



Gaston County

Board of Commissioners

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

Chairman Tracy L. Philbeck
Vice-Chairman Jack B. Brown
Chad Brown
Allen R. Fraley
Bob Hovis
Tom Keigher
Ronnie Worley

Tuesday, July 28, 2020

Meeting Agenda

REVISED - Regular Meeting 6:00 P.M.

CALL TO ORDER
INVOCATION
PLEDGE OF ALLEGIANCE

Attendees will undergo temperature screenings and a health questionnaire. Capacity in the Forum and overflow rooms will be limited to allow for social distancing and attendees will be asked to wear face coverings.

MOTION TO OPEN PUBLIC HEARINGS

I. ZONING PUBLIC HEARINGS (Held Jointly with Planning Board Members)

- A. Public Hearing - Zoning Map Change: Conditional District CD20-01, CH Land Company LLC (Applicant); Property Parcels 172387, 172379, 172378, 172377, and 172375, Located at Old Dallas Hwy., Dallas, NC, Rezone from the (RS-8) Single Family 8,000 square feet Zoning District to the (CD/RS-8) Conditional District/Single Family 8,000 square feet Zoning District
 - 1. Receive Citizen Comment
 - 2. Resolution to be addressed under Non-Consent (Zoning Matters)
- B. Public Hearing - Zoning Map Change: Conditional District CD20-02, Hornet Solar, LLC (Applicant); Property Parcels 173020, 173410, 173466, 207155, 211893, 211896, 211897, and 222964, Located at the Gaston Co./Lincoln Co. Line (Alexis/Lucia Area), Stanley, NC, Rezone from the (R-1) Single Family Limited Zoning District with (US) Urban Standards Overlay to the (CD/R-2) Conditional District/Single Family Moderate Zoning District with (US) Urban Standards Overlay, in order to allow Essential Services Class 3 (Solar Farm)
 - 1. Receive Citizen Comment
 - 2. Resolution to be addressed under Non-Consent (Zoning Matters)
- C. Public Hearing - Zoning Text Amendment: ZTA20-03 Gaston County Planning Board (Applicant); To Consider Proposed Text Amendments to the Unified Development Ordinance (UDO): Chapter 9 (General Provisions): Section 9.5(A)
 - 1. Receive Citizen Comment
 - 2. Resolution to be addressed under Non-Consent (Zoning Matters)

(PLANNING BOARD IS EXCUSED TO THE JURY ASSEMBLY ROOM, 4129 FOR DELIBERATIONS)

MOTION TO CLOSE PUBLIC HEARINGS

II. BUSINESS AGENDA**A. AGENDA REVISION/APPROVAL**

1. *REVISED: Section IV., Item T.*
2. *REVISED: Section IV., Item U.*
3. *ADDED: Section IV., Item Z.*
4. *ADDED: Section X., Item C., 1. Closed Session Pursuant to NCGS 143-318.11(a)(3) - Consult with the Attorney*

III. CITIZEN RECOGNITION (Limited to One Hour; Sign up Prior to Meeting; Comments Limited to Two Minutes)**IV. CONSENT AGENDA**

- A.** Board of Commissioners - To Set Forth the Membership of the Council of Understanding Ad Hoc Committee in the County Appointment Records and to Approve the Dissolution of the Council.....6
- B.** Commissioner Worley - Budget & Management Services - To Approve and Adopt Required Assistance and Procurement Policies for the 2020 Urgent Repair Program (URP).....7-18
- C.** Commissioner Worley - Budget & Management Services - To Approve a Sole Source Bid for Security Upgrades to The Cathy Mabry Cloninger Center (100% Grant Funded; No County Funds).....19-21
- D.** Commissioner Philbeck - Budget & Management Services - To Transfer FY21 Budgeted Vehicle Service Payments from the General Fund & Health Fund to the Debt Service Fund.....22-25
- E.** Commissioner Philbeck - Budget & Management Services - To Establish the Community Investment Fund (CIF) in the County's Financial System.....26-28
- F.** Commissioner Philbeck - Budget & Management Services - To Appropriate 2018 School Bond Premium and Transfer Out to the School Debt Service Fund.....29-30
- G.** Commissioner Worley - Budget & Management Services - To Accept and Appropriate a Community Oriented Policing Services (COPS) Hiring Program Grant for 10 New County Police Department Officers (Federal Grant Funds - \$1,158,278; Matching Funds Gaston County Schools - \$386,092).....31-32
- H.** Commissioner Philbeck - County Manager - To Accept Departmental Budget Change Requests as Information.....33-37
- I.** Commissioner Chad Brown - DHHS (Social Services Division) Child Advocacy Center - To Authorize Edge One Solutions, Inc. as a Sole Source Provider for the Purchase of iRecord Software and Hardware for Digital Recording (100% Grant Funds - \$28,594).....38-47
- J.** Commissioner Chad Brown - DHHS (Social Services Division) - To Accept and Appropriate the Carry Forward of June Donations in the Amount of \$24,285 (100% Donations).....48-49
- K.** Commissioner Chad Brown - DHHS (Social Services Division) - To Accept and Appropriate Funds Awarded from the Glenn Foundation to the Foster Care Program in Child and Family Services in the Amount of \$9,765 (100% Grant Funds).....50-53

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- L. Commissioner Chad Brown - Emergency Management/Fire Services - To Approve the Transfer of Accumulated Funds Realized from Past Tax Collections, Revaluation, Interest Earned, Etc. to Ranlo Fire & Rescue (\$51,867.00).....54-56
- M. Commissioner Chad Brown - Emergency Management/Fire Services - To Approve the Transfer of Accumulated Funds Realized from Past Tax Collections, Revaluation, Interest Earned, Etc. to East Gaston Volunteer Fire Department (\$35,991.00).....57-59
- N. Commissioner Chad Brown - Emergency Management/Fire Services - To Approve the Transfer of Accumulated Funds Realized from Past Tax Collections, Revaluation, Interest Earned, Etc. to Crowders Mountain Volunteer Fire and Rescue (\$126,791).....60-62
- O. Commissioner Chad Brown - Emergency Management/Fire Services - To Approve the Transfer of Accumulated Funds Realized from Past Tax Collections, Revaluation, Interest Earned, Etc. to Spencer Mountain Road Volunteer Fire Department (\$26,919).....63-65
- P. Commissioner Chad Brown - Emergency Management/Fire Services - To Approve the Transfer of Accumulated Funds Realized from Past Tax Collections, Revaluation, Interest Earned, Etc. to North Gaston Volunteer Fire & Rescue (\$24,761).....66-68
- Q. Commissioner Chad Brown - Emergency Management/Fire Services - To Approve the Transfer of Accumulated Funds Realized from Past Tax Collections, Revaluation, Interest Earned, Etc. to Union Road Volunteer Fire Department (\$20,174).....69-71
- R. Commissioner Chad Brown - Emergency Management/Fire Services - To Approve the Transfer of Accumulated Funds Realized from Past Tax Collections, Revaluation, Interest Earned, Etc. to Alexis Fire Department (\$34,959).....72-74
- S. Commissioner Worley - Finance - To Approve Giving Authorization to the Purchasing Manager, Beth Griffiths, to Pre-audit Gaston County Contracts.....75
- T. **REVISED/** Commissioner Chad Brown - Finance - To Approve Staff Recommendation of Small Business Emergency Bridge Loans.....**GREEN SHEET PAGES (GSP) 76-77**
- U. **REVISED/** Commissioner Hovis - Police Department/Animal Care and Enforcement - To Surplus Four Cage Banks from the Former Animal Care and Enforcement Facility Located at 220 Leisure Lane, Dallas NC and to Approve the Donation and Conveyance of the Cages to the Gaston Low Cost Spay/Neuter Clinic, a Non-Profit Corporation..**(GSP) 78-82**
- V. Commissioner Philbeck - Public Works - To Award a Construction Contract to T&K Construction, LLC and Authorize the County Manager to Execute the Necessary Contracts for Construction of Unit I, Phase 2 at the Gaston County Landfill (100% Solid Waste Enterprise Fund - \$5,153,975).....83-85
- W. Commissioner Chad Brown - Public Works - To Authorize the County Manager to Amend the Fairwood Construction Contract for the Mt. Holly Library ADA Renovations Due to Unforeseen Conditions Encountered During Construction Activities.....86-87
- X. Commissioner Fraley - Tax Collections - Pursuant to G.S. 105-381, the Tax Collector Requests that the Listed Tax Refunds be Made. (Overpayments - \$22,497.59; VTS Refunds - \$5,415.64; Grand Total - \$27,913.23).....88-90
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- Y. Commissioner Hovis - Tax Collections - To Accept the Annual Tax Settlement Report of Taxes Billed and Collected Over the Previous Fiscal Year Ending June 30, 2020 per N.C.G.S. §105-373.....91-95
- Z. **ADDED/ Commissioner Philbeck - Budget & Management Services - To Accept and Appropriate Additional Federal CARES Act Revenue (\$6,260,807).....(GSP) 95A-95B**

V. ZONING MATTERS FROM PUBLIC HEARINGS (NON-CONSENT)

- A. Commissioner Philbeck - Planning & Development Services - Zoning Map Change: Conditional District CD20-01, CH Land Company LLC (Applicant); Property Parcels 172387, 172379, 172378, 172377, and 172375, Located at Old Dallas Hwy., Dallas, NC, Rezone from the (RS-8) Single Family 8,000 square feet Zoning District to the (CD/RS-8) Conditional District/Single Family 8,000 square feet Zoning District.....96-100
- B. Commissioner Chad Brown - Planning & Development Services - Zoning Map Change: Conditional District CD20-02, Hornet Solar, LLC (Applicant); Property Parcels 173020, 173410, 173466, 207155, 211893, 211896, 211897, and 222964, Located at the Gaston Co./Lincoln Co. Line (Alexis/Lucia Area), Stanley, NC, Rezone from the (R-1) Single Family Limited Zoning District with (US) Urban Standards Overlay to the (CD/R-2) Conditional District/Single Family Moderate Zoning District with (US) Urban Standards Overlay, in order to allow Essential Services Class 3 (Solar Farm).....101-105
- C. Commissioner Philbeck - Planning & Development Services - Zoning Text Amendment: ZTA20-03, Gaston County Planning Board (Applicant); To Consider Proposed Text Amendments to the Unified Development Ordinance (UDO): Chapter 9 (General Provisions): Section 9.5(A).....106-109

VI. NON-CONSENT AGENDA ITEMS

- A. Commissioner Keigher - County Attorney - To Provide an Advisory Opinion to the North Carolina Department of Transportation (NCDOT) Recommending an Abandonment of a Portion of a Publicly Dedicated Right-of-Way Known as State Road 1677, aka Tennessee Trail.....110-113

VII. ITEMS PULLED FROM CONSENT AGENDA

VIII. ITEMS ADDED BY MAJORITY VOTE FOR DISCUSSION ONLY

IX. APPOINTMENTS

- A. Appointment List - Current Expiring Terms/Vacant Positions.....114-118
- B. Commissioner Philbeck - BOC - To Designate a 2020 NCACC Virtual Annual Conference Voting Delegate and Alternate.....119-120

X. REPORTS

A. Commissioners Committee Reports

1. Commissioner Tom Keigher - Council of Understanding Recommendation

B. County Manager's Report

C. County Attorney's Report

1. ADDED/ Closed Session Pursuant to NCGS 143-318.11(a)(3) - Consult with the Attorney

XI. OTHER MATTERS

XII. ADJOURNMENT



Gaston County

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Board of Commissioners

Board Action

File #: 20-302

Board of Commissioners - To Set Forth the Membership of the Council of Understanding Ad Hoc Committee in the County Appointment Records and to Approve the Dissolution of the Council

STAFF CONTACT

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

BACKGROUND

Upon consensus of the BOC at its June 23, 2020 Regular Meeting, an Ad Hoc Council of Understanding was established by Chairman Tracy Philbeck to study the Confederate monument in front of the Courthouse and to provide a recommendation to the Board of Commissioners on keeping or relocating the monument. Commissioner Tom Keigher was selected to Chair the Committee and to administer the selection process of members. Each Commissioner provided one appointment each. The remaining five were joint selections of Commissioner Keigher and Chairman Philbeck. The following is the final list of selections:

D'Andre Nixon (Philbeck)	James Muhammad (Joint Selection)
Moises Miranda (Joint selection)	Bruce Cloninger (Fraley)
Joe Will (Hovis)	Cheryl D. Comer, Esq. (Joint Selection)
Eric Riley (Joint Selection)	Dr. Ed Smith (Joint Selection)
Rev. Dickie Spargo (Worley)	Rev. Thomas Gillespie (Keigher)
Bill Starnes (C. Brown)	Jim Stewart (J. Brown)

The Council met on July 7, July 9 and July 13, 2020. On July 13, the Council voted to provide a recommendation to the BOC. With this recommendation, the Council fulfilled its charge and no additional meetings will be necessary. This action sets forth the membership in the County appointment records and authorizes the dissolution of the Council.

ATTACHMENTS

N/A



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Budget and Management Services

Board Action

File #: 20-299

Commissioner Worley - Budget & Management Services - To Approve and Adopt Required Assistance and Procurement Policies for the 2020 Urgent Repair Program (URP)

STAFF CONTACT

Pat Laws - Budget & Management Services - 704-866-3771

BUDGET IMPACT

N/A

BUDGET ORDINANCE IMPACT

N/A

BACKGROUND

The mission of the NC Housing Finance Agency (HFA) is to create affordable housing opportunities for North Carolinians whose needs are not being met by the market. As part of its mission, HFA administers the Urgent Repair Program, whose funds are intended to improve living conditions for low-income elderly and disabled individuals. URP grants are made available through a competitive application process on a yearly basis.

POLICY IMPACT

N/A

ATTACHMENTS

Procurement & Disbursement Policy and Assistance Policy

Gaston County
Assistance Policy
For the 2020 Cycle of the
Urgent Repair Program

What is the Urgent Repair Program? Gaston County has been awarded \$100,000 by the North Carolina Housing Finance Agency (“NCHFA”) under the 2020 cycle of the Urgent Repair Program (“URP20”). The funds provided by the NCHFA come from the North Carolina Housing Trust Fund. An additional \$3,000 in funds for construction costs will be provided by Gaston County to the 2020 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. A total of 10 households will be assisted under URP20 for Gaston County.

This Assistance Policy describes who is eligible to apply for assistance under URP20, 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 URP20 project to be fair, open, and consistent with the County’s approved application for funding and with NCHFA’s URP Program Guidelines.

Eligibility To be eligible for assistance under URP20 applicants

- 1) 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.

URP20 Income Limits* for Gaston County

Number in Household	30% of Median (very-low income)	50% of Median (low income)
1	\$17,550	\$29,250
2	\$20,050	\$33,400
3	\$22,550	\$37,600
4	\$25,050	\$41,750
5	\$27,100	\$45,100
6	\$29,100	\$48,450
7	\$31,100	\$51,800
8	\$33,100	\$55,150

*Income limits are subject to change based on annually published HUD HOME Limits and will be updated each year. This update will not require a re-approval of the governing authority.

Outreach Efforts of the Urgent Repair Program An article about the Urgent Repair Program will be published in the local newspaper(s), Senior Centers in Gaston, on the local cable government channel, and on the County website.

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 URP20

<i>Special Needs (for definitions, see below)</i>	<i>Points</i>
Never served by Gaston County ESFR or URP programs	5
Disabled, Elderly or Veteran Head of Household (<i>62 or older</i>)	4
Disabled, Elderly, or Veteran Household Member (<i>not Head of Household</i>)	3
Single-Parent Household (<i>with one or more children in the home</i>)	3
Large Family (<i>5 or more permanent residents</i>)	2
Child under 6 with lead hazards in the home	2
<i>Income (See Income Table above)</i>	<i>Points</i>
Less than 30% of County Median Income	10
30% to 50% of County Median Income	5

****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, a minimum of 50% of households assisted must have incomes which are less than 30% of the area median income for the household size, 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 URP20.

Recipients of assistance under the URP20 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 URP20 are:

- *Never Served by Gaston County:* If your home has never received repairs through URP and/or ESFR programs, extra points will be added to your application.
- *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.
- *Child with Lead Hazards*: 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, he 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 URP20? 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 \$2,000 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 URP20 is \$10,000.

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 URP20 must meet or exceed NC Residential Building Code.

Who will do the work on the homes? Gaston County is obligated under URP20 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 URP20 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 3rd and August 31st of 2020. Applications must be valid and completed by the deadline to be ranked. All applications received after August 31st, 2020 will be placed on a waiting list for a second ranking if remaining funds exists. No applications will be taken after September 1st of 2020.
- 2. Where do I apply:** Apply by contacting Cynthia Buchanan DHHS Economic Support Services Department at 704-862-7963 and/or Marc Bolick URP Program Manager at 704-866-3559. Proof of ownership and income will be required. Those who have applied for housing assistance from the URP Program in the past will not automatically be reconsidered. A new application will need to be submitted.
- 3. Preliminary inspection:** The Program Manager will visit the homes of potential loan recipients to determine the need and feasibility of repairs/modifications.
- 4. 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 October 15 of 2020. 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 three (3) alternates. Applicants not receiving notification that they were chosen by October 15 of 2020 may contact Marc Bolick Program Manager at 704-866-3559 to confirm the disposition of the application after that date.
- 5. 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.
- 6. 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.

- 7. 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.
- 8. Bidding:** The work write-up and bid documents will be emailed or mailed to a minimum of three contractors on the Approved Contractors' Registry who will be given one week in which to inspect the property and prepare bid proposals. The names of the invited contractors will be supplied to the homeowner. Each will need access to those areas 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 at a specified date and time, with all bidders and the homeowner invited to attend. It is not required for the homeowner to attend.
- 9. 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.
- 10. 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 20% of the estimated cost for any unforeseen project costs during the course of the project. The total loan amount will never exceed \$10,000. 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.
- 11. Pre-construction conference:** A pre-construction meeting will be held at the home or designated location. At this time, the homeowner, contractor and program representatives will be present and discuss the details of the work to be done. 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.
- 12. 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 URP20. The homeowner

will be responsible for working with the contractor toward protecting personal property by clearing work areas as much as practicable.

13. 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.

14. 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.

15. 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 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.

16. Closeout: Once each item outlined in section 15 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 August 3rd, 2020.
- Applications must be turned in to Gaston DHHS Economic Support Services Department by 5:00 PM on August 31st, 2020.
- Selected households will be notified by October 15 of 2020.
- All rehabilitation work must be under contract by October 15, 2021.
- All rehabilitation work must be completed by December 31, 2021.

How do I request an application? Just contact:

Cynthia Buchanan
DHHS Economic Support Services Department
330 Dr. Martin Luther King Jr. Way
Gastonia, NC 28052
Phone: 704-862-7963

Marc Bolick URP Program Manager
Gaston County Building Inspections
P.O. Box 1578
Gastonia, NC 28056
Ph. 704-866-3559
Email: marc.bolick@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 feel that they are not treated fairly. 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 five 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 is not 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 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 Administrator.
4. Should the mediation conference fail to resolve the dispute, the Grants Administrator, Pat Laws, will render a written final decision. She may be contacted by email: plaws@gastongov.com or phone 704-866-3771.
5. If the Program Manager finds that the work is 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.

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 URP20 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 URP20, 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 **race, color, religion, national origin, sex, familial status and disability**

Emergency and Health Notifications? Due to the current COVID-19 pandemic, increased awareness of the need to protect County representatives and the homeowners they serve from various health related exposures has become more apparent than ever. Homeowners participating in the URP20 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 include their property address for the duration of construction on the property.

Who can I contact about URP20? Any questions regarding any part of this application or program should be addressed to:

Marc Bolick URP Program Manager
Gaston County Building Inspections
P.O. Box 1578
Gastonia, NC 28056
Ph. 704-866-3559
Email:marc.bolick@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 this ____day of _____ 20__.

Chair / Gaston County Board of Commissioners

Notary Public

**Gaston County
2020
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.) 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.
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 and 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 URP20. 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 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 indicating that work has been satisfactorily completed in accordance with the contract.

The Procurement and Disbursement Policies are adopted this the _____ day of _____ 20____.

Chair / Gaston County Board of Commissioners

Notary Public

CONTRACTORS STATEMENT:

I have read and understand the attached Procurement and Disbursement Policy.

BY:

COMPANY NAME:

WITNESS:



Gaston County

Gaston County
Board of Commissioners
www.gastongov.com

Budget and Management Services

Board Action

File #: 20-349

Commissioner Worley - Budget & Management Services - To Approve a Sole Source Bid for Security Upgrades to The Cathy Mabry Cloninger Center (**100% Grant Funded; No County Funds**)

STAFF CONTACT

Pat Laws - Budget and Management Services - 704-866-3771

BUDGET IMPACT

N/A

BUDGET ORDINANCE IMPACT

N/A

BACKGROUND

The current security system at the center is outdated and needs to be upgraded. The vendor that installed the original system will do the work for the upgrades.

POLICY IMPACT

N/A

ATTACHMENTS

Grantor Sole Source Approval Form and Security System Upgrade Quote

North Carolina Department of Public Safety



Governor's Crime Commission
1201 Front Street Raleigh, NC 27609
Phone: (919)733.4564 Fax: (919)733.4625
<http://www.ncdps.gov/gcc>

Sole Source Provider Request Form

*****Submit along with contract or invoice (whichever is applicable)*****

Authorizing Agency	
Implementing Agency	The Cathy Mabry Cloninger Center
Project Name and Project Number	NC-PROJ012782 Gaston County DV Shelter Program 2018
Project Director's Name	Andrea Wyant
Phone # and E-mail Address	andrea.wyant@gastongov.com 704-810-6494
Proposed \$ Amount of Invoice or Contract	\$26,075.00

NOTE: All sole source procurements in excess of \$250,000.00 must receive prior approval from the DOJ Office of Justice Programs.

This form is submitted as a formal request to use the services of the following contractor as a Sole Source Provider.

Contractor/Vendor Name: Carolina Alarm Services

This request is made for the following reasons:

- ☒ Service provider is continuing services already engaged from previous year(s)
- ☐ Advertising & Research revealed no other service providers in the area
(Attach details of the effort made in Advertising and Research)
- ☐ Other (explain below and/or attach additional documentation)

☒ Approved

GCC Grants Management Specialist Approval:

Andrea Russo

☐ Denied

Date:

7/17/2020



Customer: Gaston County Women's Shelter
Address: Gastonia NC 28054
Phone:

P.O. Box 620624 Charlotte, NC 28262
704-507-8225
www.carolinaalarmservices.com



Budget and Management Services

Board Action

File #: 20-318

Commissioner Philbeck - Budget & Management Services - To Transfer FY21 Budgeted Vehicle Service Payments from the General Fund & Health Fund to the Debt Service Fund

STAFF CONTACT

Janet Schafer - Budget & Management Services - 704-866-3029

BUDGET IMPACT

The budget impact to each fund is as follows. See BCR for more details.

- *General Fund*: No change (one-sided adjustment). Transfer budgeted expenditures from department accounts to the transfer out to the Debt Service Fund, and decrease transfer to the Health Fund.
- *Health Fund*: Decrease revenue by \$18,979. Decrease expenditures by \$18,979.
- *Debt Service Fund*: Increase revenue by \$1,936,823. Increase expenditures by \$1,936,823.
- *Community Investment Fund*: Increase revenue by \$1,936,823. Increase expenditures by \$1,936,823.

BUDGET ORDINANCE IMPACT

Increase total revenue by \$3,854,667. Increase total expenditures by \$3,854,667. All increases are the result of transfers and do not increase the County's net budget.

BACKGROUND

With the establishment of the Community Investment Fund (CIF), budgeted vehicle debt service will now be included in the Debt Service Fund. The transfer from the General Fund will flow into the CIF as part of a long-term strategy to increase the County's debt capacity.

Note: Vehicle debt service budgeted in self-sustaining and enterprise funds (Building Services, Tourism, Solid Waste) or in funds that receive partial or full reimbursement (Public Assistance) will remain in those funds.

POLICY IMPACT

N/A

ATTACHMENTS

Budget Change Request (BCR)

GASTON COUNTY BUDGET CHANGE REQUEST

TO: Dr. Kim S. Eagle COUNTY MANAGER

FROM: 4131 Budget & Management Services
 Dept. # Department Name

Janet Schafer 7/6/20
 Department Director's Name Date

TYPE OF REQUEST:

- ☐ Line Item Transfer Within Department & Fund ☒ Line Item Transfer Between Funds *
- ☐ Project Transfer Within Department & Fund ☒ Additional Appropriation of Funds *
- ☐ Line Item Transfer Between Departments* * Requires resolution by the Board of Commissioners

ACCOUNT DESCRIPTION (As it appears in the budget)	ACCOUNT NUMBER <small>Fund - Function - Dept - Division - Object - Project</small> xxx - xx - xxxx - xxxx - xxxxx - xxxxxx	AMOUNT Whole Dollars Only (See Note Below)
SEE ATTACHMENT		

JUSTIFICATION FOR REQUEST:

With the establishment of the Community Investment Fund (CIF), budgeted vehicle debt service will now be included in the Debt Service Fund. The transfer from the General Fund will flow into the CIF as part of a long-term strategy to increase the County's debt capacity.

