

Board of Commissioners' Agenda

February 1, 2022

Commission Meetings are held at [200 College Street](#), Room 326 in downtown Asheville beginning at 5:00 p.m.

Public Comment is taken at the beginning of the meeting.

Call To Order

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Discussion / Adjustment / Approval To Follow Agenda

[▲top](#)

Consent Agenda [▲top](#)

- [Approval of January 4, 2022 Briefing Meeting Minutes](#)
- [Approval of January 4, 2022 Regular Meeting Minutes](#)
- [Resolution Authorizing the Transfer of Ownership of Retired K9 “Pitcher” to His Handler, Deputy Mark Whitted](#)
 - [Resolution](#)
- [Resolution Ordering the Advertising of Delinquent Real Estate Property Tax Liens](#)
 - [Resolution](#)
- [Tax Collection Report](#)
- [Appointment to Swannanoa Volunteer Fire & Rescue Department Fire Relief Fund Board](#)
- [Approval of Asheville High School Track Replacement Design Contract](#)
- [Approval of Construction Manager At Risk \(CMAR\) Construction Contract for A-B Tech FY21 Capital Plan Maintenance Projects](#)
- [Approval of Architectural Services Contract Amendment with CPL Architects for the New Fleet Services Complex](#)
- [Approval of Jury Commission Compensation](#)
- [Budget Amendment for Additional Funding for Code Purple Emergency Shelter](#)
 - [Ordinance](#)
- [Budget Amendment for Rental Equipment for Small Farms Grant](#)
 - [Ordinance](#)

Public Comment

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Good News ▲top

Presentations ▲top

- [Black Legacy Month Proclamation](#)
 - [Proclamation](#)
 - [Domestic Violence Fatality Review Team \(DVFRT\) Findings](#)
 - [Annual Report](#)
 - [More Information](#)
 - [Affordable Housing Subcommittee Goals](#)
-

Public Hearings ▲top

County Manager's Report ▲top

- [Homeowner Grant Program](#)
-

Old Business ▲top

- Ordering & Distribution of KN95 Masks to the Public
-

New Business ▲top

- [Budget Amendment for NC PRO Emergency Rental Assistance \(ERA\) Grant](#)
 - [Ordinance](#)
 - [More Information](#)
 - [Budget Amendment for Additional Funding for Low-Income Energy Assistance](#)
 - [Ordinance](#)
 - [Budget Amendment for Additional Education Appropriation Related to FY2022 State Budget](#)
 - [Ordinance](#)
 - [COVID Recovery Fund Award](#)
 - [Application](#)
 - [More Information](#)
-

Board Appointments ▲top

- Metropolitan Sewerage District
 - Nathan Pennington
- Jury Commission
 - Keith Thomson

- Juvenile Crime Prevention Council
 - Ginger Clough

Announcements [▲top](#)

- February 15 @ 3 p.m. - Commissioners' Briefing at 200 College Street, Room 326 in downtown Asheville.
- February 15 @ 5 p.m. - Commissioners' Regular Meeting at 200 College Street, Room 326 in downtown Asheville.

Closed Session / Open Session [▲top](#)

Adjournment [▲top](#)

MINUTES OF BUNCOMBE COUNTY BOARD OF COMMISSIONERS'
REGULAR MEETING OF FEBRUARY 1, 2022 AT 5 P.M.

BE IT REMEMBERED: That the Board of Commissioners met in regular session on February 1, 2022, in the Commission Chambers, 200 College Street, Room 326 in downtown Asheville, North Carolina at 5 p.m. where and when the following business was transacted:

The Chairman called the meeting to order with the following members present:

- Brownie Newman, Chairman
- Jasmine Beach-Ferrara, Commissioner
- Amanda Edwards, Vice Chair
- Robert Pressley, Commissioner
- Parker Sloan, Commissioner
- Terri Wells, Commissioner
- Al Whitesides, Commissioner

Staff present: Avril Pinder, County Manager; Sybil Tate, Assistant County Manager; Dakisha Wesley, Assistant County Manager; Sharon Burke, Human Resources Director; Jennifer Pike, Tax Collector; Rachael Nygaard, Strategic Partnerships Director; Tim Love, Intergovernmental Relations Lamar Joyner, Clerk to the Board; Michael Frue, Senior Staff Attorney; Brandon Freeman, Staff Attorney

PLEDGE OF ALLEGIANCE

CONSENT AGENDA

Commissioner Whitesides motioned to approve the Consent Agenda, add **Affordable Housing Goals and Policies** to **Presentations**, and the remainder of the agenda. Commissioner Wells seconded and the motion passed 7-0.

- Approval of January 4, 2022 Briefing Meeting Minutes
- Approval of January 4, 2022 Regular Meeting Minutes
- Resolution Authorizing the Transfer of Ownership of Retired K9 “Pitcher” to His Handler, Deputy Mark Whitted
 - Resolution
- Resolution Ordering the Advertising of Delinquent Real Estate Property Tax Liens
 - Resolution
- Tax Collection Report
- Appointment to Swannanoa Volunteer Fire & Rescue Department Fire Relief Fund Board
- Approval of Asheville High School Track Replacement Design Contract
- Approval of Construction Manager At Risk (CMAR) Construction Contract for A-B Tech FY21 Capital Plan Maintenance Projects
- Approval of Architectural Services Contract Amendment with CPL Architects for the New Fleet Services Complex
- Approval of Jury Commission Compensation
- Budget Amendment for Additional Funding for Code Purple Emergency Shelter
 - Ordinance
- Budget Amendment for Rental Equipment for Small Farms Grant
 - Ordinance

PUBLIC COMMENT

April Burgess-Johnson and Ginny Raviotta, Helpmate, expressed their support of the County’s efforts to fight domestic violence.

Don Yelton questioned the affordable housing goals and the use of BCTV.

Roy Harris thanked the County for the grant he received to help on his property expenses.

PRESENTATIONS

- **Black Legacy Month Proclamation**

Commissioner Whitesides shared some his experiences, read and presented the proclamation. Rachel Edens, Chief Equity & Human Rights Officer, accepted the proclamation and expressed her gratitude.

- **Domestic Violence Fatality Review Team (DVFRT) Findings**

Paulina Mendez, Kelda Harrison, and Katherine Watkins of Justice Services, presented a timeline of the domestic violence fatality review findings, and recommendations for system change. The mission of the Buncombe County Domestic Violence Fatality Review Team (DVFRT) is to prevent domestic violence (DV) deaths, increase safety for DV victims, and increase accountability for abusers through systems change.

- **Affordable Housing Goals and Policies**

Chairman Newman shared some data about affordable housing and laid out some goals from the Affordable Housing Subcommittee that includes investment strategies and multiple long-term scenarios. The Board will have an opportunity review the information and present additional options for consideration at a later date.

COUNTY MANAGER'S REPORT

- **Homeowner Grant Program**

Phillip Hardin, Social Services, provided an overview on the homeowner grant program that highlighted the successes and recommendations for the upcoming fiscal year. Demographic data and funding information was presented.

OLD BUSINESS

- **Ordering & Distribution of KN95 Masks to the Public**

Commissioner Beach-Ferrara moved to add this item to **Old Business**. Commissioner Sloan seconded and the motion passed 7-0.

Commissioner Whitesides moved to order \$50K of KN95 masks that can distributed to the public as they use County buildings. Vice Chair Edwards seconded and the motion passed 6-1. (NOES-Pressley)

NEW BUSINESS

- **Budget Amendment for NC PRO Emergency Rental Assistance (ERA) Grant**

John Hudson, Budget, explained the budget amendment.

Phillip Hardin, Social Services, provided an overview on the grant program for rental assistance to the community. Demographic data and funding information was presented.

Commissioner Wells moved to approve the budget amendment as presented. Commissioner Sloan seconded and the motion passed 7-0.

- **Budget Amendment for Additional Funding for Low-Income Energy Assistance**

John Hudson, Budget, explained the budget amendment.

Commissioner Sloan moved to approve the budget amendment as presented. Commissioner Wells seconded and the motion passed 7-0.

- **Budget Amendment for Additional Education Appropriation Related to FY2022 State Budget**

John Hudson, Budget, explained the budget amendment.

Vice Chair Edwards moved to approve the budget amendment as presented. Commissioner Wells seconded and the motion passed 7-0.

- **COVID Recovery Fund Award**

Chairman Newman, Commissioners Sloan and Edwards, as the Affordable Housing Subcommittee, explained the support of funding the Haywood Street affordable housing proposal.

Commissioner Sloan moved to approve the COVID Recovery Fund Award in the grant amount of \$749K for construction of the Haywood Street affordable housing project. Vice Chair Edwards seconded and the motion passed 7-0.

BOARD APPOINTMENTS

Chairman Newman moved to reappoint **Nathan Pennington** to the **Metropolitan Sewerage District**. Commissioner Beach-Ferrara seconded and the motion passed 7-0

Vice Chair Edwards moved to appoint **Keith Thomson** to the **Jury Commission**. Commissioner Beach-Ferrara seconded and the motion passed 7-0.

Commissioner Beach-Ferrara moved to appoint **Ginger Clough** to the **Juvenile Crime Prevention Council**. Vice Chair Edwards seconded and the motion passed 7-0

ANNOUNCEMENTS

The Chairman made the following announcements:

- *February 15 @ 3 p.m. - Commissioners' Briefing at 200 College Street, Room 326 in downtown Asheville.*
- *February 15 @ 5 p.m. - Commissioners' Regular Meeting at 200 College Street, Room 326 in downtown Asheville.*

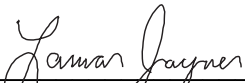
CLOSED SESSION

Commissioner Beach-Ferrara moved to go into closed session pursuant to NCGS 143-318.11(a) (3) to hear legal matters with no possible action anticipated following the closed session. Commissioner Whitesides seconded and the motion passed 7-0.

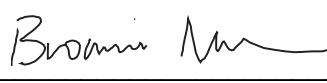
The Board heard the legal update and had discussion regarding the matters. No action was taken.

Commissioner Beach-Ferrara moved to go back into open session. Commissioner Edwards seconded and the Motion passed 7-0.

Commissioner Sloan moved to adjourn the meeting. Commissioner Beach-Ferrara seconded and the motion passed 7-0. The meeting was adjourned at 7:55 p.m.



LAMAR JOYNER, CLERK
BOARD OF COMMISSIONERS



BROWNIE NEWMAN, CHAIRMAN
BOARD OF COMMISSIONERS



Buncombe County Board of Commissioners

Request for Board Action

Meeting Date: 2/1/2022

Consent Agenda

Department: Sheriff's Office

Presenter(s): Sgt. Dustan Auldredge/Brandon Freeman

Contact(s): Sgt. Dustan Auldredge /Brandon Freeman

Subject: Resolution Authorizing the Transfer of Ownership of Retired K9 "Pitcher" to His Handler, Deputy Mark Whitted

Brief Summary:

N.C. Gen. Stat. § 20-187.4 authorizes a County to transfer ownership of a retired service animal at a price and upon any other terms and conditions it deems appropriate to the officer or employee who had normal custody and control of the service animal during the service animal's public service if that individual agrees to accept ownership, care, and custody of the service animal. Deputy Whitted has agreed to accept ownership, care, and custody of Pitcher.

Recommended Motion & Requested Action: Adopt the Resolution Authorizing the Transfer of Ownership of Retired K9 Pitcher to His Handler, Deputy Mark Whitted

County Manager's comments and Recommendation: Manager recommends approval as presented.

RESOLUTION #22-02-01

RESOLUTION AUTHORIZING THE TRANSFER OF OWNERSHIP OF RETIRED K9
PITCHER TO HIS HANDLER, DEPUTY MARK WHITTED

WHEREAS, Pitcher, a seven year old male Belgian Malinois, has served in the Buncombe County Sheriff's Office's K-9 unit since 2016 and is ready to retire; and

WHEREAS, Buncombe County Sheriff's Office's Deputy Mark Whitted has been Pitcher's handler for the past year or more of Pitcher's service, having normal custody and control of Pitcher during that time; and

WHEREAS, N.C. Gen. Stat. § 20-187.4 authorizes a County to transfer ownership of a retired service animal at a price and upon any other terms and conditions it deems appropriate to the officer or employee who had normal custody and control of the service animal during the service animal's public service if that individual agrees to accept ownership, care, and custody of the service animal.

WHEREAS, in consideration of having Pitcher's ownership transferred to him, Deputy Whitted has agreed to accept ownership, care, and custody of Pitcher; and

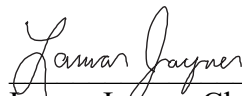
WHEREAS the Board of Commissioners finds that Pitcher should be retired and that ownership, care, and custody should be transferred to Deputy Whitted at no additional price other than Deputy Whitted's agreement to accept ownership, care, and custody of Pitcher.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners for the County of Buncombe as follows:

1. That it hereby authorizes the transfer of ownership of Pitcher to Deputy Whitted in consideration of Deputy Whitted's agreement to accept ownership, care, and custody of Pitcher.
2. That this resolution shall become effective upon its adoption.

This the 1st day of February, 2022.

ATTEST


Lamar Joyner, Clerk

BOARD OF COMMISSIONERS FOR THE
COUNTY OF BUNCOMBE

By: 
Brownie Newman, Chair

APPROVED AS TO FORM


County Attorney



Buncombe County Board of Commissioners

Request for Board Action

Meeting Date: 2/1/2022

Consent Agenda

Department: Tax Collections

Presenter(s): Jennifer Pike

Contact(s): Jennifer Pike

Subject: Resolution Ordering the Advertising of Delinquent Real Estate Property Tax Liens

Brief Summary:

Pursuant to N. C. General Statute 105-369(a) the first Monday in February of each year, the tax collector must report the total amount of unpaid taxes for the current fiscal year that are liens on real property to the governing body. Upon receipt of the report, the governing body must order the tax collector to advertise the tax liens. Advertisement of current year delinquent real property tax liens is a required step in the collection process and is not an indicator real property has begun or will go through foreclosure proceedings due to delinquent property tax.

[View Delinquent Current Year Property Tax Liens Document.](#)

Recommended Motion & Requested Action: Adoption of resolution

County Manager's comments and Recommendation: Recommends approval

RESOLUTION #22-02-02

RESOLUTION ORDERING THE ADVERTISING OF DELINQUENT
REAL ESTATE PROPERTY TAX LIENS

WHEREAS, N.C. Gen. Stat. § 105-369(a) requires that a county tax collector report to the governing body the total amount of unpaid taxes for the current fiscal year that are liens on real property; and

WHEREAS, upon receipt of said report, pursuant to that same statute, the governing body must order the tax collector to advertise the tax liens; and

WHEREAS, the Buncombe County Tax Collector has reported to this board the total amount of unpaid taxes for the current fiscal year that are liens on real property.

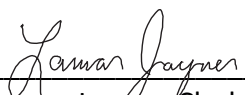
NOW THEREFORE BE IT RESOLVED by the Board of Commissioners for the County of Buncombe as follows:

1. That the Buncombe County Tax Collector is hereby ordered to advertise the tax liens by posting a notice of the liens at the Buncombe County Courthouse and by publishing each lien at least one time in one or more newspapers having general circulation in the taxing unit, in conformity with N.C. Gen. Stat. § 105-369.
2. That this resolution be effective upon adoption.

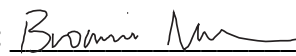
Adopted this 1st day of February, 2022.

ATTEST

BOARD OF COMMISSIONERS
FOR THE COUNTY OF BUNCOMBE



Lamar Joyner, Clerk

By: 

Brownie Newman, Chairman

APPROVED AS TO FORM



County Attorney



Buncombe County Tax Collections

Jennifer Pike
Tax Collector

CONSENT

DEPARTMENT: Tax Collections

PRESENTER: Jennifer Pike

CONTACT: Jennifer Pike

SUBJECT: Approval of December 2021 Tax Collection Report

BRIEF SUMMARY:

NCGS 105-350 requires the Tax Collector to submit a report showing the amount of taxes collected.

As of December 31, 2021, the total levy billed for fiscal year 2022 is 75.51% collected, as compared to 75.29% for fiscal year 2021.

Below is Buncombe County year to date reporting for fiscal year 2022, as of December 31, 2021.

Current Year Collections

Fiscal Year 2022	Personal Property	Public Service	Real Estate	Motor Vehicles	Total
Total Levy	\$ 13,598,912.12	\$ 4,672,230.91	\$ 204,207,748.26	\$ 7,157,810.42	\$ 229,636,701.71
Amount Collected	\$ 7,638,144.06	\$ 646,054.06	\$ 157,972,318.38	\$ 7,133,861.33	\$ 173,390,377.83
Unpaid Balance	\$ 5,960,768.06	\$ 4,026,176.85	\$ 46,235,429.88	\$ 23,949.09	\$ 56,246,323.88
Interest Collected	\$ -	\$ -	\$ 94,559.91	\$ 54,433.86	\$ 148,993.77
FY22 Collection %	56.17%	13.83%	77.36%	99.67%	75.51%
FY21 Collection %	57.02%	16.95%	77.53%	99.12%	75.29%

Total fiscal year 2022 year to date collections, property tax and interest

\$ 173,539,371.60

Prior Year Collections

Prior Years 2012-2021	Personal Property	Real Estate	Total
Amount Collected	\$ 50,083.49	\$ 377,708.51	\$ 427,792.00
Interest Collected	\$ 6,249.72	\$ 32,971.93	\$ 39,221.65

Total prior year collections, fiscal year to date

\$ 467,013.65

*Total property tax released December 2021 due to taxable value adjustments

\$ 17,457.48

*Total refunds processed December 2021

\$ 541,460.85

*Detailed information for releases and refunds is available in Tax Collections.



Buncombe County Board of Commissioners

Request for Board Action

Meeting Date: 2/1/2022

Consent Agenda

Department: Emergency Services

Presenter(s): Taylor Jones, Emergency Services

Contact(s): Taylor Jones, Emergency Services

Subject: Appointments to Swannanoa Fire Department Fire Relief Fund Board

Brief Summary:

The Firefighters' Relief Fund is found in N.C.G.S. 58-84-35 and is funded via a gross premium assessment paid by all North Carolina licensed insurance companies. This assessment is allocated across functions, which includes 20% for relief funds. Each fire department, if a member of the North Carolina State Firemen's Association, should have a relief fund and accordingly a board of trustees. The board of trustees shall have entire control of the funds derived from the provisions of this Article, and shall disburse the funds only for the purposes as defined in this Article to provide assistance and protection to firefighters.

