and your staff have provided, we offer the following Project Description, Scope of Services/Project Approach and Fees for this project:

PROJECT DESCRIPTION:

This project, known as Phase 1 Jesse Helms Park Passive Area, will consist of an ingress/egress over Flag Branch Creek in order to connect the existing Agricultural Center facility to the rest of the park, which is currently undeveloped. Thus, this phase of the project will consist of the following improvements:

1. Extension of a two way road from the existing parking lot behind the Agricultural Center to the creek. This driveway will be designed to accommodate all types of vehicular traffic including bicycles, cars, emergency and construction vehicles.
2. The design of a trail between the existing parking lot to the bridge in order to accommodate pedestrian traffic.
3. Design of a bridge or culvert across Flag Branch Creek. This bridge will also be designed to accommodate pedestrians, bicycles, cars, horse trailers, emergency and construction vehicles. There will be a driveway terminus that will extend approximately 50 feet beyond the creek.

The funding for this project is \$499,000.00 including all A/E services and fees.

SCOPE OF SERVICES/PROJECT APPROACH:

The following describes the Scope of Services anticipated for this project which also translates to our proposed project approach:

PRE-DESIGN SERVICES:

1. **Surveying Services** to include field verification and mapping of the following areas:

-**A topographic and existing conditions survey of** the existing parking lot from the edge of pavement to 200 linear feet up the **existing** drive towards the Agricultural Center.



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-A 100 foot **wide topographic** corridor survey from the existing parking lot to 200 linear feet beyond Flag Branch Creek.

-Elevation and Cross Sections of the creek at the estimated center line of the bridge and at 25, 100, 200 and 300 feet upstream and 25, 100 and 200 feet downstream from the estimated bridge location.

-An existing conditions survey of the box culverts beneath Presson Road.

This survey will include existing topography at 1 foot contour intervals and field locate and map existing trees 12 inch caliper and greater within the 100 foot wide road and bridge corridor.

2. **Geotechnical Services:**

See attached Proposal from Terracon dated October 18, 2007.

DESIGN SERVICES:

1. **Hydrologic Study/Bridge Design (Stewart/Raleigh):**

A. Functional Design - Activity will begin by assembling and studying all available project information including environmental documents, surveys and FEMA documents. Once additional concerns are identified, a site visit will be made to further evaluate constraints and opportunities. Roadway concepts will begin with establishment of preliminary horizontal and vertical alignments and tabulation of design criteria. Studies will be made between alternate designs to minimize project cost. Bridge concepts will then be developed for the purpose of hydraulic analysis. The vertical roadway alignment will then be modified in response to the bridge concepts.

With respect to the environmental process, streams and any wetland boundaries will be delineated and coordinated with the Army Corps of Engineers early in the process. At the completion of functional design a permit application will be developed for submittal to the Army Corps of Engineers and NCDENR DWQ.

B. Hydraulic Design – All available USGS and FEMA data will be assembled and studied. It is anticipated that the project will require hydraulics, erosion control, permits and water quality measures. The project footprint is in a FEMA Detailed Study area. The floodway is within the design limits for a majority of the project. The location of the stream and its floodway presents challenges for the hydraulic engineer, and will require tight coordination with the roadway and bridge engineers. The impact of the proposed crossing will be studied with the FEMA model in mind. Span arrangements, bridge width, roadway alignment (vertical and horizontal), and fill limits will be scrutinized to minimize impacts. The design shall maintain a functioning level as to not present potential of damage due to flooding for the highway or adjacent properties.

