

Board of Commissioners' Agenda

January 19, 2021

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

Due to the COVID-19 pandemic, no public attendance will be permitted. The public will be able to watch the meeting via Facebook Live @Buncombegov.

Public Comment is taken at the beginning of the meeting.

Public Comment process has changed for General Public Comments and Public Hearing Comments. Please click [here](#) for details and instructions.

Call To Order [▲top](#)

Discussion / Adjustment / Approval To Follow Agenda [▲top](#)

Consent Agenda [▲top](#)

- [Approval of January 5, 2021 Special Meeting Minutes](#)
- [Approval of January 5, 2021 Briefing Minutes](#)
- [Approval of January 5, 2021 Regular Meeting Minutes](#)
- [Budget Amendment for Library Infrastructure Project](#)
 - [Ordinances](#)
- [Budget Amendment for Center for Tech & Civic Life Grant](#)
 - [Ordinance](#)

Public Comment [▲top](#)

Public Comment process has changed for General Public Comments and Public Hearing Comments. Please click [here](#) for details and instructions.

Good News [▲top](#)

Presentations [▲top](#)

- [Land of Sky Regional Council](#)
 - [More Information](#)
- [Board of Equalization and Review](#)
 - [More Information](#)
- [Financial Quarterly Report](#)
 - [Report](#)
 - [More Information](#)
- Emergency Paid Sick Leave
 - [Policy](#)
 - [More Information](#)

Public Hearings

[▲top](#)

County Manager's Report

[▲top](#)

Old Business

[▲top](#)

New Business [▲top](#)

- COVID-19 Discussion
 - [Budgetary Contingency for Emergency Funding for Increased COVID-19 Vaccine Support](#)
 - [Ordinance](#)
 - [More information](#)
- [Intergovernmental Agreement for 911 – Town of Black Mountain and Town of Montreat Consolidation](#)
 - Town of Black Mountain
 - [Resolution](#)
 - [Agreement](#)
 - Town of Montreat
 - [Resolution](#)
 - [Agreement](#)
 - [More Information](#)

- [Budget Amendment for CARES Funding for Low-Income Energy Assistance](#)
 - [Ordinance](#)

Board Appointments [▲top](#)

- Vaya Health County Commissioner Advisory Board

Announcements [▲top](#)

- February 2 @ 3 p.m. - Commissioners' Briefing at 200 College Street, Room 326 in downtown Asheville.
- February 2 @ 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 JANUARY 19, 2021 AT 5 P.M.**

BE IT REMEMBERED: That the Board of Commissioners met in regular session on January 19, 2021, 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, Commissioner
Robert Pressley, Commissioner
Parker Sloan, Commissioner
Terri Wells, Commissioner
Al Whitesides, Vice Chair

Staff present: Avril Pinder, County Manager; Sybil Tate, Assistant County Manager; Dakisha Wesley, Assistant County Manager; Donald Warn, Finance Director; Jennifer Barnette, Budget Director; Sharon Burke, Human Resources Director; Keith Miller, Tax Assessor; Stoney Blevins, Health and Human Services Director; Corinne Duncan, Elections Director; Lamar Joyner, Clerk to the Board; Michael Frue, Senior Staff Attorney; Heather Hockaday, Attorney

PLEDGE OF ALLEGIANCE

INVOCATION

The Chairman requested a moment of silence to honor United States Capitol Police Officer, Brian Sicknick, who lost his life in the line of duty during the insurrection at the Capitol and all those who protected our democracy on January 6, 2021.

CONSENT AGENDA

Vice Chair Whitesides motioned to approve the Consent Agenda as presented and add **Emergency Paid Sick Leave** to **Presentations**. Commissioner Edwards seconded and the motion passed 7-0.