Note: Decreases in expenditures & increases in revenue accounts require brackets. Increases in expenditures & decreases in revenue do not require brackets. Please note that transfers between funds require interfund transfer accounts.

Gaston County Budget Change Request

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Fund	Account	Description	Type	I	D
Debt Service Fund	030-98-9800-0000-480041	Transfer from CIF	R	\$ (1,936,823)	
	030-09-9110-0000-550001-18150	Principal: FY18 Vehicle LP	E	\$ 564,220	
	030-09-9110-0000-550001-19070	Principal: FY19 Vehicle LP	E	\$ 735,013	
	030-09-9110-0000-550001-20007	Principal: FY20 Vehicle LP	E	\$ 303,617	
	030-09-9110-0000-550001-21008	Principal: FY21 Vehicle LP	E	\$ 265,210	
	030-09-9110-0000-550002-18150	Interest: FY18 Vehicle LP	E	\$ 4,971	
	030-09-9110-0000-550002-19070	Interest: FY19 Vehicle LP	E	\$ 26,887	
	030-09-9110-0000-550002-20007	Interest: FY20 Vehicle LP	E	\$ 13,102	
	030-09-9110-0000-550002-21008	Interest: FY21 Vehicle LP	E	\$ 23,803	
General Fund	010-98-9800-0000-580041-	Transfer to CIF	E	\$ 1,936,823	
	010-98-9800-0000-580011-	Transfer to Health Dept	E		\$ (18,979)
	010-09-4140-0000-550001-21008	Principal: FY21 Vehicle LP	E		\$ (4,571)
	010-09-4140-0000-550002-21008	Interest: FY21 Vehicle LP	E		\$ (410)
	010-09-4261-0000-550001-	Vehicle Lease Principal	E		\$ (4,884)
	010-09-4261-0000-550002-	Vehicle Lease Interest	E		\$ (43)
	010-09-4265-4260-550001-	Vehicle Lease Principal	E		\$ (19,468)
	010-09-4265-4260-550001-20007	Vehicle Princ: 20 LP Financing	E		\$ (29,131)
	010-09-4265-4260-550002-	Vehicle Lease Interest	E		\$ (172)
	010-09-4265-4260-550002-20007	Vehicle Int: 20 LP Financing	E		\$ (1,257)
	010-09-4265-4265-550001-21008	Principal: FY21 Vehicle LP	E		\$ (5,873)
	010-09-4265-4265-550002-21008	Interest: FY21 Vehicle LP	E		\$ (527)
	010-09-4310-4310-550001-	Vehicle Lease Principal	E		\$ (91,249)
	010-09-4310-4310-550001-19070	Vehicle Princ: 19 LP Financing	E		\$ (176,985)
	010-09-4310-4310-550001-20007	Vehicle Princ: 20 LP Financing	E		\$ (167,349)
	010-09-4310-4310-550001-21008	Principal: FY21 Vehicle LP	E		\$ (79,788)
	010-09-4310-4310-550002-	Vehicle Lease Interest	E		\$ (804)
	010-09-4310-4310-550002-19070	Vehicle Int: 19 LP Financing	E		\$ (6,474)
	010-09-4310-4310-550002-20007	Vehicle Int: 20 LP Financing	E		\$ (7,221)
	010-09-4310-4310-550002-21008	Interest: FY21 Vehicle LP	E		\$ (7,164)
	010-09-4315-4315-550001-	Vehicle Lease Principal	E		\$ (12,243)
	010-09-4315-4315-550001-19070	Vehicle Princ: 19 LP Financing	E		\$ (59,097)
	010-09-4315-4315-550001-20007	Vehicle Princ: 20 LP Financing	E		\$ (73,250)
	010-09-4315-4315-550001-21008	Principal: FY21 Vehicle LP	E		\$ (51,876)
	010-09-4315-4315-550002-	Vehicle Lease Interest	E		\$ (108)
	010-09-4315-4315-550002-19070	Vehicle Int: 19 LP Financing	E		\$ (2,162)
	010-09-4315-4315-550002-20007	Vehicle Int: 20 LP Financing	E		\$ (3,161)
	010-09-4315-4315-550002-21008	Interest: FY21 Vehicle LP	E		\$ (4,657)
	010-09-4330-0000-550001-	Vehicle Lease Principal	E		\$ (7,292)
	010-09-4330-0000-550001-19070	Vehicle Princ: 19 LP Financing	E		\$ (15,251)
	010-09-4330-0000-550002-	Vehicle Lease Interest	E		\$ (65)
	010-09-4330-0000-550002-19070	Vehicle Int: 19 LP Financing	E		\$ (558)
	010-09-4370-0000-550001-	Vehicle Lease Principal	E		\$ (429,084)
	010-09-4370-0000-550001-19070	Vehicle Princ: 19 LP Financing	E		\$ (287,324)
	010-09-4370-0000-550001-21008	Principal: FY21 Vehicle LP	E		\$ (69,426)
	010-09-4370-0000-550002-	Vehicle Lease Interest	E		\$ (3,779)
	010-09-4370-0000-550002-19070	Vehicle Int: 19 LP Financing	E		\$ (10,509)
	010-09-4370-0000-550002-21008	Interest: FY21 Vehicle LP	E		\$ (6,229)
	010-09-4372-0000-550001-19070	Vehicle Princ: 19 LP Financing	E		\$ (127,497)
	010-09-4372-0000-550001-21008	Principal: FY21 Vehicle LP	E		\$ (32,582)
	010-09-4372-0000-550002-19070	Vehicle Int: 19 LP Financing	E		\$ (4,664)
	010-09-4372-0000-550002-21008	Interest: FY21 Vehicle LP	E		\$ (2,923)
	010-09-4380-0000-550001-19070	Vehicle Princ: 19 LP Financing	E		\$ (51,167)
	010-09-4380-0000-550001-20007	Vehicle Princ: 20 LP Financing	E		\$ (15,898)
	010-09-4380-0000-550001-21008	Principal: FY21 Vehicle LP	E		\$ (7,885)
	010-09-4380-0000-550002-19070	Vehicle Int: 19 LP Financing	E		\$ (1,872)
	010-09-4380-0000-550002-20007	Vehicle Int: 20 LP Financing	E		\$ (686)
	010-09-4380-0000-550002-21008	Interest: FY21 Vehicle LP	E		\$ (707)
	010-09-4910-4910-550001-21008	Principal: FY21 Vehicle LP	E		\$ (4,571)
	010-09-4910-4910-550002-21008	Interest: FY21 Vehicle LP	E		\$ (410)
	010-09-4960-0000-550001-20007	Vehicle Princ: 20 LP Financing	E		\$ (17,989)
	010-09-4960-0000-550002-20007	Vehicle Int: 20 LP Financing	E		\$ (777)
	010-09-6141-0000-550001-19070	Vehicle Princ: 19 LP Financing	E		\$ (8,465)
	010-09-6141-0000-550002-19070	Vehicle Int: 19 LP Financing	E		\$ (310)

Gaston County Budget Change Request

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Fund	Account	Description	Type	I	D
Health Fund	011-98-9800-0000-480010-	Transfers from General Fund	R		\$ 18,979
	011-09-5114-5125-550001-19070	Vehicle Princ: 19 LP Financing	E		\$ (9,227)
	011-09-5114-5125-550001-21008	Principal: FY21 Vehicle LP	E		\$ (8,638)
	011-09-5114-5125-550002-19070	Vehicle Int: 19 LP Financing	E		\$ (338)
	011-09-5114-5125-550002-21008	Interest: FY21 Vehicle LP	E		\$ (776)
CIF	041-98-9800-0000-480010-	Transfers from General Fund	R	\$ (1,936,823)	
	041-98-9800-0000-580030-	Transfer to Debt Service Fund	E	\$ 1,936,823	



Budget and Management Services Board Action

File #: 20-325

Commissioner Philbeck - Budget & Management Services - To Establish the Community Investment Fund (CIF) in the County's Financial System

STAFF CONTACT

Janet Schafer - Budget & Management Services - 704-866-3029

BUDGET IMPACT

The budget impact to each fund is as follows. See BCR for more details.

- *General Fund*: No change (one-sided adjustment). Transfer budgeted revenue to new accounts.
- *Public Assistance Fund*: No change (one-sided adjustment). Transfer budgeted revenue to new accounts.
- *Debt Service Fund*: No change (one-sided adjustment). Transfer budgeted revenue to new accounts.
- *School Debt Fund*: No change (one-sided adjustment). Transfer budgeted revenue to new accounts.
- *Capital Fund*: No change (one-sided adjustment). Transfer budgeted revenue to new accounts.
- *Community Investment Fund*: Increase revenue by \$34,528,875. Increase expenditures by \$34,528,875.

BUDGET ORDINANCE IMPACT

Increase total revenue by \$34,528,875. Increase total expenditures by \$34,528,875. All increases are the result of transfers and do not increase the County's net budget.

BACKGROUND

With the establishment of the Community Investment Fund (CIF), revenue traditionally budgeted in separate funds (Debt Service, School Debt, and Capital) will now flow directly into the CIF as a long-term strategy to increase the County's debt capacity.

POLICY IMPACT

N/A

ATTACHMENTS

Budget Change Request (BCR)

GASTON COUNTY BUDGET CHANGE REQUEST

TO: Dr. Kim S. Eagle COUNTY MANAGER

FROM: 4131 Budget & Management Services

Dept. # Department Name

Janet Schafer 7/10/20

Department Director's Name Date

TYPE OF REQUEST:

☐ Line Item Transfer Within Department & Fund

☒ Line Item Transfer Between Funds *

☐ Project Transfer Within Department & Fund

☒ Additional Appropriation of Funds *

☐ Line Item Transfer Between Departments*

* Requires resolution by the Board of Commissioners

ACCOUNT DESCRIPTION (As it appears in the budget)	ACCOUNT NUMBER	AMOUNT
	Fund - Function - Dept - Division - Object - Project	Whole Dollars Only
	xxx - xx - xxxx - xxxx - xxxxx - xxxxxx	(See Note Below)
SEE ATTACHMENT		

JUSTIFICATION FOR REQUEST:

With the establishment of the Community Investment Fund (CIF), revenue traditionally budgeted in separate funds (Debt Service, School Debt, and Capital) will now flow directly into the CIF as a long-term strategy to increase the County's debt capacity. Increase total revenue by \$34,528,875. Increase total expenditures by \$34,528,875. All increases are the result of transfers and do not increase the County's net budget.

Note: Decreases in expenditures & increases in revenue accounts require brackets. Increases in expenditures & decreases in revenue do not require brackets. Please note that transfers between funds require interfund transfer accounts.

Gaston County Budget Change Request

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Fund	Account	Description	Type		I	D
Community Investment Fund (CIF)	041-01-3200-3231-406005-	Sales Tax: Article 39	R	\$	(1,580,250)	
	041-01-3200-3231-406006-	Sales Tax: Article 40	R	\$	(1,424,063)	
	041-01-3200-3231-406007-	Sales Tax: Article 42	R	\$	(1,037,969)	
	041-01-3200-3231-406008-	Sales Tax: Article 44 (524)	R	\$	(1,189,393)	
	041-01-3200-3234-406009-	Sales Tax: Article 46	R	\$	(5,452,417)	
	041-01-8300-0000-412001-	Interest on Investment	R			
	041-03-5911-0000-435011-	State Lottery Proceeds	R	\$	(2,050,000)	
	041-98-9800-0000-480010-	Transfers from General Fund	R	\$	(19,587,461)	
	041-98-9800-0000-480020-	Transfer from PA Fund	R	\$	(250,000)	
	041-99-9900-0000-490000-	Fund Balance Appropriated	R	\$	(1,957,322)	
	041-98-9800-0000-580030-	Transfer to Debt Service Fund	E	\$	5,036,055	
	041-98-9800-0000-580031-	Transfer to School Debt Fund	E	\$	24,203,601	
	041-98-9800-0000-580040-	Transfer to CIP Fd	E	\$	5,289,219	
Debt Service Fund	030-98-9800-0000-480041	Transfer from CIF	R	\$	(5,036,055)	
	030-01-3200-3231-406008-	Sales Tax: Article 44 (524)	R		\$	1,189,393
	030-98-9800-0000-480010-	Transfers from General Fund	R		\$	3,846,662
School Debt Service Fund	031-98-9800-0000-480041-	Transfer from CIF	R	\$	(24,203,601)	
	031-01-3200-3234-406009-	Sales Tax: Article 46	R		\$	5,452,417
	031-03-5911-0000-435011-	State Lottery Proceeds	R		\$	2,050,000
	031-98-9800-0000-480010-	Transfers from General Fund	R		\$	15,740,799
	031-99-9900-0000-490000-	Fund Balance Appropriated	R		\$	960,385
Capital Improvements Fund	040-98-9800-0000-480041-	Transfer from CIF	R	\$	(5,289,219)	
	040-01-3200-3231-406005-	Sales Tax: Article 39	R		\$	1,580,250
	040-01-3200-3231-406006-	Sales Tax: Article 40	R		\$	1,424,063
	040-01-3200-3231-406007-	Sales Tax: Article 42	R		\$	1,037,969
	040-98-9800-0000-480020-	Transfer from Public Assist	R		\$	250,000
	040-99-9900-0000-490000-	Fund Balance Appropriated	R		\$	996,937
General Fund	010-98-9800-0000-580030-	Transfer to Debt Service Fund	E		\$	(3,846,662)
	010-98-9800-0000-580031-	Transfer to School Debt Fund	E		\$	(15,740,799)
	010-98-9800-0000-580041-	Transfer to CIF	E	\$	19,587,461	
PA Fund	020-98-9800-0000-580040-	Transfer to CIP Fd	E		\$	(250,000)
	020-98-9800-0000-580041-	Transfer to CIF Fund	E	\$	250,000	



Budget and Management Services Board Action

File #: 20-326

Commissioner Philbeck - Budget & Management Services - To Appropriate 2018 School Bond Premium and Transfer Out to the School Debt Service Fund

STAFF CONTACT

Janet Schafer - Budget & Management Services - 704-866-3029

BUDGET IMPACT

Fund 40: Increase revenue by \$5,600,790. Increase expenditures (transfer out) by \$5,600,790.

Fund 31: Increase revenue by \$5,600,790 (transfer in). Increase expenditures by \$5,600,790.

BUDGET ORDINANCE IMPACT

Fund 40: Increase revenue by \$5,600,790. Increase expenditures (transfer out) by \$5,600,790.

Fund 31: Increase revenue by \$5,600,790 (transfer in). Increase expenditures by \$5,600,790.

BACKGROUND

With the adoption of the FY21 Budget, the Board of Commissioners approved the allocation of 2018 School Bond Premium for debt service on the 2018 School Bonds. This BCR transfers the full amount of bond premium (\$5,600,790) from the Capital Fund (Fund 40) to the School Debt Service Fund (Fund 31). It is currently located in Fund 40 Fund Balance. Unspent premium will fall to Fund Balance in Fund 31 at the end of this FY and will be used for debt service payments on the 2018 School Bonds in future years.

POLICY IMPACT

N/A

ATTACHMENTS

Budget Change Request (BCR)

GASTON COUNTY BUDGET CHANGE REQUEST

TO: Dr. Kim S. Eagle COUNTY MANAGER

FROM: 4131 Budget & Management Services

Dept. # Department Name

Janet Schafer 7/21/20

Department Director's Name Date

TYPE OF REQUEST:

☐ Line Item Transfer Within Department & Fund

☒ Line Item Transfer Between Funds *

☐ Project Transfer Within Department & Fund

☒ Additional Appropriation of Funds *

☐ Line Item Transfer Between Departments*

* Requires resolution by the Board of Commissioners

ACCOUNT DESCRIPTION (As it appears in the budget)	ACCOUNT NUMBER	AMOUNT
	Fund - Function - Dept - Division - Object - Project	Whole Dollars Only
	xxx - xx - xxxx - xxxx - xxxxx - xxxxxx	(See Note Below)
Fund Balance Appropriated	040-99-9900-0000-490000-	(\$5,600,790)
Transfer to School Debt Service Fund	040-98-9800-0000-580031-	\$5,600,790
Transfer from CIP Fund	031-98-9800-0000-480040-	(\$5,600,790)
2018 School Bonds (Princ)	031-09-5911-0000-550007-19040	\$2,800,395
2018 School Bonds (Interest)	031-09-5911-0000-550020-19040	\$2,800,395

JUSTIFICATION FOR REQUEST:

This BCR transfers \$5.6M in bond premium from the 2018 school bonds from fund 40 (capital fund) to fund 31 (school debt service fund). Premium funds are currently in fund 40 fund balance. Unspent premium will fall to fund balance in fund 31 at the end of this FY and will be used for debt service payments on the 2018 school bonds in future years.

Note: Decreases in expenditures & increases in revenue accounts require brackets. Increases in expenditures & decreases in revenue do not require brackets. Please note that transfers between funds require interfund transfer accounts.



Budget and Management Services

Board Action

File #: 20-335

Commissioner Worley - Budget & Management Services - To Accept and Appropriate a Community Oriented Policing Services (COPS) Hiring Program Grant for 10 New County Police Department Officers **(Federal Grant Funds - \$1,158,278; Matching Funds Gaston County Schools - \$386,092)**

STAFF CONTACT

Pat Laws - Budget & Management Services - 704-866-3771

BUDGET IMPACT

Appropriate Federal Funds. No additional County funds.

BUDGET ORDINANCE IMPACT

N/A

BACKGROUND

The Office of Community Oriented Policing Services (COPS) has awarded the Gaston County Police Department funding for 10 new hires which will allow GCPD to designate experienced officers to serve as School Resource Officers in 10 schools that currently do not have an SRO.

POLICY IMPACT

N/A

ATTACHMENTS

Budget Change Request (BCR)

GASTON COUNTY BUDGET CHANGE REQUEST

TO: Dr. Kim S. Eagle COUNTY MANAGER

FROM: 4310 Gaston County Police

Dept. # Department Name

Chief Joseph Ramey 7/16/2020

Department Director's Name Date

TYPE OF REQUEST:

☐ Line Item Transfer Within Department & Fund

☐ Line Item Transfer Between Funds *

☐ Project Transfer Within Department & Fund

☒ Additional Appropriation of Funds *

☐ Line Item Transfer Between Departments*

* Requires resolution by the Board of Commissioners

ACCOUNT DESCRIPTION (As it appears in the budget)	ACCOUNT NUMBER	AMOUNT
	Fund - Function - Dept - Division - Object - Project	Whole Dollars Only
	xxx - xx - xxxx - xxxx - xxxxx - xxxxxx	(See Note Below)
Federal	010-02-4310-4310-420000-21COP	(\$1,158,278)
Match	010-02-4310-4310-430000-21COP	(\$386,092)
Salaries	010-02-4310-4310-510001-21COP	\$1,249,757
FICA	010-02-4310-4310-510100-21COP	\$83,107
Retirement	010-02-4310-4310-510101-21COP	\$124,018
401K	010-02-4310-4310-510001-21COP	\$62,488
Health Ins	010-02-4310-4310-510103-21COP	\$22,400
Dental Ins	010-02-4310-4310-510108-21COP	\$2,100
Life Ins	010-02-4310-4310-510109-21COP	\$500

JUSTIFICATION FOR REQUEST:

Gaston County has been awarded a 3-year COPS/Cops Hiring Program Grant to fund 10 new, entry-level officer positions. These new hires will allow 10 experienced officers to serve as School Resource Officers at seven middle schools and three high schools. Collaboration between law enforcement officers and schools is an important step in increasing school safety and enhancing the practice of community policing. Funding new positions that will allow the placement of SROs will promote the collaboration between both schools and the surrounding communities to identify and prioritize problems, to develop solutions, and to create a setting that is safe and secure, with a focus on prevention and early intervention activities. The matching funds will be provide by Gaston County Schools.

Note: Decreases in expenditures & increases in revenue accounts require brackets. Increases in expenditures & decreases in revenue do not require brackets. Please note that transfers between funds require interfund transfer accounts.



Gaston County

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County Manager

Board Action

File #: 20-328

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

STAFF CONTACT

Matt Rhoten - Assistant 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 JULY 28, 2020 BOARD MEETING**

ENTRY DATE	DEPARTMENT	ACCOUNT	DR/CR	AMOUNT
06/01/2020	GEMS	010-02-4372-0000-530030-	C	\$ 2,500.00
06/01/2020		010-02-4372-0000-530002-	D	\$ 2,500.00
06/01/2020		010-02-4370-0000-520013-	C	\$ 3,150.00
06/01/2020		010-02-4370-0000-540001-	D	\$ 3,150.00
06/01/2020	PARKS & REC	010-04-6120-0000-530010-	C	\$ 2,000.00
06/01/2020		010-01-4261-0000-520007-	D	\$ 2,000.00
06/02/2020	GEMS	010-02-4370-0000-520004-	C	\$ 282.20
06/02/2020		010-02-4370-0000-520004-COVID	D	\$ 282.20
06/02/2020		010-02-4370-0000-520001-	C	\$ 372.00
06/02/2020		010-02-4370-0000-520007-	D	\$ 372.00
06/02/2020	SHERIFF	010-02-4315-4323-520005-	C	\$ 42,567.00
06/02/2020		010-02-4315-4323-530015-COVID	D	\$ 42,567.00
06/02/2020		010-02-4315-4323-520005-	C	\$ 69,912.00
06/02/2020		010-02-4315-4323-530010-	D	\$ 69,912.00
06/03/2020	EM. MGMT/FIRE SVCES	010-02-4330-4330-530029-	D	\$ 192.00
06/03/2020		010-02-4330-4330-510105-	C	\$ 192.00
06/03/2020		010-02-4330-4340-530020-	D	\$ 122.49
06/03/2020		010-02-4330-4330-510105-	C	\$ 122.49
06/03/2020		010-02-4330-4340-540001-	D	\$ 119.98
06/03/2020		010-02-4330-4330-510105-	C	\$ 119.98
06/03/2020		010-02-4330-4330-530023-	D	\$ 66.50
06/03/2020		010-02-4330-4330-510105-	C	\$ 66.50
06/03/2020		010-02-4330-4340-530023-	D	\$ 61.25
06/03/2020		010-02-4330-4330-510105-	C	\$ 61.25
06/03/2020		010-02-4330-4330-530020-	D	\$ 59.57
06/03/2020		010-02-4330-4330-510105-	C	\$ 59.57
06/03/2020		010-02-4330-4330-520014-	D	\$ 10.53
06/03/2020		010-02-4330-4330-510105-	C	\$ 10.53
06/03/2020	ACE	010-02-4380-0000-530010-	C	\$ 10,000.00
06/03/2020		010-02-4380-0000-540001-	D	\$ 10,000.00
06/04/2020	PIO	010-01-4124-0000-560000-20075	D	\$ 4,875.00
06/04/2020		010-01-4125-0000-530015-	C	\$ 4,875.00
06/05/2020	EM. MGMT/FIRE SVCES	010-02-4330-4330-540001-	C	\$ 84.41
06/05/2020		010-02-4330-4330-520007-	D	\$ 84.41
06/08/2020	PUBLIC HEALTH	011-05-5119-0000-520012-	C	\$ 2,100.00
06/08/2020		011-05-5119-0000-530020-	D	\$ 2,100.00
06/08/2020	GEMS	010-02-4370-0000-530002-	C	\$ 4,677.98
06/08/2020		010-02-4370-0000-540001-	D	\$ 4,677.98
06/08/2020	PUBLIC HEALTH	011-05-5111-0000-510003-	D	\$ 6,120.00
06/08/2020		011-05-5111-0000-510101-	C	\$ 6,120.00
06/08/2020		011-05-5112-5115-510003-	D	\$ 79.00
06/08/2020		011-05-5115-0000-510101-	C	\$ 79.00
06/08/2020		011-05-5113-5120-510003-	D	\$ 355.00
06/08/2020		011-05-5113-5120-510101-	C	\$ 355.00
06/08/2020		011-05-5114-5125-510003-	D	\$ 339.00
06/08/2020		011-05-5114-5125-510101-	C	\$ 339.00
06/08/2020		011-05-5115-0000-510003-	D	\$ 1,469.00
06/08/2020		011-05-5115-0000-510101-	C	\$ 1,469.00