C. Bridge Alternates – Early coordination within the Design Team and Union County Parks & Recreation will determine the controlling parameters for the stream crossing. Initial tasks will involve identifying optional bridge types, pier locations, span lengths, the roadway typical section and alternate vertical alignments. Establishing these parameters early in project development will eliminate late-stage variations, which can have significant effects on



the project schedule. The bridge typical section will be designed to accommodate pedestrian and bicycle traffic **and Stewart will prepare estimates of probable construction costs for the top two bridge choices.**

- D. Preliminary and Final Design** – Studies will be made between alternate designs to develop comparative pros and cons for each. Upon evaluating the functional designs the preferred alternate will be determined. The horizontal and vertical alignments as well as the design criteria from the functional design phase will be refined. HEC RAS models for pre and post conditions will be established as required to provide the appropriate hydraulic opening. The bridge design will include foundations, substructure, and superstructure including railings and aesthetic treatment. Roadway and lateral ditches, if required, will be analyzed for stability and appropriate erosion protection measures. Water quality will be evaluated to minimize the impact to the stream ecosystems by implementing Stormwater Best Management Practices.

The preliminary design is expected to include two alternates. The profile is anticipated to be different for each bridge type. The roadway profile will also be extended beyond the construction limits for the purpose of extending the roadway at a later date. Also, while it will be our objective to avoid reconstruction of the existing roadway doing so is likely to take extra effort. Alternate crest vertical curve and grades will be developed to identify a preferred solution that responds to existing conditions, but also the desired pedestrian and bicycle access.

Assumptions:

- **Two bridge type alternates will be developed thru Functional Design. For the purpose of fee and scope proposals one is assumed to be a three span cored slab structure up to 100 feet in length. The second alternate will be a single span prefabricated structure.**
- **Aesthetic treatment while desirable will be limited due to budget. Aesthetic treatment is anticipated on the bridge rails while maintaining AASHTO standards.**
- **Alternate roadway vertical profiles will be developed for the purpose of responding to bridge options and hydraulic analysis.**
- **Crest and sag vertical curves are anticipated due to the site characteristics and elevation drop.**
- **Roadway design will be for a two lane section with unpaved shoulders. The roadway will extend from the parking lot of the Ag Center to point approximately 50 feet beyond the bridge.**
- **Pedestrian and bicycle access will be accommodated on the bridge. Beyond the limits of the bridge pedestrian trails will**



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be recognized as part of the ultimate design. Due to budget constraints they will not be part of Phase I.

- **Modifications to NC Flood Mapping is outside the anticipated scope of work.**

POST DESIGN SERVICES:

1. Bid Phase (Stewart Charlotte):

Upon completion of the Construction Documents and Permitting Phase, Stewart will assist the Owner with the Bid Phase of this project. We will Advertise the project for Bid, prepare the standard Bid Form and attend a Pre-Bid meeting and the Bid Opening, as well as answer questions from contractors and prepare necessary addenda. Once the bids have been received, we will evaluate/certify the bids and make a recommendation to award the contract. We will assist Union County Park and Recreation prepare a contract to the Contractor awarded the project.

This project will be bid as a typical Design/Bid/Construct to a Single Prime Contractor.

2. Construction Administration Services:

- A. Stewart Engineering shall provide construction observation and other construction related services on an as needed, or as requested basis, during the construction process. This Scope of Services estimates that construction will be completed in 6 months from award of the construction contract. Work will generally include review of shop drawing submittals, a maximum of 8 to 10 site observation visits and reports for the site related improvements, attendance at construction meetings during normal site visits, and preparation of project close out documents and punch lists for sitework related items and the construction of the bridge which will be completed by Stewart's Special Inspections Department.
- B. Terracon will provide Inspection Services for Materials and Testing per their attached summary.

Summary of Pre-Design Scope Items (Proposed Fee - Total \$15,300 Lump Sum)

Summary of Design Scope Items (Proposed Fee - Total \$70,300 Lump Sum/includes Reimbursables and Permit Fees)

Summary of Construction Phase Scope Items (Proposed Fee - Total \$27,868.50 Lump Sum/includes Contingency)

PRE-DESIGN SERVICES:

- **Existing Conditions Survey (\$8,500)**



- **Geotechnical Services (\$6,800)**
 - **See attached Proposal from Terracon dated October 16, 2007**
 - With \$800 bulldozer contingency for access

DESIGN SERVICES:

- **Environmental Review and Permit (\$4,800)**
 - Develop permit drawings for submittal to DWQ and Corp of Engineers.
- **Hydraulic Design (\$16,500)**
 - Hec RAS modeling for two alternate bridge openings.
- **Bridge Design (\$24,000)**
 - Functional (Concept) Design of two alternates.
 - Preliminary and Final bridge design and construction documents for selected alternate.
- **Roadway Design (\$17,500)**
 - Several Preliminary Grading Alternatives to evaluate the transition from the parking lot to the bridge.
 - Alternate vertical profiles in response to bridge alternates and hydraulic analysis.
 - Typical Section, horizontal and vertical alignment design.
 - Drainage and erosion control plans.
 - Utility coordination if required (utility design is not included).
 - Construction documents.
- **Reimbursables (at Direct Cost Not to Exceed \$2,500)**
 - Includes in house printing and plotting, reproductions, deliveries, and mileage for site visits and meetings.
 - This not to exceed fee assumes that all plan review and permit fees will be paid by Union County, NC at the time they are incurred.
 - **Plan Review and Permit Costs (\$5,000 estimate)
To be paid by Union County**

CONSTRUCTION PHASE SERVICES:

- Bid Phase Services (\$3,500)



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- Construction Administration Services for Site Related Improvements (\$10,000) by Stewart Engineering
- Materials Testing During Construction for the Bridge (\$8,088.50) Terracon
See attached Inspection Services proposal from Terracon
- Contingency 10% of Total Design Fee (\$6,280)

ADDITIONAL SERVICES

Any item not contained in the Scope of Services will be deemed an additional service. Additional services may be provided at the Owner's written request for a fee based on our standard hourly rates or on a negotiated fee basis.

We will be pleased to execute an AIA Document C141 or this document may serve as an Architect - Consulting Engineers Agreement. Included in the agreement are the standard Hourly Rate Schedule (to be used if additional services are required), Additional Services and Conditions of the Agreement. Please execute and return a copy of the Agreement to this office.

Do not hesitate to contact us if you have any questions regarding our proposal. Please give us the opportunity to clarify any assumptions or to revise the estimate if it appears that we have misunderstood some portion of the scope of services.

We are pleased to have the opportunity to provide these professional engineering services to your firm. We look forward to working with you.

Respectfully submitted:
STEWART ENGINEERING, INC.

Approved by:
UNION COUNTY PARKS AND RECREATION

Teresa L. Hawkins, RLA, ASLA, LEED* AP

Signature

Date: 10/26/07

Date: _____

Encl.

Q:/Proposals/2007/101607JesseHelmsParkPhase1



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**STEWART ENGINEERING, INC.
Conditions of the Agreement**

1.0 Payments on Account

- 1.1 Invoices for Stewart Engineering, Inc.'s (SEI) services shall be submitted, at SEI's option, either upon completion of any phase of service or on a monthly basis. Invoices shall be payable when rendered and shall be considered PAST DUE if not paid within 30 days after the invoice date.
- 1.2 Any inquiry or questions concerning the substance or content of an invoice shall be made to SEI in writing within 10 days of receipt of the invoice. A failure to notify SEI within this period shall constitute an acknowledgment that the service has been provided and is correct.

2.0 Late Payments

- 2.1 A service charge will be charged at the rate of 1.5% (18% annual percentage rate) per month or the maximum allowable by law on the then outstanding balance of PAST DUE accounts. In the event any portion of an account remains unpaid 90 days after billing, the Client shall pay all costs of collection, including reasonable attorney's fees.
- 2.2 In the event that any portion of an account remains unpaid 30 days after billing, SEI may, without waiving any claim or right against the Client, and without liability whatsoever to the Client, suspend or terminate the performance of all services.

3.0 Insurance

- 3.1 The SEI shall secure and endeavor to maintain professional liability insurance, commercial general liability insurance to protect SEI from claims for negligence, bodily injury, death or property damage which may arise out of the performance of SEI's services under this Agreement, and from claims under the Worker's Compensation Acts. SEI shall, if requested in writing, issue certificate confirming such insurance to the Client.