- Approval of January 5, 2021 Special Meeting Minutes
- Approval of January 5, 2021 Briefing Minutes
- Approval of January 5, 2021 Regular Meeting Minutes
- Budget Amendment for Library Infrastructure Project
 - Ordinances
- Budget Amendment for Center for Tech & Civic Life Grant
 - Ordinance

PUBLIC COMMENT

Susan Levy requested that the County invest in sidewalks and bike trails around new development projects.

Katie Button stated that the 30% capacity requirement for businesses is not fair.

Don Yelton expressed his displeasure for the public comment process due to the meeting being closed to the public.

PRESENTATIONS

- **Land of Sky Regional Council**

Nathan Ramsey, Mountain Area Workforce Development Board Director, updated the Board on the status of the Land of Sky Regional Council financials, activities and accomplishments.

- **Board of Equalization and Review**

Debbie Lane, Board Chair, provided an update to the commissioners on the status of board, past year accomplishments, and year 2021 goals and challenges.

- **Financial Quarterly Report**

Don Warn, Finance Director, presented the FY21 Second Quarter Report with an update on revenues and expenditures. He stated that everything was trending really well.

- **Emergency Paid Sick Leave**

Sharon Burke, Human Resources Director, explained the data for the temporary policy recommendation to extend Emergency Sick Leave and COVID Quarantine Leave Policy. The Board will consider the recommendation at a required public hearing at the February 2, 2021 regular meeting.

NEW BUSINESS

- **COVID-19 Discussion**

Taylor Jones, Emergency Services Director, explained the unified vaccination effort will bring all emergency services partners together in the EOC (Emergency Operating Center) to include Buncombe Emergency Services, Buncombe County Schools, All Buncombe County Fire Departments, Asheville Fire & Rescue, NC Forestry Service, Buncombe County Sheriff's Office, Buncombe County Public Health, A-B Tech and Buncombe County Rescue Squad. The unified effort will expand capacity, leverage partnerships, and develop long range future planning for potential regional coordination.

Jennifer Barnette, Budget Director, explained the budget amendment.

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

- **Intergovernmental Agreement for 911 Consolidation**

Brooke Hazlett, 911 Division Manager, outlined the benefits of the 911 consolidation. Eliminating calls that must be transferred, under the current process, can save valuable time during emergency situations. The consolidation will lead to more consistent and effective service delivery and better data sharing between agencies and responders in the field..

Commissioner Sloan moved to approve the Intergovernmental Agreement for 911 Consolidation with the Town of Black Mountain. Commissioner Edwards seconded and the motion passed 7-0.

Vice Chair Whitesides moved to approve the waiver of the twelve month probationary period for property interest in the job for one former Black Mountain employee. Commissioner Sloan seconded and the motion passed 7-0.

Commissioner Edwards moved to approve the Intergovernmental Agreement for 911 Consolidation with the Town of Montreat. Commissioner Pressley seconded and the motion passed 7-0.

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

Jennifer Barnette, Budget Director, explained the budget amendment.

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

BOARD APPOINTMENTS

- **Vaya Health County Commissioner Advisory Board**

Chairman Newman and the Board agreed to allow the county manager to appoint a staff person to serve as a representative for this board.

ANNOUNCEMENTS

The Chairman made the following announcements:

- *January 26 @ 5 p.m. - Commissioners' Special Meeting (Public Hearing) at 200 College Street, Room 326 in downtown Asheville.*
- *February 2 @ 3 p.m. - Commissioners' Briefing at 200 College Street, Room 326 in downtown Asheville.*
- *February 2 @ 5 p.m. - Commissioners' Regular Meeting at 200 College Street, Room 326 in downtown Asheville.*

Vice Chair Whitesides moved to adjourn the meeting. Commissioner Beach-Ferrara seconded and the motion passed 7-0. The meeting was adjourned at 6:45 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: 01/19/2021

Consent Agenda

Department:

Budget

Presenter(s):

Jennifer Barnette, Budget

Contact(s):

Jim Blanton, Library
Jennifer Barnette, Budget

Subject:

Library Infrastructure Project

Brief Summary:

In December of 2018, the Board approved the Library Infrastructure project for \$138,000 in improvements for security cameras, installation, and wireless upgrades across the Buncombe County Library System.