The members of this board are elected in multiple ways, including that the City or County Commissioners must appoint two for each fire department in its district. In accordance with statute, the local government appointed trustee must reside in the fire district. Due to a change in residency for the current local government appointee trustee, Doug Morrow, the Swannanoa Fire Department has submitted a recommendation to now appoint Larry Pierson as the local government appointed trustee. Larry Pierson is a current trustee but serves as an appointee of the department (no residency requirement). If his new position appointment is approved by the County Commission, the department appointed place will be vacant and then be occupied by Doug Morrow.

Recommended Motion & Requested Action:

1. Appoint the following person to the Swannanoa Fire Department Fire Relief Board of Trustees as the local governing body appointee:
 - a. Larry Pierson

County Manager's comments and Recommendation: County Manager recommends appointment



Buncombe County Board of Commissioners

Request for Board Action

Meeting Date: 2/1/2022

Consent Agenda

Department: General Services

Presenter(s): Ronnie Lunsford

Contact(s): Ronnie Lunsford

Subject: Asheville High School Track Replacement Design Contract

Brief Summary:

In October of 2021, the School Capital Fund Commission approved a project to replace and repair the athletic track at Asheville High School located at 419 McDowell Street. General Services released a Request for Qualifications to receive submittals from qualified firms to design the project. Submittals were received from three firms and a committee of stakeholders was formed to grade the submittals. After scoring, FitFields was awarded the project design.

FitFields preformed a site visit and preliminary investigations to determine a more precise scope of work. As a result of that work, FitFields submitted a proposal that is in line with the expectations of the project, as well as the budget for the project. The contract amount is \$112,300, which is within budget for the project.

Recommended Motion & Requested Action:

Recommend executing the design contract with FitFields.

County Manager's Comments and Recommendation: Recommends approval.



**REPLACEMENT/REPAIR of the ATHLETIC TRACK AT ASHEVILLE HIGH SCHOOL
BUNCOMBE COUNTY NC**

Dan@FitFields.com
314 Tom Hall St. Fort Mill, SC 29715

1.4.22

This Proposal is presented on January 4th, 2022 and is between **Buncombe County, Ronnie Lunsford, PEM** (hereafter referred to as the Client), and Dan Dodd, PLA representing The Dodd Studio, LLC and its sport division FitFields (hereafter referred to as FitFields) landscape architecture and sport fields design services for Asheville High School track and field renovation

The **Paige Design Group** will provide track and field design guidance, specifications and standard details for editing by FitFields for incorporation into the final bid set. We routinely work with Don Paige and are very familiar with each other's design process.

The following list highlights the general design elements to be included for the track renovation project. The project budget has been designated by the owner at **1.45 Million Dollars** (Track and Field Improvements \$1,180,000, Fencing \$118,000 and Stormwater Improvements \$177,000).

- Demo Plans
- Layout Plans
- Grading Plans (NFHS ELEVATIONS)
- Dimensional Plans
- Com/Track Utility Plans
- Construction Details
- Track Equipment
- Bidding
- Construction Administration
- Close Out

Article 1 - Basic and Additional Services

A. Basic Services: FitFields proposes to provide the Client with the following Basic Services:

1. This proposal assumes FitFields will deliver all construction documents to the owner for review and approvals.
2. **TRACK AND FIELD DESIGN** – FitFields will provide design services for the stadium track and field events. Project Design Elements include the following items:
 - a. New 6 Lane NFHS Track oval
 - b. New Track Asphalt Base
 - c. Shot Put
 - d. Discus
 - e. High Jump Area



**REPLACEMENT/REPAIR of the ATHLETIC TRACK AT ASHEVILLE HIGH SCHOOL
BUNCOMBE COUNTY NC**

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314 Tom Hall St. Fort Mill, SC 29715

- f.** Concrete Long/Triple Jump Pits and Runways
- g.** Pole Vault Pad and Runway
- h.** Track Timing Infrastructure and Empty ComBoxes and Conduits
- i.** Starting Chutes
- j.** Imbedded Track and Field Equipment. No Loose Equipment
- k.** Perimeter fence and adjacent concrete sidewalk
- l.** Sports Netting
- m.** Channel Drains
- n.** Erosion Control Permitting
- o.** Stormwater Permitting

3. Project Design Phases:

a. Combined Schematic Design/Design Development Phase

- 1. Demolition and Removals Plan
- 2. Layout and Dimensional Plans
- 3. Grading and Drainage Plans
- 4. Details
- 5. Fencing/Netting Details
- 6. Preliminary ComBox/Conduit Plans
- 7. Preliminary ESC Plan
- 8. Stormwater Permitting Tracking
- 9. Opinion of Probable Cost with Alternates
- 10. Outline Specifications
- 11. Project Management/Coordination
- 12. Meetings Local and or/Web Ex (2)

b. Construction Document Phase

- 1. Incorporate Comments from SD/DD phase
- 2. Final Demolition Plans
- 3. Final Layout and Dimensional Plans
- 4. Final Grading and Drainage Plans
- 5. Final Construction Details
- 6. Final Fencing/Netting Details



**REPLACEMENT/REPAIR of the ATHLETIC TRACK AT ASHEVILLE HIGH SCHOOL
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7. Final ComBox/Conduit Plans
8. Final Specifications
9. Opinion of Probable Cost
10. Prepare final sign and seal construction documents
11. Project Management
12. Meetings Local and or/Web Ex (2)

c. Bidding

1. Bid Advertisement (Digital Only)
2. Bid Coordination
3. Pre-Bid Meeting – 1 Trip
4. RFI Response
5. Bid Opening– 1 Trip
6. Bid Tab Review and Award

d. Permitting

1. Stormwater and Erosion Control Permitting
 - a. All stormwater and erosion control permit fees to be paid by the Owner
 - b. All other permit fees to be paid by the contractor.

e. Construction Administration Phase

1. Pre-Con Mtg – 1 Trip
2. Construction Observations - 12 Trips
3. RFI and Shop Drawing Reviews
4. Bulletin Drawings
5. Record Drawing based on contractor CAD generated As Builts

f. Reimbursable Expenses - Lump Sum Fee Provided to Include:

1. Car Travel Expenses
2. Printing Expenses

g. Geotechnical Services

1. Procure geotechnical services exploration for soil conditions.
Provided by Owner – NOT INCLUDED



**REPLACEMENT/REPAIR of the ATHLETIC TRACK AT ASHEVILLE HIGH SCHOOL
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h. Topo Design Survey

1. To be provided by Owner– NOT INCLUDED

B. Excluded Services:

1. Changes in Scope
2. Survey by Owner
3. Electrical Engineering for Track Power
4. Irrigation Booster Pump Design
5. Reclaimed Water Permitting
6. Environmental Services
7. State Environmental and Army Corp of Engineers Permit Submittals
8. Underground Utility Location
9. Architecture Services
10. Geotechnical Services
11. Transportation Engineering Services
12. Traffic Studies
13. Easement and ROW Research and Documentation
14. Structural Services
15. Mechanical, Electrical and Plumbing (MEP) Services
16. Sport Field and Site Lighting
17. Stormwater management and BMP facilities
18. Grading cut and fill calculations
19. Off-site utility extensions and associated survey
20. Permit fees.
21. Business license fees

Article 2 Client's Responsibility

- A. The Client agrees to provide FitFields, with as much information as possible, including plans, surveys and reports. FitFields, may reasonably rely on the accuracy and completeness of these items.
- B. The Client agrees to provide the items described in Article 2.A and to render decisions in a timely manner so as not to delay the orderly and sequential progress of FitFields services.
- C. The Client shall hold harmless the Landscape Architect for any conflicts or changes required in design or construction resulting from discrepancies occurred between actual field conditions and the information utilized for design unless such conflicts and changes are due to the negligence of FitFields services.
- D. The Client shall be responsible for all costs associated with permit approvals and construction of the facilities designed under this agreement.



**REPLACEMENT/REPAIR of the ATHLETIC TRACK AT ASHEVILLE HIGH SCHOOL
BUNCOMBE COUNTY NC**

Dan@FitFields.com
314 Tom Hall St. Fort Mill, SC 29715

Article 3 Compensation and Payments

A. The Client agrees to pay FitFields, as follows:

- 1. Basic Services:** FitFields proposes to complete the Basic Services as outlined in Article 1 using FitFields hourly rates listed in Article 3.A.2 below for all items excluding survey fees. The fee for this scope of work will be:

Design Fees

a.	SD/DD Phase	\$25,900
b.	CD Phase	\$48,300
c.	Bidding	\$4,500
d.	Permitting	\$16,600
e.	CA Phase	\$15,500
f.	Reimbursables	\$1,500

TOTAL **\$112,300**

- 2. Additional Services:** Additional services and additional meetings, will be billed at the FitFields hourly rates listed below for a period of one year from the execution of this contract. The current 2022 hourly rates are as follows:

Principal Landscape Architect	\$225
Track Consultant	\$250
Principal Civil Engineer	\$225
Designer	\$160
Irrigation Designer	\$160

- B.** Reimbursable expenses beyond the **lump sum fee** are subject to a multiple of 1.1 and include, but are not limited to reproductions, travel, postage and handling of documents; and long distance and facsimile charges.
- C.** FitFields, shall bill the Client once a month. All payments are due to FitFields, upon receipt of invoice within 30 days. A 1.5% late charge will be applied to invoice totals exceeding the net 30 days after the dated invoice has been sent.
- D.** The Client agrees to promptly notify FitFields, if the Client's schedule or budget changes. The Client acknowledges that significant changes to the Project schedule, budget or the Project's scope may require Additional Services of FitFields.



**REPLACEMENT/REPAIR of the ATHLETIC TRACK AT ASHEVILLE HIGH SCHOOL
BUNCOMBE COUNTY NC**

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Article 4 Ownership of Drawings

- A. All drawings created for this project will be co-owned by the Client and FitFields and are intended for use on the subject property only.

Article 5 Termination

- A. Either the Client or FitFields, may terminate this Contract upon seven days' written notice.
- B. If terminated, the Client agrees to pay FitFields, for all Basic and Additional Services rendered and Reimbursable Expenses incurred up to the date of termination.

Article 6 Expiration of Contract

- A. If this Contract is not accepted within 30 days, the offer to perform the described services is withdrawn and shall be null and void.

Contract Authorization: (Signature and Date Required)

A handwritten signature in blue ink, appearing to read 'D. J. Dodd'.

Daniel J. Dodd, PLA
FitFields

Dated: 1.4.22

Ronald Lunsford PEM
General Service Department
Buncombe County NC

Dated:



Buncombe County Board of Commissioners

Request for Board Action

Meeting Date: 2/1/2022

Consent Agenda

Department: General Services

Presenter(s): Ronnie Lunsford

Contact(s): Ronnie Lunsford

Subject: Construction Manager At Risk (CMAR) construction contract for AB Tech FY21 Capital Plan Maintenance Projects

Brief Summary:

All FY20 maintenance projects at AB Tech have been completed.

In February, a Request for Qualifications for a CMAR for FY21 maintenance projects was advertised; two submissions were received. Vannoy Construction scored the highest of the two firms that submitted qualifications. In May, the Board approved a pre-construction contract with Vannoy to prepare and bid a scope of work that matched the budget for this set of projects. The pre-construction services were performed with Novus Architects.

The County is now ready to begin construction on the FY21 projects. If the contract is approved, material procurement can begin with the expectation that construction will start in the Spring. Below is the list of projects to be completed:

- Bailey Building:
 - HVAC Service Platform Installation
- Dogwood Building:
 - Roof Replacement
 - Window Replacement
 - HVAC Controls Pneumatic to Electronic Switch
 - Welding Exhaust Hood Replacement
 - Boiler Replacement
- Elm Building:
 - Boiler Replacement
- Magnolia Building:
 - Chiller Replacement

Recommended Motion & Requested Action:

Recommend executing the Construction Manager at Risk construction contract with Vannoy Construction.

County Manager's Comments and Recommendation: Recommends approval.

**A-B TECH FY2021
GMP ESTIMATE
ASHEVILLE, NC**

Contact: TJ Hollars
Date: 12/17/2021
Total SF: -

WORK TRADE DESCRIPTION:	TOTAL	
1 GENERAL REQUIREMENTS	\$ 26,687	
2 DEMOLITION	\$ -	
3 CONCRETE	\$ -	
4 PRECAST ALLOWANCE	\$ 5,000	
5 MASONRY	\$ -	
6 STRUCTURAL STEEL	\$ 151,595	
7 ROUGH CARPENTRY	\$ -	
8 FINISH CARPENTRY, MILLWORK, & CASEWORK	\$ 30,152	
9 ROOFING	\$ 1,057,780	
10 SPRAY FIREPROOFING	\$ -	
11 SIDING	\$ -	
12 CAULKING, WATERPROOFING, FIRESTOPPING	\$ -	
13 DOORS, FRAMES, & HARDWARE	\$ -	
14 GLASS & GLAZING SYSTEMS	\$ 138,005	
15 SPECIAL DOORS	\$ -	
16 DRYWALL ASSEMBLIES	\$ -	
17 CEILING TREATMENTS	\$ -	
18 FLOORING & ACCESSORIES	\$ -	
19 PAINTING	\$ 39,295	
20 SPECIALTIES	\$ -	
21 EQUIPMENT & APPLIANCES	\$ -	
22 WINDOW TREATMENTS	\$ -	
23 SPECIAL CONSTRUCTION	\$ -	
24 CONVEYING SYSTEMS	\$ -	
25 FIRE SPRINKLERS	\$ -	
26 PLUMBING SYSTEMS	\$ -	
27 HVAC & MECHANICAL SYSTEMS	\$ 1,042,636	
28 ELECTRICAL SYSTEMS	\$ 129,091	
29 SITE WORK	\$ -	
30 DEEP FOUNDATIONS	\$ -	
31 SITE CONCRETE	\$ -	
32 SITE IMPROVEMENTS	\$ -	
33 FENCING & SECURITY	\$ -	
34 LANDSCAPING ALLOWANCE	\$ -	
35 BUILDING PERMIT FEES	\$ 48,436	
COST OF WORK	\$ 2,668,677	
36 GENERAL CONDITIONS	\$ 213,773	
37 PROJECT INSURANCES (INCL. BR)	\$ 42,301	
38 PERFORMANCE & PAYMENT BOND	\$ 30,676	
39 SUBCONTRACTOR DEFAULT INSURANCE	\$ 33,358	
40 CMAR FEE	\$ 145,841	
41 CONTRACTOR CONTINGENCY	\$ 94,434	
42 OWNER/ DESIGN CONTINGENCY	\$ -	
TOTAL	\$ 3,229,060	

Alternates:

- | | |
|---|----------------------|
| 1 Dogwood: 80 mil TPO ILO 60 mil PVC | Not Accepted |
| 2 Dogwood: Sarnafil GX410 PVC Roof ILO 60 mil TPO | Included in Base Bid |

A-B TECH FY2021
DD ESTIMATE
ASHEVILLE, NC

Contact: TJ Hollars
Date: 12/17/2021
Total SF: -

WORK TRADE DESCRIPTION:	DD ESTIMATE 08/24/2021	GMP ESTIMATE	Variance
1 GENERAL REQUIREMENTS	\$ 21,495	\$ 26,687	\$ 5,192
2 DEMOLITION	\$ -	\$ -	\$ -
3 CONCRETE	\$ -	\$ -	\$ -
4 PRECAST ALLOWANCE	\$ 3,300	\$ 5,000	\$ 1,700
5 MASONRY	\$ -	\$ -	\$ -
6 STRUCTURAL STEEL	\$ 96,110	\$ 151,595	\$ 55,485
7 ROUGH CARPENTRY	\$ -	\$ -	\$ -
8 FINISH CARPENTRY, MILLWORK, & CASEWORK	\$ -	\$ 30,152	\$ 30,152
9 ROOFING	\$ 761,046	\$ 1,057,780	\$ 296,734
10 SPRAY FIREPROOFING	\$ -	\$ -	\$ -
11 SIDING	\$ -	\$ -	\$ -
12 CAULKING, WATERPROOFING, FIRESTOPPING	\$ -	\$ -	\$ -
13 DOORS, FRAMES, & HARDWARE	\$ -	\$ -	\$ -
14 GLASS & GLAZING SYSTEMS	\$ 161,517	\$ 138,005	\$ (23,512)
15 SPECIAL DOORS	\$ -	\$ -	\$ -
16 DRYWALL ASSEMBLIES	\$ -	\$ -	\$ -
17 CEILING TREATMENTS	\$ -	\$ -	\$ -
18 FLOORING & ACCESSORIES	\$ -	\$ -	\$ -
19 PAINTING	\$ 24,472	\$ 39,295	\$ 14,823
20 SPECIALTIES	\$ -	\$ -	\$ -
21 EQUIPMENT & APPLIANCES	\$ -	\$ -	\$ -
22 WINDOW TREATMENTS	\$ -	\$ -	\$ -
23 SPECIAL CONSTRUCTION	\$ -	\$ -	\$ -
24 CONVEYING SYSTEMS	\$ -	\$ -	\$ -
25 FIRE SPRINKLERS	\$ -	\$ -	\$ -
26 PLUMBING SYSTEMS	\$ -	\$ -	\$ -
27 HVAC & MECHANICAL SYSTEMS	\$ 1,088,640	\$ 1,042,636	\$ (46,004)
28 ELECTRICAL SYSTEMS	\$ 65,400	\$ 129,091	\$ 63,691
29 SITE WORK	\$ -	\$ -	\$ -
30 DEEP FOUNDATIONS	\$ -	\$ -	\$ -
31 SITE CONCRETE	\$ -	\$ -	\$ -
32 SITE IMPROVEMENTS	\$ -	\$ -	\$ -
33 FENCING & SECURITY	\$ -	\$ -	\$ -
34 LANDSCAPING ALLOWANCE	\$ -	\$ -	\$ -
35 BUILDING PERMIT FEES	\$ 47,185	\$ 48,436	\$ 1,251
COST OF WORK	\$ 2,269,164	\$ 2,668,677	\$ 399,513
36 GENERAL CONDITIONS	\$ 197,756	\$ 213,773	\$ 16,017
37 PROJECT INSURANCES (INCL. BR)	\$ 41,208	\$ 42,301	\$ 1,093
38 PERFORMANCE & PAYMENT BOND	\$ 29,884	\$ 30,676	\$ 792
39 SUBCONTRACTOR DEFAULT INSURANCE	\$ 27,775	\$ 33,358	\$ 5,584
40 CMAR FEE	\$ 135,458	\$ 145,841	\$ 10,383
41 CONTRACTOR CONTINGENCY	\$ 111,099	\$ 94,434	\$ (16,665)
42 OWNER/ DESIGN CONTINGENCY	\$ 111,099	\$ -	\$ (111,099)
SUBTOTAL	\$ 2,923,442	\$ 3,229,060	
43 MATERIAL ESCALATION CONTINGENCY	\$ 222,198	\$ -	\$ (222,198)
TOTAL	\$ 3,145,640	\$ 3,229,060	\$ 83,419

Alternates:

- 1 Dogwood: 80 mil TPO ILO 60 mil PVC
- 2 Dogwood: Sarnafil GX410 PVC Roof ILO 60 mil TPO

Not Accepted
Included in Base Bid

**A-B TECH FY2021
GMP ESTIMATE
Estimate Clarifications**

Item	Description
Division 1 - General	
1.1	Pricing based upon drawings and specifications for the 2021 Capital Improvements for Dogwood Building, Bailey Building, Elm Building & Magnolia Building as prepared by NOVUS Architects.
1.2	Construction, materials and special inspection testing to be by Owner
1.3	Third party MEP commissioning is excluded from estimate
1.4	Pricing includes construction contingency
1.5	Owner/ design team contingency is not included.
1.6	Pricing includes building permit fees and inspections
1.7	Pricing excludes all sitework.
1.8	Pricing includes performance and payment bond
1.9	Pricing includes builders risk insurance
1.10	Design fees are not included.
Division 2 - Sitework/Deep Foundations	
	Not Applicable
Division 3 - Concrete	
	Not Applicable
Division 4 - Masonry	
4.1	Repair/replacement of damaged precast stools at the Dogwood Building is included.
Division 5 - Metals	
5.1	Exterior bollards are included.
5.2	New Dogwood Building roof access ladders are included.
5.3	Removal and replacement of existing Dogwood Building metal decking, where indicated, is included.
5.4	New mechanical access platforms for the Bailey Building are included.
Division 6 - Carpentry	
	Not Applicable
Division 7 - Moisture Control	
7.1	Removal of existing Dogwood Building roof membrane and new 60 mil PVC roof per Alternate #2 is included. Existing insulation to remain except as noted on the drawings.
7.2	Removal/replacement of existing roof drains as noted is included.
7.3	New roof overbuilds are included as noted.
7.4	New roof blocking/nailers are included as noted.
Division 8 - Openings	
8.1	Removal and replacement of Dogwood Building storefront windows, doors and louvers are included as not
Division 9 - Finishes	
9.1	Painting of exposed CMU at Dogwood Building covered walks is included per details D4 & F4 on drawing A402.
9.2	Painting of new bollards and new roof access ladders is included.
9.3	No other finishes are included.