4.0 Indemnifications

- 4.1 The Client shall indemnify and hold harmless SEI and all of its personnel, from and against any and all claims, damages, losses and expenses (including reasonable attorney's fees) to the extent they are caused by the negligent act, error, or omissions by the Client in performance of its services under this Agreement, subject to the provisions in the paragraph below on Risk Allocation.
- 4.2 SEI shall indemnify and hold harmless the Client and its personnel from and against any and all claims, damages, losses, and expenses (including reasonable attorney's fees) to the extent they are caused by the negligent act, error, or omissions by SEI in performance of its services under this Agreement, subject to the provisions in the paragraph below on Risk Allocation.
- 4.3 Sub-Consultant(s) shall indemnify & hold harmless Consultant & Client from and against all claims, losses, damages, and expenses (including attorney's fees and defense costs) to the extent such claims, losses, damages, or expenses are caused by any negligent act, error, or



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omission of Sub-Consultant or any person or organization for whom the Sub-Consultant is legally liable.

5.0 Risk Allocation

5.1 In recognition of the relative risks, rewards and benefits of the Project to both the Client and SEI, the risks have been allocated such that the Client agrees that, to the fullest extent permitted by law, SEI's total liability to the Client for any and all injuries, claims, losses, expenses, damages or claim expenses rising out of this Agreement, from any cause or causes, shall not exceed the amount of \$250,000. Such causes include, but are not limited to, SEI's negligence, errors, omissions, strict liability, breach of contract or breach of warranty.

6.0 Reuse of Documents

6.1 All documents including calculations, computer files, drawings, and specifications prepared by SEI pursuant to this Agreement are instruments of professional service intended for the one-time use in construction of this project. They are and shall remain the property of SEI. Any reuse without written approval or adaptation by SEI is prohibited.

7.0 Opinion of Probable Construction Costs

7.1 SEI's opinion of probable construction costs, if rendered as a service under this Agreement, is based on assumed labor costs and approximate quantities of material and equipment, and therefore is of a conditional character. SEI cannot guarantee the cost of work to be performed by others since market or bidding conditions can change at any time and changes in the scope or quality of the Project may affect estimates.

8.0 Mediation

8.1 The parties hereby agree that, they shall endeavor to resolve their claims by mediation which, unless the parties mutually agree otherwise, shall be in accordance with the construction industry mediation rules of the American Arbitration Association. Once a dispute or claim has arisen between the parties, mediation shall be conducted as soon as practicable. Either party may request mediation to any claims or disputes, at any time, by serving the other party with a written request for mediation setting forth the claim(s) or dispute(s) that are to be the subject of the mediation. The parties shall share any mediator fees and any filing fees equally. In addition, any agreement reached in mediation shall be enforceable as a binding settlement agreement in any court having jurisdiction over such agreement.

9.0 Reimbursable Expenses

9.1 Reimbursable expenses will be billed at 1.10 times direct cost in addition to the lump sum and hourly fees above. Reimbursables shall include in house printing and plotting, reproductions, deliveries, and mileage for site visits and meetings.

Standard Hourly Rates



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CLASSIFICATION	BILLABLE RATE
Managing Principal	\$175/hour
Principal	\$135/hour
Project Manager	\$110/hour
Professional Engineer	\$95/hour
Engineering Intern	\$75/hour
Senior Landscape Architect	\$95/hour
Project Landscape Architect	\$85/hour
Landscape Designer	\$75/hour
Construction Services Manager	\$95/hour
Construction Administrator	\$65/hour
Technician II	\$75/hour
Technician I	\$55/hour
Administration	\$45/hour
SURVEYING	
Surveying Crew	\$120/hour
Professional Land Surveyor Project Manager	\$110/hour
Surveying Technician	\$ 75/hour
REIMBURSABLES	
Plotted Base Paper	\$5.00/sheet
Plotted Base Vellum	\$7.50/sheet
Plotted Base Mylars	\$10.50/sheet
Plotter Base Paper (Colored)	\$10.00/Ln. foot
Blue Prints	\$1.50/sheet
Photocopies (8 ½ x 11)	\$.08/sheet
Photocopies (11 x 17)	\$.10/sheet
Mileage	\$.445/mile
Telephone/Courier	As Incurred
Double Sided Photocopies	\$.12/sheet
Color Copies (8 ½ x 11)	\$1.00/sheet
Card Stock	\$.15/sheet
Fax (Local)	\$.50/sheet
Fax (Long Distance)	\$.75/sheet