While near completion, the final costs of this project will be slightly over the budget approved, in the amount of \$2,085. The following amendments take existing Library dollars and repurpose them to cover this small overage.

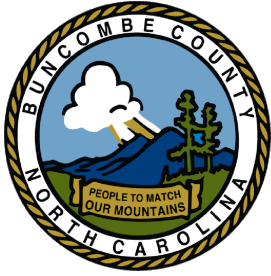
Recommended Motion & Requested Action:

Approve budget amendments

County Manager's Comments & Recommendation:

County Manager recommends as presented

ORDINANCE #21-01-06



BUNCOMBE COUNTY, NORTH CAROLINA
General Fund

BOARD MEETING DATE: January 19, 2021

WHEREAS, the Budget Director recommends and the Board now desires to amend the FY2020-2021 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 2020-2021 amendments listed in Exhibit A below be hereby adopted.
2. That this ordinance shall be effective upon adoption.

ADOPTED this 19th day of January, 2021.

Requesting Department: Library/IT

Budget Amendment Item: Library Infrastructure Project

Description:

In December of 2018, the Board approved the Library Infrastructure project for \$138,000 in improvements for security cameras, installation, and wireless upgrades across the Buncombe County Library System.

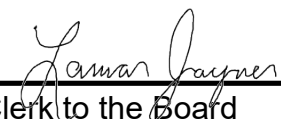
While near completion, the final costs of this project will be slightly over the budget approved, in the amount of \$2,085. This amendment takes existing Library dollars and repurposes them to cover this small overage by transferring them from the General Fund to the Capital Projects Fund.

Funding Source: Existing General Fund dollars.

Exhibit A: Account Description	Increase (Decrease)	
	Revenues	Expenditures
Fund 100 - Library		\$ (2,085)
Fund 100 - Interfund Transfers		\$ 2,085
TOTAL	\$ -	\$ -

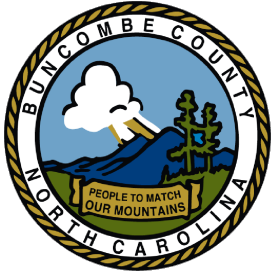
ATTEST:

BOARD OF COMMISSIONERS FOR


Clerk to the Board

By: 
Chairman of the Board

ORDINANCE #21-01-07



BUNCOMBE COUNTY, NORTH CAROLINA
Capital Project Ordinance

BOARD MEETING DATE: January 19, 2021

WHEREAS, the Budget Director recommends and the Board now desires to amend the FY2020-2021 Capital Projects 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 2020-2021 amendments listed in Exhibit A below be hereby adopted.
2. That this ordinance shall be effective upon adoption.

ADOPTED this 19th day of January, 2021.

Requesting Department: Library/IT

Budget Amendment Item: Library Infrastructure Project

Project Description:

In December of 2018, the Board approved the Library Infrastructure project for \$138,000 in improvements for security cameras, installation, and wireless upgrades across the Buncombe County Library System.

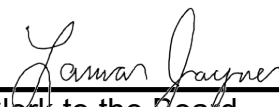
While near completion, the final costs of this project will be slightly over the budget approved, in the amount of \$2,085. This amendment takes existing Library dollars and repurposes them to cover this small overage by transferring them from the General Fund to the Capital Projects Fund.

Funding Source:

Transfer from General Fund to Capital Projects Fund.