Division 10 - Accessories

Not Applicable

Division 11 - Equipment

Not Applicable

Division 12 - Furnishings

Not Applicable

Division 13 - Special Construction

Not Applicable

Division 14 - Conveying Systems

Not Applicable

Division 15 - Mechanical

15.1 Dogwood Building boiler replacement and pneumatic controls replacement is included.

15.2 Elm Building boiler replacement is included.

15.3 Magnolia Building chiller replacement is included.

Division 16 - Electrical

16.1 Dogwood Building boiler replacement and pneumatic controls replacement is included.

16.2 Elm Building boiler replacement is included.

16.3 Magnolia Building chiller replacement is included.



**A-B TECH FY2021
GMP ESTIMATE
ASHEVILLE, NC**

12/17/2021

GMP Presentation - Local and MWSBE Participation		
WORK TRADE	SUBCONTRACTOR	MWSBE Participation
1 SITE DEVELOPMENT		
2 DEEP FOUNDATIONS		
3 PRECAST CONCRETE		
4 CONCRETE		
5 MASONRY		
6 STRUCTURAL STEEL		
7 ROUGH CARPENTRY		
8 GENERAL TRADES		
9 HOISTING, CRANE, EQUIPMENT		
10 FINISH CARPENTRY, MILLWORK, & CASEWORK		
11 ROOFING	Benton Roofing	\$ 1,057,780
12 METAL PANELS		
13 SPRAY APPLIED FIREPROOFING - NIC		
14 CAULKING, WATERPROOFING, FIRESTOPPING		
15 DOORS, FRAMES, & HARDWARE		
16 GLASS & GLAZING SYSTEMS		
17 DRYWALL ASSEMBLIES		
18 CEILING TREATMENTS		
19 FLOORING & ACCESSORIES		
20 TILE		
21 PAINTING		
22 SPECIALTIES		
23 SIGNAGE		
24 EQUIPMENT & FURNISHINGS		
25 WINDOW TREATMENTS		
26 CONVEYING SYSTEMS		
27 FIRE SPRINKLERS		
28 PLUMBING SYSTEMS		
29 HVAC & MECHANICAL SYSTEMS		
30 ELECTRICAL SYSTEMS		
31 LANDSCAPING		
32 COST OF WORK		\$ 1,057,780

TOTAL - \$	\$ 1,057,780
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TOTAL - % (PGMP)	33%
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		A-B Tech FY21			
		Capital Improvements to Multiple Buildings			
		Guaranteed Maximum Price			
Bid Date: November 16, 2021 Bid Time: 3:00 PM		Bid Phase: GMP Bid Package No.: BP 500 Bid Package Description: Turnkey Steel		Certification By:	
Bids Received:	Bidder #1	Bidder #2	Bidder #3	Bidder #4	Bidder #5
Bidder Name:	Engineered Steel Products	Henard Metal Fabricators, Inc.			
Amount:	\$ 174,652.00	\$ 144,220.00			
Scope of Work					
Misc. undocumented steel supports	\$ 5,500.00	\$ 5,500.00			
Bid Proposal (Subtotal)	\$ 180,152.00	\$ 149,720.00	\$ -	\$ -	\$ -
Clarifications					
Addendum (Received/Reviewed)	1-3	1-3			
State Sales Tax (Materials)					
Subcontractor P&P Bond	\$ 3,500.00	\$ 1,874.60	\$ -	\$ -	\$ -
Trade Permits					
MWSBE Participation	None	None			
MWSBE 1st Tier					
MWSBE Other					
MWSBE Category					
TOTAL BID	\$ 183,652.00	\$ 151,594.60	\$ -	\$ -	\$ -
Alternates					
Alt # PPB-01: Provide Cost of Payment & Performance Bond- Lump Sum	\$ 3,500.00	\$ 1,874.60			
Alt # 1: Provide 80 mil TPO ILO 60 mil TPO	N/A	N/A			
Alt # 2: Provide 60 mil fully adhered single ply (PVC) roof membrane over Mech. fastened 1/2" Densdeck cover board, over existing polyiso insulation, over metal deck(Sarnafil G410-BoD) ILO 60 mil TPO	N/A	N/A			
Unit Prices					
Unit Price #1: Super/Foreman hourly rate-per MH	\$ 70.00	\$ 95.00			
Unit Price #2: Tradesman hourly rate-per MH	\$ 65.00	\$ 85.00			
Unit Price #3: Laborer hourly rate-per MH	\$ 60.00	\$ 65.00			
Unit Price #CC01: Composite cleanup crew hourly rate-per MH	\$ 60.00	\$ 37.50			
Unit Price #PPB 01: Payment and Performance Bond rate-per \$1,000	\$ 20.05	\$ 13.00			
Unit Price #1: Provide & install new roof curbs (Dogwood Building only)-per Each	N/A	N/A			
Allowances					
Allowance #CC01: Allocate 5% of subcontractor's total labor budget for a composite clean-up crew-# of MH	2	16			
Allowance #1: Provide an Allowance amount for the removal, disposal & replacment of 7,700 sf of wet and/or damaged existing roof insulation with new 1" rigid polyisocyanurate insulation board - \$ per SF.	N/A	N/A			
Allowance #2: Provide an Allowance amount for the removal, disposal & replacment of 200 BF of existing deteriorated wood nailers, curbs & miscellaneous blocking. - \$ per BF.	N/A	N/A			
Allowance #3: Provide an Allowance amount for the removal, disposal & replacment of 100 SF of existing metal roof deck with new metal roof deck. - \$ per SF.	N/A	\$ 121.00			

		A-B Tech FY21			
Capital Improvements to Multiple Buildings					
		Guaranteed Maximum Price			
		Bid Phase:		GMP	
Bid Date: November 16, 2021		Bid Package No.:		BP 0750	
Bid Time: 3:00 PM		Bid Package Description:		Turnkey Roofing	
				Certification By:	
Bids Received:		Bidder #1		Bidder #2	
Bidder Name:		Baker Roofing Company		Benton Roofing	
Amount:		\$ 999,085.00		\$ 966,964.00	
				\$ 989,940.00	
Scope of Work					
Misc. Flashings		\$ 8,500.00		\$ 8,500.00	
				\$ 8,500.00	
Bid Proposal (Subtotal)		\$ 1,007,585.00		\$ 975,464.00	
				\$ 998,440.00	
				\$ -	
				\$ -	
Clarifications					
Addendum (Received/Reviewed)		1-3		1-3	
State Sales Tax (Materials)				1-3	
Subcontractor P&P Bond		\$ 11,990.00		\$ 20,628.00	
Trade Permits				\$ 9,900.00	
MWSBE Participation		None		Access Services	
MWSBE 1st Tier				None	
MWSBE Other				SDVOB	
MWSBE Category				\$ 96,656.00	
				B	
TOTAL BID		\$ 1,019,575.00		\$ 996,092.00	
				\$ 1,008,340.00	
				\$ -	
				\$ -	
Alternates					
Alt # PPB-01: Provide Cost of Payment & Performance Bond- Lump Sum		\$ 11,990.00		\$ 20,628.00	
Alt # 1: Provide 80 mil TPO ILO 60 mil TPO		\$ 71,165.00		\$ 61,688.00	
				\$ 62,310.00	
Alt # 2: Provide 60 mil fully adhered single ply (PVC) roof membrane over Mech. fastened 1/2" Densdeck cover board, over existing polyiso insulation, over metal deck(Sarnafil G410-BoD) ILO 60 mil TPO		\$ 64,925.00		\$ 61,688.00	
				\$ 106,450.00	
Unit Prices					
Unit Price #1: Super/Foreman hourly rate-per MH		\$ 88.70		\$ 50.00	
Unit Price #2: Tradesman hourly rate-per MH		\$ 55.38		\$ 42.00	
Unit Price #3: Laborer hourly rate-per MH		\$ 48.44		\$ 30.00	
Unit Price #CC01: Composite cleanup crew hourly rate-per MH		\$ 48.44		\$ 5,400.00	
Unit Price #PPB 01: Payment and Performance Bond rate-per \$1,000		\$ 12.00		\$ 1.80	
Unit Price #1: Provide & install new roof curbs (Dogwood Building only)-per Each		N/A		\$ 2,500.00	
				\$ 1,050.00	
Allowances					
Allowance #CC01: Allocate 5% of subcontractor's total labor budget for a composite clean-up crew-# of MH		320		120	
				240	
Allowance #1: Provide an Allowance amount for the removal, disposal & replacment of 7,700 sf of wet and/or damaged existing roof insulation with new 1" rigid polyisocyanurate insulation board - \$ per SF.		\$ 2.85		\$ 0.50	
				\$ 2.30	
Allowance #2: Provide an Allowance amount for the removal, disposal & replacment of 200 BF of existing deteriorated wood nailers, curbs & miscellaneous blocking. - \$ per BF.		\$ 6.65		\$ 4.50	
				\$ 4.50	
Allowance #3: Provide an Allowance amount for the removal, disposal & replacment of 100 SF of existing metal roof deck with new metal roof deck. - \$ per SF.		\$ 28.00		\$ 5.50	
				\$ 11.50	

		A-B Tech FY21			
		Capital Improvements to Multiple Buildings			
		Guaranteed Maximum Price			
Bid Date: November 16, 2021 Bid Time: 3:00 PM		Bid Phase: GMP Bid Package No.: BP 840 Bid Package Description: Aluminum Framed Openings, G		Certification By:	
Bids Received:	Bidder #1	Bidder #2	Bidder #3	Bidder #4	Bidder #5
Bidder Name:	Blue Ridge Glass Inc.	Miller Glass of NC, Inc.			
Amount:	\$ 162,950.00	\$ 131,532.00			
Scope of Work					
Misc. Flashings	\$ 3,500.00	\$ 3,500.00			
Bid Proposal (Subtotal)	\$ 166,450.00	\$ 135,032.00	\$ -	\$ -	\$ -
Clarifications					
Addendum (Received/Reviewed)	1 - 3	1 - 3			
State Sales Tax (Materials)					
Subcontractor P&P Bond	\$ 3,178.00	\$ 2,973.00	\$ -	\$ -	\$ -
Trade Permits					
MWSBE Participation	Kiser Glass Works, Inc.	None			
MWSBE 1st Tier					
MWSBE Other	\$ 40,000.00				
MWSBE Category	F				
TOTAL BID	\$ 169,628.00	\$ 138,005.00	\$ -	\$ -	\$ -
Alternates					
Alt # PPB-01: Provide Cost of Payment & Performance Bond- Lump Sum	\$ 3,178.00	\$ 2,973.00			
Alt # 1: Provide 80 mil TPO ILO 60 mil TPO	N/A	N/A			
Alt # 2: Provide 60 mil fully adhered single ply (PVC) roof membrane over Mech. fastened 1/2" Densdeck cover board, over existing polyiso insulation, over metal deck(Sarnafil G410-BoD) ILO 60 mil TPO	N/A	N/A			
Unit Prices					
Unit Price #1: Super/Foreman hourly rate-per MH	\$ 75.00	\$ 65.00			
Unit Price #2: Tradesman hourly rate-per MH	\$ 65.00	\$ 50.00			
Unit Price #3: Laborer hourly rate-per MH	\$ 55.00	\$ 36.00			
Unit Price #CC01: Composite cleanup crew hourly rate-per MH	\$ 25.00	\$ 36.00			
Unit Price #PPB 01: Payment and Performance Bond rate-per \$1,000	\$ 19.50	\$ 25.00			
Unit Price #1: Provide & install new roof curbs (Dogwood Building only)-per Each	N/A	N/A			
Allowances					
Allowance #CC01: Allocate 5% of subcontractor's total labor budget for a composite clean-up crew-# of MH	55	28			
Allowance #1: Provide an Allowance amount for the removal, disposal & replacment of 7,700 sf of wet and/or damaged existing roof insulation with new 1" rigid polyisocyanurate insulation board - \$ per SF.	N/A	N/A			
Allowance #2: Provide an Allowance amount for the removal, disposal & replacment of 200 BF of existing deteriorated wood nailers, curbs & miscellaneous blocking. - \$ per BF.	N/A	N/A			
Allowance #3: Provide an Allowance amount for the removal, disposal & replacment of 100 SF of existing metal roof deck with new metal roof deck. - \$ per SF.	N/A	N/A			

		A-B Tech FY21			
		Capital Improvements to Multiple Buildings			
		Guaranteed Maximum Price			
		Bid Phase:		GMP	
Bid Date: November 16, 2021		Bid Package No.:		BP 990	
Bid Time: 3:00 PM		Bid Package Description:		Painting	
				Certification By:	
Bids Received:	Bidder #1	Bidder #2	Bidder #3	Bidder #4	Bidder #5
		WITHDRAWN			
Bidder Name:	Robinson & Co. Painting, Inc.	Southern Painting & Maintenance Specialists, Inc.			
Amount:	\$ 36,995.00	\$ 24,035.00			
Scope of Work					
Misc. Patch & Point-up	\$ 2,300.00	\$ 2,300.00			
Bid Proposal (Subtotal)	\$ 39,295.00	\$ 26,335.00	\$ -	\$ -	\$ -
Clarifications					
Addendum (Received/Reviewed)	1 - 3	1 - 3			
State Sales Tax (Materials)					
Subcontractor P&P Bond	\$ 925.00	\$ 360.00	\$ -	\$ -	\$ -
Trade Permits					
MWSBE Participation	None	None			
MWSBE 1st Tier					
MWSBE Other					
MWSBE Category					
TOTAL BID	\$ 40,220.00	\$ -	\$ -	\$ -	\$ -
Alternates					
Alt # PPB-01: Provide Cost of Payment & Performance Bond- Lump Sum	\$ 925.00	\$ 360.00			
Alt # 1: Provide 80 mil TPO ILO 60 mil TPO	N/A	N/A			
Alt # 2: Provide 60 mil fully adhered single ply (PVC) roof membrane over Mech. fastened 1/2" Densdeck cover board, over existing polyiso insulation, over metal deck(Sarnafil G410-BoD) ILO 60 mil TPO	N/A	N/A			
Unit Prices					
Unit Price #1: Super/Foreman hourly rate-per MH	\$ 55.00	\$ 50.00			
Unit Price #2: Tradesman hourly rate-per MH	\$ 50.00	\$ 45.00			
Unit Price #3: Laborer hourly rate-per MH	\$ 45.00	\$ 40.00			
Unit Price #CC01: Composite cleanup crew hourly rate-per MH	\$ 40.00	\$ 25.00			
Unit Price #PPB 01: Payment and Performance Bond rate-per \$1,000	\$ 25.00	N/A			
Unit Price #1: Provide & install new roof curbs (Dogwood Building only)-per Each	N/A	N/A			
Allowances					
Allowance #CC01: Allocate 5% of subcontractor's total labor budget for a composite clean-up crew-# of MH	30	25			
Allowance #1: Provide an Allowance amount for the removal, disposal & replacment of 7,700 sf of wet and/or damaged existing roof insulation with new 1" rigid polyisocyanurate insulation board - \$ per SF.	N/A	N/A			
Allowance #2: Provide an Allowance amount for the removal, disposal & replacment of 200 BF of existing deteriorated wood nailers, curbs & miscellaneous blocking. - \$ per BF.	N/A	N/A			
Allowance #3: Provide an Allowance amount for the removal, disposal & replacment of 100 SF of existing metal roof deck with new metal roof deck. - \$ per SF.	N/A	N/A			
Allowance #4: Provide a hourly unit rate to be applied to a 120 man hour Allowance inclusive of all consumables such as primers, paint, tape, etc.. - \$ per MH.	\$ 60.00	\$ 50.00			