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

Page 2

06/08/2020	PUBLIC HEALTH	011-05-5116-5133-510003-	D	\$ 127.00
06/08/2020		011-05-5116-5133-510101-	C	\$ 127.00
06/08/2020		011-05-5117-0000-510003-	D	\$ 4,148.00
06/08/2020		011-05-5117-0000-510101-	C	\$ 4,148.00
06/08/2020		011-05-5121-0000-510003-	D	\$ 78.00
06/08/2020		011-05-5121-0000-510101-	C	\$ 78.00
06/08/2020	REG OF DEEDS	010-01-4180-0000-520013-	C	\$ 6,500.00
06/08/2020		010-01-4180-0000-530030-	C	\$ 6,500.00
06/08/2020		010-01-4180-0000-510101-	D	\$ 13,000.00
06/09/2020	ACE	010-02-4380-0000-530010-	C	\$ 5,000.00
06/09/2020		010-02-4380-0000-520007-	D	\$ 5,000.00
06/10/2020	FINANCE	010-01-4130-0000-530012-	C	\$ 2,500.00
06/10/2020		010-01-4130-0000-540001-	D	\$ 2,500.00
06/10/2020	EM. MGMT/FIRE SVCES	010-02-4330-4330-520007-COVID	C	\$ 2,326.77
06/10/2020		010-02-4330-4330-530010-COVID	D	\$ 2,326.77
06/10/2020		010-02-4330-4340-530000-	C	\$ 1,000.00
06/10/2020		010-02-4330-4330-530010-COVID	D	\$ 1,000.00
06/10/2020	GEMS	010-02-4370-0000-520004-	C	\$ 52.50
06/10/2020		010-02-4370-0000-520004-COVID	D	\$ 52.50
06/10/2020		010-02-4370-0000-520001-	C	\$ 1.50
06/10/2020		010-02-4370-0000-520007-	D	\$ 1.50
06/10/2020	SHERIFF	010-02-4315-4315-520004-	C	\$ 5,120.00
06/10/2020		010-02-4315-4315-530002-	D	\$ 5,120.00
06/10/2020		010-02-4315-4315-520006-	C	\$ 5,000.00
06/10/2020		010-02-4315-4323-520007-	C	\$ 1,950.00
06/10/2020		010-02-4315-4323-530023-	C	\$ 1,950.00
06/10/2020		010-02-4315-4315-530020-	D	\$ 8,900.00
06/11/2020	BLDG SVCES	012-02-4350-4351-530020-	D	\$ 1,112.04
06/11/2020		012-02-4350-4351-520006-	C	\$ 1,112.04
06/11/2020	EM. MGMT/FIRE SVCES	010-02-4330-4330-530000-	C	\$ 234.00
06/11/2020		010-02-4330-4340-520006-	D	\$ 234.00
06/11/2020	SOCIAL SVCES	020-05-5585-0000-540005-	C	\$ 1,000.00
06/11/2020		020-05-5585-0000-540001-	D	\$ 1,000.00
06/12/2020	EM. MGMT/FIRE SVCES	010-02-4330-4330-530000-	C	\$ 317.00
06/12/2020		010-02-4330-4330-540001-	D	\$ 317.00
06/12/2020	SHERIFF	010-02-4315-4315-530029-	C	\$ 70,178.00
06/12/2020		010-02-4315-4315-540001-	D	\$ 70,178.00
06/12/2020	EDC	010-07-4920-4920-520013-	C	\$ 4,000.00
06/12/2020		010-07-4920-4920-530010-	D	\$ 4,000.00
06/15/2020	ATTORNEY	010-01-4150-0000-530002-	D	\$ 1,000.00
06/15/2020		010-01-4150-0000-520011-	C	\$ 1,000.00
06/15/2020	HOPE UNITED (FJC)	010-05-4121-0000-520011-	C	\$ 4,000.00
06/15/2020		010-05-4121-0000-520002-	D	\$ 4,000.00
06/16/2020	REG OF DEEDS	010-01-4180-0000-510003-	D	\$ 725.00
06/16/2020		010-01-4180-0000-520013-	C	\$ 725.00
06/16/2020	EM. MGMT/FIRE SVCES	010-02-4330-4340-520014-	C	\$ 94.13
06/16/2020		010-02-4330-4330-520007-COVID	D	\$ 94.13
06/16/2020	REG OF DEEDS	010-01-4180-0000-520013-	C	\$ 100.00
06/16/2020		010-01-4180-0000-520007-	D	\$ 100.00
06/17/2020	GEMS	010-02-4370-0000-520004-	C	\$ 12,121.88
06/17/2020		010-02-4370-0000-520004-COVID	D	\$ 12,121.88

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

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06/17/2020	GEMS	010-02-4370-0000-520014-	C	\$ 566.00
06/17/2020		010-02-4370-0000-520007-COVID	D	\$ 566.00
06/18/2020		010-02-4370-0000-510001-	C	\$ 16,800.00
06/18/2020		010-02-4370-0000-530023-	D	\$ 16,800.00
06/18/2020	CO POLICE	010-02-4310-4310-530010-	C	\$ 5,000.00
06/18/2020		010-02-4310-4310-520006-	D	\$ 5,000.00
06/19/2020	LIBRARY	010-04-6110-6113-530003-	C	\$ 2,500.00
06/19/2020		010-04-6110-6112-540001-	D	\$ 2,500.00
06/22/2020	EM. MGMT/FIRE SVCES	010-02-4330-4340-540001-PCLap	C	\$ 3,000.00
06/22/2020		010-02-4330-4330-540001-	D	\$ 3,000.00
06/22/2020		010-02-4330-4340-520014-	C	\$ 54.09
06/22/2020		010-02-4330-4330-540001-	D	\$ 54.09
06/22/2020	SHERIFF	010-02-4315-4315-530029-	C	\$ 50,000.00
06/22/2020		010-02-4315-4315-510001-	C	\$ 60,000.00
06/22/2020		010-02-4315-4323-530010-	D	\$ 110,000.00
06/22/2020		010-02-4315-4315-520011-	C	\$ 6,100.00
06/22/2020		010-02-4315-4315-520007-	D	\$ 6,100.00
06/22/2020		010-02-4315-4315-520004-	C	\$ 1,000.00
06/22/2020		010-02-4315-4315-520001-	D	\$ 1,000.00
06/22/2020		010-02-4315-4315-520016-	C	\$ 1,000.00
06/22/2020		010-02-4315-4315-520005-	D	\$ 1,000.00
06/22/2020	HOPE UNITED (FJC)	010-05-4121-0000-520011-	C	\$ 600.00
06/22/2020		010-05-4121-0000-530002-	D	\$ 600.00
06/22/2020	PARKS & REC	010-01-4261-0000-530023-	C	\$ 1,421.00
06/22/2020		010-01-4261-0000-530004-	D	\$ 1,421.00
06/23/2020	GEMS	010-02-4370-0000-520004-	C	\$ 25.75
06/23/2020		010-02-4370-0000-520004-COVID	D	\$ 25.75
06/23/2020		010-02-4372-0000-530029-	C	\$ 1,641.00
06/23/2020		010-02-4372-0000-530023-	D	\$ 1,641.00
06/23/2020	LIBRARY	010-04-6110-6112-520002-	C	\$ 1,000.00
06/23/2020		010-04-6110-6112-520012-	C	\$ 2,000.00
06/23/2020		010-04-6110-6112-530029-	C	\$ 12,000.00
06/23/2020		010-04-6110-6113-520002-	C	\$ 1,500.00
06/23/2020		010-04-6110-6113-530003-	C	\$ 2,000.00
06/23/2020		010-04-6110-6113-530023-	C	\$ 5,000.00
06/23/2020		010-04-6110-6113-540001-	D	\$ 23,500.00
06/24/2020	GEMS	010-02-4370-0000-530002-	C	\$ 3,580.19
06/24/2020		010-02-4370-0000-520004-COVID	D	\$ 303.13
06/24/2020		010-02-4370-0000-520007-	D	\$ 46.81
06/24/2020		010-02-4370-0000-520012-	D	\$ 1,575.00
06/24/2020		010-02-4370-0000-530023-	D	\$ 1,655.25
06/24/2020	EM. MGMT/FIRE SVCES	010-02-4330-4340-520005-	C	\$ 251.38
06/24/2020		010-02-4330-4330-520007-COVID	D	\$ 251.38
06/24/2020	ACE	010-02-4380-0000-530015-	C	\$ 2,692.00
06/24/2020		010-02-4380-0000-530004-	D	\$ 1,300.00
06/24/2020		010-02-4380-0000-530002-	D	\$ 650.00
06/24/2020		010-02-4380-0000-530005-	D	\$ 742.00
06/25/2020	PARKS & REC	010-01-4261-0000-520002-	C	\$ 310.00
06/25/2020		010-01-4261-0000-520007-	D	\$ 310.00

County Manager - Listing of Departmental Budget Change Requests to be Accepted as Information
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06/26/2020	ELECTIONS	010-01-4170-0000-530015-	C	\$ 24,000.00
06/26/2020		010-01-4170-0000-520013-	D	\$ 800.00
06/26/2020		010-01-4170-0000-540001-	D	\$ 4,100.00
06/26/2020		010-01-4170-0000-530041-	D	\$ 19,100.00
06/26/2020		010-01-4170-0000-530030-	C	\$ 30,000.00
06/26/2020		010-01-4170-0000-530041-	D	\$ 30,000.00
06/26/2020	PARKS & REC	010-04-6120-0000-560000-20000	C	\$ 3,000.00
06/26/2020		010-01-4261-0000-530023-	D	\$ 3,000.00
06/29/2020	GEMS	010-02-4372-0000-530029-	C	\$ 9,264.95
06/29/2020		010-02-4372-0000-530002-	C	\$ 850.00
06/29/2020		010-02-4372-0000-530030-	C	\$ 597.00
06/29/2020		010-02-4372-0000-520001-	C	\$ 195.17
06/29/2020		010-02-4372-0000-520005-	C	\$ 105.00
06/29/2020		010-02-4372-0000-530040-	C	\$ 1,882.88
06/29/2020		010-02-4372-0000-530015-COVID	D	\$ 12,895.00
06/29/2020	BLDG SVCES	012-02-4350-4911-530038-	D	\$ 150.00
06/29/2020		012-02-4350-4351-520011-	C	\$ 150.00
06/30/2020	FINANCE	010-01-4130-0000-530012-	C	\$ 625.00
06/30/2020		010-01-4130-0000-530010-	D	\$ 625.00
06/30/2020	EM MGMT/FIRE SVCES	010-02-4330-4330-510105-	C	\$ 42.47
06/30/2020		010-02-4330-4340-520006-	D	\$ 42.47
06/30/2020		010-02-4330-4340-520014-	C	\$ 88.25
06/30/2020		010-02-4330-4340-520006-	D	\$ 88.25
06/30/2020		010-02-4330-4340-530000-	C	\$ 29.68
06/30/2020		010-02-4330-4330-520007-COVID	D	\$ 29.68
06/30/2020	FINANCE	010-01-4180-0000-530023-	C	\$ 5,000.00
06/30/2020		010-01-4180-0000-540001-	D	\$ 5,000.00
06/30/2020		010-01-4130-0000-530012-	C	\$ 55.00
06/30/2020		010-01-4130-0000-520005-	D	\$ 55.00



Gaston County

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DHHS - Social Services Division Board Action

File #: 20-300

Commissioner Chad Brown - DHHS (Social Services Division) Child Advocacy Center - To Authorize Edge One Solutions, Inc. as a Sole Source Provider for the Purchase of iRecord Software and Hardware for Digital Recording **(100% Grant Funds - \$28,594)**

STAFF CONTACT

Heather Kauffman - Child Advocacy Center - 704-866-6761

BUDGET IMPACT

100% Grant Funds

BUDGET ORDINANCE IMPACT

N/A

BACKGROUND

With the assistance of a grant from the Governor's Crime Commission (GCC), the Child Advocacy Center is able to purchase a digital audio and video recording system. This software and hardware will be used to record victim interviews. Due to no other providers in the area that provides this capability, the Child Advocacy Center requested and received sole source approval from the granting agency (GCC). The Gaston County Uniform Guidance Policy & Procedures requires the approval of a sole source contract when the cost is above the micro-purchasing threshold (\$10,000). Approval of this Board Action authorizes staff to proceed with the sole source purchase from Edge One Solutions, Inc.

POLICY IMPACT

N/A

ATTACHMENTS

GCC Sole Source Approval and Edge One Solutions Quote

North Carolina Department of Public Safety



Governor's Crime Commission
1201 Front Street Raleigh, NC 27609
Phone: (919)733.4564 Fax: (919)733.4625
<http://www.ncdps.gov/gcc>

Sole Source Provider Request Form

*****Submit along with contract or invoice (whichever is applicable)*****

Authorizing Agency	Gaston County
Implementing Agency	CAC
Project Name and Project Number	PROJ013330
Project Director's Name	Heather Kauffman
Phone # and E-mail Address	704-862-6761 Heather.Kauffman@gastongov.com
Proposed \$ Amount of Invoice or Contract	28,594.00

NOTE: All sole source procurements in excess of \$250,000.00 must receive prior approval from the DOJ Office of Justice Programs.

This form is submitted as a formal request to use the services of the following contractor as a Sole Source Provider.

Contractor/Vendor Name:	
-------------------------	--

This request is made for the following reasons:

<input type="checkbox"/>	Service provider is continuing services already engaged from previous year(s)
<input checked="" type="checkbox"/>	Advertising & Research revealed no other service providers in the area (Attach details of the effort made in Advertising and Research)
<input type="checkbox"/>	Other (explain below and/or attach additional documentation)

--	--

<input checked="" type="checkbox"/>	Approved	GCC Grants Management Specialist Approval:	 Digitally signed by Andrea Russo Date: 2020.06.23 12:03:50 -04'00'
<input type="checkbox"/>	Denied	Date:	



Tuesday, June 23, 2020

To Whom It May Concern:

Thank you for your consideration of investing in the iRecord digital audio video recording, broadcast and content management solution. I would like to take this opportunity to advise you that Edge One Solutions is the exclusive sole source of iRecord Software and Hardware Products for North Carolina and South Carolina.

iRecord is the leading on-demand, digital video/voice recording system designed specifically for Law Enforcement, Custodial Interviews, and Child Advocacy Centers. iRecord has been made in the USA since 2002, with the help of detectives, law enforcement professionals, forensic interviewers, computer software and hardware engineers. iRecord is "purposeful" technology because it helps public safety agencies better serve and protect by increasing efficiency, effectiveness, and productivity, while minimizing risk.

iRecord has installed over 3,000 interview rooms nation and worldwide to nearly 2,000 customers. The iRecord solution contains a number of notable specs and features, several of which are exclusive to iRecord. Some of the features included with the iRecord solution are:

1. Simple, easy to use, "One Touch" Recording
2. Axis® IP Cameras
3. High Definition Video
4. ONVIF® Compliant
5. Software Generated Time and Date Generator (Watermark)
6. Software Generated Attorney-Client Microphone Disable Feature
7. Brightness and Contrast Control
8. Live Viewing and Rewind in Progress Feature
9. Real-Time and Post-Time Notes/Bookmarking
10. Scrolling Notes
11. Searchable META Data SQL Database
12. Active Directory® Integration
13. Remote Client Browser allows for Live Viewing of Interviews, Live Notes, Data Search, Interview Retrieval
14. Remote Start/Stop via Client Browser, Dry Contact Switches
15. External Video Import Feature (In-Car Video Files, Body Cameras, Surveillance Files etc.)



16. **Advanced/Flexible Interdepartmental Security (Password protection, Adjustable User Access, Privacy, Sub-Groups, Multiple Group Support)**
17. **Redaction for Secure Editing**
18. **Chain of Evidence Audit Report PDF**
19. **Export Mobile Anywhere Files to Universe Evidence Vault Database**

20. **Picture in Picture Supports Two Cameras Per Room**
21. **Non-Proprietary Files (MPEG-2 and WMV), playable on Windows PC and DVD players**
22. **Immediate file transfer to Evidence Vault**
23. **DVD burn time for interviews is approx. 5 mins, Transfer to USB takes seconds**
24. **The ability to burn additional copies via the client browser**
25. **Enterprise Evidence Vault™ for unlimited concurrent access, single centralized database and long term, secure file retention**
26. **Vidanyx® Cloud Partnership and Integration**

Should you need further clarification of the statements above, please contact me at 800.425.7637.

Sincerely,

Ryan Vogt
Director of Partner Channel Sales
Word Systems, Inc.



iRecord Digital Video/Audio Recording System for Interviews

Date: 6/4/2020

Prepared For: Gaston County, The Lighthouse Children's Advocacy Center
Heather Kaufman, 803-674-8434, heather.kaufman@gastongov.com
Prepared By: Todd Williams, 919-554-1954


QTY	DESCRIPTION	PART #	UNIT PRICE	EXTENDED
iRecord Universe System				
1	<u>iRecord Universe IP Turnkey Recording System (3 Room)</u> 1280x720 High Definiton Resolution, Real-Time Notes, File Import Feature, Remote Control Start/Stop, WMV and MPEG-2 Encoding	IR-Universe3A	\$15,945.00	\$15,945.00
	iRecord Universe Software includes: Redaction, Multi-Department security, Chain of Evidence Audit Report, Export to DVD+USB, Remote Control On/Off, Universe Desktop, Local Evidence Vault, 10x iRecord Thick Client Licenses, Remote Live Viewing, File import, Picture-in-picture One Year Hardware and Software Warranty			
System Accessories				
Color Cameras				
3	Axis M5525-E 1080IP PTZ Camera	AX-M5525-E	\$1,545.00	\$4,635.00
Microphones				
3	Covert Light Switch Microphone (Omnidirectional, PZM, Zone)	CN-PZM11LL	\$275.00	\$825.00
Other Hardware				
1	Cisco Small Business Smart SG200-08P (Network Switch)	SLM2008PT-NA	\$295.00	\$295.00
1	Backup Interview 6TB Capture Hard Drive	AXI-AXHD4TB7235A36	\$395.00	\$395.00
1	Uninterruptible Power Supply 1000VA	UPS-1000VA	\$185.00	\$185.00
1	Viewsonic 22" LCD Monitor, Keyboard, Mouse, Speaker Kit	LCD-22	\$285.00	\$285.00
2	HDTV Live Monitor Kit with PC Stick	IR-TVKIT	\$595.00	\$1,190.00
1	iRecord Workstation Cabinet	IR-CAB	\$795.00	\$795.00
1	Copystar 3 DVD Duplicator	CS-DVD	\$369.00	\$369.00
1	Axis Communications 8-Channel NVR with PoE Switch (2TB) Back-up (4 Cam Max)	AX-0832-04	\$695.00	\$695.00
			SUB-TOTAL	\$25,614.00
<u>INSTALLATION AND TRAINING</u>				\$2,980.00
			SYSTEM TOTAL	\$28,594.00

TERMS AND CONDITIONS:

- A Please see Exhibit A for sample Statement of Work -To be reviewed at Pre-installation meeting.
- B Please see Exhibit B for Technical Services Agreement.
- C **DELIVERY:** Delivery and Installation by end of February.
- D Custom equipment orders may not be returned. Stock merchandise and accessories may be returned if in the original packaging provided a restocking fee of not less than twenty-five percent (25%) or such greater restocking fee as determined by Edge One's supplier is paid by customer.
- E This quote does not include State and Local taxes. Customer to provide tax exempt certificate or taxes will be added to the invoice.
- F Payment terms; 50% with order, 50% upon system installation. Special Payment Term requests need to be submitted in writing
- G This price list together with all of its Exhibit and license terms and conditions from the software manufacturer, which are hereby incorporated by reference, constitutes the entire agreement with respect to its subject matter. No inconsistent or additional terms submitted by Customer in
- H **QUOTATION IS VALID FOR 90 DAYS**
- I Please mail purchase orders to Edge One Solutions, 555 Fayetteville St. Suite 201, Raleigh, NC 27601, twilliams@edge1solutions.com

Approved By	PO#
Title	DATE

Exhibit A

Exhibit A	
Customer Responsibility	Edge One Solutions Responsibility
Pre Install:	Pre Install:
Determine Cabling needs and pathways	Coordinate Pre-installation Phone call
Provide a safe platform/table for the iRecord system and components if a rack system is not purchased.	Determine location for equipment
If installing Enterprise System customer provided server must have Microsoft Server 2003 or 2008 installed (See spec sheet)	Camera and microphone positions will be determined.
Existing cameras and microphones need to be terminated to our specs	An agreement will be reached if they are internal or external wall installations.
Provide power receptacle within three feet of the appliance. With a minimum of two receptacles.	Make sure that the iRecord capture machine placement is in a room that has proper ventilation and cooling, and is environmentally controlled with clean power.
Install:	Cabling needs will be identified
If customer requires antivirus software; they must provide their antivirus software at the time of install.	Coordination of technical/IS details
Customer's IT department must provide static IP address.	Will coordinate installation date with customer.
Provide wiring or vendor to run CAT5 cable for microphone and Siamese RG59 for camera, provide single gang drywall cutout for microphone, provide access if masonry exists.	
If connecting to the network, the customer must have IT personnel present during the installation.	Installation:
If required connect audio/video connectors to any observation room customer provided TV(s).	Technician will adjust cameras during the initial install. Once the ATP has been signed, any additional camera adjustments will be on a bid/sales order basis. A project proposal will need to be signed by both parties.
Be responsible for all equipment other than the standard iRecord equipment listed on the original sales order. EX: TV's, amps, multiplexor	Is only responsible for the part numbers listed on the Sales Order.
Do not schedule interviews during the installation process.	Load antivirus onto the machine at the customer request.
	Provide the customer contact with updates throughout the install process; starting at the date of install until the ATP has been signed off.
Provide local admin rights to Edge One Solutions for each PC remote browsers are installed on. Customer to provide hardware for client applications that meet or exceed specifications	Will give a progress report at the end of each day to the customer contact.
	Will conduct iRecord software set up, final terminations, connect to customers network
Training:	Will verify installation action is complete with customer during the ATP process.
Will have all personnel that will operate iRecord, onsite when training occurs.	
Do not perform any alterations on the iRecord systems without Edge One Solutions Service manager approval.	Training:
	Will train all personnel
	Will conduct a follow up call one week after installation.
	Vendor Limitations:
	Running Cable
	Cannot drill thru masonry to mount cameras and microphones.
	Technician will adjust cameras during the initial install. Once the ATP has been signed, any additional camera adjustments will be on a bid/sales order basis. A project proposal will need to be signed by both parties.
	EDGE ONE SOLUTIONS REVIEWED BY:
CUSTOMER REVIEWED BY:	
	



Edge One Solutions, Inc.

Exhibit B

Technical Services Agreement

This is a technical services agreement (hereafter referred to as **Agreement**) between Edge One Solutions, Inc. (hereafter referred to as **EOS**) and the Customer ;**Named on Quote Sheet Tab** (hereafter referred to as **Customer**). Customer's signature on the Quotation, Price Sheet or other document to which this Agreement is an Exhibit constitutes Customer's agreement to the terms and conditions below.

This Agreement, together with its Attachments and any related sales quotations, price sheets or other documents to which it is attached, which are all hereby incorporated by reference, sets forth the entire understanding of the parties hereto with respect to its subject matter, and supersedes any other agreement, verbal, written and/or implied.

EOS agrees to support, maintain and repair Customer's equipment and/or software listed below on a best efforts basis for the charges shown on the price tab. This Agreement becomes effective upon completion of installation, and shall continue for the term, also shown on the price tab. No refunds shall be given for Technical Services Agreements cancelled or terminated during the term, except as expressly set forth herein. The rates herein may be increased upon renewal and as otherwise set forth in this Agreement considering factors that include, but are not limited to, inflation, fuel costs, availability of parts, software, history of support calls and parts used during previous term. Technical Services shall be invoiced in advance of each term. At the end of the initial term, this Agreement will automatically renew for successive one-year terms at EOS's then current annual rates unless either party provides written notice of non-renewal at least 30 days prior to the applicable expiration date.

I. SERVICE EOS will provide to Customer best efforts maintenance and repair service

- A. Support on software and equipment listed on the quotation tab of this agreement hereto. EOS may provide error correction on software by means of a "temporary fix," in which case it will continue to use reasonable efforts to pursue a permanent solution.
- B. Four hour phone and/or modem support.
- C. Emergency onsite response 24x7, 365 in cases where a system is not recording.
- D. Repairs will be performed and replacement parts will be furnished at no charge on a best efforts basis, provided that Customer returns the defective parts. The returned defective and/or worn parts replaced become property of EOS. EOS reserves the right to replace or exchange any defective piece of equipment or accessory with another if it is determined there is a need to do so, regardless of age or serial number. EOS personnel will perform the installation or repair of any EOS system on a best efforts basis.
- E. Installation of equipment, field engineering, change orders or enhancements to basic equipment and software that is required by the manufacturer to correct a problem. It must be determined to be essential and be needed to keep the equipment running. This does not include extra features and enhancements that are sold to increase performance or functionality. Onsite work will be done during EOS's regular business hours, except for emergency services.
- F. All training by EOS will be done at Customer's site or a EOS office between 8 am and 5 pm, Monday through Friday, EST, excluding holidays.

Page 1 of 3

II. CHARGES Additional Charges, if any, will be assessed per this Agreement as shown below:

- A. Customer agrees to pay for any consumable items provided by EOS. Customer agrees to pay for parts that normally wear out if older than 5 years. Customer agrees to pay for the repair of items damaged or dropped by Customer.
- B. EOS will charge for time and materials for performing any services connected with relocation of equipment and expansions of equipment. EOS will charge time and materials rates for all repairs and software support needed to repair computer virus contamination of our EOS Computer System. The Customer agrees not to load any software on our EOS computer without written permission from the EOS Service Manager. EOS is not responsible for telephone lines, induced noise by radio stations and other equipment, cabling and connections other than those items EOS supplies to the Customer to install EOS equipment.
- C. EOS will charge for any installation of equipment upgrades and expansions, software enhancements, software and related modifications or additional attachments and accessories that the Customer requests but would not normally be essential to keeping the equipment operational with its then current functionality.
- D. EOS will charge for any parts that must be replaced due to cause other than normal wear and tear or damages caused by accident, abuse, or for work done due to inadequate training or operator errors.
- E. New additional equipment or software purchases will result in adjustment of maintenance and support charges. Customer will be invoiced for support premiums related to such additions. The invoice will be pro-rated to coincide with the term of this Agreement.
- F. Service charges for equipment or software or training not covered by this Agreement will also be at the current prevailing Edge One Solutions, Inc. rates.
- G. EOS shall not have any obligations with respect to problems due to any modification of the equipment or software by anyone other than EOS, the improper combination of equipment or software with other products not provided by EOS, or the use of the software or equipment in an unreasonable manner. Any services that EOS agrees to perform due to the foregoing shall be charged at then current rates.
- H. EOS shall not have any obligations with respect to problems due to Customer's failure to install standard software updates or comply with the manufacturers' recommended operating environment or specifications, or due to changes in Customer's own network or hardware. Any services that EOS agrees to perform due to the foregoing shall be charged at then current rates.