Exhibit A: Account Description	Increase (Decrease)	
	Revenues	Expenditures
Fund 341 - Library Infrastructure Project	\$ 2,085	\$ 2,085
TOTAL	\$ 2,085	\$ 2,085

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: 01/19/2021

Consent Agenda

Department:

Budget

Presenter(s):

Jennifer Barnette, Budget

Contact(s):

Corinne Duncan, Elections

Jennifer Barnette, Budget

Subject:

Center for Tech and Civic Life Grant - State of North Carolina

Brief Summary:

In October, Commissioners approved a grant from the Center for Tech and Civic Life to assist with General Election costs. The same grantor also provided funds to the State Board of Elections, which were then disseminated to counties near the beginning of December for pollworker hazard pay in the amount of \$100 per worker. The hazard payments have already been distributed due to time constraints with the dollars. This amendment will increase the budget to show receipt of these funds from the State of North Carolina in the amount of \$72,822.

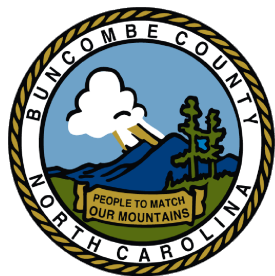
Recommended Motion & Requested Action:

Approve budget amendment

County Manager's Comments & Recommendation:

County Manager recommends as presented

ORDINANCE #21-01-08



BUNCOMBE COUNTY, NORTH CAROLINA
General Fund

BOARD MEETING DATE: January 19, 2021

WHEREAS, the Budget Director recommends and the Board now desires to amend the FY2020-2021 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 2020-2021 amendments listed in Exhibit A below be hereby adopted.
2. That this ordinance shall be effective upon adoption.

ADOPTED this 19th day of January, 2021.

Requesting Department: Board of Elections

Budget Amendment Item: Center for Tech and Civic Life Grant - State of North Carolina

Description:

In October, Commissioners approved a grant from the Center for Tech and Civic Life to assist with General Election costs. The same grantor also provided funds to the State Board of Elections, which were then disseminated to counties near the beginning of December for pollworker hazard pay in the amount of \$100 per worker. The hazard payments have already been distributed due to time constraints with the dollars. This amendment will increase the budget to show receipt of these funds from the State of North Carolina in the amount of \$72,822.

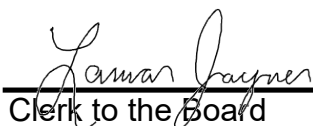
Funding Source:

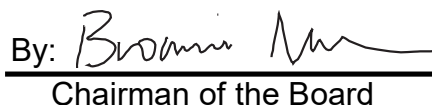
\$72,822 from the Center for Tech and Civic Life via the State Board of Elections

Exhibit A: Account Description	Increase (Decrease)	
	Revenues	Expenditures
Fund 100 - Elections - 4102:Grant Revenue - CTCL Grant	\$ 72,822	
Fund 100 - Elections - CTCL Grant		\$ 72,822
TOTAL	\$ 72,822	\$ 72,822

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: 1/19/2021

Presentations

Department: Land of Sky Regional Council Presenter(s): Nathan Ramsey

Contact(s): Nathan Ramsey

Subject: Land of Sky Regional Council Update

Brief Summary:

Update Board of Commissioners on the Status of Land of Sky Regional Council.

Recommended Motion & Requested Action:

None

County Manager's comments and Recommendation:

Land of Sky Regional Council

Update for Buncombe County Board of Commissioners



BUNCOMBE COUNTY



About Us

Members

Land of Sky Regional Council's members include Buncombe, Henderson, Madison and Transylvania counties and their municipalities.

Purpose

Land of Sky Regional Council is a multi-county, local government planning and development organization. We reach across county and municipal borders providing technical assistance to local governments and administer projects and programs which benefit our region's citizens.

