

## Gaston County Board of Commissioners

COURTHOUSE 325 Dr. Martin Luther King Jr. Way Gastonia, NC

Chairman Chad Brown Vice-Chairman Bob Hovis Allen R. Fraley Kim Johnson Tom Keigher Tracy L. Philbeck

Tuesday, August 23, 2022 Meeting Agenda

Ronnie Worley

### REVISED - Regular Meeting 6:00 P.M.

CALL TO ORDER
INVOCATION
PLEDGE OF ALLEGIANCE

### I. PUBLIC HEARINGS

A.	Public Hearing - RE: Commissioner Fraley - Building & Development Services -
	Zoning Map Change: Z22-21 Federico Pinto (Applicant); Property Parcel: 307281,
	Located at 164 Clarks Gap, Crouse, NC, Rezone from the (R-1) Single Family
	Limited Zoning District to the (R-2) Single Family Moderate Zoning District5-18

- 1. Receive Citizen Comment
- 2. Close Public Hearing
- 3. Accept Motion to Approve Resolution
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  - 2. Close Public Hearing
  - 3. Accept Motion to Approve Resolution

### II. BUSINESS AGENDA

### A. AGENDA REVISION/APPROVAL

- 1. REVISED: Section IV, Item T.
- III. CITIZEN RECOGNITION (Sign up Prior to Start of Session; Comments Limited to 3 Minutes)

### IV. CONSENT AGENDA

A.	Commissioner Brown - BOC - Appointment of Miranda Deninger as Deputy Clerk to the Board of Commissioners	41-42
В.	Commissioner Worley - Budget & Strategy - To Approve and Adopt the Assistance Policy and the Procurement Policy Specific to the 2022 Urgent Repair Program.	43-57
C.	Commissioner Fraley - County Attorney - To End the Small Business Emergency Bridge Loan Program	58-59
D.	Commissioner Hovis - County Attorney - To Adopt the North Carolina Fire Code Appendices B, C, D, E, F, G, H, J and L	60-105
E.	Commissioner Philbeck - County Manager - To Accept Departmental Budget Change Requests as Information	106-108
F.	Commissioner Brown - DHHS (Health Division) - To Accept and Appropriate Miscellaneous Funds Received During Fiscal Year 2022 from the Upstream Organization for the Public Health Family Planning Clinic (100% Miscellaneous Funds - \$14,000)	109-110
G.	Commissioner Brown - DHHS (Health Division) - To Accept and Appropriate State Grant Funds Received from the Women's and Children's Health Section/Nutrition Services Branch for the Special Supplemental Nutrition Program for Public Health Women, Infants, and Children (WIC) (100% Grant Funds - \$35,084)	111-112
Н.	Commissioner Brown - DHHS (Health Division) - To Accept and Appropriate Funds from NC Child for the NC Lead Paint-Safe Housing (100% Miscellaneous Funds - \$1,000)	113-114
I.	Commissioner Brown - DHHS (Health Division) - To Accept and Appropriate State Grant Funds Received from the NC Division of Public Health for the Communicable Disease Pandemic Recovery (100% Grant Funds - \$559,528)	115-116
J.	Commissioner Brown - DHHS (Social Services Division) - Proclamation - To Proclaim the Month of August 2022 as Child Support Awareness Month in Gaston County	117-118
K.	Commissioner Brown - DHHS (Social Services Division) - To Accept and Appropriate Additional Reallocation of US Treasury Funds for the Emergency Rental Assistance Program in the Amount of \$70,961.29 (100% Federal Funds)	119-120
L.	Commissioner Brown - DHHS (Social Services Division) - To Accept and Appropriate Federal Funds from the John H. Chafee Foster Care Independence Program for One-Time Supplemental Funds in the Amount of \$38,500 (No County Funds Required)	121-124
M.	Commissioner Brown - DHHS (Social Services Division) - Administrative Correction - To Correct Specification Number on Position Award for Resolution 2022-187	125

	N.	Commissioner Hovis - Emergency Management and Fire Services - Amend Resolution 2022-140 and Adopt the By-laws and Rules of Procedure for the Gaston County Fire Commission	126-134
	0.	Commissioner Worley - Finance - To Accept as Information the Attached Property Tax Refunds Less than \$100. These Tax Refunds Should Be Recorded in the Board's Minutes. (Total NCVTS Refunds - \$4,772.72)	135-137
	P.	Commissioner Hovis - Finance - Administrative Correction - To Correct Resolution 2022-070 - Bureau of Justice Grant - To Reflect the Appropriation of Funds into each Respective Year of the Three-year Grant Cycle	138
	Q.	Commissioner Worley - Library - To Accept and Appropriate ARPA Non-Recurring State Aid Grant (\$142,781)	139-140
	R.	Commissioner Worley - Library - Proclamation - To Proclaim August 31, 2022 as Overdose Awareness Day in Gaston County	.141-142
	S.	Commissioner Brown - Parks and Recreation - To Accept and Appropriate Health Promotion Disease Prevention Grant Funds from Centralina Council of Governments Area Agency on Aging in the Amount of \$4,500 (Required County Match \$500 - Budgeted)	143-144
	T.	<b>REVISED/</b> Commissioner Brown - Police Department (Animal Care and Enforcement) - To Approve the Carry Forward Requests from Animal Care and Enforcement and the Gaston County Police Department (\$41,488.47)GREEN SHEET PAGES (GSP)	145-147
	U.	Commissioner Johnson - Sheriff's Office - To Authorize Staccato 2011 LLC as a Sole Source Provider for the Purchase of Staccato XC Handguns and Accessories (\$32,762)	.150-152
	V.	Commissioner Johnson - Sheriff's Office - To Approve the Award for Purchase of GLOCK Gen5 Pistols and Accessories with Trade-In to Craig's Firearm Supply (\$99,569.67)	.153-167
	W.	Commissioner Brown - Tax - Pursuant to N.C.G.S.105-286 and 105-317(b)(1), the Tax Director Requests BOC Acceptance of the 2023 Schedule of Values for Reappraisal of Real Property	168
	Χ.	Commissioner Fraley - Tax Collections - Pursuant to G.S. 105-381, the Tax Collector Requests that the Listed Tax Refunds be Made. (Releases and Refunds - \$260.45; Overpayments - \$16,967.57; VTS Refunds - \$10,201.81; Grand Total - \$27,429.83)	.169-171
V.	ITEMS	S PULLED FROM CONSENT AGENDA	
VI.	ITEMS	S ADDED BY MAJORITY VOTE FOR DISCUSSION ONLY	
VII.	APPO	INTMENTS	
	A.	Appointment List - Current Expiring Terms/Vacant Positions	.172-176

### VIII. REPORTS

- A. Commissioners Committee Reports
- B. County Manager's Report
- C. County Attorney's Report
- IX. OTHER MATTERS
- X. ADJOURNMENT



### **Gaston County**

Gaston County Board of Commissioners www.gastongov.com

## Building and Development Services Board Action

File #: 22-321

Public Hearing - RE: Commissioner Fraley - Building & Development Services - Zoning Map Change: Z22-21 Federico Pinto (Applicant); Property Parcel: 307281, Located at 164 Clarks Gap, Crouse, NC, Rezone from the (R-1) Single Family Limited Zoning District to the (R-2) Single Family Moderate Zoning District

- 1. Receive Citizen Comment
- 2. Close Public Hearing
- 3. Accept Motion to Approve Resolution

### STAFF CONTACT

Joseph B. Sciba - Director - 704-866-3970

### **BACKGROUND**

Chapter 5 of the Unified Development Ordinance requires a public hearing by the Commission, with recommendation by the Planning Board prior to consideration for final action by the Commission. Federico Pinto (Applicant); Rezone Parcel: 307281, from the (R-1) Single Family Limited Zoning District to the (R-2) Single Family Moderate Zoning District. A public hearing was advertised and held on August 23, 2022 with Public Hearing comments being on file in the Board of Commission Clerk's Office. Planning Board recommendation was provided on August 1, 2022, and the Commission is requested to consider the public hearing comment, Planning Board recommendation and other pertinent information, then (approve), (disapprove) or (modify) the map change.

### **ATTACHMENTS**

Resolution, Staff Report & Application Packet



RESOLUTION TITLE: ZONING MAP CHANGE: Z22-21 FEDERICO PINTO (APPLICANT);

PROPERTY PARCEL: 307281, LOCATED AT 164 CLARKS GAP, CROUSE, NC, REZONE FROM (R-1) SINGLE FAMILY LIMITED ZONING DISTRICT TO THE (R-2) SINGLE FAMILY MODERATE

**ZONING DISTRICT** 

WHEREAS, a County Zoning Ordinance was adopted on April 24, 2008 and a public hearing was held on

August 23, 2022 by the County Commission, to take citizen comment into a map change

application, as follows:

Tax Parcel Number(s): 307281

Federico Pinto Applicant(s):

Owner(s): Federico Pinto and Kevin Pinto Property Location: 164 Clarks Gap, Crouse, NC

Request: Rezone from (R-1) Single Family Limited Zoning District to the (R-

2) Single Family Moderate Zoning District

public hearing comments are on file in the Commission Clerk's Office as a part of the minutes of the meeting; and,

WHEREAS. the Planning Board recommended approval of the map change for parcel: 307281, located at 164 Clarks Gap, Crouse, NC, from the (R-1) Single Family Limited Zoning District to the (R-2) Single Family Moderate Zoning District on August 1, 2022 based on: staff recommendation; and the request is reasonable and in the public interest and the request is in accordance with the County's Comprehensive Land Use Plan. The proposed zoning district is consistent with the vision and goals of the Comprehensive Land Use Plan (CLUP) as it will keep the subject parcel residential in nature as envisioned by the rural future land use designation for the lot. Rural areas are characterized as having residential homes on large lots that are setback from main roads. The proposed district will also allow for the preservation of open space as envisioned for the Rural Gaston Area of the County.

> Second: Brooks Motion: Houchard Vote: 5-1

Aye: Ally, Brooks, Harris, Houchard, Vinson

Nay: Horne

Absent: Hurst, Magee, Sadler

Abstain: None

### DO NOT TYPE BELOW THIS LINE

I, Donna S. Buff, Clerk to the County Commission, do hereby certify that the above is a true and correct copy of action taken by the Board of Commissioners as follows:

Zoning Map Change: Z22-21 Federico Pinto (applicant); Property Parcel: 307281, located at 164 Clarks Gap, Crouse, NC, Rezone from (R-1) Single Family Limited Zoning District to the (R-2) Single Family Moderate Zoning District

Page 2

NOW, THEREFORE, BE IT RESOLVED by the County Commission, upon consideration of the map change application, public hearing comment and recommendation from the Planning Board and Planning staff, finds:

- 1) The map change request (**is consistent**) or (**is not consistent**) with the County's approved Comprehensive Land Use Plan and the Commission considers this action to be (**reasonable**) or (**not reasonable**) and in the public interest, based on: Planning Board recommendation and compatibility with existing land uses in the immediate area. Therefore, the map change request for Property parcel: 307281, is (**hereby approved**, **effective with the passage of this Resolution**) or (**hereby disapproved**).
- 2) The County Manager is authorized to make necessary notifications in this matter to appropriate parties.

Chad Brown, Chairman Gaston County Board of Commissioners
ATTEST:
Donna S. Buff, Clerk to the Board

### GASTON COUNTY REZONING APPLICATION (Z22-21)

### STAFF REPORT

APPLICATION SUMMARY			
Request:			
To rezone the property from the (R-1) Single Family Limited Zoning District to the (R-2) Single Family Moderate Zoning			
District.			
Applicant(s): Property Owner(s):			
Federico Pinto Federico Pinto and Kevin Pinto			
Parcel Identification (PID): Property Location:			
307281 164 Clarks Gap, Crouse			
Total Property Acreage:	Acreage for Map Change:		
1 acre	1 acre		

**Proposed Zoning:** 

**Proposed Land Use:** 

Residential

(R-2) Single Family Moderate

### COMPREHENSIVE LAND USE PLAN

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### Area 1: Rural Gaston / Northwest Gaston

Key issues for citizens in this area include: preservation of open space, road improvements and better connectivity to other areas of the County and throughout the region, increased job opportunities, preservation of agriculture and maintaining the rural "feel" of the community, repurposing vacant buildings and facilities for new economic opportunities, and steering development towards existing infrastructure

### **Comprehensive Plan future Land Use: Rural**

Rural areas are characterized as having plenty of open space with farmstead style housing and plenty of open space and agribusiness. Residential homes are located on large lots and are set back from the roads they front upon. This is the default designation for the County.

### **Staff Recommendation:**

**Current Zoning:** 

**Existing Land Use:** 

Vacant

(R-1) Single Family Limited

Application, as presented, is consistent with the Comprehensive Land Use Plan.

### UTILITIES AND ROAD NETWORK INFRASTRUCTURE

### Water/Sewer Provider:

Private well / private septic

### **Road Maintenance:**

Clarks Gap is a private easement

### **Technical Review Committee (TRC) comments:**

From Gaston Cleveland Lincoln Metropolitan Planning Organization:

There are no funded transportation improvement projects in the immediate vicinity of this site on the STIP, the MTP, or the CTP.

### From Health Department:

A well permit was issued in 2020. There is no application on file for a septic permit.

### STAFF SUMMARY

### Prepared By: Jamie Mendoza Kanburoglu, Long Range Planner

This property is in a residential area in the northern region of the county. It is heavily surrounded by residential lots with a few general commercial zoned lots to the west and southwest. The 2022 orthophoto collection shows a mix of single and double wide manufactured housing in the area as well as some site-built homes. This parcel was created through the minor subdivision process back in April of this year. The lot is surrounded by a larger parcel that is owned by the applicant. The applicant did not want to rezone the entire parcel and intends to keep the larger parcel as a working farm. The applicant has secured a well and the builder has stated that he has a septic permit from the Health Department. Staff finds that the request is consistent with the vision of the Comprehensive Land Use Plan as it will keep the subject parcel rural in nature which is the future land use designation for this area. The proposed use also meets the goals of the Rural Gaston area as well as the rezoning would continue preservation of open space and maintaining the rural "feel" of the community.

If approved, any uses allowed in the (R-2) Single Family Moderate Zoning District would be permitted in accordance with standards and regulations as adopted in the Gaston County Unified Development Ordinance (UDO).

The following table shows the difference in Residential Uses allowed in the (R-1) and (R-2) zoning districts.

Residential Uses Allowed in (R-1) and (R-2) Districts	R-1	R-2
Camping and Recreational Vehicle Park		SPs
Dwelling, Manufactured Home Class A		X
Dwelling, Manufactured Home Class B		
Dwelling, Manufactured Home Class C	Es	Es
Dwelling, Manufactured Home Class D	Es	Es
Dwelling, Mixed Use		
Dwelling, Single Family	Х	Х
Dwelling, Two Family	Xs	Xs
Family Care Home	Xs/SPs	Xs/SPs
Group Home		Xs
Manufactured Home Park	Es	Es
Multi Family Development		
Planned Residential Development (PRD)	Xs/CDs	Xs/CDs
Private Residential Quarters (PRQ)	Xs	Xs
Residential Infill Development		
Small House Community	SP	SP
Traditional Neighborhood Development (TND)	Xs/CDs	Xs/CDs

X = Allowed by Right, E = Existing Use subject to additional regulations, SP = Special Use Permit Required, CD = Conditional Rezoning Required, S = Supplemental regulations

### PLANNING BOARD RECOMMENDATION

Scheduled Meeting Date: August 1, 2022

The Planning Board recommended approval of the request (5-1) as the proposed zoning district is consistent with the vision and goals of the Comprehensive Land Use Plan (CLUP) as it will keep the subject parcel residential in nature as envisioned by the rural future land use designation for the lot. Rural areas are characterized as having residential homes on large lots that are set back from main roads. The proposed district will also allow for the preservation of open space as envisioned for the Rural Gaston area of the County.

**Attachments: Application and Maps** 



### GASTON COUNTY Department of Building & Development Services

(Signature)

Street Address:

128 W. Main Avenue, Gastonia, North Carolina 28052

Mailing Address: P.O. Box 1578, Gastonia, N.C. 28053-1578

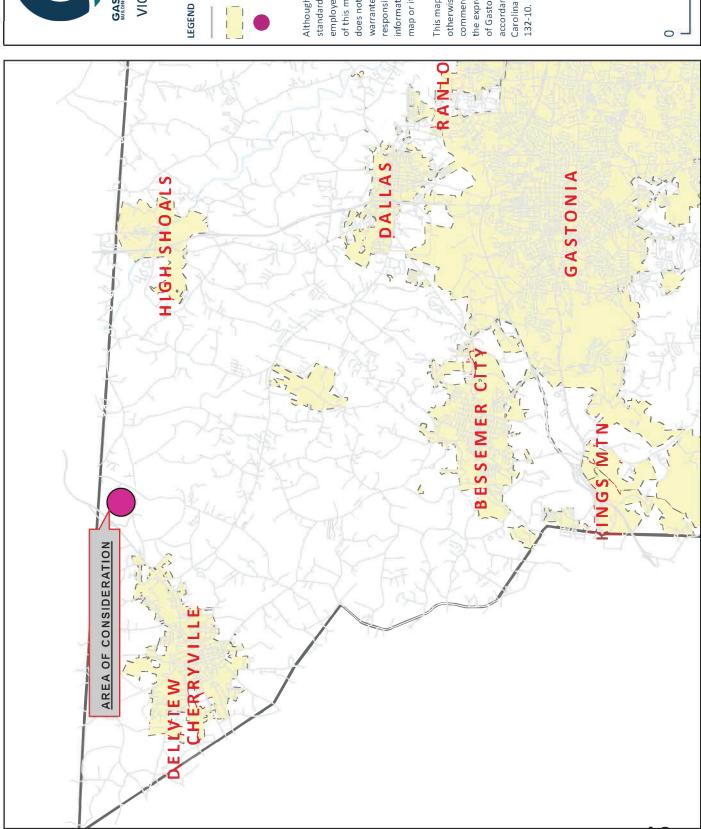
Phone: (704) 866-3195 Fax: (704) 866-3966

GEN	NERAL REZONING APP	LICATION	Application Number: Z
Applic	cant Planning Board (Adr	ministrative)	Board of Commission (Administrative)   ETJ
	*APPLICANT INFORMATION  Name of Applicant: FECER	0-	ło
	Mailing Address:		(Print Full Name)  (Print Full Name)  (Print Full Name)  (Include City, State and Zip Code)
	Telephone Numbers: 700	+ 441 - 33	उ। ह
	Email: EPatroncito@	a Code) Business Gmail-C	(Area Code) Home
cons		legal representative	al or group, the Gaston County Zoning Ordinance requires written authorizing the Rezoning Application. Please complete the ation.
В. 9	OWNER INFORMATION  Name of Owner: FEGER	zico Pin	oto
	Mailing Address: 164	CIARK GA	(Print Full Name)  P DR . CrOuse . NC. 2803 3  (Include City, State and Zip Code)
	Telephone Numbers:	- 2 - 2	318
	Email: EPA troncito	a Code) Business	(Area Code) Home
C.	PROPERTY INFORMATION  Physical Address or General Stree  Columbia (PID): 30	-	erty: 164 CIARIX GAP DR.
	Acreage of Parcel: +/-	Acreage to be R	ezoned:   +/- Current Zoning: R 1
	Current Use: FARM		Proposed Zoning: R - 2
D.	PROPERTY INFORMATION		
	940. W	2:00 PINT	
	V Dariou	JC 280 3	Mailing Address:
	Telephone: 704 - 441 - 3	ate and Zip Code)	(Include City, State and Zip Code) Telephone:
	(Area Code)		(Area Code)
	Parcel: 307281	9)	Parcel: (If Applicable)
	la ken Died		Federica & stato

See Reverse Side For Completion of Additional Sections

### E. <u>AUTHORIZATION AND CONSENT SECTION</u>

Application and having authorization/interest of property parcel(s)	
nereby give(Name of Applicant)	consent to execute this proposed action
(Signature)	(Date)
(Signature)	(Date)
I,, a Notary Pu	blic of the County of
State of North Carolina, hereby certify that	
personally appeared before me this day and acknowledged the due e	xecution of the foregoing instrument.
Witness my hand and notarial seal, this the day of	, 20
Notary Public Signature	Commission Expiration
I/We), also agree to grant permission to allow employees of Gaston Cou	
easonable hours for the purpose of making <b>Zoning Review</b> .	nty to enter the subject property during
nd/or approval, the applicant understands a chance exists that the soils is is posal system thus adversely limiting development choices/uses unless	may not accommodate an on site wastewater public utilities are accessible.
and/or approval, the applicant understands a chance exists that the soils in lisposal system thus adversely limiting development choices/uses unless f the application is not fully completed, this will cause rejection or declease return the completed application to the Planning and Develop	may not accommodate an on site wastewater public utilities are accessible.  elayed review of the application. In addition, oment Services Department within the
vastewater disposal system (septic tank). Though a soil analysis is not re and/or approval, the applicant understands a chance exists that the soils disposal system thus adversely limiting development choices/uses unless of the application is not fully completed, this will cause rejection or deplease return the completed application to the Planning and Development Administrative Building located at 128 West Main Avenue, Grand APPLICATION CERTIFICA	may not accommodate an on site wastewater public utilities are accessible.  elayed review of the application. In addition, oment Services Department within the astonia, NC 28052.
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LEGEND

**Property Parcels** 

Subject Area

This map is intended for use by the Gaston County Board of Commissioners, in the review of rezoning requests.

one of more data layers. the data is periodically updated, however all information were compiled from data layers may not be displayed. transportation, and other map Street names are subject to Property parcels, zoning,

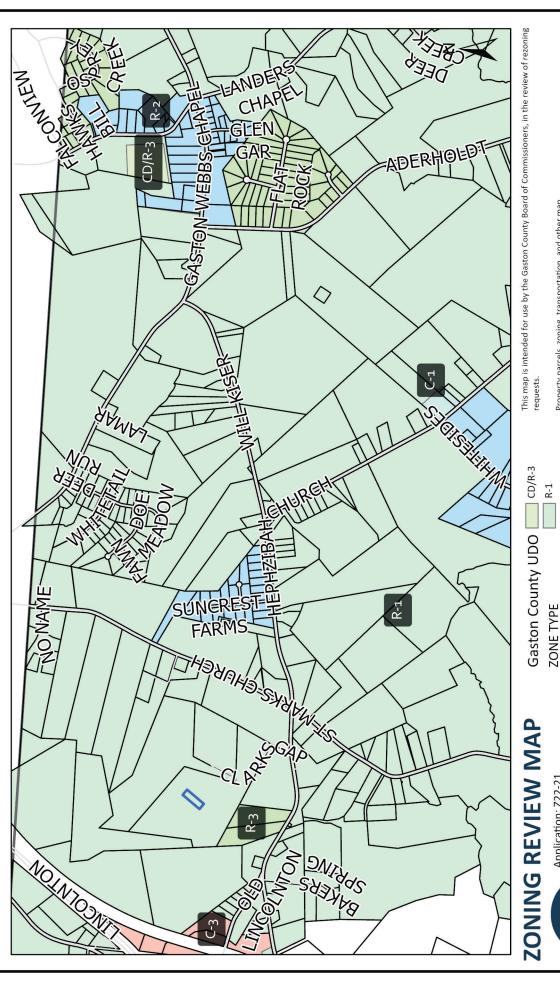
Gaston County does not make or map. This map was prepared by the Building and Development Services Department. imply any warranties or assume information presented on this any responsibility for the

This map is for zoning purposes only - Not to be used for



### information were compiled from one of more data layers. The data is periodically updated, however all data layers may not be displayed. Street names are subject to Gaston County does not make or imply any warranties or assume any responsibility for the information presented on this map. This map was prepared by the Building and Development Services Department. This map is intended for use by the Gaston County Board of Commissioners, in the review of rezoning FARMS SUNCREST FOR DISPLAY PURPOSES ONLY -- NOT TO BE USED FOR CONVEYANCE HEPHZIBAH-STWARKS-CHIURCH Property parcels, zoning, transportation, and other map This map is for zoning purposes only - Not to be used for SNIBBIOD conveyance. requests. -CLARKS. R-1 Gaston County UDO **Subject Parcel** R-3 **ZONE TYPE** C-3 R-2 R-1 THEPHZIBAH-CHURCHE-W-G From: (R-1) Single Family Limited To: (R-2) Single Family Moderate **ZONING REVIEW MAP** Request: General Rezoning Application: Z22-21 Map Date: 7/22/22 Tax ID: 307281 NOLATION GASTON COUNTY BUILDING AND DEVELOP MENTSERVICES <u>INCOLNTOM</u> C-3 0 :070

# FOR DISPLAY PURPOSES ONLY -- NOT TO BE USED FOR CONVEYANCE



Property parcels, zoning, transportation, and other map information were compiled from one of more data layers. The data is periodically updated, however all data layers may not be displayed. Street names are subject to

change.

Subject Parcel

R-2 R-3

> C-1 C-3

> > From: (R-1) Single Family Limited To: (R-2) Single Family Moderate

Map Date: 7/22/22

GASTON COUNTY BUILDING AND DEVELOPMENT SERVICES

Request: General Rezoning

Application: Z22-21

Tax ID: 307281

Gaston County does not make or imply any warranties or assume any responsibility for the information presented on this map. This map was prepared by the Building and Development Services Department.

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Z22-21 Subject and Adjacent Properties Map

See reverse side or next page for listing of property owners.

222-21	<b>Z22-21 - 164 CLARKS GAP</b>	ARKS GAP						
N	PARCEL II	PARCELID NAME1	NAME 2	ADDRESS 1	ADDRESS 2	CITY	STATE	ZIPCODE
*	307281	PINTO FEDERICO B	PINTO KEVIN NOE	239 LONG CREEK PRWY		CHARLOTTE	NC	28214
⊣	157350	CARPENTER KERN A &	BERRY DENISE C	18285 SW 264 ST		HOMESTEAD	FL	33031
2	300892	STROUP MARTHA CLARK LIFE ESTATE		C/O DENISE STROUP SELLERS	560 SIXTH ST NW	HICKORY	NC	28601
3	157928	MAUNEY PHILLIP R		165 CLARKS GAP		CROUSE	NC	28033
4	300893	CLARK FAMILY IRREVOCABLE TRUST		PO BOX 4		CROUSE	NC	28033
2	301678	EDWARDS KIMBERLY ANN		621 HEPHZIBAH CHURCH ROAD		CROUSE	NC	28033
9	209212	CABANISS RANDY D & BETTY J &	MOORE CATHERINE ELIZABETH	605 HEPHZIBAH CHURCH RD		CROUSE	NC	28033
7	209213	CABANISS RANDY D & BETTY J &	<b>MOORE CATHERINE ELIZABETH</b>	605 HEPHZIBAH CHURCH RD		CROUSE	NC	28033
∞	158059	CABINESS WAYNE KEITH		4347 OLD LINCOLNTON ROAD		CROUSE	NC	28033



### **Gaston County**

Gaston County Board of Commissioners www.gastongov.com

## Building and Development Services Board Action

File #: 22-322

Public Hearing - RE: Commissioners Johnson & Keigher - Building & Development Services - Zoning Map Change: Conditional District CD21-07 Tony and Tammy Fields (Applicants); Property Parcel: 301563, Located on Union Road in Gastonia, NC, Rezone from the (R-1) Single Family Limited Zoning District with (US) Urban Standards and (CH) Corridor Highway Overlays to the (CD/C-3) General Commercial Conditional Zoning District with (US) Urban Standards and (CH) Corridor Highway Overlays, in order to allow for the Mini Warehouse and Commercial Vehicle Storage Uses on the Back Half of the Lot

- 1. Receive Citizen Comment
- 2. Close Public Hearing
- 3. Accept Motion to Approve Resolution

### STAFF CONTACT

Joseph B. Sciba - Director - 704-866-3970

### **BACKGROUND**

Chapter 5 of the Unified Development Ordinance requires a public hearing by the Commission, with recommendation by the Planning Board prior to consideration for final action by the Commission. Tony and Tammy Fields (Applicants); Property Parcel: 301563, Located on Union Road in Gastonia, NC, Rezone from the (R-1) Single Family Limited Zoning District with (US) Urban Standards and (CH) Corridor Highway Overlays to the (CD/C-3) General Commercial Conditional Zoning District with (US) Urban Standards and (CH) Corridor Highway Overlays, in order to allow for the Mini Warehouse and Commercial Vehicle Storage Uses on the Back Half of the Lot. A Public Hearing was advertised and held on August 23, 2022 with Public Hearing comments being on file in the Board of Commission Clerk's Office. Planning Board recommendation was provided on August 1, 2022, and the Commission is requested to consider the public hearing comment, Planning Board recommendation and other pertinent information, then (approve), (disapprove) or (modify) the map change.

### **ATTACHMENTS**

Resolution, Staff Report & Application Packet/Site Plan



RESOLUTION TITLE: ZONING MAP CHANGE: CONDITIONAL DISTRICT CD21-07 TONY AND TAMMY FIELDS (APPLICANTS); PROPERTY PARCEL: 301563, LOCATED ON UNION RD., GASTONIA, NC, REZONE FROM THE (R-1) SINGLE FAMILY LIMITED ZONING DISTRICT WITH (US) URBAN STANDARDS AND (CH) CORRIDOR HIGHWAY OVERLAYS TO THE (CD/C-3) GENERAL COMMERCIAL CONDITIONAL ZONING DISTRICT WITH (US) URBAN STANDARDS AND (CH) CORRIDOR HIGHWAY OVERLAYS, IN ORDER TO ALLOW FOR THE MINI WAREHOUSE STORAGE AND COMMERCIAL VEHICLE USE ON THE BACK HALF OF THE LOT

WHEREAS,

a County Zoning Ordinance was adopted on April 24, 2008 and a public hearing was held on August 23, 2022 by the County Commission, to take citizen comment into a map change application, as follows:

Tax Parcel Number(s): 301563

Applicant(s): Tony and Tammy Fields
Owner(s): Tony and Tammy Fields

Property Location: Union Rd. (no assigned address)

Request: Rezone from (R-1) Single Family Limited Zoning District with (US)

and (CH) Overlays to the (CD/C-3) General Commercial Conditional Zoning District with (US) and (CH) Overlays, in order to allow for the Mini Warehouse Storage and Commercial Vehicle

Use on the Back Half of the Lot

public hearing comments are on file in the Commission Clerk's Office as a part of the minutes of the meeting; and,

WHEREAS,

the Planning Board recommended approval of the map change, as conditioned, for parcel 301563, located on Union Rd. in Gastonia, NC, from (R-1) Single Family Limited Zoning District with (US) and (CH) Overlays to the (CD/C-3) General Commercial Conditional Zoning District with (US) and (CH) Overlays, in order to allow for the Mini Warehouse Storage and Commercial Vehicle Use on the Back Half of the Lot, on August 1, 2022 based on: staff recommendation and the request is reasonable and in the public interest and in accordance with the County's Comprehensive Land Use Plan. The proposed rezoning is consistent with the vision and goals of the Comprehensive Land Use Plan as the future use meets goal number 4 of the Comprehensive Land Use Plan – "Enhance quality of life to absorb growth while focusing on commercial and community resources, walkability, and agricultural preservation."

Motion: Horne Second: Brooks Vote: Unanimous

Aye: Ally, Brooks, Harris, Horne, Houchard, Vinson

Nay: None

Absent: Magee, Sadler, Hurst

Abstain: None

### DO NOT TYPE BELOW THIS LINE

I, Donna S. Buff, Clerk to the County Commission, do hereby certify that the above is a true and correct copy of action taken by the Board of Commissioners as follows:

Zoning Map Change: Conditional District CD21-07 Tony and Tammy Fields (Applicants); Property Parcel: 301563, located on Union Rd. in Gastonia, NC, Rezone from (R-1) Single Family Limited Zoning District with (US) Urban Standards and (CH) Corridor Highway Overlays to the (CD/C-3) General Commercial Conditional Zoning District with (US) Urban Standards and (CH) Corridor Highway Overlays, in order to allow for the Mini Warehouse Storage and Commercial Vehicle Use on the Back Half of the Lot Page 2

NOW, THEREFORE, BE IT RESOLVED by the County Commission, upon consideration of the map change application, public hearing comment and recommendation from the Planning Board and Planning staff, finds:

- 1) The map change request (is consistent) or (is not consistent) with the County's approved Comprehensive Land Use Plan and the Commission considers this action to be (reasonable) or (not reasonable) and in the public interest, based on: Planning Board recommendation and compatibility with existing land uses in the immediate area. Therefore, the map change request for Property parcel: 301563 is (hereby approved as conditioned {Exhibit A}, effective with the passage of this Resolution) or (hereby disapproved).
- 2) The County Manager is authorized to make necessary notifications in this matter to appropriate parties.

Chad Brown, Chairman
Gaston County Board of Commissioners
ATTEST:
Donna S. Buff, Clerk to the Board

### Exhibit A Conditions of Approval CD21-07

"To be attached upon approval"

### GASTON COUNTY REZONING APPLICATION (CD21-07)

### STAFF REPORT

APPLICATION SUMMARY				
Request:				
To rezone the property from the (R-1) Single Family Limited Zoning District with (US) and (CH) Overlay to the (CD/C-3)				
General Commercial Conditional District with (US) and (CH) Overlay				
Applicant(s):	Property Owner(s):			
Tony and Tammy Fields	Tony and Tammy Fields			
Parcel Identification (PID):	Property Location:			
301563	Union Rd. (Gastonia) – no assigned address			
Total Property Acreage: Acreage for Map Change:				
10.987 acres	10.987 acres			
Current Zoning:	Proposed Zoning:			
(R-1) with (US) and (CH) Overlay	(CD/C-3) with (US) and (CH) Overlay			
Existing Land Use:	Proposed Land Uses:			
Vacant	Phase 1: Mini warehouse and possible commercial vehicle storage space as			
	shown on site plan			
	Phase 2: Uses in areas marked as "future development" will be limited to the			
	following uses: animal grooming, farm supply store, offices (excluding medical),			
	photo finish lab, lawn & garden, daycare, park, animal hospital, essential			
	services, sign ship, warehouse, moving & storage facility, commercial vehicle			
	storage, food catering facility			

### COMPREHENSIVE LAND USE PLAN (CLUP)

### Area 4: The Garden Gaston

This area has various pockets of suburban development highlighted along the borders of the municipalities. The CLUP notes that the Rural and Rural community designated area may expand due to the impact of the Gastonia Municipal Airport. There are major transportation routes that run through the municipalities and into South Carolina.

Key issues for citizens in this area include:

- Road improvements and better connectivity to other areas of the County and throughout the region
- Another bridge crossing the Catawba River
- Increased walkability and connectivity between communities
- Continued coordination amongst local government agencies
- Maintaining enhanced quality of life

### **Comprehensive Plan Future Land Use: Rural**

Rural areas are characterized as having plenty of open space with farmstead style housing, as well as agribusiness opportunities. This designation exemplifies Gaston County and the existing natural resources that exist throughout the jurisdiction. This is the default designation for Gaston County.

### UTILITIES AND ROAD NETWORK INFRASTRUCTURE

### Water/Sewer Provider:

Development of site will be dependent on approval from the health department for well and septic capacity

### **Road Maintenance:**

Union Rd. is a North Carolina Department of Transportation maintained road

### **Technical Review Committee (TRC) Comments:**

### From Gaston Cleveland Lincoln Metropolitan Planning Organization:

- There are no funded transportation projects on the STIP or the Highway MTP
- There is a proposed project to widen Union Rd. to a 4-lane divided boulevard on the Comprehensive Transportation Plan (CTP) The typical cross section for a four-lane divided boulevard involves a 100 ft. right-of-way Union Rd. is currently a 60' right-of-way
- The CTP also shows bike facilities improvements along Union Rd.
- The MPO recently submitted the widening of Union Rd./Union-New Hope Rd. in its entirety from Beaty Rd. to South Carolina State Line, including sidewalks and bike facilities along both sides for NCDOT's latest round of prioritization.

### From Emergency Services:

Fire apparatus must be able to access the site

### From Health Department:

If applicant is going to have an office, they will need a septic system and well permit.

### STAFF SUMMARY

### Prepared By: Jamie Mendoza Kanburoglu, Long Range Planner

### Overview:

Staff finds that the application, as presented, is consistent with the Comprehensive Land Use Plan. The Comprehensive Land Use Plan envisions expansion of development into the rural areas due to the effects of the Gastonia Municipal Airport on the surrounding area. Union Road has also been identified to be widened in the future to allow for more access and connectivity. There are several commercially zoned properties on Union Rd. as well further supporting future commercial uses on Union Rd.

### **Public Information Meetings:**

The applicant advertised and held two public information meetings on June 27<sup>th</sup> and June 28<sup>th</sup>. Staff attended to answer process and technical questions. One neighbor attended the first public information meeting. After reviewing the site plan, she had no concerns.

### **Property Posting and Notices:**

The property was posted in accordance with general statutes on August 8, 2022. Notices to adjacent property owners were mailed on August 4, 2022.