III. EXCLUSIONS EOS will not provide:

- A. Electrical work or cables, plumbing, drilling or carpentry work external to EOS equipment.
- B. Maintenance of accessories, attachments or other devices not furnished by EOS.
- C. Free loaner equipment. EOS recommends the Customer buy spare terminals and accessories to replace broken units until EOS can make repairs (if the application is so critical that repairs can't wait).
- D. Free repairs for damages from external computer virus contamination.
- E. Free repair for lightning and high voltage power surge damage to our equipment while at the Customer's site.
- F. Operator training by a EOS support technician. See EOS account representative for all training needs.
- G. Additional equipment or upgrades to existing equipment or operating systems, software or other tools or utilities or networks or components that may be required in connection with a manufacturer's major software upgrade.
- H. Support in resolving network, workstation, database, environmental or other errors not directly related to the software and equipment listed in this Agreement.
- I. Movement of equipment to a new location.

Warranty Exclusion: EOS is providing technical services and support in lieu of any warranties or service commitments from EOS to the fullest extent permitted by law, the services herein and the software and equipment are provided "as is." EOS does not warrant that the equipment and software will operate uninterrupted or error free or that all defects will be corrected or that they will meet customer's requirements or will operate in combinations with other equipment, software, or data not provided by EOS. EOS disclaims all warranties, express or implied, with respect to any of the foregoing, including but not limited to any implied warranty of merchantability or fitness for a particular purpose, workmanlike efforts, non-infringement or warranties arising by statute or otherwise in law or from a course of dealing or usage of trade.

IV. EOS RESERVES the right to modify or delete any term or condition of this Agreement by giving a 30-day prior notice to Customer, in which case Customer may terminate this Agreement by giving EOS written notice of its intent to terminate within 30 days of its receipt of notice from EOS regarding the change, in which case EOS will provide a pro-rata refund of pre-paid technical service fees for the remainder of the term.

Page 2 of 3

V. LIABILITY DISCLAIMERS EOS shall not be liable or held responsible for any delay in or failure or defect of performance under this Agreement, or be liable for any other consequence, damage, injury, or loss, caused by or resulting from any act, event, occurrence, or cause beyond the reasonable control of EOS, including (without limitation) acts of God, war, fires, explosions, floods, strikes, major mechanical breakdown, system malfunctions, interruption of utility services, acts of any unit of government or agency thereof, work stoppage, breakdown, virus contamination, theft, loss of data, lack of available parts from the manufacturer, loss caused by power failures, loss caused by lack of Customer equipment or software backups, or work done due to lack of proper training of Customer's personnel. Customer is expected to backup all data, voice and video files and to protect the computer from incoming virus damage. Service calls that are caused by any of the foregoing exclusions shall be invoiced at the currently published time and materials rates.

To the fullest extent permitted by law:

EOS and its officers, directors, employees, shareholders, agents and representatives shall not be liable to customer or any other party for incidental, special, exemplary or consequential damages (including, without limitation, loss of anticipated profits, loss of data, and loss of goodwill) arising out of or related to this agreement or the good and services provided, even if advised in advance of the possibility of such damages.

Except with respect to damages caused by EOS's willful misconduct, EOS's liability (including attorneys' fees) to customer or any third party arising out of or related to this agreement and the good and services provided shall, for any and all causes and claims regardless of the form of action, whether based on contract, tort, negligence, strict liability, indemnification or otherwise, in the aggregate not exceed the price paid by reseller for the particular good(s) or service(s) involved prior to such claim's accrual under which such damages arose.

VI. CUSTOMER RESPONSIBILITY It shall be the responsibility of the Customer to have equipment protected by EOS approved uninterruptible Power Supply (UPS) and to use EOS approved storage media and perform preventative maintenance as described in the Operators Manual, It is the responsibility of the Customer to have trained personnel operating the equipment. Additional training is available from EOS for an additional charge as new people are hired to run the equipment. The Customer shall make the equipment available to the technical services representative as soon as a representative arrives on-site and agrees to allow the EOS technical services representative access to the equipment, immediately upon arrival. Access will be given to him/her for as long as it takes to repair and adequately test the equipment.

VII. TRAINING Training provided with the purchase of a system consists of on-site training upon completion of installation as agreed upon in Exhibit A. Detailed training shall encompass an overview of all functions and features necessary to operate equipment. It is the responsibility of the Customer to have basic PC knowledge prior to system training on new equipment. Upon completion of initial training should Customer require additional training of staff, EOS will invoice Customer at standard EOS training rates.

VIII. GOVERNING LAW; VENUE This Agreement and any matters and disputes related thereto shall be governed by and construed in accordance with the laws of the State of NC without regard to the choice of law principles thereof. Any cause of action arising hereunder may only be brought in a federal or state court located in Marion County, Indiana. Each party expressly agrees that Wake County shall be deemed to be a county of preferred venue and each such party waives any entitlement each might otherwise have to a transfer of venue out of Wake County under any preferred venue requirements or any other venue rules or laws which may be applicable. The parties hereby submit to the exclusive jurisdiction, those courts.

IX. SEVERABILITY In the event that any of the provisions of this Agreement is held to be invalid or unenforceable in whole or in part by a court of competent jurisdiction, those provisions to the extent enforceable and all other provisions will nevertheless continue to be valid and enforceable as though the invalid or unenforceable provisions had not been included in this Agreement, and this Agreement shall be construed by adding a valid provision which effectuates the intent of the invalid provision as nearly as lawfully possible.

Page 3 of 3



Total Storage (GB) 2000 <-User may Change

Min Hours Possible 788

Max Hours Possible 23,861

Local Storage	No MPEG-2	MPEG-2 Low	MPEG-2 Med	MPEG-2 High
WMV Low	23,861	1,704	1,290	918
WMV Med	13,557	1,617	1,239	892
WMV High	4,519	1,305	1,047	788

Target Media	Consumer DVD	Computer DVD	Computer CDR
WMV Low	N/A	52 Hours	8 Hours
WMV Med	N/A	29 Hours	4.5 Hours
WMV High	N/A	9 Hours	1.5 Hours
MPEG-2 Low	3.5 Hours	N/A	N/A
MPEG-2 Med	2.5 Hours	N/A	N/A
MPEG-2 High	2.0 Hours	N/A	N/A

This spreadsheet is designed to convert the total storage (in Gigabytes) to HOURS of iRecord storage. Simply change the number in the GREEN BOX to reflect the number of GB storage. This is a great sheet to show customers how much storage they can expect with the system...depending on how they want it set up. The numbers in the grid are expressed in RECORDING HOURS.

Examples:

250 = 250GB

500 = 500GB

1000 = 1TB

2000 = 2TB

5000 = 5TB

iRecord MPEG-2 files are an option we highly recommend to leave ON within the software for the following reasons:

1. MPEG-2 files are industry standard for creating consumer playable DVD's
2. Higher video quality than WMV
3. The system is designed for redundant recording - the MPEG-2 must always be created, even if it's deleted after 24 hours.
4. MPEG can/will be purged after 30 days unless the customer says otherwise
5. MPEG-2 files are the only way to create consumer playable DVD's
6. True Watermarking can only be done with an MPEG-2 file



Gaston County

Gaston County
Board of Commissioners
www.gastongov.com

DHHS - Social Services Division Board Action

File #: 20-303

Commissioner Chad Brown - DHHS (Social Services Division) - To Accept and Appropriate the Carry Forward of June Donations in the Amount of \$24,285 (**100% Donations**)

STAFF CONTACT

Angela Karchmer - DHHS (Social Services Division) Director - 704-862-7930

BUDGET IMPACT

Appropriate donated revenues. No additional County funds.

BUDGET ORDINANCE IMPACT

Increase revenues by \$24,285 and appropriate \$24,285 into Special Programs account.

BACKGROUND

During the month of June, 2020 of FY2019-2020, Gaston County citizens and organizations donated a total of \$24,285 to the DHHS (Social Services Division). The funding must be appropriated into the FY2019-2020 DHHS (Social Services Division) Budget in order to be used as intended by donors.

POLICY IMPACT

N/A

ATTACHMENTS

Budget Change Request (BCR)

GASTON COUNTY BUDGET CHANGE REQUEST

TO: Dr. Kim S. Eagle COUNTY MANAGER

FROM: 5582/5600 DHHS/Social Services Div.

Dept. # Department Name

Angela Karchmer 7/8/2020

Department Director's Name Date

TYPE OF REQUEST:

☐ Line Item Transfer Within Department & Fund

☐ Line Item Transfer Between Funds *

☐ Project Transfer Within Department & Fund

☒ Additional Appropriation of Funds *

☐ Line Item Transfer Between Departments*

* Requires resolution by the Board of Commissioners

ACCOUNT DESCRIPTION (As it appears in the budget)	ACCOUNT NUMBER	AMOUNT
	Fund - Function - Dept - Division - Object - Project	Whole Dollars Only
	xxx - xx - xxxx - xxxx - xxxxx - xxxxxx	(See Note Below)
Shelter - Donations	020-05-5582-0000-415001-	(19,723)
Nutrition: Donations	020-05-5622-0000-415003-	(1,367)
Employee Activities:Donations	020-05-4790-0000-415001-18142	(1,800)
Adult Services Donations	020-05-5600-0000-415001-	(910)
CAC Donations	020-05-5585-0000-415001-	(485)
Shelter - Child Care Program	020-05-5582-0000-560000-09253	18,251
Shelter Donations	020-05-5582-0000-560000-08162	1,472
Special Programs:Donations Nutrition	020-05-5600-0000-560000-15259	1,367
Employee Activities Donations	020-05-4790-0000-560000-18142	1,800
Adult Services Donations	020-05-5600-0000-560000-08159	910
CAC Donations	020-05-5585-0000-560000-16282	485

JUSTIFICATION FOR REQUEST:

During the month of June, 2020 of FY2019-2020, Gaston County citizens and organizations donated a total of \$24,285 to the Department of Health and Human Services - Social Services Division. The funding must be appropriated into the FY2019-2020 Social Services Budget in order to be used as intended by donors.

Note: Decreases in expenditures & increases in revenue accounts require brackets. Increases in expenditures & decreases in revenue do not require brackets. Please note that transfers between funds require interfund transfer accounts.



Gaston County

Gaston County
Board of Commissioners
www.gastongov.com

DHHS - Social Services Division Board Action

File #: 20-304

Commissioner Chad Brown - DHHS (Social Services Division) - To Accept and Appropriate Funds Awarded from the Glenn Foundation to the Foster Care Program in Child and Family Services in the Amount of \$9,765 (**100% Grant Funds**)

STAFF CONTACT

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

BUDGET IMPACT

Appropriate grant revenues. No additional County funds.

BUDGET ORDINANCE IMPACT

Increase grant revenues by \$9,765 and appropriate \$9,765 into Special Programs account.

BACKGROUND

The Department of Social Services - Foster Care Program has been granted additional funds through the Glenn Foundation to be used for resources for foster care children. These funds are required to be allocated into the FY20-21 budget in order to be used as intended by the grant. No additional County funds are required.

POLICY IMPACT

N/A

ATTACHMENTS

Budget Change Request (BCR) and Award Letter

GASTON COUNTY BUDGET CHANGE REQUEST

TO: Dr. Kim S. Eagle COUNTY MANAGER

FROM: 5867 DHHS-Social Services

Dept. # Department Name

Angela Karchmer 5/5/2020

Department Director's Name Date

TYPE OF REQUEST:

☐ Line Item Transfer Within Department & Fund

☐ Line Item Transfer Between Funds *

☐ Project Transfer Within Department & Fund

☒ Additional Appropriation of Funds *

☐ Line Item Transfer Between Departments*

* Requires resolution by the Board of Commissioners

ACCOUNT DESCRIPTION (As it appears in the budget)	ACCOUNT NUMBER	AMOUNT
	Fund - Function - Dept - Division - Object - Project	Whole Dollars Only
	xxx - xx - xxxx - xxxx - xxxxx - xxxxxx	(See Note Below)
Glenn Foundation Grant-Resource Closet	020-05-5867-0000-430000-21535	(\$9,765)
Glenn Foundation Grant-Resource Closet	020-05-5867-0000-560000-21535	\$9,765

JUSTIFICATION FOR REQUEST:

The Department of Social Services - Foster Care Program has been granted additional funds through the Glenn Foundation to be used for resources for foster care children. These funds are required to be allocated into the FY20-21 budget in order to be used as intended by the grant. No additional county funds are required.

Note: Decreases in expenditures & increases in revenue accounts require brackets. Increases in expenditures & decreases in revenue do not require brackets. Please note that transfers between funds require interfund transfer accounts.

The Carrie E. and Lena V. Glenn Foundation, Inc.
2020 Agency Agreement Form

TO: Gaston County DHHS – Social Services Division

The following terms and conditions are an integral part of the attached notification letter. By making this grant, the Foundation undertakes no obligation and makes no representation as to future funding to your organization. Please sign and return this Agency Agreement Form by **Monday, June 29, 2020.**

AGENCY AGREEMENT

By signing this Agreement on behalf of grantee agency, we, the undersigned, agree to the following terms and conditions:

- Grantee is an organization exempt from tax under section 501(c)(3) of the Internal Revenue Code, documentation that grantee has filed with the Foundation. (Not applicable to government or religious entities.)
- Grantee will notify the Foundation immediately of any change in tax exempt status.
- Grantee will use grant funds only for charitable activities consistent with its tax-exempt status, and only for the purposes submitted in the proposal and approved by the Foundation.
- Grantee will notify the Foundation as soon as possible of any material change that might prevent completion of the project as proposed.
- Grantee will publicize receipt of its grant award through newspapers, newsletters, websites, social media, and/or in other appropriate forums.
- Grantee will file an Interim Report on the status of the program/project by **Friday, January 29, 2021**, and a Final Report by **Friday, July 30, 2021**. The Foundation will provide forms for this purpose a month before the due date.

Organizations that do not comply with reporting requirements will be barred from reapplying to the Foundation for three years.

Print the Legal Name of Recipient Agency: _____

Print Name of Chief Volunteer Officer: _____
(Chairman or President of the Board)

Signature of Chief Volunteer Officer: _____

Date: _____

Print Name of Chief Professional Officer: _____
(Executive Director, CEO, President)

Signature of Chief Professional Officer: _____

Date: _____

Questions? Call 704-867-0296 or email glennfnd@bellsouth.net

Copy this Agreement Form for your records and return the original by Monday, June 29, 2020 to: The Carrie E. and Lena V. Glenn Foundation, Inc., 1552 Union Road, Suite D, Gastonia, NC 28054.

THE CARRIE E. AND LENA V.
GLENN
Foundation
WHERE NEEDED MOST, TO DO THE MOST GOOD

June 10, 2020

Mr. Joseph Shepherd
Gaston County DHHS-Social Services Division
330 Dr. Martin Luther King, Jr. Way
Gastonia, NC 28052

Dear Joe:

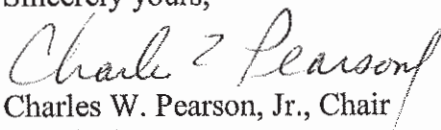
We are pleased to inform you that the Board of Directors of The Carrie E. and Lena V. Glenn Foundation has awarded Gaston County DHHS-Social Services Division a grant of \$9,765 for the Child/Family Resource Closet program, as described in your proposal. Congratulations! The grant process was especially challenging this year with the COVID-19 pandemic and the current economic uncertainty. Requests for grants totaled almost five times available funds.

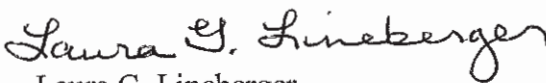
The grant is subject to the terms of the enclosed 2020 Agency Agreement. Please read the Agreement carefully, secure the proper signatures, and return the original to our office by **June 29, 2020**. Be sure to keep a copy for your files. If you have questions about the conditions of the award or need to discuss this decision further, please contact Laura at 704-867-0296. Checks will be mailed *after* July 1, 2020.

Since October 17, 1972, the Glenn Foundation has awarded over \$8.55 million to 949 projects of 254 different organizations. Grants have been made possible because of the foresight and generosity of Gaston County natives Carrie Glenn, an educator, and her sister Lena Glenn, a librarian, who established the Glenn Foundation to provide help "where it is needed most and will do the most good."

On behalf of the Board of Directors, thank you for what you do for the citizens of Gaston County. We wish you much success in the year ahead.

Sincerely yours,


Charles W. Pearson, Jr., Chair
Board of Directors


Laura G. Lineberger
Executive Director



Gaston County

Gaston County
Board of Commissioners
www.gastongov.com

Emergency Management Board Action

File #: 20-296

Commissioner Chad Brown - Emergency Management/Fire Services - To Approve the Transfer of Accumulated Funds Realized from Past Tax Collections, Revaluation, Interest Earned, Etc. to Ranlo Fire & Rescue **(\$51,867.00)**

STAFF CONTACT

Kevin Gordon - Emergency Management and Fire Services - 704-862-6240

BUDGET IMPACT

These transfers are keeping within current policy to transfer accumulated funds.

BUDGET ORDINANCE IMPACT

Transfers accumulated funds from Fund Balance Appropriated Account to Ranlo Fire & Rescue.

BACKGROUND

On occasion, funds accumulate in fire district taxing accounts through the realization of past taxes being collected, property revaluation between budgets and account interest earned. This action will transfer such accumulated funds to Ranlo Fire & Rescue. Ranlo Fire & Rescue is requesting to withdraw the money that is in their overage account. The purpose of this request is to use the money to purchase a set of eDraulic Rescue tools to replace our current set of Hydraulic Rescue tools that are in bad shape. The company that manufactured these tools has went out of business, because of this it is hard to find parts and someone to service them. They will also use the remaining money to have mounting brackets installed in two of their engines to properly mount equipment that was purchased after the trucks were purchased.

POLICY IMPACT

N/A

ATTACHMENTS

Budget Change Request (BCR) and Request for Reserve Funds - Ranlo Fire & Rescue

GASTON COUNTY BUDGET CHANGE REQUEST

TO: Dr. Kim S. Eagle COUNTY MANAGER

FROM: 4330 Emergency Management Fire Services

Dept. # Department Name

Kevin Gordon 06/24/2020

Department Director's Name Date

TYPE OF REQUEST:

☐ Line Item Transfer Within Department & Fund

☐ Line Item Transfer Between Funds *

☐ Project Transfer Within Department & Fund

☒ Additional Appropriation of Funds *

☐ Line Item Transfer Between Departments*

* Requires resolution by the Board of Commissioners

ACCOUNT DESCRIPTION (As it appears in the budget)	ACCOUNT NUMBER	AMOUNT
	Fund - Function - Dept - Division - Object - Project	Whole Dollars Only
	xxx - xx - xxxx - xxxx - xxxxx - xxxxxx	(See Note Below)
Fund Balance Appropriated	028-99-9900-0000-490000-	(51,867.00)
*Additional Subsidies (A/S)		
Ranlo Fire & Rescue	028-02-4412-0000-570007-	51,867.00

JUSTIFICATION FOR REQUEST:

Ranlo Fire & Rescue is requesting to withdraw the money that is in our holdover account. The purpose of this request is to use the money to purchase a set of eDraulic Rescue tools to replace our current set of Hydraulic Rescue tools that are in bad shape. The company that manufactured these tools has went out of business, because of this it is hard to find parts and someone to service them. We will also use the remaining money to have mounting brackets installed in two of our engines to properly mount our equipment that was purchased after the trucks were purchased.

Note: Decreases in expenditures & increases in revenue accounts require brackets. Increases in expenditures & decreases in revenue do not require brackets. Please note that transfers between funds require interfund transfer accounts.

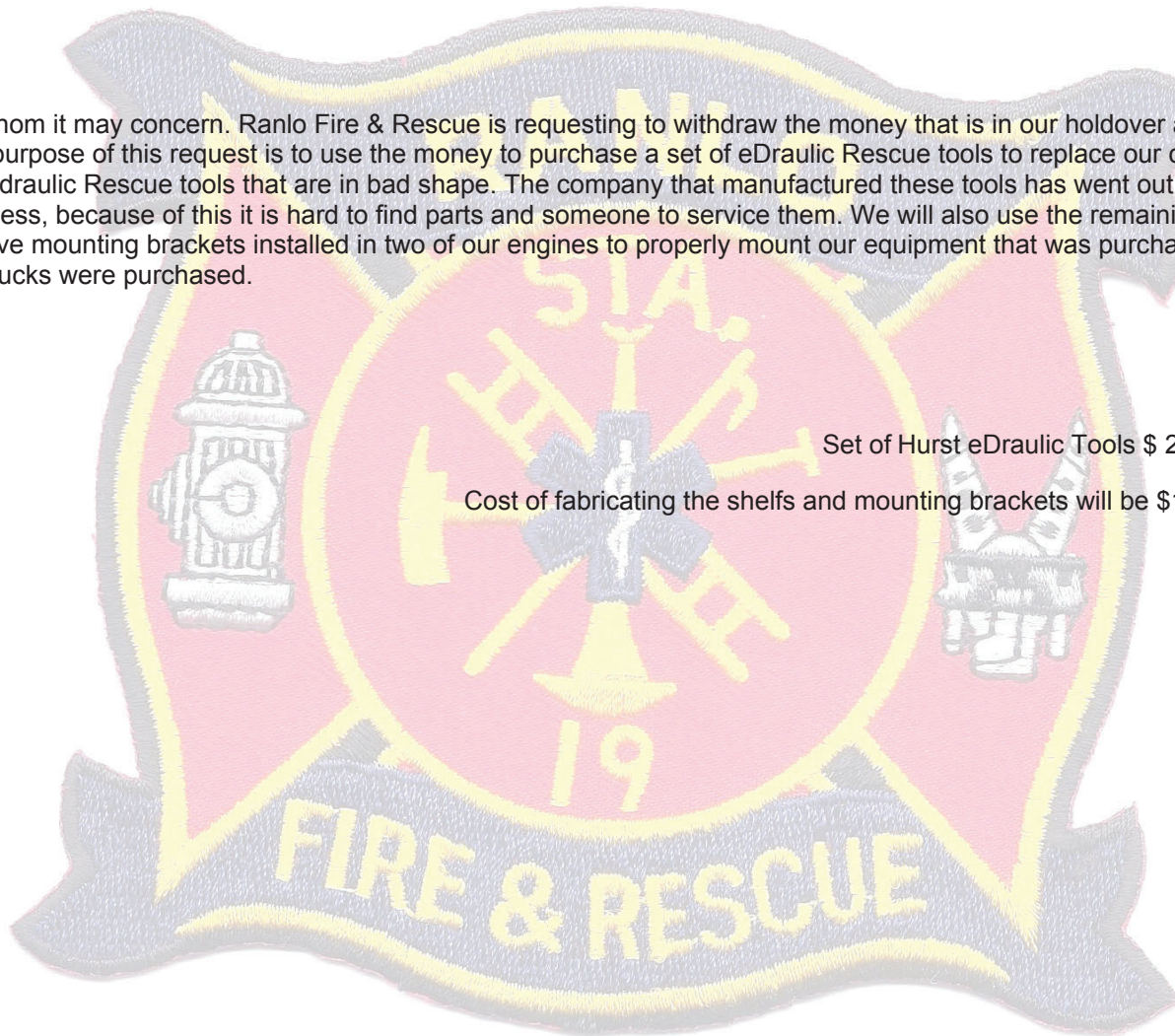
OFFICE OF THE FIRE CHIEF

Doug Moore, Fire Chief
Ranlo Fire & Rescue
1624 Spencer Mountain Rd.
Ranlo, N.C. 28054
Office - (704) 824-4086
Cell - (704) 689-8175

To whom it may concern. Ranlo Fire & Rescue is requesting to withdraw the money that is in our holdover account. The purpose of this request is to use the money to purchase a set of eDraulic Rescue tools to replace our current set of Hydraulic Rescue tools that are in bad shape. The company that manufactured these tools has went out of business, because of this it is hard to find parts and someone to service them. We will also use the remaining money to have mounting brackets installed in two of our engines to properly mount our equipment that was purchased after the trucks were purchased.