Departments

Area Agency on Aging
Economic & Community Development (including MPO & RPO)
Mountain Area Workforce Development
Transportation Resource Center



Accomplishments

- Positive Return on Investment - Using every dollar of member dues, we leveraged over \$11.8M. That's \$60 in return investment for every \$1 you contributed.
- Mills River is now a member of the Council, which means we serve all municipalities and counties in our region.
- Administered over \$1.6M in CARES Act funds.
- MPO awarded \$11,984,000 to greenway projects administered by Buncombe County, Hellbender Regional Trail plan incorporates Buncombe County's Greenway Master Plan
- Served over 159,000 meals in our region, over 50,000 in Buncombe County.
- Surveyed 8,551 individuals regarding internet access.
- Served 5,470 job seekers and provided 11,279 services to employers.
- Provided over 200,000 trips through Mountain Mobility and Non-Emergency Medicaid Transportation.
- Provided zoning, stormwater and/or GIS services to 10 of our local municipalities.

Visit landofsky.org to view our FY20 Annual Report for more details on our accomplishments.



Activities

- The Area Agency on Aging manages over 75 state and federal contracts, 5300 nursing home beds, hundreds of volunteers, and is accountable for over 6 million dollars on an annual basis.
- Since 2011, Mountain Mobility's administrative functions have been carried out under a contract with Buncombe County. On average, we process close to 100 new applicants each month and manage the information and needs of more than 2500 active clients.
- The Economic & Community Development department is working on the Regional Housing Plan and Analysis, Broadband, Regional Resilience Project, Economic Development Support, Small Business support and much more!
- Mountain Area Workforce Development served over 800 employers last year and supported over 400 job seekers and youth in short-term and long-term training programs. Served 2,298 individuals with staff assisted services generating over \$64,481,008 in wages through our region's NCWorks Career Centers and NCWorks NextGen Youth Program.
- The French Broad River Metropolitan Planning Organization is working on the Hellbender Regional Trail (which incorporates Buncombe County's Greenway Master Plan), Hendersonville Road and Tunnel Road Corridor Studies, and developed the 25 Year Transportation Plan.



Financial Update

Land of Sky is primarily grant-funded, with additional support from dues from our 19 local governments. With an annual budget of almost \$12M, we manage over 100 grants, 63% Federal, 17% State and the balance from Local Government Dues and Contracts, Private Grants, Donations and In-Kind contracts. For every \$1 local governments contribute, we leverage \$60 for our region.

Land of Sky uses local government dues for:

- Grant matching requirements
- Council meeting expenses and operations
- Dues for state/national organizations



Other Items

We are here to serve you!

- Awards from National Association of Development Organizations (NADO) Impact Awards for Aging, Workforce Development and Waste Reduction Partners, NC State University Economic Development Partnership Award, Aging Project's President's Award and Work-Based Learning Champion Award from NC Business Committee for Education (NCBCE)
- Broadband WestNGN to increase broadband access in our region.
- Aging Partnerships to support older adults.
- myFuture NC – the Land of Sky Educational Attainment and Workforce Collaborative is the regional pilot for North Carolina to increase postsecondary credential attainment.
- “Racial Disparity in the Land of Sky Region” Report
- Contracted Services to support our local governments.
- Non-Emergency Medicaid Transportation - Medicaid Transformation





Buncombe County Board of Commissioners

Request for Board Action

Meeting Date: 1/19/2021

Presentations

Department: Tax Assessment Presenter(s): Debbie Lane, Board of E&R Chair

Contact(s): Keith Miller

Subject: Board of Equalization and Review Update

Brief Summary:

Update Board of Commissioners on the Status of Board of Equalization and Review. Board Chair will discuss past year accomplishments and year 2021 goals and challenges.

Recommended Motion & Requested Action:

None

County Manager's comments and Recommendation:

Buncombe County Board of Equalization and Review

Update for Buncombe County Board of Commissioners



About Us

Members

Debbie Lane, Commercial Real Estate
Broker, Madam Chair

Michael Kryzanek, Commercial Appraiser

Phillip Price, Real Estate Attorney

Miriam McKinney, Real Estate Broker

Thomas Battle, retired DOT Appraiser



Purpose

- Board of Commissioners appoints a 5 member Board to hear appeals from taxpayers related to property tax matters
- The Board of Equalization and Review is the first level of review beyond the County Assessor for questions and concerns involving the listing, appraisal and assessment of property
- The Board of E&R hears each citizen that wishes to appeal and does what is possible within the NC Statute