### Site Plan Review:

Regulation	Required	Proposed	Staff Comments
Mini-Warehouse			All mini-warehouse supplemental
Regulations			regulations are being met
(Section 8.3.10)			
USO Building Materials	Metal panels shall meet with the of the following options: - Shall not consist of more than fifty (50) percent of the side - Screen said side with Type B or greater buffer yard	Metal storage buildings and open-air storage	The storage buildings will be heavily screened with a 20' foot Type D Buffer on all sides. Staff is okay with the proposed material for the structures as the not be seen from the road right-of-way.
Parking (Chapter 10)	Five spots	Five plus one ADA spot - total of 6 parking spaces	Parking requirement has been met.
Landscape Requirements (Chapter 11)	Type D buffer	Type D – 20 ft. buffer	Landscape requirement has been met.
Setbacks	(CH) Overlay requires greater setbacks: Front: 50' Side: 25' Read: 25'	Proposed setbacks: Front: 50' Side: 10' Rear: 20'  *Side and rear setbacks are the typical setbacks for (C-3)	Staff is fine with the proposed side and rear setbacks as there will be a 20' landscape buffer on the side and rear lines and none of the proposed structures are near the buffer line.  Condition of approval: Front setback shall match what is in the current UDO at the time of development but shall never exceed 50'.

### Applicant Response to Comments from TRC:

- 1. The proposed development shall be in compliance with the Gaston County UDO with the following reliefs:
  - a. Reduced side and rear setbacks:
    - i. Side setbacks: 10'
    - ii. Rear setbacks: 20'
  - b. Front setback shall match what is in the current UDO at the time of development, but shall never exceed 50'.
  - c. Relief from (US) Overlay building materials requirement (Section 7.6.3.B)
  - d. Property owner shall be allowed to install one ground sign with the following conditions:
    - i. Design of sign shall match what was provided in the architectural drawings for public hearing.
    - ii. Design shall be reflective of an arm sign with a stone base.
    - iii. Sign height shall not exceed 8 ft.
    - iv. Sign may be placed at the front of the property as long as it is out of the street right-of-way and meets all required sign setback regulations.
    - v. Any internal signs shall be regulated as usual by the UDO.
- 2. Development of the subject parcel shall match what is proposed on the site plan and architectural rendering for this application. The following may be approved administratively:
  - a. Different sized storage units so long as there are only eight (8) storage buildings and two (2) parking structures, and minimum access requirements for emergency vehicles are maintained.

- b. Additional commercial structures as long as the proposed use is one of the 15 proposed uses for this site. Additional structures will still be required to go through the normal zoning and building permit processes. All regulations in the UDO at the time of permitting shall apply.
- 3. Applicant shall submit one "master" site plan for Phase 1 when applying for zoning permits. Each building may be permitted individually for building permits.
  - a. Site plan for all commercial buildings/structures shall be accompanied by a lighting plan that shows no light will spill over into the surrounding residential lots.
- 4. Only the following uses will be allowed in the areas designated for "Future Development"
  - a. Mini-warehouse
  - b. Animal Grooming
  - c. Animal Hospital
  - d. Farm Supply Store
  - e. Essential Services
  - f. Offices, excluding medical
  - g. Sign Shop
  - h. Photo Finish Lab
  - i. Lawn & Garden
  - j. Nursery
  - k. Moving and Storage Facility
  - I. Daycare
  - m. Commercial Vehicle Storage
  - n. Park
  - o. Food Catering Facility
- 5. The Corridor Highway (CH) Overlay regulations shall only apply to the area of the lot that is within the overlay zoning line.
- 6. Expansion of future commercial uses will be dependent on approval from the Health Department or the ability to connect to a public utility system.
- 7. No additional driveway off of Union Rd. shall be constructed for future development areas, unless required by NCDOT, NC Building Code, or Emergency Services
- 8. The front portion of the site ("Area for Future Development") is to remain undisturbed or as a natural area until a site plan for the commercial structures is approved.
- 9. Applicant/property owner/contractor shall obtain all required zoning and building permits for all phases of development.
- 10. The site plan shall be vested for 24 months.

### **STAFF RECOMMENDATION:**

Staff finds that the application, as presented, is consistent with the Comprehensive Land Use Plan. The Comprehensive Land Use Plan envisions expansion of development into the rural areas due to the effects of the Gastonia Municipal Airport on the surrounding area. Union Road has also been identified to be widened in the future to allow for more access and connectivity. There are several commercially zoned properties on Union Rd. as well further supporting commercial uses on Union Rd.

Staff recommends that the Planning Board recommend approval with the recommended conditions outlined in the Staff Summary section of this report.

### Planning Board's Consistency Statement:

The proposed rezoning is consistent with the vision and goals of the comprehensive land use plan as the future use meets goal number 4 of the comprehensive land use plan – "Enhance quality of life to absorb growth while focusing on commercial and community resources, walkability, and agricultural preservation."

### PLANNING BOARD RECOMMENDATION

Scheduled Meeting Date: August 1, 2022

The Planning Board unanimously recommended approval of the request with the updated conditions of approval.

Attachments: Application, Maps, Site Plan, TRC Comment Letters



### GASTON COUNTY Department of Planning & Development Services

Street Address: Mailing Address: 128 W. Main Avenuc. Gastonia, North Carolina 28052 P.O. Box 1578, Gastonia, N.C. 28053-1578

Phone: (704) 866-3195 Fax: (704) 866-3908

### CONDITIONAL DISTRICT ZONING (CD) APPLICATION

Complete by either typing or printing legibly in black or blue lnk

			Application Nu	imber: CD	
A.	A	PPLICANTINE	ORMATION		
Name of Applicant:	TONY WADE FIELDS				
Mailing Address:	5113 WILLOW POND	ROAD, CLOVER	SC 29710		
Telephone Numbers:			le City. Blate and Zip Code)		
		(Area Code) Business		(Area Code) Home	
B.		OWNER INFO	RMATION		
Name of Owner: TONY	Y WADE FIELDS AND TAMIN	Y S. FIELDS			
	3 WILLOW POND ROAD, CL		(Print Full Name)		
Telephone Numbers:		(Includ	is City, State and Zip Code) 704–8	366-3966	
		(Area Code) Business		(Area Code) Horse	
C.	f	ROPERTY INF	ORMATION		
Physical Address or G	General Street Location	of Property: UNIC	ON ROAD, GASTONIA I	NC	
Property Identification	Number (PID): 301563				
Acreage of Parcel: +/	- 11.00	+/- Acrea	ge to be Rezoned:	11.00	+/-
Current Zoning: R-1		Proposed Zo	oning: C-3/CD		_
Current Use: VACANT		_	SE(S): SEE ATTACHE	ED	
		_			
D.	ADDITIO	DNAL INFORM	ATION REQUIR	<u>KED</u>	
Copy of Plot Plan	or Area Man	[] PIX	VI 1st. Meeting Date	a·	
Copy of Deed	or raise map		M 2nd. Meeting Date		
Notarized Authoriz	zation	PIN	M Comments to Pla	nning	
Payment of Fee					-
E.	CONDIT	ONS SETFOR	TH BY APPLICA	ANT	
			900 S.395000 S. 5		
F.	ADI	DUCATION CE	PTIECATION		····
		PLICATION CE ized representative, he		rmation submitted on the applica	tion and any
applicable documents is tru			•	• •	•
Tons 1. Lak	17/1	a 1 1	i alda	5 21 22	
Sign Sign	nature of property owner or authorized	spresoriative (		Date	<del></del>
POR OFFICIAL USE ON	<b>.</b>	POROFFICIA	L USE ONLY		EGIV-
Date Received:		Application Num		Fee	
Received by Member	of Staff:	Date of Payment:		Receipt Number	

RE: CONDITIONAL DISTRICT ZONING APPLICATION

OWNERS: TONY WADE FIELDS AND TAMMY S. FIELDS

PARCEL: 301563

### C. PROPOSED ZONING:

**Animal Grooming** 

**Animal Hospital** 

**Breweries** 

**Business Services** 

Cleaning & Maintenance Services

Contractor's Office

Contractor's Office & Operation Center

Contractor's Office and Equipment/Storage Yard

Farm Supply Store

Essential Services

Mini warehouse

Moving and storage facility

Open Air Vehicular Storage

Offices, excluding medical

Sign Shop

Photo Finish Lab

Warehouse

Lawn & Garden

Nursery

Daycare

Commercial Vehicle Storage

Park

**Food Catering Facility** 

### GASTON COUNTY

Department of Planning & Development Services

Street Address:

128 W. Main Avenue, Gastonia, North Carolina 28052

Mailing Address: P.O. Box 1578, Gastonia, N.C. 28053-1578

Phone: (704) 866-3195 Fax: (704) 866-3908

Public Hearing Consent Form	
To: Gaston County Board of Adjustment / Planning Board / Board of Commission From: TONY WADE FIELD AND TAMMY S. FIELDS	ners
Subject:    consent for variance   Conditional use   appeal   subdivision variance   watershed  Date:   TONY WADE FIELDS AND TAMMY S. FIELDS	d variance / rezoning
owner of parcel(s) 301563	, give
consent to VICKIE LATHE WHITLEY	to act on my behalf
in applying for the PUBLIC HEARING REQUEST under consideration.	ı
Signature (owner)  Signature (owner)  Signature (owner)	dien von verschieden von der der verschieden von der verschieden von der verschieden von der verschieden verschieden von der verschieden v
North Carolina Gaston County	

I, Meredith L. Rhyne a Notary Public for the said County and State, do hereby certify that

Tony Wade F blds and Tammy S. Fields personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

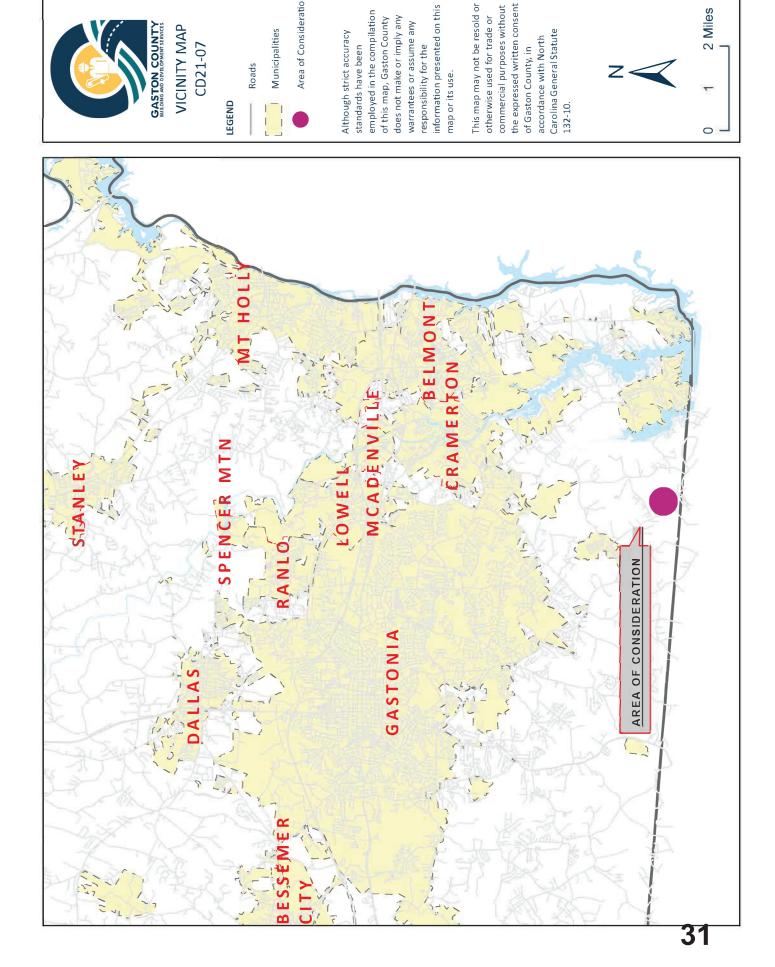
Witness my hand and official seal, this 24th of May 20 22

Notary Signature

Notary Signature

2/28/2026

My commission expires:



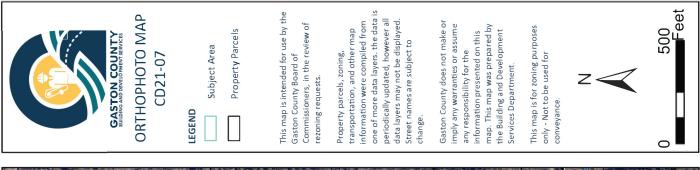
Area of Consideration

Municipalities

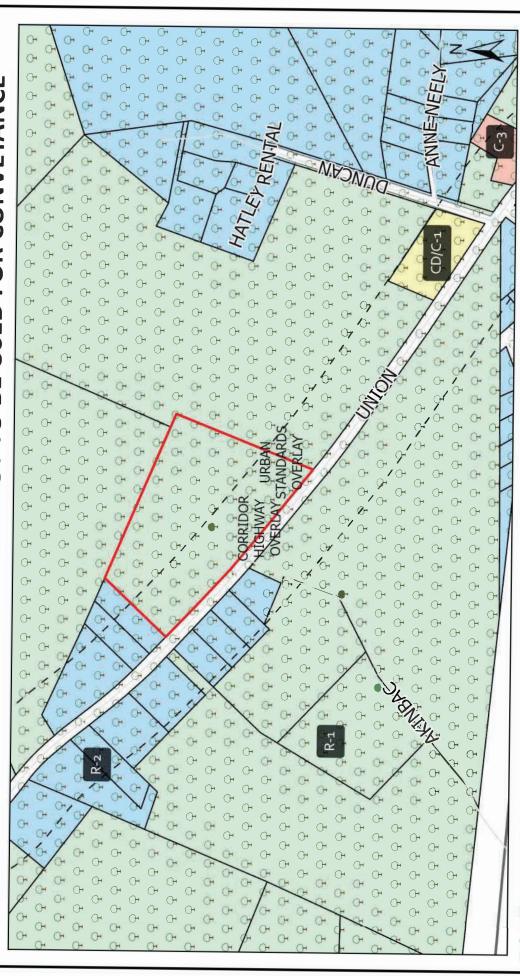
Roads

2 Miles





# FOR DISPLAY PURPOSES ONLY -- NOT TO BE USED FOR CONVEYANCE



## **ZONING REVIEW MAP**

App Tax Req Red From From Pro-

Application: CD21-07
Tax ID: 301563
Reguest: Conditional Page

Request: Conditional Rezoning From: (R-1) with (US) and (CH) Overlay To: (C-3) with (US) and (CH) Overlay

Map Date: 7/18/2022

TYPE

C A CH OVERLAY

T US OVERLAY

Gaston County UDO

A ZONE TYPE

Subject Parcel

R-2

requests.

CD/C-1

Property parcels, zoning, transportation, and ot

C-3

Gaston County Overlays

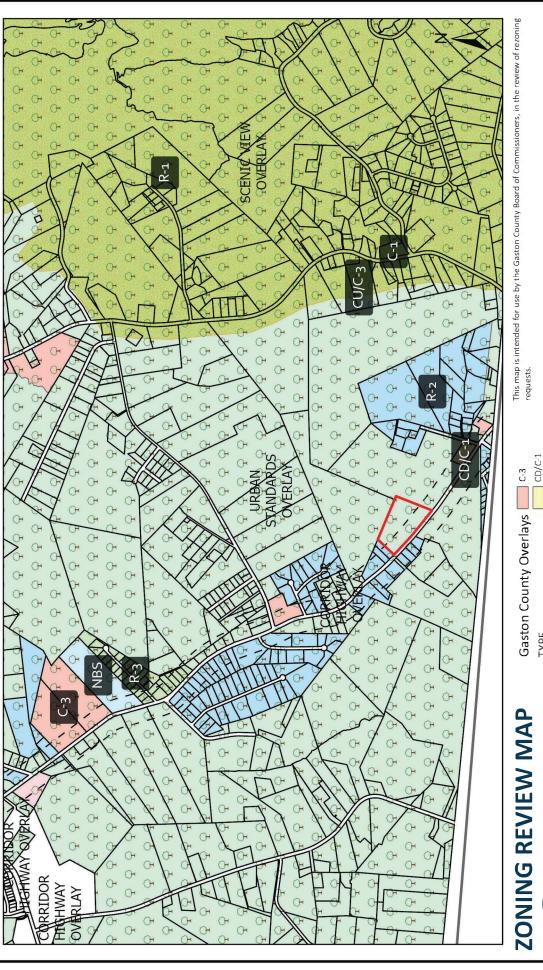
his map is intended for use by the Gaston County Board of Commissioners, in the review of rezoning

Property parcels, zoning, transportation, and other map information were compiled from one of more data layers. The data is periodically updated, however all data layers may not be displayed. Street names are subject to

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This map is for zoning purposes only - Not to be used for

# FOR DISPLAY PURPOSES ONLY -- NOT TO BE USED FOR CONVEYANCE



GASTON COUNTY BUILDING AND DEFVE LOPMENT SERVICES

Request: Conditional Rezoning Application: CD21-07 Tax ID: 301563

From: (R-1) with (US) and (CH) Overlay To: (C-3) with (US) and (CH) Overlay

\_\_ CH OVERLAY √ US OVERLAY SV OVERLAY

Gaston County UDO

C-1

Map Date: 7/18/2022

Subject Parcel CU/C-3 NBS R-1 R-2 R-3 **ZONE TYPE** 

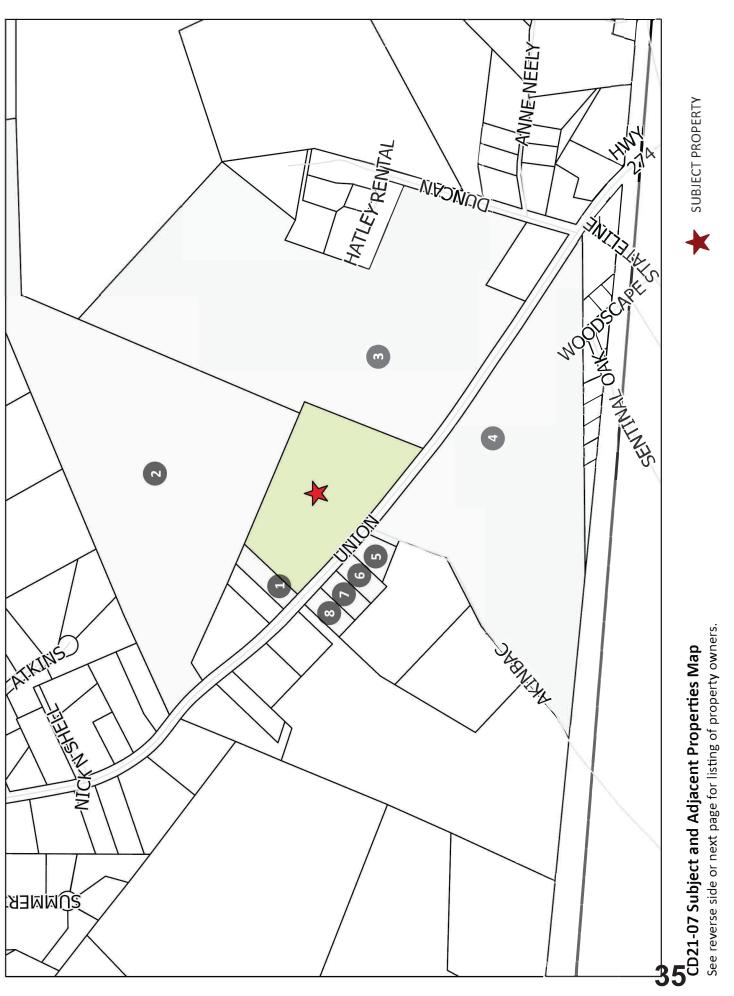
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Property parcels, zoning, transportation, and other map

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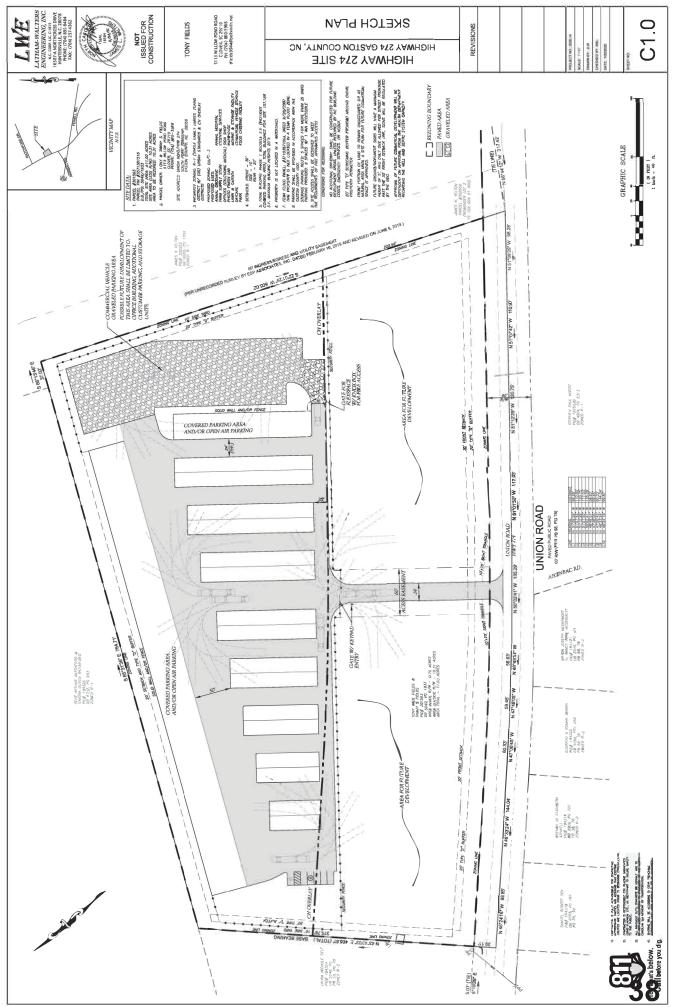


★ SUBJECT PROPERTY

See reverse side or next page for listing of property owners.

CD21-0	7 Subject	CD21-07 Subject and Adjacent Parcel Information	tion				
N	PARCEL	NAME 1	NAME 2	ADDRESS	CITY	STATE	ZIP
*	301563	FIELDS TONY WADE	FIELDS TAMMY S.	5113 WILLOW POND RD	CLOVER	SC	29710
1	194324	SELF LAURA NICHOLE		6861 UNION ROAD	GASTONIA	NC	28056
2	194325	RATCHFORD GENE ARTHUR	RATCHFORD SANDRA QUEEN	2048 SHADWELL CT	GASTONIA	NC	28054
3	302552	YELTON JAMES K		8034 CATAWBA COVE RD	BELMONT	NC	28012
4	225620	MCGIRT STEPHEN PAUL		6922 PINE MOSS LN	CLOVER	SC	29710
2	194321	MCDERMOTT BRYON JOSEPH III	MCDERMOTT NANCY ANNE	6880 UNION RD	GASTONIA	NC	28056
9	194320	IBARRA EDUARDO E ROMAN		10929 PARK RD	CHARLOTTE	NC	28226
7	194319	ASHWELL BRENDA JO ELIZABETH		6870 UNION RD	GASTONIA	NC	28056
∞	194318	SOX SAMUEL ROBERT		6866 UNION RD	GASTONIA	NC	28056







Post Office Box 1748 Gastonia, North Carolina 28053 Phone (704) 866-6980 150 South York Street Gastonia, North Carolina 28052 Fax (704) 869-1960

### Memorandum

**To:** Jamie Kanburoglu, Long Range Planner, Building and Development Services

From: Julio Paredes, Planner

**Date:** March 17, 2022

**Subject:** GCLMPO Rezoning Review – Ferrell Grove Ave.

Thank you for the opportunity to provide comments on a proposed rezoning within the Gaston-Cleveland-Lincoln Metropolitan Planning Organization (GCLMPO) planning area. My comments are based on review of the site in accordance with the adopted Comprehensive Transportation Plan (CTP), the 2050 Metropolitan Transportation Plan (MTP), and the current State Transportation Improvement Program (STIP).

The site is located at Union Rd. PID: 301563. On behalf of the GCLMPO, I offer the following comments:

- 1. According to the 2020-2029 STIP, there are no funded transportation improvement projects in the immediate vicinity of this site.
- 2. The GCLMPO 2050 Highway MTP does not include any proposed improvements to any streets adjacent to the subject property.
- 3. A proposed project to widen Union Rd to a 4-lane divided boulevard is included in the MPO's CTP. The typical cross section for a four-lane divided boulevard with on-street bicycle facilities involves a minimum of 100 ft. right-of-way. The existing right-of-way along Union Rd is 60 ft.
  - CTP projects shown as "Needs Improvement" or "Recommended" could become a funded project in the future, part of a development project, or may never become a funded project. If a project shown on the CTP becomes a funded project, NCDOT will acquire necessary right of way in compliance with 49 CRF Code of Federal Regulations as well as NC General Statutes.
- 4. The CTP shows bike facilities improvements along Union Rd.
- 5. The MPO recently submitted the widening of Union Rd/Union-New Hope Rd in its entirety from Beaty Rd to South Carolina State Line, including sidewalks and bike facilities along both sides for NCDOT's latest round of prioritization. It is not likely that the project will be funded in the next STIP, but this will start the process for additional express designs/feasibility study.



Post Office Box 1748 Gastonia, North Carolina 28053 Phone (704) 866-6980 150 South York Street Gastonia, North Carolina 28052 Fax (704) 869-1960

6. Please note that for any site plan that requires a driveway permit on an NCDOT roadway, or is adjacent to NCDOT roadways, the property owner/developer should work with NCDOT on any required driveway permits or any TIA requirements.

If you have any questions regarding my comments, please do not hesitate to contact me at 704-866-6980 or <a href="mailto:juliop@cityofgastonia.com">juliop@cityofgastonia.com</a>.



Gaston County Board of Commissioners www.gastongov.com

# Clerk to the Board Board Action

File #: 22-304

Commissioner Brown - BOC - Appointment of Miranda Deninger as Deputy Clerk to the Board of Commissioners

### **STAFF CONTACT**

Donna S. Buff - Clerk to the Board - 704-866-3196

### **BACKGROUND**

This action authorizes Miranda Deninger, Deputy Clerk, to serve in the absence of the Clerk to the Board, assuming all official duties and responsibilities.

### **ATTACHMENTS**

Resolution



### RESOLUTION TITLE: APPOINTMENT OF MIRANDA DENINGER AS DEPUTY CLERK

NOW, THEREFORE, BE IT RESOLVED that the Board of County Commissioners of Gaston County, North Carolina, appoints Miranda Deninger as Deputy Clerk to the Board of Commissioners, and authorizes her to serve in the absence of the Clerk to the Board, assuming all official duties and responsibilities.

### DO NOT TYPE BELOW THIS LINE

I, Donna S. Buff, Clerk to the County Commission, do hereby certify that the above is a true and correct copy of action taken by the Board of Commissioners as follows:



Gaston County Board of Commissioners www.gastongov.com

# Budget & Strategy Board Action

File #: 22-316

Commissioner Worley - Budget & Strategy - To Approve and Adopt the Assistance Policy and the Procurement Policy Specific to the 2022 Urgent Repair Program

### STAFF CONTACT

Pat Laws - Budget & Strategy - 704-866-3771

### **BUDGET IMPACT**

N/A

### **BUDGET ORDINANCE IMPACT**

N/A

### **BACKGROUND**

The North Carolina Housing Finance Agency (NCHFA) requires that policies that outline the procurement procedures and the assistance guidelines specifically for the 2022 cycle of the Urgent Repair Program be approved and adopted by the governing body. This program provides funds to assist very-low and low-income households with special needs in addressing housing conditions which pose imminent threats to life and/or safety or to provide accessibility modifications and other repairs necessary to prevent displacement of very-low and low-income homeowners with special needs such as frail elderly and persons with disabilities.

### **POLICY IMPACT**

N/A

### <u>ATTACHMENTS</u>

Post-Approval Documentation (Procurement and Assistance Policies)

Gaston County 43

### North Carolina Housing Finance Agency Urgent Repair Program (URP22)

### **Post-Approval Documentation**

URP2208	Gaston County
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#### A. Instructions

Your Application for Funding was approved for the requested amount. The numbers in the table in section E below reflect the numbers from your application and represent the required performance standards for your URP22 award. If you agree with the amounts listed, please provide the information and documentation requested below and return this Post Approval Documentation packet to Donna Coleman, Senior Housing Rehabilitation Officer who will serve as your case manager throughout your project. All proposed changes to these performance standards will require Agency approval and should result in no net loss of application rating points.

### B. Local Matching Funds (Attach)

Your Application for Funding stated that other funds would be available to assist with repairs/modifications of your proposed housing units. Please provide documentation, from the funding source, for each source of local matching funds. The table immediately below summarizes the proposed amount of matching funds according to your application.

Source of Funds	Amount
Matching Local funds	\$2,500
	***************************************
Total of local matching funds committed to the URP22 project	\$2,500

### C. Assistance Policy (Attach)

Because URP beneficiaries are not necessarily pre-selected and approved through a public hearing process, it is especially important that URP recipients *adopt* an assistance policy that thoroughly and clearly identifies criteria for eligibility for assistance, and for prioritizing applicants once they have been determined eligible. This policy should be fair, open and non-discriminatory. In addition, other facts, policies and procedures affecting potential applicants and/or recipients of assistance should be spelled out in your assistance policy. Please submit your proposed Assistance Policy as part of the completed Post Approval Documentation.

### D. Procurement and Disbursement Policies (Attach)

URP Recipients must submit a copy of their Procurement Policy that is specific to URP22 and is written in accordance 2 CFR 200, and a copy of their Disbursement Policy to the Agency for review and approval.

### E. Service Area Requirements

The Application for funding was approved based partly on your targets for Program assistance by service area and the percentages of Program funding to be spent in each county within the service area. Your required targets (based on your requested amount), broken out by county, are shown in the table below.

Service Area	Proposed # of Units	Program Funds
Gaston	10	\$132,000
,		
,		
TOTAL	10	\$132,000

### F. Bonding/Honesty and Fidelity Insurance Coverage (Attach)

Recipients must submit evidence that honesty and fidelity insurance coverage is available in an amount not less than 50% of your URP22 funding allocation. This must be in the form of a letter from the recipient's insurer identifying the policy by number, the amount of coverage, the effective date, the positions covered by the policy, and containing a statement that NCHFA will be notified in writing if the coverage is discontinued or reduced. For self-insured units of government, the acceptable evidence of insurance will be a letter from the unit's chief financial officer or manager, stating that the unit maintains a self-insurance fund in an amount adequate to provide honesty and fidelity coverage equal to 50% of the URP22 allocation. The letter must state that the recipient will notify NCHFA in writing if the self-insurance is discontinued or reduced to a level that no longer provides the required 50% coverage.

### G. Fiscal Year and Audits (Complete this section)

Recipients will be required to submit reports as required under NC State General Statue 143C-6-23 (Non-Government Organizations) or NC State General Statue 159-34 (Units of Local Government)

Fiscal year begins 7/0 and ends 6/30.

### H. Acknowledgement of Audit Compliance Reporting Responsibilities (Attach)

Please have the financial person from your organization, responsible for coordinating the annual audit, complete and sign the enclosed "Audit Compliance Responsibilities" form, acknowledging its receipt. Then, return it with the completed PAD.

### I. Organizational Documents (Not Applicable)

- 1. Recipients who are not units of government must supply copies of their organizational documents, including articles of incorporation, by laws and a listing of all directors, officers and staff.
- 2. Recipients that are private-nonprofit organizations must forward a notarized copy of their Conflict of Interest policy, in accordance with G.S. 143C-6-23, to the Agency, which addresses conflicts of interest that may arise involving any member of the recipient's management, board of directors or other governing body.
- 3. Recipients that are private nonprofit organizations must provide a written statement, made under oath and completed by the organizations board of directors or appropriate governing body, stating that the organization does not have any overdue taxes, as defined by G.S. 105-243.1.

### J. W9 Tax ID and Direct Deposit (Attach)

- 1. Enclosed is the Form W-9 Request for Taxpayer Identification Number and Certification. Please complete this form with the requested information and return the completed form with the PAD.
- 2. Also, enclosed is the form for electronic payments, which will allow for direct deposit of Program funds into your designated checking account. Please complete this form with the requested information and return the completed form with the PAD.

### K. Intergovernmental Agreement (Not Applicable)

Please provide a copy of an intergovernmental agreement between your governmental entity and the governmental entity in which you will be providing services under URP22, as required by GS 160-456.

### L. Certifications

The Recipient certifies that: 1) there have been no changes in the key personnel or their roles as identified in section III. B of the Application for Funding; or 2) the Recipient has submitted a written request to the Agency indicating the change(s) in personnel and/or their roles accompanied by a detailed resume for each. The Recipient certifies that the information, provided herein and herewith, is complete and accurate and that, if approved by the North Carolina Housing Finance Agency, it will be made part of the Funding Agreement by reference, superseding any conflicting information contained in the original Application for funding without otherwise affecting said Application.

Authorized Signature

Okok to the Evard 6/16/22

Junty Mager 6/16/22 Date

# Procurement and Disbursement Policy URGENT REPAIR PROGRAM

### PROCUREMENT POLICY

- 1. To the maximum extent practical, Gaston County (the County) promotes a fair, open and competitive procurement process as required under the North Carolina Housing Finance Agency's Urgent Repair Program (URP). Bids are invited from Contractors who are part of the County's approved contractor registry. (To be on the registry, a contractor must complete an application, have their recent work reviewed and approved by the Program Manager and submit proof of insurance and RRP Firm Certificate.) Any contractor listed with and approved by the County and in good standing (i.e., no unresolved, past-performance issues) receives automatic approval status on the contractor registry.
- 2. At least three eligible contractors on the County's approved contractor registry will be invited to bid on each job and the lowest responsive and responsible bidder will be selected for the contract. "Responsive and responsible" means (a) the contractor is deemed able to complete the work in a timely fashion, (b) the bid is within 15% below or 20% above the County's cost estimate, and (c) there is no conflict of interest (real or apparent).
- 3. Although bid packages may be bundled for multiple job sites, the bids for multiple job sites will be considered separate and apart when awarded and will be awarded to the lowest responsive and responsible bidder(s) for each job site.
- 4. Bid packages will consist of an invitation to bid, work write up(s) and bid sheet(s) for each job. The County will conduct a public bid allowing qualified vendors to provide quotes, bids or proposals for the product or services needed. Every reasonable effort will be made to receive at least three quotes, bids or proposals. A bid package request will be sent out to at least 3 contractors on the Approved Contractor Registry via email.
- 5. Bids must include a cost-per-item breakdown with line item totals equaling the submitted bid price. Discrepancies must be reconciled prior to a contract being awarded.
- 6. Any change to the original scope of work must be reduced to writing in the form of a change order to be agreed upon and signed by all parties to the original contract and two representatives of the County. The change order must also detail any changes to the original contract price.
- 7. No work may begin prior to the following documents being awarded and fully executed: a loan between the County and the homeowner <u>and</u> a contract between the vendor and the County; additionally, a written order to proceed will be provided by the County to the contractor, with a copy to the homeowner, clearly stating the times available for construction activities. In addition, a pre-construction conference and "walk thru" shall be held at the work site prior to commencement of repair work.

- 8. The County reserves the right to reject any or all bids at any time during the procurement process.
- 9. In the event of a true emergency situation, the County reserves the right to waive normal procurement procedures in favor of more expedient methods, which may include seeking telephone quotes, emails, faxed bids and the like. Should such methods ever become necessary the transaction will be fully documented. In the event phone bids are used, the County will call the first three responsive contractors on the approved contractor list who have indicated a desire to be on the telephone call list. The County will track who has been called and is responsive and will rotate through the list before starting through the rotation again.
- 10. All sealed bids will be opened publicly at a time and place to be announced in the bid invitation. All bidders are welcome to attend.
- 11. Gaston County is an equal opportunity employer, implements nondiscriminatory practices in its procurement/disbursement and will make special outreach efforts to include M/WBE (Minority/Women Business Enterprise) businesses within its contractor and subcontractor pool.

### DISBURSEMENT POLICY

- 1. All repair work must be inspected by (a) the County's Program Manager and/or the Housing Rehab Specialist, and (b) the homeowner prior to any payments to contractors. Also, Code Enforcement Officers will inspect new work for compliance with the State Building Code as required by the guidelines of URP22. If all work is deemed satisfactory and all other factors and written agreements are in order, payment will be issued upon presentation of an original invoice from the contractor. Contractor should allow 21 business days for processing of the invoice for payment.
- 2. If any of the work is deemed unsatisfactory, it must be corrected prior to authorization of payment. If the contractor fails to correct the work to the satisfaction of the County's Housing Rehab Specialist and/or Program Manager, payment may be withheld until such time the work is satisfactory. (Contractors may follow the County's Urgent Repair Program Assistance Policy if a dispute occurs; however, contractors will abide by the final decision as stated in the policy).
- 3. The County assures, through this policy, that adequate funds will be available to pay the contractor for satisfactory work.
- 4. All contractors, sub-contractors and suppliers must sign a lien waiver prior to disbursement of funds.
- 5. At project closeout a certificate of final inspection will be done by the Program Manager or Housing Rehab Specialist indicating that work has been satisfactorily completed in accordance with the contract. All material and workmanship will be guaranteed by the contractor for a period of one-year, using the date the Rehab Specialist declares all work complete and approves the final invoice for payment. The homeowner will be provided the 1 year warranty date by Gaston County in writing.

T -	he Procurement and	Disbursement Policies are adopted this the day	of
		Chair / Gaston County Board of Commissioners	
:-	Notary Public		
	CTORS STATEMEN ave read and understa	<b>T:</b> and the attached Procurement and Disbursement Policy.	
BY:			
CO	MPANY NAME:		
WIT	TNESS:		

### **Assistance Policy**

For the 2022 Cycle of the Urgent Repair Program

What is the Urgent Repair Program? Gaston County has been awarded \$132,000 by the North Carolina Housing Finance Agency ("NCHFA") under the 2022 cycle of the Urgent Repair Program ("URP22"). The funds provided by the NCHFA come from the North Carolina Housing Trust Fund and NCHFA Agency funds. An additional \$2,500 in funds for construction costs will be provided by Gaston County to the 2022 Urgent Repair Program. This program provides funds to assist very-low and low-income households with special needs in addressing housing conditions which pose imminent threats to their life and/or safety or to provide accessibility modifications and other repairs necessary to prevent displacement of very-low and low-income homeowners with special needs such as frail elderly and persons with disabilities. At least 10 households will be assisted under URP22 for Gaston County.