Set of Hurst eDraulic Tools \$ 27,084.61

Cost of fabricating the shelves and mounting brackets will be \$16,170.00





Gaston County

Gaston County
Board of Commissioners
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Emergency Management Board Action

File #: 20-298

Commissioner Chad Brown - Emergency Management/Fire Services - To Approve the Transfer of Accumulated Funds Realized from Past Tax Collections, Revaluation, Interest Earned, Etc. to East Gaston Volunteer Fire Department (\$ **35,991.00**)

STAFF CONTACT

Kevin Gordon - Emergency Management and Fire Services - 704-862-6240

BUDGET IMPACT

These transfers are keeping within current policy to transfer accumulated funds.

BUDGET ORDINANCE IMPACT

Transfers accumulated funds from Fund Balance Appropriated Account to East Gaston Volunteer Fire Department.

BACKGROUND

On occasion, funds accumulate in fire district taxing accounts through the realization of past taxes being collected, property revaluation between budgets and account interest earned. This action will transfer such accumulated funds to East Gaston Volunteer Fire Department. East Gaston Volunteer Fire Department is requesting to withdraw the money that is in their overage account. The purpose of this request is to assist with offsetting their budget for the 2020-2021 fiscal year.

POLICY IMPACT

N/A

ATTACHMENTS

Budget Change Request (BCR) and Request for Reserve Funds - East Gaston Volunteer Fire Dept.

GASTON COUNTY BUDGET CHANGE REQUEST

TO: Dr. Kim S. Eagle COUNTY MANAGER

FROM: 4330 Emergency Management Fire Services

Dept. # Department Name

Kevin Gordon 06/24/2020

Department Director's Name Date

TYPE OF REQUEST:

☐ Line Item Transfer Within Department & Fund

☐ Line Item Transfer Between Funds *

☐ Project Transfer Within Department & Fund

☒ Additional Appropriation of Funds *

☐ Line Item Transfer Between Departments*

* Requires resolution by the Board of Commissioners

ACCOUNT DESCRIPTION (As it appears in the budget)	ACCOUNT NUMBER	AMOUNT
	Fund - Function - Dept - Division - Object - Project	Whole Dollars Only
	xxx - xx - xxxx - xxxx - xxxxx - xxxxxx	(See Note Below)
Fund Balance Appropriated	028-99-9900-0000-490000-	(35,991.00)
*Additional Subsidies (A/S)		
East Gaston Fire Department	028-02-4407-0000-570007-	35,991.00

JUSTIFICATION FOR REQUEST:

East Gaston Volunteer Fire Department is requesting the balance of their overage account to assist with offsetting their budget for the 2020-2021 fiscal year.

Note: Decreases in expenditures & increases in revenue accounts require brackets. Increases in expenditures & decreases in revenue do not require brackets. Please note that transfers between funds require interfund transfer accounts.

Stephanie K. Westbrook

From: Stephanie Westbrook <stephaniekwestbrook@gmail.com>
Sent: Wednesday, June 24, 2020 10:55 AM
To: Stephanie K. Westbrook
Subject: Fwd: {External} East Gaston Carry Over Money

----- Forwarded message -----

From: Kevin S. Gordon <Kevin.Gordon@gastongov.com>
Date: Wed, Jun 24, 2020 at 10:15
Subject: Fwd: {External} East Gaston Carry Over Money
To: Stephanie Westbrook <stephaniekwestbrook@gmail.com>

Begin forwarded message:

From: Jeff Hovis <egvfd3000@carolina.rr.com>
Date: June 24, 2020 at 10:01:37 EDT
To: "Kevin S. Gordon" <Kevin.Gordon@gastongov.com>
Cc: Bill Melton <wsmelton@wsmelton.com>
Subject: {External} East Gaston Carry Over Money

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Kevin,

East Gaston would like to ask for the balance of our carry over money to help offset our budget for the 2020-2021 fiscal year.

Thanks.

Jeff Hovis
Chief, EGVFD

Sent from my iPhone

This message may contain confidential information and is intended only for the individual named. If you are not the named addressee you should not disseminate, distribute or copy this email. Please notify the sender immediately by email if you have received this email by mistake and delete it from your system. Emails that do not contain confidential medical information are subject to North Carolina General Statute, Chapter 132 and may be considered a matter of public record.



Gaston County

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Emergency Management Board Action

File #: 20-313

Commissioner Chad Brown - Emergency Management/Fire Services - To Approve the Transfer of Accumulated Funds Realized from Past Tax Collections, Revaluation, Interest Earned, Etc. to Crowders Mountain Volunteer Fire and Rescue (\$126,791)

STAFF CONTACT

Kevin Gordon - Emergency Management and Fire Services - 704-862-6240

BUDGET IMPACT

These transfers are keeping within current policy to transfer accumulated funds.

BUDGET ORDINANCE IMPACT

Transfers accumulated funds from Fund Balance Appropriated Account to Crowders Mountain Volunteer Fire and Rescue.

BACKGROUND

On occasion, funds accumulate in fire district taxing accounts through the realization of past taxes being collected, property revaluation between budgets and account interest earned. This action will transfer such accumulated funds to Crowders Mountain Fire & Rescue. Per Board of Directors approval, Crowders Mountain Fire & Rescue is requesting a full disbursement of its overage fund. This money will be used to assist with offsetting the budget deficits incurred by the most recent budget approval of the Gaston County Commissioners.

POLICY IMPACT

N/A

ATTACHMENTS

Budget Change Request (BCR) and Request for Reserve Funds - Crowders Mountain Volunteer Fire and Rescue

GASTON COUNTY BUDGET CHANGE REQUEST

TO: Dr. Kim S. Eagle COUNTY MANAGER

FROM: 4330 Emergency Management Fire Services

Dept. # Department Name

Kevin Gordon 07/08/2020

Department Director's Name Date

TYPE OF REQUEST:

☐ Line Item Transfer Within Department & Fund

☐ Line Item Transfer Between Funds *

☐ Project Transfer Within Department & Fund

☒ Additional Appropriation of Funds *

☐ Line Item Transfer Between Departments*

* Requires resolution by the Board of Commissioners

ACCOUNT DESCRIPTION (As it appears in the budget)	ACCOUNT NUMBER	AMOUNT
	Fund - Function - Dept - Division - Object - Project	Whole Dollars Only
	xxx - xx - xxxx - xxxx - xxxxx - xxxxxx	(See Note Below)
Fund Balance Appropriated	028-99-9900-0000-490000-	(126,791)
*Additional Subsidies (A/S)		
Chapel Grove	028-02-4404-0000-570007-	80,072
South Gastonia	028-02-4415-0000-570007-	46,719

JUSTIFICATION FOR REQUEST:

Per Board of Directors approval, Crowders Mountain Fire & Rescue is requesting a full disbursement of our overage fund. This money will be used to assist with offsetting the budget deficits incurred by the most recent budget approval of the Gaston County Commissioners.

Woody Thomas
Fire Chief
Crowders Mountain Fire & Rescue.

Note: Decreases in expenditures & increases in revenue accounts require brackets. Increases in expenditures & decreases in revenue do not require brackets. Please note that transfers between funds require interfund transfer accounts.



***Crowders Mountain Volunteer Fire & Rescue
480 Bethany Rd.
Gastonia, NC 28052***

Phone: 704-867-4451

Fax: 704-867-4452

From the Office of the Department Chief

To: Gaston County Fire Advisory Board
From: Crowders Mountain Fire & Rescue
Subject: Overage Fund Request
Date: 7/8/20

Per Board of Directors approval, Crowders Mountain Fire & Rescue is requesting a full disbursement of our overage fund. This money will be used to assist with offsetting the budget deficits incurred by the most recent budget approval of the Gaston County Commissioners.

Woody Thomas
Fire Chief
Crowders Mountain Fire & Rescue.



Gaston County

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Emergency Management Board Action

File #: 20-315

Commissioner Chad Brown - Emergency Management/Fire Services - To Approve the Transfer of Accumulated Funds Realized from Past Tax Collections, Revaluation, Interest Earned, Etc. to Spencer Mountain Road Volunteer Fire Department **(\$26,919)**

STAFF CONTACT

Kevin Gordon - Emergency Management and Fire Services - 704-862-6240

BUDGET IMPACT

These transfers are keeping within current policy to transfer accumulated funds.

BUDGET ORDINANCE IMPACT

Transfers accumulated funds from Fund Balance Appropriated Account to Spencer Mountain Road Volunteer Fire Department.

BACKGROUND

On occasion, funds accumulate in fire district taxing accounts through the realization of past taxes being collected, property revaluation between budgets and account interest earned. This action will transfer such accumulated funds to Spencer Mountain Road Volunteer Fire Department. Spencer Mountain Road Volunteer Fire Department is requesting a full disbursement of their overage fund. This money will be used to towards debt service toward the new station.

POLICY IMPACT

N/A

ATTACHMENTS

Budget Change Request (BCR) and Request for Reserve Funds - Spencer Mountain Road VFD

GASTON COUNTY BUDGET CHANGE REQUEST

TO: Dr. Kim S. Eagle COUNTY MANAGER

FROM: 4330 Emergency Management/Fire Services

Dept. # Department Name

Kevin Gordon 07/09/2020

Department Director's Name Date

TYPE OF REQUEST:

☐ Line Item Transfer Within Department & Fund

☐ Line Item Transfer Between Funds *

☐ Project Transfer Within Department & Fund

☒ Additional Appropriation of Funds *

☐ Line Item Transfer Between Departments*

* Requires resolution by the Board of Commissioners

ACCOUNT DESCRIPTION (As it appears in the budget)	ACCOUNT NUMBER	AMOUNT
	Fund - Function - Dept - Division - Object - Project	Whole Dollars Only
	xxx - xx - xxxx - xxxx - xxxxx - xxxxxx	(See Note Below)
Fund Balance Appropriated	028-99-9900-0000-490000	(26,919)
*Additional Subsidies (A/S)		
Spencer Mountain	028-02-4413-0000-570007-	26,919

JUSTIFICATION FOR REQUEST:

With this letter I am officially requesting Overage Monies held by the county in the amount of \$26,919 be distributed to Spencer Mtn Rd VFD. We intend to use these monies as debt service toward the new station that we are working on. If you need any further information feel free to contact me. David Flanary

Note: Decreases in expenditures & increases in revenue accounts require brackets. Increases in expenditures & decreases in revenue do not require brackets. Please note that transfers between funds require interfund transfer accounts.

Stephanie K. Westbrook

From: Kevin S. Gordon
Sent: Thursday, July 9, 2020 9:05 AM
To: Stephanie K. Westbrook
Subject: FW: {External} Spencer Mountain Rd VFD Overage monies

Please process as well

From: Flanary, David [mailto:FlanaryDavid@BFUSA.com]
Sent: Thursday, July 9, 2020 8:43 AM
To: Earl Withers III
Cc: Kevin S. Gordon; spirlin1804@aol.com; Amber Beatty; beckyflanary@gmail.com
Subject: {External} Spencer Mountain Rd VFD Overage monies

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Earl
With this letter I am officially requesting Overage Monies held by the county in the amount of \$26,919 be distributed to Spencer Mtn Rd VFD. We intend to use these monies as debt service toward the new station that we are working on. If you need any further information feel free to contact me.



David Flanary

Division Sales Manager
Strategic Planning Manager
Firestone Fibers and Textiles
Office: +1 (704) 734-2109
Fax: +1 (704) 734-2104



Gaston County

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Emergency Management Board Action

File #: 20-317

Commissioner Chad Brown - Emergency Management/Fire Services - To Approve the Transfer of Accumulated Funds Realized from Past Tax Collections, Revaluation, Interest Earned, Etc. to North Gaston Volunteer Fire & Rescue (\$24,761)

STAFF CONTACT

Kevin Gordon - Emergency Management and Fire Services - 704-862-6240

BUDGET IMPACT

These transfers are keeping within current policy to transfer accumulated funds.

BUDGET ORDINANCE IMPACT

Transfers accumulated funds from Fund Balance Appropriated Account to North Gaston Volunteer Fire & Rescue.

BACKGROUND

On occasion, funds accumulate in fire district taxing accounts through the realization of past taxes being collected, property revaluation between budgets and account interest earned. This action will transfer such accumulated funds to North Gaston Fire & Rescue. North Gaston Fire & Rescue is requesting a full disbursement of their overage fund.

POLICY IMPACT

N/A

ATTACHMENTS

Budget Change Request (BCR) and Request for Reserve Funds - North Gaston Volunteer Fire & Rescue

GASTON COUNTY BUDGET CHANGE REQUEST

TO: Dr. Kim S. Eagle COUNTY MANAGER

FROM: 4330 Emergency Management Fire Services

Dept. # Department Name

Kevin Gordon 07/09/2020

Department Director's Name Date

TYPE OF REQUEST:

☐ Line Item Transfer Within Department & Fund

☐ Line Item Transfer Between Funds *

☐ Project Transfer Within Department & Fund

☒ Additional Appropriation of Funds *

☐ Line Item Transfer Between Departments*

* Requires resolution by the Board of Commissioners

ACCOUNT DESCRIPTION (As it appears in the budget)	ACCOUNT NUMBER	AMOUNT
	Fund - Function - Dept - Division - Object - Project	Whole Dollars Only
	xxx - xx - xxxx - xxxx - xxxxx - xxxxxx	(See Note Below)
Fund Balance Appropriated	028-99-9900-0000-490000	(24,761)
*Additional Subsidies		
High Shoals	028-02-4408-0000-570007-	9,893
Long Shoals	028-02-4414-0000-570007-	14,868

JUSTIFICATION FOR REQUEST:

North Gaston Volunteer Fire and Rescue is requesting overage monies.

Note: Decreases in expenditures & increases in revenue accounts require brackets. Increases in expenditures & decreases in revenue do not require brackets. Please note that transfers between funds require interfund transfer accounts.

Good morning Kevin,

I am sorry about the incorrect figure.

We would like to request all overage monies to close out the overage account. This should be from High Shoals \$9893.00 account as well as Long Shoals \$14,868.00 for a total of \$24,761.00

Thank you and sorry for the inconvenience.

Casey Bishop

BOD North Gaston Volunteer Fire and rescue

Sent: Monday, June 29, 2020 7:18 PM

To: Gordon, Kevin <kgordon@gcps.org<mailto:kgordon@gcps.org>>

Subject: Re: [INT]: North Gaston demo

CAUTION: This email originated from outside of the organization.

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Good evening Kevin,

North Gaston Volunteer Fire and Rescue is requesting overage monies from High Shoals \$9893.00 and Long Shoals \$6652.80.

As a member of the Board of Directors I am typing this letter for request approval.

Thank you,

Casey Bishop



Gaston County

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Emergency Management Board Action

File #: 20-337

Commissioner Chad Brown - Emergency Management/Fire Services - To Approve the Transfer of Accumulated Funds Realized from Past Tax Collections, Revaluation, Interest Earned, Etc. to Union Road Volunteer Fire Department **(\$20,174)**

STAFF CONTACT

Kevin Gordon - Emergency Management and Fire Services - 704-862-6240

BUDGET IMPACT

These transfers are keeping within current policy to transfer accumulated funds.

BUDGET ORDINANCE IMPACT

Transfers accumulated funds from Fund Balance Appropriated Account to Union Road Volunteer Fire Department.

BACKGROUND

On occasion, funds accumulate in fire district taxing accounts through the realization of past taxes being collected, property revaluation between budgets and account interest earned. This action will transfer such accumulated funds to Union Road Volunteer Fire Department. Union Road Volunteer Fire Department is requesting a full disbursement of their overage fund to go towards purchasing radios and pagers for the department.

POLICY IMPACT

N/A

ATTACHMENTS

Budget Change Request (BCR) and Request for Reserve Funds - Union Road VFD

GASTON COUNTY BUDGET CHANGE REQUEST

TO: Dr. Kim S. Eagle COUNTY MANAGER

FROM: 4330 Emergency Management Fire Services

Dept. # Department Name

Kevin Gordon 07/14/2020

Department Director's Name Date

TYPE OF REQUEST:

☐ Line Item Transfer Within Department & Fund

☐ Line Item Transfer Between Funds *

☐ Project Transfer Within Department & Fund

☒ Additional Appropriation of Funds *

☐ Line Item Transfer Between Departments*

* Requires resolution by the Board of Commissioners

ACCOUNT DESCRIPTION (As it appears in the budget)	ACCOUNT NUMBER	AMOUNT
	Fund - Function - Dept - Division - Object - Project	Whole Dollars Only
	xxx - xx - xxxx - xxxx - xxxxx - xxxxxx	(See Note Below)
Fund Balance Appropriated	028-99-9900-0000-490000	(20, 174)
*Additional Subsidies		
Union Road	028-02-4418-0000-570007-	20,174

JUSTIFICATION FOR REQUEST:

Union Road VFD is requesting the remaining balance of \$20,174 of our Reserve Fund balance. This money will be used to purchase radios and pagers for the department.

Note: Decreases in expenditures & increases in revenue accounts require brackets. Increases in expenditures & decreases in revenue do not require brackets. Please note that transfers between funds require interfund transfer accounts.



**UNION ROAD VOLUNTEER
FIRE DEPARTMENT, INC.**

4060 UNION ROAD
GASTONIA, N. C. 28056

7/14/20

Union Road VFD is requesting the remaining balance of \$20,174 of our Reserve Fund balance. This money will be used to purchase radios and pagers for the department.

Thank you,
Craig Huffstetler
Fire Chief
Union Road VFD



Gaston County

Gaston County
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Emergency Management Board Action

File #: 20-338

Commissioner Chad Brown - Emergency Management/Fire Services - To Approve the Transfer of Accumulated Funds Realized from Past Tax Collections, Revaluation, Interest Earned, Etc. to Alexis Fire Department **(\$34,959)**

STAFF CONTACT

Kevin Gordon - Emergency Management and Fire Services - 704-862-6240

BUDGET IMPACT

These transfers are keeping within current policy to transfer accumulated funds.

BUDGET ORDINANCE IMPACT

Transfers accumulated funds from Fund Balance Appropriated Account to Alexis Fire Department.

BACKGROUND

On occasion, funds accumulate in fire district taxing accounts through the realization of past taxes being collected, property revaluation between budgets and account interest earned. This action will transfer such accumulated funds to Alexis Fire Department. Alexis Fire Department is requesting all of the overage account funds of \$34,959 be released to the department. The funding will be used to cover budget shortfalls due to the budget not being approved at the rate that was requested.

POLICY IMPACT

N/A

ATTACHMENTS

Budget Change Request (BCR) and Request for Reserve Funds - Alexis Fire Department

GASTON COUNTY BUDGET CHANGE REQUEST

TO: Dr. Kim S. Eagle COUNTY MANAGER

FROM: 4330 Emergency Management Fire Services

Dept. # Department Name

Kevin Gordon 07-15-2020

Department Director's Name Date

TYPE OF REQUEST:

☐ Line Item Transfer Within Department & Fund

☐ Line Item Transfer Between Funds *

☐ Project Transfer Within Department & Fund

☒ Additional Appropriation of Funds *

☐ Line Item Transfer Between Departments*

* Requires resolution by the Board of Commissioners

ACCOUNT DESCRIPTION (As it appears in the budget)	ACCOUNT NUMBER	AMOUNT
	Fund - Function - Dept - Division - Object - Project	Whole Dollars Only
	xxx - xx - xxxx - xxxx - xxxxx - xxxxxx	(See Note Below)
Fund Balance Appropriated	028-99-9900-0000-490000	(34,959)
*Additional Subsidies		
Alexis	028-02-4402-0000-570007-	34,959

JUSTIFICATION FOR REQUEST:

On behalf of the Board of Alexis FD, Chief Presswood is requesting all of the overage account funds of \$34,959 be released to the department. The funding will be used to cover budget shortfalls due to the budget not being approved at the rate that was requested.

Note: Decreases in expenditures & increases in revenue accounts require brackets. Increases in expenditures & decreases in revenue do not require brackets. Please note that transfers between funds require interfund transfer accounts.

Stephanie K. Westbrook

From: Earl Withers III <resq801@yahoo.com>
Sent: Tuesday, July 14, 2020 3:58 PM
To: Kevin S. Gordon; Barry Wilson; Stephanie K. Westbrook
Subject: {External} Fw: Alexis FD Overage Fund

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

I left this one off. Sorry

----- Forwarded Message -----

From: Brad Presswood <bmp4646@yahoo.com>
To: Earl Withers III <resq801@yahoo.com>
Sent: Sunday, July 12, 2020, 06:53:16 PM EDT
Subject: Alexis FD Overage Fund

Earl,

On behalf of the Board of Alexis FD, I'm requesting all of the overage account funds of \$34,959 be released to the department. The funding will be used to cover budget shortfalls due to the budget not being approved at the rate that was requested.

Thanks,

Brad Presswood
Alexis Fire Department, Chief
(704) 719-6400
bmp4646@yahoo.com

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[Sent from Yahoo Mail for iPhone](#)



Gaston County

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Finance Board Action

File #: 20-301

Commissioner Worley - Finance - To Approve Giving Authorization to the Purchasing Manager, Beth Griffiths, to Pre-audit Gaston County Contracts

STAFF CONTACT

Tiffany Murray - Finance Director - 704-866-3032

BUDGET IMPACT

N/A

BUDGET ORDINANCE IMPACT

N/A

BACKGROUND

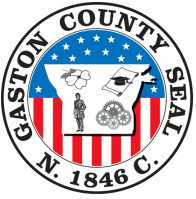
Beth Griffiths is the Purchasing Manager and needs the ability to pre-audit contracts for Gaston County. This Board Action will authorize Beth to Pre-audit the availability of funds prior to the execution of County contracts and purchase orders.

POLICY IMPACT

N/A

ATTACHMENTS

N/A



Gaston County

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Finance Board Action

File #: 20-347

REVISED/ Commissioner Chad Brown - Finance - To Approve Staff Recommendation of Small Business Emergency Bridge Loans

STAFF CONTACT

Brandy Decker - Finance - 704-866-3338

BUDGET IMPACT

Gaston County Resolution 2020-088 approved the appropriation of \$524,000 from Fund balance to provide for a Small Business Emergency Bridge Loan Fund. Approval of four applications for a total of **\$19,500**.

BUDGET ORDINANCE IMPACT

Refer to Board Resolution 2020-088.

BACKGROUND

Gaston County Resolution 2020-088 authorizes the County Manager to direct and implement the necessary documentation for applications and approval of loans to small locally owned businesses. Loans shall not exceed \$5,000 per business application. Terms of the loans shall be determined by the loan committee which is designated by the County Manager. We ask the Board to reconsider original action on resolution 2020-135. Four applications originally were denied due to unpaid taxes have been paid. We are requesting approval of these four applications for a total of **\$19,500**.

POLICY IMPACT

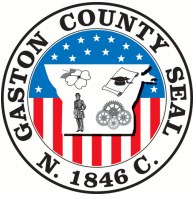
Approval of applications for emergency funds for Small Business Operations originally denied for unpaid taxes, who have now paid.

ATTACHMENTS

REVISED/ Recommendations

**Commissioner Chad Brown – Finance – To Approve Staff Recommendation of
Small Business Emergency Bridge Loans**

Small Business Assistance Loans – Approvals	Amount of Loan
Hollywood Fit	\$5,000.00
Darby Doll Photography	\$4,500.00
Friendly's of Stanley	\$5,000.00
Southerncharm Hair Designs	\$5,000.00
	\$19,500.00



Gaston County

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Police Department

Board Action

File #: 20-297

REVISED/ Commissioner Hovis - Police Department/Animal Care and Enforcement - To Surplus Four Cage Banks from the Former Animal Care and Enforcement Facility Located at 220 Leisure Lane, Dallas NC and to Approve the Donation and Conveyance of the Cages to the Gaston Low Cost Spay/Neuter Clinic, a Non-Profit Corporation

STAFF CONTACT

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

BUDGET IMPACT

N/A

BUDGET ORDINANCE IMPACT

N/A

BACKGROUND

The Gaston County Animal Care Shelter has four cage banks that are no longer being used at its new facility. These cage banks are located at the former Animal Care facility located at 220 Leisure Lane, Dallas, NC 28034. Gaston County Police, through the County's Animal Care and Enforcement Division, is requesting authorization to donate the unused cage banks to Mrs. Terry Kenny with the Gaston Low Cost Spay/Neuter Clinic. There are three cat cage banks and one small mammal cage bank. In exchange for the surplus cage banks and in accordance with North Carolina Gen. Stat. §160A-279, Mrs. Kenny has promised the County that her nonprofit organization will carry out one or more public purposes in using this surplus County property.

POLICY IMPACT

N/A

ATTACHMENTS

REVISED/ Resolution, Gaston Low Cost Spay/Neuter Clinic Request and Email Thread from Dr. Blankenship



**RESOLUTION TITLE: RESOLUTION CONVEYING SURPLUS COUNTY
PROPERTY TO THE ANIMAL LEAGUE OF GASTON
D/B/A GASTON LOW-COST SPAY/NEUTER CLINIC**

- WHEREAS, Gaston County owns but no longer needs four animal cage banks located at the County's former Animal Care facility in Dallas, North Carolina; and,
- WHEREAS, the Animal League of Gaston, a nonprofit organization that runs the Gaston Low-Cost Spay/Neuter Clinic ("the Clinic"), has requested ownership and use of said surplus property from County staff; and,
- WHEREAS, North Carolina Gen. Stat. §160A-279 allows boards of county commissioners to convey personal property to a nonprofit organization at little or no cost so long as the nonprofit promises to use said property for a public purpose; and,
- WHEREAS, the Executive Director of the Clinic has made such a promise to the County in her July 14, 2020 email to the County Attorney; and,
- WHEREAS, the Gaston County Board of Commissioners is committed to maximizing efficiencies and recycling or otherwise conveying surplus property for its continued public use.