Duties

- Fairly and consistently hear taxpayer's appeals
- Change the appraised value of any property that, in the board's opinion, is above or below market value
- Ensure that any change in the appraised value of real property is made under the provisions of North Carolina General Statute
- Make any changes necessary to ensure that all tax records comply with the provisions of the Machinery Act



Important Dates

- Board convenes each year during mid-April to hear appeals timely filed by taxpayers
- Board adjourns and accepts no further appeals for the year approximately 2 weeks after convening
- Board meets as needed until December 31 each year to hear all timely filed appeals



Accomplishments

- Year 2020 the Board heard 380 appeals from taxpayers related to valuation of real and personal property, discovery notices, and penalties
- Worked with the Assessor to educate the public which translates to fewer appeals.
- Public Outreach
- Educate public – brochures, etc.



Challenges and Goals for 2021

Challenges

- Real estate and business personal property value appeals related to the pandemic
- limitations of NC Statutes

Goals

- Successfully complete appeals for 2021 reappraisal
- Continue to work with the Assessor to educate the public on the process of successful appeal



Questions





Buncombe County Board of Commissioners
Request for Board Action
Meeting Date: 1/19/2021

Presentations

Department: Finance

Presenter(s): Don Warn

Contact(s): Don Warn

Subject: FY2021 2nd Quarter Financial Update

Brief Summary: Staff will provide the Board with an update on revenues and expenditures for the second quarter of fiscal year 2021

Recommended Motion & Requested Action: No action is required

County Manager's comments and Recommendation: None

BUNCOMBE COUNTY FINANCIAL QUARTERLY REPORT

FY2021 - FOR THE QUARTER ENDING DECEMBER 31

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SIGNIFICANT FINANCIAL HIGHLIGHTS

The information in this reports reflects the financial highlights for Buncombe County through December 31, 2020, which is 50% of the way through the year. This information is unaudited.

General Fund budgeted revenues are \$342 million and actual revenues as of December 31 are \$188.6 million or 55.1% of budgeted revenue. Compared to last year at the same time, revenues are 8.17% above fiscal year 2020. The primary drivers for revenues exceeding expected budget at this point are the collection of property taxes that are due January 1, 2021 and Permits and Fees. At the end of second quarter fiscal year 2021, the assumption is that revenues and expenditures will be at 50% of budget, however due to the timing of revenue collection and payment disbursements, this may not be the case. Sales tax has a 3-month lag from the time the transaction occurs until disbursement to the County, so transactions that occurred in December are not be disbursed by the State until mid-March, which is why that revenue item is only at 28.9% of budget. Additionally, budgeted sales tax revenues are projected to be down for the first half of fiscal year 2021 due to the COVID pandemic.

General Fund budget expenditures are \$342 million and actual expenditures as of December 31 are \$165.6 million or 48.43% of budget and compared to the same time last year, expenditures are slightly above fiscal year 2020 by 5.42%. At this point, most categories of expenditures are coming in close to budget, with the exception of Interfund Transfer which is expected due to the funding of various programs in other funds. There are no areas of concern regarding expenditures compared to budget. Staff will continue to monitor the budget to actual and provide regular reports to the Commissioners.

The Solid Waste Fund which accounts for landfill and transfer station operations is an enterprise fund and operates like a business. The budgeted revenues are \$10.3 million and actual revenues as of December 31 are \$6.15 million or 59.8% of budget and compared to last year at the same time, revenues are above fiscal year 2020 by 7.93%. Since this fund operates like a business, revenues are fee based and dependent upon usage.

Solid Waste budgeted expenditures are \$10.3 million and actual expenditures to date are \$4.4 million or 42.8% of budget and compared to the same time last year, expenditures are above fiscal year 2020 by 40.9%. At this point, the majority of categories of expenditures are coming in under budget, with the exception of capital outlays, which is dependent on the timing and availability of equipment and will typically fluctuate throughout the year. Currently, there are no areas of concern regarding expenditures compared to budget.