		A-B Tech FY21			
Capital Improvements to Multiple Buildings					
		Guaranteed Maximum Price			
		Bid Phase:		GMP	
Bid Date: November 16, 2021		Bid Package No.:		BP1550	
Bid Time: 3:00 PM		Bid Package Description:		HVAC & Controls	
				Certification By:	
Bids Received:		Bidder #1		Bidder #2	
Bidder Name:		Haynes Heating & Cooling		HVAC, Inc.	
Amount:		\$ 1,254,700.00		\$ 1,086,865.00	
				\$ 1,026,920.00	
				\$ 1,075,000.00	
Scope of Work					
Curb Relocations/Misc. Field Coordination		\$ 7,500.00		\$ 7,500.00	
Bid Proposal (Subtotal)		\$ 1,262,200.00		\$ 1,094,365.00	
				\$ 1,034,420.00	
				\$ 1,082,500.00	
				\$ -	
Clarifications					
Addendum (Received/Reviewed)		1-3		1-3	
State Sales Tax (Materials)					
Subcontractor P&P Bond		\$ 7,407.00		\$ 9,235.00	
Trade Permits				\$ 8,216.00	
MWSBE Participation		None		\$ 5,913.00	
MWSBE 1st Tier					
MWSBE Other		Kirby-Cundiff Insulation		Palmetto Air & Balance	
MWSBE Category		F		F	
TOTAL BID		\$ 1,269,607.00		\$ 1,103,600.00	
				\$ 1,042,636.00	
				\$ 1,088,413.00	
				\$ -	
Alternates					
Alt # PPB-01: Provide Cost of Payment & Performance Bond- Lump Sum		\$ 7,407.00		\$ 9,235.00	
Alt # 1: Provide 80 mil TPO ILO 60 mil TPO		N/A		N/A	
Alt # 2: Provide 60 mil fully adhered single ply (PVC) roof membrane over Mech. fastened 1/2" Densdeck cover board, over existing polyiso insulation, over metal deck(Sarnafil G410-BoD) ILO 60 mil TPO		N/A		N/A	
Unit Prices					
Unit Price #1: Super/Foreman hourly rate-per MH		\$ 58.00		\$ 75.00	
Unit Price #2: Tradesman hourly rate-per MH		\$ 56.00		\$ 65.00	
Unit Price #3: Laborer hourly rate-per MH		\$ 54.00		\$ 55.00	
Unit Price #CC01: Composite cleanup crew hourly rate-per MH		\$ 54.00		\$ 30.00	
Unit Price #PPB 01: Payment and Performance Bond rate-per \$1,000		\$ 7.92		\$ 8.25	
Unit Price #1: Provide & install new roof curbs (Dogwood Building only)-per Each		N/A		N/A	
Allowances					
Allowance #CC01: Allocate 5% of subcontractor's total labor budget for a composite clean-up crew-# of MH		160		190	
				160	
Allowance #1: Provide an Allowance amount for the removal, disposal & replacment of 7,700 sf of wet and/or damaged existing roof insulation with new 1" rigid polyisocyanurate insulation board - \$ per SF.		N/A		N/A	
Allowance #2: Provide an Allowance amount for the removal, disposal & replacment of 200 BF of existing deteriorated wood nailers, curbs & miscellaneous blocking. - \$ per BF.		N/A		N/A	
Allowance #3: Provide an Allowance amount for the removal, disposal & replacment of 100 SF of existing metal roof deck with new metal roof deck. - \$ per SF.		N/A		N/A	

		A-B Tech FY21			
		Capital Improvements to Multiple Buildings			
		Guaranteed Maximum Price			
		Bid Phase:		GMP	
Bid Date: November 16, 2021		Bid Package No.:		BP 1600	
Bid Time: 3:00 PM		Bid Package Description:		Electrical Systems	
				Certification By:	
Bids Received:		Bidder #1		Bidder #2	
Bidder Name:		Emory Electric, Inc.		Haynes Electric	
Amount:		\$ 127,901.00		\$ 126,100.00	
Scope of Work					
Misc. Repairs/Disconnects		\$ 2,000.00		\$ 2,000.00	
Bid Proposal (Subtotal)		\$ 129,901.00		\$ 128,100.00	
Clarifications					
Addendum (Received/Reviewed)		1-3		1-3	
State Sales Tax (Materials)					
Subcontractor P&P Bond		\$ -		\$ 991.00	
Trade Permits					
MWSBE Participation		None		None	
MWSBE 1st Tier					
MWSBE Other					
MWSBE Category					
TOTAL BID		\$ 129,901.00		\$ 129,091.00	
Alternates					
Alt # PPB-01: Provide Cost of Payment & Performance Bond- Lump Sum		N/A		\$ 991.00	
Alt # 1: Provide 80 mil TPO ILO 60 mil TPO		N/A		N/A	
Alt # 2: Provide 60 mil fully adhered single ply (PVC) roof membrane over Mech. fastened 1/2" Densdeck cover board, over existing polyiso insulation, over metal deck(Sarnafil G410-BoD) ILO 60 mil TPO		N/A		N/A	
Unit Prices					
Unit Price #1: Super/Foreman hourly rate-per MH		\$ 68.00		\$ 80.00	
Unit Price #2: Tradesman hourly rate-per MH		\$ 48.00		\$ 62.00	
Unit Price #3: Laborer hourly rate-per MH		\$ 40.00		\$ 40.00	
Unit Price #CC01: Composite cleanup crew hourly rate-per MH		\$ 30.00		\$ 33.59	
Unit Price #PPB 01: Payment and Performance Bond rate-per \$1,000		\$ 10.00		\$ 0.704	
Unit Price #1: Provide & install new roof curbs (Dogwood Building only)-per Each		N/A		N/A	
Allowances					
Allowance #CC01: Allocate 5% of subcontractor's total labor budget for a composite clean-up crew-# of MH		35		71	
Allowance #1: Provide an Allowance amount for the removal, disposal & replacment of 7,700 sf of wet and/or damaged existing roof insulation with new 1" rigid polyisocyanurate insulation board - \$ per SF.		N/A		N/A	
Allowance #2: Provide an Allowance amount for the removal, disposal & replacment of 200 BF of existing deteriorated wood nailers, curbs & miscellaneous blocking. - \$ per BF.		N/A		N/A	
Allowance #3: Provide an Allowance amount for the removal, disposal & replacment of 100 SF of existing metal roof deck with new metal roof deck. - \$ per SF.		N/A		N/A	





Buncombe County Board of Commissioners

Request for Board Action

Meeting Date: 2/1/2022

Consent Agenda

Department: General Services

Presenter(s): Scott Metcalf

Contact(s): Scott Metcalf

Subject: Architectural services contract amendment with CPL Architects for the New Fleet Services Complex that will be located on County Property to service and maintain the approximately four hundred vehicle County fleet.

Brief Summary:

The Original design contract for the New Fleet Services Complex was approved on 6/16/2020 with an original amount of \$243,000. After completion of the comprehensive facility plan, additional funding was approved in FY22's CIP to include all General Services operations into the Fleet Service Complex. The contract amendment is a direct reflection of that increase. The new contract amount would be \$554,500 which would include the original contracted amount of \$243,000 and include relocating General Services Building Maintenance and General Services Grounds Maintenance to this facility. The \$311,500 increase covers additional design services.

Recommended Motion & Requested Action:
Approval of Contract to proceed with the project

County Manager's comments and Recommendation: Recommends approval

STATE OF NORTH CAROLINA
COUNTY OF BUNCOMBE

MODIFICATION OF AGREEMENT
DESIGN CONSULTANT SERVICES
NEW FLEET SERVICES COMPLEX CONTRACT

W I T N E S S E T H :

This Modification of Agreement is made and entered into effective as October 15, 2021, by and between Buncombe County, a political subdivision of the State of North Carolina (hereinafter sometimes "County") and CPL (hereinafter referred to as the "Design Consultant"), County and Design Consultant are sometimes hereinafter collectively referred to as the "Parties."

Whereas, on or about the 24th day of June, 2020, the Parties did enter into and execute an agreement for design consultant services for the New Fleet Services Complex at Riverside Drive, Woodfin, NC, 28804; and

Whereas, said agreement is attached hereto as "Exhibit A" and referred to herein as the "Agreement;" and

Whereas, the Parties now desire to enter into this Modification of Agreement to expand the scope of services to include a LEED Gold equivalent 22,200 square foot facility that will house General Services, Fleet, and Grounds in a single phase of design/construction.

Now Therefore, the Parties, for valuable consideration each to the other paid, the receipt and sufficiency of which is hereby acknowledged, hereby agree to the following:

1. The scope of services shall be expanded to include the 22,200 square foot facility to house General Services, Fleet, and Grounds in a single phase of design/construction depicted in Exhibit B attached hereto.
2. That Buncombe County will pay an additional \$311,500 to Design Consultant for said scope expansion.

If there is any conflict between this Amendment and the Lease, the provisions of this Amendment shall prevail. All provisions not amended remain in full force and effect.

In Witness Whereof, the Parties have caused the due execution of the foregoing instrument as of the date and year first written above:

County of Buncombe

CPL

By: _____
(Signature)

By: _____
(Signature)

(Printed Name)

(Printed Name)

(Title)

(Title)

(Date)

(Date)

This Instrument has been pre-audited in the manner
required by the Local Government Budget and
Fiscal Control Act

By: _____
County Finance Director



October 11, 2021

Ronald Lunsford – Facilities/Project Manager
Scott Metcalf – Facilities/Project Manager
Buncombe County General Services
40 McCormick Place
Asheville, NC 28801

**Re: Buncombe County – New Fleet Services Complex
Professional Services Fee Proposal – Revision-1**

Dear Ronnie and Scott:

On behalf of CPL, I am pleased to submit the following proposal for Architectural and Engineering design services for the Buncombe County New Fleet Services Complex. The project scope described below is based on the Buncombe County RFQ, the Advance Planning Study that was provided via email on May 6, 2020, and the approved design concept and cost estimate that were presented on September 22, 2021.

Our proposal is presented in three parts:

1. Task-I: Master Planning and Schematic Design
2. Task-I: New Sites Design
3. Task-II: Design and Construction Phase Services.

TASK-I: MASTER PLANNING AND SCHEMATIC DESIGN (SD)

The project team will work with County staff and stakeholders to develop a flexible and efficient design concept for the current and future phase scope. We will build from the Advance Planning Study and refine through a series of four (4) design workshops centered around assessment of space needs and operations analysis. The iterative design process will work toward a solution that optimizes flow inside and out, efficiency of operations, low environmental impact, and future growth. During this phase, we will document the County's goals for design, operations, and sustainability and use those to inform decision-making throughout design and construction.

The Fleet Services schematic floor plan will include systematic layout planning of service bays, shop equipment, office space with furniture, parts storage system, tool storage, compressor, and fluid storage. Future phase areas will be shown diagrammatically to illustrate buildable areas and flow. The site design will translate space needs, operations analysis, and flow diagrams into alternative facility layouts that consider programming, site elevations, parking, stormwater and utility connections. The site layout selected for further refinement will be the basis of the schematic design deliverables.

**ARCHITECTURE
ENGINEERING
PLANNING**



Task I deliverables include:

- Phasing diagram and massing showing full build out.
- 30% Design Submittal.
 - Schematic design site plan including full build-out.
 - Schematic design floor plan of Phase One (Fleet).
 - Schematic design exterior elevations of Phase One (Fleet).
 - Building systems narratives.
- Initial shop equipment list.
- Cost estimate for site full build out and Phase One (Fleet) building.
- Task-II schedule.

TASK-I: NEW SITES DESIGN (SD)

The new site design task is added to the proposal to cover design services related to the second round of master planning and schematic design study that included a revisit of the original building site as an option to reduce site costs, exploration of new site alternatives, and new site, floor plan, and massing design concepts for the current site over the firing range parking lot. These tasks began in late January after presentation of the January 12 cost estimate, continued through the April 29 budget confirmation of approximately \$8.4 million for a single-phase project, and were completed on September 22 with the presentation of the revised concept and cost estimate.

TASK-II: DESIGN AND CONSTRUCTION PHASE SERVICES

This implementation task will take the site plan and Fleet Services design deliverables from task-I and develop those concepts into construction documents (CD). The CD set will be submitted for review to local and state level authorities having jurisdiction and issued for bid. Task II services continue through the construction administration phase and ending with project closeout.

Design Development (DD)

Three (3) design meetings are included in the DD phase for review of shop equipment, finishes, building systems, and site integration. The design team will also meet with the authorities having jurisdiction during this phase to introduce the project and identify permitting issues. Deliverables include:

- 75% Design Submittal for stakeholder and team review.
 - Architecture, Interiors, Structural, Mechanical, Electrical, and Plumbing drawing set.
 - Civil and landscape drawing set.
 - Project Manual with outline specifications.
- Final shop equipment list.
- Opinion of probable cost.
- Schedule update.

Construction Documentation (CD)

The construction documentation phase will continue development into complete construction drawings and project manual for permitting and bidding. The design team will schedule a page flip and QA/QC session with the project stakeholders at 90% completion of CDs. Action items from those reviews will be incorporated in the contract documents for submission to local/state AHJs for permitting and to the



market for bidding. Deliverables include:

- 90% Design Submittal for stakeholder and team review.
 - Architecture, Interiors, Structural, Mechanical, Electrical, and Plumbing drawing set.
 - Civil and landscape drawing set.
 - Project Manual.
- Update to opinion of probable cost.
- 100% Drawings (signed and sealed).

Bid Phase

Bid phase services include submitting the contract documents for permitting and bidding. During this phase we will incorporate AHJ review comments into the project documents, conduct a pre-bid conference, respond to bidder requests for information, issue addenda, and conduct the bid opening. The awarded contractor will complete the permitting process and pay associated fees to obtain the building permit.

Construction Administration

Our construction administration phase services assume a 9-month construction schedule. We will attend one (1) preconstruction conference, eighteen (18) total site visits with a field report submitted after each visit, and one (1) punch list visit. Services also include responding to contractor requests for information, review of submittals, certification of monthly applications for payment, and assembling closeout information. Record drawings will be provided in DWG and PDF formats.

SUSTAINABILITY STRATEGIES

After discussions with the Buncombe County team, we are including the following sustainability strategies in our Scope of Services.

1. LEED Equivalency – CPL will work with the County to deliver the desired LEED Gold equivalency, but the project will not be certified. As discussed previously, our approach will be to prorate the site selection credits around development density, access to public transportation, etc. so that the building systems do not have to unduly chase points without a payback. At DD kickoff, we will identify the specific LEED pre-requisites and other ratings points to target.
2. Solar Power – The County has set a goal to generate as much on-site power as can be reasonably produced given the roof area and then used by the building systems. Hot water, lighting and other systems will be considered as part of a solar/PV panel, collection, transformer and distribution system. Other County projects have taken the approach of calculating a building's power usage criteria over a two-year period, in which, an average peak usage was determined. The solar systems were then designed to 85% of that usage to maximize usage of the on-site generated power. CPL's team will work with the County to identify the specific approach for this project. We have also included the potential impact of roof-mounted panels in our structural design.

SCHEDULE

CPL is prepared to start the design development phase immediately and will develop a schedule with the County for completion of each phase of work.



PROFESSIONAL SERVICES PROPOSAL- REVISED
Buncombe County – New Fleet Services
Complex October 11, 2021
Page 4 of 5

ASSUMPTIONS

1. Site survey provided by owner at the start of task-I.
2. Geotech provided by owner prior to task-II kickoff. Fee assumes conventional foundations.
3. Four (4) design workshops during task-I.
4. Four (4) design meetings during task-II.
5. FFE selection and procurement are not included in the scope.
6. Shop equipment will be relocated from the existing garage. Fleet staff will provide recommendations for any new equipment.
7. No special inspections are included in the scope.
8. Fire sprinkler system is not included in the scope.
9. Site lighting design is not included in the scope.
10. Geothermal system design is not included in the scope.

FEES

We propose a lump sum fee structure for the scope of services outlined above. The fees are based on the scope of work as defined in the concept plans and base bid estimate presented on September 22.

Phase	Fee			
Task-I: Master Planning and Schematic Design				
Master Planning	\$	12,000	(billed 100% to date)	
Schematic Design	\$	40,000	(billed 100% to date)	
Cost Estimating	\$	5,500	(billed 49% to date)	
Task-I: New Sites				
New Sites Planning and Design			\$	58,000
New Sites Revised Cost Estimate			\$	1,500
Task-I Subtotals	\$	57,500	\$	59,500
Task-II: Design and Construction Phase Services				
Design Development	\$	140,000		
Construction Documents	\$	70,000		
Bid Phase	\$	10,000		
Construction Administration	\$	90,000		
Closeout	\$	5,000		
Civil Engineering	\$	70,000		
Structural Engineering	\$	29,500		
Cost Estimating	\$	9,500		
Solar Design	\$	10,000		
Reimbursables	\$	3,500		
Task-II Subtotal	\$	437,500		
Subtotals (Task-I + Task-II)	\$	495,000	\$	59,500
Total Fee	\$	554,500		



The Task-I: Master Planning and Schematic Design fee has been modified from the May 13, 2020 proposal to reduce the cost estimating line item from \$7,500 to \$5,500 and eliminate the reimbursable line item of \$2,500 since task-I was primarily virtual. To date, we have billed for 100% of master planning and schematic design and 49% of the cost estimate. The work within this task began at project kick-off, and continued through programming, first site and building design, and the phased cost estimated dated January 12, 2021.

Task-I: New Sites is new scope added to the fee summary to cover work incurred since completion of the original cost estimate through presentation of the revised estimate as noted in the phase summary above. This task took the kick-off and programming criteria from the original task-I and applied it to new site and building alternatives in response to the landfill issues, budget, phasing, and site constraints.

Task-II Design and Construction fees were included in the May 13, 2020 proposal as estimates for a single phase garage only project. The fees shown in this summary are proposed fees based on the scope of work presented on September 22 and the County resolution for LEED Gold equivalency and solar readiness.

CONCLUSION

We appreciate the opportunity to work with Buncombe County. If there are any questions, do not hesitate to contact us. We look forward to working with you on the successful completion of this project.

Sincerely,
CPL

A handwritten signature in black ink, appearing to read 'Kenneth C. Mayer, Jr.', with a stylized flourish at the end.

Kenneth C. Mayer, Jr., FAIA, LEED AP
Vice President

c: Mr. Michael Mace (michael.mace@buncombecounty.org)
Mr. Tod Dalton (TDalton@CPLteam.com)



Buncombe County Board of Commissioners

Request for Board Action

Meeting Date: 2/1/2022

Consent Agenda

Department: Justice Services

Presenter(s): Tiffany Iheanacho, Justice Services Director

Contact(s): Tiffany Iheanacho, Justice Services Director

Subject: Jury Commission Member Compensation

Brief Summary:

As required by law, at least every two years, a three-person Jury Commission for each county oversees the compiling of a master jury list of licensed drivers and / or registered voters. Names are drawn at random from this list. A jury summons is printed and issued to jurors by U.S. mail. According to NC General Statute Chapter 9 Section 1, the compensation of jury commission members shall be fixed by the Board of County Commissioners, and shall be paid from the general fund of the county. The membership term is biennium.