NOW, THEREFORE, BE IT RESOLVED by the Gaston County Board of Commissioners:

That the Gaston County Board of Commissioners hereby conveys at no charge the four animal cage banks identified by the Gaston County Animal Care and Enforcement division of the Gaston County Police and located at 220 Leisure Lane, Dallas, NC 28034 to the Animal League of Gaston for use at the League's Gaston Low-Cost Spay/Neuter Clinic with the understanding and written promise from the Clinic to use the four cage banks for one or more legitimate public purposes, chiefly spaying and neutering animals from throughout Gaston County.

Adopted this the 28th day of July, 2020.

Tracy L. Philbeck, Chairman
Gaston County Board of Commissioners

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:

Jonathan Sink

From: Terry Albright Kenny <terryken@bellsouth.net>
Sent: Tuesday, July 14, 2020 12:47 PM
To: Jonathan Sink
Subject: {External} Surplus Equipment

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Jonathan:

Please be advised that Animal League of Gaston, which operates the Gaston Low-Cost Spay/Neuter Clinic, looked at some kennels that are not being used at the new shelter.

We would love to have the kennels to be used at our spay/neuter clinic. These kennels will be used for the public. Animal League is a 501(c)3 non-profit. If I can provide any additional information, please do not hesitate to contact me. (704) 616-7308

Thanks, Terry A. Kenny

Terry Albright Kenny
Executive Director
Gaston Low-Cost Spay/Neuter Clinic
425 W. Franklin Blvd.
Gastonia, NC 28052
704/868-4673
Gastonspayneuter.com

Page, Gail

From: Ramey, Joe
Sent: Wednesday, June 24, 2020 10:16 AM
To: Page, Gail
Subject: FW: GLCSN will take all cages but the transport

I'll need a board action for below

Joseph D. Ramey
Chief of Police
FBI NA 257

GASTON COUNTY POLICE

www.gastoncountypolice.org

420 West Franklin Boulevard
Gastonia, NC 28052
(704) 866-3321
jramey@gcps.org



From: Jentsch, Steve
Sent: Wednesday, June 10, 2020 2:04 PM
To: Ramey, Joe <jramey@gcps.org>
Subject: FW: GLCSN will take all cages but the transport

Chief,

Mrs. Kenny has viewed the unused items from the old Shelter. Dr. Blankenship has learned Mrs. Kenny would like the 4 cage banks that are no longer in use by the Shelter. Per your request, these are the items that will require a board action for donation to Gaston Low Cost.

S. V. Jentsch
Assistant Chief of Police

GASTON COUNTY POLICE

www.gastoncountypolice.org

420 West Franklin Boulevard
Gastonia, NC 28052
(704) 866-3320
sjentsch@gcps.org



From: Blankenship, Kristine
Sent: Wednesday, June 10, 2020 1:58 PM
To: Jentsch, Steve <sjentsch@gcps.org>; Rollins, Reid <rrollins@gcps.org>
Subject: GLCSN will take all cages but the transport

Per Terry Kenny, Gaston low cost will take the 4 cage banks only

Kristine Blankenship, DVM
Animal Care and Enforcement
1491 Business Park Court
Gastonia, NC 28052
704.922.8677

"The greatness of a nation and its moral progress can be judged by the way its animals are treated" Mahatma Gandhi

There are 3 cat cage banks (1 in front of F kennels, 2 in old chamber building), 1 bank of small mammal cages back of building, and 4 transport kennels in back of building

Kristine Blankenship, DVM
Animal Care and Enforcement
1491 Business Park Court
Gastonia, NC 28052
704.922.8677

"The greatness of a nation and its moral progress can be judged by the way its animals are treated" Mahatma Gandhi

From: Jentsch, Steve
Sent: Monday, June 08, 2020 8:45 AM
To: Blankenship, Kristine <kBlankenship@gcps.org>; Rollins, Reid <rrollins@gcps.org>
Subject: RE: Equipment at old shelter.

Ok, she reached out and wants to go this afternoon. I am trying to find the list you sent the Chief about this and the items not being taken to the new Shelter. We will need to know where those items are at a minimum. I'll keep looking on my end. Also, I will see if 3:00 works for her. Please let me know what you find.

Thnaks!

S. V. Jentsch
Assistant Chief of Police

GASTON COUNTY POLICE

www.gastoncountypolice.org

420 West Franklin Boulevard
Gastonia, NC 28052
(704) 866-3320
sjentsch@gcps.org





Gaston County

Gaston County
Board of Commissioners
www.gastongov.com

Public Works

Board Action

File #: 20-314

Commissioner Philbeck - Public Works - To Award a Construction Contract to T&K Construction, LLC and Authorize the County Manager to Execute the Necessary Contracts for Construction of Unit I, Phase 2 at the Gaston County Landfill **(100% Solid Waste Enterprise Fund - \$5,153,975)**

STAFF CONTACT

Ray Maxwell - Public Works Director - 704-862-7551

BUDGET IMPACT

Available Solid Waste Fund Balance. No additional General Fund Expenditures.

BUDGET ORDINANCE IMPACT

N/A

BACKGROUND

The Gaston County Solid Waste Division is committed to providing a safe, economical and environmentally sensitive waste disposal facility for the citizens and businesses of Gaston County that meets or exceeds all applicable State and/or Federal regulations. Consistent with the NC Solid Waste Management Rules (15A-NCAC-138), Gaston County is continuing to expand its current landfill site in compliance with Federal Subtitle D regulations which became effective on January 1, 1998. Periodic cell construction is necessary to provide a location to meet the disposal demands for Gaston County. As existing landfill cells near capacity, new cells are permitted and bid for construction. The current disposal area of Unit II is nearing capacity, and space is being used more quickly than anticipated due to increased waste disposal. In addition, disposal tonnages during the COVID pandemic have also accelerated the need for additional permitted space.

(Continued on Page 2)

Commissioner Philbeck - Public Works - To Award a Construction Contract to T&K Construction, LLC and Authorize the County Manager to Execute the Necessary Contracts for Construction of Unit I, Phase 2 at the Gaston County Landfill (100% Solid Waste Enterprise Fund - \$5,153,975)
Page 2

The construction bid for Unit I, Phase 2 was publicly advertised on May 1, 2020, and a pre-bid conference was held at the site on May 18, 2020. Sealed bids were publicly opened on June 30, 2020 with the following results:

<u>Contractor</u>	<u>Bid Amount</u>
T&K Construction, L.L.C	\$4,769,974.25
Thalle Construction Co., Inc.	\$6,577,250.00
Blythe Construction, Inc.	\$6,731,792.63

In addition to construction, and in order to comply with State and Federal regulations, Gaston County is required to provide project administration and testing services for construction. HDR, Inc. is the engineer of record and will be charged with oversight of the project as it relates to design permit approval, and management of quality assurance and testing. These additional services are required by NC DEQ to obtain approval of a Permit to Operate for Unit I, Phase 2. The projected cost for this portion of the construction project is approximately \$384,000.

Based on the bids received, this Board Action deems T&K Construction, LLC, as the General Contractor submitting the lowest, responsive, responsible bid. Approval of this Board Action and attached Budget Change Request formally selects T&K Construction LLC to perform the construction work associated with this project, authorizes the County Manager or her designee to execute necessary contracts for construction, oversight and testing services and, transfers the required funds into the appropriate construction account for expenditure purposes. No General Fund Appropriations are necessary as a result of this Board Action.

POLICY IMPACT

N/A

ATTACHMENTS

Budget Change Request (BCR)

GASTON COUNTY BUDGET CHANGE REQUEST

TO: Dr. Kim S. Eagle COUNTY MANAGER

FROM: 60 Public Works - Solid Waste

Dept. # Department Name

Ray Maxwell, PE 07/10/2020

Department Director's Name Date

TYPE OF REQUEST:

☐ Line Item Transfer Within Department & Fund

☐ Line Item Transfer Between Funds *

☐ Project Transfer Within Department & Fund

☒ Additional Appropriation of Funds *

☐ Line Item Transfer Between Departments*

* Requires resolution by the Board of Commissioners

ACCOUNT DESCRIPTION (As it appears in the budget)	ACCOUNT NUMBER	AMOUNT
	Fund - Function - Dept - Division - Object - Project	Whole Dollars Only
	xxx - xx - xxxx - xxxx - xxxxx - xxxxxx	(See Note Below)
Fund Balance Appropriated	060-99-9900-0000-490000	(5,153,975)
Landfill Construction	060-08-4720-0000-540009-21012	5,153,975

JUSTIFICATION FOR REQUEST:

To appropriate funds from the Solid Waste Fund Balance for the construction, project administration and testing services needed for Unit I, Phase 2 at the Gaston County Landfill. This Budget Change Request moves available funds from the Solid Waste Fund Balance into a project account for expenditure purposes.

Note: Decreases in expenditures & increases in revenue accounts require brackets. Increases in expenditures & decreases in revenue do not require brackets. Please note that transfers between funds require interfund transfer accounts.



Gaston County

Gaston County
Board of Commissioners
www.gastongov.com

Public Works

Board Action

File #: 20-316

Commissioner Chad Brown - Public Works - To Authorize the County Manager to Amend the Fairwood Construction Contract for the Mt. Holly Library ADA Renovations Due to Unforeseen Conditions Encountered During Construction Activities

STAFF CONTACT

Ray Maxwell - Public Works - 704-862-7551

BUDGET IMPACT

Available Budgeted Funds.

BUDGET ORDINANCE IMPACT

N/A

BACKGROUND

The Gaston County Board of Commissioners awarded a construction contract to Fairwood Construction for ADA renovations to the Mt. Holly Branch Library via Board Action 2019-338. The renovation work was intended to address ADA deficiencies both inside and outside the structure to bring the facility into compliance. The interior and site work are nearing completion. During the course of construction, several locations of the building exterior cladding had to be removed to accommodate adjustments to entryways. As those areas were uncovered, concealed termite activity was uncovered. The cladding on the structure consisted of an exterior insulation and finish system (EIFS) to cover various changes and building additions that happened to the structure years ago. The EIFS system included a polystyrene insulation board glued to the building walls and a thin layer of cementitious outer protective covering. This particular cladding installation provided an avenue for termites to travel undetected behind the polystyrene board. A local exterminator was contacted to assess the activity and to provide recommendations for repair. Since the termite activity was concealed by the insulation board, the exterminator would not treat the building without full removal of the cladding

(Continued on Page 2)

Commissioner Chad Brown - Public Works - To Authorize the County Manager to Amend the Fairwood Construction Contract for the Mt. Holly Library ADA Renovations Due to Unforeseen Conditions Encountered During Construction Activities
Page 2

was concealed by the insulation board, the exterminator would not treat the building without full removal of the cladding so that they could assess and treat all potentially active locations. Once uncovered, termite activity was found at several locations around the building extending all the way to the soffits and gables. Some structural damage had already occurred near the roof line and on the soffit structure. We have since removed the cladding from the entire building and the building has been treated for termite activity. Several options, not including EIFS, were presented by the architect and priced by Fairwood Construction as considerations for replacement cladding. This allowed Gaston County to determine an acceptable replacement cladding that reduces the potential for this condition to occur in the future. The estimated cost for replacement of the exterior cladding is \$171,122. In addition to recladding, full removal of the EIFS system, repairs for termite damage, termite treatment, and several other minor needed changes were identified during construction activities that were not anticipated or outlined on the original construction documents and agreement.

Approval of this Board Action authorizes the County Attorney to assist in the preparation of necessary contract amendment documents to address these items, and authorizes the County Manager or her designee to execute amendments to the construction agreement for the unforeseen conditions encountered. Funds to cover the work are available in the budgeted ADA improvement account. No additional appropriations are necessary as a result of this Board Action.

POLICY IMPACT

N/A

ATTACHMENTS

N/A



Gaston County

Gaston County
Board of Commissioners
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Tax Board Action

File #: 20-305

Commissioner Fraley - Tax Collections - Pursuant to G.S. 105-381, the Tax Collector Requests that the Listed Tax Refunds be Made. (***Overpayments - \$22,497.59; VTS Refunds - \$5,415.64; Grand Total - \$27,913.23***)

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).

The Board of Commissioners authorized payment of refunds to said persons and/or firms in the amounts stated with such funds coming from Account 010-00-0000-0000-23010.

ATTACHMENTS

Tax Refunds Listing for June 2020

TAXPAYER NAME	AMOUNT
JUNE 2020 RELEASES AND REFUNDS	
TOTAL	\$0.00
JUNE 2020 OVERPAYMENTS	
CALDWELL, THOMAS A	\$114.38
WEATHERS, MICHAEL KEITH II	\$117.25
GUNNON, JOSHUA K	\$232.71
ROGERS, MARSHA ANN	\$323.96
LINGETRFELDT, KIM	\$113.37
LAWING, DON	\$276.83
COPE, ALMA E	\$100.00
CKEZEPIS LAW, PLLC	\$125.60
LERETA TAX SERVICE	\$178.29
LERETA TAX SERVICE	\$321.42
FEWELL, PERRY E	\$155.00
CORELOGIC	\$131.14
LOAN CARE	\$117.11
CALDWELL, THOMAS A	\$139.65
JEFFRIES, JERRY JR	\$167.15
MAY, DANA MELISSA	\$157.59
GRINDSTAFF, DARRIN MICHAEL	\$191.62
CORELOGIC	\$989.92
LERETA TAX SERVICE	\$387.70
WALLACE, LAKEISH	\$100.00
HERSEY, RONNIE L	\$168.02
WEATHERS, MICHAEL KEITH II	\$117.16
EVANS, TINA M	\$221.89
PETRO CHOICE HOLDINGS	\$1,908.14
LERETA TAX SERVICE	\$747.28
SHOAF LAW FIRM PA	\$320.30
LERETA TAX SERVICE	\$302.19
HOLLIFIELD, MICHAEL A	\$631.82
CREATIVE SOLUTIONS	\$144.02
JEFFRIES, JERRY JR	\$156.30
GRINDSTAFF, DARRIN MICHAEL	\$186.39
LERETA TAX SERVICE	\$336.63
LERETA TAX SERVICE	\$130.12
LERETA TAX SERVICE	\$363.13
STATES, BETSY	\$300.09
BROOKS, GARY E	\$149.71
SHULL, LINDA J	\$300.00
FERGUSON, SHERRY ANNE	\$214.55
ALEXANDER, JANE S	\$290.00
CALDWELL, MICHAEL E	\$560.00
GARVIN, MARGIE L	\$160.00
HICKMAN, CURTIS D	\$177.00
HOUGE, DENISE A	\$247.17
JARRELL, NANCY	\$106.09
K & P RENTALS	\$590.33
QUINTERO, EUCARIS ZAPATA	\$289.62
MCALISTER, LISA F	\$138.00
KING, RICHARD CARL	\$129.65
HUDSON, MARSHA ANN	\$188.53
BOWLIN, PAMELA DENISE	\$241.06
KING, RICHARD CARL	\$122.59
GUNNON, JOSHUA K	\$148.50
CORELOGIC	\$334.90
LERETA TAX SERVICE	\$672.45
ODLE, TINA	\$107.18
MATHENEY, ELISA	\$237.55
RANKIN, PHILIP	\$181.00
MANFREDI, TONI	\$181.56
LONDON, LAWTON	\$159.92

HUNTER, MICHAEL	\$132.56
HAWKINS, WILLIAM	\$130.73
LEWIS GRADING & PAVING INC	\$343.68
KING, RICHARD CARL	\$123.33
HERSEY, RONNIE L	\$170.38
EVANS, TINA M	\$202.00
JOHNSON, TERRY M	\$100.00
ODLE, TINA	\$130.43
LINGERFELDT, KIMBERLY	\$108.60
ROBERTS, GLEN E	\$136.56
CEBALLOS, JULIE AMANDA	\$289.88
FESQUET, TINA MARIE	\$407.70
WARD, MICHAEL	\$130.60
THOMAS, CHRISTOPHER	\$145.91
BOHANAN, MELESA V	\$158.10
HERSEY, RONNIE L	\$166.81
LERETA TAX SERVICE	\$300.00
NC ASSOCIATION OF COUNTY COMMISSIONERS	\$115.96
HILL, DANIEL	\$217.00
INMAN, WILLIE	\$111.76
MITCHELL, JUSTIN	\$122.77
BAYVIEW ASSET MANAGEMENT	\$112.33
PARKER, GINA	\$100.00
WILSON, ANNE GRAY	\$194.49
LINGERFELDT, KIMBERLY	\$131.23
ODLE, TINA	\$128.32
NIXON, SHEILA G	\$201.53
CARPENTER, KRISTY L	\$102.74
PARK LANE FINANCE SOLUTIONS	\$248.64
PARK LANE FINANCE SOLUTIONS	\$853.68
BROOKS, GARY E	\$147.54
RADFORD, TIMOTHY FRANK	\$130.80
TOTAL	\$22,497.59
JUNE VTS REFUNDS	
Baucom, Timothy Earl	\$419.96
Branch, Buddy Ray	\$118.70
Brown, Tarrion Moore	\$182.58
Bryne, Keith Stryker	\$275.19
Carrington, David Tryon	\$101.51
Cleveland County Tax Department	\$328.93
Cornelius, Heather Rauchelle	\$116.62
Edmonson, Jason Kelley	\$102.97
Flicek, Theresa Marie	\$273.54
Ford, Nancy Hughes	\$265.83
Foster, Gregory Scott	\$112.66
Graham, Kenneth Reid	\$149.74
Hayes, Dennis Paul Jr	\$241.54
Heatwole, Deborah Mattha	\$105.94
Heatwole, Earnest Lyle Jr	\$104.72
Hedgepath, Harold David	\$137.95
Heffner, Larry Dennis	\$135.72
Jackson, Mary Thomason	\$115.55
Keever, Margaret Inlge	\$234.64
Leonard, Jeffery Scott	\$232.66
Lincoln County Tax Department	\$123.57
Lincoln County Tax Department	\$245.29
Mecum, Timothy Eugene	\$184.56
Moore, Thomas Bruce	\$237.95
Mootoo, Liselle N	\$117.90
Parker, Erika Nicole	\$101.58
Prescott, James Kevin	\$200.17
Rivas, Eric Giovanni	\$156.75
Sanders, Charles Joseph	\$100.51
Westview Baptist Chruch	\$190.41
TOTAL	\$5,415.64
GRAND TOTAL	\$27,913.23



Gaston County

Gaston County
Board of Commissioners
www.gastongov.com

Tax Board Action

File #: 20-336

Commissioner Hovis - Tax Collections - To Accept the Annual Tax Settlement Report of Taxes Billed and Collected Over the Previous Fiscal Year Ending June 30, 2020 per N.C.G.S. §105-373

STAFF CONTACT

Luke Sisk - Tax Collections - 704-866-3034

BUDGET IMPACT

N/A

BUDGET ORDINANCE IMPACT

N/A

BACKGROUND

Tax Settlement Report submitted annually at the end of each fiscal year. After July 1 and before being charged with 2020-21 taxes, the tax collector must make a sworn report to the governing board showing a list of unpaid 2019-20 real property taxes and a list of unpaid 2019-20 personal property taxes that are not liens on real property. The tax collector must also make settlement for the prior year's taxes before being charged with the current year's taxes.

POLICY IMPACT

N/A

ATTACHMENTS

Tax Settlement Report

Gaston County Tax Settlement





Gaston Tax Administration

128 W. Main Avenue
P.O. Box 1578
Gastonia, NC 28053

T.(704) 866-3067
www.gastongov.com

SETTLEMENT REPORT

July 13, 2020

Commissioners:

As required by North Carolina General Statutes, the County Tax Collector is required to submit an annual report of taxes billed and collected to the County's governing board. This report serves as the final accounting of all work over the previous fiscal year ending June 30, 2020. In accordance with N.C.G.S. § 105-373 I respectfully submit the following reports:

- Settlement for 2019 Ad Valorem Taxes for Fiscal Year 2019-2020 setting forth my full settlement for all real and personal property taxes in my hands for collection for tax year 2019.
- Settlement for Delinquent Ad Valorem Taxes for Tax Years 2010-2018 setting forth my full settlement for all delinquent real and personal property taxes collected during the fiscal year 2019-2020.

In addition to these reports, as required by statute, electronic copies of the following reports have been made available for review and filed with County Clerk's office:

- A list of the persons owning real property whose taxes for 2019 remain unpaid along with the principal amount owed by each person,
- A list of the persons not owning real property whose personal property taxes for 2019 remain unpaid along with the principal amount owed by each taxpayer,
- A list of persons with unpaid delinquent real and personal property taxes.

The Tax Collector's office has made and will continue to make diligent efforts to collect the taxes due from the persons listed in such a manner that is reasonably necessary as prescribed and allowed by law.

Respectfully,

Cecil Jackson
Tax Administrator

**Gaston Tax Administration**

128 W. Main Avenue
P.O. Box 1578
Gastonia, NC 28053

T.(704) 866-3067
www.gastongov.com

SETTLEMENT FOR 2019 AD VALOREM TAXES

Charges to Collector

The total amount of taxes, fire fees, and late list penalties included in charge for the current year	\$	150,745,511.74
Adjustment to Charge	\$	151,364.98
All interests costs and fees collected by the collector:	\$	295,545.45
TOTAL	\$	151,192,422.17

Credits to Collector

All Sums Deposited by Collector	\$	148,293,631.20
Releases Allowed by governing body	\$	620,651.78
Principal amount of outstanding real and personal property taxes.	\$	2,278,139.19
TOTAL	\$	151,192,422.17



Gaston Tax Administration
 128 W Main Avenue
 P.O. Box 1578
 Gastonia, NC 28053

 T. (704) 866-3067
www.gastongov.com

SETTLEMENT FOR 2010-2018 AD VALOREM TAXES

Charges to Collector

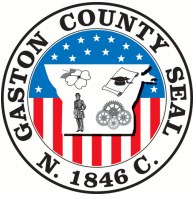
The total amount of taxes, and late list penalties included in charge for the current year	\$	4,009,116.89
All interests costs and fees collected by the collector	\$	215,653.14
TOTAL	\$	4,224,770.03

Credits to Collector

All sums Deposited by Collector	\$	1,068,732.60
Releases Allowed by governing body	\$	41,403.38
Principal amount of outstanding real and personal property	\$	3,114,634.05
TOTAL	\$	4,224,770.03

BREAKDOWN OF PRIOR YEAR SETTLEMENT

Tax Year	Beginning Balance	Levy Added	Total Balance	Collections	Abatements	Total Outstanding
2018	\$1,073,836.20	\$30,036.02	\$1,103,872.22	\$450,252.09	\$17,818.93	\$635,801.20
2017	\$640,550.63	\$29,994.76	\$670,545.39	\$143,921.79	\$15,198.06	\$511,425.54
2016	\$464,529.87	\$8,830.25	\$473,360.12	\$77,463.44	\$4,124.04	\$391,772.64
2015	\$370,770.36		\$370,770.36	\$48,802.52	\$2,663.29	\$319,304.55
2014	\$376,822.14		\$376,822.14	\$42,852.42	\$587.70	\$333,382.02
2013	\$311,386.58		\$311,386.58	\$32,050.14	\$440.11	\$278,896.33
2012	\$248,680.49		\$248,680.49	\$24,585.07	\$408.83	\$223,686.59
2011	\$224,413.12		\$224,413.12	\$15,790.14	\$104.17	\$208,518.81
2010	\$229,266.47		\$229,266.47	\$17,361.85	\$58.25	\$211,846.37
Totals	\$3,940,255.86	\$68,861.03	\$4,009,116.89	\$853,079.46	\$41,403.38	\$3,114,634.05



Gaston County

Gaston County
Board of Commissioners
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Budget and Management Services Board Action

File #: 20-330

ADDED/ Commissioner Philbeck - Budget & Management Services - To Accept and Appropriate Additional Federal CARES Act Revenue **(\$6,260,807)**

STAFF CONTACT

Janet Schafer - Budget and Management Services - 704-866-3029

BUDGET IMPACT

Accept and Appropriate CARES Act Funding. No Additional County Funds.

BUDGET ORDINANCE IMPACT

Increase Federal Grant Revenue by \$6,260,807 and Increase Expenditures into CARES Act Fund Project Accounts.

BACKGROUND

Accepting and appropriating \$6,260,807 of CARES Act Funds based on increased amounts per Session Law 2020-80.

POLICY IMPACT

This resolution gives the County Manager and her designee temporary authority to approve budget transfers to move CARES Act Funding between departments and funds. Transfers will be reported to the Board of Commissioners. This temporary authority is authorized from March 1, 2020 to December 31, 2020.