The County Capital Projects Fund is a multi-year fund that accounts for County capital projects funded through general government resources and financing that will most likely span multiple years. The projects approved for 2021 have a total budget of \$5.7 million and actual expenditures to date total \$443,331 or 7.8%. Due to the nature of capital projects, a significant portion of expenditures may not occur in the year the budget was established.

A.

SUMMARY ANNUAL FUNDS

FUND	Annual Budget	YTD Actual	% of Budget
100 General Total Revenue	(342,031,618)	(188,594,193)	55.1%
100 General Total Expense	342,031,618	165,650,916	48.4%
120 Air Quality Total Revenue	(1,001,645)	(437,472)	43.7%
120 Air Quality Total Expense	1,001,645	362,337	36.2%
220 Occupancy Tax Total Revenue	(18,000,000)	(11,440,760)	63.6%
220 Occupancy Tax Total Expense	18,000,000	11,440,760	63.6%
221 Reappraisal Reserve Fund Total Revenue	(447,575)	(63,333)	14.2%
221 Reappraisal Reserve Fund Total Expense	447,575	64,285	14.4%
223 911 Total Revenue	(1,193,375)	(267,527)	22.4%
223 911 Total Expense	1,193,375	355,620	29.8%
225 ROD Automation Total Revenue	(96,353)	(93,352)	96.9%
225 ROD Automation Total Expense	96,353	36,982	38.4%
228 Fire Departments Total Revenue	(35,038,870)	(21,469,481)	61.3%
228 Fire Departments Total Expense	35,038,870	14,725,424	42.0%
230 Transportation Total Revenue	(5,321,753)	(347,941)	6.5%
230 Transportation Total Expense	5,321,753	1,126,965	21.2%
231 Woodfin PDF Total Revenue	(745,200)	(0)	0.0%
231 Woodfin PDF Total Expense	745,200	253,700	34.0%
270 Forfeitures Total Revenue	(569,301)	(13,101)	2.3%
270 Forfeitures Total Expense	569,301	123,521	21.7%
466 Solid Waste Total Revenue	(10,301,080)	(6,155,319)	59.8%
466 Solid Waste Total Expense	10,301,080	4,405,250	42.8%
469 Inmate Commissary Total Revenue	(437,314)	(230,663)	52.7%
469 Inmate Commissary Total Expense	437,314	80,672	18.4%
480 Health and Dental Insurance Total Revenue	(37,816,470)	(21,587,239)	57.1%
480 Health and Dental Insurance Total Expense	37,816,470	16,000,820	42.3%
481 LGERS Stabilization Revenue	(60,000)	-	0.0%
481 LGERS Stabilization Expenditures	60,000	11	0.0%
482 Medicare Benefits Revenue	(705,000)	(764,036)	108.4%
482 Medicare Benefits Expenditures	705,000	428,878	60.8%
483 Workers' Compensation Revenue	(572,245)	(483,881)	84.6%
483 Workers' Compensation Expenditures	572,245	366,442	64.0%
484 Property and Liability Insurance Revenue	(1,716,158)	(1,863,654)	108.6%
484 Property and Liability Insurance Expenditures	1,716,158	899,711	52.4%