Information was gathered to assess compensation for jury commission across the state. Based on comparable trends, it is recommended to set a jury commission compensation rate of \$250.00 per member for the 2020-2021 term and \$300.00 for the 2022-2023 biennium term.

Recommended Motion & Requested Action: Approve jury commission compensation rate of \$250.00 per member for the 2020-2021 term and \$300.00 for the 2022-2023 biennium term.

County Manager's comments and Recommendation: County Manager recommends approval of recommended commission compensation rate.



Buncombe County Board of Commissioners

Request for Board Action

Meeting Date: February 1, 2022

Consent

Presenter(s):

John Hudson, Budget

Requesting Department: Health and Human Services

Budget Amendment Item: Additional funding for Code Purple emergency shelter

Contact(s): Jennifer Teague, Adult and Aging Services Manager

Subject: Budget Amendment to increase contract amount

Brief Summary:

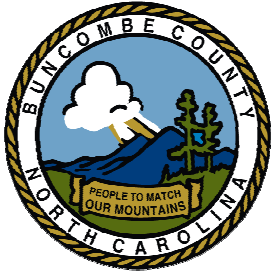
Buncombe County continues to work with municipal and community partners to consider solutions to community concerns. One pressing concern is ensuring proper shelter for unhoused neighbors during extreme cold weather. On these days Code Purple alerts are activated. Code Purple is called when the temperature is projected to be 32 degrees Fahrenheit or below, or equivalent with the wind-chill factor. Buncombe County currently partners with the City of Asheville, through an interlocal agreement, to provide funding to support Code Purple through the services of ABCCM for men. Currently, the amount funded is \$100K, with the county providing \$40K. ABCCM, Salvation Army, and Trinity United Methodist Church (UMC) run Code Purple emergency shelters. ABCCM is serving men, Salvation Army is serving women and children and Trinity UMC is serving all other individuals (ie those with pets, couples, and overflow). Recently, ABCCM and Trinity have had to close due to a lack of staffing but both organizations believe with additional funding they will be able to remain open on Code Purple nights.

To meet the demand for Code Purple, County staff is recommending an increase of \$40,000 to the Code Purple contract for a total contract amount not to exceed \$80,000. The contract will remain with the City of Asheville and the County will be invoiced at the end of Code Purple (March 31st).

Recommended Motion & Requested Action: Approve budget amendment

County Manager's Comments & Recommendation: County Manager recommends as presented

ORDINANCE #22-02-03



BUNCOMBE COUNTY, NORTH CAROLINA
General Fund

BOARD MEETING DATE: February 1, 2022

WHEREAS, the Budget Director recommends and the Board now desires to amend the FY2021-2022 General Fund as outlined below in Exhibit "A" to the budget, NOW THEREFORE,

BE IT ORDAINED by the Board of Commissioners for the County of Buncombe as follows:

1. That the FY 2021-2022 amendments listed in Exhibit A below be hereby adopted.
2. That this ordinance shall be effective upon adoption.

ADOPTED this 1st day of February, 2022

Requesting Department:	Health and Human Services
Budget Amendment Item:	Additional funding for Code Purple emergency shelter contract

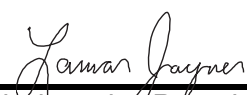
Buncombe County continues to work with municipal and community partners to consider solutions to community concerns. One pressing concern is ensuring proper shelter for unhoused neighbors during extreme cold weather. On these days Code Purple alerts are activated. Code Purple is called when the temperature is projected to be 32 degrees Fahrenheit or below, or equivalent with the wind-chill factor Buncombe County currently partners with the City of Asheville, through an interlocal agreement, to provide funding to support Code Purple through the services of ABCCM for men. Currently, the amount funded is \$100K, with the county providing \$40K. ABCCM, Salvation Army, and Trinity United Methodist Church (UMC) run Code Purple emergency shelters. ABCCM is serving men, Salvation Army is serving women and children and Trinity UMC is serving all other individuals (ie those with pets, couples, and overflow). Recently, ABCCM and Trinity have had to close due to a lack of staffing but both organizations believe with additional funding they will be able to remain open on Code Purple nights.

To meet the demand for Code Purple, County staff is recommending an increase of \$40,000 to the Code Purple contract for a total contract amount not to exceed \$80,000. The contract will remain with the City of Asheville and the County will be invoiced at the end of Code Purple (March 31st).

Funding Source: Additional Sales Tax Revenue

Exhibit A: Account Description	Increase (Decrease)	
	Revenues	Expenditures
Article 39 Sales Tax Revenue	\$ 40,000	
Behavioral Health - Program Support		\$ 40,000
TOTAL	\$ 40,000	\$ 40,000

ATTEST:



Clerk to the Board

**BOARD OF COMMISSIONERS FOR
THE COUNTY OF BUNCOMBE:**

By: 

Chairman of the Board



Buncombe County Board of Commissioners

Request for Board Action

Meeting Date: 2/1/2021

Consent Agenda

Department:

Budget

Presenter(s):

John Hudson, Budget

Contact(s):

Jennifer Harrison, Agriculture & Land Resources

Subject:

Rental Equipment for Small Farms Grant

Brief Summary:

Buncombe County Agriculture & Land Resources was awarded \$24,499 from the NC Tobacco Trust Fund Commission to purchase farming equipment. The department will purchase a lime and a manure spreader to make available for rent for small farms. Liming and manure application aid in soil fertility, soil health, and increased water retention. The equipment will be available to any Buncombe County landowner, with an estimated 100 renting the equipment over the first 5 years. No new county funds are required.

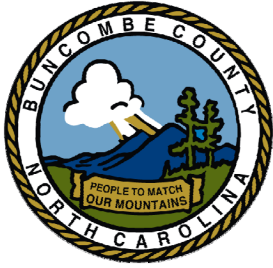
Recommended Motion & Requested Action:

- 1) Accept grant
- 2) Approve budget amendment

County Manager's Comments & Recommendation:

County Manager recommends as presented

ORDINANCE #22-02-04



BUNCOMBE COUNTY, NORTH CAROLINA
Grant Projects Ordinance

BOARD MEETING DATE: February 1, 2022

WHEREAS, the Budget Director recommends and the Board now desires to amend the FY2021-2022 Grants Projects outlined below in Exhibit "A" to the budget,
NOW THEREFORE,

BE IT ORDAINED by the Board of Commissioners for the County of Buncombe as follows:

1. That the FY2021-2022 amendments listed in Exhibit A below be hereby adopted.
2. That this ordinance shall be effective upon adoption.

ADOPTED this 1st day of February, 2022.

Granting Agency:	NC Tobacco Trust Fund Commission
Grant Name:	Rental Equipment for Small Farms

Description:

Buncombe County Agriculture & Land Resources was awarded \$24,499 from the NC Tobacco Trust Fund Commission to purchase farming equipment. The department will purchase a lime and a manure spreader to make available for rent for small farms. Liming and manure application aid in soil fertility, soil health, and increased water retention. The equipment will be available to any Buncombe County landowner, with an estimated 100 renting the equipment over the first 5 years. No new county funds are required.

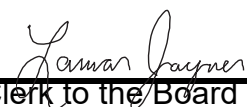
Funding Source:

\$24,499 provided by the NC Tobacco Trust Fund Commission.

Exhibit A: Account Description	Increase (Decrease)	
	Revenues	Expenditures
Fund 327 - Rental Equipment for Small Farms	\$ 24,499	\$ 24,499
TOTAL	\$ 24,499	\$ 24,499

ATTEST:

**BOARD OF COMMISSIONERS FOR
THE COUNTY OF BUNCOMBE:**


Clerk to the Board

By: 
Chairman of the Board



Buncombe County Board of Commissioners
Request for Board Action
Meeting Date: 2/1/2022

Presentations

**Department: Equity & Human
Rights**

Presenter: Rachel Edens

Contacts: Rachel Edens, Lillian Govus

Subject: Black Legacy Month Proclamation

**Brief Summary: Recognition of Black Legacy in Buncombe County for
February 2022.**

County of Buncombe
Proclamation

Black Legacy Month

WHEREAS, Buncombe County is committed to creating an inclusive community that celebrates diversity and ensures all residents have equitable opportunities to lead healthy, peaceful, safe and sustainable lives; and

WHEREAS, in honoring the cultures, traditions and accomplishments of Black and African Americans that have shaped our country, we also acknowledge our nation's history of colonialism that has inflicted slavery, discrimination, deprivation, violence and genocide upon Black people; and

WHEREAS in 1926, Carter G. Woodson and Minister Jesse E. Moorland laid the foundation for Black History Month because the achievements of Black Americans were all but erased from national history and underrepresented in important policy decisions; and

WHEREAS in 1976, President Gerald Ford made Black History Month a national observance; and

WHEREAS, during Black History Month, we celebrate the many achievements and contributions made by Black Americans like Nina Simone, Roberta Flack, E.W. Pearson, and Isaac Dickson to Buncombe County's economic, cultural, spiritual, and political development; and

WHEREAS, we honor the memory of the millions of enslaved Africans who died during the Transatlantic Slave Trade; and

WHEREAS, by transitioning from looking back on history and celebrating the legacy of our Black and African American community members, we create a culture of mutual respect; and

WHEREAS, the legacy of Black leadership has long been a bedrock of Buncombe County, including at Stephens-Lee High School, the "Castle on the Hill" that served 900 Black students, where Elynora M. Foster was a member of the faculty and was known as the first African American woman in Asheville to receive a master's degree; and

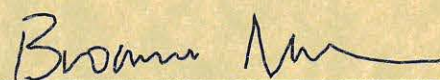
WHEREAS, we call our community's attention to the continued need to battle racism and to build a society that lives up to its democratic ideals through resolutions like the declaration of racism as a public health and safety crisis and the implementation of our Racial Equity Action Plan; and

WHEREAS, Buncombe County joins the City of Asheville in our commitment to reparations; and

WHEREAS, the Buncombe County Libraries, including the Buncombe County Special Collections, offer curated content for all ages about Black legacy, not just in February, but year-round; and

WHEREAS, we seek to repair the trauma of past oppression and broken trust by celebrating the legacy of Black cultures and voices striving together to build a future of shared hope and promise for all;

NOW, THEREFORE, BE IT RESOLVED, that on this 1st day of February 2022, the Buncombe County Board of Commissioners does hereby proclaim February 2022 as Black Legacy Month, a time to celebrate the rich and diverse cultures of Black and African American people, to raise awareness about our shared history, to recognize that truth must come before reconciliation, and to acknowledge the important contributions that Black and African American people have made to our community and our nation.



Brownie Newman
Chairman, Buncombe County Board of Commissioners



Buncombe County Board of Commissioners

Request for Board Action

Meeting Date: 2/1/2022

Presentations

Department: Justice Services

Presenter(s):

Paulina Mendez, Kelda Harrison, and
Katherine Watkins

Contact(s): Paulina Mendez, Family Justice Program Manager

Subject: Domestic Violence Fatality Review Team (DVFRT) Findings

Brief Summary:

In North Carolina, Domestic Violence Fatality Review Teams (DVFRT) are defined by the NC General Assembly in Session Laws 2009-52 and 2013-70. In June of 2018, the Buncombe County Board of Commissioners adopted a resolution creating a Domestic Violence Fatality Review Team in Buncombe County and Buncombe County was granted authority to implement a DVFRT on by Session Law 2018-116. The County's first DVFRT reviewed the first case in January of 2020. This is the presentation provides a timeline of the domestic violence fatality review, findings, and recommendations for system change and improvement of that first case.

Recommended Motion & Requested Action: For presentation only

County Manager's comments and Recommendation: County Manager acknowledgement of DVFRT work.



Justice Services

Paulina Mendez
Family Justice Division Manager

“Slipping through the Cracks”

First Annual Buncombe Domestic Violence Fatality Review Team (DVFRT) Report
(9/15/2021)

Introduction

The mission of the Buncombe Domestic Violence Fatality Review Team (DVFRT) is to prevent domestic violence (DV) deaths, increase safety for DV victims, and increase accountability for abusers through systems change. This is the team’s first case review, and the focus was to look at improving interagency and intra-agency practices that impact victim safety.

This report, the team's first, will look at one domestic violence homicide reviewed in January of 2020. The report was made final September of 2021. Finalization of the report was impacted by COVID-19. Some recommendations made because of the review process were put in place following the review but before finalizing the report.

From this victim’s story, we learn ways in which we can improve the County's coordinated response to intimate partner violence. Though this story is tragic and unique, we will focus on offering recommendations that can be applied systematically.

Summary of Intensive Review

The team focused on one domestic violence-related murder. The one homicide victim was a 61-year-old woman with 2 adult children. She was in active duty in the Navy for almost 4 years and went to Warren Wilson college for a year. She had a history of an abusive alcoholic father. She also had a criminal and civil history which includes some misdemeanors and involuntary commitments. She did work to address her mental health issues through treatment, regular follow-up, and taking her medications. She was married 3 times and was not married to her murderer. The victim survived multiple assaults, one which resulted in a broken upper humerus bone in her arm. The recorded incidents of violence increased the year before her death.

The person who committed the murder is a 54-year-old man who was born and raised in Asheville. He has 2 grown children and has no recorded history of abuse in his childhood. He has a long history of substance misuse and has one suicide attempt. He has a mood disorder but no other psychiatric disorders. He has a long history with involvement in the criminal legal system including felonies, incidents of sexual violence, domestic violence, and other charges. There were two recorded incidents the year before the murder where he assaulted the victim with a deadly weapon. The murder was committed with a knife.

Findings

- There is a link between people with disabilities and being victims of abuse and DV
- The person who committed the murder has a consistent history of violence (e.g., knives, threats, strangulation, disregard of people, took possessions of victims, drug addiction, suicidal tendencies, lack of remorse)
- Incarceration did not help prevent him from future crime
- Poverty, race, education, and socio-economic status has a significant impact on resources and opportunities
- The person who committed the murder has characteristics that were indicative of a batterer (e.g., isolation, disregard, escalation)
- Isolation, through limited phone access, was a [Power and Control](#) tool employed by the murderer
- The consequences of the school-to-prison pipeline are significant and early intervention and engagement of youth are important
- There was consistent engagement with the medical sector
- There were numerous system failures for both the victim and offender (e.g., lack of follow through with referrals)

Recommendations

1. The Magistrate Recommendation for Domestic Violence Bond form should be revised to move “Multiple Domestic Violence warrants by same complainant” as an aggravating factor instead of mitigating factor and to add an option for aggravating factor of isolation/lack of ability to call for help. The form should also be reviewed for additional revisions. More research is needed to identify best practices.
(High Impact, moderate difficulty)
2. Inter-agency training trauma-informed and DV focused for law enforcement, magistrates, judges, prosecutors, victim-witness assistance personnel, school personnel and social services employees.
 - a. Ongoing training for smaller law enforcement agencies: Weaverville, Woodfin, Black Mountain, Biltmore Forest, Montreat
(High Impact, more difficult)
3. Create Workgroups:
 - a. Lethality Assessment Protocol (LAP) workgroup to increase accountability and accurate use of the protocol
(High Impact, low difficulty)
 - b. Courthouse workgroup to remove barriers to court access and reduce unnecessary court appearances for both civil and criminal courts
(High Impact, low difficulty to create workgroup, difficult to achieve goals)

- c. Protocol workgroup tasked with identifying and educating the team about the current protocols for responding to DV offenders (e.g., bail, the 48-hour hold, and electronic monitoring), to what extent they are implemented, identifying best practices, and considering the possible benefits or drawbacks of additional or alternative protocols.

(High Impact, low difficulty to create workgroup, difficult to achieve goals)

- 4. Strengthen efforts/interventions/supports regarding trauma-informed, early childhood/school age program and increase access to services

(High Impact, mid-moderate difficulty)

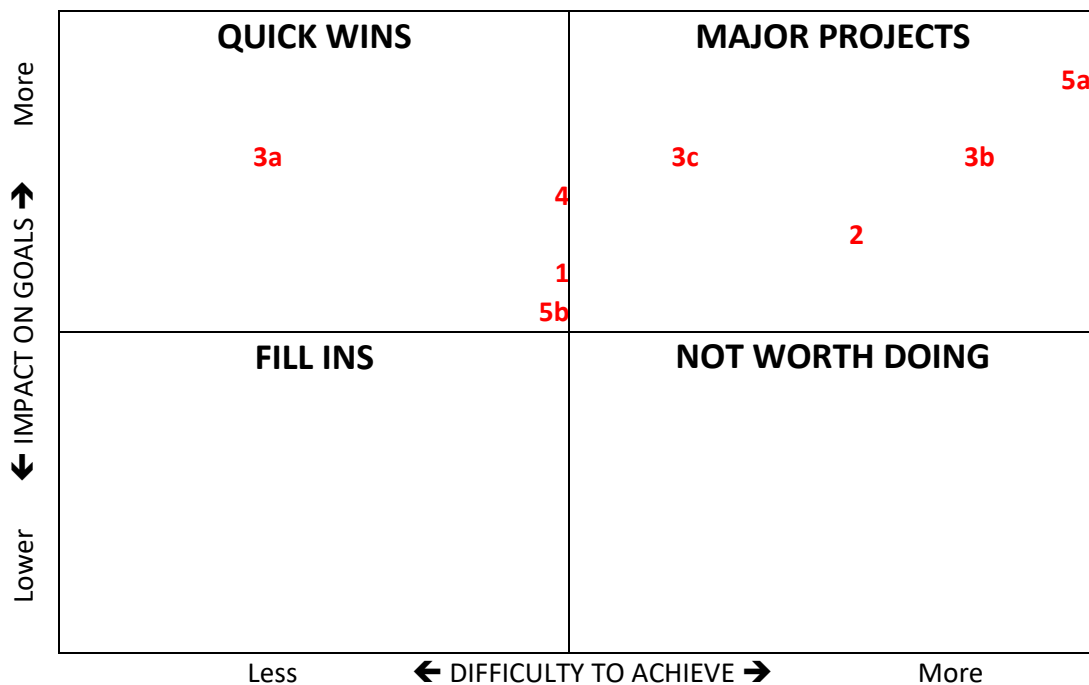
- 5. Acknowledge the intersection of poverty, race, mental health (MH) and substance use disorder (SUD) and the impacts on DV.

- a. Provide pathways for housing stability for adults with significant MH/SUD/Justice Involvement to include services for offender accountability. Lack of affordable housing in Asheville has an impact on DV.