ATTACHMENTS

Budget Change Request (BCR)

GASTON COUNTY BUDGET CHANGE REQUEST

TO: Dr. Kim S. Eagle COUNTY MANAGER

FROM: 4131 Budget & Management Services

Dept. # Department Name

Janet Schafer 7/20/2020

Department Director's Name Date

TYPE OF REQUEST:

☐ Line Item Transfer Within Department & Fund

☐ Line Item Transfer Between Funds *

☐ Project Transfer Within Department & Fund

☒ Additional Appropriation of Funds *

☐ Line Item Transfer Between Departments*

* Requires resolution by the Board of Commissioners

ACCOUNT DESCRIPTION (As it appears in the budget)	ACCOUNT NUMBER	AMOUNT
	Fund - Function - Dept - Division - Object - Project	Whole Dollars Only
	xxx - xx - xxxx - xxxx - xxxxx - xxxxxx	(See Note Below)
Federal Grant Revenue	010-01-4199-0000-420000-20578	[\$6,260,807]
Grants and Projects	010-01-4199-0000-560000-20578	\$4,195,605
Other Governmental Aid	010-01-4199-0000-570002-20578	\$2,065,202

JUSTIFICATION FOR REQUEST:

To accept and appropriate \$6,260,807 of CARES Act funds, based on increased amounts per Session Law 2020-80. This resolution gives the County Manager and her designee temporary authority to approve budget transfers to move CARES Act funding between departments and funds. Transfers will be reported to the Board of Commissioners. This temporary authority is authorized from March 1, 2020 to December 31, 2020.

Note: Decreases in expenditures & increases in revenue accounts require brackets. Increases in expenditures & decreases in revenue do not require brackets. Please note that transfers between funds require interfund transfer accounts.



Gaston County

Gaston County
Board of Commissioners
www.gastongov.com

Planning Board Action

File #: 20-130

Commissioner Philbeck - Planning & Development Services - Zoning Map Change: Conditional District CD20-01, CH Land Company LLC (Applicant); Property Parcels 172387, 172379, 172378, 172377, and 172375, Located at Old Dallas Hwy., Dallas, NC, Rezone from the (RS-8) Single Family 8,000 square feet Zoning District to the (CD/RS-8) Conditional District/Single Family 8,000 square feet Zoning District

STAFF CONTACT

David L. Williams - Planning Director - 704-866-3473

BACKGROUND

Chapter 5 of the Unified Development Ordinance requires a public hearing by the Planning Board and Commission, with recommendation by the Planning Board prior to consideration for final action by the Commission. CH Land Company LLC (Applicant), applied for a zoning map change from the (RS-8) Single Family 8,000 square feet Zoning District to the (CD/RS-8) Conditional District/Single Family 8,000 square feet Zoning District. Said property consists of approximately 64.61 acres to be rezoned with this request, located at Old Dallas Hwy., Dallas, NC in the Dallas Township. A joint public hearing was advertised for and held on July 28, 2020, with Public Hearing comments being on file in the Board of Commission Clerk's Office. Planning Board recommendation was provided on the same date, 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 - CD20-01; Maps - CD20-01



RESOLUTION TITLE: ZONING MAP CHANGE: CONDITIONAL DISTRICT CD20-01, CH LAND COMPANY LLC (APPLICANT); PROPERTY PARCELS: 172387, 172379, 172378, 172377, AND 172375, LOCATED AT OLD DALLAS HWY., DALLAS, NC, REZONE FROM THE (RS-8) SINGLE FAMILY 8,000 SQUARE FEET ZONING DISTRICT TO THE (CD/RS-8) CONDITIONAL DISTRICT/SINGLE FAMILY 8,000 SQUARE FEET ZONING DISTRICT

WHEREAS, a County Zoning Ordinance was adopted on April 24, 2008 and a joint public hearing was held on July 28, 2020 by the County Commission and the Planning Board, to take citizen comment into a map change application, as follows:

Tax Parcel Number(s): 172387, 172379, 172378, 172377, 172375

Applicant: CH Land Company LLC

Owner(s): Lynn Leslie McLean Jr./Suzanne B. McLean, Francina Newby, CHLC Investments LLC

Property Location: Old Dallas Hwy.

Request: Rezone Parcels 172387, 172379, 172378, 172377, and 172375, from the (RS-8) Single Family 8,000 square feet Zoning District to the (CD/RS-8) Conditional District/Single Family 8,000 square feet 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 as conditioned)** or **(disapproval)** of the map change for parcels: 172387, 172379, 172378, 172377, and 172375, located at Old Dallas Hwy., Dallas, NC, from the (RS-8) Single Family 8,000 square feet Zoning District to the (CD/RS-8) Conditional District/Single Family 8,000 square feet Zoning District, on July 28, 2020 based on: the public hearing comment, staff recommendation, and the request is **(reasonable)** or **(not reasonable)** and in the public interest and is in **(accordance with)** or **(not in accordance with)** the County's Comprehensive Land Use Plan.

Motion:

Second:

Vote:

Aye:

Nay:

Absent:

Abstain:

DO NOT TYPE BELOW THIS LINE

Zoning Map Change: CD20-01 CH Land Company LLC (Applicant); Property Parcels: 172387, 172379, 172378, 172377, and 172375, Located at Old Dallas Hwy., Dallas, NC, Rezone from the (RS-8) Single Family 8,000 Square Feet Zoning District to the (CD/RS-8) Conditional District/Single Family 8,000 Square Feet Zoning District
Page 2

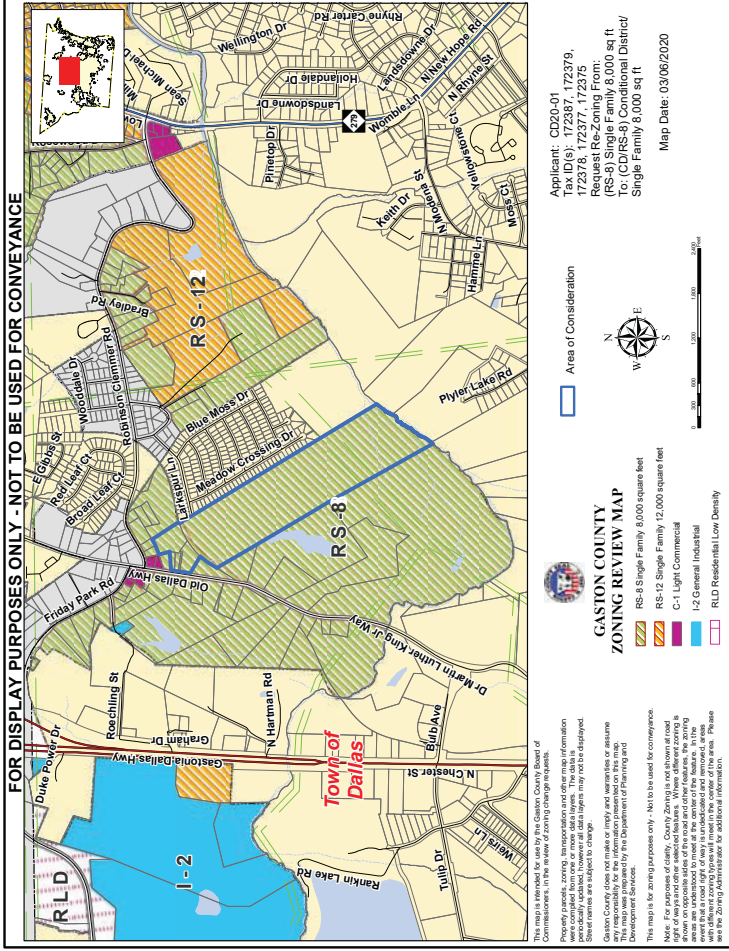
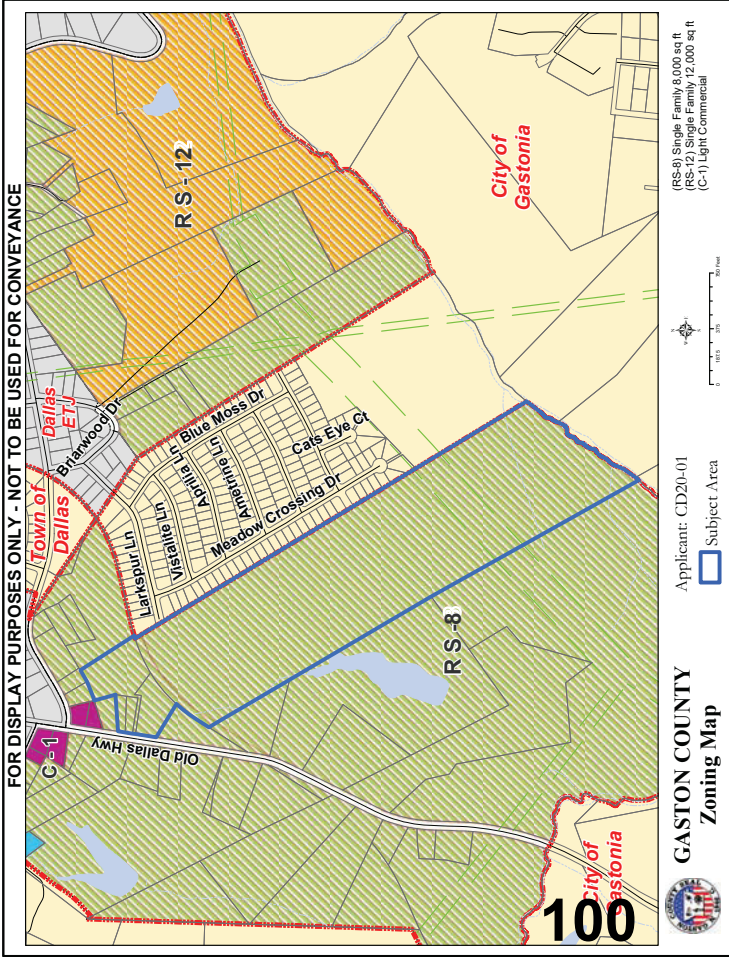
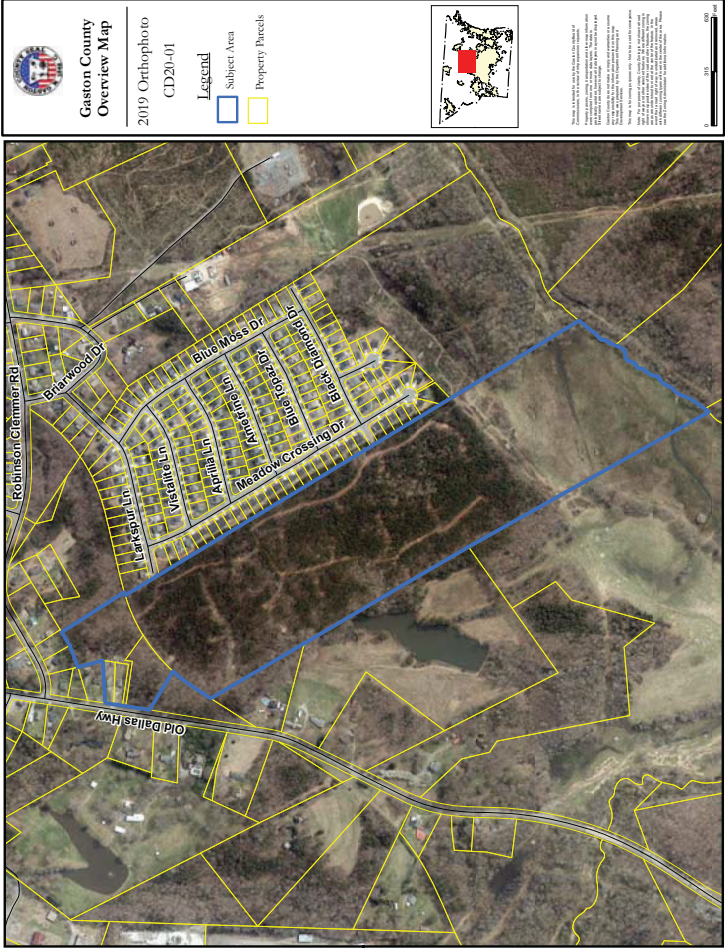
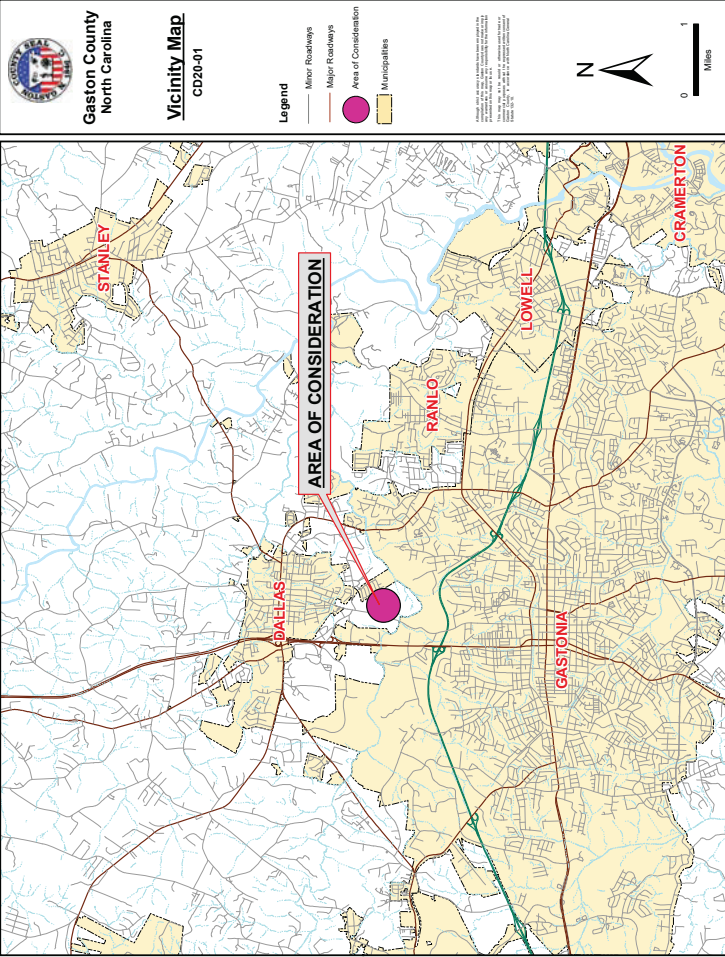
NOW, THEREFORE, BE IT RESOLVED by the County Commission that after consideration of the map change application, public hearing comment and Planning Board recommendation:

- 1) The map change request is **(consistent)** or **(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. Property parcels: 172387, 172379, 172378, 172377, and 172375, is hereby **(approved as conditioned)** or **(disapproved)**, effective with the passage of this Resolution.
- 2) The County Manager is authorized to make necessary notifications in this matter to appropriate parties.

Tracy L. Philbeck, Chairman
Gaston County Board of Commissioners

Donna S. Buff, Clerk to the Board

Exhibit A
Conditions of Approval
CD20-01
"To be attached upon approval"





Gaston County

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Planning Board Action

File #: 20-131

Commissioner Chad Brown - Planning & Development Services - Zoning Map Change: Conditional District CD20-02, Hornet Solar, LLC (Applicant); Property Parcels 173020, 173410, 173466, 207155, 211893, 211896, 211897, and 222964, Located at the Gaston Co./Lincoln Co. Line (Alexis/Lucia Area), Stanley, NC, Rezone from the (R-1) Single Family Limited Zoning District with (US) Urban Standards Overlay to the (CD/R-2) Conditional District/Single Family Moderate Zoning District with (US) Urban Standards Overlay, in order to allow Essential Services Class 3 (Solar Farm)

STAFF CONTACT

David L. Williams - Planning Director - 704-866-3473

BACKGROUND

Chapter 5 of the Unified Development Ordinance requires a public hearing by the Planning Board and Commission, with recommendation by the Planning Board prior to consideration for final action by the Commission. Hornet Solar, LLC (Applicant), applied for a zoning map change from the (R-1) Single Family Limited Zoning District with (US) Urban Standards Overlay to the (CD/R-2) Conditional District/Single Family Moderate Zoning District with (US) Urban Standards Overlay, in order to allow Essential Services Class 3 (Solar Farm). Said property consists of approximately 543.71 +/- acres to be rezoned with this request, located at the Gaston Co./Lincoln Co. Line (Alexis/Lucia Area), Stanley, NC in the Riverbend Township. A joint public hearing was advertised for and held on July 28, 2020, with Public Hearing comments being on file in the Board of Commission Clerk's Office. Planning Board recommendation was provided on the same date, 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 - CD20-02; Maps - CD20-02



RESOLUTION TITLE: ZONING MAP CHANGE: CONDITIONAL DISTRICT CD20-02, HORNET SOLAR, LLC (APPLICANT); PROPERTY PARCELS: 173020, 173410, 173466, 207155, 211893, 211896, 211897, AND 222964, LOCATED AT THE GASTON CO./LINCOLN CO. LINE (ALEXIS/LUCIA AREA), STANLEY, NC, REZONE FROM THE (R-1) SINGLE FAMILY LIMITED ZONING DISTRICT WITH (US) URBAN STANDARDS OVERLAY TO THE (CD/R-2) CONDITIONAL DISTRICT/SINGLE FAMILY MODERATE ZONING DISTRICT WITH (US) URBAN STANDARDS OVERLAY, IN ORDER TO ALLOW ESSENTIAL SERVICES CLASS 3 (SOLAR FARM)

WHEREAS, a County Zoning Ordinance was adopted on April 24, 2008 and a joint public hearing was held on July 28, 2020 by the County Commission and the Planning Board, to take citizen comment into a map change application, as follows:

Tax Parcel Number(s): 173020, 173410, 173466, 207155, 211893, 211896, 211897, 22964
Applicant: Hornet Solar, LLC
Owner(s): Heirs of E.C. Beatty Jr., LTSM LLC, TSMJ Properties LLC, N. W. Jones, Paul S. Abernathy
Property Location: Gaston Co./Lincoln Co. Line (Alexis/Lucia Area)
Request: Rezone Parcels 173020, 173410, 173466, 207155, 211893, 211896, 211897, and 222964, from the (R-1) Single Family Limited Zoning District with (US) Urban Standards Overlay to the (CD/R-2) Conditional District/Single Family Moderate Zoning District with (US) Urban Standards Overlay, in order to allow Essential Services Class 3 (Solar Farm)

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 as conditioned)** or **(disapproval)** of the map change for parcels: 173020, 173410, 173466, 207155, 211893, 211896, 211897, and 222964, located at the Gaston Co./Lincoln Co. Line (Alexis/Lucia Area), Stanley, NC, from the (R-1) Single Family Limited Zoning District with (US) Urban Standards Overlay to the (CD/R-2) Conditional District/Single Family Moderate Zoning District with (US) Urban Standards Overlay, in order to allow Essential Services Class 3 (Solar Farm), on July 28, 2020 based on: the public hearing comment, staff recommendation, and the request is and the request is **(reasonable)** or **(not reasonable)** and in the public interest and is in **(accordance with)** or **(not in accordance with)** the County's Comprehensive Land Use Plan.

Motion:	Second:	Vote:
Aye:		
Nay:		
Absent:		
Abstain:		

DO NOT TYPE BELOW THIS LINE

Zoning Map Change: Conditional District CD20-02, Hornet Solar, LLC (Applicant); Property Parcels: 173020, 173410, 173466, 207155, 211893, 211896, 211897, and 222964, Located at the Gaston Co./Lincoln Co. Line (Alexis/Lucia Area), Stanley, NC, Rezone from the (R-1) Single Family Limited Zoning District with (US) Urban Standards Overlay to the (CD/R-2) Conditional District/Single Family Moderate Zoning District with (US) Urban Standards Overlay, in Order to allow Essential Services Class 3 (Solar Farm)

Page 2

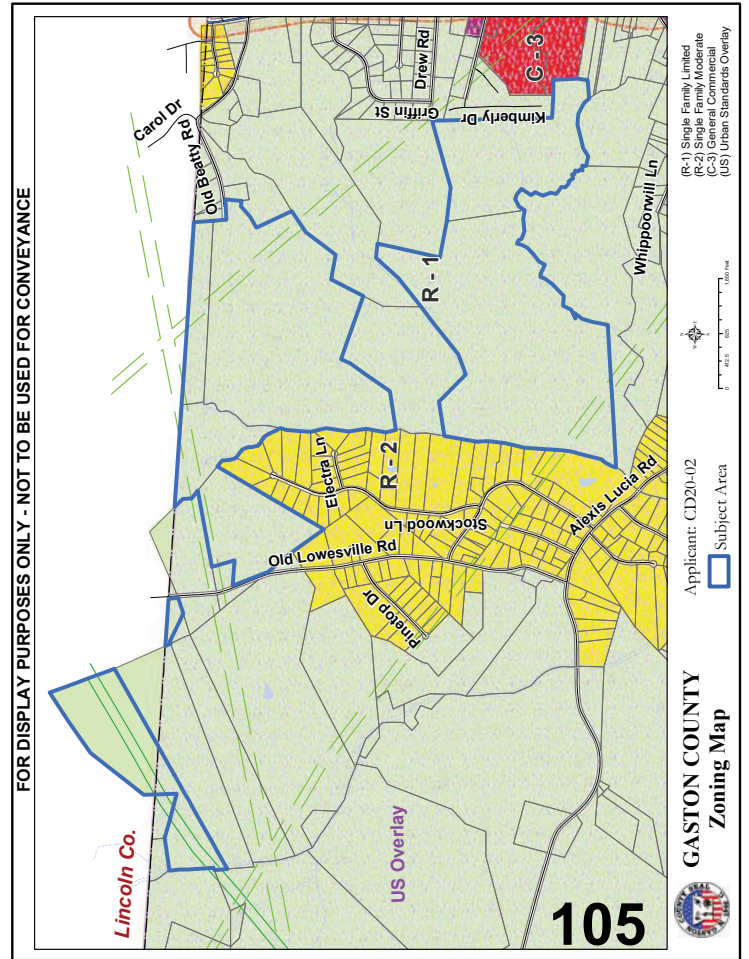
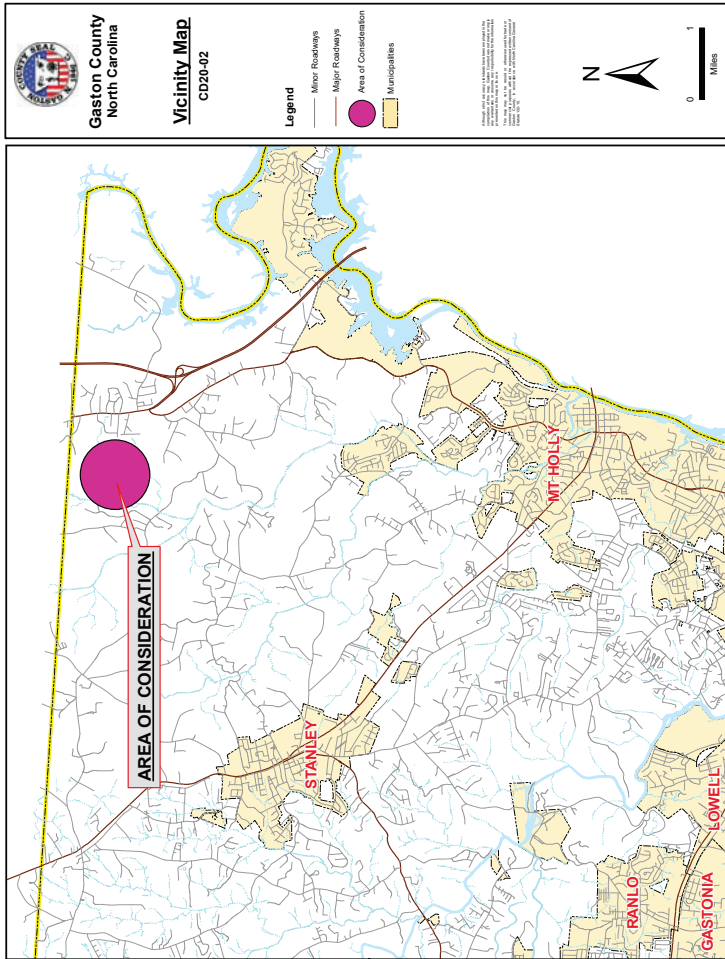
NOW, THEREFORE, BE IT RESOLVED by the County Commission that after consideration of the map change application, public hearing comment and Planning Board recommendation:

- 1) The map change request is **(consistent)** or **(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. Property parcels: 173020, 173410, 173466, 207155, 211893, 211896, 211897, and 222964, is hereby **(approved as conditioned)** or **(disapproved)**, effective with the passage of this Resolution.
- 2) The County Manager is authorized to make necessary notifications in this matter to appropriate parties.

Tracy L. Philbeck, Chairman
Gaston County Board of Commissioners

Donna S. Buff, Clerk to the Board

Exhibit A
Conditions of Approval
CD20-02
"To be attached upon approval"





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Planning Board Action

File #: 20-329

Commissioner Philbeck - Planning & Development Services - Zoning Text Amendment: ZTA20-03, Gaston County Planning Board (Applicant); To Consider Proposed Text Amendments to the Unified Development Ordinance (UDO): Chapter 9 (General Provisions): Section 9.5(A)

STAFF CONTACT

David L. Williams - Planning Director - 704-866-3473

BACKGROUND

The Unified Development Ordinance (approved April 24, 2008), sets forth procedures for amendment procedures in Chapter 5, requiring a joint public hearing by the Planning Board and Commission. A recommendation on the amendments is provided by the Planning Board, with final action on said amendments by the Commission, to consider text amendments to Application Number ZTA20-03 Gaston County Planning Board (Applicant), to request the Board of Commission to consider approval of the proposed text amendments to the UDO: Chapter 9 (General Provisions): Section 9.5(A). A joint public hearing was advertised and held on July 28, 2020 with the Public Hearing comments being on file in the Board of Commission Clerk's Office. Planning Board recommendation was provided on the same date, and the Commission is requested to consider the public hearing comment, Planning Board recommendation and other pertinent information, then (approve), (disapprove) or (modify) the zoning text amendments. The proposed amendments reflect clarification of minimum lot width requirements. The Planning Board reviewed the amendments at its last regular Planning Board meeting (02/25/2020) and unanimously recommended to move them to the public hearing process.