This Assistance Policy describes who is eligible to apply for assistance under URP22, how applications for assistance will be rated and ranked, what the form of assistance is and how the repair/modification process will be managed. Gaston County has tried to design this URP22 project to be fair, open, and consistent with the County's approved application for funding and with NCHFA's URP Program Guidelines.

**EMERGENCY** and **HEALTH Notifications**: Due to the current COVID-19 pandemic, increased awareness of the need to protect Gaston County representatives and the homeowners they serve from various health related exposures has become more apparent than ever. Homeowners participating in the URP program must agree to follow all local, state and federal guidelines for emergency preparedness surrounding the COVID-19 pandemic and any other emergency declared that includes their property address for the duration of construction on the property.

### Eligibility To be eligible for assistance under URP22 applicants

- Must reside within Gaston County and own and occupy the home in need of repair.
- 2) Must have a household income which does not exceed 50% of the County median income for the household size (see income limits below)
- 3) Must have a special need (i.e. be elderly, ≥ 62 years old, handicapped or disabled, a veteran, a single parent with a dependent living at home, a large family with ≥5 household members or a household with a child below the age of six with lead hazards in the home.
- 4) Must have urgent repair needs, which cannot be met through other state or federally-funded housing assistance programs.

**URP22 Income Limits\* for Gaston County** 

	30% of Median (very-low income)	50% of Median (low income)
1	19,800	33,000
2	22,600	37,700
3	25,450	42,400
4	28,250	47,100
5	30,550	50,900
6	32,800	54,650
7	35,050	58,450
8	37,300	62,200

<sup>\*</sup>Income limits are subject to change based on annually published HUD HOME Limits. This update will not require a re-approval by the Governing body.

Outreach Efforts of the Urgent Repair Program At minimum outreach will include, an article about the Urgent Repair Program that will be published in the local newspaper(s), Senior Centers in Gaston, on the local cable government channel, and on the County website. In addition, these publications will be posted and distributed in Spanish.

### Selection of applicants

There are many more URP-eligible households (with eligible houses) than can be assisted with the available funds. Therefore, Gaston County has devised the following priority system to rank eligible applicants, determine which of them will be selected for assistance and in what order. Under this system applicants will receive points for falling into certain categories. Applications will be ranked according to which receive the most points. If alternate applicants are not identified on the original applicant list and must be solicited, the solicited eligible applicants will be selected on a first come, first to qualify basis.

Priority Ranking System for Gaston County URP

Special Needs (for definitions, see below)	Points
Disabled, Elderly or Veteran Head of Household (62 or older)	4
Disabled, Elderly, or Veteran Household Member (not Head of Household)	3
Single-Parent Household (with one or more children in the home)	3
Large Family (5 or more permanent residents)	2
Child under 6 with lead hazards in the home	2
Income (See Income Table above)	Points
Less than 30% of County Median Income	10
30% to 50% of County Median Income	5

<sup>\*\*</sup>NOTE\*\* **If** the household has more than one special need as outlined above then that applicant will receive the allotted points for all applicable categories (e.g. **If** a household has an elderly head of household member who is also a single parent and has more than 5 permanent residents, that applicant would receive 9 priority points.

In the case of equivalent rankings based on the above criteria, the applicant with the lowest percentage of median income will rank highest.

Under NCHFA Program Guidelines, <u>a minimum of 50% of the first 10 households assisted</u> <u>must have incomes which are less than 30% of the area median income for the household</u>

<u>size</u>, and no household with an income exceeding 50% of the area median income will be eligible. This guideline will be adhered to strictly and will be the primary factor in the selection of those households to be assisted under URP.

Recipients of assistance under URP will be chosen by the above criteria without regard to race, color, religion, national origin, sex, familial status and disability.

### The definitions of special needs' populations under URP are:

- Elderly: An individual aged 62 or older.
- Disabled: A person who has a physical, mental or developmental disability that greatly limits one or more major life activities, has a record of such impairment, or is regarded as having such an impairment.
- Large Family: A large family household is composed of five or more individuals; at least four are immediate family members.
- Head of Household: The person or persons who own(s) the house.
- Household Member: Any individual who is an occupant (defined below) of the unit to be rehabilitated shall be considered a "household member" (the number of household members will be used to determine household size and all household members are subject to income verification).
- Occupant: An occupant is defined as any immediate family member (mother, father, spouse, son/daughter of the head of the household, regardless of the time of occupancy); or non-immediate family member who has resided in the dwelling at least 3 months prior to the submission of the family's application.
- Single-Parent Household: A household in which one and only one adult resides with one or more dependent children.
- Veteran: A person who served in the active military, naval, or air service, and who was
  discharged or released therefrom under conditions other than dishonorable. Must be able
  to provide a copy of DD214.
- Child with Lead Hazards in the home: a child below the age of six with lead hazards in the home.

Client Referral and Support Services Many homeowners assisted through the Urgent Repair Program may also need other services. When the Urgent Repair Program staff person meets the homeowner during the work write-up process, they will discuss additional resources in the County for which the homeowner may qualify and provide contact information for accessing those services.

What is the form of assistance under URP22? The Program will provide assistance to homeowners whose homes are selected for repair/modification in the form of a loan. Homeowners will receive an unsecured, deferred, interest-free loan, forgiven at a rate of \$3,000 per year, until the principal balance is reduced to zero.

What is the amount of the loan? The amount of the loan will depend on the scope of work necessary to address the identified imminent threats to life and/or safety, and that will be determined by the Program Manager. There is no minimum to the amount of the loan however, the maximum life-time limit according to the guidelines of URP is \$12,000.

What kinds of work will be done? Only repairs that address imminent threats to the life and/or safety of occupants of the dwelling unit or accessibility modifications will be performed

under the County's URP. It should be noted that all deficiencies in a home may not be rectified with the available funds. All work that is completed under URP must meet or exceed NC Residential Building Code.

Who will do the work on the homes? Gaston County is obligated under URP to ensure that quality work is done at reasonable prices and that all work is contracted through a fair, open and competitive process. To meet those very difficult requirements, Gaston County will invite bids only from contractors who are part of an "approved contractors' registry." Please request a copy of the Gaston County Procurement and Disbursement Policy for further information.

(Homeowners who know of quality rehabilitation contractors that are not on the Gaston County Approved Contractors Registry are welcome to invite them to apply.)

A minimum of three approved contractors will be invited to bid on each job, and the lowest responsive and responsible bidder will be selected for the contract. "Responsive and responsible" is described in the Procurement and Disbursement Policy.

What are the steps in the process, from application to completion? Now that you have the information about how to qualify for the URP program, what work can be done, and who will do it, let's go through all the major steps in the process:

- 1. Completing an Application form: Homeowners who wish to apply for assistance must do so between August 1<sup>st</sup> and August 31<sup>st</sup> of 2022. Applications must be valid and completed by the deadline to be ranked. All applications received after August 31<sup>st</sup>, 2022 will be placed on a waiting list for a second ranking if remaining funds exists.
- 2. Where do I apply: Apply by contacting Angela Sanford DHHS Economic Support Services Department at 704-862-7963 and/or Lauren Lewis Housing Rehab Specialist at 704-866-3114. Proof of ownership and income, documentation of a special need, and up to date property taxes will be required. Those who have applied for housing assistance from the URP Program in the past will <u>not</u> automatically be reconsidered. A new application will need to be submitted.
- 3. Preliminary inspection: The Gaston County Housing Rehab Specialist and/or the Program Manager will visit the homes of top-ranking income/special needs households to determine the need and feasibility of repairs/modifications. Homeowners must inform staff of any known pest infestations prior to the visit. The County staff has the right to deny an application based on health and safety concerns that may put their staff and/or contractors at risk.
- 4. Notice of Disposition: After Gaston County receives applications and has visited the homes of the top-ranking households, a letter will be sent to the applicants advising them of their status. The applicants who are either low ranking or whose homes are not appropriate for the program will be notified they will not be served under the program. Applicants whose homes appear to be appropriate for the program and who have the highest ranking will be notified that they were selected to be served pending income verification, home ownership and other qualification checks as required by the program. Those applicants who were not selected to be

- served at first, but who rank highly and have homes appropriate to be served under the program, will be notified of their status as alternates.
- 5. Screening of applicants: Applications will be rated and ranked by the County based on the priority system outlined on page 2. The households to be assisted will be selected by November 15, 2022. Household income will be verified for program purposes only (information will be kept confidential). Ownership of property will be verified along with other rating factors. From this review, the ten (10) most qualified applicants will be chosen according to the priority system described above. There will also be a list of at least (3) alternates. Applicants not receiving notification that they were chosen by November 15, 2022 may contact Lauren Lewis Housing Rehab Specialist 704-866-3114 to confirm the disposition of the application after that date.
- **6. Applicant interviews:** Approved applicants will be provided detailed information on assistance, program repair/modification standards and the contracting procedures associated with their project at this informational interview.
- 7. Work write-up: The County's Program Manager and/or Housing Rehab Specialist will visit the home again for a more thorough inspection. All parts of the home must be made accessible for inspection, including the attic and crawlspace, if any. The owner should report any known problems such as electrical short circuits, blinking lights, roof leaks and the like. The Program Manager and/or Housing Rehab Specialist will prepare a complete and detailed work specifications (known as the "work write-up"). A final cost estimate will also be prepared by the Program Manager and/or Housing Rehab Specialist and held in confidence until bidding is completed.
- 8. Formal agreement: After approval of the work write-up, the homeowner will sign a formal agreement that will explain and govern the repair/modification process, and an explanation of the Promissory Note, which is considered a forgivable loan. This agreement will define the roles of the parties involved throughout the process.
- 9. Bidding: The work write-up and bid documents will be conveyed to all contractors from the Approved Contractor Registry who will be given no less than seven days in which to inspect the property and prepare bid proposals. The names of the invited contractors will be supplied to the homeowner. Each contractor will need access to all parts of the house in which work is to be performed in order to prepare a bid. A bid opening will be conducted at the Gaston County Administration building Housing Rehab conference room located at 128 W. Main Ave. Gastonia, NC 28053 in Gaston County, NC. All bidders are invited to attend, but attendance is not required. In addition, it will be at the discretion of Gaston County to hold a virtual bid opening process with all bidders invited to attend.
- 10.Contractor selection: Within 1 week of the bid opening, after review of bid breakdowns and timing factors, the winning bidder will be selected. All bidders and the homeowner will be notified of (1) the selection, (2) the amount, (3) the amount of the County's cost estimate, (4) any support or contingency costs that will be included in the loan amount, and (5) if other than the lowest bidder is selected, the specific reasons for the selection.

- 11. Execution of loan and contract: The loan will be executed as well as the repair/modification contract prior to work beginning on the project. If funding is available, project related support costs incurred up to the amount of \$1,000 will be included in the loan document. If any additional funding is available above and beyond hard and support costs, the loan document may or may not include a contingency amount of up to 15% of the estimated cost for any unforeseen project costs during the course of the project. The total loan amount will never exceed \$12,000. If any portion of the contingency amount is not incurred during the course of the project, then the appropriate Estoppel paperwork will be completed to represent the actual (decreased) project costs. The construction contract will be between the contractor and Gaston County, with the homeowner signing as an interested third party. The homeowner will sign a document giving Gaston County the right to oversee the execution of the repairs on their home.
- 12. Pre-construction conference: A pre-construction meeting will be held at the home. At this time, the homeowner, contractor and program representatives will be present and discuss the details of the work to be done. At the discretion of Gaston County all parties must be present at this meeting either in person or virtually. Starting and ending dates will be agreed upon, along with any special arrangements such as weekend or evening work hours and disposition of items to be removed from the home (such as old plumbing, etc.). If the contract has been executed, Gaston County will issue a "proceed order" formally instructing the contractor to commence by the agreed-upon date. However, time extensions shall be granted due to unforeseeable causes and the proceed order date may be changed.
- 13. Construction: The contractor will be responsible for obtaining any required building permits for the project before beginning work. The permit must be posted at the house during the entire period of construction. Program staff will closely monitor the contractor during the construction period to make sure that the work is being done according to the work write-up (which is made a part of the rehabilitation contract by reference) and in a timely fashion. Code Enforcement Officers will inspect new work for compliance with the State Building Code as required by the guidelines of URP22. The homeowner will be responsible for working with the contractor toward protecting personal property by clearing work areas as much as practicable. The contractor will be responsible for all clearing and cleaning activities necessary due to construction activities.
- 14.Change Orders: All changes to the scope of work must be reduced to writing as a contract amendment ("change order") and approved by all parties to the contract: the owner, the contractor and two representatives of Gaston County. If the changes require an increase in the loan amount, a loan modification stating these changes in the contract amount must be completed by Gaston County, and executed by the owner. If the changes result in a decrease in the loan amount, an estoppel informing the homeowner of these changes in the contract amount will be completed by the Gaston County and conveyed to the owner.
- **15.Payments to contractor:** The contractor will be paid following inspection of and satisfactory completion of all items on the work write-up and change orders, if any, as outlined in the Gaston County Procurement and Disbursement Policy.

- 16. Post-construction meeting: Following construction the contractor and the Program Manager and/or Housing Rehab Specialist will sit down with the homeowner one last time. At this meeting the contractor will hand over all owner's manuals and warranties on equipment. The contractor and Program Manager and/or Housing Rehab Specialist will go over operating and maintenance requirements for any new equipment or materials installed and discuss general maintenance of the home with the homeowner. The homeowner will have the opportunity to ask any final questions about the work and the loan.
- **17.Closeout:** Once each item outlined in section 16 has been satisfied and the homeowner has signed a Certificate of Satisfaction, the job will be closed out (fully completed).

What are the key dates? If, after reading this document, you feel that you qualify for this program and wish to apply, please keep the following dates in mind:

- Applications available to the public starting September 1st, 2022.
- Applications must be turned in to Gaston DHHS Economic Support Services Department by 5:00 PM on September 30th, 2022.
- Selected households will be notified by November 15th, 2022.
- All rehabilitation work must be under contract by November 15th, 2023.
- All rehabilitation work must be completed by December 31st, 2023.

### How do I request an application? Just contact:

Angela Sanford
DHHS Economic Support Services Department
330 Dr. Martin Luther King Jr. Way
Gastonia, NC 28052

Phone: 704-862-7963

Lauren Lewis Housing Rehab Specialist Gaston County Building Inspections P.O. Box 1578 Gastonia, NC 28056 Ph. 704-866-3114

Email: lauren.lewis@gastongov.com

**Is there a procedure for dealing with complaints, disputes and appeals?** Although the application process and repair/modification guidelines are meant to be as fair as possible, the Gaston County URP Program realizes that there is still a chance that some applicants or participants may dispute decisions, work completed or other issues. The following procedures are designed to provide an avenue for resolution of complaints and appeals.

### During the application process:

1. If an applicant feels that his/her application was not fairly reviewed or rated and would like to appeal the decision made about it, he/she should contact Housing URP Program Manager Marc Bolick within 5 days of the initial decision and voice their concern. If the applicant remains dissatisfied with the decision, the detailed complaint should be put into writing.

- 2. A written appeal must be made within 10 business days of the initial decision on an application.
- 3. Gaston County will respond in writing to any complaints or appeals within 10 business days of receiving written comments.

### During the repair/modification process:

- 1. If the homeowner feels that repairs or modifications are not being completed according to the contract, he/she must inform the contractor and the Program Manager.
- 2. The Program Manager will inspect the work in question. If he finds that the work <u>is not</u> being completed according to contract, the Program Manager will review the contract with the contractor and ask the contractor to remedy the problem.
- 3. If the Program Manager finds that the work <u>is</u> being completed according to contract, the complaint will be noted, and the Program Manager and the homeowner will discuss the concern and the reason for the Program Manager's decision.
- 4. If problems persist, a mediation conference between the homeowner and the contractor may be convened by the Program Manager and facilitated by the Gaston County Grants Manager.
- 5. Should the mediation conference fail to resolve the dispute, the Grants Manager, Pat Laws, will render a written final decision. She may be contacted by email: <a href="mailto:plaws@gastongov.com">plaws@gastongov.com</a> or phone 704-866-3771.

Will the personal information provided remain confidential? Yes. All information in applicant files will remain confidential. Access to the information will be provided only to County employees who are directly involved in the program, the North Carolina Housing Finance Agency and auditors.

What about conflicts of interest? No officer, employee or other public official of Gaston County, or member of the Gaston County Commission, or entity contracting with Gaston County, who exercises any functions or responsibilities with respect to URP22 shall have any interest, direct or indirect, in any contract or subcontract for work to be performed with program funding, either for themselves or those with whom they have family or business ownership ties, during their tenure or for one year thereafter. Relatives of Gaston County employees, Council Members and others closely identified with the County, may be approved for rehabilitation assistance only upon public disclosure before the Gaston County Commission and written permission from NCHFA.

What about favoritism? All activities under URP22, including rating and ranking applications, inviting bids, selecting contractors and resolving complaints, will be conducted in a fair, open and non-discriminatory manner, entirely without regard to <u>race, color, religion, national origin, sex, familial status and disability.</u>

Who can I contact about URP22? Any questions regarding any part of this application or program should be addressed to:

Lauren Lewis Housing Rehab Specialist Gaston County Building Inspections P.O. Box 1578 Gastonia, NC 28056

Ph. 704-866-3114 Email: lauren.lewis@gastongov.com
Contacts will do their utmost to answer questions and inquiries in the most efficient and correct manner possible.
This Assistance Policy is adopted thisday of 20
Chair / Gaston County Board of Commissioners
Notary Public



Gaston County Board of Commissioners www.gastongov.com

# County Attorney Board Action

File #: 22-341

Commissioner Fraley - County Attorney - To End the Small Business Emergency Bridge Loan Program

### STAFF CONTACT

William T. Stetzer - County Attorney

### **BUDGET IMPACT**

N/A

### **BUDGET ORDINANCE IMPACT**

N/A

### **BACKGROUND**

Concurrent with the Governor of the State of North Carolina announcing lifting the state of emergency on August 15, 2022, created by the novel coronavirus COVID-19, the Board of County Commissioners believes it is appropriate to end the Small Business Emergency Bridge Loan Program.

### **POLICY IMPACT**

N/A

### <u>ATTACHMENTS</u>

Resolution

Gaston County 58



# RESOLUTION TITLE: TO END THE SMALL BUSINESS EMERGENCY BRIDGE LOAN PROGRAM

- WHEREAS, on April 28, 2020, the Gaston County Board of Commissioners authorized a Small Business Emergency Bridge Loan Program; and,
- WHEREAS, the Small Business Emergency Bridge Loan Program was in response to the public health emergency created by the novel coronavirus COVID-19 and the subsequent declarations of states of emergency by the Federal, State and local governments; and,
- WHEREAS, the Governor of the State of North Carolina has announced he will lift the state of emergency on August 15, 2022; and,
- WHEREAS, concurrent with the Governor lifting the state of emergency, the Board of County Commissioners believes it is appropriate to end the Small Business Emergency Bridge Loan Program.
- NOW, THEREFORE, BE IT RESOLVED that the Gaston County Board of Commissioners hereby terminates the Small Business Emergency Bridge Loan Program effective on August 15, 2022.

DO NOT TYPE BELOW THIS LINE

I, Donna S. Buff, Clerk to the County Commission, do hereby certify that the above is a true and correct copy of action taken by the Board of Commissioners as follows:



Gaston County Board of Commissioners www.gastongov.com

# County Attorney Board Action

File #: 22-346

Commissioner Hovis - County Attorney - To Adopt the North Carolina Fire Code Appendices B, C, D, E, F, G, H, J and L

### **STAFF CONTACT**

William T. Stetzer - County Attorney

### **BACKGROUND**

Gaston County desires to adopt and enforce Appendices B, C, D, E, F, G, H, J, and L found in the North Carolina Fire Code for the safety and well-being of the citizens of Gaston County.

### **POLICY IMPACT**

N/A

### **ATTACHMENTS**

Resolution and North Carolina Fire Code Appendices B,C,D,E,F,G,H,J, and L



# RESOLUTION TITLE: TO ADOPT THE NORTH CAROLINA FIRE CODE APPENDICES B, C, D, E, F, G, H, J, AND L

WHEREAS, Gaston County currently enforces the North Carolina Fire Code; and,

WHEREAS, the North Carolina Fire Code contains several appendices with additional regulations, but according to Section 101.2.1, those appendices are not enforceable unless specifically adopted by the local governing authority having jurisdiction and subsequently approved for use by the Building Code Council; and,

WHEREAS, Gaston County desires to adopt and enforce Appendices B, C, D, E, F, G, H, J, and L found in the North Carolina Fire Code for the safety and wellbeing of the citizens of Gaston County.

NOW, THEREFORE, BE IT RESOLVED that the Gaston County Board of Commissioners hereby adopts the following North Carolina Fire Code Appendices:

- Appendix B Fire-flow Requirements for Buildings
- Appendix C Fire Hydrant Locations and Distribution
- Appendix D Fire Apparatus Access Roads
- Appendix E Hazard Categories
- Appendix F Hazard Ranking

dav of

Adopted this the

- Appendix G Cryogenic Fluids Weight and Volume Equivalents
- Appendix H Hazardous Materials Management Plan (HMMP) and Hazardous Materials Inventory Statement (HMIS) Instructions
- Appendix J Building Information Sign
- Appendix L Requirements for Fire Fighter Air Replenishment Systems

BE IT FURTHER RESOLVED by the Gaston County Board of Commissioners, that upon adoption of this Resolution, the County Manager or her designee shall seek approval for use of the Appendices listed above from the North Carolina Building Code Council.

. 2022

	_ ,			

#### DO NOT TYPE BELOW THIS LINE

I, Donna S. Buff, Clerk to the County Commission, do hereby certify that the above is a true and correct copy of action taken by the Board of Commissioners as follows:

### Part VII—Appendices

### **APPENDIX A BOARD OF APPEALS**

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### APPENDIX B

### FIRE-FLOW REQUIREMENTS FOR BUILDINGS

The provisions contained in this appendix are not mandatory unless specifically referenced in the adopting ordinance,

### **SECTION B101 GENERAL**

B101.1 Scope. The procedure for determining fire-flow requirements for buildings or portions of buildings hereafter constructed shall be in accordance with this appendix. This appendix does not apply to structures other than buildings.

### **SECTION B102 DEFINITIONS**

B102.1 Definitions. For the purpose of this appendix, certain terms are defined as follows:

**FIRE-FLOW.** The flow rate of a water supply, measured at 20 pounds per square inch (psi) (138 kPa) residual pressure, that is available for fire fighting.

FIRE-FLOW CALCULATION AREA. The floor area, in square feet (m<sup>2</sup>), used to determine the required fire flow.

### **SECTION B103 MODIFICATIONS**

B103.1 Decreases. The fire chief is authorized to reduce the fire-flow requirements for isolated buildings or a group of buildings in rural areas or small communities where the development of full fire-flow requirements is impractical.

B103.2 Increases. The fire chief is authorized to increase the fire-flow requirements where conditions indicate an unusual susceptibility to group fires or conflagrations. An increase shall not be more than twice that required for the building under consideration.

B103.3 Areas without water supply systems. For information regarding water supplies for fire-fighting purposes in rural and suburban areas in which adequate and reliable water supply systems do not exist, the fire code official is authorized to utilize NFPA 1142 or the International Wildland-Urban Interface Code.

### **SECTION B104** FIRE-FLOW CALCULATION AREA

B104.1 General. The fire-flow calculation area shall be the total floor area of all floor levels within the exterior walls, and under the horizontal projections of the roof of a building, except as modified in Section B104.3.

B104.2 Area separation. Portions of buildings which are separated by fire walls without openings, constructed in accordance with the International Building Code, are allowed to be considered as separate fire-flow calculation areas.

B104.3 Type IA and Type IB construction. The fire-flow calculation area of buildings constructed of Type IA and Type IB construction shall be the area of the three largest successive floors.

Exception: Fire-flow calculation area for open parking garages shall be determined by the area of the largest

### **SECTION B105** FIRE-FLOW REQUIREMENTS FOR BUILDINGS

B105.1 One- and two-family dwellings, Group R-3 and R-4 buildings and townhouses. The minimum fire-flow and flow duration requirements for one- and two-family dwellings, Group R-3 and R-4 buildings and townhouses shall be as specified in Tables B105.1(1) and B105.1(2).

B105.2 Buildings other than one- and two-family dwellings, Group R-3 and R-4 buildings and townhouses. The minimum fire-flow and flow duration for buildings other than one- and two-family dwellings, Group R-3 and R-4 buildings and townhouses shall be as specified in Tables B105.2 and B105.1(2).

TABLE B105.1(1) REQUIRED FIRE-FLOW FOR ONE- AND TWO-FAMILY DWELLINGS, GROUP R-3 AND R-4 BUILDINGS AND TOWNHOUSES

FIRE-FLOW CALCULATION AREA (square feet)	AUTOMATIC SPRINKLER SYSTEM (Design Standard)	MINIMUM FIRE-FLOW (gallons per minute)	FLOW DURATION (hours)
0-3,600	No automatic sprinkler system	1,000	1
3,601 and greater	No automatic sprinkler system	Value in Table B105.1(2)	Duration in Table B105.1(2) at the required fire-flow rate
0-3,600	Section 903.3.1.3 of the International Fire Code or Section P2904 of the International Residential Code	500	1/2
3,601 and greater	Section 903.3.1.3 of the International Fire Code or Section P2904 of the International Residential Code	1/2 value in Table B105.1(2)	1

For SI: 1 square foot = 0.0929 m<sup>2</sup>, 1 gallon per minute = 3.785 L/m.

TABLE B105.1(2) REFERENCE TABLE FOR TABLES B105.1(1) AND B105.2

FIRE-FLOW CALCULATION AREA (square feet) FIRE-FLOW					FLOW DURATION	
Type IA and IB <sup>a</sup>	Type IIA and IIIAs	Type IV and V-A*	Type IIB and IIIB®	Type V-B <sup>a</sup>	(gallons per minute) <sup>b</sup>	(hours)
0-22,700	0-12,700	0-8,200	0-5,900	0-3,600	1,500	
22,701-30,200	12,701-17,000	8,201-10,900	5,901-7,900	3,601-4,800	1,750	
30,201-38,700	17,001-21,800	10,901-12,900	7,901-9,800	4,8•1-6,200	2,000	2
38,701-48,300	21,801-24,200	12,901-17,400	9,801-12,600	6,201-7,700	2,250	Z
48,301-59,000	24,201-33,200	17,401-21,300	12,601-15,400	7,701-9,400	2,500	
59,001-70,900	33,201-39,700	21,301-25,500	15,401-18,400	9,401-11,300	2,750	
70,901-83,700	39,701-47,100	25,501-30,100	18,401-21,800	11,301-13,400	3,000	
83,701-97,700	47,101-54,900	30,101-35,200	21,801-25,900	13,401-15,600	3,250	3
97,701-112,700	54,901-63,400	35,201-40,600	25,901-29,300	15,601-18,000	3,500	3
112,701-128,700	63,401-72,400	40,601-46,400	29,301-33,500	18,001-20,600	3,750	
128,701-145,900	72,401-82,100	46,401-52,500	33,501-37,900	20,601-23,300	4,000	- 21-2500
145,901-164,200	82,101-92,400	52,501-59,100	37,901-42,700	23,301-26,300	4,250	
164,201-183,400	92,401-103,100	59,101-66,000	42,701-47,700	26,301-29,300	4,500	
183,401-203,700	103,101-114,600	66,001-73,300	47,701-53,000	29,301-32,600	4,750	
203,701-225,200	114,601-126,700	73,301~81,100	53,001-58,600	32,601-36,000	5,000	
225,201-247,700	126,701-139,400	81,101-89,200	58,601-65,400	36,001-39,600	5,250	
247,701-271,200	139,401-152,600	89,201-97,700	65,401-70,600	39,601-43,400	5,500	
271,201-295,900	152,601-166,500	97,701-106,500	70,601-77,000	43,401-47,400	5,750	
295,901-Greater	166,501-Greater	106,501-115,800	77,001-83,700	47,401-51,500	6,000	4
	_	115,801-125,500	83,701-90,600	51,501-55,700	6,250	
_		125,501-135,500	90,601-97,900	55,701-60,200	6,500	
		135,501-145,800	97,901-106,800	60,201-64,800	6,750	
_	_	145,801-156,700	106,801-113,200	64,801-69,600	7,000	
_	_	156,701-167,900	113,201-121,300	69,601-74,600	7,250	
		167,901-179,400	121,301-129,600	74,601-79,800	7,500	
_	_	179,401-191,400	129,601-138,300	79,801-85,100	7,750	
_	_	191,401-Greater	138,301-Greater	85,101-Greater	8,000	100

For SI: 1 square foot = 0.0929 m<sup>2</sup>, 1 gallon per minute = 3.785 L/m, 1 pound per square inch = 6.895 kPa.

### **TABLE B105.2** REQUIRED FIRE-FLOW FOR BUILDINGS OTHER THAN ONE- AND TWO-FAMILY DWELLINGS, GROUP R-3 AND R-4 BUILDINGS AND TOWNHOUSES

AUTOMATIC SPRINKLER SYSTEM (Design Standard)	MINIMUM FIRE-FLOW (gallons per minute)	FLOW DURATION (hours)
No automatic sprinkler system	Value in Table B105.1(2)	Duration in Table B105.1(2)
Section 903.3.1.1 of the International Fire Code	25% of the value in Table B105.1(2) <sup>a</sup>	Duration in Table B105.1(2) at the reduced flow rate
Section 903.3.1.2 of the International Fire Code	25% of the value in Table B105.1(2) <sup>b</sup>	Duration in Table B105.1(2) at the reduced flow rate

For SI: I gallon per minute = 3.785 L/m.

- a. The reduced fire-flow shall be not less than 1,000 gallons per minute.
- b. The reduced fire-flow shall be not less than 1,500 gallons per minute.

a. Types of construction are based on the International Building Code.

b. Measured at 20 psi residual pressure.

B105.3 Water supply for buildings equipped with an automatic sprinkler system. For buildings equipped with an approved automatic sprinkler system, the water supply shall be capable of providing the greater of:

- 1. The automatic sprinkler system demand, including hose stream allowance.
- 2. The required fire-flow.

### **SECTION B106** REFERENCED STANDARDS

ICC	IBC—15	International Building Code	B104.2,
ICC	IFC—15	International Fire Code	Tables B105.1(1) and B105.2
ICC	IWUIC—15	International Wildland- Urban Interface Code	B103.3
ICC	IRC—15	International Residential Code	Table B105.1(1)
NFPA	1142—12	Standard on Water Supplies for Suburban and Rural Fire Fighting	B103.3

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### **APPENDIX C**

### FIRE HYDRANT LOCATIONS AND DISTRIBUTION

The provisions contained in this appendix are not mandatory unless specifically referenced in the adopting ordinance.

#### **SECTION C101 GENERAL**

C101.1 Scope. In addition to the requirements of Section 507.5.1 of the International Fire Code, fire hydrants shall be provided in accordance with this appendix for the protection of buildings, or portions of buildings, hereafter constructed or moved into the jurisdiction.

### SECTION C102 NUMBER OF FIRE HYDRANTS

C102.1 Minimum number of fire hydrants for a building. The number of fire hydrants available to a building shall be not less than the minimum specified in Table C102.1.

### **SECTION C103** FIRE HYDRANT SPACING

C103.1 Hydrant spacing. Fire apparatus access roads and public streets providing required access to buildings in accordance with Section 503 of the International Fire Code shall be provided with one or more fire hydrants, as determined by Section C102.1. Where more than one fire hydrant is required, the distance between required fire hydrants shall be in accordance with Sections C103.2 and C103.3.

C103.2 Average spacing. The average spacing between fire hydrants shall be in accordance with Table C102.1.

Exception: The average spacing shall be permitted to be increased by 10 percent where existing fire hydrants provide all or a portion of the required number of fire hydrants.

C103.3 Maximum spacing. The maximum spacing between fire hydrants shall be in accordance with Table C102.1.

### **SECTION C104 CONSIDERATION OF EXISTING FIRE HYDRANTS**

C104.1 Existing fire hydrants. Existing fire hydrants on public streets are allowed to be considered as available to meet the requirements of Sections C102 and C103. Existing fire hydrants on adjacent properties are allowed to be considered as available to meet the requirements of Sections C102 and C103 provided that a fire apparatus access road extends between properties and that an easement is established to prevent obstruction of such roads.

#### **TABLE C102.1** REQUIRED NUMBER AND SPACING OF FIRE HYDRANTS

FIRE-FLOW REQUIREMENT (gpm)	MINIMUM NUMBER OF HYDRANTS	AVERAGE SPACING BETWEEN HYDRANTS 4- 14-5-16-8 (feet)	MAXIMUM DISTANCE FROM ANY POINT ON STREET OR ROAD FRONTAGE TO A HYDRANT <sup>4, 5</sup>	
1,750 or less	1	500	250	
2,000-2,250	2	450	225	
2,500	3	450	225	
3,000	3	400	225	
3,500-4,000	4	350	210	
4,500-5,000	5	300	180 180	
5,500		300		
6,000	6	250	150	
6,500-7,000	7	250	150	
7,500 or more	8 or more <sup>c</sup>	200	120	

For SI: 1 foot = 304.8 mm, 1 gallon per minute = 3.785 L/m.

- a. Reduce by 100 feet for dead-end streets or roads.
- b. Where streets are provided with median dividers that cannot be crossed by fire fighters pulling hose lines, or where arterial streets are provided with four or more traffic lanes and have a traffic count of more than 30,000 vehicles per day, hydrant spacing shall average 500 feet on each side of the street and be arranged on an alternating basis.
- c. Where new water mains are extended along streets where hydrants are not needed for protection of structures or similar fire problems, fire hydrants shall be provided at spacing not to exceed 1,000 feet to provide for transportation hazards.
- d. Reduce by 50 feet for dead-end streets or roads.
- e. One hydrant for each 1,000 gallons per minute or fraction thereof.
- f. A 50-percent spacing increase shall be permitted where the building is equipped throughout with an approved automatic sprinkler system in accordance with Section 903.3.1.1 of the International Fire Code.
- g. A 25-percent spacing increase shall be permitted where the building is equipped throughout with an approved automatic sprinkler system in accordance with Section 903.3.1.2 or 903.3.1.3 of the International Fire Code or Section P2904 of the International Residential Code.

2018 NORTH CAROLINA FIRE CODE

### APPENDIX C

### **SECTION C105** REFERENCED STANDARDS

C101.1, C103.1, ICC IFC-15 International Fire Code Table C102.1

ICC IRC—15 International Residential Code Table C102.1

### APPENDIX D

### FIRE APPARATUS ACCESS ROADS

The provisions contained in this appendix are not mandatory unless specifically referenced in the adopting ordinance.

### SECTION D101 GENERAL

**D101.1** Scope. Fire apparatus access roads shall be in accordance with this appendix and all other applicable requirements of the *International Fire Code*.

### SECTION D102 REQUIRED ACCESS

**D102.1** Access and loading. Facilities, buildings or portions of buildings hereafter constructed shall be accessible to fire department apparatus by way of an *approved* fire apparatus access road with an asphalt, concrete or other *approved* driving surface capable of supporting the imposed load of fire apparatus weighing at least 75,000 pounds (34 050 kg).

### SECTION D103 MINIMUM SPECIFICATIONS

D103.1 Access road width with a hydrant. Where a fire hydrant is located on a fire apparatus access road, the minimum road width shall be 26 feet (7925 mm), exclusive of shoulders (see Figure D103.1).

**D103.2** Grade. Fire apparatus access roads shall not exceed 10 percent in grade.

Exception: Grades steeper than 10 percent as approved by the fire chief.

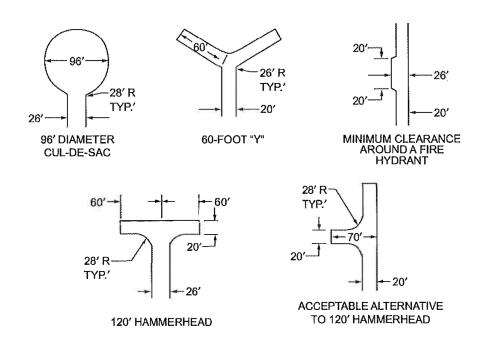
**D103.3 Turning radius.** The minimum turning radius shall be determined by the *fire code official*.

**D103.4 Dead ends.** Dead-end fire apparatus access roads in excess of 150 feet (45 720 mm) shall be provided with width and turnaround provisions in accordance with Table D103.4.

# TABLE D103,4 REQUIREMENTS FOR DEAD-END FIRE APPARATUS ACCESS ROADS

LENGTH (feet)	WIDTH (feet)	TURNAROUNDS REQUIRED	
0-150	20	None required	
151-500	20	120-foot Hammerhead, 60-foot "Y" or 96-foot diameter cul-de-sac in accor- dance with Figure D103.1	
501-750	26	120-foot Hammerhead, 60-foot "Y" or 96-foot diameter cul-de-sac in accor- dance with Figure D103.1	
Over 750		Special approval required	

For SI: 1 foot = 304.8 mm.



For SI: 1 foot = 304.8 mm.