(High Impact, difficult to achieve goals)

- b. Training for healthcare/mental health/substance abuse providers re: domestic violence (e.g., data collection, inventory of what training already exists vs. what is needed, bringing awareness)

(High Impact, mid-moderate difficulty)





Domestic Violence Fatality Review Team (DVFRT) Findings

Presented by

Paulina Mendez, Kelda Harrison, and
Katherine Watkins

Justice Services Department

February 1, 2022



Buncombe County DVFRT

The mission of the Buncombe County Domestic Violence Fatality Review Team (DVFRT) is to prevent domestic violence (DV) deaths, increase safety for DV victims, and increase accountability for abusers through systems change.

The Buncombe County DVFRT includes a broad cross section of community service providers including health, mental health, social services, law enforcement, courts, school professionals, survivors and other domestic violence service providers who meet quarterly to improve cross-system communication and to review domestic violence homicides that have occurred within the County.

(DVFRTs are defined by the NC General Assembly in Session Laws 2009-52 and 2013-70)



History of DVFRT



- ✓ In 2013, Buncombe County tied with Wake County, a jurisdiction nearly four times its size, for the second highest number of domestic violence (DV) homicides
- ✓ Buncombe County came together to implement a coordinated response to domestic and sexual violence called Buncombe County's Coordinated Community Response (CCR)
- ✓ From the CCR came the Buncombe County Family Justice Center (FJC) and the DVFRT
- ✓ Resolution #2018-06-22
- ✓ In 2020, the first intensive two-day Case Review was completed



Review Timeline



Review Findings

- There is a link between people with disabilities and being victims of abuse and DV
- The person who committed the murder has a consistent history of violence (e.g., knives, threats, strangulation, disregard of people, took possessions of victims, drug addiction, suicidal tendencies, lack of remorse)
- Incarceration did not help prevent him from future crime
- Poverty, race, education, and socio-economic status has a significant impact on resources and opportunities



Review Findings, cont.

- The person who committed the murder has characteristics that were indicative of a batterer (e.g., isolation, disregard, escalation)
- Isolation, through limited phone access, was a Power and Control tool used
- The consequences of the school-to-prison pipeline are significant and early intervention and engagement of youth are important
- There was consistent engagement with the medical sector
- There were numerous system failures for both the victim and offender (e.g., lack of follow through with referrals)



Recommendation #1

The Magistrate Recommendation for Domestic Violence Bond Form should be revised to move “Multiple Domestic Violence warrants by same complainant” as an aggravating factor instead of mitigating factor and to add an option for aggravating factor of isolation/lack of ability to call for help. The form should also be reviewed for additional revisions.

More research is needed to identify best practices.



Recommendation #2

Inter-agency training trauma-informed and DV focused for law enforcement, magistrates, judges, prosecutors, victim-witness assistance personnel, school personnel and social services employees.

- a. Ongoing training for smaller law enforcement agencies: Weaverville, Woodfin, Black Mountain, Biltmore Forest, Montreat



Recommendation #3

Create Workgroups:

- a. **Lethality Assessment Protocol (LAP)** workgroup to increase accountability and accurate use of the protocol
- b. **Courthouse workgroup** to remove barriers to court access and reduce unnecessary court appearances for both civil and criminal courts
- c. **Protocol workgroup** tasked with identifying and educating the team about the current protocols for responding to DV offenders (e.g., bail, the 48-hour hold, and electronic monitoring), to what extent they are implemented, identifying best practices, and considering the possible benefits or drawbacks of additional or alternative protocols.



Recommendation #4

Strengthen efforts/interventions/supports regarding trauma-informed, early childhood/school age program and increase access to services



Recommendation #5

Acknowledge the intersection of poverty, race, mental health (MH) and substance use disorder (SUD) and the impacts on DV.

- a. Provide pathways for housing stability for adults with significant MH/SUD/Justice Involvement to include services for offender accountability. Lack of affordable housing in Asheville has an impact on DV.
- b. Training for healthcare/mental health/substance abuse providers re: domestic violence (e.g., data collection, inventory of what training already exists vs. what is needed, bringing awareness)





Affordable Housing Goals

Presented by

Brownie Newman, Chairman
Amanda Edwards, Commissioner
Parker Sloan, Commissioner



AFFORDABLE HOUSING NEED

1. Families that pay more than 30% of their total income to housing costs are considered “cost burdened.”
2. Bowen Report: 7,349 households in Buncombe County are “severely cost burdened” – paying more than 50% of their total income in housing costs.
3. Bowen Report: Greatest housing need is for affordable rental units, especially efficiency and 1 bedroom units. There is also a significant need for 2 and 3 bedroom units as well.



AFFORDABLE HOUSING GOALS

“Buncombe County will impact 2,800-3,150 affordable housing units by 2030.”

- 1,500-1,850 rental units for households at $\leq$ 80% AMI with an average at $\leq$ 60% AMI across all households. 1200 units should leverage the LIHTC program.
- 400 ownership units for households at $\leq$ 80% AMI
- 500 repair units for households at $\leq$ 80% AMI
- 400 ownership or rental units for households at $>$ 80% to $\leq$ 120% AMI

Category	Rental Need
<30% AMI	1,124
30%-50% AMI	1,044
51%-80% AMI	1,030
Total	3,198

Category	Ownership Need
<80% AMI	845
Total	845

Category	Repair Need
<80% AMI	445
Total	445

Category	80-120% Need
80-120% AMI Rental	904
80-120% AMI Ownership	2,673
Total	3,577



AGENDA

1. Consider potential value of county owned land for affordable housing goals
2. Discuss investment needed to achieve county goals
3. Consider financing scenarios
4. Discuss potential recommendations to the County Commission for policies and strategies to meet goals



COUNTY-OWNED PROPERTY

County Property	# of units	Value of land contribution at \$15K per unit
Coxe Ave	200	\$3M
31 Woodfin*	0	
Valley Street	200	\$3M
Ferry Road	600	\$9M
TOTAL	1000	\$15M

*Scenario assumes development projects move forward on three of the four properties by 2030.

FURTHER CONSIDERATIONS:

- Encourage analysis of other publically-owned lands for affordable housing
- Consider locations throughout the county



INVESTMENT STRATEGIES

Current funding levels provide \$20 million by 2030.

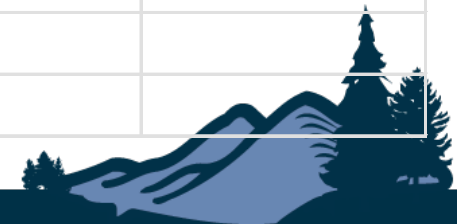
Three key policy and budget options could make the goal potentially possible:

- 1) Increase annual funding from \$2.5 million to \$3.8 million and add annual index of 2.5% per year. This would raise about \$12 million in additional funds
 - 2) Develop 1,000 affordable/ workforce units on Coxe Ave, Woodfin, Valley and Ferry Rd properties. At \$15,000 per unit value – \$15 million contribution of free land.
 - 3) Allocate \$15 million of ARPA funding to affordable housing (around \$7.5 million has already been allocated from round 1) for these projects: Days Inn (\$3 mm), Habitat for Humanity (\$1.6 mm), MHO Lakeshore Apts (\$2.5 mm), Buncombe County Home Repair (\$400,000)
- Potential increase in county investment in affordable housing by 2030: \$42 million
 - Total county investment (current funding levels plus above): \$62 million



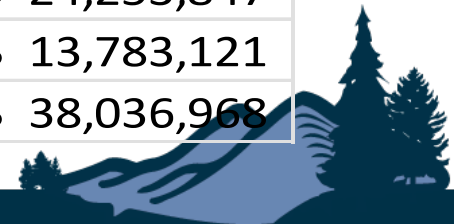
COST TO ACHIEVE OWNERSHIP, 80-120% AMI, REPAIR GOALS

	aff home owner units	investme nper unit w 3% index	Total investment homeowners hip		workforce units	investmen t per unit 3% index	total investment workforce units		home repair units	investment per unit 3% index	total investment home repair
2022	50	\$ 40,000	\$ 2,000,000		50	\$ 17,500	\$ 875,000		50	\$ 4,500	\$ 225,000
2023	50	\$ 41,200	\$ 2,060,000		50	\$ 18,025	\$ 901,250		50	\$ 4,635	\$ 231,750
2024	50	\$ 42,436	\$ 2,121,800		50	\$ 18,566	\$ 928,288		50	\$ 4,774	\$ 238,703
2025	50	\$ 43,709	\$ 2,185,454		50	\$ 19,123	\$ 956,136		50	\$ 4,917	\$ 245,864
2026	50	\$ 45,020	\$ 2,251,018		50	\$ 19,696	\$ 984,820		50	\$ 5,065	\$ 253,239
2027	50	\$ 46,371	\$ 2,318,548		50	\$ 20,287	\$ 1,014,365		50	\$ 5,217	\$ 260,837
2028	50	\$ 47,762	\$ 2,388,105		50	\$ 20,896	\$ 1,044,796		50	\$ 5,373	\$ 268,662
2029	50	\$ 49,195	\$ 2,459,748		50	\$ 21,523	\$ 1,076,140		50	\$ 5,534	\$ 276,722
total	400		\$17,784,672		400		\$ 7,780,794		400	\$ 5,700	\$ 2,000,776
			Total investment				\$ 27,566,242				
			Total number of units				1,200				
			County cost if 50% of total				\$ 13,783,121				



Scenario 1: All tax credits: 50 units 9% project and 138 units 4% project each year

	9% units	investment needed per unit w 3% index	Total investment in 4% units		4% units	9% units w 3% index	Total investment in 9% units
2022	50	\$ 12,500	\$ 625,000		138	\$ 35,000	\$ 4,830,000
2023	50	\$ 12,875	\$ 643,750		138	\$ 36,050	\$ 4,974,900
2024	50	\$ 13,261	\$ 663,063		138	\$ 37,132	\$ 5,124,147
2025	50	\$ 13,659	\$ 682,954		138	\$ 38,245	\$ 5,277,871
2026	50	\$ 14,069	\$ 703,443		138	\$ 39,393	\$ 5,436,208
2027	50	\$ 14,491	\$ 724,546		138	\$ 40,575	\$ 5,599,294
2028	50	\$ 14,926	\$ 746,283		138	\$ 41,792	\$ 5,767,273
2029	50	\$ 15,373	\$ 768,671		138	\$ 43,046	\$ 5,940,291
total	400		\$ 5,557,710		1104		\$ 42,949,983
		Total investment 4% and 9% tax credit units					\$ 48,507,693
		Total number of units					1,504
		County funding for 1500 aff apts if 50% of the total					\$ 24,253,847
		County funding for other housing goals					\$ 13,783,121
		Total county funding to meet all goals					\$ 38,036,968



	9% units	investment per 3% index	Total investment in 9% units w 3% index		apts w no tax credit	3% escalator	total investment in non tax credit units
2022	50	\$ 12,500	\$ 625,000		138	\$144,000	\$ 19,872,000
2023	50	\$ 12,875	\$ 643,750		138	\$148,320	\$ 20,468,160
2024	50	\$ 13,261	\$ 663,063		138	\$152,770	\$ 21,082,205
2025	50	\$ 13,659	\$ 682,954		138	\$157,353	\$ 21,714,671
2026	50	\$ 14,069	\$ 703,443		138	\$162,073	\$ 22,366,111
2027	50	\$ 14,491	\$ 724,546		138	\$166,935	\$ 23,037,094
2028	50	\$ 14,926	\$ 746,283		138	\$171,944	\$ 23,728,207
2029	50	\$ 15,373	\$ 768,671		138	\$177,102	\$ 24,440,053
total	400		\$ 5,557,710		1104		\$ 176,708,502
		Total investment 4% and 9% tax credit units					\$ 182,266,212
		Total number of units					1,504
		County funding if 50% of total					\$ 91,133,106
		County funding for other housing goals					\$ 13,783,121
		Total county funding to meet all goals					\$ 104,916,227

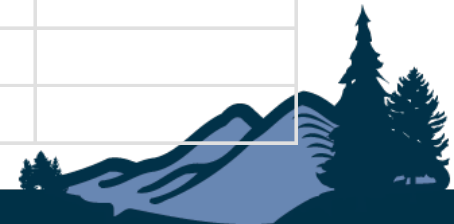


Scenario 3: \$56 million county investment using 80% tax credit/ 20% no tax credit

VOL: February 1, 2022

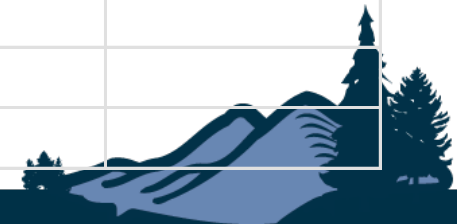
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	9% units	investment per unit w 3% index	Total investment in 9% units		4% units	investment per unit w 3% index	total investment in 4% units		non tax credit units	investment per non tax credit unit w 3% index	total investment in non tax credit units
2022	50	\$ 12,500	\$ 625,000		100	\$ 35,000	\$ 3,500,000		38	\$ 144,000	\$ 5,472,000
2023	50	\$ 12,875	\$ 643,750		100	\$ 36,050	\$ 3,605,000		38	\$ 148,320	\$ 5,636,160
2024	50	\$ 13,261	\$ 663,063		100	\$ 37,132	\$ 3,713,150		38	\$ 152,770	\$ 5,805,245
2025	50	\$ 13,659	\$ 682,954		100	\$ 38,245	\$ 3,824,545		38	\$ 157,353	\$ 5,979,402
2026	50	\$ 14,069	\$ 703,443		100	\$ 39,393	\$ 3,939,281		38	\$ 162,073	\$ 6,158,784
2027	50	\$ 14,491	\$ 724,546		100	\$ 40,575	\$ 4,057,459		38	\$ 166,935	\$ 6,343,548
2028	50	\$ 14,926	\$ 746,283		100	\$ 41,792	\$ 4,179,183		38	\$ 171,944	\$ 6,533,854
2029	50	\$ 15,373	\$ 768,671		100	\$ 43,046	\$ 4,304,559		38	\$ 177,102	\$ 6,729,870
total	400		\$ 5,557,710		800		\$ 31,123,176		304	\$ 182,415	\$48,658,863
			Total investment in all units				\$ 85,339,749				
			Total number of units				1,504				
			County cost if 50% of total				\$ 42,669,875				
			County funding for other housing goals				\$ 13,783,121				
			Total county funding to meet all goals				\$ 56,452,996				



Scenario 4: \$56 million county investment using 90% tax credits

	9% units	investment needed per unit	Total investment		4% units	3% escalator	total investment		no tax credit	3% escalator	total investment
2022	50	\$ 12,500	\$ 625,000		160	\$ 35,000	\$ 5,600,000		23	\$ 144,000	\$ 3,312,000
2023	50	\$ 12,875	\$ 643,750		160	\$ 36,050	\$ 5,768,000		24	\$ 148,320	\$ 3,559,680
2024	50	\$ 13,261	\$ 663,063		160	\$ 37,132	\$ 5,941,040		24	\$ 152,770	\$ 3,666,470
2025	50	\$ 13,659	\$ 682,954		160	\$ 38,245	\$ 6,119,271		24	\$ 157,353	\$ 3,776,465
2026	50	\$ 14,069	\$ 703,443		160	\$ 39,393	\$ 6,302,849		24	\$ 162,073	\$ 3,889,758
2027	50	\$ 14,491	\$ 724,546		160	\$ 40,575	\$ 6,491,935		24	\$ 166,935	\$ 4,006,451
2028	50	\$ 14,926	\$ 746,283		160	\$ 41,792	\$ 6,686,693		24	\$ 171,944	\$ 4,126,645
2029	50	\$ 15,373	\$ 768,671		160	\$ 43,046	\$ 6,887,294		24	\$ 177,102	\$ 4,250,444
total	400		\$ 5,557,710		1280		\$ 49,797,082		191	\$ 182,415	\$30,587,913
			Total community investment				\$ 85,942,705				
			Total number of units				1,871				
			County cost if 50% of total				\$ 42,971,353				
			County funding for other housing goals				\$ 13,783,121				
			Total county funding to meet all goals				\$ 56,754,474				





4% LIHTC Project Comparison

Wake County

Units Type	Target Population	Year
164 New Construction	Family	2021
124 New Construction	Family	2021
228 Rehabilitation	Family	2021
170 New Construction	Family	2021
156 New Construction	Senior	2021
192 New Construction	Family	2021
90 New Construction	Family	2021
132 New Construction	Family	2021
56 New Construction	Senior	2020
164 New Construction	Senior	2020
192 New Construction	Family	2020
154 New Construction	Family	2019
216 New Construction	Family	2019
200 New Construction	Family	2019
120 New Construction	Family	2018
40 Rehabilitation	Senior	2018
120 New Construction	Senior	2018
161 Rehabilitation	Senior	2018
96 New Construction	Senior	2018
96 New Construction	Senior	2018
144 New Construction	Family	2018
120 New Construction	Family	2018
180 New Construction	Family	2018
3,315 Total Units		

Durham County

Units Type	Target Population	Year
110 New Construction	Family	2021
82 New Construction	Family	2021
132 New Construction	Family	2021
168 New Construction	Family	2021
82 New Construction	Family	2020
100 Rehabilitation	Family	2020
168 New Construction	Family	2020
177 Rehabilitation	Senior	2019
80 New Construction	Senior	2019
1,099 Total Units		

New Hanover County

Units Type	Target Population	Year
202 Rehabilitation	Family	2019
202 Total Units		

Buncombe County

Units Type	Target Population	Year
116 Rehabilitation	Senior	2019
116 Total Units		

Orange County

Units Type	Target Population	Year
0 Total Units		



Policy Considerations

- 1) Consideration of endorsing goals of a minimum of 1,500 new affordable apts with a stretch goal of 1,887 units, 400 affordable homeownership units, 400 new workforce units and 500 home repair projects.
- 2) Consider investing at least \$62 million by 2030 to achieve goals through three pathways:
 - Increase annual funding to \$2.5 to \$3.8 million
 - Invest \$15 million of ARPA funds in affordable housing goals (about \$7.5 million already invested)
 - Contribute approximately \$15 million in county owned land to affordable and workforce housing development.
- 3) Consider supporting bringing forward a bond referendum in either 2022 or 2024 for affordable housing. Passage of a bond referendum would assure there are the financial resources in place to meet and expand these goals. However, we should not wait for a bond to commit to the goals.
- 4) Consider a strategy for development of new affordable rental units, support Scenario 4 to optimize the number of new affordable units developed by 2030 while considering projects already in the pipeline and having some future flexibility.