ATTACHMENTS

Resolution - ZTA20-03; Zoning Text Amendment - ZTA20-03



RESOLUTION TITLE: ZONING TEXT AMENDMENT: ZTA20-03, GASTON COUNTY PLANNING BOARD (APPLICANT); TO CONSIDER PROPOSED TEXT AMENDMENTS TO THE UNIFIED DEVELOPMENT ORDINANCE (UDO): CHAPTER 9 (GENERAL PROVISIONS): SECTION 9.5(A)

WHEREAS, the County Ordinance (approved April 24, 2008), sets forth Amendment procedures in Chapter 5, requiring a joint public hearing by the Planning Board and Commission, with said hearing being conducted July 28, 2020 to take public comment (comments are on file in the Commission Clerk's Office as a part of the minutes of the meetings); and,

WHEREAS, the Text Amendments are requested by the Gaston County Planning Board as the amendments relate to minor modifications and changes to the UDO; and,

WHEREAS, the Gaston County Planning Board met during its regular meeting of February, and reviewed proposed text amendments and approved a recommendation to move the proposed amendments to the public hearing format for the Board of Commissioners consideration; and,

WHEREAS, the Planning Board recommended **(approval)** or **(disapproval)** of the text amendment to amend UDO Chapter 9 (General Provisions): Section 9.5(A), on July 28, 2020, based on: public hearing comment and staff recommendation, the request **(is)** or **(is not)** reasonable and in the public interest and **(is)** or **(is not)** in accordance with the County's Comprehensive Land Use Plan.

Motion:

Second:

Vote:

Aye:

Nay:

Absent:

Abstain:

DO NOT TYPE BELOW THIS LINE

NOW, THEREFORE, BE IT RESOLVED that after consideration of the proposed amendments, public hearing comment and Planning Board recommendation, the Commission considers this action to be **(reasonable and in the public interest)** or **(not reasonable and not in the public interest)** and finds the proposed amendment to be **(consistent)** or **(not consistent)** with the Comprehensive Land Use Plan.

The Commission hereby **(approves)** or **(disapproves)** the amendments to UDO Chapter 9 (General Provisions): Section 9.5(A), effective with the passage of this Resolution.

The County Manager is authorized to make necessary notifications in this matter to appropriate parties.

Tracy L. Philbeck, Chairman
Gaston County Board of Commissioners

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 Zoning Text Amendment: ZTA20-03, Gaston County Planning Board (Applicant); To Consider Proposed Text Amendments to the Unified Development Ordinance (UDO) Chapter 9 (*Attached*), as adopted by the Board of Commissioners on July 28, 2020 and is to be set forth in the Gaston County Unified Development Ordinance (UDO) upon adoption.

Donna S. Buff, Clerk to the Board



PROPOSED TEXT AMENDMENT – PLANNING BOARD REVIEW – JULY 2020

Highlighted italics – additions; strikeouts = deletions

SECTION 9.5 LOT TO ABUT A DEDICATED STREET; MINIMUM LOT WIDTHS

~~A. No lot may be created after the effective date of this Ordinance that does not have at least fifty (50) feet of road right-of-way frontage in all zoning districts, except CBD, except as follows:~~

A. *In all zoning districts except CBD, no lot may be created after the effective date of this ordinance that does not have at least fifty (50) feet of road right-of-way to a depth on the lot at which the required minimum lot width established in table 7.1-2B may be achieved. Except as follows:*

1. Lots within a planned shopping center or office park or other planned multi-tenant development of a nonresidential nature; or,
2. Lots within a condominium, townhome, patio home, or planned residential development, traditional neighborhood development or traditional infill development.
3. Easement lots as provided for in Section 13.15.3(C) of this Ordinance



Gaston County

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County Attorney

Board Action

File #: 20-290

Commissioner Keigher - County Attorney - To Provide an Advisory Opinion to the North Carolina Department of Transportation (NCDOT) Recommending an Abandonment of a Portion of a Publicly Dedicated Right-of-Way Known as State Road 1677, aka Tennessee Trail

STAFF CONTACT

Courtney Rogers - Deputy County Attorney - 704-866-3140

BUDGET IMPACT

N/A

BUDGET ORDINANCE IMPACT

N/A

BACKGROUND

The property owner, Ecoplexus Inc., wishes to close a portion of a platted right-of-way at the end of Tennessee Trail aka SR 1677. The portion requested to be closed is contained within tax property parcel number 164778, a portion of what the NCDOT describes as being a road .2 miles in length and approximately sixty (60) feet of the publicly dedicated right-of-way known as State Road 1677, aka Tennessee Trail, which enters the abovementioned parcel on the Northern boundary, but does not continue through and provides no benefit to any adjacent parcels or the general public after it enters Tax Parcel 164778.

The front portion of SR 1677 would remain in the NCDOT system from the intersection of High Shoals Road, 188 feet in length and sixty (60) feet in width, located between the tax property parcel numbers 164730 and 164731, as shown on the attached map depicting the area.

The NCDOT makes the ultimate decision as to whether such petition will be granted; and prior to the NCDOT deciding whether to abandon said road, the County the road is located in needs to provide the NCDOT with a resolution of approval. This Resolution is intended to provide the NCDOT with such approval.

POLICY IMPACT

N/A

ATTACHMENTS

Resolution, Exhibit Map and Ecoplexus Inc. ROW Closing Request



RESOLUTION TITLE: TO PROVIDE AN ADVISORY OPINION TO THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION (NCDOT) RECOMMENDING AN ABANDONMENT OF A PORTION OF A PUBLICLY DEDICATED RIGHT-OF-WAY KNOWN AS STATE ROAD 1677, AKA TENNESSEE TRAIL

WHEREAS, the Gaston County Attorney's office received a request to close a portion of a platted right-of-way at the end of Tennessee Trail aka SR 1677. The portion requested to be closed is contained within tax property parcel number 164778; and,

WHEREAS, the property owner, Ecoplexus Inc., wishes to ultimately close a portion of what the NCDOT describes as being a road .2 miles in length and approximately sixty (60) feet of the publicly dedicated right-of-way known as State Road 1677, aka Tennessee Trail, which enters the abovementioned parcel on the Northern boundary, but does not continue through and provides no benefit to any adjacent parcels or the general public after it enters Tax Parcel 164778 (see attached petition); and,

WHEREAS, the front portion of SR 1677 would remain in the NCDOT system from the intersection of High Shoals Road, 188 feet in length and sixty (60) feet in width, located between the tax property parcel numbers 164730 and 164731, as shown on the attached map depicting the area for the request; and,

WHEREAS, the NCDOT makes the ultimate decision as to whether such petition will be granted; and,

WHEREAS, prior to the NCDOT deciding whether to abandon said road, the County the road is located in needs to provide the NCDOT with a resolution of approval; and,

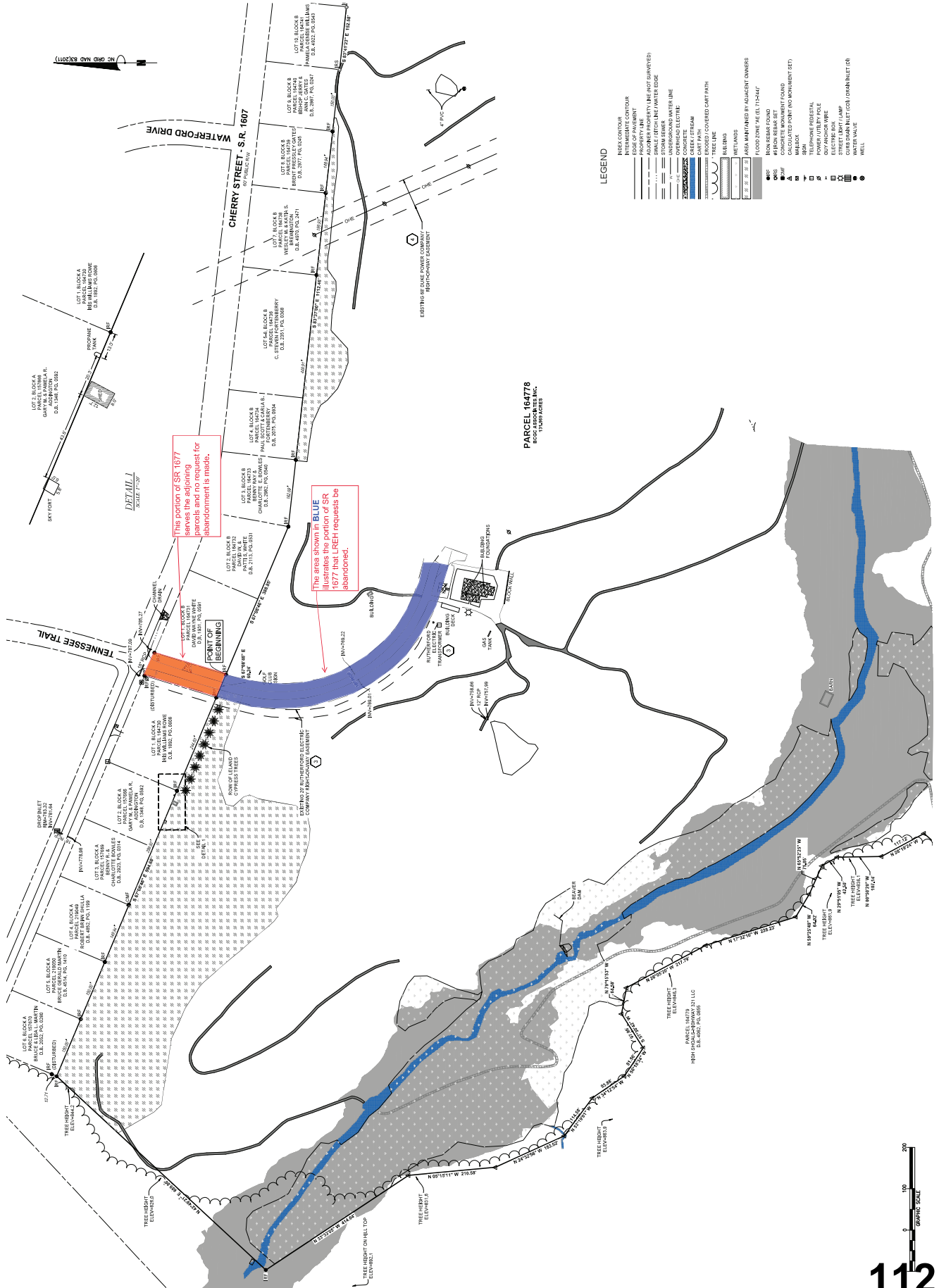
WHEREAS, this Resolution is intended to provide the NCDOT with such approval.

NOW, THEREFORE, BE IT RESOLVED that the Gaston County Board of Commissioners has no objections to the NCDOT abandoning said road, and recommends to the NCDOT that the subject property, being approximately sixty (60) feet of the publicly dedicated right-of-way known as State Road 1677, aka Tennessee Trail, where it enters Parcel 164778 to the point where the right-of-way terminates at the ruins of the former clubhouse, as shown on said map, be released and abandoned.

BE IT FURTHER RESOLVED that the County Manager is authorized to make necessary notifications in the matter.

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:



LEGEND

- ROADS: CENTERLINE, RIGHT-OF-WAY, EDGE OF PAVEMENT, PROPERTY LINE, SMALL DITCH LINE, WATER EDGE, OVERHEAD ELECTRIC, UNDERGROUND WATER LINE, CREEK, STREAM, CART PATH, COVERED CART PATH, TREE LINE, BUILDING, WETLANDS, AREA MAINTAINED BY ADJACENT OWNERS, FLOOD ZONE, BOUNDARY, CONCRETE MONUMENT FOUND, CALCULATED POINT (NO MONUMENT SET), BOUNDARY, TELEPHONE PEDESTAL, TELEPHONE, OUTPOST, ELECTRIC BOX, CURE DOWN INLET (CUI) / DRAIN INLET (DI), CURE VALVE, WELL.

Ecoplexus Inc.
101 Second Street, Suite 1250
San Francisco, CA 94105

Gaston County Board of Commissioners
325 Dr. Martin Luther King, Jr. Way
Gastonia, NC 28052

June 4, 2020

To Whom It May Concern:

Lacape Real Estate Holdings, LLC (LREH) is the legal owner of real property located at 601 High Shoals Road, Gastonia, NC, which property is further known as Tax Parcel 164778.

In connection with the development of a solar project, we were informed by NCDOT that a publicly dedicated 60' right of way known as State Road 1677, aka Tennessee Trail, enters the abovementioned parcel on the Northern boundary, but does not continue through and provides no benefit to any adjacent parcels or the general public after it enters Tax Parcel 164778.

Background Information

Initially, the right of way was dedicated to serve a clubhouse formerly located on the subject parcel when it was being used as a golf course. The documentation provided by NCDOT describes a road .2 miles in length and 60' in width where it lies South of SR 1607, aka High Shoals Road, aka Cherry Street. The first 180' of this right of way serves Parcels 164730 and 164731, whereas the remaining portion running Southerly from where Parcel 164778 begins serves no member of the general public. The golf course is long closed and the clubhouse demolished.

A utility easement in favor of Rutherford Electric Co-op running parallel to this Right of Way and also serving the former clubhouse has already been released. The Release of Easement was filed with the Gaston County Register of Deeds on May 4, 2020 in Book 5119, at Pages 1743-1745.

Request for Abandonment

As previously stated, there is no benefit to the public from the remaining portion of the right of way located inside the boundary line of Parcel 164778.

Therefore, LREH proposes that Gaston County and NCDOT release and abandon the dedicated right of way from the point where it enters Parcel 164778 to the point where the right of way terminates at the ruins of the former clubhouse, as shown on the attached map.

Thank you for your consideration.

LACAPE REAL ESTATE HOLDINGS, LLC
a North Carolina limited liability company

By:


Erik Stuebe, Authorized Representative





Gaston County

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Board of Commissioners

Board Action

File #: 19-538

Appointment List - Current Expiring Terms/Vacant Positions

STAFF CONTACT

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

Appointment List

July 28, 2020

COMMISSIONER BOARD REPRESENTING REASON NAME END DATE

Full Board

Full Board	Quality of Natural Resources Committee (QNRC)	Land Conservation	Vacant	Vacancy/Robert Cloninger, III	10/31/2019
Full Board	Quality of Natural Resources Committee (QNRC)	Agriculture	Vacant	Vacancy/Richard "Ricky" Rhyme	10/31/2021
Full Board	Quality of Natural Resources Committee (QNRC)	Health	Vacant	Vacancy/Steve Tracy	10/31/2019
Full Board	Quality of Natural Resources Committee (QNRC)	Education	Vacant	Vacancy	10/31/2017

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	02/28/2022
#7-CB	Child Fatality Prevention Team (CFPT)	At Large or County Agency Rep.	Vacant	Vacancy/Belinda Bogle	01/31/2023
#7-CB	Community Child Protection Team (CCPT)	At Large or County Agency Rep.	Vacant	Vacancy/Belinda Bogle	01/31/2023
#7-CB	Nursing Home Community Advisory Committee	At Large	Term Expiring	Johnsie Richardson	05/31/2020
#7-CB	Nursing Home Community Advisory Committee	NHA Appt.	Vacant	Vacancy/Shirley Ferguson	11/30/2011
#7-CB	SARA Local Planning Committee (LEPC)	Local Industry	Vacant	Vacancy/Joe Parkulo	02/01/2023

Jack Brown

#1-JB	Adult Care Home Community Advisory Committee	Commission	Term Expiring	Linda Denton	07/31/2020
#1-JB	Adult Care Home Community Advisory Committee	Commission	Vacant	Vacancy	08/31/2018
#1-JB	Nursing Home Community Advisory Committee	NHA Appt.	Vacant	Vacancy/Mr. Jonathan Fletcher	06/30/2018
#1-JB	Transportation Advisory Board (TAB)	Partners "BHM"	Vacant	Vacancy/Kimberly Maguire	10/31/2021

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Legend: Vacant = Person does not wish to be reappointed or has resigned; Term Expiring = Commissioner may reappoint if appointee desires to continue serving; Appointment or Reappoint Recommended = Agency has requested action, if Commissioner desires to do so. Full Board = Appointment is made with motion/second/vote from the Board.

Appointment List

July 28, 2020

COMMISSIONER BOARD		REPRESENTING	REASON	NAME	END DATE
<u>Allen Fraley</u>					
#4-AF	Adult Care Home Community Advisory Committee	Domiciliary Home Appt.	Vacant	Vacancy/Jane Patrick	01/31/2018
#4-AF	Adult Care Home Community Advisory Committee	Commission	Vacant	Vacancy/Erin Barbee	05/01/2019
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
#4-AF	Nursing Home Community Advisory Committee	At Large	Vacant	Vacancy/Michelle Mills	06/30/2019
CH Twp.	Parks and Recreation Advisory Board	CH Twp.	Vacant	Vacancy/Donnie Alexander	05/31/2022
#4-AF	SARA Local Planning Committee (LEPC)	Law Enforcement	Vacant	Vacancy/Adam Wilson	12/31/2019
#4-AF	SARA Local Planning Committee (LEPC)	Transportation/Ex-Officio (Non-Voting)	Vacant	Vacancy/Cheree Wilson	12/31/2020
<u>Bob Hovis</u>					
#5-BH	Adult Care Home Community Advisory Committee	NHA Appt	Vacant	Vacancy/Mary Alice Brown	04/30/2019
CM Twp.	Gaston County Board of Adjustments	At Large/Unincorporated Area Resident	Vacant	Vacancy/Kevin Meyer	12/31/2020
CM Twp.	Industrial Facilities and Pollution Control Financing Authority	CM Twp.	Vacant	Vacancy/Neil Styers	10/31/2018
#5-BH	Transportation Advisory Board (TAB)	United Way of Gastonia	Vacant	Vacancy/Daughtry Hopper	10/31/2022
#5-BH	Transportation Advisory Board (TAB)	Local Elected Officials/Staff	Vacant	Vacancy/Donnie Loftis	10/31/2012
#5-BH	Transportation Advisory Board (TAB)	Business/Industry	Vacant	Vacancy/Carolyn Dow	12/31/2018

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Legend: Vacant = Person does not wish to be reappointed or has resigned; Term Expiring = Commissioner may reappoint if appointee desires to continue serving; Appointment or Reappoint Recommended = Agency has requested action, if Commissioner desires to do so. Full Board = Appointment is made with motion/second/vote from the Board.

Appointment List

July 28, 2020

COMMISSIONER BOARD			REPRESENTING	REASON	NAME	END DATE
<u>Tom Keigher</u>						
#6-TK	Adult Care Home Community Advisory Committee		NHA Appt	Vacant	Vacancy/Patricia Lineberger	02/01/2017
G Twp./TK	Council on Aging		At Large	Vacant	Vacancy/Brandy Lineberger	11/30/2019
G Twp./TK	Gaston County Board of Adjustments		At Large/Unincorporated Area Resident	Vacant	Vacancy/Jeff Howe	07/31/2020
#6-TK	Health and Human Services Board		Social Worker	Vacant	Vacancy/Dr. David Kneen	06/30/2020
#6-TK	Nursing Home Community Advisory Committee		NHA Appt.	Vacant	Vacancy/Velda Robinson	06/30/2018
#6-TK	Nursing Home Community Advisory Committee		At Large	Vacant	Vacancy/Thomas Gillespie	03/31/2016
#6-TK	Transportation Advisory Board (TAB)		Vocational Rehabilitation	Vacant	Vacancy/Eric F. Davis	10/31/2020
#6-TK	Transportation Advisory Board (TAB)		Chamber of Commerce/Economic Development	Vacant	Vacancy/Comm. Tom Keigher	05/31/2021
<u>Tracy Philbeck</u>						
#2-TP	Adult Care Home Community Advisory Committee		Commission	Vacant	Vacancy/Judy Wall	10/31/2019
#2-TP	Animal Care and Enforcement Advisory Board		Citizen At Large	Vacant	Vacancy/David Young	09/30/2019
#2-TP	Child Fatality Prevention Team (CFPT)		At Large or County Agency Rep.	Vacant	Vacancy/Shannon Childress	01/31/2021
#2-TP	Juvenile Crime Prevention Council (JCPC)		United Way Rep./ Nonprofit Agency	Vacant	Vacancy/Cody Carpenter	06/30/2019
#2-TP	Transportation Advisory Board (TAB)		Private Citizen (Handicapped)	Vacant	Vacancy/Bill Dellinger, Jr.	10/31/2020

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Legend: Vacant = Person does not wish to be reappointed or has resigned; Term Expiring = Commissioner may reappoint if appointee desires to continue serving; Appointment or Reappoint Recommended = Agency has requested action, if Commissioner desires to do so. Full Board = Appointment is made with motion/second/vote from the Board.

Appointment List

July 28, 2020

COMMISSIONER BOARD		REPRESENTING	REASON	NAME	END DATE
Ronnie Worley					
#3-RW	Adult Care Home Community Advisory Committee	Domiciliary Home Appt.	Vacant	Vacancy/Keith Hart	11/01/2016
#3-RW	Adult Care Home Community Advisory Committee	Commission	Vacant	Vacancy/Effie Locklear	07/31/2022
#3-RW	Family Advisory Board	Dream Center	Vacant	Vacancy	12/31/2019
#3-RW	Family Advisory Board	Citizen At Large	Vacant	Vacancy/Anna Trietley	04/30/2021
#3-RW	Health and Human Services Board	Psychologist (PhD)	Vacant	Vacancy/Dr. Ann Navarro	06/30/2017
#3-RW	Health and Human Services Board	Physician (Psychiatrist, MD/DO)	Vacant	Vacancy/Dr. Dirk Klasing	06/30/2021
#3-RW	Nursing Home Community Advisory Committee	NHA Appt.	Vacant	Vacancy/Effie Locklear	06/30/2019
SP Twp.	Parks and Recreation Advisory Board	SP Twp.	Vacant	Vacancy/Andrew Mabry	05/31/2020
#3-RW	SARA Local Planning Committee (LEPC)	Law Enforcement	Vacant	Vacancy/Randy Graham	12/31/2018
#3-RW	SARA Local Planning Committee (LEPC)	Fire	Vacant	Vacancy	01/31/2023
#3-RW	SARA Local Planning Committee (LEPC)	Radio/TV	Term Expiring	Ken Lemon	01/31/2020
#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
 Nursing Home Community Advisory Committee - Membership Prerequisites for new appointees should be cleared through Ruth Murphy (704) 862-7667

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Legend: Vacant = Person does not wish to be reappointed or has resigned; Term Expiring = Commissioner may reappoint if appointee desires to continue serving;
 Appointment or Reappoint Recommended = Agency has requested action, if Commissioner desires to do so.
 Full Board = Appointment is made with motion/second/vote from the Board.



Gaston County

Gaston County
Board of Commissioners
www.gastongov.com

Board of Commissioners Board Action

File #: 20-289

Commissioner Philbeck - BOC - To Designate a 2020 NCACC Virtual Annual Conference Voting Delegate and Alternate

STAFF CONTACT

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

BACKGROUND

The BOC is requested to designate a Voting Delegate and Alternate for the NCACC's 2020 Annual Conference Business Session to be held by virtual platform on Thursday, August 6, 2020.

ATTACHMENTS

NCACC Voting Delegate Form



Designation of Voting Delegate to NCACC Annual Conference

I, _____, hereby certify that I am the duly designated voting delegate for _____ County at the 113th Annual Conference of the North Carolina Association of County Commissioners to be held during the **virtual*** Annual Business Session on August 6, 2020, at 11 a.m.

Voting Delegate Name: _____

Title: _____

In the event the designated voting delegate is unable to attend, _____ has been selected as _____ County's alternate voting delegate.

Alternate Voting Delegate Name: _____

Title: _____

Article VI, Section 2 of our Constitution provides:

“On all questions, including the election of officers, each county represented shall be entitled to one vote, which shall be the majority expression of the delegates of that county. The vote of any county in good standing may be cast by any one of its county commissioners who is present at the time the vote is taken; provided, if no commissioner be present, such vote may be cast by another county official, elected or appointed, who holds elective office or an appointed position in the county whose vote is being cast and who is formally designated by the board of county commissioners. These provisions shall likewise govern district meetings of the Association. A county in good standing is defined as one which has paid the current year's dues.”

Please return this form to Alisa Cobb via email by **Monday, August 3, 2020** close of business:

Email: alisa.cobb@ncacc.org

***Please note – due to the COVID-19 pandemic, the 113th NCACC Annual Conference will be held virtually with voting taking place via an electronic platform.**