### FIGURE D103.1 DEAD-END FIRE APPARATUS ACCESS ROAD TURNAROUND

2018 NORTH CAROLINA FIRE CODE

**70**465

**D103.5 Fire apparatus access road gates.** Gates securing the fire apparatus access roads shall comply with all of the following criteria:

- 1. Where a single gate is provided, the gate width shall be not less than 20 feet (6096 mm). Where a fire apparatus road consists of a divided roadway, the gate width shall be not less than 12 feet (3658 mm).
- 2. Gates shall be of the swinging or sliding type.
- Construction of gates shall be of materials that allow manual operation by one person.
- Gate components shall be maintained in an operative condition at all times and replaced or repaired when defective.
- Electric gates shall be equipped with a means of opening the gate by fire department personnel for emergency access. Emergency opening devices shall be approved by the fire code official.
- 6. Methods of locking shall be submitted for approval by the *fire code official*.
- Electric gate operators, where provided, shall be *listed* in accordance with UL 325.
- Gates intended for automatic operation shall be designed, constructed and installed to comply with the requirements of ASTM F2200.

D103.6 Signs. Where required by the *fire code official*, fire apparatus access roads shall be marked with permanent NO PARKING—FIRE LANE signs complying with Figure D103.6. Signs shall have a minimum dimension of 12 inches (305 mm) wide by 18 inches (457 mm) high and have red letters on a white reflective background. Signs shall be posted on one or both sides of the fire apparatus road as required by Section D103.6.1 or D103.6.2.

FIGURE D103.6 FIRE LANE SIGNS

D103.6.1 Roads 20 to 26 feet in width. Fire lane signs as specified in Section D103.6 shall be posted on both sides of fire apparatus access roads that are 20 to 26 feet wide (6096 to 7925 mm).

D103.6.2 Roads more than 26 feet in width. Fire lane signs as specified in Section D103.6 shall be posted on one

side of fire apparatus access roads more than 26 feet wide (7925 mm) and less than 32 feet wide (9754 mm).

## SECTION D104 COMMERCIAL AND INDUSTRIAL DEVELOPMENTS

**D104.1 Buildings exceeding three stories or 30 feet in height.** Buildings or facilities exceeding 30 feet (9144 mm) or three stories in height shall have at least two means of fire apparatus access for each structure.

**D104.2 Buildings exceeding 62,000 square feet in area.** Buildings or facilities having a gross *building area* of more than 62,000 square feet (5760 m<sup>2</sup>) shall be provided with two separate and *approved* fire apparatus access roads.

Exception: Projects having a gross building area of up to 124,000 square feet (11 520 m<sup>2</sup>) that have a single approved fire apparatus access road when all buildings are equipped throughout with approved automatic sprinkler systems.

**D104.3 Remoteness.** Where two fire apparatus access roads are required, they shall be placed a distance apart equal to not less than one half of the length of the maximum overall diagonal dimension of the lot or area to be served, measured in a straight line between accesses.

## SECTION D105 AERIAL FIRE APPARATUS ACCESS ROADS

D105.1 Where required. Where the vertical distance between the grade plane and the highest roof surface exceeds 30 feet (9144 mm), approved aerial fire apparatus access roads shall be provided. For purposes of this section, the highest roof surface shall be determined by measurement to the eave of a pitched roof, the intersection of the roof to the exterior wall, or the top of parapet walls, whichever is greater.

**D105.2** Width. Aerial fire apparatus access roads shall have a minimum unobstructed width of 26 feet (7925 mm), exclusive of shoulders, in the immediate vicinity of the building or portion thereof.

**D105.3 Proximity to building.** At least one of the required access routes meeting this condition shall be located within a minimum of 15 feet (4572 mm) and a maximum of 30 feet (9144 mm) from the building, and shall be positioned parallel to one entire side of the building. The side of the building on which the aerial fire apparatus access road is positioned shall be approved by the *fire code official*.

**D105.4 Obstructions.** Overhead utility and power lines shall not be located over the aerial fire apparatus access road or between the aerial fire apparatus road and the building. Other obstructions shall be permitted to be placed with the approval of the *fire code official*.

### **SECTION D106** MULTIPLE-FAMILY RESIDENTIAL DEVELOPMENTS

D106.1 Projects having more than 100 dwelling units. Multiple-family residential projects having more than 100 dwelling units shall be equipped throughout with two separate and approved fire apparatus access roads.

Exception: Projects having up to 200 dwelling units may have a single approved fire apparatus access road when all buildings, including nonresidential occupancies, are equipped throughout with approved automatic sprinkler systems installed in accordance with Section 903.3.1.1 or 903.3.1.2.

D106.2 Projects having more than 200 dwelling units. Multiple-family residential projects having more than 200 dwelling units shall be provided with two separate and approved fire apparatus access roads regardless of whether they are equipped with an approved automatic sprinkler sys-

D106.3 Remoteness. Where two fire apparatus access roads are required, they shall be placed a distance apart equal to not less than one-half of the length of the maximum overall diagonal dimension of the property or area to be served, measured in a straight line between accesses.

### **SECTION D107** ONE- OR TWO-FAMILY RESIDENTIAL DEVELOPMENTS

D107.1 One- or two-family dwelling residential developments. Developments of one- or two-family dwellings where the number of dwelling units exceeds 30 shall be provided with two separate and approved fire apparatus access roads.

#### **Exceptions:**

- 1. Where there are more than 30 dwelling units on a single public or private fire apparatus access road and all dwelling units are equipped throughout with an approved automatic sprinkler system in accordance with Section 903.3.1.1, 903.3.1.2 or 903.3.1.3 of the International Fire Code, access from two directions shall not be required.
- 2. The number of dwelling units on a single fire apparatus access road shall not be increased unless fire apparatus access roads will connect with future development, as determined by the fire code official.

D107.2 Remoteness. Where two fire apparatus access roads are required, they shall be placed a distance apart equal to not less than one-half of the length of the maximum overall diagonal dimension of the property or area to be served, measured in a straight line between accesses.

### **SECTION D108** REFERENCED STANDARDS

ASTM	F220 <b>0</b> —13	Standard Specification for Automated Vehicular Gate	
		Construction	D103.5
ICC	IFC—15	International Fire Code	D101.1, D107.1
UL	32502	Door, Drapery, Gate, Louver, and Window Operators and Systems, with Revisions through June 2013	D103.5

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#### APPENDIX E

### **HAZARD CATEGORIES**

This appendix is for information purposes and is not intended for adoption.

#### **SECTION E101 GENERAL**

E101.1 Scope. This appendix provides information, explanations and examples to illustrate and clarify the hazard categories contained in Chapter 50 of the International Fire Code. The hazard categories are based upon the DOL 29 CFR. Where numerical classifications are included, they are in accordance with nationally recognized standards.

This appendix should not be used as the sole means of hazardous materials classification.

#### **SECTION E102 HAZARD CATEGORIES**

E102.1 Physical hazards. Materials classified in this section pose a physical hazard.

E102.1.1 Explosives and blasting agents. The current UN/DOT classification system recognized by international authorities, the Department of Defense and others classifies all explosives as Class 1 materials. They are then divided into six separate divisions to indicate their relative hazard. There is not a direct correlation between the designations used by the old DOT system and those used by the current system nor is there correlation with the system (high and low) established by the Bureau of Alcohol, Tobacco, Firearms and Explosives (BATF). Table 5604.3 of the International Fire Code provides some guidance with regard to the current categories and their relationship to the old categories. Some items may appear in more than one division, depending on factors such as the degree of confinement or separation, by type of packaging, storage configuration or state of assembly.

In order to determine the level of hazard presented by explosive materials, testing to establish quantitatively their explosive nature is required. There are numerous test methods that have been used to establish the character of an explosive material. Standardized tests, required for finished goods containing explosives or explosive materials in a packaged form suitable for shipment or storage, have been established by UN/DOT and BATF. However, these tests do not consider key elements that should be examined in a manufacturing situation. In manufacturing operations, the condition and/or the state of a material may vary within the process. The in-process material classification and classification requirements for materials used in the manufacturing process may be different from the classification of the same material where found in finished goods depending on the stage of the process in which the material is found. A classification methodology must be used that recognizes the hazards commensurate with the application to the variable physical conditions as well as potential variations of physical character and type of explosive under consideration.

Test methods or guidelines for hazard classification of energetic materials used for in-process operations shall be approved by the fire code official. Test methods used shall be DOD, BATF, UN/DOT or other approved criteria. The results of such testing shall become a portion of the files of the jurisdiction and be included as an independent section of any Hazardous Materials Management Plan (HMMP) required by Section 5605.2.1 of the International Fire Code. Also see Section 104.7.2 of the International Fire

Examples of materials in various Divisions are as fol-

- 1. Division 1.1 (High Explosives). Consists of explosives that have a mass explosion hazard. A mass explosion is one that affects almost the entire pile of material instantaneously. Includes substances that, where tested in accordance with approved methods, can be caused to detonate by means of a blasting cap where unconfined or will transition from deflagration to a detonation where confined or unconfined. Examples: dynamite, TNT, nitroglycerine, C-3, HMX, RDX, encased explosives, military ammuni-
- 2. Division 1.2 (Low Explosives). Consists of explosives that have a projection hazard, but not a mass explosion hazard. Examples: nondetonating encased explosives, military ammunition and the like.
- 3. Division 1.3 (Low Explosives). Consists of explosives that have a fire hazard and either a minor blast hazard or a minor projection hazard or both, but not a mass explosion hazard. The major hazard is radiant heat or violent burning, or both. Can be deflagrated where confined. Examples: smokeless powder, propellant explosives, display fireworks.
- 4. Division 1.4. Consists of explosives that pose a minor explosion hazard. The explosive effects are largely confined to the package and no projection of fragments of appreciable size or range is expected. An internal fire must not cause virtually instantaneous explosion of almost the entire contents of the package. Examples: squibs (nondetonating igniters), explosive actuators, explosive trains (low-level detonating cord).
- 5. Division 1.5 (Blasting Agents). Consists of very insensitive explosives. This division comprises substances that have a mass explosion hazard, but are so

insensitive that there is very little probability of initiation or of transition from burning to detonation under normal conditions of transport, Materials are not cap sensitive; however, they are mass detonating where provided with sufficient input. Examples: oxidizer and liquid fuel slurry mixtures and gels, ammonium nitrate combined with fuel oil.

6. Division 1.6. Consists of extremely insensitive articles that do not have a mass explosive hazard. This division comprises articles that contain only extremely insensitive detonating substances and that demonstrate a negligible probability of accidental initiation or propagation. Although this category of materials has been defined, the primary application is currently limited to military uses, Examples: Low vulnerability military weapons.

Explosives in each division are assigned a compatibility group letter by the Associate Administrator for Hazardous Materials Safety (DOT) based on criteria specified by DOTn 49 CFR. Compatibility group letters are used to specify the controls for the transportation and storage related to various materials to prevent an increase in hazard that might result if certain types of explosives were stored or transported together. Altogether, there are 35 possible classification codes for explosives, e.g., 1.1A, 1.3C, 1.4S, etc.

#### E102.1.2 Compressed gases. Examples include:

1. Flammable: acetylene, carbon monoxide, ethane, ethylene, hydrogen, methane. Ammonia will ignite and burn although its flammable range is too narrow for it to fit the definition of "Flammable gas."

For binary mixtures where the hazardous component is diluted with a nonflammable gas, the mixture shall be categorized in accordance with CGA

- 2. Oxidizing: oxygen, ozone, oxides of nitrogen, chlorine and fluorine. Chlorine and fluorine do not contain oxygen but reaction with flammables is similar to that of oxygen.
- 3. Corrosive: ammonia, hydrogen chloride, fluorine.
- 4. Highly toxic: arsine, cyanogen, fluorine, germane, hydrogen cyanide, nitric oxide, phosphine, hydrogen selenide, stibine.
- 5. Toxic: chlorine, hydrogen fluoride, hydrogen sulfide, phosgene, silicon tetrafluoride,
- 6. Inert (chemically unreactive): argon, helium, krypton, neon, nitrogen, xenon.
- 7. Pyrophoric: diborane, dichloroborane, phosphine,
- 8. Unstable (reactive): butadiene (unstabilized), ethylene oxide, vinyl chloride.

#### E102.1.3 Flammable and combustible liquids. Examples include:

1. Flammable liquids.

Class IA liquids shall include those having flash points below 73°F (23°C) and having a boiling point at or below 100°F (38°C).

Class IB liquids shall include those having flash points below 73°F (23°C) and having a boiling point at or above 100°F (38°C).

Class IC liquids shall include those having flash points at or above 73°F (23°C) and below 100°F (38°C).

#### 2. Combustible liquids.

Class II liquids shall include those having flash points at or above 100°F (38°C) and below 140°F (60°C).

Class IIIA liquids shall include those having flash points at or above 140°F (60°C) and below 200°F (93°C).

Class IIIB liquids shall include those liquids having flash points at or above 200°F (93°C).

#### E102.1.4 Flammable solids. Examples include:

- 1. Organic solids: camphor, cellulose nitrate, naphthalene.
- 2. Inorganic solids: decaborane, lithium amide, phosphorous heptasulfide, phosphorous sesquisulfide, potassium sulfide, anhydrous sodium sulfide, sulfur.
- 3. Combustible metals (except dusts and powders): cesium, magnesium, zirconium.

E102.1.5 Combustible dusts and powders. Finely divided solids that could be dispersed in air as a dust cloud: wood sawdust, plastics, coal, flour, powdered metals (few exceptions).

#### E102.1.6 Combustible fibers. See Section 5202.1.

#### E102.1.7 Oxidizers. Examples include:

- 1. Gases: oxygen, ozone, oxides of nitrogen, fluorine and chlorine (reaction with flammables is similar to that of oxygen).
- 2. Liquids: bromine, hydrogen peroxide, nitric acid, perchloric acid, sulfuric acid.
- 3. Solids: chlorates, chromates, chromic acid, iodine, nitrates, nitrites, perchlorates, peroxides.

#### E102.1.7.1 Examples of liquid and solid oxidizers according to hazard.

Class 4: ammonium perchlorate (particle size greater than 15 microns), ammonium permanganate, guanidine nitrate, hydrogen peroxide solutions more than 91 percent by weight, perchloric acid solutions more than 72.5 percent by weight, potassium superoxide, tetranitromethane.

Class 3: ammonium dichromate, calcium hypochlorite (over 50 percent by weight), chloric acid (10 percent maximum concentration), hydrogen peroxide solutions (greater than 52 percent up to 91 percent), mono-(trichloro)-tetra-(monopotassium dichloro)-penta-s-triazinetrione, nitric acid, (fuming more than 86 percent concentration), perchloric acid solutions (60 percent to 72 percent by weight), potassium bromate, potassium chlorate, potassium dichloro-s-triazinetrione (potassium dichloro-isocyanurate), potassium perchlorate (99 percent), potassium permanganate (greater than 97.5 percent), sodium bromate, sodium chlorate, sodium chlorite (over 40 percent by weight) and sodium dichloro-striazinetrione anhydrous (sodium dichloro-isocyanurate anhydrous).

Class 2: barium bromate, barium chlorate, barium hypochlorite, barium perchlorate, barium permanganate, 1-bromo-3-chloro-5, 5-dimethylhydantoin, calchlorate, calcium chlorite, calcium hypochlorite (50 percent or less by weight), calcium perchlorate, calcium permanganate, calcium peroxide (75 percent), chromium trioxide (chromic acid), copper chlorate, halane (1, 3-di-chloro-5, 5-dimethylhydantoin), hydrogen peroxide (greater than 27.5 percent up to 52 percent), lead perchlorate, lithium chlorate, lithium hypochlorite (more than 39 percent available chlorine), lithium perchlorate, magnesium bromate, magnesium chlorate, magnesium perchlorate, mercurous chlorate, nitric acid (more than 40 percent but less than 86 percent), perchloric acid solutions (more than 50 percent but less than 60 percent), potassium peroxide, potassium superoxide, silver peroxide, sodium chlorite (40 percent or less by weight), sodium perchlorate, sodium perchlorate monohydrate, sodium permanganate, sodium peroxide, sodium persulfate (99 percent), strontium chlorate, strontium perchlorate, thallium chlorate, urea hydrogen peroxide, zinc bromate, zinc chlorate and zinc permanganate.

Class 1: all inorganic nitrates (unless otherwise classified), all inorganic nitrites (unless otherwise classified), ammonium persulfate, barium peroxide, hydrogen peroxide solutions (greater than 8 percent up to 27.5 percent), lead dioxide, lithium hypochlorite (39 percent or less available chlorine), lithium peroxide, magnesium peroxide, manganese dioxide, nitric acid (40 percent concentration or less), perchloric acid solutions (less than 50 percent by weight), potassium dichromate, potassium monopersulfate (45 percent KHSO, or 90 percent triple salt), potassium percarbonate, potassium persulfate, sodium carbonate peroxide, sodium dichloro-s-triazinetrione dihydrate, sodium dichromate, sodium perborate (anhydrous), sodium perborate monohydrate, sodium perborate tetra-hydrate, sodium percarbonate, strontium peroxide, trichloro-striazinetrione (trichloroisocyanuric acid) and zinc peroxide.

E102.1.8 Organic peroxides. Organic peroxides contain the double oxygen or peroxy (-o-o) group. Some are flammable compounds and subject to explosive decomposition. They are available as:

1. Liquids.

- 2. Pastes.
- 3. Solids (usually finely divided powders).

#### E102.1.8.1 Classification of organic peroxides according to hazard.

Unclassified: Unclassified organic peroxides are capable of detonation and are regulated in accordance with Chapter 56 of the International Fire

Class I: acetyl cyclohexane sulfonyl 60-65 percent concentration by weight, fulfonyl peroxide, benzoyl peroxide over 98 percent concentration, t-butyl hydroperoxide 90 percent, t-butyl peroxyacetate 75 percent, t-butyl peroxyisopropylcarbonate 92 percent, diisopropyl peroxydicarbonate 100 percent, din-propyl peroxydicarbonate 98 percent, and di-npropyl peroxydicarbonate 85 percent.

Class II: acetyl peroxide 25 percent, t-butyl hydroperoxide 70 percent (with DTBP and t-BuOH diluents), t-butyl peroxybenzoate 98 percent, t-butyl peroxy-2-ethylhexanoate 97 percent, t-butyl peroxyisobutyrate 75 percent, t-butyl peroxyisopropyl-carbonate 75 percent, t-butyl peroxypivalate 75 percent, dybenzoyl peroxydicarbonate 85 percent, di-sec-butyl peroxydicarbonate 98 percent, di-secbutyl peroxydicarbonate 75 percent, 1,1-di-(tbutylperoxy)-3,5,5-trimethyecyclohexane 95 percent, di-(2-ethythexyl) peroxydicarbonate 97 percent, 2,5-dymethyl-2-5 di (benzoylperoxy) hexane 92 percent, and peroxyacetic acid 43 percent.

Class III: acetyl cyclohexane sulfonal peroxide 29 percent, benzoyl peroxide 78 percent, benzoyl peroxide paste 55 percent, benzoyl peroxide paste 50 percent peroxide/50 percent butylbenzylphthalate diluent, cumene hydroperoxide 86 percent, di-(4butylcyclonexyl) peroxydicarbonate 98 percent, tbutyl peroxy-2-ethylhexanoate 97 percent, t-butyl peroxyneodecanoate 75 percent, decanoyl peroxide 98.5 percent, di-t-butyl peroxide 99 percent, 1,1-di-(t-butylperoxy)3,5,5-trimethylcyclohexane 75 percent, 2,4-dichlorobenzoyl peroxide 50 percent, diisopropyl peroxydicarbonate 30 percent, 2,-5-dimethyl-2,5-di-(2-ethylhexanolyperoxy)-hexane percent, 2,5-dimethyl-2,5-di-(t-butylperoxy) hexane 90 percent and methyl ethyl ketone peroxide 9 percent active oxygen diluted in dimethyl phthalate.

Class IV: benzoyl peroxide 70 percent, benzoyl peroxide paste 50 percent peroxide/15 percent water/35 percent butylphthalate diluent, benzoyl peroxide slurry 40 percent, benzoyl peroxide powder 35 percent, t-butyl hydroperoxide 70 percent, (with water diluent), t-butyl peroxy-2-ethylhexanoate 50 percent, decumyl peroxide 98 percent, di-(2-ethylhexal) peroxydicarbonate 40 percent, laurel peroxide 98 percent, p-methane hydroperoxide 52.5 percent, methyl ethyl ketone peroxide 5.5 percent active oxygen and methyl ethyl ketone peroxide 9 percent active oxygen diluted in water and glycols.

Class V: benzoyl peroxide 35 percent, 1,1-di-t-butyl peroxy 3,5,5-trimethylcyclohexane 40 percent, 2,5-di-(t-butyl peroxy) hexane 47 percent and 2,4-pentanedione peroxide 4 percent active oxygen.

#### E102.1.9 Pyrophoric materials. Examples include:

- 1. Gases: diborane, phosphine, silane.
- Liquids: diethylaluminum chloride, di-ethylberyllium, diethylphosphine, diethylzinc, dimethylarsine, triethylaluminum etherate, tri-ethylbismuthine, triethylboron, trimethylaluminum, trimethylgallium.
- Solids: cesium, hafnium, lithium, white or yellow phosphorous, plutonium, potassium, rubidium, sodium, thorium.

## E102.1.10 Unstable (reactive) materials. Examples include:

Class 4: acetyl peroxide, dibutyl peroxide, dinitrobenzene, ethyl nitrate, peroxyacetic acid and picric acid (dry) trinitrobenzene.

Class 3: hydrogen peroxide (greater than 52 percent), hydroxylamine, nitromethane, paranitroaniline, perchloric acid and tetrafluoroethylene monomer.

Class 2: acrolein, acrylic acid, hydrazine, methacrylic acid, sodium perchlorate, styrene and vinyl acetate.

Class 1: acetic acid, hydrogen peroxide 35 percent to 52 percent, paraldehyde and tetrahydrofuran.

#### E102.1.11 Water-reactive materials. Examples include:

Class 3: aluminum alkyls such as triethylaluminum, isobutylaluminum and trimethylaluminum; bremine pentafluoride, bromine trifluoride, chlorodiethylaluminium and diethylzinc.

Class 2: calcium carbide, calcium metal, cyanogen bromide, lithium hydride, methyldichlorosilane, potassium metal, potassium peroxide, sodium metal, sodium peroxide, sulfuric acid and trichlorosilane.

Class 1: acetic anhydride, sodium hydroxide, sulfur monochloride and titanium tetrachloride.

**E102.1.12** Cryogenic fluids. The cryogenics listed will exist as *compressed gases* where they are stored at ambient temperatures.

- Flammable: carbon monoxide, deuterium (heavy hydrogen), ethylene, hydrogen, methane.
- 2. Oxidizing: fluorine, nitric oxide, oxygen.
- 3. Corrosive: fluorine, nitric oxide.
- Inert (chemically unreactive): argon, helium, krypton, neon, nitrogen, xenon.
- 5. Highly toxic: fluorine, nitric oxide.

E102.2 Health hazards. Materials classified in this section pose a health hazard.

#### E102.2.1 Highly toxic materials. Examples include:

Gases: arsine, cyanogen, diborane, fluorine, germane, hydrogen cyanide, nitric oxide, nitrogen dioxide, ozone, phosphine, hydrogen selenide, stibine.

- 2. Liquids: acrolein, acrylic acid, 2-chloroethanol (ethylene chlorohydrin), hydrazine, hydrocyanic acid, 2-methylaziridine (propylenimine), 2-methyl-acetonitrile (acetone cyanohydrin), methyl ester isocyanic acid (methyl isocyanate), nicotine, tetranitromethane and tetraethylstannane (tetraethyltin).
- 3. Solids: (aceto) phenylmercury (phenyl mercuric acetate), 4-aminopyridine, arsenic pentoxide, arsenic trioxide, calcium cyanide, 2-chloroacetophenone, aflatoxin B, decaborane(14), mercury (II) bromide (mercuric bromide), mercury (II) chloride (corrosive mercury chloride), pentachlorophenol, methyl parathion, phosphorus (white) and sodium azide.

#### E102.2.2 Toxic materials. Examples include:

- Gases: boron trichloride, boron trifluoride, chlorine, chlorine trifluoride, hydrogen fluoride, hydrogen sulfide, phosgene, silicon tetrafluoride.
- Liquids: acrylonitrile, allyl alcohol, alpha-chlorotoluene, aniline, 1-chloro-2,3-epoxypropane, chloroformic acid (allyl ester), 3-chloropropene (allyl chloride), o-cresol, crotonaldehyde, dibromomethane, diisopropylamine, diethyl ester sulfuric acid, dimethyl ester sulfuric acid, 2-furaldehyde (furfural), furfural alcohol, phosphorus chloride, phosphoryl chloride (phosphorus oxychloride) and thionyl chloride.
- 3. Solids: acrylamide, barium chloride, barium (II) nitrate, benzidine, p-benzoquinone, beryllium chloride, cadmium chloride, cadmium oxide, chloroacetic acid, chlorophenylmercury (phenyl mercuric chloride), chromium (VI) oxide (chromic acid, solid), 2,4-dinitrotoluene, hydroquinone, mercury chloride (calomel), mercury (II) sulfate (mercuric sulfate), osmium tetroxide, oxalic acid, phenol, P-phenylenediamine, phenylhydrazine, 4-phenylmorpholine, phosphorus sulfide, potassium fluoride, potassium hydroxide, selenium (IV) disulfide and sodium fluoride.

#### E102.2.3 Corrosives. Examples include:

- 1. Acids: Examples: chromic, formic, hydrochloric (muriatic) greater than 15 percent, hydrofluoric, nitric (greater than 6 percent, perchloric, sulfuric (4 percent or more).
- Bases (alkalis): hydroxides-ammonium (greater than 10 percent), calcium, potassium (greater than 1 percent), sodium (greater than 1 percent); certain carbonates-potassium.
- 3. Other *corrosives*: bromine, chlorine, fluorine, iodine, ammonia.

**Note:** Corrosives that are oxidizers, e.g., nitric acid, chlorine, fluorine; or are compressed gases, e.g., ammonia, chlorine, fluorine; or are water-reactive, e.g., concentrated sulfuric acid, sodium hydroxide, are physical hazards in addition to being health hazards.

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#### **SECTION E103 EVALUATION OF HAZARDS**

E103.1 Degree of hazard. The degree of hazard present depends on many variables that should be considered individually and in combination. Some of these variables are as shown in Sections E103.1.1 through E103.1.5.

E103.1.1 Chemical properties of the material. Chemical properties of the material determine self reactions and reactions that could occur with other materials. Generally, materials within subdivisions of hazard categories will exhibit similar chemical properties. However, materials with similar chemical properties could pose very different hazards. Each individual material should be researched to determine its hazardous properties and then considered in relation to other materials that it might contact and the surrounding environment.

E103.1.2 Physical properties of the material. Physical properties, such as whether a material is a solid, liquid or gas at ordinary temperatures and pressures, considered along with chemical properties will determine requirements for containment of the material. Specific gravity (weight of a liquid compared to water) and vapor density (weight of a gas compared to air) are both physical properties that are important in evaluating the hazards of a material.

E103.1.3 Amount and concentration of the material. The amount of material present and its concentration must be considered along with physical and chemical properties to determine the magnitude of the hazard. Hydrogen peroxide, for example, is used as an antiseptic and a hair bleach in low concentrations (approximately 8 percent in water solution). Over 8 percent, hydrogen peroxide is classed as an oxidizer and is toxic. Above 90 percent, it is a Class 4 oxidizer "that can undergo an explosive reaction when catalyzed or exposed to heat, shock or friction," a definition that incidentally also places hydrogen peroxide over 90-percent concentration in the unstable (reactive) category. Small amounts at high concentrations could present a greater hazard than large amounts at low concentrations.

E103.1.3.1 Mixtures. Gases—toxic and highly toxic gases include those gases that have an LC<sub>50</sub> of 2,000 parts per million (ppm) or less when rats are exposed for a period of 1 hour or less. To maintain consistency with the definitions for these materials, exposure data for periods other than 1 hour must be normalized to 1 hour. To classify mixtures of compressed gases that contain one or more toxic or highly toxic components, the LC<sub>50</sub> of the mixture must be determined. Mixtures that contain only two components are binary mixtures. Those that contain more than two components are multicomponent mixtures. Where two or more hazardous substances (components) having an LC<sub>50</sub> below 2,000 ppm are present in a mixture, their combined effect, rather than that of the individual substance components, must be considered. In the absence of information to the contrary, the effects of the hazards present must be considered as additive. Exceptions to the above rule could be made when there is a good reason to believe

that the principal effects of the different harmful substances (components) are not additive.

For binary mixtures where the hazardous component is diluted with a nontoxic gas such as an inert gas, the LC<sub>50</sub> of the mixture is estimated by use of the methodology contained in CGA P-20. The hazard zones specified in CGA P-20 are applicable for DOTn purposes and shall not be used for hazard classification.

E103.1.4 Actual use, activity or process involving the material. The definition of handling, storage and use in closed systems refers to materials in packages or containers. Dispensing and use in open containers or systems describes situations where a material is exposed to ambient conditions or vapors are liberated to the atmosphere. Dispensing and use in open systems, then, are generally more hazardous situations than handling, storage or use in closed systems. The actual use or process could include heating, electric or other sparks, catalytic or reactive materials and many other factors that could affect the hazard and must therefore be thoroughly analyzed.

E103.1.5 Surrounding conditions. Conditions such as other materials or processes in the area, type of construction of the structure, fire protection features (e.g., fire walls, sprinkler systems, alarms, etc.), occupancy (use) of adjoining areas, normal temperatures, exposure to weather, etc., must be taken into account in evaluating the hazard.

E103.2 Evaluation questions. The following are sample evaluation questions:

- 1. What is the material? Correct identification is important; exact spelling is vital. Check labels, MSDS, ask responsible persons, etc.
- 2. What are the concentration and strength?
- 3. What is the physical form of the material? Liquids, gases and finely divided solids have differing requirements for spill and leak control and containment.
- 4. How much material is present? Consider in relation to permit amounts, maximum allowable quantity per control area (from Group H occupancy requirements), amounts that require detached storage and overall magnitude of the hazard.
- 5. What other materials (including furniture, equipment and building components) are close enough to interact with the material?
- 6. What are the likely reactions?
- 7. What is the activity involving the material?
- 8. How does the activity impact the hazardous characteristics of the material? Consider vapors released or hazards otherwise exposed.
- What must the material be protected from? Consider other materials, temperature, shock, pressure, etc.
- 10. What effects of the material must people and the environment be protected from?
- 11. How can protection be accomplished? Consider:
  - 11.1. Proper containers and equipment.

#### APPENDIX E

- 11.2. Separation by distance or construction.
- 11.3. Enclosure in cabinets or rooms.
- 11.4. Spill control, drainage and containment.
- 11.5. Control systems-ventilation, special electrical, detection and alarm, extinguishment, explosion venting, limit controls, exhaust scrubbers and excess flow control.
- 11.6. Administrative (operational) controls-signs, ignition source control, security, personnel training, established procedures, storage plans and emergency plans.

Evaluation of the hazard is a strongly subjective process; therefore, the person charged with this responsibility must gather as much relevant data as possible so that the decision will be objective and within the limits prescribed in laws, policies and standards.

It could be necessary to cause the responsible persons in charge to have tests made by qualified persons or testing laboratories to support contentions that a particular material or process is or is not hazardous. See Section 104.7.2 of the International Fire Code.

#### **SECTION E104** REFERENCED STANDARDS

CGA (2009)	P-20—	Standard for Classification of Toxic Mixtures	E103.1,3.1
CGA (2008)	P-23—	Standard for Categorizing Gas Mixtures Containing Flammable and Nonflammable	
		Components	E102.1.2
ICC	IFC—15	International Fire Code	E101.1, E102.1.1, E102.1.8.1,

#### APPENDIX F

#### HAZARD RANKING

The provisions contained in this appendix are not mandatory unless specifically referenced in the adopting ordinance.

#### **SECTION F101 GENERAL**

F101.1 Scope. Assignment of levels of hazards to be applied to specific hazard classes as required by NFPA 704 shall be in accordance with this appendix. The appendix is based on application of the degrees of hazard as defined in NFPA 704 arranged by hazard class as for specific categories defined in Chapter 2 of the International Fire Code and used through-

F101.2 General. The hazard rankings shown in Table F101.2 have been established by using guidelines found within NFPA 704. As noted in Section 4.2 of NFPA 704, there could be specific reasons to alter the degree of hazard assigned to a specific material; for example, ignition temperature, flammable range or susceptibility of a container to rupture by an internal combustion explosion or to metal failure while under pressure or because of heat from external fire. As a result, the degree of hazard assigned for the same material can vary when assessed by different people of equal competence.

The hazard rankings assigned to each class represent reasonable minimum hazard levels for a given class based on the use of criteria established by NFPA 704. Specific cases of use or storage may dictate the use of higher degrees of hazard in certain cases.

#### **SECTION F102** REFERENCED STANDARDS

ICC	IFC—15	International Fire Code	F101.1
NFPA	<b>7●4</b> —12	Identification of the Hazards of Materials for Emergency Response	F101.1, F101.2

## TABLE F101.2 FIRE FIGHTER WARNING PLACARD DESIGNATIONS BASED ON HAZARD CLASSIFICATION CATEGORIES

HAZARD CATEGORY	DESIGNATION
Combustible liquid II	F2
Combustible liquid IIIA	F2
Combustible liquid IIIB	F1
Combustible dust	F4
Combustible fiber	F3
Cryogenic flammable	F4, H3
Cryogenic oxidizing	OX, H3
Explosive	R4
Flammable solid	F2
Flammable gas (gaseous)	F4
Flammable gas (liquefied)	F4
Flammable liquid IA	F4
Flammable liquid IB	F3
Flammable liquid IC	F3
Organic peroxide, UD	R4
Organic peroxide I	F4, R3
Organic peroxide II	F3, R3
Organic peroxide III	F2, R2
Organic peroxide IV	FI, RI
Organic peroxide V	None
Oxidizing gas (gaseous)	OX
Oxidizing gas (liquefied)	OX
Oxidizer 4	OX4
Oxidizer 3	OX3
Oxidizer 2	OX2
Oxidizer 1	OXI
Pyrophoric gases	F4
Pyrophoric solids, liquids	F3
Unstable reactive 4D	R4
Unstable reactive 3D	R4
Unstable reactive 3N	R2
Unstable reactive 2	R2
Unstable reactive 1	None
Water reactive 3	W3
Water reactive 2	W2
Corrosive	H3, COR
Toxic	H3
Highly toxic	H4

F-Flammable category.

H—Health category.

H—Health category.

W—Special hazard: water reactive.

OX—Special hazard: oxidizing properties.

COR—Corrosive.
UD—Unclassified detonable material.
4D—Class 4 detonable material.

<sup>3</sup>D-Class 3 detonable material.

<sup>3</sup>N—Class 3 nondetonable material.

#### APPENDIX G

#### CRYOGENIC FLUIDS—WEIGHT AND VOLUME EQUIVALENTS

This appendix is for information purposes and is not intended for adoption.

#### **SECTION G101 GENERAL**

G101.1 Scope. This appendix is used to convert from liquid to gas for cryogenic fluids.

G101.2 Conversion. Table G101.2 shall be used to determine the equivalent amounts of cryogenic fluids in either the liquid or gas phase.

G101.2.1 Use of the table. To use Table G101.2, read horizontally across the line of interest. For example, to determine the number of cubic feet of gas contained in 1.0 gallon (3.785 L) of liquid argon, find 1.000 in the column entitled "Volume of Liquid at Normal Boiling Point." Reading across the line under the column entitled "Volume of Gas at NTP" (70°F and 1 atmosphere/14.7 psia), the value of 112.45 cubic feet (3.184 m<sup>3</sup>) is found.

G101.2.2 Other quantities. If other quantities are of interest, the numbers obtained can be multiplied or divided to obtain the quantity of interest. For example, to determine the number of cubic feet of argon gas contained in a volume of 1,000 gallons (3785 L) of liquid argon at its normal boiling point, multiply 112.45 by 1,000 to obtain 112,450 cubic feet (3184 m<sup>3</sup>).