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Requests from the County Purchasing Director and Parks and Recreation Staff

Wanda all of our revisions to the Proposal are in "red".

- Please show a separate line-item for the Construction Administration Phase of the Project - **Okay, we've added Construction Administration and Material and Testing Services for both Stewart and Terracon.**
- Please show a separate line-item for contingency - **Okay, this is shown on Page 6. A Contingency for a design fee is unusual, but I assumed 10% of the base design fee.**
- Add Permit Costs as Estimates (or not to exceed) - **Okay, added on Page 5.**
- Make Correction to Figures based on Geo-Technical Correction - **Okay, they now match.**
- Confirm TOPO Survey included - **Okay, added to surveying services.**
- Confirm Roadway Design (seems high with 200 LF existing and 200 LF new) **Okay, added additional Scope language on Page 3 and Mike Krannitz is going to call you to discuss this item.**
- Page 2 C. Bridge Alternates - please add "with associated cost estimates for top 2 bridge choices" - **Okay, added to the top of Page 3**
- Page 5. POST DESIGN SERVICES - \$3,500 (please elaborate) - **I changed this to Construction Phase Services and this now includes Bid Phase and Construction Administration/Materials & Testing Services with a new fee.**
- 5.0 Risk Allocation
 - 5.1 This will be forwarded to the County's Risk Management Department for their review - **Okay**

October 16, 2007

Stewart Engineering
200 S. College Street
Suite 720
Charlotte, North Carolina 28202

2020 Stanta Road, Suite E
Charlotte, North Carolina 28206
Phone: 704-509-1777
Fax: 704-509-1888
www.terracon.com

Attn: Ms. Teresa L. Hawkins

Re: **Cost Estimate for Geotechnical Evaluation**
Union County Parks and Recreation, Jesse Helms Park, Phase I
Monroe, North Carolina
Terracon Proposal No. 71075G67

Dear Ms. Hawkins:

Terracon Consultants, Inc. (Terracon) is pleased to submit this proposal for a subsurface exploration and geotechnical evaluation at the above referenced project. The following sections outline the project information and our suggested scope of services, schedule, and fees. This proposal is based on our meeting with Union County Parks and Recreation on October 11, 2007, and our site visit on the same day, as well as our experience with similar projects.

A. PROJECT INFORMATION

We understand that the Jesse Helms Park project will encompass approximately 145 acres of wooded and open space, including Flag Branch Creek. The project will include development of the park infrastructure. Phase I of the project is limited to pedestrian, vehicular and emergency ingress/egress over Flag Branch Creek.

Because of the preliminary nature of the project the type of structure, loads, and final grades were not known at the time of this proposal. However, based on our discussions, we anticipate that a one to three-span bridge will be required over Flag Branch Creek and will include roadway from the existing parking area to the north side of the bridge and approximately 35 feet of roadway on the south side.

Based on our site visit it appears that the site is moderately wooded. The ground slopes downward from the existing parking lot to the creek and is relatively flat on the other side. At the time of our site visit the creek was dry.

B. SCOPE OF SERVICES

Site Access

The client shall provide the right-of-entry to conduct the exploration at the subject property. The attached Access Agreement should be signed and returned if the client is not the property owner.