Homeowner Grant Program

As of January 24, 2022

- Inquiries Received= 1989
- Inquiries Approved = 1263
- Inquiries Denied = 726



Denial Analysis

Total Denials	726
Enrolled in other Tax Deferment Program	36%
Failure to provide info/interview	26%
Over income	19%
Applicant withdrew	4%
Only owns personal property	2%
Owned for <5 years	2%
Other	11%



Homeowner Grant Program

Data from January 24, 2022

Organization	Total Approved	Allocated Funds	Municipality Spending	Total County Portion	Combined Total Paid Out
Asheville	453	\$150,000	\$90,600	\$135,900	\$226,500
Woodfin	52	\$15,000	\$10,400	\$15,600	\$26,000
Buncombe County	758	\$450,000	N/A	\$227,400	\$378,900
Totals	1263	\$615,000	\$101,000	\$378,900	\$479,900



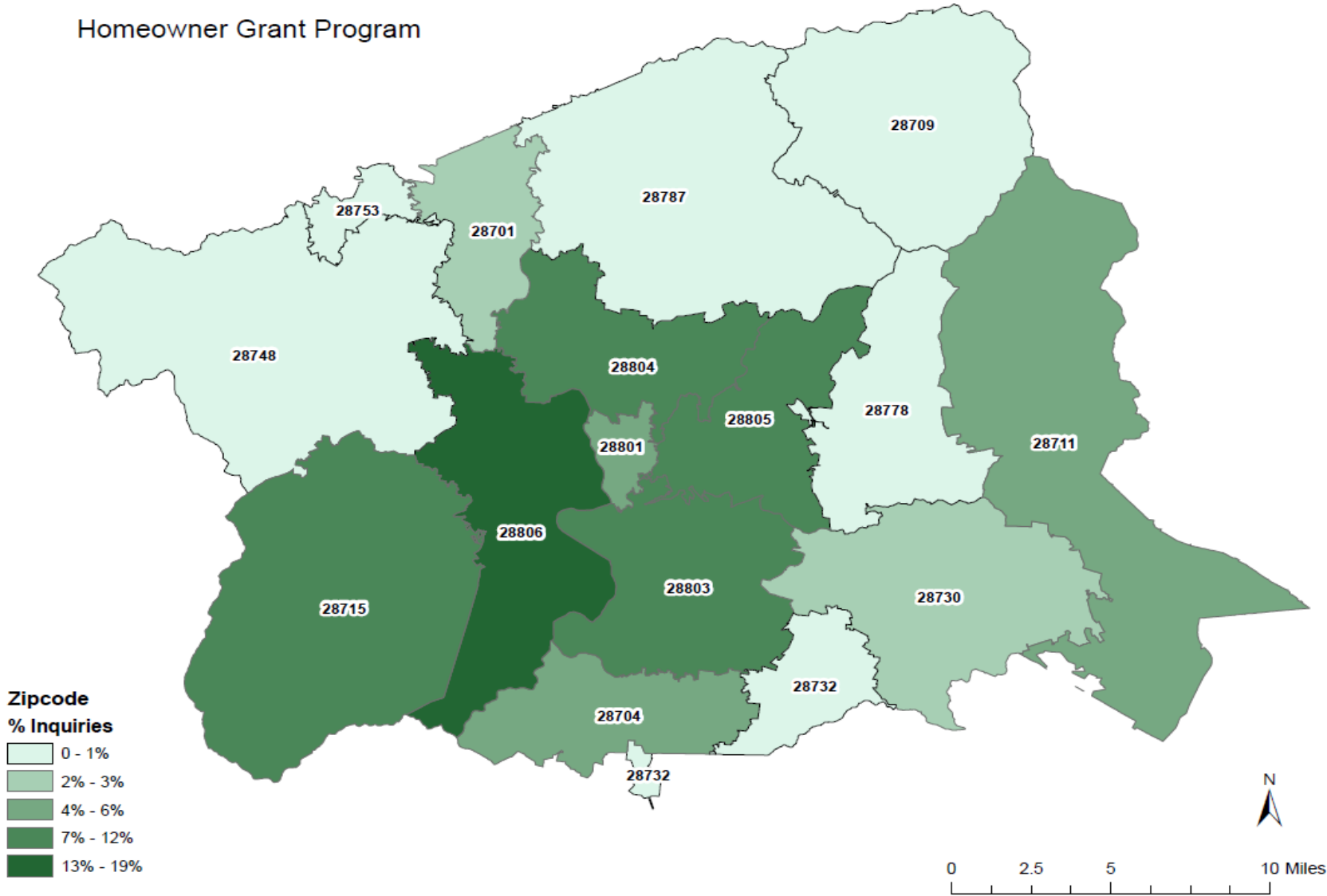
Inquiries by Race

	Inquiries rec'd by race	County Population
Black	7%	6%
White	62%	80%
Prefer not to report/blank	29%	
Hisp/Latino	0.45%	8%
More than 2 races	0.30%	
Other	1%	6%
	100%	100%



Inquiries by Zip Code

Homeowner Grant Program



Successes

- Start up of a new county program
- Was able to meet all deadlines established
- Provided assistance 1263 families/individuals this year
- County communications did an excellent job with outreach as evidenced by the number of inquiries received
 - Flyer went out with tax bills
 - Used county web site for outreach and applications
- IT did an outstanding job getting us up and running with a short turnaround



Recommendations/Options for Program in FY 23

- Consider a liquid resource limit, such as \$10,000
 - Liquid resources would be cash on hand, checking and savings accounts, anything that be converted to cash within 5 days
- Begin accepting applications earlier, close earlier?
 - \$291,321 paid for property tax \$188,579 paid to insurance, mortgage
- Make minor tweaks to policy to address issues that came up this year
 - Address multiple owners, multiple incomes, multiple properties
 - How to deal with mobile homes and property that is not owned by homeowner





Buncombe County Board of Commissioners

Request for Board Action

Meeting Date: February 1, 2022

New Business

Presenter(s):

John Hudson, Budget

Requesting Department: Health and Human Services

Budget Amendment Item: NC PRO ERA Grant

Contact(s): Phillip Hardin, Economic Services Division Director

Subject: NC PRO ERA Grant

Brief Summary:

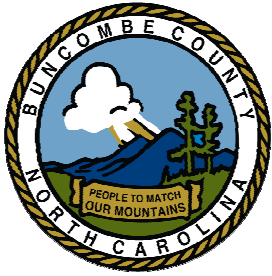
Additional funding in the amount of \$2,285,273 has been received from the state's allocation of ERA 1 to be used following the same guidelines as ERA 1 on Rent and Utility payments. The Administrative cost allowed for the NC PRO ERA grant is 5% of the award. The allowable administrative budget would support three IM Caseworkers (current Buncombe County Economic Services staff) and two temporary grant positions in HHS Finance for 3.7 months to distribute this portion of ERA funding. The HHS Housing Assistance Grant Finance temp staff is currently hired and funded from the direct Federal award of ERA 1. After the distribution of ERA 1, HHS will then begin distributing the NC PRO ERA funding.

Recommended Motion & Requested Action:

Approve budget amendment

County Manager's Comments & Recommendation:

County Manager recommends as presented



ORDINANCE #22-02-05

BUNCOMBE COUNTY, NORTH CAROLINA
Grant Projects Ordinance

BOARD MEETING DATE: February 1, 2022

WHEREAS, the Budget Director recommends and the Board now desires to amend the FY2021-2022 Grants Projects outlined below in Exhibit "A" to the budget, NOW THEREFORE,

BE IT ORDAINED by the Board of Commissioners for the County of Buncombe as follows:

1. That the FY 2021-2022 amendments listed in Exhibit A below be hereby adopted.
2. That this ordinance shall be effective upon adoption.

ADOPTED this 1st day of February, 2022.

Granting Agency:	NC Pandemic Recovery Office
Grant Name:	NC PRO ERA Grant

Project Description: Additional funding in the amount of \$2,285,273 has been received from the state's allocation of ERA 1 to be used following the same guidelines as ERA 1 on Rent and Utility payments. The Administrative cost allowed for the NC PRO ERA grant is 5% of the award. The allowable administrative budget would support three IM Caseworkers (current Buncombe County Economic Services staff) and two temporary grant positions in HHS Finance for 3.7 months to distribute this portion of ERA funding. The HHS Housing Assistance Grant Finance temp staff is currently hired and funded from the direct Federal award of ERA 1. After the distribution of ERA 1, HHS will then begin distributing the NC PRO ERA funding.

Funding Source: North Carolina Pandemic Recovery Office (NCPRO), an agency of the Office of State Budget and Management ("OSBM"), was designated by OSBM to accept and administer funds from the federal COVID-19 pandemic relief funds under the Consolidated Appropriations Act, 2021, federal award number ERA0019 awarded to the State of North Carolina by the U.S. Department of the Treasury.

Exhibit A: Account Description	Increase (Decrease)	
	Revenues	Expenditures
Grant Revenue	\$ 2,285,273	
Salaries and Benefits		\$ 114,263
Emergency Rental Assistance Expenditures		\$ 2,171,010
TOTAL	\$ 2,285,273	\$ 2,285,273

ATTEST:


Clerk to the Board

**BOARD OF COMMISSIONERS FOR
THE COUNTY OF BUNCOMBE:**

By: 
Chairman of the Board



Emergency Housing Assistance Update

Presented by



Emergency Housing Assistance

data from January 25, 2022

Program	Program Description/Limitations	Total Funding Available	Spending
ERA 1	Up to 12 months of assistance	\$7,099,089	\$7,024,521 (COMPLETE)
ERA 1- State Allocation	Up to 12 months of assistance, deadline is Sept. 30, 2022	\$2,171,101	\$0 (Pending approval)
ERA 2	Up to 18 months of assistance, deadline Sept. 30, 2025	\$5,298,386	\$1,271,381
CDBG	6 months of assistance, mortgages, deadline Feb 2024	\$824,700	\$166,286
TOTAL		\$15,393,276	\$8,462,188



Emergency Housing Assistance

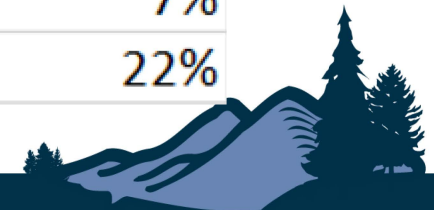
data from January 25, 2022

Program	Program Description/Limitations	# of Residents Served
ERA 1	Up to 12 months of assistance	2,660
ERA 2	Up to 18 months of assistance, deadline Sept. 30, 2025	472
CDBG	6 months of assistance, mortgages, deadline Feb 2024	74
TOTAL		3,206



Inquiries by Zip Code

28701	Alexander	>1%
28704	Arden	13%
28709	Barnardville	1%
28711	Blk Mtn	3%
28715	Candler	7%
28730	Fairview	1%
28732	Fletcher	1%
28748	Leicester	3%
28776	Skyland	>1%
28778	Swannanoa	3%
28787	Weaverville	3%
28801	Asheville	12%
28803	Asheville	13%
28804	Asheville	5%
28805	Asheville	7%
28806	Asheville	22%



Inquiries by Race

Black	32%
White	48%
Prefer not to report	9%
Hisp/Latino	3%
More than 2 races	2%
Other	1%





Buncombe County Board of Commissioners

Request for Board Action

Meeting Date: 2/1/2022

New Business

Requesting Department:

Health and Human Services

Presenter(s):

John Hudson, Budget

Contact(s):

Phillip Hardin, Economic Services Division Director

Subject:

Additional funding for Low-Income Energy Assistance

Brief Summary:

The Low-Income Energy Assistance Program is a seasonal program that provides for a one-time vendor payment to help eligible households pay their heating bills. NC DHHS is providing funding from two sources to the County for a total of \$1,887,432. All funds will be disbursed through Eblen Charities.

NC DHHS is allocating \$217,512 in regular federal funding (\$214,290 for payments and \$3,222 for the administration of the program) for eligible households to pay their heating bills.

NC DHHS is also distributing \$1,669,920 in ARPA funds for an automatically authorized payment for households with children age 0-10 that are receiving FNS and received LIEAP last Fiscal Year 2020-2021 (\$1,483,989 for direct payments and \$185,931 for the administration of the program). Automatically authorized payments will be generated based on the households primary heating source. Households will receive \$300 for wood, \$400 for gas and \$500 for electric.

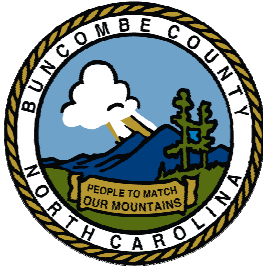
Recommended Motion & Requested Action:

Approve budget amendment

County Manager's Comments & Recommendation:

County Manager recommends as presented

ORDINANCE #22-02-06



BUNCOMBE COUNTY, NORTH CAROLINA
General Fund

BOARD MEETING DATE: February 1, 2022

WHEREAS, the Budget Director recommends and the Board now desires to amend the FY2021-2022 General Fund as outlined below in Exhibit "A" to the budget, NOW THEREFORE,

BE IT ORDAINED by the Board of Commissioners for the County of Buncombe as follows:

1. That the FY 2021-2022 amendments listed in Exhibit A below be hereby adopted.
2. That this ordinance shall be effective upon adoption.

ADOPTED this 1st day of February, 2022

Requesting Department: Health and Human Services
Budget Amendment Item: Additional funding for Low-Income Energy Assistance (LIEAP)

The Low-Income Energy Assistance Program is a seasonal program that provides for a one-time vendor payment to help eligible households pay their heating bills. NC DHHS is providing funding from two sources to the County for a total of \$1,887,432. All funds will be disbursed through Eblen Charities.

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Funding Source: U.S. Department of Health and Human Services through NC DHHS

Exhibit A: Account Description	Increase (Decrease)	
	Revenues	Expenditures
Direct Assistance - Restricted Intergovernmental	\$ 1,698,279	
Social Services - Restricted Intergovernmental	\$ 189,153	
Direct Assistance - Program Support		\$ 1,698,279
Social Services - Program Support		\$ 189,153
TOTAL	\$ 1,887,432	\$ 1,887,432

ATTEST:


Clerk to the Board

**BOARD OF COMMISSIONERS FOR
THE COUNTY OF BUNCOMBE:**

By: 
Chairman of the Board



Buncombe County Board of Commissioners

Request for Board Action

Meeting Date: 2/1/2022

New Business

Department:

Budget

Presenter(s):

John Hudson, Budget

Contact(s):

Jennifer Barnette, Budget

John Hudson, Budget

Subject:

Additional Education Appropriation Related to FY2022 State Budget

Brief Summary:

Commissioners agreed to revisit the salary needs of the schools upon the passage of the state budget. Governor Cooper signed the budget on November 18th with the schools providing their refined request in January. Buncombe County Schools provided a request of an additional \$1,641,878 to meet salary needs. Buncombe County Schools also requested \$733,517 for Property Insurance increase (\$345,276) and Utility Rate increases (\$388,241). The County Manager is recommending only the salary request as agreed upon at this time.

Asheville City Schools	16.21% of ADM	\$317,637
Buncombe County Schools	83.79% of ADM	\$1,641,878

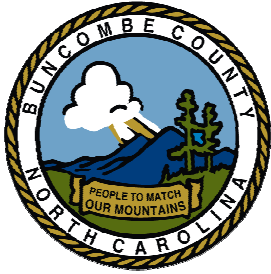
Recommended Motion & Requested Action:

Approve budget amendment

County Manager's Comments & Recommendation:

County Manager recommends as presented

ORDINANCE #22-02-07



BUNCOMBE COUNTY, NORTH CAROLINA
General Fund

BOARD MEETING DATE: February 1, 2022

WHEREAS, the Budget Director recommends and the Board now desires to amend the FY2021-2022 General Fund as outlined below in Exhibit "A" to the budget,
NOW THEREFORE,

BE IT ORDAINED by the Board of Commissioners for the County of Buncombe as follows:

1. That the FY2021-2022 amendments listed in Exhibit A below be hereby adopted.
2. That this ordinance shall be effective upon adoption.

ADOPTED this 1st day of February, 2022.

Requesting Department: Budget

Budget Amendment Item: Additional Education Appropriation Related to FY2022 State Budget

Description: Commissioners agreed to revisit the salary needs of the schools upon the passage of the state budget. Governor Cooper signed the budget on November 18th with the schools providing their refined request in January. Buncombe County Schools provided a request of an additional \$1,641,878 to meet salary needs. Buncombe County Schools also requested \$733,517 for Property Insurance increase (\$345,276) and Utility Rate increases (\$388,241). The County Manager is recommending only the salary request as agreed upon at this time.

Asheville City Schools	16.21% of ADM	\$317,637
Buncombe County Schools	83.79% of ADM	\$1,641,878

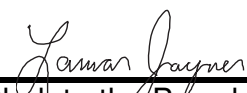
Funding Source:

Appropriated Fund Balance

Exhibit A: Account Description	Increase (Decrease)	
	Revenues	Expenditures
Appropriated Fund Balance Education	\$ 1,959,515	\$ 1,959,515
TOTAL	\$ 1,959,515	\$ 1,959,515

ATTEST:

**BOARD OF COMMISSIONERS FOR
THE COUNTY OF BUNCOMBE:**


Clerk to the Board

By: 
Chairman of the Board



Buncombe County Board of Commissioners

Request for Board Action

Meeting Date: 2/1/2022

New Business

Department: Affordable Housing Committee **Presenter(s):** Brownie Newman

Contact(s): Rachael Nygaard, Strategic Partnerships Director

Subject: COVID Recovery Fund Award

Brief Summary:

Buncombe County has been awarded a total of \$50,733,290 in Coronavirus State and Local Fiscal Recovery Funds ("Recovery Fund") via the American Rescue Plan Act to invest toward recovery from COVID-19 and its negative economic impacts.

Following a Request for Proposals (RFP) process, Commissioners have approved awards to date totaling \$22,344,499 with an intent to make additional awards on a rolling basis.

On February 1, 2022 members of Buncombe County's Affordable Housing Committee plan to make a request to the County Commissioners to award a grant of \$749,000 to Haywood Street Community Development for the development of affordable housing.

If approved by the Commission, the transfer of the funding will be conditioned on the completion of further project due diligence, including confirmation that all zoning and necessary permits have been secured and that all financing commitments necessary to build and operate the project are in place.

Recommended Motion & Requested Action:

Consider approval of COVID Recovery Funding award of \$749,000 for affordable housing development

Increase Stock of Deeply Affordable Housing

*RFP for Coronavirus State and Local Fiscal
Recovery Funds*

Haywood Street Community Development

Laura Kirby
PO Box 2982
Asheville, NC 28802

hscd@haywoodstreet.org
O: 828-575-2477
M: 828-545-8076
F: 828-575-2478

Laura Kirby

PO Box 2982
Asheville, NC 28802

hscd@haywoodstreet.org
O: 828-575-2477
M: 828-545-8076

Application Form

Question Group

Buncombe County requests proposals for projects to help the community recover from and respond to COVID-19 and its negative economic impacts.