TABLE G101.2
WEIGHT AND VOLUME EQUIVALENTS FOR COMMON CRYOGENIC FLUIDS

CRYOGENIC FLUID	WEIGHT OF LI	QUID OR GAS	VOLUME OF LIQ BOILING		VOLUME OF	GAS AT NTP
1	Pounds	Kilograms	Liters	Gallons	Cubic feet	Cubic meters
Argon	1.000	0.454	0.326	0.086	9.67	0.274
	2.205	1.000	0.718	0.190	21.32	0.604
	3.072	1.393	1.000	0.264	29.71	0.841
	11.628	5.274	3.785	1.000	112.45	3.184
	10.340	4.690	3.366	0.889	100.00	2.832
	3.652	1.656	1.189	0.314	35.31	1.000
Helium 1.000		0.454	3.631	0.959	96.72	2.739
2.205		1.000	8.006	2.115	213.23	6.•38
0.275		0.125	1.000	0.264	26.63	0.754
1.042		0.473	3.785	1.000	100.82	2.855
1.034		0.469	3.754	0.992	100.00	2.832
0.365		0.166	1.326	0.350	35.31	1.000
Hydrogen	1.000	0.454	6.409	1.693	191.96	5,436
	2.205	1.000	14.130	3.733	423.20	11,984
	0.156	0.071	1.000	0.264	29.95	0,848
	0.591	0.268	3.785	1.000	113.37	3,210
	0.521	0.236	3.339	0.882	100.00	2,832
	0.184	0.083	1.179	0.311	35.31	1,000
Oxygen	1.000 0.454 2.205 1.000 2.517 1.142		0.397 0.876 1.000 3.785 3.290 1.162	0.105 0.231 0.264 1.000 0.869 0.307	12.00 26.62 30.39 115.05 100.00 35.31	0.342 0.754 0.861 3.250 2.832 1.000
Nitrogen	1.000	0.454	0.561	0.148	13.80	0.391
	2.205	1.000	1.237	0.327	30.43	0.862
	1.782	0.808	1.000	0.264	24.60	0.697
	6.746	3.060	3.785	1.000	93.11	2.637
	7.245	3.286	4.065	1.074	100.00	2.832
	2.558	1.160	1.436	0.379	35.31	1.000
LNG²	1.000	0.454	1.052	0.278	22,968	0.650
	2.205	1.000	2.320	0.613	50,646	1.434
	0.951	0.431	1.000	0.264	21,812	0.618
	3.600	1.633	3.785	1.000	82,62	2.340
	4.356	1.976	4.580	1.210	100,00	2.832
	11.501	5.217	1.616	0.427	35,31	1.000

For SI: 1 pound = 0.454 kg, 1 gallon = 3.785 L, 1 cubic foot = 0.02832 m<sup>3</sup>, °C = [(°F)-32]/1.8, 1 pound per square inch atmosphere = 6.895 kPa.

a. The values listed for liquefied natural gas (LNG) are "typical" values. LNG is a mixture of hydrocarbon gases, and no two LNG streams have exactly the same composition.

#### APPENDIX H

# HAZARDOUS MATERIALS MANAGEMENT PLAN (HMMP) AND HAZARDOUS MATERIALS INVENTORY STATEMENT (HMIS) **INSTRUCTIONS**

The provisions contained in this appendix are adopted as part of this code.

#### **SECTION H101 HMMP**

#### H101.1 Part A (See Example Format in Figure 1).

- 1. Fill out items and sign the declaration.
- 2. Part A of this section is required to be updated and submitted annually, or within 30 days of a process or management change.

#### H101.2 Part B-General Facility Description/Site Plan (See Example Format in Figure 2).

1. Provide a site plan on  $8^{1}/_{2}$  by 11 inch (215 mm by 279 mm) paper, showing the locations of all buildings, structures, outdoor chemical control or storage and use areas, parking lots, internal roads, storm and sanitary sewers, wells and adjacent property uses. Indicate the approximate scale, northern direction and date the drawing was completed.

#### H101.3 Part C-Facility Storage Map-Confidential Information (See Example Format in Figure 3).

- 1. Provide a floor plan of each building identified on the site plan as containing hazardous materials on 8<sup>1</sup>/<sub>2</sub>-inch by 11-inch (215 mm by 279 mm) paper, identifying the northern direction, and showing the location of each storage and use area.
- 2. Identify storage and use areas, including hazard waste storage areas.
- 3. Show the following:
  - 3.1. Accesses to each storage and use area.
  - 3.2. Location of emergency equipment.
  - 3.3. Location where liaison will meet emergency responders.
  - 3.4. Facility evacuation meeting point locations.
  - 3.5. The general purpose of other areas within the building.
  - 3.6. Location of all aboveground and underground tanks to include sumps, vaults, below-grade treatment systems, piping, etc.
  - 3.7. Show hazard classes in each area.
  - 3.8. Show locations of all Group H occupancies, control areas, and exterior storage and use areas.
  - 3,9. Show emergency exits.

#### **SECTION H102 HMIS**

#### H102.1 Inventory statement contents.

- 1. HMIS Summary Report (see Example Format in Figure
  - 1.1. Complete a summary report for each control area and Group H occupancy.
  - 1.2. The storage summary report includes the HMIS Inventory Report amounts in storage, useclosed and use-open conditions.
  - 1.3. Provide separate summary reports for storage, use-closed and use-open conditions.
  - 1.4. IBC/IFC Hazard Class.
  - 1.5. Inventory Amount. [Solid (lb), Liquid (gal), Gas (cu ft, gal or lbs)].
  - 1.6. IBC/IFC Maximum Allowable Quantity per control area (MAQ). (If applicable, double MAQ for sprinkler protection and/or storage in cabinets. For wholesale and retail sales occupancies, go to Tables 5003.11.1 and 5704.3.4.1 of the International Fire Code for MAQs.).
- 2. HMIS Inventory Report (see Example Format in Figure
  - 2.1. Complete an inventory report by listing products by location.
  - 2.2. Product Name.
  - 2.3. Components. (For mixtures specify percentages of major components if available.)
  - 2.4. Chemical Abstract Service (CAS) Number. (For mixtures list CAS Numbers of major components if available.)
  - 2.5. Location. (Identify the control area or, if it is a Group H occupancy, provide the classification, such as H-2, H-3, etc.)
  - 2.6. Container with a capacity of greater than 55 gallons (208 L). (If product container, vessel or tank could exceed 55 gallons, indicate yes in column.)
  - 2.7. Hazard Classification. (List applicable classifications for each product.)
  - 2.8. Stored. (Amount of product in storage condi-

#### APPENDIX H

- 2.9. Closed. (Amount of product in use-closed systems.)
- 2.10. Open. (Amount of product in use-open systems.)

Facilities that have prepared, filed and submitted a Tier II Inventory Report required by the U.S. Environmental Protection Agency (USEPA) or required by a state that has secured USEPA approval for a similar form shall be deemed to have complied with this section.

#### **SECTION H103 EMERGENCY PLAN**

- 1. Emergency Notification. (See Example Format in Figure 6.)
- 2. Where OSHA or state regulations require a facility to have either an Emergency Action Plan (EAP) or an Emergency Response Plan (ERP), the EAP or ERP shall be included as part of the HMMP.

#### **SECTION H104** REFERENCED STANDARDS

ICC	IBC—15	International Building Code	H102.1
ICC	IFC15	International Fire Code	H102.1

#### FIGURE 1 HAZARDOUS MATERIALS MANAGEMENT PLAN **SECTION I: FACILITY DESCRIPTION**

	Business Name:Address:									
2.	Person Responsible for the Business Name:		Title:	Pho	ne:					
3.	Emergency Contacts:									
	Name:	Title:		Home Number:	Work Number:					
		2			_					
	The says of Disse		(V-V)							
4.	Person Responsible for the Name:	Application/Prind	cipal Contact: Title:	Pho	ne:					
5.	Principal Business Activity:		STATE SAME SECTION							
6.	Number of Employees:									
7.	Number of Shifts:a. Number of Employees pe									
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8.	Hours of Operation:									

#### FIGURE 2 HAZARDOUS MATERIALS MANAGEMENT PLAN SECTION I: FACILITY DESCRIPTION

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# FIGURE 3 HAZARDOUS MATERIALS MANAGEMENT PLAN SECTION I: FACILITY DESCRIPTION PART C—FACILITY MAP

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FIGURE 4
SECTION II—HAZARDOUS MATERIALS INVENTORY STATEMENT (HMIS) HMIS SUMMARY REPORT<sup>a</sup> (Storage<sup>b</sup> Conditions)<sup>c</sup>

IBC/IFC HAZARD CLASS	HAZARD CLASS	ı	NVENTORY AMO	UNT	IBC/IFC MAXIMUM ALLOWABLE QUANTITY						
	(Abbrev)	Solid (lb)	Liquid (gal)	Gas (cu ft, gal, lb)	Solid (lb)	Liquid (gal)	Gas (cu ft, gal, lb)				
Combustible Liquid	C2		5			120					
-1199 (1100 - 1	C3A					330					
	СЗВ		6			13,200					
Combustible Fiber	Loose/Baled	( <del>)</del>			+=+	*****					
Cryogenics, Flammable	Cryo-Flam					45					
Cryogenic, Oxidizing	Cryo-OX	OHIII W				45					
Flammable Gas	FLG										
(Gaseous)				150			1,000				
(Liquefied)						30					
Flammable Liquid	F1A					30					
<del>8</del>	FIB & FIC		5			120					
Combination (1A, 1B, 10	C)	241111	5		Name of the second	120					
Flammable Solid	FLS				125						
Organic Peroxide	OPU	W 1 - U			0						
	OP1				5						
	OP2				50						
-	OP3				125						
	OP4				NL						
	OP5				NL						
Oxidizer	OX4		-		0						
	OX3		5		10						
	OX2		Control of the Contro		250						
	OX1	annin — e ;			4,000						

a. Complete a summary report for each control area and Group H occupancy.

(This is an example; add additional hazard classes as needed.)

b. Storage = storage + use-closed + use-open systems.

c. Separate reports are required for use-closed and use-open systems.

d. Include increases for sprinklefrs or storage in cabinets, if applicable.

#### FIGURE 5 SECTION II — HAZARDOUS MATERIALS INVENTORY STATEMENT (HMIS) HMIS INVENTORY REPORT (Sort Products Alphabetically by Location of Product and then Alphabetically by Product Name)

2.05.300.00	<u> </u>							1						
Product Name (Components)°	CAS Number	Location*	Container > 55 gal <sup>b</sup>	Haz Class 1	Haz Class 2	Haz Class 3	Stored (lbs)	Stored (gal)	Stored (gas) <sup>d</sup>	Closed (lbs)	Closed (gal)	Closed gas <sup>d</sup>	Open (lbs)	Oper (gal)
ACETYLENE (Acetylene gas)	74-86-2	Control Area I		FLG	UR2				150					
BLACK AEROSOL SPRAY PAINT (Mixture)	Mixture	Control Area 1		A-L3			24		10/4					
					W &									
GASOLINE, UNLEADED (Gasoline-Mixture)	8006-61-9						-			C. 12.00				
Methyl-t-Butyl-Ether-15% Diisopropyl Ether-7% Ethanol-11% Toluene-12%	1634-04-4 108-20-3 64-17-5 108-88-3	Control Area I		FIB				5						
Xylene-11%	1330-20-7	3-00			No. in an armina			kom						
MOTOR OIL-10W40 (Hydrotreated Heavy Paraffinic Distillate-85%; Additives-20%)	64742-54-7 Mixture	Control Area I		СЗВ				3					111100000	
			-											
DIESEL (Diesel-99-100%; Additives)	68476-34-6 Proprietary	Control Area 2	Yes	C2				225	The state of the s					
														70°
TRANSMISSION FLUID (Oil-Solvent-Neutral; Performance Additives)	64742-65-0	Control Area 2		СЗВ				3				23		
		Li	-		-				J	,		1	-	
OXYGEN, GAS (Oxygen)	7782-44-7	H-3		oxg					5,000					

a. Identify the control area or, if it is a Group H occupancy, provide the classification, such as H-2, H-3, etc.

(This is an example; add additional hazard classes as needed.)

b. If the product container, vessel or tank could exceed 55 gallons, indicate yes in the column.

c. Specify percentages of main components if available.

d. In cubic feet, gallons or pounds.

#### FIGURE 6 HAZARDOUS MATERIALS MANAGEMENT PLAN SECTION III: EMERGENCY PLAN

In the event of an emerge a. Facility Liaison	ency, the following shall be notified	d:	
Name	Title	Home Number	Work Number
La contrata de la contrata del contrata de la contrata del contrata de la contrata del contrata de la contrata de la contrata de la contrata del contrata de la contrata del contrata de la contrata del contrata de la contrata de la contrata del con		1000	
b. Agency			
Agency	Contact	Ph	one Number
Fire Department			
LEPC	Marin II	7	
Other	Second Se		

#### APPENDIX I

#### FIRE PROTECTION SYSTEMS—NONCOMPLIANT CONDITIONS

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#### APPENDIX J

#### BUILDING INFORMATION SIGN

The provisions contained in this appendix are not mandatory unless specifically referenced in the adopting ordinance.

#### SECTION J101 GENERAL

J101.1 Scope. New buildings shall have a building information sign(s) that shall comply with Sections J101.1.1 through J101.7. Existing buildings shall be brought into conformance with Sections J101.1 through J101.9 when one of the following occurs:

- The fire department conducts an annual inspection intended to verify compliance with this section, or any required inspection.
- 2. When a change in use or occupancy has occurred.

#### **Exceptions:**

- 1. Group U occupancies.
- 2. One- and two-family dwellings.

**J101.1.1 Sign location.** The building information sign shall be placed at one of the following locations:

- 1. Upon the entry door or sidelight at a minimum height of 42 inches (1067 mm) above the walking surface on the address side of the building or structure.
- 2. Upon the exterior surface of the building or structure on either side of the entry door, not more than 3 feet (76 mm) from the entrance door, at a minimum

height of 42 inches (1067 mm) above the walking surface on the address side of the building or structure.

- Conspicuously placed inside an enclosed entrance lobby, on any vertical surface within 10 feet (254 mm) of the entrance door at a minimum height of 42 inches (1067 mm) above the walking surface.
- 4. Inside the building's fire command center.
- On the exterior of the fire alarm control unit or on the wall immediately adjacent to the fire alarm control unit door where the alarm panel is located in the enclosed main lobby.

J101.1.2 Sign features. The building information sign shall consist of all of the following:

- 1. White reflective background with red letters.
- 2. Durable material.
- Numerals shall be Roman or Latin numerals, as required, or alphabet letters.
- 4. Permanently affixed to the building or structure in an approved manner.

J101.1.3 Sign shape. The building information sign shall be a Maltese cross as shown in Figure J101.1.3.

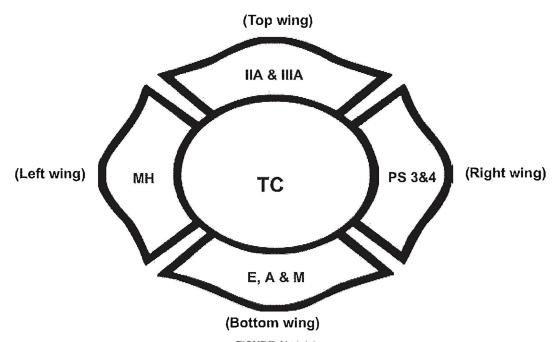


FIGURE J101.1.3
EXAMPLE OF COMPLETED BUILDING INFORMATION SIGN

- J101.1.4 Sign size and lettering. The minimum size of the building information sign and lettering shall be in accordance with the following:
  - 1. The width and height shall be 6 inches by 6 inches (152 mm by 152 mm).
  - 2. The height or width of each Maltese cross wing area shall be 11/8 inches (29 mm) and have a stroke width of  $\frac{1}{2}$ , inch (13 mm).
  - 3. The center of the Maltese cross, a circle or oval, shall be 3 inches (76 mm) in diameter and have a stroke width of 1/2 inch (6 mm).
  - 4. All Roman numerals and alphabetic designations, shall be 1<sup>1</sup>/<sub>4</sub> inch (32 mm) height and have a stroke width of  $\frac{1}{4}$  inch (6 mm).
- J101.2 Sign designations. Designations shall be made based upon the construction type, content, hazard, fire protection systems, life safety and occupancy. Where multiple designations occur within a classification category, the designation used shall be based on the greatest potential risk.
- J101.3 Construction type (top wing). The construction types shall be designated by assigning the appropriate Roman numeral, and letter, placed inside the top wing of the Maltese cross. The hourly rating provided is for the structural framing in accordance with Table 601 of the International Building Code,

CONSTRUCTION TYPE	FIRE-RESISTANCE RATING
IA—Noncombustible	3 Hours
IB—Noncombustible	2 Hours
IIA—Noncombustible	1 Hour
IIB—Noncombustible	0 Hours
IIIA—Noncombustible/combustible	l Hour
IIIB—Noncombustible/combustible	0 Hours
IV—Heavy timber (HT)	HT
VA—Combustible	1 Hour
VB—Combustible	0 Hours

- J101.4 Fire protection systems (right wing). The fire protection system shall be designated by determining its level of protection and assigning the appropriate designation to the right wing of the Maltese cross. Where multiple systems are provided, all shall be listed:
  - AS Automatic sprinkler system installed throughout
  - DS Dry sprinkler system and designated areas
  - FA Fire alarm system
  - FP Fire pump
  - FW Fire wall and designated areas
  - PAS Pre-action sprinkler system and designated floor
  - Partial automatic sprinkler system, and designate floor
  - CES Chemical extinguishing system and designated area
  - Combination sprinkler and standpipe system

- S Standpipe system
- NS No system installed
- J101.5 Occupancy type (bottom wing). The occupancy of a building or structure shall be designated in accordance with the occupancy classification found in Section 302.1 of the International Building Code and the corresponding designation shall be placed in the bottom wing of the Maltese cross. Where a building or structure contains a mixture of uses and occupancies; all uses and occupancies shall be identified.
  - Assembly
  - В Business
  - Ε Educational
  - F Factory or Industrial
  - Η High Hazard
  - Institutional T
  - Mercantile
  - R Residential
- J101.6 Hazards of content (left wing). The hazards of building contents shall be designated by one of the following classifications as defined in NFPA 13 and the appropriate designation shall be placed inside the left wing of the Maltese cross:
  - LH Light hazard
  - MH Moderate hazard
  - HH High hazard
- J101.7 Tactical considerations (center circle). The center circle shall include the name of the local fire service and when required the letters TC for tactical considerations. Where fire fighters conduct preplan operations, a unique situation(s) for tactical considerations shall be identified and the information provided to the fire dispatch communications center to further assist fire fighters in identifying that there is special consideration(s) for this occupancy. Special consideration designations include, but are not limited to:
  - 1. Impact-resistant drywall.
  - 2. Impact-resistant glazing, such as blast or hurricane-type
  - 3. All types of roof and floor structural members including but not limited to post-tension concrete, bar joists, solid wood joists, rafters, trusses, cold-formed galvanized steel, I-joists and I-beams; green roof with vegetation, soil and plants.
  - 4. Hazardous materials (explosives, chemicals, plastics,
  - 5. Solar panels and DC electrical energy.
  - 6. HVAC system; and smoke management system for pressurization and exhaust methods.
  - 7. Other unique characteristic(s) within the building that are ranked according to a potential risk to occupants and fire fighters.



J101.8 Sign classification maintenance, building information. Sign maintenance shall comply with each of the following:

- Fire departments in the jurisdiction shall define the designations to be placed within the sign.
- 2. Fire departments in the jurisdiction shall conduct annual inspections to verify compliance with this section of the code and shall notify the owner, or the owner's agent, of any required updates to the sign in accordance with fire department designations and the owner, or the owner's agent, shall comply within 30 days.
- 3. The owner of a building shall be responsible for the maintenance and updates to the sign in accordance with fire department designations.

**J101.9 Training.** Jurisdictions shall train fire department personnel on Sections J101.1 through J101.9.

#### SECTION J102 REFERENCED STANDARDS

ICC IBC—15 International Building Code J101.3, J101.5

NFPA 13—13 Installation of Sprinkler Systems J101.6

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#### **APPENDIX K**

# CONSTRUCTION REQUIREMENTS FOR EXISTING AMBULATORY CARE FACILITIES

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#### APPENDIX L

# REQUIREMENTS FOR FIRE FIGHTER AIR REPLENISHMENT SYSTEMS

The provisions contained in this appendix are not mandatory unless specifically referenced in the adopting ordinance.

#### SECTION L101 GENERAL

L101.1 Scope. Fire fighter air replenishment systems (FARS) shall be provided in accordance with this appendix. The adopting ordinance shall specify building characteristics or special hazards that establish thresholds triggering a requirement for the installation of a FARS. The requirement shall be based upon the fire department's capability of replenishing fire fighter breathing air during sustained emergency operations. Considerations shall include:

- 1. Building characteristics, such as number of stories above or below grade plane, floor area, type of construction and fire-resistance of the primary structural *frame* to allow sustained fire-fighting operations based on a rating of not less than 2 hours.
- 2. Special hazards, other than buildings, that require unique accommodations to allow the fire department to replenish fire fighter breathing air.
- 3. Fire department staffing level.
- Availability of a fire department breathing air replenishment vehicle,

#### SECTION L102 DEFINITIONS

**L102.1 Definitions.** For the purpose of this appendix, certain terms are defined as follows:

FIRE FIGHTER AIR REPLENISHMENT SYSTEM (FARS). A permanently installed arrangement of piping, valves, fittings and equipment to facilitate the replenishment of breathing air in self contained breathing apparatus (SCBA) for fire fighters engaged in emergency operations.

#### SECTION L103 PERMITS

L103.1 Permits. Permits shall be required to install and maintain a FARS. Permits shall be in accordance with Sections L103.2 and L103.3.

**L103.2 Construction permit.** A construction permit is required for installation of or modification to a FARS. The construction permit application shall include documentation of an acceptance and testing plan as specified in Section L105.

L103.3 Operational permit. An operational permit is required to maintain a FARS.

## SECTION L104 DESIGN AND INSTALLATION

L104.1 Design and installation. A FARS shall be designed and installed in accordance with Sections L104.2 through L104.15.

**L104.2 Standards.** Fire fighter air replenishment systems shall be in accordance with Sections L104.2.1 and L104.2.2.

L104.2.1 Pressurized system components. Pressurized system components shall be designed and installed in accordance with ASME B31.3.

L104.2.2 Air quality. The system shall be designed to convey breathing air complying with NFPA 1989.

L104.3 Design and operating pressure. The minimum design pressure shall be 110 percent of the fire department's normal SCBA fill pressure. The system design pressure shall be marked in an approved manner at the supply connections, and adjacent to pressure gauges on any fixed air supply components. Pressure shall be maintained in the system within 5 percent of the design pressure.

**L104.4** Cylinder refill rate. The FARS shall be capable of refilling breathing air cylinders of a size and pressure used by the fire department at a rate of not less than two empty cylinders in 2 minutes.

L104.5 Rreathing air supply. Where a fire department mobile air unit is available, the FARS shall be supplied by an external mobile air connection in accordance with Section L104.14. Where a fire department mobile air unit is not available, a stored pressure air supply shall be provided in accordance with Section L104.5.1. A stored pressure air supply shall be permitted to be added to a system supplied by an external mobile air connection provided that a means to bypass the stored pressure air supply is located at the external mobile air connection.

L104.5.1. Stored pressure air supply. A stored pressure air supply shall be designed based on Chapter 24 of NFPA 1901 except that provisions applicable only to mobile apparatus or not applicable to system design shall not apply. A stored pressure air supply shall be capable of refilling not less than 50 empty breathing air cylinders of a size and pressure used by the fire department.

L104.5.2. Retrofit of external mobile air connection. A FARS not initially provided with an external mobile air connection due to the lack of a mobile air unit shall be retrofitted with an external mobile air connection where a mobile air unit becomes available. Where an external mobile air connection is provided, a means to bypass the

stored pressure air supply shall be located at the external mobile air connection. The retrofit shall be completed not more than 12 months after notification by the fire code official.

L104.6 Isolation valves. System isolation valves that are accessible to the fire department shall be installed on the system riser to allow piping beyond any air cylinder refill panel to be blocked.

L104.7 Pressure relief valve. Pressure relief valves shall be installed at each point of supply and at the top or end of every riser. The relief valve shall meet the requirements of CGA S-1.3 and shall not be field adjustable. Pressure relief valves shall discharge in a manner that does not endanger personnel who are in the area. Valves, plugs or caps shall not be installed in the discharge of a pressure relief valve. Where discharge piping is used the end shall not be threaded.

L104.8 Materials and equipment. Pressurized system components shall be listed or approved for their intended use and rated for the maximum allowable design pressure in the system. Piping and fittings shall be stainless steel.

L104.9 Welded connections. Piping connections that are concealed shall be welded.

L104.10 Protection of piping. System piping shall be protected from physical damage in an approved manner.

L104.11 Compatibility. Fittings and connections intended to be used by the fire department shall be compatible with the fire department's equipment.

L104.12 Security. Connections to a FARS shall be safeguarded from unauthorized access in an approved manner.

L104.13 Fill stations. Fire fighter air replenishment fill stations shall comply with Section L104.13.1 through L104.13.3.

L104.13.1 Location. Fill stations for refilling breathing air cylinders shall be located as follows:

- 1. Fill stations shall be provided at the fifth floor above and below the ground level floor and every third floor level thereafter.
- 2. On floor levels requiring fill stations, one fill station shall be provided adjacent to a required exit stair at a location designated by the fire code official. In buildings required to have three or more exit stairs, additional fill stations shall be provided at a ratio of one fill station for every three stairways.

L104.13.2 Design. Fill stations for breathing air cylinders shall be designed to meet the following requirements:

- 1. A pressure gauge and pressure-regulating devices and controls shall be provided to allow the operator to control the fill pressure and fill rate on each cylinder fill hose.
- 2. Valves controlling cylinder fill hoses shall be slowoperating valves.
- 3. A separate flow restriction device shall be provided on each fill hose,

- 4. A method shall be provided to bleed each cylinder fill hose.
- 5. The fill station shall be designed to provide a containment area that fully encloses any cylinder being filled and flexible cylinder fill hoses, and directs the energy from a failure away from personnel. Fill stations shall be designed to prohibit filling of cylinders that are not enclosed within the containment

**Exception:** Where required or *approved* by the fire chief, fill stations providing for the direct refilling of the fire fighters' breathing air cylinders using Rapid Intervention Crew/Company Universal Air Connection (RIC/UAC) fittings shall be used in lieu of cylinder fill stations that utilize containment areas.

L104.13.3 Cylinder refill rate. Fill stations shall be capable of simultaneously filling two or more empty breathing air cylinders equivalent to those used by the fire department to the cylinders' design pressure within 2 minutes.

L104.14 External mobile air connection. An external mobile air connection shall be provided for fire department mobile air apparatus where required by Section L104,5 to supply the system with breathing air.

L104.14.1 Location. The location of the external mobile air connection shall be accessible to mobile air apparatus and approved by the fire chief.

L104.14.2 Protection from vehicles. A means of vehicle impact protection in accordance with Section 312 shall be provided to protect mobile air connections that are subject to vehicular impact.

L104.14.3 Clear space around connections. A working space of not less than 36 inches (914 mm) in width, 36 inches (914 mm) in depth and 78 inches (1981 mm) in height shall be provided and maintained in front of and to the sides of external mobile air connections.

L104.15 Air monitoring system. An approved air monitoring system shall be provided. The system shall automatically monitor air quality, moisture and pressure on a continual basis. The air monitoring system shall be equipped with not less than two content analyzers capable of detecting carbon monoxide, carbon dioxide, nitrogen, oxygen, moisture and hydrocarbons.

L104.15.1 Alarm conditions. The air monitoring system shall transmit a supervisory signal when any of the following levels are detected:

- 1. Carbon monoxide exceeds 5 ppm.
- 2. Carbon dioxide exceeds 1,000 ppm.
- 3. An oxygen level below 19.5 percent or above 23.5 percent.
- 4. A nitrogen level below 75 percent or above 81 per-
- 5. Hydrocarbon (condensed) content exceeds 5 milligrams per cubic meter of air.

INTERNATIONAL **CODE COUNCIL**°

L105.1, L106.1

- The moisture concentration exceeds 24 ppm by volume.
- 7. The pressure falls below 90 percent of the maintenance pressure specified in Section L104.3.

L104.15.2 Alarm supervision, monitoring and notification. The air monitoring system shall be electrically supervised and monitored by an *approved* supervising station, or where *approved*, shall initiate audible and visual supervisory signals at a constantly attended location.

L104.15.3 Air quality status display. Air quality status shall be visually displayed at the external mobile air connection required by Section L104.14.

#### SECTION L105 ACCEPTANCE TESTS

L105.1 Acceptance tests. Upon completion of the installation, a FARS shall be acceptance tested to verify compliance with equipment manufacturers' instructions and design documents. Oversight of the acceptance tests shall be provided by a registered design professional. Acceptance testing shall include all of the following:

- 1. A pneumatic test in accordance with ASME B31.3 of the complete system at a minimum test pressure of 110 percent of the system design pressure using oil free dry air, nitrogen or argon shall be conducted. Test pressure shall be maintained for not less than 24 hours. During this test, all fittings, joints and system components shall be inspected for leaks. Defects in the system or leaks detected shall be documented and repaired.
- A cylinder-filling performance test shall be conducted to verify compliance with the required breathing air cylinder refill rate from the exterior mobile air connection and, where provided, a stored air pressure supply system.
- 3. The air quality monitoring system shall be tested to verify both of the following conditions:
  - 3.1. Visual indicators required by Section L104.15.1 function properly.
  - Supervisory signals are transmitted as required by Section L104.15.2 for each sensor based on a sensor function test.
- Connections intended for fire department use shall be confirmed as compatible with the fire department's mobile air unit, SCBA cylinders and, where provided, RIC/UAC connections.
- 5. Air samples shall be taken from not less than two fill stations and submitted to an approved gas analysis laboratory to verify compliance with NFPA 1989. The FARS shall not be placed into service until a written report verifying compliance with NFPA 1989 has been provided to the fire code official.

# SECTION L106 INSPECTION, TESTING AND MAINTENANCE

L106.1 Periodic inspection, testing and maintenance. A FARS shall be continuously maintained in an operative condition and shall be inspected not less than annually. Not less than quarterly, an air sample shall be taken from the system and tested to verify compliance with NFPA 1989. The laboratory test results shall be maintained on site and readily available for review by the *fire code official*.

#### SECTION L107 REFERENCED STANDARDS

ASME B31.3—2012 CGA S-1.3—2008	Process Piping L104.2.1, L105.  Pressure Relief Device Standards – Part 3 Stationary Storage		
	Containers for Compressed Ga		
NFPA 190109	Standard for Autor Fire Apparatus	motive L104.5.1,	
NFPA 1989—13	Breathing Air Qua for Fire Emerge Services Respira Protection	ncy	
		1.104.2.2	

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#### **APPENDIX M**

# HIGH-RISE BUILDINGS—RETROACTIVE AUTOMATIC SPRINKLER REQUIREMENT

Deleted.

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# **Gaston County**

Gaston County Board of Commissioners www.gastongov.com

# County Manager Board Action

File #: 22-336

Commissioner Philbeck - County Manager - To Accept Departmental Budget Change Requests as Information

#### **STAFF CONTACT**

Matt Rhoten - Deputy County Manager - 704-866-3101

#### **BACKGROUND**

The BOC is requested to accept the attached Budget Change Requests as information.

#### **ATTACHMENTS**

Departmental Budget Transfers

# COUNTY MANAGER - LISTING OF DEPARTMENTAL BUDGET CHANGE REQUESTS TO BE ACCEPTED AS INFORMATION AT THE AUGUST 23, 2022 BOARD MEETING

ENTRY DATE	DEPT.	ACCOUNT	DR/CR	AMOUNT
07/01/2022	DSS	1000-DSS-000-00000-000000-000000-05-530002-	С	2,000
07/01/2022		1000-DSS-000-00000-000000-000000-05-530003-	D	2,000
07/01/2022		1000-DSS-000-00000-000000-000000-05-520012-	С	10,150
07/01/2022		1000-DSS-270-00000-ChdSup-0000000-0000-05-520012-	D	5,550
07/01/2022		1000-DSS-271-00000-000000-0000000-05-520012-	D	4,600
07/07/2022	Social Svces.	1000-CSS-270-00000-WIOA00-WIOAdlt-0000-05-560011-	С	12,000
07/07/2022		1000-CSS-270-00000-WIOA00-WIODWkr-0000-05-560011-	С	12,000
07/07/2022		1000-CSS-270-00000-WIOA00-WIOYuth-0000-05-560011-	С	12,000
07/07/2022		1000-CSS-270-00000-WIOA00-0000000-0000-05-530013-	D	36,000
07/12/2022	Tax	1000-TAX-000-00000-000000-000000-01-530028-	D	220
07/12/2022		1000-TAX-000-00000-000000-000000-01-520020-	С	220
07/13/2022	Social Svces.	1000-CSS-272-00000-AdltDC-0000000-0000-05-560001-	С	1,000
07/13/2022		1000-CSS-272-00000-AdltDC-0000000-0000-05-530021-	D	1,000
07/13/2022		1000-CSS-270-00000-WIOA00-WIOAdlt-0000-05-560014-	С	3,650
07/13/2022		1000-CSS-270-00000-WIOA00-WIOAdlt-0000-05-560013-	D	3,650
07/18/2022	Emer. Mgmt.	1000-EMG-000-00000-000000-000000-02-530015-	С	5,600
07/18/2022		1000-EMG-000-00000-000000-000000-02-530010-	D	5,600
07/19/2022	HR	1000-HRM-000-00000-000000-000000-01-530010-	С	112
07/19/2022		1000-HRM-000-00000-UNCFel-0000000-0000-01-560000-	D	112
07/20/2022	Public Works	1000-PWK-192-00000-000000-000000-01-530023-18084	С	5,000
07/20/2022		1000-PWK-192-00000-000000-000000-01-530005-	D	5,000
07/20/2022	Health	1000-HLT-252-00000-000000-000000-0000-05-530010-	С	28,000
07/20/2022		1000-HLT-252-00000-000000-000000-05-530029-	D	28,000
07/21/2022	Tax	1000-TAX-000-00000-000000-000000-01-530029-	D	1,994
07/21/2022		1000-TAX-000-00000-000000-000000-01-520020-	С	1,994
07/21/2022	IT	1000-ITS-000-00000-000000-000000-01-530010-	С	28,792
07/21/2022		1000-ITS-000-00000-000000-000000-01-530010-22041	D	28,792
07/22/2022	Social Svces.	1000-CSS-270-00000-WIOA00-WIODWkr-0000-05-560010-	С	12,000
07/22/2022		1000-CSS-270-00000-WIOA00-WIOAdlt-0000-05-560010-	С	12,000
07/22/2022		1000-CSS-270-00000-WIOA00-WIOAdlt-0000-05-560013-	D	24,000
07/25/2022		1000-DSS-000-00000-000000-000000-05-530003-	С	12,000
07/25/2022		1000-DSS-000-00000-000000-000000-05-520012-	D	12,000
07/25/2022	HUSN	1000-CSS-291-29101-000000-0000000-0000-05-520020-21574	С	6,000
07/25/2022		1000-CSS-291-29101-000000-0000000-0000-05-530027-21574	D	6,000
07/25/2022	Social Svces.	1000-CSS-270-00000-ERAP00-0000000-000-05-510001-AG006	С	60,000
07/25/2022		1000-CSS-270-00000-ERAP00-0000000-0000-05-530013-AG006	D	60,000
07/25/2022		1000-CSS-270-00000-ERAP00-0000000-0000-05-510106-22544	С	5,000
07/25/2022		1000-CSS-270-00000-ERAP00-0000000-0000-05-530013-22544	D	5,000
07/27/2022	HUSN	1000-CSS-291-29102-000000-0000000-0000-05-520005-	С	12,750
07/27/2022		1000-CSS-291-29103-000000-0000000-0000-05-520005-	С	2,000
07/27/2022		1000-CSS-291-29101-000000-0000000-0000-05-520005-	С	3,000
07/27/2022		1000-CSS-291-00000-000000-0000000-05-520005-	D	17,750
07/27/2022		1000-CSS-291-29101-000000-0000000-0000-05-520002-	С	2,500

# County Manager - Listing of Departmental Budget Change Requests to be Accepted as Information Page 2

ENTRY DATE	DEPT.	ACCOUNT	DR/CR	AMOUNT
07/27/2022		1000-CSS-291-29102-000000-0000000-0000-05-520002-	С	2,500
07/27/2022		1000-CSS-291-29103-000000-0000000-0000-05-520002-	С	2,500
07/27/2022		1000-CSS-291-00000-000000-0000000-05-520002-	D	7,500
07/27/2022		1000-CSS-291-29102-000000-0000000-0000-05-520013-	С	1,500
07/27/2022		1000-CSS-291-29103-000000-0000000-0000-05-520013-	С	2,600
07/27/2022		1000-CSS-291-00000-000000-0000000-05-520013-	D	4,100
07/27/2022	IT	1000-ITS-000-00000-000000-000000-01-520001-	С	500
07/27/2022		1000-ITS-000-00000-000000-000000-01-520017-	D	500
07/27/2022	Social Svces.	1000-CSS-292-00000-SrPrgm-0000000-0000-04-560000-	С	1,000
07/27/2022		1000-CSS-292-00000-000000-0000000-0000-04-520005-	D	1,000
07/27/2022	Parks & Rec	1000-PRK-000-00000-RecPrg-0000000-0000-04-560000-	С	1,000
07/27/2022		1000-PRK-000-00000-000000-000000-04-520005-	D	1,000
07/28/2022	Health	1000-HLT-251-00000-WIC000-ClntSvc-0000-05-560000-225WC	С	7,000
07/28/2022		1000-HLT-251-00000-WIC000-ClntSvc-0000-05-520002-	D	7,000



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# DHHS - Public Health Division Board Action

File #: 22-308

Commissioner Brown - DHHS (Health Division) - To Accept and Appropriate Miscellaneous Funds Received During Fiscal Year 2022 from the Upstream Organization for the Public Health Family Planning Clinic (100% Miscellaneous Funds - \$14,000)

### STAFF CONTACT

Paula Black - Nursing & Clinical Services Administrator - DHHS (Public Health Division) - 704-853-5071

### **BUDGET IMPACT**

Appropriate 100% Miscellaneous Revenue

### BUDGET ORDINANCE IMPACT

Appropriate \$14,000 into the UpStream employee training project account from Fund Balance.

### **BACKGROUND**

The Gaston County Department of Health and Human Services - Public Health Division received funds from Upstream during fiscal year 2022. The Upstream organization provides evidence-based reproductive health training to engage health agencies in a contraceptive care quality improvement partnership. Upstream provided training to the Health Department Family Planning Program and the Health Department received funds for achieving the quality improvement milestones and processes. These funds will be used for employee development/training. These are non-County funds.