Boring Location

The following services will be performed to locate and access the borings at the project site:

- Terracon will contact North Carolina One Call regarding location of public utility lines at the project site to prevent conflict between boring locations and existing utilities. The utility locator service generally requires 48 hours to locate utilities.
- Terracon personnel will layout the borings by pacing distances and estimating right angles from available site features.
- Based on our site visit, the boring locations appear to be accessible to ATV mounted drilling equipment with some hand clearing; however a bulldozer may be needed to clear trees and brush and to level ground depending on the location of the borings.
- If an existing topographic survey with site features is provided to Terracon, the boring elevations can be estimated. If more accurate elevations are required, it will be necessary to survey the borings. Surveying the borings is not included in the scope of services of this proposal, but can be performed for an additional cost.

If there are additional restrictions or special requirements regarding boring locations and site conditions, they should be brought to our attention prior to commencing the subsurface exploration.

Subsurface Exploration

Based on our discussions and site visit, Terracon proposes the following subsurface exploration:

- Terracon proposes to advance ten soil test borings at the project site. Split-barrel samples, four in the top 10 feet and one sample every 5 feet for the remaining depth of the boring, will be obtained from each boring. The borings will extend to the maximum proposed depths or auger refusal, whichever occurs first. If auger refusal is encountered before the required boring depth is obtained, borings may be offset 5 to 10 feet to determine if the refusal material is an isolated boulder or bedrock.

- The ten borings will be advanced as follows:
 - Eight borings will be advanced in the area of the substructure foundations, two at each substructure location. The borings will be advanced to 25 feet below existing grades to determine the bearing characteristics of the subsurface materials. If auger refusal is encountered in the upper ten feet at abutment locations, up to two borings will be rock cored to a length of 10-ft each.
 - Two borings will be advanced in the roadway approaches to 10 feet below existing grades to determine the pavement support characteristics of the soils below the paved areas.
- Groundwater level observations will be made at most boring locations during the drilling operations and at selected locations at 24-hours after boring completion in order to obtain stabilized groundwater levels.

Subsurface conditions may be encountered which would merit alteration of the field boring and/or sampling programs described above. We will contact you to notify you of any changes and to authorize alterations which could increase the proposed fee.

Laboratory Testing

Selected soil samples will be tested in our laboratory to determine physical engineering characteristics. Testing will be performed under the direction of a geotechnical engineer and will be performed in general accordance with applicable ASTM standards. For this project and the anticipated subsurface conditions, the following testing program is proposed:

- Four moisture content tests to determine the in-place moisture content of the material.
- Two Wash No. 200 Sieve Tests to determine the percentage of fines to assist in soils classification.
- Two Atterberg Limits Tests to identify the material types for further classification and determine the materials behavior relative to moisture content.
- One CBR test to determine the subgrade support for roadway pavement design.

Engineering Report

The results of the field and laboratory studies will be combined into an engineering report presenting Terracon's analyses, comments and geotechnical recommendations to guide design and construction of the bridge foundations and roadway pavement. Three bound copies and one electronic PDF copy of the report will be provided. The report will include the following:

- Plan of borings, logs of borings, groundwater observations and laboratory test results.
- Presentation of geologic profiles based on borings with a discussion of the general subsurface conditions including bedrock, soil, and groundwater conditions.
- Recommendations for suitable bridge foundation(s) with recommended allowable bearing pressures and estimated total and differential settlements of foundations supported in natural soils.
- Recommendations for site subgrade preparation to include suitable fill types, subgrade preparation for general site grading.
- Seismic site class in general accordance with Table 1615.1.1 of the 2006 NCSBC (if requested);
- Observed location of groundwater and recommended dewatering methods (if applicable).
- Roadway pavement thickness design of typical section consisting of asphalt concrete and base course with recommended North Carolina Department of Transportation specified materials.

C. SCHEDULE

The following schedule is anticipated from the date of authorization to proceed to complete the scope of services provided herein:

- Approximately 5 to 10 business days (days) to commence the fieldwork
- Approximately 3 to 5 days are expected to be required for completion of the field work.
- An additional 10 days will be required for the completion of laboratory testing, engineering analyses and preparation of the final report and recommendations.