Buncombe County has been awarded \$50,733,290 in Coronavirus State and Local Fiscal Recovery Funds (Recovery Funding)i, as part of the American Rescue Plan Act. This infusion of federal resources is intended to help turn the tide on the pandemic, address its economic fallout, and lay the foundation for a strong and equitable recovery.

Buncombe County is committed to investing these funds in projects that:

- Align to county strategic plan and community priorities
- Support equitable outcomes for most impacted populations
- Leverage and align with other governmental funding sources
- Make best use of this one-time infusion of resources
- Have a lasting impact

Proposals shall be submitted in accordance with the terms and conditions of this RFP and any addenda issued hereto.

[Click here for the full terms and conditions of the RFP](#)

Coronavirus State and Local Fiscal Recovery Funds*

Name of Project.

Increase Stock of Deeply Affordable Housing

Amount of Funds Requested*

\$2,000,000.00

Recovery Fund Eligible Category*

Please select one:

Services for disproportionately impacted communities

Brief Project Description*

Provide a short summary of your proposed project.

Haywood Street Community Development (HSCD) proposes construction of a new apartment complex within the city of Asheville to contain between 40-45 affordable rental housing units. The site for development is a 0.89 acre lot within walking distance of Haywood Street Congregation (HSC), a sister organization that formed HSCD as a new NC nonprofit corporation in 2020 for the purpose of developing high

quality, deeply affordable housing. The project is backed by the city of Asheville, which has awarded HSCD a grant of \$71,000 to pay for due diligence work on the site and provide earnest money towards the purchase of the land. The 40-45 units will be a mix of 1, 2 and 3 bedroom apartments, all affordable to individuals with incomes at or below 80% of the area median income (AMI). More than half the total units will be affordable to residents with incomes at or below 60% of AMI, and some will be affordable to residents with incomes at or below 20% AMI.

Project Plan*

Explain how the project will be structured and implemented, including timeframe.

Due diligence work on the proposed site -- geotechnical engineering, surveying, civil engineering, preliminary site plans and preliminary development plans -- is expected to be completed on or around November 1, 2021.

HSCD has been invited to submit a funding request to the city of Asheville for \$2.55 million as soon as site viability is assured, to include \$1.25 million for the purchase of the land and \$1.3 million for remaining due diligence work and construction. The total amount needed for development and construction costs cannot be known until due diligence work is completed, but an estimate based on a similar project planned by HSCD for a site on Asheland Avenue is \$7.8 million.

Remaining funding for this new project is expected to include a \$2 million grant from Dogwood Health Trust; \$2 million in conventional debt; and \$425,000 in private donations. With successful fundraising, construction could begin as early as December 2021 and is expected to take approximately one year.

During the construction period HSCD will continue its work to develop agreements for on-site services with community partner organizations and prepare an initial set of property management policies, procedures and screening guidelines to ensure compliance with the Fair Housing Act and other relevant legislation while upholding the organization's unique mission and vision. HSCD shares a common philosophy with HSC that includes preferential treatment for the poor and a deeply held belief in each individual's intrinsic worth. In that spirit, all HSCD projects will be constructed with premium materials such as stainless-steel appliances, luxury vinyl tile flooring, granite countertops, 9-foot ceilings and private balconies.

The proposed project will contain between 40-45 units that are affordable in perpetuity. The desired mix of affordability ranges is: 48% of units for residents with incomes at or below 80% AMI; 20% of units for those with incomes at or below 60% AMI; and 32% of units for residents with incomes at or below 20% of AMI. This far exceeds the city's 20/60/20 goal (20% affordable units, 60% AMI, for 20 years).

The project will be primarily voucher-based, with residents referred by the Asheville Housing Authority. The federal housing voucher program provides a type of payment that low income individuals can use to pay for rent in the private market. Currently, the number of landlords in Buncombe County who will accept vouchers is extremely limited. Many low income residents are unable to use their vouchers before they expire.

HSCD plans to use ground floor flex space in the proposed building to partner with other nonprofits. Possibilities include a pantry operated by Manna Food Bank, Homeward Bound case management or Pisgah Legal Services volunteer attorneys on-site, health/wellness and recovery programming. Between 3,000 - 4,000 square feet of community space will be included in the design for the ground floor level of the apartment complex.

Statement of Need*

Describe the need that this project will address. Include data to demonstrate the need, and cite the source of the data.

The Bowen Report, a Regional Housing Needs Assessment commissioned by county leaders in 2019, found that nearly half of Buncombe County's residents were cost-burdened, meaning more than 30% of their income was being spent on housing. Almost 20% were severely cost-burdened, with more than 50% of earnings earmarked for housing. In the rental market, the regional gap for very low-income housing (< \$500 / month rent) was recognized to be higher than for any other income segment. According to the Bowen Report, 2,039 deeply affordable units would be needed to fill this gap.

According to wage and rent statistics compiled by Thrive Asheville, a family must earn \$50,200 per year to afford a modest two bedroom apartment locally. Average annual salaries for many service industry workers in Buncombe County are well below that amount (i.e., Food Prep & Service average \$21,687; Nursing Assistant average \$26,894; Elementary School Teacher average \$40,724).

The gap between the need and supply of affordable housing in Buncombe County remains wide. With housing insecurity recognized as one of the leading social determinants of health, this problem represents a significant threat to the health and well-being of the county's residents.

Link to COVID-19*

Identify a health or economic harm resulting from or exacerbated by the public health emergency, describe the nature and extent of that harm, and explain how the use of this funding would address such harm.

In addition to more than 13,500 lives lost, Buncombe County experienced record high unemployment rates and a spike in the number of residents seeking help from its health and social services resource and referral network during the pandemic. In the first six months of the pandemic, United Way's 2-1-1 team members responded to 111,000 calls, compared to 121,000 calls in all of 2019. The county's unemployment rate was 7.4% in September 2020, compared to 2.6% the prior year. The economic impact of COVID on county residents has been significant, making the need to solve the county's affordable housing crisis even more urgent.

While homelessness overall remained mostly unchanged in Buncombe County from 2020 to 2021, the pandemic caused an increase in the severity of homelessness. The number of chronically homeless individuals increased, as well as the number of unsheltered homeless individuals (City of Asheville, Point in Time Count data). These trends are troubling because the evidence is clear that the longer someone remains homeless, the poorer their long-term health and economic outcomes are likely to be (National Alliance to End Homelessness).

Population Served*

Define the population to be served by this project, including volume and demographic characteristics of those served.

With a mix of 1, 2 and 3 bedroom apartments, this project will accommodate as many as 65 individuals. All residents will have incomes at or below 80% of the Area Median Income. For example, in 2020, an individual who lived alone making anything less than \$37,200 per year would be eligible to live at this property at a reduced rent, and a family of four making anything less than \$53,100 could also live there paying reduced rent. Some units will be reserved for people making extremely low incomes (\$9,300 or less per year for individuals). Priority will be given to Housing Choice Voucher holders.

Results*

Describe the proposed impact of the project. List at least 3 performance measures that will be tracked and reported. If possible, include baselines and goals for each performance measure.

Measurable results include:

1. Asheville's stock of affordable housing will increase by 40-45 new rental units by February 1, 2023.
2. 95% of new units will be occupied by low income renters by March 1, 2023.
3. On-site services will be provided by 3 or more health and human services providers in the building's ground floor community space by April 1, 2023.

Our long-term vision includes multiple housing developments in Asheville and Buncombe County, to help meet the significant gap in deeply affordable housing, particularly for residents with very low or no income.

Evaluation*

Describe the data collection, analysis, and quality assurance measures you will use to assure ongoing, effective tracking of contract requirements and outcomes.

Construction progress will be monitored according to a detailed timeline developed following the due diligence period.

Quarterly reports will document progress towards completion.

When construction is complete, occupancy rate will be calculated monthly.

A log will be kept documenting services offered onsite by community partners.

Equity Impact*

How will this effort help build toward a just, equitable, and sustainable COVID-19 recovery? How are the root causes and/or disproportionate impacts of inequities addressed?

By setting aside units for individuals with extremely and very low incomes, this project by its very nature seeks to restore equity and reduce disparities among Buncombe County residents. Additional diversity goals for the project are that: 5% of the apartments will be occupied by households with individuals who are elderly (age 60+); 10% of apartments will be occupied by households with individuals who are disabled; 10% of apartments will be occupied by individuals who are hard to house; and 10% of apartments will be occupied by individuals who are formerly homeless. We have been researching tenant screening tools that can prioritize historically marginalized populations that often have difficulty finding safe and stable housing -- for example, formerly incarcerated individuals or those with bad credit -- while maintaining compliance with the Fair Housing Act.

Project Partners*

Identify any subcontractors you intend to use for the proposed scope of work. For each subcontractor listed, indicate:

- 1.) What products and/or services are to be supplied by that subcontractor and;

2.) What percentage of the overall scope of work that subcontractor will perform.

Also, list non-funded key partners critical to project.

Contracted partners and budgeted amounts for the first phase of due diligence work include Gentry Geotechnical (\$4,200); Brooks Engineering Associates (\$20,250); Plageman Architecture (\$20,920); Singleton Environmental (\$2,200); and Griffin Realty and Construction Enterprises.

Key funding partners include the city of Asheville and Dogwood Health Trust.

Onsite health and human services partners are to be determined but may include: Pisgah Legal Services, Manna Food Bank, On-Track Financial Education and Counseling, Appalachian Mountain Community Health Services, MAHEC, Sunrise Community for Recovery & Wellness, WNCCHS, and other already well-established partners of HSC.

Capacity*

Describe the background, experience, and capabilities of your organization or department as it relates to capacity for delivering the proposed project and managing federal funds.

HSCD is a NC nonprofit corporation formed in 2020. Although relatively new, the organization shares a history with Haywood Street Congregation, a thriving urban ministry operating in Asheville since 2009 and affiliated with the United Methodist Church. HSC operates several substantial programs with a proven track record of success. In 2020, 50,000+ free Downtown Welcome Table meals were served and 2,056 "bed days" of medical respite care were provided by Haywood Street Respite. HSC manages a \$1.2 million operating budget and consistently maintains 4-6 months of cash reserves.

Recognizing affordable housing as an upstream solution to many of the challenges it was addressing, the HSC board of directors began to explore affordable housing as a new program focus area in 2016. Early work included researching best practices for "hard to house" populations and seeking legal guidance on organizational structure. In 2020 a governing board was formed and Articles of Incorporation were filed to establish HSCD. In May of 2021, HSCD's application for tax exempt status was approved by the IRS.

HSCD Board members bring a wealth of expertise and experience in affordable housing development. Current members include Leslie Anderson of Leslie Anderson Consulting (Chair); Holly Jones, former city councilwoman and Buncombe County Commissioner (Executive Committee); Teresa Stephens, Affordable Communities Director of Givens Communities; and Jim Barrett, Executive Director of Pisgah Legal Services. Some board members have first-hand experience with housing insecurity and others possess relevant skills such as federal grants management or professional experience administering federal Low Income Tax Credit projects. The 18-member board is active and engaged and attendance at monthly meetings is strong.

HSCD has selected an experienced and highly qualified construction and development team to manage this project. Please see attached statement of qualifications.

Budget*

Provide a detailed project budget including all proposed project revenues and expenditures, including explanations and methodology. For all revenue sources, list the funder and denote whether funds are confirmed or pending. For project expenses, denote all capital vs. operating costs, and reflect which specific expenses are proposed to be funded with one-time Buncombe County Recovery Funds.

Download a copy of the budget form [HERE](#). Complete the form, and upload it using the button below.

Recovery-Funds-budget-HSCD.xlsx

Special Considerations*

Provide any other information that might assist the County in its selection.

StatementofQualitfications (1).pdf

Please see attached statement of qualifications for the development and construction team.

File Attachment Summary

Applicant File Uploads

- Recovery-Funds-budget-HSCD.xlsx
- StatementofQualitfications (1).pdf

VOL: February 1, 2022
Page103

Proposed Project Revenue Funder	Amount	Confirmed or Pending?	Notes
Proposed Buncombe COVID Recovery Funds	\$ 2,000,000.00	Pending	
City of Asheville	\$ 2,621,000.00	\$71,000 Committed; \$2,550,000 Pending	
Dogwood Health Trust	\$ 2,000,000.00	Committed	
Private Donors	\$ 425,722.00	Pending	
Conventional Bank Loan	\$ 2,000,000.00	Pending	
List other sources here			
List other sources here			
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List other sources here			
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List other sources here			
Total	\$ 9,046,722.00		

[illegible]

List expenses here			\$	-		VOL: February 1, 2022
List expenses here			\$	-		Page104
Total			\$	9,046,722.00		

The Development Team

The development team has over 100 years of combined real estate construction, development, finance and operational experience. The developer and general contractor will be Griffin Realty and Construction Enterprises, Inc. (GRACE, Inc.). Individual team member profiles follow:

William Ward Griffin | President

Mr. Griffin plays an active role in the identification and analysis of potential investment opportunities but has primary responsibility for the development and construction of each project. He has over 20 years of industry experience and involvement in over 500 transactions. Mr. Griffin's past experience in brokerage, development, investment sales, lending and construction give him the needed insight to communicate with and effectively direct GRACE's multiple trade partners operating in the field. His career began in Charlotte, NC with Trammell Crow & Company, a global commercial real estate and development company. This was followed by several years with a regional mortgage brokerage company. Mr. Griffin founded GRACE in 2004. GRACE is an unlimited licensed general contractor and real estate brokerage firm. GRACE has executed a multitude of residential, commercial and multifamily construction and development projects in Western North Carolina. In the past three years GRACE has delivered over 450,000 square feet of multifamily product. Through his experience Mr. Griffin has acquired the skills necessary to meet the needs and expectations of large institutional investors and end users alike. Mr. Griffin attended The Asheville School, graduated from Wake Forest University with a degree in Analytical Finance and Accounting, and holds an MBA from UNC-Charlotte with a focus in Finance. He is a fourth generation Asheville native.

Rod Hubbard | Partner

Mr. Hubbard has been active in real estate development and investment since 1995. Notable projects include the redevelopment of the Kress Building in downtown Asheville as well as the development of the Grove at Appledorn, and Brickton Village. The Kress is a six story building constructed in 1927 to house the Kress Variety Store. Mr. Hubbard acquired the building in 1996 and initially renovated the ground floor and basement for retail use. Subsequently the upper floors were converted into 21 residential condominiums. During the process of redeveloping the Kress Building, Mr. Hubbard became acutely aware of the need for affordable housing. Mr. Hubbard's second major project, The Grove at Appledorn, was intended to address a need for affordable housing in the City of Asheville. The Grove at Appledorn is a 168-unit residential condominium community located three miles south of downtown Asheville. The project was developed in two phases and sold out all 168 units in two years (the initial phase was 100% sold prior to the commencement of construction). Initial unit pricing ranged from \$69,000 to \$130,000. The success of the Grove led Mr. Hubbard to his second affordable project, Brickton Village, in the Town of Fletcher. Mr. Hubbard has made a commitment to developing well-conceived, constructed, and affordable housing in Western North Carolina.

Bill Arndt | Vice President/Project Manager

Mr. Arndt takes an active role in the planning of new projects. He is in charge of budgeting for both the civil and vertical construction as well as executing the construction once a contract has been awarded. Mr. Arndt began his career as a project manager with Bostic Brothers construction and later moved to Blue Ridge General Contractors. He spent 13 years as a project manager and later vice president with Blue Ridge. During his career Mr. Arndt has built 4,000 multifamily and single family units as well as developed over 200 single family lots. His depth of construction and development knowledge is a key factor in the assurance that contracted projects are executed successfully. He has a degree in Construction Management from Appalachian State University.

Ken Etterman | Redfish Capital Advisors

Mr. Etterman has been actively involved in real estate finance and development since 1990. He began his career in commercial banking which included roles in commercial real estate finance with Bank of America and Wachovia Bank (now Wells Fargo). Mr. Etterman left Wachovia in 2006 to found Redfish Capital Advisors, a real estate finance and development consulting firm serving real estate developers, operators and investors. Since forming Redfish Advisors, Mr. Etterman has been active in underwriting new development opportunities and has raised over \$1 billion in capital for multifamily housing communities throughout the country. Through Redfish Capital Advisors, Mr. Etterman was involved in the growth of Campus Crest Communities, advising on the company's 2010 IPO and taking a lead role in both project level and corporate debt strategies. Mr. Etterman earned a BS in Finance from Florida State University and an MBA from Western Carolina University. He is a licensed North Carolina real estate broker and holds the CCIM designation.

John Plageman | Plageman Architecture

Rooted deeply in his past as a stone mason, his approach to designing buildings is crafted and tailored for each client. "Architecture is more about relationships and understanding the client's vision and needs than just producing buildings." Mr. Plageman was awarded his Masters Degree in Architecture from UNC Charlotte. Mr. Plageman has also managed the development of over \$150mm in multifamily communities in the Carolinas while working for a national REIT firm. When John is not working on projects he is spending time with his wife and three energetic kids. John enjoys playing blues guitar, basketball, fishing and running.

John Kinnaird | Brooks Engineering

Mr. Kinnaird has 15 years of civil engineering and land planning experience. This experience includes all phases of development including due diligence, branding, marketing, project theming, land planning, amenity planning, engineering and construction administration. Mr. Kinnaird has overseen projects ranging from mixed-use and multifamily developments to mountain and lake resort communities for some of the finest developers in the world. He has a B.S. in Civil Engineering from the Georgia Institute of Technology in Atlanta, GA

Haywood Street Affordable Housing Proposal

Property is .86 acres on Haywood Rd near downtown. Walking distance to numerous jobs and services.

45 apartments affordable to residents ranging from 30% - 80% Area Median Income.

Helps reduce gap in need for more apartments that accommodate voucher holders.

Other financial partners include the City of Asheville and Dogwood Trust.



Other affordable housing projects funded through ARPA

- Days Inn – 85 permanent supportive housing units in East Asheville.
- Lakeshore Drive – 120 affordable apartments in Arden
- Habitat for Humanity – 43 homeownership units in Arden and West Buncombe.
- Emergency Home Repair – countywide
- \$7,545,231 committed to date.



Recommendation from members of the Affordable Housing
Subcommittee:

Investment of \$749,000 of ARPA funding for construction of the project. Funds to be allocated as a grant, which reduces longer term administrative burden and best harmonizes with other project financing sources.

Further due diligence to be completed prior to final award of funding to assure the project can be successfully constructed and operated as intended. No county funds should be allocated until the project has been de-risked and is fully shovel ready.

Request for county manager to work with staff to draft a contract consistent with this direction.