### **POLICY IMPACT**

N/A

### **ATTACHMENTS**

Budget Change Request (BCR)

TO:		Dr. Kim S. Eagle COUNTY MANAGE						:R		
FROM:	1000		H	lealth						
_	Dept. Code		Departi	ment N	Name					
		Steve Eat	on		C	08/23/2	022			
	Depa	artment Dire	ector			Date	<del></del>			
REQUEST TYPE:										
Line-Item Transfe	er Within Depar	tment & Fu	und			Line	e-Item	Trans	fer Betwe	een Funds*
Project Transfer \	Within Departm	ent & Fund	b		$\checkmark$	Add	litional	l Appro	priation	of Funds*
Line-Item Transfe	er Between Dep	partments				* Re	quires r	esolutio	n by the Bo	pard of Commissioners
ACCOUNT DESCRIPTION			ACCC	UNT	NUMB	BER				AMOUNT**
As it appears in Munis	4	3 3	5 SubDiv	6	7 SubProg	4	2	6	5	Whole dollars only
Ex. Employee Training	Fund XXXX	Dept Div	XXXXX	Prog XXXXXX	xxxxxx	XXXX	XX	Obj XXXXXX	Proj XXXXX	Ex. \$5,000 Ex. (\$5,000)
									711-	
Fund Balance Appropriated	1000-NDP-0	000-00000-F	-BApro	-00000	000-000	0-99-4	90000-			(14,000)
Employee Training: Upstream FP	1000-HLT-2	253-00000-F	amPln-	00000	00-000	0-05-52	20011-	21025		14,000

### **JUSTIFICATION FOR REQUEST:**

The Gaston County Department of Health and Human Services – Public Health Division received funds from Upstream during fiscal year 2022. The Upstream organization provides evidence-based reproductive health training to engage health agencies in a contraceptive care quality improvement partnership. Upstream provided training to the Health Department Family Planning Program and the Health Department received funds for achieving the quality improvement milestones and processes. These funds will be used for employee development/training. These are non-County funds.

<sup>\*\*</sup> Decreases in expenditures and increases in revenue accounts require brackets. Increases in expenditures and decreases in revenue process.

\*\*Decreases in expenditures and decreases in revenue process.



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# DHHS - Public Health Division Board Action

File #: 22-309

Commissioner Brown - DHHS (Health Division) - To Accept and Appropriate State Grant Funds Received from the Women's and Children's Health Section/Nutrition Services Branch for the Special Supplemental Nutrition Program for Public Health Women, Infants, and Children (WIC) (100% Grant Funds - \$35,084)

### **STAFF CONTACT**

Kristi Shuping - Nutrition Program Coordinator - DHHS (Public Health Division) - 704-853-5113

### **BUDGET IMPACT**

Appropriate 100% State Grant Revenue.

### **BUDGET ORDINANCE IMPACT**

Increase State Grant revenue by \$35,084 and appropriate \$35,084 into the professional services account.

### **BACKGROUND**

The Gaston County Department of Health and Human Services - Public Health Division was awarded additional State Grant funds in the amount of \$35,084 from the Women's and Children's Health Section/Nutrition Services Branch for the Special Supplemental Nutrition Program for Public Health Women, Infants, and Children (WIC). This grant will allow WIC to continue with the objective of the Special Supplemental Nutrition Program, which is to provide supplemental nutritious foods, nutrition education, and referrals to health care for low-income persons during critical periods of growth and development. The funds will be used for other medical services. These are non-County funds.

### POLICY IMPACT

N/A

### **ATTACHMENTS**

Budget Change Request (BCR)

TO:	D	Dr. Kim S. Eagle COUNTY MANAGE						MANAGE	R
FROM:	1000		Health						
_	Dept. Code	Dep	partment I	Name		_			
		Steve Eaton		0	8/23/20	022			
	Depar	tment Direct	or		Date	<del></del>			
REQUEST TYPE:									
Line-Item Transfe					-				en Funds*
Project Transfer \	Vithin Departme	ent & Fund		✓	Add	litional	Appro	opriation o	of Funds*
Line-Item Transfe	r Between Depa	artments			* Red	quires r	esolutio	n by the Bo	ard of Commissioners
ACCOUNT DESCRIPTION		AC	COUNT	NUMB	ER				AMOUNT**
As it appears in Munis			5 6	7	4	2	6	5	Whole dollars only
Ex. Employee Training	XXXX		bDiv Prog xxx xxxxxx 00000-000	XXXXXX 000-000	xxxx 0000-0	xx 0000-0	оы хххххх 1-5200	Proj xxxxx	Ex. \$5,000 Ex. (\$5,000)
State Grant Revenues	1000-HI T-25	51-00000-0000	000-00000	00-0000	)-05-41	0001-			(35,084)
Professional Services	1000-HL1-25	51-00000-WIC	000-Cints	VC-0000	-05-531	0010			35,084

### **JUSTIFICATION FOR REQUEST:**

The Gaston County Department of Health and Human Services - Public Health Division was awarded additional State Grant funds in the amount of \$35,084 from the Women's and Children's Health Section/Nutrition Services Branch for the Special Supplemental Nutrition Program for Public Health Women, Infants, and Children (WIC). This grant will allow WIC to continue with the objective of the Special Supplemental Nutrition Program, which is to provide supplemental nutritious foods, nutrition education, and referrals to health care for low-income persons during critical periods of growth and development. The funds will be used for other medical services.

<sup>\*\*</sup> Decreases in expenditures and increases in revenue accounts require brackets. Increases in expenditures and decreases in revenue prequire brackets. Please note that transfers between funds require inter-fund transfer accounts.



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# DHHS - Public Health Division Board Action

File #: 22-310

Commissioner Brown - DHHS (Health Division) - To Accept and Appropriate Funds from NC Child for the NC Lead Paint-Safe Housing (100% Miscellaneous Funds - \$1,000)

### STAFF CONTACT

Samantha Dye - Environmental Health Administrator - DHHS (Public Health Division) - 704-853-5230

### **BUDGET IMPACT**

Appropriate 100% Miscellaneous Revenue

### **BUDGET ORDINANCE IMPACT**

Increase Miscellaneous Revenue by \$1,000 and appropriate \$1,000 into Environmental Health program supplies account.

### **BACKGROUND**

The Gaston County Department of Health and Human Services - Public Health Division received funds from NC Child. Funds were awarded to community partners to disseminate information to the public about NC Child's new website which allows people to check if a home could potentially contain lead or if the home has had the lead hazard removed. Environmental Health has a lead poisoning prevention program where investigations are conducted to understand where lead is coming from if a child has an elevated blood lead level. The funds will be used for program supplies such as kits with lead detection swabs and lead clean up supplies. These are non-County funds.

### **POLICY IMPACT**

N/A

### **ATTACHMENTS**

Budget Change Request (BCR)

TO:		Dr. Kim S. Eagle	C	OUNTY MANAGER	₹
FROM:	1000	Health			
	Dept. Code	Department	Name		
		Steve Eaton	08/23/2022	<u>?</u> –	
	Depa	artment Director	Date		
REQUEST TYPE:					
Line-Item Transfer				em Transfer Betwee	
Line-Item Transfe	er Between Dep	partments	* Requir	es resolution by the Boa	urd of Commissioners
ACCOUNT DESCRIPTION As it appears in Munis	4 Fund	### ACCOUNT    3	7 4 2	2 6 5	AMOUNT** Whole dollars only
Ex. Employee Training	xxxx	000-BGT-000-00000-000	xxxxxx xxxx x	XXXXXX XXXXX	Ex. \$5,000 Ex. (\$5,000)
Miscellaneous Revenue	1000-HLT-2	252-00000-000000-00000	000-0000-05-44500	01-	(1,000)
Program Supplies	1000-HLT-2	252-00000-000000-00000	000-0000-05-52000	02-	1,000

### **JUSTIFICATION FOR REQUEST:**

The Gaston County Department of Health and Human Services – Public Health Division received funds from NC Child. Funds were awarded to community partners to disseminate information to the public about NC Child's new website which allows people to check if a home could potentially contain lead or if the home has had the lead hazard removed. Environmental Health has a lead poisoning prevention program where investigations are conducted to understand where lead is coming from if a child has an elevated blood lead level. The funds will be used for program supplies such as kits with lead detection swabs and lead clean up supplies. These are non-County funds.

<sup>\*\*</sup> Decreases in expenditures and increases in revenue accounts require brackets. Increases in expenditures and decreases in revenue require brackets. Please note that transfers between funds require inter-fund transfer accounts.



Gaston County Board of Commissioners www.gastongov.com

# DHHS - Public Health Division Board Action

File #: 22-320

Commissioner Brown - DHHS (Health Division) - To Accept and Appropriate State Grant Funds Received from the NC Division of Public Health for the Communicable Disease Pandemic Recovery (100% Grant Funds - \$559,528)

### STAFF CONTACT

Cheri Singleton - Community and Support Svcs. Nursing Administrator - DHHS (Public Health Div.) - 704-853-5042

### **BUDGET IMPACT**

Appropriate 100% State Grant Revenue.

### **BUDGET ORDINANCE IMPACT**

Increase State Grant revenue by \$559,528 and appropriate \$559,528 into the project string accounts.

### **BACKGROUND**

The Gaston County Department of Health and Human Services - Public Health Division received State Grant funds from the NC Division of Public Health to provide relief to address the continued impact of COVID-19. These funds will help with the resources needed to respond to the pandemic and its economic effects and to build a stronger, more equitable economy during the recovery. Funds will be used for salaries and training. These are non-County funds.

### **POLICY IMPACT**

N/A

### **ATTACHMENTS**

Budget Change Request (BCR)

Gaston County 115

TO:		Dr. Kim S. Eagle		COUNTY MANAGER	₹
FROM:	1000	Health	1	_	
[	Dept. Code	Department	Name		
		Steve Eaton	08/23/20	022	
	Depa	rtment Director	Date		
REQUEST TYPE:					
Line-Item Transfer	r Within Depar	tment & Fund	Line-	-Item Transfer Betwee	en Funds*
Project Transfer W	/ithin Departm	ent & Fund	<b>√</b> Addi	tional Appropriation of	f Funds*
Line-Item Transfer	r Between Dep	artments	* Req	uires resolution by the Boa	rd of Commissioners
ACCOUNT DESCRIPTION		ACCOUNT	Γ NUMBER		AMOUNT**
As it appears in Munis	4 Fund	3 3 5 6  Dept Div SubDiv Prog	7 4 SubProg Future	2 6 5 Func Obj Proj	Whole dollars only
Ex. Employee Training	Ex. 10	xxx		xx xxxxxx xxxxx 0000-01-520011-	Ex. \$5,000 Ex. (\$5,000)
ARPA: CD Pandemic Recovery	1000-HLT-2	53-00000-ComDis-0000	0000-0000-05-41	0000-AG013	(559,528)
Salaries: CD Pandemic Recovery	1000-HLT-2	53-00000-ComDis-0000	0000-0000-05-51	0001-AG013	386,468
FICA: CD Pandemic Recovery	1000-HLT-2	53-00000-ComDis-0000	0000-0000-05-51	0100-AG013	29,568
Retire: CD Pandemic Recovery	1000-HLT-2	53-00000-ComDis-0000	0000-0000-05-51	0101-AG013	46,766
401K: CD Pandemic Recovery	1000-HLT-2	53-00000-ComDis-0000	0000-0000-05-51	0102-AG013	19,324
Hlth Ins: CD Pandemic Recovery	1000-HLT-2	53-00000-ComDis-0000	0000-0000-05-51	0103-AG013	57,500
Dental Ins: CD Pandemic Recovr	1000-HLT-2	53-00000-ComDis-0000	0000-0000-05-51	0104-AG013	1,500
Life Ins: CD Pandemic Recovery	1000-HLT-2	53-00000-ComDis-0000	0000-0000-05-51	0105-AG013	1,000
Training: CD Pandemic Recovery	1000-HLT-2	53-00000-ComDis-0000	0000-0000-05-52	0011-AG013	17,402

### **JUSTIFICATION FOR REQUEST:**

The Gaston County Department of Health and Human Services – Public Health Division received State Grant funds from the NC Division of Public Health to provide relief to address the continued impact of COVID-19. These funds will help with the resources needed to respond to the pandemic and its economic effects and to build a stronger, more equitable economy during the recovery. Funds will be used for salaries and training. These are non-County funds.

<sup>\*\*</sup> Decreases in expenditures and increases in revenue accounts require brackets. Increases in expenditures and decreases in revenue and transfer accounts. require brackets. Please note that transfers between funds require inter-fund transfer accounts.



Gaston County Board of Commissioners www.gastongov.com

# DHHS - Social Services Division Board Action

File #: 22-314

Commissioner Brown - DHHS (Social Services Division) - Proclamation - To Proclaim the Month of August 2022 as Child Support Awareness Month in Gaston County

### **STAFF CONTACT**

Angela Karchmer - DHHS Social Services Division - 704-862-7930

### **BACKGROUND**

To proclaim the month of August 2022 as Child Support Awareness Month in Gaston County.

### **ATTACHMENTS**

Proclamation

Gaston County



- WHEREAS, the early childhood years are the most active period for establishing the neural connections that make up brain architecture, and a stable, secure relationship with a nurturing, caring adult is a key factor in young children's development; and,
- WHEREAS, many parents and caregivers begin the difficult lifetime responsibility of raising a child feeling unprepared for the challenges ahead and children have a better, healthier start when parents and caregivers have the support needed to raise them; and,
- WHEREAS, children are entitled to financial support from their parents, and Gaston County continues to improve its efforts at child support collections; and,
- WHEREAS, Gaston County applauds those parents who support their children and make child support payments consistently to provide security for their children; and,
- WHEREAS, in fiscal year 2021-2022, approximately \$14,502,763 in child support was collected from parents of Gaston County children; and,
- WHEREAS, there are 7,332 child support orders in place to ensure that over 10,000 children receive financial support from their parents; and,
- WHEREAS, increasing public awareness of the importance of Child Support through education, outreach and parental involvement will reinforce the position that all parents are responsible for the financial, emotional, and physical support of their children.
- NOW, THEREFORE, BE IT RESOLVED that the Gaston County Board of Commissioners hereby proclaims the month of August 2022 as

### CHILD SUPPORT AWARENESS MONTH

and reminds us all that we are invested in the future of Gaston County's Children, and we can collaborate to make that future stable and bright.

	Chad Brown, Chairma	n	
Allen R. Fraley		Tom Keigher	
Bob Hovis, Vice-Chairman		Tracy L. Philbeck	
Kim Johnson		Ronald E. Worlev	



Gaston County Board of Commissioners www.gastongov.com

# DHHS - Social Services Division Board Action

File #: 22-312

Commissioner Brown - DHHS (Social Services Division) - To Accept and Appropriate Additional Reallocation of US Treasury Funds for the Emergency Rental Assistance Program in the Amount of \$70,961.29 (100% Federal Funds)

### STAFF CONTACT

Angela Karchmer - Social Services Director - 704-862-7930

### **BUDGET IMPACT**

Appropriate Federal revenues. No additional County funds.

### **BUDGET ORDINANCE IMPACT**

Increase Federal revenues by \$70,961.29 and appropriate \$70,961.29 into Special Programs account.

### **BACKGROUND**

The U.S. Department of the Treasury issued Reallocation Guidance for the Emergency Rental Assistance (ERA1) program under the Consolidated Appropriations Act, 2021, on October 4, 2021 and updated that Guidance on March 30, 2022. An ERA1 Request for Reallocated Funds (Round 3) was submitted by Gaston County. Treasury approved the Gaston County Government request in the following amount: \$70,961.29.

### **POLICY IMPACT**

N/A

### **ATTACHMENTS**

**Budget Change Request (BCR)** 

Gaston County

TO:		Dr. Kim S	. Eagle				COU	INTY N	MANAGE	ER
FROM:	DSS	DSS Social Services								
_	Dept. Code	Code Department Name					_			
		Angela Ka	rchmer			7/19/2	22			
	Dep	partment D	irector			Date	<del></del>			
REQUEST TYPE:										
Line-Item Transfe	er Within Dep	artment & l	Fund			Line	e-Item	Trans	fer Betw	een Funds*
Project Transfer	Within Depart	ment & Fu	nd		$\checkmark$	Add	litional	Appro	priation	of Funds*
Line-Item Transfe	er Between D	epartments	3			* Re	quires r	esolutio	n by the B	oard of Commissioners
ACCOUNT DESCRIPTION			ACC	DUNT	NUME	BER				AMOUNT**
As it appears in Munis	4	3 3	5	6	7	4	2	6	5	Whole dollars only
Ex. Employee Training	XXXX Ex.	Dept Div	XXXXX 000-000	xxxxxx 00-000	SubProg XXXXXX 000-00	xxxx 00000-	xx 0000-0	оы хххххх	Proj xxxxx )11-	Ex. \$5,000 Ex. (\$5,000)
Emerg Rental Assistance Grant	1000-CSS	S-270-00000	-ERAP0	0-0000	000-00	00-05-4	110000	-21591		(70,961.29)
Emergency Rental Assist: Direct F	1000-CSS	S-270-00000	-ERAP0	0-0000	000-00	00-05-&	560000	-21591		70,961.29

### **JUSTIFICATION FOR REQUEST:**

The U.S. Department of the Treasury issued Reallocation Guidance for the Emergency Rental Assistance (ERA1) program under the Consolidated Appropriations Act, 2021, on October 4, 2021 and updated that Guidance on March 30, 2022. An ERA1 Request for Reallocated Funds (Round 3) was submitted by Gaston County. Treasury approved the Gaston County Government request in the following amount: \$70,961.29.

<sup>\*\*</sup> Decreases in expenditures and increases in revenue accounts require brackets. Increases in expenditures and decreases in revenue require brackets. Please note that transfers between funds require inter-fund transfer accounts.



Gaston County Board of Commissioners www.gastongov.com

# DHHS - Social Services Division Board Action

File #: 22-313

Commissioner Brown - DHHS (Social Services Division) - To Accept and Appropriate Federal Funds from the John H. Chafee Foster Care Independence Program for One-Time Supplemental Funds in the Amount of \$38,500 (No County Funds Required)

### STAFF CONTACT

Tiyania Shands - Administrator- Family and Children Services - 704-862-7980

### **BUDGET IMPACT**

Appropriate Federal revenues. No additional County funds.

### **BUDGET ORDINANCE IMPACT**

Increase Federal revenues by \$38,500 and appropriate \$38,500 into Special Programs account.

### **BACKGROUND**

The John H. Chafee Foster Care Independence Program, LINKS in North Carolina, assists current and former eligible foster care youth and young adults ages 14-21 in achieving self-sufficiency through support services, resources, and LINKS Special Funds.

For SFY 2022-2023, North Carolina Department of Social Services (NCDSS) has a one-time use of additional Chafee funds available to support the purchase of school uniforms and clothing. Each county using these funds must expense \$500.00 per youth and the additional time-limited funds provided must be expended by September 30, 2022.

### **POLICY IMPACT**

N/A

### **ATTACHMENTS**

Budget Change Request (BCR) and DCD Letter

TO:	Dr. ł	Kim S. Eagl	е			COU	INTY I	MANAGE	3
FROM:	DSS	DSS Social Services							
]	Dept. Code	Depa	artment	Name					
	Ange	ela Karchmer	•		7/21/2	22			
	Departm	ent Director	ſ		Date	)			
REQUEST TYPE:									
Line-Item Transfer					_				en Funds*
Project Transfer V	/ithin Department	& Fund		$\checkmark$	Add	litional	Appro	opriation o	f Funds*
Line-Item Transfe	<sup>-</sup> Between Departr	ments			* Re	quires r	esolutio	n by the Boa	ard of Commissioners
ACCOUNT DESCRIPTION		AC	COUNT	NUMB	ER				AMOUNT**
As it appears in Munis	4 3	3 5	6	7	4	2	6	5	Whole dollars only
Ex. Employee Training	Fund Dept  xxxx xxx  Ex. 1000-	Div SubD XXX XXXX	x xxxxxx	xxxxxx 000-00	xxxx 00000-	xx 0000-0	оы хххххх 1-5200	Proj XXXXX	Ex. \$5,000 Ex. (\$5,000)
One-Time Links School Clothing	1000-DSS-271-	00000-FostC		s-0000-	-05-410	0000-C	loth		(38,500)
One-Time LINKS School Clothing	1000-DSS-271-								38,500
			, openii	0000			io.		

### **JUSTIFICATION FOR REQUEST:**

The John H. Chafee Foster Care Independence Program, LINKS in North Carolina, assists current and former eligible foster care youth and young adults ages 14-21 in achieving self-sufficiency through support services, resources, and LINKS Special Funds. For SFY 2022-2023, North Carolina Department of Social Services (NCDSS) has a one-time use of additional Chafee funds available to support the purchase of school uniforms and clothing. Each county using these funds must expense \$500.00 per youth and the additional time-limited funds provided must be expended by September 30, 2022.

<sup>\*\*</sup> Decreases in expenditures and increases in revenue accounts require brackets. Increases in expenditures and decreases in revenue require brackets. Please note that transfers between funds require inter-fund transfer accounts.



ROY COOPER • Governor

KODY H. KINSLEY • Secretary

SUSAN OSBORNE • Assistant Secretary for Human Services

July 15, 2022

#### DEAR COUNTY DIRECTORS OF SOCIAL SERVICES

ATTENTION: DIRECTORS, CHILD WELFARE PROGRAM ADMINISTRATORS, MANAGERS, SUPERVISORS, AND SOCIAL WORKERS

SUBJECT: ONE-TIME INCREASED CHAFEE (LINKS) TRANSITIONAL FUNDS

**REQUIRED ACTION:** □ Immediate ⊠ **Time Sensitive** □ Information Only

PURPOSE: INFORM COUNTIES OF ADDITIONAL TIME-LIMITED TRANSITIONAL FUNDS

### **Chafee (LINKS) Transitional Funds**

The John H. Chafee Foster Care Independence Program, LINKS in North Carolina, assists current and former eligible foster care youth and young adults ages 14-21 in achieving self-sufficiency through support services, resources, and LINKS Special Funds.

For SFY 2022-2023, North Carolina Department of Social Services (NCDSS) has a one-time use of additional Chafee funds available to support the purchase of school uniforms and clothing. To be eligible to receive this One-Time School Clothing and Uniforms funds allowance, a youth must meet the following three requirements as of the date of the clothing allowance disbursement.

- 1. Be between ages 14-17 years old
- 2. Be in foster care
- 3. Be open for LINKS Services in the Services Information System (SIS)

Each county using these funds must expense \$500.00 per youth and the additional time-limited funds provided must be expended by September 30, 2022.

- 1. Each county will follow the regular DSS-5217 form submission process. Please submit a separate DSS-5217 LINKS Reimbursement Form for the additional Time-Limited School Clothing and Uniforms reimbursement.
- 2. Submit the separate DSS-5217 Reimbursement Form via email to <a href="mailto:linksreimbursement@dhhs.nc.gov">linksreimbursement@dhhs.nc.gov</a>. Please ensure the subject line includes: Your county name and One-Time School Clothing Allowance Reimbursement.

Attached is the One-Time LINKS Clothing Allowance budget that was calculated based on the number of youth ages 14-17 in foster care in each county's jurisdiction as of April 30, 2022.

If you have any questions, please contact Tori Marshall, State LINKS Coordinator at <a href="mailto:Tori.Marshall@dhhs.nc.gov">Tori.Marshall@dhhs.nc.gov</a>.

Sincerely,

Carla McNeill

Carla McNeill, MSW
Section Chief for Permanency Planning
Division of Social Services, Child Welfare
North Carolina Department of Health and Human
Services

Cc: Susan Osborne, Assistant Secretary for Human Services
Lisa Tucker Cauley, Senior Director of Child, Family and Adult Services
Adrian Daye, Deputy Director for Child Welfare Practice
Tammy Shook, Interim Deputy Director for County Operations
Kathy Stone, Section Chief for Safety and Prevention Services
Kimaree Sanders, Interim Section Chief for Regulatory and Licensing
Peter West, Section Chief for County Operations

Attachment: One-Time LINKS Clothing Allowance Budget

CWS-34-2022



Gaston County Board of Commissioners www.gastongov.com

# DHHS - Social Services Division Board Action

File #: 22-344

Commissioner Brown - DHHS (Social Services Division) - Administrative Correction - To Correct Specification Number on Position Award for Resolution 2022-187

### **STAFF CONTACT**

Angela Karchmer - Social Services Director - 704-862-7930

### **BUDGET IMPACT**

N/A

### **BUDGET ORDINANCE IMPACT**

N/A

### **BACKGROUND**

An Administrative Correction is necessary to correct the specs listed on Resolution 2022-187 (NESCO Resources, LLC awarded FY23 contract for temporary staffing needs).

The specs listed for the award were #1 and #8, but should have been listed as Specs #1 and #10 - Accounting Technician and Economic Services Caseworker II.

### **POLICY IMPACT**

N/A

### **ATTACHMENTS**

N/A



Gaston County Board of Commissioners www.gastongov.com

## Emergency Management and Fire Services

### **Board Action**

File #: 22-342

Commissioner Hovis - Emergency Management and Fire Services - Amend Resolution 2022-140 and Adopt the By-laws and Rules of Procedure for the Gaston County Fire Commission

### **STAFF CONTACT**

Kevin Gordon - Emergency Management Director - 704-866-6240

### **BUDGET IMPACT**

N/A

### **BUDGET ORDINANCE IMPACT**

N/A

### **BACKGROUND**

The Gaston County Fire Commission adopted its bylaws and rules of procedure on July, 26, 2022 and has submitted them for consideration and approval by the Board of Commissioners. During the drafting of the by-laws, an error was detected in the membership structure of Resolution 2022-140 for the six (6) Township positions and three (3) At Large positions, which required those members to live in the *unincorporated area* of the County. Approval of this Board Action request 1) amends Resolution 2022-140 removing the above-mentioned requirement and 2) approves the Gaston County Fire Commission's By-laws and Procedures.

### **POLICY IMPACT**

N/A

### **ATTACHMENTS**

Resolution; By-laws/Rules of Procedure

Gaston County 126



## RESOLUTION TITLE: AMEND RESOLUTION 2022-140 AND ADOPT THE BY-LAWS AND RULES OF PROCEDURE FOR THE GASTON COUNTY FIRE COMMISSION

- WHEREAS, the Gaston County Board of Commissioners established and defined the Gaston County Fire Protection Service District on March 22, 2022, Resolution 2022-066, effective July 1, 2022; and,
- WHEREAS, the Gaston County Board of Commissioners established the Gaston County Fire Commission on April 26, 2022, Resolution 2022-140, effective July 1, 2022; and,
- WHEREAS, the Gaston County Fire Commission adopted its By-laws and Rules of Procedure on July 26, 2022 and has submitted them for consideration and approval by the Board of Commissioners. During the drafting of the by-laws, an error was detected in the membership structure of Resolution 2022-140 for the six (6) Township positions and three (3) At Large positions, which required those members to live in the *unincorporated area* of the County.
- NOW, THEREFORE, BE IT RESOLVED that the Gaston County Board of Commissioners hereby amends Resolution 2022-140 to remove the requirement that members in the six (6) Township positions and three (3) At Large positions must live in the *unincorporated area* of Gaston County.
- BE IT FURTHER RESOLVED that the Board of Commissioners adopts the By-laws and Rules of Procedure of the Gaston County Fire Commission (Exhibit A).

Adopted this the	dav of	, 2022
/ laobica tilis tile	44 01	. 2022

#### DO NOT TYPE BELOW THIS LINE

I, Donna S. Buff, Clerk to the County Commission, do hereby certify that the above is a true and correct copy of action taken by the Board of Commissioners as follows:

### ARTICLE I NAME

The name of this board appointed to serve the Gaston County Board of Commissioners shall be referred to as the Gaston County Fire Commission (hereinafter referred to as the Fire Commission).

## ARTICLE II MISSION

The mission of the Fire Commission shall be to make formal recommendations to the Gaston County Board of Commissioners on fire protection and emergency services delivery applicable to those departments covered under the venue of the Fire Commission.

The roles of the Fire Commission members as approved by the Gaston County Board of Commissioners (BOC) are:

- Review and making recommendation on non-governmental fire department contracts.
- Reviewing and making recommendations on operating budget requests.
- Reviewing and making recommendations on CIP budget requests.
- Reviewing requests for grant requests from departments and making recommendations for implementation.
- Reviewing and supporting firefighter and volunteer incentive retention and recruitment programs.
- Development and reviewing of demonstrated performance measurement metrics for (contract) compliance.
- Making recommendations to the Gaston County Board of Commissioners for continuing improvement of the fire protection system.
- Review and development of non-governmental fire department response standards.
- Reviewing ISO and consultants reports and recommending action for improvement as deemed necessary.
- Developing and providing overview of all service district operational regulations and guidelines for the Gaston County fire protection service district.

## ARTICLE III MEETINGS

**Section 1.** Regular Meetings. The Fire Commission shall meet a minimum of quarterly for regular meetings. The following is a suggested month / topic schedule:

- January / Fire Department Budgets
- April / Budget Continuations if necessary & Capital Improvements Planning
- July / Collaborative Purchasing
- October / Contracts & Election of Chairman

**Section 2.** Special Meetings. Special meetings may be requested by any member of the Fire Commission as need arises and, as with regular meetings, should be coordinated with the Chairman and Secretary for the earliest and most convenient possible scheduling.

**Section 3.** <u>Meeting Location</u>. Unless otherwise noted, all meetings for the Gaston County Fire Advisory Board shall take place in the Emergency Operations Center (EOC) at the Office of Emergency Management and Fire Services (OEMFS) located at 615 N. Highland Street / Gastonia, NC 28052 unless otherwise scheduled elsewhere and will be scheduled to begin at 6:00 PM.

**Section 4. Quorum.** A simple majority of the voting members (currently 7) shall constitute a quorum at a meeting. Due to shift schedules, members may utilize electronic media (i.e., teleconference, video conferencing, or other virtual options) if necessary to participate in a scheduled meeting. In the absence of a quorum, a majority of the members may adjourn the meeting to another time without further notice. If a quorum is represented at an adjourned meeting, any business may be transacted that might have been transacted at the meeting as originally scheduled. The members present at a meeting represented by a quorum may continue to transact business until adjournment, even if the withdrawal of some members results in representation of less than a quorum.

**Section 5.** <u>Notice of Meetings</u>. Notice of time, place, and agenda items to be considered at each meeting shall be given in writing at least 48 hours prior to each meeting to all members, the "Sunshine List", and to the Clerk to the Gaston County Board of Commissioners in accordance with GS 143-318.12.

## ARTICLE IV VOTING

- **Section 1.** <u>Single Vote</u>. Each voting Fire Commission member, including the Chairman, shall be entitled to one vote per action requiring such vote.
- Section 2. Proxy Votes. No member shall vote by proxy.
- **Section 3.** Abstentions. Members may register their abstention on any vote which shall be reflected in the minutes and, members are encouraged to abstain on matters which pose for them a conflict of interest.
- **Section 4.** <u>Determination of Actions</u>. All final actions, committee positions, or policy recommendations shall require the favorable vote of a majority of those Board / committee members present at a duly called meeting. Any member at a meeting of the Fire Commission at which action on any Board matter is taken, shall be presumed to have assented to the action taken unless their dissent shall be entered in the minutes of the meeting. The Board shall keep written minutes of its proceedings in its permanent records.

## ARTICLE V MEMBERS / OFFICERS / COMMITTEES

- **Section 1.** <u>Orientation</u>. Appointees to any County Advisory Board shall undergo an orientation by the Department for which the Advisory Board provides advice.
- **Section 2.** <u>Number of Members.</u> The Fire Commission shall consist of as many members as deemed necessary by the BOC. Current membership consists of 13 members:
  - One (1) member of the Gaston County Board of Commissioners is to be appointed by the Full Board of Commissioners to serve a one-year term (exofficio/voting).
  - Six (6) members who are fire and emergency services "subject matter experts" (SMEs). Current Board of Directors members or Fire Chiefs of fire departments contracting with the County, shall not be appointed to any of these seats. SMEs shall reside in Gaston County and will serve in at-large seats from the Gaston Townships as follows:

- o (1) Cherryville Township
- o (1) Dallas Township
- o (1) Riverbend Township
- o (1) Crowders Mountain Township
- o (1) Gastonia Township
- o (1) South Point Township
- One (1) member who resides in one of the municipalities who are part of the Gaston County Fire Protection Service District. Current Board of Directors members or Fire Chiefs of fire departments contracting with the County, shall not be appointed to this seat.
- Three (3) members who are citizens at-large. Citizens shall reside in Gaston County and current Board of Directors members or Fire Chiefs of fire departments contracting with the County, shall not be appointed to any of these seats.
- The Gaston County Fire Marshal (ex-officio/non-voting).

**Section 3.** Officers. The officers for the Fire Commission shall include a Chairman, Vice-Chairman and a Secretary.

- Chairman. The Chairman shall be the chief executive officer and shall preside at all meetings of the Commission, preserve order during its meetings, appoint all subcommittees and sign all minutes, and such records, vouchers, or other documents connected with the work of the Commission requiring such signature. The Chairman shall be selected annually by the members of the Fire Commission either by show-of-hands or ballot at the beginning of the 4<sup>th</sup> quarter meeting. The current Chair shall continue to serve as such until the end of the calendar year unless otherwise determined by the Board.
- Vice-Chairman. The Vice-Chairman shall serve primarily to discharge the duties of the Chairman as required in his/her absence. The Vice-Chairman may also share any additional responsibilities assigned by the Chairman. Should the Chairman be removed from their position or unable to complete their responsibilities as such, it shall be the duty of the Vice-Chairman to immediately assume the role of Chairman until such time when the Fire Commission can vote for a new chairman. The Vice-Chairman shall be selected annually by the members of the Fire Commission either by show-of-hands or ballot at the beginning of the 4<sup>th</sup> quarter meeting.

Secretary. The Secretary shall have charge of all books, papers, records, and other
documents of the Fire Commission; shall keep the minutes of all meetings of the
Commission; shall conduct all correspondence pertaining to the office of the
Secretary; shall compile statistics and other data as may be required for the use of
the members of the Commission and shall perform such other duties as may be
directed by the Chairman. Unless otherwise noted the Secretary position will be
filled by the current Administrative Assistant of OEMFS.

**Section 4.** Election and Term of Office. See ARTICLE V Section 2 & 3 for election of members, position appointments, and/or the filling of vacancies. No County employee is to serve on a BOC appointed body unless that body requires specified staff representation. County employees shall serve in an ex officio/advisory/non-voting capacity. County employees in specified positions are exempt from staggered terms.

**Section 5.** Attendance Requirements. With the exception of declared medical reasons, any member of a BOC appointed body may be removed from office if he/she is absent from three (3) consecutive advisory board meetings, and/or has less than a 75% annual attendance record at fire commission meetings.

**Section 6.** Attendance Reports. Each BOC appointed body shall submit a monthly cumulative attendance report for the calendar year to the BOC Clerk within one (1) week of each meeting or related committee meeting. Appointed bodies shall submit written reports to the BOC Clerk from January through March outlining the next year's course of work. The BOC Clerk shall forward these reports to the Assistant County Manager for budget consideration. The BOC may schedule Work Session presentations if needed.

**Section 7.** <u>Conflict of Interest</u>. Prior to any appointment, each Commissioner shall determine and report to the full BOC if his/her appointee has a substantial material conflict of interest in the related appointed body or is serving on any other county appointed Board. If any member voting on any issue, were to feel there may be the appearance of a conflict of interest, that member should abstain from voting and contact the County Attorney's Office at 704-866-3400. His/her abstention shall be noted in the meeting minutes.

**Section 8.** Removal of Members. All members of the Fire Commission shall serve at the pleasure of the BOC and are subject to removal for any cause deemed acceptable to the BOC.

**Section 9.** Committees. To the extent needed, the Fire Commission may appoint from its members a committee(s), temporary or permanent, and designate the duties, powers, and authorities of such committees.

**Section 10.** <u>Member / Officer Changes</u>. All member and/or officer changes to the Fire Commission shall be reported to the BOC Clerk for appointment book changes.

### ARTICLE VI AMENDMENTS

These by-laws may be amended or replaced upon the affirmative vote of a majority of the Fire Commission members at any regular or special meeting of the Board, provided that any proposed changes have been circulated to all members a minimum of thirty (30) days prior to any action thereon.

## ARTICLE VII CERTIFICATION

I,, Secretary of the Fire Commission do hereb	y certify that the
foregoing is a true and accurate copy of the by-laws of the above-nam	ed organization, duly
adopted by this Commission on	
	Signature

### Certification

I, Donna S. Buff, Clerk to the Gaston County Board of Commissioners, do hereby certify that the above is a true and accurate copy of the Gaston County Fire Commission By-laws/Rules of Procedure as adopted by the Board of Commissioners on August 23, 2022 and effective upon its adoption.

SEAL



Gaston County Board of Commissioners www.gastongov.com

### **Finance**

### **Board Action**

File #: 22-325

Commissioner Worley - Finance - To Accept as Information the Attached Property Tax Refunds Less than \$100. These Tax Refunds Should Be Recorded in the Board's Minutes. (*Total NCVTS Refunds - \$4,772.72*)

### STAFF CONTACT

Tiffany Murray - Finance Director - 704-866-3032

### **BUDGET IMPACT**

N/A

### **BUDGET ORDINANCE IMPACT**

N/A

### **BACKGROUND**

N.C. General Statute 105-381 (b) authorizes the Board of Commissioners to delegate to the Finance Director the issuance of any property tax refunds less than \$100.