The completed geotechnical engineering report can be presented about 4 to 5 weeks after notice to proceed is received. Verbal recommendations can be provided as required up to 2 days after completion of the field exploration.

D. COMPENSATION

The scope of geotechnical services provided herein will be provided for an estimated fee of \$6,800.00. This estimated fee assumes only hand clearing will be required for site access. An additional fee of \$800 will be incurred, if a bulldozer is required to access boring locations.

If any of these items are not performed or altered from the proposed quantity, the estimated fee will be adjusted accordingly. Should it be necessary to expand our services beyond those outlined in this proposal, we will notify you, then send a supplemental proposal stating the additional services and fee.

E. AUTHORIZATION

If this cost estimate is acceptable, please execute and return the attached Agreement for Services and return one copy to our office. To expedite our commencement of this project, you may fax the Agreement for Services to us at (704) 509-1888, with the original to follow by regular mail.

F. CLOSURE

If there are any questions, please contact us. We welcome the opportunity to discuss this project or this proposal with you.

Sincerely,

Terracon

Scott A. Saunders
Senior Geotechnical Engineer

Richard A. Pearce, P. E.
Senior Principal

Enclosures: Agreement for Services
 Access Agreement



Proposed Jesse Helms Park - Phase I (Bridge)
Inspection and Construction Materials Testing
Cost Estimate

	Projected Duration (days)	Projected Quantity		Rate (per hour)	Total
INSPECTION SERVICES					
<i>Foundations</i>					
Senior Technician	5	25	hrs	\$45.00	\$1,125.00
Trip Charge		5	each	\$35.00	\$175.00
				Subtotal	\$1,300.00
<i>Reinforced Concrete</i>					
Senior Technician	15	75	hrs	\$45.00	\$3,375.00
Trip Charge		15	each	\$35.00	\$525.00
Cylinders - 5 cylinders/set		15	set	\$15.00	\$1,125.00
				Subtotal	\$5,025.00
Engineering, Administration & Project Management					
Principal Engineer, P.E.		2	hrs	\$120.00	\$240.00
Project Engineer		6	hrs	\$105.00	\$630.00
Project Manager		12	hrs	\$90.00	\$1,080.00
Clerical		20	hrs	\$40.00	\$800.00
Trip Charge (Site Meeting)		2	each	\$35.00	\$70.00
				Subtotal	\$2,820.00
Miscellaneous Expenses					
Contingency		1		5%	\$68.50
				Subtotal	\$68.50
Project Total					\$11,088.50

CAPITAL PROJECT ORDINANCE AMENDMENT

BUDGET General CPO Fund - 40
 FISCAL YEAR FY 2007-2008

REQUESTED BY Kai Nelson
 DATE November 5, 2007

PROJECT SOURCES

PROJECT USES

Source Description and Code	Project To Date	Requested Amendment	Revised Project	Project Description and Code	Project To Date	Requested Amendment	Revised Project
IFT from General Fund	-	449,200	449,200	Capital Outlay	-	449,200	449,200
All Other Revenue	89,352,826	-	89,352,826	All Other Gen Cap Projs	89,352,826	-	89,352,826
	<u>89,352,826</u>	<u>449,200</u>	<u>89,802,026</u>		<u>89,352,826</u>	<u>449,200</u>	<u>89,802,026</u>

EXPLANATION: To appropriate General Fund Interfund Transfer (IFT) for the Jesse Helms Park bridge project.

DATE: _____

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

FOR FINANCE POSTING PURPOSES ONLY

PROJECT SOURCES				PROJECT USES			
Source Description and Code	Project To Date	Requested Amendment	Revised Project	Project Description and Code	Project To Date	Requested Amendment	Revised Project
Interfund Transfers 40461374-4010-PR041	-	449,200	449,200	Capital Outlay-JHP bridge 40561374-5580-PR041	-	449,200	449,200
	-	449,200	449,200		-	449,200	449,200

Prepared By aar
 Posted By _____
 Date _____

Number CPO - 89