Recommended sources of funds: Offset against gross collection of property taxes.

Those refunds are to be reported to the Board for inclusion in the minutes.

### **POLICY IMPACT**

N/A

### **ATTACHMENTS**

Tax Refunds Less than \$100 - Vehicle Chart

## Gaston County, North Carolina - Listing of Property Tax Refunds Less Than \$100.00 for Vehicles To Be Reported at the August 2022 Board Meeting

TAXPAYER NAME	AMOUNT		TAXPAYER NAME		AMOUNT
MAY 2022 REFUNDS					
ANDERSON, KRISTA RENEE	\$	31.67	LAURICIA, LAURIE ANNE	\$	6.96
BARNES, TERRY LEE	\$	96.49	MATHIS, LARRY DEAN	\$	13.33
BARTLETT, BRADLEY JON	\$	79.29	MCDONALD, TERESA RHYNE	\$	53.11
BEATTY, JAMES EDWARD	\$	20.35	MCDOWELL, JEMORE KIRSTEN	\$	19.85
BELCHER, CHAD THOMAS	\$	13.92	MEXICO, PATRICIA DAWN	\$	4.05
BLACK, CRAIG ALAN	\$	24.28	POLICARD, JESSICA TIFFANY	\$	42.99
BOWDEN, MELINDA KNIGHT	\$	66.67	RANPAL, ALISHIBA	\$	45.59
BRANCH, SHANNON LEIGH	\$	87.09	SAUNDERSON, CARLTON NEHEMIAH	\$	32.95
CE DAVIDSON LLC	\$	33.62	SHOCKLEY, KATHY LEWIS	\$	13.02
DAVIS, BRADY EDISON	\$	37.01	SMITH, BECKY STEELMAN	\$	30.41
DEAN, TOMMY GEAN	\$	81.26	SMITH, CHRISTOPHER MATTHEW	\$	8.77
DEMPERIO, LYNETTE GRASLIE	\$	33.46	SMITH, HUBERT JR	\$	19.82
DENTON, DONNA FERGUSON	\$	62.79	SMITH, HUBERT JR	\$	41.07
EVANS, LINDSAY NICOLE	\$	43.24	SMITH, MICHELLE GRECO	\$	34.29
FENSTERMAKER, JOSEPH EDWARD FORE, GARY NEIL	\$	11.95 22.14	TAYLOR, PATSY RHODES THOMAS, JERRY LEE	\$ \$	99.88 86.03
FREEMAN, KIMBERLY DONNELLY	\$ \$	63.11	TORRES, CRYSTAL DAWN	э \$	38.12
GARCIA, MATTHEW ROBERTO	\$ \$	14.32	TURNER, GREGORY THOMAS	φ \$	19.76
GAY, GAYLE AUSTIN	\$	24.40	VERNON, STEPHEN JOSEPH	\$	63.83
GILES, GREGORY DEAN	\$	35.49	WALTERS, SAMUEL MARC	\$	27.84
GNT USA LLC	\$	59.45	WHICKER, HARRY LEON JR	\$	5.56
HAGAMAN, MICHAEL ALAN	\$	77.77	WHITE, JOVAN L	\$	34.63
HAZEL, MICHAEL JOSEPH	\$	67.66	WHITLEY, ANDREW ALAN	\$	39.14
HOWATT, BENJAMIN FRANKLIN IV	\$	2.60	WHITLEY, ANDREW ALAN	\$	23.52
HOWATT, BENJAMIN FRANKLIN IV	\$	15.10	WIGGINS, ALFRED WAYNE JR	\$	5.90
JANEZIC, JOHN STANLEY	\$	39.12	WILLIAMS-JEFFERSON, VALARIE	\$	4.69
KEZIAH, RANDY CURTIS	\$	57.11	WILLIS, DAVID ALLEN	\$	75.04
LAURICIA, JAMES EDWARD JR	\$	10.85	WYLIE, JON DOUGLAS JR	\$	83.76
			Total NCVTS Refunds (May 2022)	\$	2,186.12
JUNE 2022 REFUNDS	•				44.40
ABU-ELMAGD, ADAM KAREEM	\$	2.05	HUFFMAN, BRANDON SCOTT	\$	41.10
ALLEN, BILLY RAY	\$	60.86	JENKINS, MICHAEL RAY	\$	23.22
ALLEN, BILLY RAY	\$	39.32	JENNINGS-MASTIN, WRANDETTA	\$	9.78
ANDERSON, AMY ELIZABETH	\$	71.81	KINLEY, MARSHA CAROL	\$	15.36
BAILEY, LINDA MCCULLOH	\$	77.59	KINLEY, ROGER JOE	\$	40.33
BAKER, CHRISTOPHER TODD	\$	61.24	KNIGHT, KAREN FERGUSON	\$	66.46
BAUCOM, SAMANTHA T	\$	72.55	KNOEBEL, DEBORAH ANN	\$	59.40
BAXTER, SEAN DAVID BINGHAM, ASHLEY MICHELLE	\$ \$	62.91 53.72	LARKIN, SHARON ERICH LINEBERGER, ERICA PRISCILLA	\$ \$	20.00 23.37
	\$	43.10		\$	20.39
BOWERS, DEAN ALBERT			LINSTER, ROBERT JOSEPH		
BOWMAN, VICTORIA LORRIANE	\$	13.89	LOVE, GARRY PHILMORE	\$	44.84
BRANNON, CRYSTAL POPE	\$	33.59	LYNCH, JAROD ALEXANDER	\$	53.77
BRATTON, ROBERT NATHAN BYERS, EDWARD LEON	\$ \$	75.57 64.58	MARTINEZ LARA, LAURA ISABEL OWENS, LARRY DEAN	\$ \$	69.30 53.59
BYERS, MICHAEL DUANE JR	э \$	14.04	PRICE, GEORGE RANDALL	э \$	19.46
CAMP, DIANNE REBECCA	э \$	11.11	ROBINSON, BOBBY JERRY	Ф \$	43.07
COATES, MARK ANTHONY JR	\$	88.19	SHEPHERD, JERRY KELLY	\$	79.80
COCHRAN, KAREN RAMSEY	\$	74.25	SIMMONS, BRIAN DAVID	\$	21.15
CRUZ CASTILLO, ROSSY	\$	82.94	STEWART, BROOKLYN PAIGE	\$	77.73

## Gaston County, North Carolina - Listing of Property Tax Refunds Less Than \$100.00 for Vehicles To Be Reported at the August 2022 Board Meeting

TAXPAYER NAME	<b>AMOUNT</b>		TAXPAYER NAME	<b>AMOUNT</b>
DAVIS, MALINDA JOHNSON	\$	73.94	TEJADA, JOEL	\$ 71.37
DE PIANTE, ANTHONY JAMES	\$	49.49	TURNER, GREGORY THOMAS	\$ 13.76
DUPILL, SAMANTHA LYNNE	\$	4.45	VANDERMEER, AMY DOSSETT	\$ 76.70
FORD, JOHN HENRY	\$	57.50	VAUGHN, JOHN ARTHUR	\$ 20.25
GIBBY, TAMELA DICKSON	\$	24.03	VOLCAN GARCIA, JHONNY JONHATAN	\$ 85.15
GIBSON, ROBERT MALONE	\$	30.70	WALDEN, ELIZABETH ANNE	\$ 4.50
GUGLIELMI, THOMAS AUSTIN VINCENT	\$	43.09	WHITE, JAMES ROBERT JR	\$ 50.44
HANKS, JERRY KEVIN	\$	25.84	WILSON, RONNIE WADE	\$ 14.74
HOWARD, MICHAEL GENE	\$	87.23	WISE, DELLA ADAMS	\$ 67.99
			Total NCVTS Refunds (June 2022)	\$ 2,586.60

Total NCVTS Refunds \$ 4,772.72



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### **Finance**

### **Board Action**

File #: 22-327

Commissioner Hovis - Finance - Administrative Correction - To Correct Resolution 2022-070 - Bureau of Justice Grant - To Reflect the Appropriation of Funds into each Respective Year of the Three-year Grant Cycle

### STAFF CONTACT

Tiffany Murray 704-866-3032

### **BUDGET IMPACT**

FY2022 - Reduce revenue and expenditures by \$601,685.00

FY2023 - Increase revenue and expenditures by \$300,842.50

FY2024 - Increase revenue and expenditures by \$300,842.50

### **BUDGET ORDINANCE IMPACT**

N/A

### **BACKGROUND**

The Bureau of Justice Grant for a comprehensive site-based program for children impacted by opioid, stimulant, and substance abuse was accepted and appropriated by the Board of Commissioners on 3/22/2022 in the amount of \$899.999. However, the \$899,999 was for the full three years of the grant and the appropriations should have been separate by fiscal year. This board action approves the appropriation of funds for each respective year of the grant.

### **POLICY IMPACT**

N/A

### **ATTACHMENTS**

N/A



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# Library Board Action

File #: 22-318

Commissioner Worley - Library - To Accept and Appropriate ARPA Non-Recurring State Aid Grant (\$142,781)

### STAFF CONTACT

Sandy Hunnicutt - Library - 704-868-2164 Ext 5520

### **BUDGET IMPACT**

Appropriate ARPA State Aid to Public Libraries Revenues. No additional County funds.

### **BUDGET ORDINANCE IMPACT**

Increase ARPA State Aid to Public Libraries Revenues by \$142,781 and Appropriate \$142,781 into State Aid Programs, Equipment, and Software Accounts.

### **BACKGROUND**

The Gaston County Public Library was awarded \$142,781 of Non-Recurring State Aid to Public Libraries, originating with the US Treasury Office as part of the Coronavirus State Fiscal Recovery Funds under the American Rescue Plan Act. The funds are to be used at the library's discretion for materials, salaries, equipment, and operating costs. The funds are being distributed by the North Carolina State Library.

### **POLICY IMPACT**

N/A

### **ATTACHMENTS**

Budget Change Request (BCR)

TO:	Dr	. Kim S. Eagle		COUNTY MANAGER	
FROM:	6110	6110 Library			
	ept. Code	Department	Name	-	
	Su	san McDonald	7/28/202	22	
	Depart	ment Director	Date		
REQUEST TYPE:					
Line-Item Transfer  Project Transfer W	•			Item Transfer Betwee	
Line-Item Transfer			•	uires resolution by the Boal	
ACCOUNT DESCRIPTION		ACCOUNT	NUMBER		AMOUNT**
As it appears in Munis	4 3		7 4	2 6 5	Whole dollars only
Ex. Employee Training	xxxx xxx  Ex. 100			Func         Obj         Proj           XX         XXXXXXX         XXXXXX           D00-01-520011-	Ex. \$5,000 Ex. (\$5,000)
FedGrtRev: ARPA St Aid to Libr	1000-LIB-000-	-00000-000000-000000	00-0000-04-4100	000-AG014	(142,781)
ProgSupp: ARPA St Aid to Libr	1000-LIB-000-	-00000-000000-000000	00-0000-04-5200	02-AG014	10,000
MiscSupp: ARPA St Aid to Libr	1000-LIB-000-	-00000-000000-000000	00-0000-04-5200	07-AG014	12,781
F/E<\$5k ARPA State Aid to Libr	1000-LIB-000-	-00000-000000-000000	00-0000-04-5200	20-AG014	100,000
Sftwr RTI: ARPA St Aid to Libr	1000-LIB-000-	.00000-000000-000000	00-0000-04-5300	29-AG014	20,000

### **JUSTIFICATION FOR REQUEST:**

The Library was awarded \$142,781 of Non-Recurring State Aid that originated with the US Treasury Office as part of the Coronavirus State Fiscal Recovery Funds under the American Rescue Plan Act. They are being distributed through the NC Pandemic Recovery Office to the Department of Natural and Cultural Resources' State Library. Funds are to be used at the Library's discretion for materials, salaries, equipment and operating costs.

<sup>\*\*</sup> Decreases in expenditures and increases in revenue accounts require brackets. Increases in expenditures and decreases in revenue require brackets. Please note that transfers between funds require inter-fund transfer accounts.



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# Library Board Action

File #: 22-330

Commissioner Worley - Library - Proclamation - To Proclaim August 31, 2022 as Overdose Awareness Day in Gaston County

### **STAFF CONTACT**

Paul B. Ward - Library - 704-868-2164 x5522

### **BACKGROUND**

To proclaim August 31, 2022 as Overdose Awareness Day in Gaston County.

### **ATTACHMENTS**

Proclamation



- WHEREAS, the Center for Disease Control estimated 90,237 overdose deaths in the United States of America over the 12-month period ending September, 2020; and,
- WHEREAS, Gaston County does affirm and acknowledge the harm and hardship caused by drug overdose; and,
- WHEREAS, we recognize the purpose of International Overdose Awareness Day as remembering loved ones lost to overdose and ending the stigma of drug-related deaths; and,
- WHEREAS, we acknowledge the more than 3,499 North Carolina residents who lost their lives to overdose in 2020 together with the countless more affected forever; and,
- WHEREAS, we resolve to continue our part in reducing the toll of overdose in our community, which claimed the lives of more than 48 Gaston County residents in 2021 and has already claimed 19 lives in the first half of 2022; and,
- WHEREAS, we affirm that the people affected by overdose are our sons and daughters, our mothers and fathers, our brothers and sisters, and deserving of our love, compassion and support.
- NOW, THEREFORE, BE IT RESOLVED that the Gaston County Board of Commissioners hereby proclaims August 31, 2022 as

### OVERDOSE AWARENESS DAY

in Gaston County.

	Chad Brown, Chairman		
Allen R. Fraley		Tom Keigher	
Bob Hovis, Vice-Chairman		Tracy L. Philbeck	
Kim Johnson		Ronald E. Worley	



Gaston County Board of Commissioners www.gastongov.com

# Parks & Recreation Board Action

File #: 22-326

Commissioner Brown - Parks and Recreation - To Accept and Appropriate Health Promotion Disease Prevention Grant Funds from Centralina Council of Governments Area Agency on Aging in the Amount of \$4,500 (Required County Match \$500 - Budgeted)

### STAFF CONTACT

Cathy Hart - Parks & Recreation - 704-922-2162

### **BUDGET IMPACT**

With the \$500 County matched dollars we receive an additional \$4,500 from Centralina Council of Governments Area Agency on Aging. This will give us an opportunity to teach evidence-based classes at the Senior Center and other locations in the County. This pays for class materials, supplies, staff time and trainings.

### **BUDGET ORDINANCE IMPACT**

These funds are included in the approved FY23 Senior Center Budget. This allows us to provide evidence-based programs at the Senior Center and other locations in the County.

### **BACKGROUND**

Gaston County Parks & Recreation has received a Health Promotion Disease Prevention Grant from Centralina Council of Governments Area Agency on Aging in the amount of \$4,500. This grant will be matched by \$500 in County Funds that are currently available in the approved Senior Center Budget. The grant funds will be used to support Gaston County Parks & Recreation evidence-based programs including A Matter of Balance, Living Healthy with Chronic Illness and Living Healthy with Diabetes at the Senior Center and at other various locations.

#### **POLICY IMPACT**

N/A

### **ATTACHMENTS**

**Budget Change Request (BCR)** 

TO:	Dr.	Dr. Kim S. Eagle			<b>.</b>
FROM:	6130	Parks & Rec/SR.	Center		
	Dept. Code	pt. Code Department Nar		_	
	(	Cathy Hart	8/4/202	22	
	Departn	nent Director	Date		
REQUEST TYPE:					
Line-Item Transfe	r Within Departm	ent & Fund	Line	-Item Transfer Betwee	n Funds*
✓ Project Transfer V	Vithin Departmen	t & Fund	<b>√</b> Add	itional Appropriation of	Funds*
Line-Item Transfe	r Between Depart	ments	* Red	quires resolution by the Boar	rd of Commissioners
ACCOUNT DESCRIPTION		ACCOUNT NUMBER			AMOUNT**
As it appears in Munis	4 3 Fund Dept	3 5 6  Div SubDiv Prog	7 4 SubProg Future	2 6 5 Func Obj Proj	Whole dollars only
Ex. Employee Training	xxxx xxx	)-BGT-000-00000-0000	xxxxxx xxxx	xx xxxxxx xxxxx	Ex. \$5,000 Ex. (\$5,000)
HPDP	DP 1000-CSS-292-00000-HltPro-0000000-000-04-410000-G004			000-G0041	(\$4,500)
Senior Programs	1000-CSS-292-00000-SrPrgm-0000000-000-04-560000				(\$500)
HPDP Grant	1000-CSS-292	-00000-HItPro-0000000	0-0000-04-520	007-G0041	\$5000

### **JUSTIFICATION FOR REQUEST:**

The purpose of this request is to accept and appropriate the Health Promotion Disease Prevention grant from Centralina Council of Governments Agency on Aging to provide Evidence Based programming to seniors at different location in the county. Centralina budget total is \$4,500 with a County match of \$500.

<sup>\*\*</sup> Decreases in expenditures and increases in revenue accounts require brackets. Increases in expenditures and decreases in revenue prequire brackets. Please note that transfers between funds require inter-fund transfer accounts.



Gaston County Board of Commissioners www.gastongov.com

## Police Department Board Action

File #: 22-335

**REVISED/** Commissioner Brown - Police Department (Animal Care and Enforcement) - To Approve the Carry Forward Requests from Animal Care and Enforcement and the Gaston County Police Department (\$41,488.47)

#### STAFF CONTACT

J. D. Ramey - Gaston County Police Department - 704-866-3321

#### **BUDGET IMPACT**

N/A

#### **BUDGET ORDINANCE IMPACT**

N/A

#### **BACKGROUND**

Animal Care and Enforcement received donations FY22 which were used in purchasing new radios for the shelter. Once the purchase order was completed a balance of \$15,513.47 remained. Approval of the carry forward for the remaining funds will pay for providing medical care and the purchasing of items needed for providing that care.

Animal Care and Enforcement and the Gaston County Police Department request these funds be carried forward to FY23.

#### **POLICY IMPACT**

N/A

#### **ATTACHMENTS**

DELETED/ Carry Forward List, REVISED/ Budget Change Request (BCR) & Information Email

Gaston County 145

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	GASTON COUNTY	
	BUDGET CHANGE REQUEST (BCR)	
то:	Dr. Kim S. Eagle, County Manager	
FROM:	GPD Gaston County Police Department	
	Dept. Code Department Name	
	Joe Ramey 8/15/2022	
	Department Director Date	
REQUEST TYPE:	Line-Item Transfer Within Department & Fund  Project Transfer Within Department & Fund  Line-Item Transfer  Additional Approprious *Requires resolution by the Bo	riation of Funds*
ACCOUNT DESCRIPTION	ACCOUNT NUMBER	AMOUNT**
As it appears in Munis	Fund-Dept-Div-SubDiv-Prog-SubProg-Future-Obj-Proj	Whole dollars only
Ex. Employee Training	xxxx-xxx-xxxx-xxxxx-xxxxxx-xxxxxx-xxxxxx	Ex. (\$5,000)
	Ex. 1000-BGT-000-00000-000000-000000-01-520011-	Ex. \$5,000
Fund Balance Appropriated	1000-NDP-000-00000-FBApro-0000000-0000-99-490000-	\$ (41,488.47)
Medical Care	1000-GPD-200-00000-MedCar-0000000-0000-02-530015-	\$ 15,513.47
Repairs & Maintenance	1000-GPD-000-00000-000000-000000-02-530023-	\$ 25,975.00
		i
	Check cell- Amounts must sum to \$0	\$ -
** Decreases in expenditures and increases in revel between funds require inter-fund transfer accounts	nue accounts require brackets. Increases in expenditures and decreases in revenue do not require brackets	
JUSTIFICATION FOR REQUEST:		
Carry forward of unspent donation fu	unds (\$15,153.47) to FY 2023 for animal medical care and medical supplies. Ca (\$25,975) to FY 2023 for the replacement of the current boat motor that cann	

#### Page, Gail

From: Hensley, Matt

Sent: Monday, August 8, 2022 10:25 AM

To: Page, Gail

Cc: Mauney, Suzanne

**Subject:** Board Action req. for carry forward

Gail,

ACE has money in an operational line item of our budget. It is my understanding that this was donated money for medical care that was transferred to be used to purchase new radios for the shelter. After the PO was competed, it left a remaining balance in the budget line item (1000-GPD-200-00000-MedCar-0000000-0000-02-530015-) described as Medical Care, of \$15,513,47.

1

Finance told me that it was an operational budget item and would need BOC approval to be carried forward. This money should be carried forward to be used for medical care at ACE since it was donated with that intention.

Will you please submit the appropriate forms to have this sent to the BOC for approval? Thank you.



Matt Hensley
Captain
Gaston County Police
Animal Care and Enforcement
1491 Business Park Court

Office: 704-866-3341 Fax: 704-922-1205 mhensley@gcps.org

Gastonia, NC 28052

#### Page, Gail

From:

Brandy Decker < Brandy. Decker@gastongov.com>

Sent:

Wednesday, August 3, 2022 7:55 AM

To:

Page, Gail; Beth (Lois) Griffiths

**Subject:** 

RE: Purchase of boat motor

Hi Gail,

You will need to take that CFWD request to the Board since that account doesn't have an approved project # or an encumbrance. Please note that the Board request will need to ask to have the funds carried forward and then transferred to Fund 4005 as all capital purchases are being made out of Fund 4005. Once you have the Board Action written up, let me know and I can help you with the BCR>

Thanks, Brandy

From: Gail Page <gpage@gcps.org>
Sent: Tuesday, August 2, 2022 8:15 AM

**To:** Beth (Lois) Griffiths <Beth.Griffiths@gastongov.com><br/>**Cc:** Brandy Decker <Brandy.Decker@gastongov.com>

Subject: Purchase of boat motor

Beth,

Before the end of FY22 the police department had quite a sum of money moved into different accounts for purchasing items that were approved by Dr. Engle instead of putting them into the FY23 budget. One of those purchases was for a boat motor for our marine enforcement unit. I have the information on the cost and need to do a purchase order for this equipment. Will I need to do a carry forward for the funds that are in the account (1000-GPD-000-0000-000000-000000-0000-02-540002 (\$36,096)? Can you or Brandy provide guidance?

Thanks sooo much! Gail

Gail Page
Administrative Assistant to
Chief Joseph D. Ramey
Gaston County Police Department
420 W. Franklin Boulevard
Gastonia, NC 28052
704-866-3321 (Phone)
704-866-3314 (Fax)



Gaston County Board of Commissioners www.gastongov.com

### Sheriff's Office

**Board Action** 

File #: 22-337

Commissioner Johnson - Sheriff's Office - To Authorize Staccato 2011 LLC as a Sole Source Provider for the Purchase of Staccato XC Handguns and Accessories (\$32,762)

#### STAFF CONTACT

Gwen Danner - Sheriff's Office - 704-869-6839

#### **BUDGET IMPACT**

100% Grant Funds

#### BUDGET ORDINANCE IMPACT

N/A

#### **BACKGROUND**

The Gaston County Sheriff's Office received an appropriation in the 2021-2022 North Carolina budget for Special Weapons and Tactics (SWAT) equipment. The Sheriff's Office SWAT Team will utilize funding to upgrade handguns. The Staccato XC handgun has been selected to provide superior performance and accuracy. Staccato 2011 LLC has been identified as the only vendor that can provide this weapon. Approval of this Board Action authorizes staff to proceed with the sole source purchase from Staccato 2011 LLC.

#### **POLICY IMPACT**

N/A

#### <u>ATTACHMENTS</u>

Staccato Quote and Sole Source Letter



#### Sales Quotation

TO: Stephen Strickland

DATE: 23-June-2022 (Quote good for 90 days)

FROM: Enrique Mojica - Law Enforcement & Military Business Development Manager

Staccato 2011 LLC.

RE: Gaston Sheriff SWAT

Model:	MSRP:	Price Per Unit:	Quantity:	Total:
Staccato XC Optic Ready	\$4,299.00	\$3,224.25	10	\$ 32,242.50
SKU: 11-1400-000100				\$ -
DPO3 Tactical ACRO P1/P2	\$159.95	\$0.00	10	\$ -
SKU: 225-03050028-SP				\$ -
MAG DS 9/38 140MM 20RD	\$69.95	\$0.00	60	\$ -
SKU: 700-291914002-00				\$ -
			A Total	\$ -
Order is to be filled with				\$ -
6x 140mm mags per gun				\$ -
				\$ -
			10.	\$ -
Lifetime Warranty	\$0.00	\$0.00	10	\$ -
Annual Inspection	\$0.00	\$0.00	10	\$ -
Staccato Armorers Course	\$0.00	\$0.00	10	\$ -
OIS Loaner Program	\$0.00	\$0.00	10	\$ -
Dept Transition Course	\$0.00	\$0.00	10	\$ -

Sub TOTAL \$ 32,242.50 TAX @ 7% \$2,256.98

FREIGHT @ \$51.95/ gun

\$519.50 \$0.00

Credits TOTAL

\$ 35,018.98





July 8, 2022

Gaston County Sheriff's Office 425 Dr. MLK Jr Way Gastonia NC 28052

**RE: Sole Source Letter** 

To whom it my concern,

This letter is to confirm that Staccato 2011, LLC is the sole source manufacturer of all Staccato 2011 handguns. Our handguns feature a unique combination of specifications, items, and detailing that are exclusively manufactured by Staccato 2011. This applies to and includes all models of Staccato 2011 handguns.

Should you have any questions or need any additional information regarding our line of handguns, please feel free to contact me at the number below.

Sincerely,

#### **Enrique Mojica**

LE/Military Business Development Manager (Northeast Region)

STACCATO 2011, LLC 114 Halmar Cove Georgetown, TX 78628 Mobile: 512-508-7101

2011 ® The World's Best Shooting Handguns enrique.mojica@staccato2011.com





Gaston County Board of Commissioners www.gastongov.com

## Sheriff's Office Board Action

File #: 22-339

Commissioner Johnson - Sheriff's Office - To Approve the Award for Purchase of GLOCK Gen5 Pistols and Accessories with Trade-In to Craig's Firearm Supply (\$99,569.67)

#### STAFF CONTACT

Sheriff Alan Cloninger - Sheriff's Office - 704-869-6860

#### **BUDGET IMPACT**

Use FY 23 budgeted funds.

#### **BUDGET ORDINANCE IMPACT**

Use FY 23 budgeted funds.

#### **BACKGROUND**

Replacement of the Gaston County Sheriff's Office service weapons were approved with the adoption of the FY 2023 Budget Ordinance. A legal ad was posted in The Gazette on August 7, 2022 as an affirmative step to solicit bids. Also, bid requests were sent to four potential bidders.

Sealed bids were received and publicly opened on August 17, 2022 from three bidders (Craig's Firearm Supply, GLOCK, North Gaston Gun Shop). North Gaston Gun Shop declined to bid due to time constraints and the inability to meet agency needs. Blackstone Shooting Sports is considered non-responsive as no bid was received by the deadline.

Craig's Firearm Supply bid was accepted as the lowest, responsive bidder that met agency needs. Approval of this Board Action authorizes staff to proceed with the GLOCK Gen5 firearm purchase and trade-in of agency weapons.

#### **POLICY IMPACT**

N/A

#### **ATTACHMENTS**

Craig's Firearm Supply Bid, Quote, and Agency Gun Inventory List



#### **GASTON COUNTY SHERIFF'S OFFICE**

Alan G. Cloninger

**SHERIFF** 

## FORMAL BID PURCHASE OF GLOCK Gen5 PISTOLS AND ACCESSORIES WITH TRADE-IN

Date of Issue: August 7, 2022 Proposals Due: August 17, 2022 Time: 2:00 PM

Issued By:
Gaston County Sheriff's Office
425 Dr. Martin Luther King Jr. Way
Gastonia, NC 28052

(704) 869-6800

BID FORM

GLOCK Gen5 PISTOLS AND ACCESSORIES

WITH TRADE-IN

### \*NEW and UNUSED equipment only\* ALL BIDDERS MUST POSSESS A FEDERAL FIREARM LICENSE (FFL)

### \*\*\*The items below must be delivered by 10/10/2022 due to time constraints for agency training and annual qualifications. \*\*\*

BID ITEM NO	QTY	EQUIPMENT Description of Item	Unit Cost	Extended Cost
1	200	Mag G17Gen5 17rd	\$18.69	\$3,378.00
2	130	GLOCK GEN 5 G45, FRONT SLIDE SERRATIONS, AMERIGLO BOLD NIGHT SIGHTS, 3 LE MAGAZINES, BEAVERTAIL KIT, GUN LOCK, BORE BRUSH, CLEANING ROD, CASE (GLOCK 45 AMGLO BOLD 5.5 LE)	\$428.50	\$55,705.00
3	50	GLOCK GEN 5 G45MOS, FRONT SLIDE SERRATIONS, GLOCK POLYMER FXD SIGHTS, 3 LE MAGAZINES, BEAVERTAIL KIT, GUN LOCK, BORE BRUSH, CLEANING ROD, CASE	\$429.00	\$21,450.00
4	50	AMERIGLO CUSTOM TALL SUPPRESSOR HEIGHT SIGHTS SET, XL Height Tall Black serrated .315" FRONT, Flat Black .394" REAR (LOWER 1/3 CO-WIT with RM06-unsure on the	\$44.78 44.87	\$2,29.00
5	110	BLACKHAWK T-SERIES L3D (DUTY) LB Glock 17/22 TLR 7 BK RH (NO SIZE SPECIFIC MODEL FOR G19/G23/G45)	\$108.13	\$11,894.30
6	10	BLACKHAWK T-SERIES L3D (DUTY) <b>LB</b> Glock 17/22 <b>TLR</b> <b>7</b> BK LH (NO SIZE SPECIFIC MODEL FOR G19/G23/G45)	\$108.13	\$1,081.30
7	40	BLACKHAWK T-Series Black L3D LB RDS Glock 17/19/22/23/45 w/TLR 7/8 RH, Box	\$108.13	\$4,325.20

		TOTAL NEW EQUIPMENT (ITEMS 1-14)		\$151,725.17
14	10	X300 ULTRA WEAPON LIGHT, 6V, UNIVERSAL/PICATINNY THUMB SCREW RAIL MOUNT, 1,000 LUMENS, BLACK, Z-XBC PUSH/TOGGLE SWITCH	\$243.76	\$2.437.60
13	140	STREAMLIGHT TLR-7A Flex - Includes high switch, low switch, CR123A lithium battery, and key kit - Box - Black	\$121.11	\$16,955.40
12	52	plate required)  AP Acro P-2 3.5MOA  GLOCK MOS Mount Plate	\$57.10	\$2,969.20
11	52	AP Acro P-2 3.5MOA (3.5 MOA, mount or adapter	\$510.06	\$26,523.12
10	10	Staccato 2011 T-Series Duty Holster: • Fits Staccato-XC) with mounted light • Aimpoint ACRO P2 compatible, Works with Surefire x300 u-A/B or x400,Black,TSeries works for non-optic ready models as well, and with the surefire x300 u-a, u-b, and x400(weapon light must be installed for proper function).T-Series Jacket Slot Belt loop included. RH, BLACK	\$180.00	\$1,800.00
9	40	T-Series JSBL Leg Strap Adapter Black, Box	\$15.66	\$626.40
8	5	BLACKHAWK T-Series Black L3D LB RD\$ Glock 17/19/22/23/45 w/TLR 7/8 LH, Box	\$108.13	\$540.65

152.289.67

### BID FORM FIREARM TRADE-IN

#### **USED** equipment per specifications below

TRADE-IN ITEM NO	QTY	EQUIPMENT Description of Item	UNIT PRICE	EXTENDED PRICE
T1	12	UN-ISSUED AS NEW IN BOX GLOCK GEN 4 G22, GNS, 3 LE MAGAZINES, CASE	\$280.00	\$3,360.00
T2	160	USED GLOCK GEN 4 G22, GNS, 3 LE MAGAZINES, CASE	\$260.00	\$41,600.00
ТЗ	5	UN-ISSUED AS NEW IN BOX GLOCK GEN 4 G22, GNS, 3 LE MAGAZINES, CASE	\$280.00	\$1,400.00
Т4	9	USED GLOCK GEN 4 G22, GNS, 3 LE MAGAZINES, CASE	\$260,00	\$2,340.00
T5	3	UN-ISSUED AS NEW IN BOX GLOCK GEN 4 G27, GNS, 3 LE MAGAZINES, CASE	\$280.00	\$840.00
Т6	3	USED GLOCK GEN 4 G22, GNS, 3 LE MAGAZINES, CASE	\$260.00	\$780.00
17	8	USED GLOCK GEN 4 G35, GNS, 3 LE MAGAZINES, CASE	\$300.00	\$2,400.00
		TOTAL TRADE-IN  EQUIPMENT (T1-T7)		\$53,720.00 <b>52,720.</b> 0
		TOTAL OF NEW EQUIPMENT (ITEMS 1-14)		\$152,289.6

		TOTAL OF TRADE- IN EQUIPMENT (T1- T7)	\$53,720.00 \$2,720.00
		TOTAL OF NEW EQUIPMENT MINUS TRADE-IN EQUIPMENT	\$98,205.17
		TOTAL BID	\$98,205.17 99,569.6 <b>1</b>
Company Name:	CRAIG'S FIREARM SUPPLY		Authorized Signature:  Auth M. Laster

#### TRADE IN - VARIOUS FIREARMS

The Gaston County Sheriff's Office is offering this property for sale and trade-in "as is /where is with all faults" and all sales will be final. There are no warranties, representations or guarantees, either expressed or implied as to the quality, character or condition of the equipment being offered for sale. The implied warranties of the merchantability and fitness for a particular purpose are expressly disclaimed. Purchaser shall not be entitled to any adjustment or allowance, rescission, damages or any other remedy or claim on account of the quality, character or condition of the equipment being offered for sale. Purchaser agrees to hold harmless and indemnify the Gaston County Sheriff's Office from and against any and all claims or causes of action arising out of or related to the purchase, removal and/or use of the equipment purchased from the Gaston County Sheriff's Office.

#### **INSTRUCTIONS TO BIDDERS**

#### **SECTION 1: PURPOSE**

The purpose of this document is to provide general and specific information for the use by suppliers in submitting a bid to supply the Gaston County Sheriff's Office with apparatus, supplies, material, and equipment listed.

#### **SECTION 2: BID SCHEDULE**

Listed below are the dates and times by which stated actions must be taken or completed. The County may determine, in its sole discretion, that it is necessary to change any of these dates and times. Should changes be required, proper notice will be provided to potential bidders. All listed times are Eastern standard times.

Action	Time	Date
Bid issued	2:00 PM	August 7, 2022
Deadline for Questions	5:00 PM	August 11, 2022
County Responses	5:00 PM	August 12, 2022
Bids Due	2:00 PM	August 17, 2022
Anticipated Award	5:00 PM	August 24, 2022

#### **SECTION 3: BID CONTACT**

Any and all questions, concerns and requests for additional information shall be directed to the Gaston County Sheriff's Office to the attention of the Business Services Administrator:

Gwen Danner gdanner@gcps.org

#### **SECTION 4: BIDDER QUESTIONS**

The County is not liable for interpretations/misinterpretations or other errors, or omissions made by the Bidder in responding to this bid. The Bidder shall examine this bid to determine if the County's requirements and terms and conditions are clearly stated. If, after examination of the various requirements and terms and conditions of this bid, the Bidder believes there are any requirements or terms and conditions which remain unclear or which restrict competition, the Bidder may request, in writing, that the County clarify the requirement(s) and terms(s) and condition(s) specified by the Bidder. The Bidder must provide the Section(s), Subsection(s), Paragraph(s), and page number(s) that identify the requirements or conditions questioned by the Bidder.

Requests for clarification, technical questions, and approval of alternate products to this bid must be received by the County no later than the date shown above in Section 2, entitled "Bid Schedule", under Deadline for Questions. The Bidders' failure to request clarification and submit questions by the date in the bid schedule above shall be considered to constitute the Bidders' acceptance of all County requirements and terms and conditions.

#### **SECTION 5: OBJECTIONS TO THE SPECIFICATIONS**

It is not the intent of the bid specifications to exclude or limit competition or favor any supplier. If there is an objection to any of the specifications or requirements listed herein, the bidder must notify Gwen Danner, Business Services Administrator, in writing, stating and listing the specifications and objections, no later than the date shown above in Section 2, entitled "Bid Schedule", under Deadline for Questions. If a pre-bid meeting has been scheduled, any objections must be presented in writing at that time. The objections stated must pertain both to form and substance of the bid document. Failure to object in accordance with the above procedure shall constitute a waiver on the part of the bidder to protest the solicitation. All concerns, questions, clarifications, or other correspondence must be directed only to Gwen Danner, Business Services Administrator. Information obtained from other sources will not be considered in the evaluation and award of this bid.

#### **SECTION 6: BID OPTIONS**

The County reserves the right to request pricing on optional equipment or services along with the pricing for the main or primary product or items when applicable. At the discretion of the County, some or all of the options requested may or may not be added and purchased based upon necessity and the availability of budgeted funds. The bid award will be made to the lowest, responsive, responsible bidder for the main or primary product or services on the Bid Proposal Form. Pricing for any additional options will be requested in a separate section of the bid and will not be included in the determination of the bid award.

## Craig's Firearm Supply Inc. Police Distributor

5620 Concord Pkwy S., Concord, NC 28027 Phone 980-258-0444/0445 8761 Chapman Highway, Knoxville, TN 37920 Phone 1-800-769-2007

tonyl@craigsfirearms.com

TO: _	SGT STEVE STRICKLAND	PHONE:	704-869	9-6833	
AGENCY: _	GASTON CO. S. O.	EMAIL:	sstrickland(	@gcps.org	
DATE:	08/11/22	Quote will be ho	nored for 4!	5 days	

#### A copy of this quote must accompany your purchase order. **EACH** ALL REMINGTON PRODUCTS REQUIRE A SEPARATE PURCHASE ORDER FOR EACH LINE ITEM. AGENCIES ARE RESPONSIBLE FOR ALL TAXES GENCY ORI NUMBER MUST BE ON ALL PURCHASE ORDER Please do not pay from this quote. Invoice will follow. **PRICE** PART# ITEM DESCRIPTION QTY. EXT. 39328 Mag G17Gen5 17rd \$18.69 200 \$3,738.00 GLOCK GEN 5 G45, FRONT SLIDE SERRATIONS, AMERIGLO BOLD NIGHT SIGHTS, 3 LE PA455S302AB MAGAZINES, BEAVERTAIL KIT, GUN LOCK, BORE \$428.50 130 \$55,705.00 BRUSH, CLEANING ROD, CASE (GLOCK 45 AMGLO BOLD 5.5 LE) GLOCK GEN 5 G45MOS, FRONT SLIDE PA455S202MOS \$429.00 50 \$21,450.00 SERRATIONS, GLOCK POLYMER FXD SIGHTS, 3 LE AMERIGLO CUSTOM TALL SUPPRESSOR HEIGHT SIGHTS SET, XL Height Tall Black serrated .315" GL-429 \$44.87 50 \$2,243.50 FRONT, Flat Black .394" REAR (LOWER 1/3 CO-WIT with RM06-unsure on the ACRO) BLACKHAWK T-SERIES L3D (DUTY) LB Glock 17/22 TLR 7 BK RH (NO SIZE SPECIFIC MODEL FOR 44N700BKR \$108.13 110 \$11,894.30 G19/G23/G45) BLACKHAWK T-SERIES L3D (DUTY) LB Glock 17/22 TLR 7 BK LH (NO SIZE SPECIFIC MODEL FOR 44N700BKL \$108.13 10 \$1.081.30 G19/G23/G45) BLACKHAWK T-Series Black L3D LB RDS Glock 44NF00BKR \$108.13 40 \$4,325.20 17/19/22/23/45 w/TLR 7/8 RH, Box BLACKHAWK T-Series Black L3D LB RDS Glock 44NF00BKL \$108.13 5 \$540.65 17/19/22/23/45 w/TLR 7/8 LH, Box 432400BK T-Series JSBL Leg Strap Adapter Black, Box \$15.66 40 \$626.40 Staccato 2011 T-Series Duty Holster: • Fits Staccato-XC) with mounted light •Aimpoint ACRO P2 compatible, Works with Surefire x300 u-A/B or x400, Black, T-Series works for non-optic ready models NA \$180.00 \$1,800.00 10 as well, and with the surefire x300 u-a, u-b, and x400(weaponlight must be installed for proper function).T-Series Jacket Slot Belt loop included. RH, **BLACK** AP Acro P-2 3.5MOA (3.5 MOA, mount or adapter 200691 \$510.06 52 \$26,523.12 plate required) 200520 AP Acro P-2 3.5MOA GLOCK MOS Mount Plate \$57.10 52 \$2,969.20

69424	STREAMLIGHT TLR-7A Flex - Includes high switch, low switch, CR123A lithium battery, and key kit - Box - Black	\$121.11	140	\$16,955.40
X300U-B	X300 ULTRA WEAPON LIGHT, 6V, UNIVERSAL/PICATINNY THUMB SCREW RAIL MOUNT, 1,000 LUMENS, BLACK, Z-XBC PUSH/TOGGLE SWITCH	\$243.76	10	\$2,437.60
	SUB-TOTAL OF GOODS WITHOUT NC SALES TAX			\$152,289.67
	LESS TRADE OF THE FOLLOWING			
UPG220702ANIB	UN-ISSUED AS NEW IN BOX GLOCK GEN 4 G22,	-\$280.00	12	-\$3,360.00
UPG220702	USED GLOCK GEN 4 G22, GNS, 3 LE MAGAZINES, CASE	-\$260.00	160	-\$41,600.00
UPG230702ANIB	UN-ISSUED AS NEW IN BOX GLOCK GEN 4 G22,	-\$280.00	5	-\$1,400.00
UPG230702	USED GLOCK GEN 4 G22, GNS, 3 LE MAGAZINES, CASE	-\$260.00	9	-\$2,340.00
UPG270702ANIB	UN-ISSUED AS NEW IN BOX GLOCK GEN 4 G27, GNS, 3 LE MAGAZINES, CASE	-\$280.00	3	-\$840.00
UPG230702	USED GLOCK GEN 4 G22, GNS, 3 LE MAGAZINES, CASE	-\$260.00	3	-\$780.00
UPG350702	USED GLOCK GEN 4 G35, GNS, 3 LE MAGAZINES, CASE	-\$300.00	8	-\$2,400.00
	TRADE CREDIT TOTAL			-\$52,720.00
	ALL GLOCK PRICING IS IN ACCORDANCE WITH NC STATE CONTRACT 680A			
	SUB-TOTAL WITH TRADES, LESS NC SALES TAX			\$152,289.67
	TRADE CREDIT TOTAL			-\$52,720.00
	TOTAL WITHOUT NC SALES TAX, MINUS \$52,720.00 IN TRADE CREDIT			\$99,569.67

AGENCY ACKNOWLEDGEMENT OF TERMS:
----------------------------------

I accept this quote as written:	
Agency representative's Signature:	
Agency representative's printed name:	
Please call with any questions about this quote.	
Thank you,	

**Tony Lardo**NC Law Enforcement Sales
CELL 865-388-6337

- \* Govt. agency prices do not include FET where applicable
- \* Prices are due and payable NET 30 days for each invoice
- \* Trade-In pistols must be in good, serviceable working order
- \* Deductions made if trade-ins are damagedor not as specified
- \* Trade-In or exchange pistols must be complete with 3 magazines, working sights, and in original box, unless otherwise noted.
- \* Trade-In or exchange pistols must be turned in within 30 days after receipt of new Glock pistols.

#### Gaston County Sheriff's Office Weapon Inventory List

6/22/2012	GLOCK	22	ACH762	
11/1/2019	GLOCK	35MOS	ADKH090	11/1/2019
11/1/2019	GLOCK	35MOS	ADKH091	11/1/2019
11/1/2019	GLOCK	35MOS	ADKH091	11/12019
11/1/2019	GLOCK	35MOS	ADKH175	5/1/2021
11/1/2019	GLOCK	35MOS	ADKH177	11/1/2019
11/1/2019	GLOCK	35MOS	ADKH177	11/1/2019
11/1/2019	GLOCK	35MOS	ADKH181	11/1/2019
11/1/2019	GLOCK	35MOS	ADKH181	11/1/2019
11/1/2019	GLOCK	35MOS	ADKH182	11/1/2019
11/1/2019	GLOCK	35MOS	ADKH182	11/1/2019
11/1/2019	GLOCK	35MOS	ADKH183	3/24/2022
11/1/2019			ADKH184	11/1/2019
	GLOCK	35MOS		
11/1/2019	GLOCK	35MOS	ADKH184	11/12019
11/1/2019	GLOCK	22GN4	BLXT800	2/25/2020
11/1/2019	GLOCK	22GN4	BLXT801	2/25/2020
11/1/2019	GLOCK	22GN4	BLXT802	12/31/12019
11/1/2019	GLOCK	22GN4	BLXT803	1/17/2020
11/1/2019	GLOCK	22GN4	BLXT804	10/27/2021
2/17/2020	GLOCK	22GN4	BLXT805	8/6/2020
11/1/2019	GLOCK	22GN4	BLXT806	4/8/2022
11/1/2019	GLOCK	22GN4	BLXT807	11/12019
11/1/2019	GLOCK	22GN4	BLXT808	11/12019
11/1/2019	GLOCK	22GN4	BLXT809	6/28/2021
11/1/2019	GLOCK	22GN4	BLXT810	11/12019
11/1/2019	GLOCK	22GN4	BLXT811	11/12019
11/1/2019	GLOCK	22GN4	BLXT812	11/12019
11/1/2019	GLOCK	22GN4	BLXT813	11/12019
11/1/2019	GLOCK	22GN4	BLXT814	11/12019
11/1/2019	GLOCK	22GN4	BLXT815	11/12019
11/1/2019	GLOCK	22GN4	BLXT816	10/15/2021
11/1/2019	GLOCK	22GN4	BLXT817	10/15/2021
11/1/2019	GLOCK	22GN4	BLXT818	11/12019
11/1/2019	GLOCK	22GN4	BLXT819	11/12019
11/1/2019	GLOCK	22GN4	BLXT820	11/12019
11/1/2019	GLOCK	22GN4	BLXT821	2/17/2022
11/1/2019	GLOCK	22GN4	BLXT822	2/14/2022
11/1/2019	GLOCK	22GN4	BLXT823	11/12019
11/1/2019	GLOCK	22GN4	BLXT824	8/6/2020
11/1/2019	GLOCK	22GN4	BLXT825	10/27/2021
11/1/2019	GLOCK	22GN4	BLXT826	11/12019
11/1/2019	GLOCK	22GN4	BLXT827	11/12019
11/1/2019	GLOCK	22GN4	BLXT828	11/12019
11/1/2019	GLOCK	22GN4	BLXT829	9/9/2020
11/1/2019	GLOCK	27GN4	BMDB490	8/3/2021
11/1/2019	GLOCK	27GN4	BMDB491	11/12019
11/1/2019	GLOCK	27GN4	BMDB492	11/12019
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11/1/2019	GLOCK	27GN4	BMDB493	11/12019
11/1/2019	GLOCK	27GN4	BMDB494	1/8/2021
11/1/2019	GLOCK	23GN4	BMHV501	11/12019
11/1/2019	GLOCK	23GN4	BMHV502	1/8/2021
11/1/2019	GLOCK	23GN4	BMHV503	11/12019
11/1/2019	GLOCK	23GN4	BMHV504	11/12019
11/1/2019	GLOCK	23GN4	BMHV507	11/12019
9/29/2021	GLOCK	22	EVB386	
10/8/2020	GLOCK	22GN4	PLL558	7/18/2012
	GLOCK	22GN4	PLL559	4/18/2017
6/24/2011	GLOCK	22GN4	RTR120	7/12/2012
6/24/2011	GLOCK	22GN4	RTR121	4/27/2020
6/24/2011	GLOCK	22GN4	RTR122	4/22/2020
6/24/2011	GLOCK	22GN4	RTR124	7/12/2012
6/24/2011	GLOCK	22GN4	RTR125	7/18/2012
5/24/2011	GLOCK	22GN4	RTR758	1/4/2020
5/24/2011	GLOCK	22GN4	RTR759	7/12/2012
5/24/2011	GLOCK	22GN4	RTR760	3/9/2021
5/24/2011	GLOCK	22GN4	RTR761	8/15/2019
5/24/2011	GLOCK	22GN4	RTR762	2/14/22
5/24/2011	GLOCK	22GN4	RTR763	7/18/2012
5/24/2011	GLOCK	22GN4	RTR764	10/3/2018
5/24/2011	GLOCK	22GN4	RTR765	5/29/2015
5/24/2011	GLOCK	22GN4	RTR766	10/18/2020
5/24/2011	GLOCK	22GN4	RTR767	7/16/2012
5/24/2011	GLOCK	22GN4	RTR768	7/13/2012
5/24/2011	GLOCK	22GN4	RTR769	12/13/2018
5/24/2011	GLOCK	22GN4	RTR770	7/18/2012
5/24/2011	GLOCK	22GN4	RTR771	12/18/2017
5/24/2011	GLOCK	22GN4	RTR772	12/1/2021
5/24/2011	GLOCK	22GN4	RTR773	12/18/2017
5/24/2011	GLOCK	22GN4	RTR774	8/15/2019
5/24/2011	GLOCK	22GN4	RTR775	6/11/2015
5/24/2011	GLOCK	22GN4	RTR776	10/18/2021
6/22/2012	GLOCK	23GN4	SGH989	10/12/2017
6/22/2012	GLOCK	23GN4	SGH990	7/13/2012
6/22/2012	GLOCK	23GN4	SGH991	
6/22/2012	GLOCK	23GN4	SGH992	
6/22/2012	GLOCK	23GN4	SGH993	3/7/2018
6/22/2012	GLOCK	23GN4	SGH994	7/21/2015
6/22/2012	GLOCK	27GN4	SVC970	7/13/2012
6/22/2012	GLOCK	27GN4	SVC971	4/4/2017
6/22/2012	GLOCK	27GN4	SVC973	10/7/2021
6/22/2012	GLOCK	27GN4	SVC974	5/9/2017
6/22/2012	GLOCK	22GN4	SXV750	12/13/2018
6/22/2012	GLOCK	22GN4	SXV751	7/10/2012
6/22/2012	GLOCK	22GN4	SXV752	7/10/2012

6/22/2012	GLOCK	22GN4	SXV753	7/10/2012
6/22/2012	GLOCK	22GN4	SXV754	7/10/2012
6/22/2012	GLOCK	22GN4	SXV756	7/9/2012
6/22/2012	GLOCK	22GN4	SXV757	7/10/2012
6/22/2012	GLOCK	22GN4	SXV758	7/9/2012
6/22/2012	GLOCK	22GN4	SXV759	7/9/2012
6/22/2012	GLOCK	22GN4	SXV760	7/9/2012
6/22/2012	GLOCK	22GN4	SXV762	6/27/2016
6/22/2012	GLOCK	22GN4	SXV763	7/9/2012
6/22/2012	GLOCK	22GN4	SXV765	7/10/2012
6/22/2012	GLOCK	22GN4	SXV767	7/9/2012
6/22/2012	GLOCK	22GN4	SXV768	11/30/2022
6/22/2012	GLOCK	22GN4	SXV769	8/7/2018
6/22/2012	GLOCK	22GN4	SXV770	7/11/2012
6/22/2012	GLOCK	22GN4	SXV771	7/9/2012
6/22/2012	GLOCK	22GN4	SXV772	7/11/2012
6/22/2012	GLOCK	22GN4	SXV773	7/11/2012
6/22/2012	GLOCK	22GN4	SXV774	7/11/2012
6/22/2012	GLOCK	22GN4	SXV775	7/11/2012
6/22/2012	GLOCK	22GN4	SXV776	7/11/2012
6/22/2012	GLOCK	22GN4	SXV777	5/10/2021
6/22/2012	GLOCK	22GN4	SXV778	7/11/2012
6/22/2012	GLOCK	22GN4	SXV779	5/23/2018
6/22/2012	GLOCK	22GN4	SXV782	1/30/2020
6/22/2012	GLOCK	22GN4	SXV783	1/4/2017
6/22/2012	GLOCK	22GN4	SXV784	4/2/2018
6/22/2012	GLOCK	22GN4	SXV789	7/9/2012
6/22/2012	GLOCK	22GN4	SXV790	2/25/2016
6/22/2012	GLOCK	22GN4	SXV792	7/9/2012
6/22/2012	GLOCK	22GN4	SXV794	7/11/2012
6/22/2012	GLOCK	22GN4	SXV796	7/9/2012
6/22/2012	GLOCK	22GN4	SXV798	3/17/2014
6/22/2012	GLOCK	22GN4	SXV799	1/25/2022
6/22/2012	GLOCK	22GN4	SXV800	7/9/2012
6/22/2012	GLOCK	22GN4	SXV801	7/9/2012
6/22/2012	GLOCK	22GN4	SXV802	7/10/2012
6/22/2012	GLOCK	22GN4	SXV803	7/10/2012
6/22/2012	GLOCK	22GN4	SXV804	7/9/2012
6/22/2012	GLOCK	22GN4	SXV805	7/9/2012
6/22/2012	GLOCK	22GN4	SXV806	7/10/2012
6/22/2012	GLOCK	22GN4	SXV807	2/10/2021
6/22/2012	GLOCK	22GN4	SXV808	7/9/2012
6/22/2012	GLOCK	22GN4	SXV809	12/7/2015
6/22/2012	GLOCK	22GN4	SXV810	7/9/2012
6/22/2012	GLOCK	22GN4	SXV811	7/11/2012
6/22/2012	GLOCK	22GN4	SXV812	7/11/2012
6/22/2012	GLOCK	22GN4	SXV814	7/11/2012

Page 4				
6/22/2012	GLOCK	22GN4	SXV815	7/11/2012
1/29/2020	GLOCK	22GN4	SXV816	7/11/2012
6/22/2012	GLOCK	22GN4	SXV817	7/9/2012
6/22/2012	GLOCK	22GN4	SXV819	7/11/2012
6/22/2012	GLOCK	22GN4	SXV820	7/11/2012
6/22/2012	GLOCK	22GN4	SXV821	7/11/2012
6/22/2012	GLOCK	22GN4	SXV824	5/24/2021
6/22/2012	GLOCK	22GN4	SXV825	7/11/2012
6/22/2012	GLOCK	22GN4	SXV826	7/11/2012
6/22/2012	GLOCK	22GN4	SXV827	2/16/2021
6/22/2012	GLOCK	22GN4	SXV828	7/13/2012
6/22/2012	GLOCK	22GN4	SXV829	12/7/2015
6/22/2012	GLOCK	22GN4	SXV830	7/11/2012
6/22/2012	GLOCK	22GN4	SXV831	7/14/2012
6/22/2012	GLOCK	22GN4	SXV832	3/26/2021
6/22/2012	GLOCK	22GN4	SXV833	12/19/2013
6/22/2012	GLOCK	22GN4	SXV834	2/10/2021
6/22/2012	GLOCK	22GN4	SXV835	7/11/2012
6/22/2012	GLOCK	22GN4	SXV836	8/4/2017
6/22/2012	GLOCK	22GN4	SXV837	7/12/2012
6/22/2012	GLOCK	22GN4	SXV838	2/4/2021
6/22/2012	GLOCK	22GN4	SXV840	7/18/2012
6/22/2012	GLOCK	22GN4	SXV841	10/11/2021
6/22/2012	GLOCK	22GN4	SXV842	7/18/2012
6/22/2012	GLOCK	22GN4	SXV843	7/18/2012
6/22/2012	GLOCK	22GN4	SXV844	7/18/2012
6/22/2012	GLOCK	22GN4	SXV845	12/7/2015
6/22/2012	GLOCK	22GN4	SXV846	7/18/2012
6/22/2012	GLOCK	22GN4	SXV847	7/18/2012
6/22/2012	GLOCK	22GN4	SXV848	7/18/2012
6/22/2012	GLOCK	22GN4	SXV849	11/16/2015
6/22/2012	GLOCK	22GN4	SXV850	7/12/2012
6/22/2012	GLOCK	22GN4	SXV851	7/12/2012
6/22/2012	GLOCK	22GN4	SXV852	7/12/2012
6/22/2012	GLOCK	22GN4	SXV854	7/12/2012
6/22/2012	GLOCK	22GN4	SXV855	12/1/2016
6/22/2012	GLOCK	22GN4	SXV856	10/22/2021
6/22/2012	GLOCK	22GN4	SXV857	7/12/2012
6/22/2012	GLOCK	22GN4	SXV858	7/12/2012
6/22/2012	GLOCK	22GN4	SXV859	5/29/2019
6/22/2012	GLOCK	22GN4	SXV861	1/30/2020
6/22/2012	GLOCK	22GN4	SXV862	7/19/2017
6/22/2012	GLOCK	22GN4	SXV863	8/30/2012
6/22/2012	GLOCK	22GN4	SXV864	7/23/2012
6/22/2012	GLOCK	22GN4	SXV866	5/28/2013
6/22/2012	GLOCK	22GN4	SXV867	1/24/2019
6/22/2012	GLOCK	22GN4	SXV868	12/13/2018
0/22/2012	02001	220117	27.7000	12,10,2010

Gaston County Sheriff's Office Weapon Inventory List Page 5

6/22/2012	GLOCK	22GN4	SXV869	12/13/2012
6/22/2012	GLOCK	22GN4	SXV870	12/4/2014
6/22/2012	GLOCK	22GN4	SXV871	6/1/2016
6/22/2012	GLOCK	22GN4	SXV873	2/25/2016
6/22/2012	GLOCK	22GN4	SXV874	6/1/2016
6/6/2014	GLOCK	22GN4	XCH668	1/28/2019
6/6/2014	GLOCK	22GN4	XCH669	10/8/2020
6/6/2014	GLOCK	22GN4	XCH670	6/1/2017
6/6/2014	GLOCK	22GN4	XCH671	5/30/2018
6/6/2014	GLOCK	22GN4	XCH672	
6/6/2014	GLOCK	22GN4	XCH673	4/19/2022
6/6/2014	GLOCK	22GN4	XCH674	5/4/2020
6/6/2014	GLOCK	22GN4	XCH675	7/25/2019
6/6/2014	GLOCK	22GN4	XCH676	5/30/2018
6/6/2014	GLOCK	22GN4	XCH677	2/19/2021



Gaston County Board of Commissioners www.gastongov.com

#### Tax

#### **Board Action**

File #: 22-333

Commissioner Brown - Tax - Pursuant to N.C.G.S.105-286 and 105-317(b)(1), the Tax Director Requests BOC Acceptance of the 2023 Schedule of Values for Reappraisal of Real Property

#### STAFF CONTACT

Chelsea Tarbush - Interim Tax Director - 704-810-5811

#### **BUDGET IMPACT**

Funds are allocated and no additional County funds are required.

#### **BUDGET ORDINANCE IMPACT**

No impact. Schedule of Values are required to be adopted for use in County-wide Reappraisal.

#### **BACKGROUND**

In preparation for each reappraisal of real property required by the North Carolina General Statutes 105-286, it shall be the duty of the assessor to see that; uniform schedules of value, standards, and rules to be used in appraising real property as it's true value and it's present-use value are prepared and are sufficiently detailed to enable those making appraisals to adhere to them in appraising real property. Therefore; then as required, this Document (Schedule of Values, Standards, and Rules) has been prepared in accordance with Chapter 105, Subchapter II, Article 19, Section 105-317, Paragraph (b) (1) of the General Statutes of North Carolina and Standard 5 and 6 of the Uniform Standards of Professional Appraisal Practice as developed by the Appraisal Foundation.

#### POLICY IMPACT

N/A

#### **ATTACHMENTS**

N/A



Gaston County Board of Commissioners www.gastongov.com

#### Tax

#### **Board Action**

File #: 22-329

Commissioner Fraley - Tax Collections - Pursuant to G.S. 105-381, the Tax Collector Requests that the Listed Tax Refunds be Made. (Releases and Refunds - \$260.45; Overpayments - \$16,967.57; VTS Refunds - \$10,201.81; Grand Total - \$27,429.83)

#### **STAFF CONTACT**

Luke Sisk - Tax Collections Administrator - 704-866-3034

#### **BACKGROUND**

The Gaston County Tax Collector has examined the requests for refunds and has determined that the requests are properly authorized by statute and should be granted and the persons and/or firms listed below have requested the refund of taxes paid pursuant to GS 105-381(b).

#### <u>ATTACHMENTS</u>

Tax Refunds Listing for July 2022

Gaston County 169

TAXPAYER NAME JULY 2022 RELEASES AND REFUNDS	AMOUNT
Gilbert, Yates W Trost, Roby	\$142.73 \$117.72
TOTAL	\$260.45
	<b>4200.10</b>
JULY 2022 OVERPAYMENTS	
24 Hour Title	\$125.92
Ashley, Jill Elizabeth	\$104.18
Avellaneda, Avelino Lopez	\$189.55
Britton, Andrew	\$280.63
Bywaters, Tracey Lineberger	\$133.23
Champion, Philip	\$148.15
Collins, Frederick	\$131.40
Costner Law Office, Pllc	\$5,918.70
Espinal, Ezequiel	\$163.85
Goble, John	\$320.34
Graham, Charles L	\$212.59
Gray, Robert	\$146.05
Hambright, Anthony	\$506.00
Hodges, Amanda	\$111.52
Hudson, Jason	\$107.19
Jenny P. Holman	\$146.19
Jenny P. Holman	\$410.55
Kish, Scott	\$2,394.64
Koone, David Blanton	\$251.64
Koone, David Blanton	\$211.08
Lackey, Hilery	\$172.44
Lowrance, Samuel Brian	\$114.16 \$100.31
McGrath, Meghan	\$100.31 \$447.42
McGrath, Meghan Merritt Law Plic	\$417.12 \$543.10
Owenby, Benjamin Scott	\$253.80
Perkins, Shirley	\$500.00
Precision Comfort Specialist	\$998.89
Richards, Roger Dale	\$115.88
Sanchez, Ana Martin	\$163.69
Sapp, John W	\$207.00
Shepard, Charles	\$249.03
Silk Abstract Company	\$135.70
Toney, Mary Jane	\$115.00
Valerie Holmes Waddell DDS PA	\$200.00
Ward, Michael Shane	\$106.58
Wilkinson, Jamie Thomas	\$134.62
Willis, Tabitha	\$426.85
TOTAL	\$16,967.57
JULY 2022 VTS REFUNDS	447.00
1st Holdings LLC	\$447.92 \$455.70
1st Holdings LLC Alyea, Gioconda Leonor Ferretti	\$455.79 \$156.95
American Auto & Truck Electric Services Inc	\$325.24
Anghel, Geanina	\$224.85
Basilius, Samuel Joseph	\$539.08
Collier, Donna Robinson	\$136.50

#### JULY 2022 VTS REFUNDS (Continued)

**GRAND TOTAL** 

JULY 2022 VIS REFUNDS (Continued)	
Conway, Daniel Claflin	\$480.05
Craig, Sidney Wilson Jr	\$170.10
Craig, Sidney Wilson Jr	\$187.03
Elliott, James Ronald	\$273.74
Fields, David Lorance Jr	\$131.54
Fields, David Lorance Jr	\$122.96
Foley, Larry Clark	\$259.76
Foley, Larry Clark	\$328.35
Foley, Larry Clark	\$379.52
Friday, Kimberly Michelle	\$127.59
Ghorley, Timothy Chad	\$204.63
Ghorley, Timothy Chad	\$263.03
Gomez, Durdanes Arguimedez	\$729.82
Hunt, John Todd	\$259.71
Jalaba Enterprises Inc	\$564.99
Lincoln County Tax	\$209.03
Long, Caitlin Sarah Faye	\$157.91
Matthews, James Houston III	\$424.20
Mauldin, Amber Marie	\$152.89
McClain, Terry Lee	\$113.06
Miranda Figueroa, German	\$121.82
Raley, Jenniger Ann	\$111.65
Rampe, Richard Paul	\$282.68
Rhyne, Martha Clawson	\$157.82
Richmond, Felisha Mitchelle	\$115.06
Sanchez, Alexis	\$194.13
Scott, Marcus Lamont	\$113.17
Thrasher, Cody Brandon	\$159.40
Tynan, Patrick John	\$113.92
Valliere, Greg Carlton	\$101.79
Valliere, Greg Carlton	\$288.70
Vansleen, Robert David	\$231.84
Williams, Veronica Elaine	\$108.68
Wooten, Gregory Kyle	\$132.42
Yang, Cee Ly	\$142.49
TOTAL	\$10,201.81

\$27,429.83



Gaston County Board of Commissioners www.gastongov.com

## Board of Commissioners Board Action

File #: 22-348

Appointment List - Current Expiring Terms/Vacant Positions

#### **STAFF CONTACT**

Donna S. Buff - Clerk to the Board - 704-866-3196

COMMISSIONER	BOARD	REPRESENTING	REASON	NAME	END DATE
Chair Appts Chair Appts	Centralina Council of Governments (COG)	Commissioner/Alternate/Ex-Officio (Voting)	Vacant	Vacancy/Comm. Kim Johnson	11/30/2021
Chad Brown					
#7-CB	Adult Care Home Community Advisory Committee	Commission	Vacant	Vacancy/Nellie Overcash	05/31/2021
#7-CB	Animal Care and Enforcement Advisory Board	Humane Society	Vacant	Vacancy/Allison Whitlow	02/28/2022
#7-CB	Council on Aging	Region F AAC Alternate	Vacant	Vacancy/Mandy Grammer	05/31/2021
#7-CB	Health and Human Services Board	Nurse	Vacant	Vacancy/Leanne King	06/30/2022
RB Twp.	Historic Preservation Commission	RB Twp.	Vacant	Vacancy/Suzanne Deal	06/30/2023
#7-CB	Juvenile Crime Prevention Council (JCPC)	Substance Abuse	Vacant	Vacancy/Rebecca Jones	06/30/2023
#7-CB	Nursing Home Community Advisory Committee	At Large	Vacant	Vacancy/Mary C. MacArthur	10/31/2022
#7-CB	Nursing Home Community Advisory Committee	NHA Appt.	Vacant	Vacancy/Shirley Ferguson	11/30/2011
RB Twp.	Parks and Recreation Advisory Board	RB Twp.	Vacant	Vacancy/Mr. Tim S. Payne	05/31/2022
#7-CB	Region F Aging Advisory Committee	Alternate	Vacant	Vacancy/Mandy Grammer	05/31/2021
#7-CB	SARA Local Planning Committee (LEPC)	Industrial Commission Co. Uses/Stores Chemicals	Vacant	Vacancy/Chadwick Mitchell	12/31/2024

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COMMISSIONER	BOARD	REPRESENTING	REASON	NAME	END DATE
Allen Fraley					
#4-AF	Adult Care Home Community Advisory Committee	Commission	Vacant	Vacancy/Erin Barbee	05/01/2019
#4-AF	Adult Care Home Community Advisory Committee	Domiciliary Home Appt.	Vacant	Vacancy/Jane Patrick	01/31/2018
#4-AF	Animal Care and Enforcement Advisory Board	Citizen At Large	Term Expiring	Mr. Jonathan L Fletcher	08/31/2022
CH Twp.	Council on Aging	At Large	Vacant	Vacancy/Ronald Pinkerton	11/30/2019
#4-AF	Juvenile Crime Prevention Council (JCPC)	Youth Rep.	Vacant	Vacancy/Marvin Hagen	06/30/2020
CH Twp.	Parks and Recreation Advisory Board	СН Тwp.	Vacant	Vacancy/Mr. Shane Shuford	05/31/2025
#4-AF	SARA Local Planning Committee (LEPC)	Law Enforcement	Vacant	Vacancy/Adam Wilson	12/31/2019
#4-AF	SARA Local Planning Committee (LEPC)	Fire	Vacant	Vacancy/Jeff Cash	01/31/2023
#4-AF	Transportation Advisory Board (TAB)	Division of Workforce Solutions	Vacant	Vacancy/Benjamin Boyles	10/31/2023
<b>Bob Hovis</b>					
#5-BH	Adult Care Home Community Advisory Committee	Commission	Vacant	Vacancy/Bonnie Singer	04/30/2022
#5-BH	Adult Care Home Community Advisory Committee	NHA Appt	Vacant	Vacancy/Mary Alice Brown	04/30/2019
#5-BH	Gaston Community Action Board of Trustees (GCA) Public Sector Gaston County	Public Sector Gaston County	Vacant	Vacancy/Cindy Martin	10/31/2021
#5-BH	Gaston Community Action Board of Trustees (GCA) Public Sector Gaston County	Public Sector Gaston County	Vacant	Vacancy/Robert Pope	10/31/2021
CM Twp.	Gaston County Board of Adjustment/ Gaston County Housing Board	At Large/Unincorporated Area Resident	Vacant	Vacancy/Kevin Meyer	12/31/2020
#5-BH	Health and Human Services Board	Consumer of Services	Vacant	Vacancy/Lori Hanafin	06/30/2025
#5-BH	Health and Human Services Board	Optometrist	Vacant	Vacancy/Dr. Sandra Farnham	06/30/2023
CM Twp.	Industrial Facilities and Pollution Control Financing Authority	CM Twp.	Vacant	Vacancy/Neil Styers	10/31/2018
#5-BH	Transportation Advisory Board (TAB)	Local Elected Officials/Staff	Vacant	Vacancy/Donnie Loftis	10/31/2012
#5-BH	Transportation Advisory Board (TAB)	United Way of Gastonia	Vacant	Vacancy/Daughtry Hopper	10/31/2022
#5-BH	Transportation Advisory Board (TAB)	Business/Industry	Vacant	Vacancy/Carolyn Dow	12/31/2018
4					

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COMMISSIONER	BOARD	REPRESENTING	REASON	NAME	END DATE
Kim Johnson					
#1-KJ	Adult Care Home Community Advisory Committee	Commission	Vacant	Vacancy	08/31/2018
#1-KJ	Adult Care Home Community Advisory Committee	Commission	Vacant	Vacancy/Linda Denton	08/01/2020
G Twp./KJ	Council on Aging	G Twp./KJ	Vacant	Vacancy/Thomas Hauer	11/30/2021
G Twp./KJ	Economic Development Commission	G Twp./KJ	Vacant	Vacancy/Robert Browne	12/31/2021
#1-KJ	Environmental Review Advisory Board	Chamber of Commerce Member	Vacant	Vacancy/Steve D'Avria	05/31/2024
#1-KJ	Nursing Home Community Advisory Committee	NHA Appt.	Vacant	Vacancy/Jonathan Fletcher	06/30/2018
#1-KJ	Nursing Home Community Advisory Committee	At Large	Term Expiring	Mr. Richard Trado	04/30/2022
G Twp./KJ	Planning Board	G Twp./KJ	Vacant	Vacancy/Claire Green Fallon	01/31/2025
Tom Keigher					
#6-TK	Adult Care Home Community Advisory Committee NHA Appt	NHA Appt	Vacant	Vacancy/Patricia Lineberger	02/01/2017
<b>ЖЕ-ТК</b>	Adult Care Home Community Advisory Committee	Commission	Term Expiring	Dr. Edward Smith	04/30/2022
G Twp./TK	Gaston County Board of Adjustment	At Large/Unincorporated Area Resident	Vacant	Vacancy/Miles Hamrick	07/31/2023
Ж-9#	Nursing Home Community Advisory Committee	At Large	Vacant	Vacancy/Sharon Stiles	07/31/2021
Ж-9#	Nursing Home Community Advisory Committee	NHA Appt.	Vacant	Vacancy/Ms. Velda Robinson	06/30/2018
#6-TK	Transportation Advisory Board (TAB)	Vocational Rehabilitation	Vacant	Vacancy/Eric F. Davis	10/31/2020

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COMMISSIONER	ER BOARD	REPRESENTING	REASON	NAME	END DATE
<b>Tracy Philbeck</b>	쑀				
#2-TP	Adult Care Home Community Advisory Committee	Commission	Vacant	Vacancy/Shirley Brannon	04/30/2022
#2-TP	Health and Human Services Board	Dentist	Vacant	Vacancy/Dr. Stephanie Lowry	06/30/2022
#2-TP	Juvenile Crime Prevention Council (JCPC)	United Way Rep./ Nonprofit Agency	Vacant	Vacancy/Cody Carpenter	06/30/2019
#2-TP	Nursing Home Community Advisory Committee	At Large	Vacant	Vacancy/Mable Manning	10/31/2022
D Twp.	Parks and Recreation Advisory Board	D Twp.	Vacant	Vacancy/Calvin Stiles	05/31/2022
#2-TP	SARA Local Planning Committee (LEPC)	Industrial Commission Co. Uses/Stores Vacant Chemicals	s Vacant	Vacancy/Dean Harris	12/31/2021
#2-TP	Transportation Advisory Board (TAB)	Private Citizen (Handicapped)	Vacant	Vacancy/Muneeb Kola	10/31/2023
Ronnie Worley	Τ.				
#3-RW	Adult Care Home Community Advisory Committee	Commission	Vacant	Vacancy/Effie Locklear	07/31/2022
#3-RW	Adult Care Home Community Advisory Committee	Domiciliary Home Appt.	Vacant	Vacancy/Keith Hart	11/01/2016
#3-RW	Juvenile Crime Prevention Council (JCPC)	Community Rep.	Vacant	Vacancy/Mr. Elmer Ray Raynor	06/30/2023
#3-RW	Juvenile Crime Prevention Council (JCPC)	Youth Rep.	Vacant	Vacancy/Ms. Josie M. Braddy	06/30/2023
#3-RW	Nursing Home Community Advisory Committee	NHA Appt.	Vacant	Vacancy/Effie Locklear	06/30/2019
#3-RW	SARA Local Planning Committee (LEPC)	Radio/TV	Term Expiring	Mr. Ken Lemon	01/31/2020
#3-RW	SARA Local Planning Committee (LEPC)	Law Enforcement	Vacant	Vacancy/Randy Graham	12/31/2018
#3-RW	Transportation Advisory Board (TAB)	Faith Community Leader	Vacant	Vacancy/Leon McClain	10/31/2021
#3-RW	Transportation Advisory Board (TAB)	Private Transportation Provider	Vacant	Vacancy/Jason Christopher	10/31/2021
#3-RW	Transportation Advisory Board (TAB)	Intercity Bus Operator	Vacant	Vacancy/Cindy Forrester	10/31/2020
*NOTE:	Quality Natural Resources Committee- Positions Assigned to Full Board. Council on Aging - Appointee will automatically serve on the Home & Community Block Grant Advisory Committee Numeror Long Committee Advisory Committee	ned to Full Board. on the Home & Community Block Grant	Advisory Committe	900	

Nursing Home Community Advisory Committee - Membership Prerequisites for new appointees should be cleared through Ruth Murphy (704) 862-7667

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