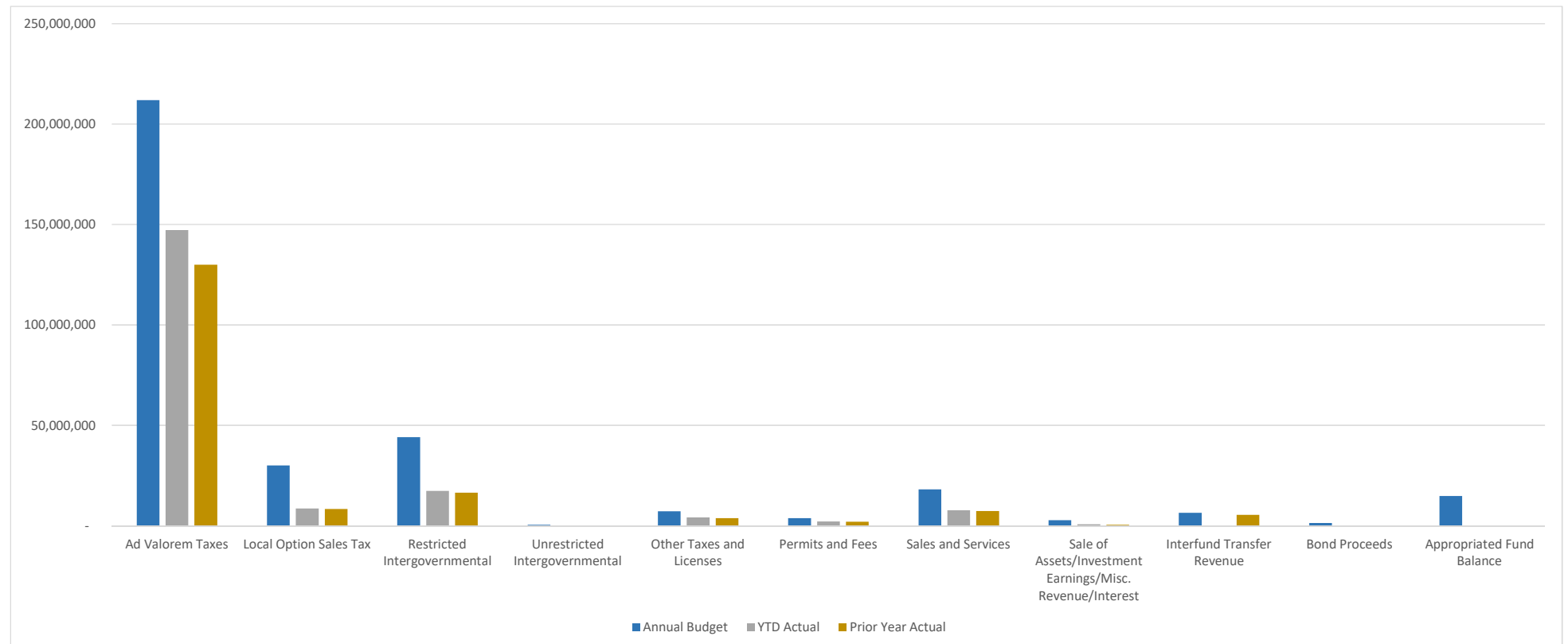
SUMMARY MULTI-YEAR FUNDS

FUND	Annual Budget	YTD Actual	% of Budget
224 Special Programs Total Revenue	(16,433,792)	(16,364,827)	99.6%
224 Special Programs Total Expense	16,433,792	9,404,530	57.2%
326 Public School Capital Needs Fund Total Revenue	(249,777,523)	(219,044,124)	87.7%
326 Public School Capital Needs Fund Total Expense	249,777,523	200,627,393	80.3%
327 Grant Projects Total Revenue	(40,457,913)	(22,483,022)	55.6%
327 Grant Projects Total Expense	40,457,913	20,361,404	50.3%
333 AB Tech Total Revenue	(107,310,821)	(102,922,007)	95.9%
333 AB Tech Total Expense	107,310,821	88,824,220	82.8%
335 Public School ADM Sales Tax and Lottery Projects Total Revenue	(82,784,355)	(70,376,862)	85.0%
335 Public School ADM Sales Tax and Lottery Projects Total Expense	82,784,355	70,413,141	85.1%
341 Capital Project Total Revenue	(110,631,621)	(95,419,528)	86.2%
341 Capital Project Total Expense	110,631,621	76,391,603	69.1%
342 Landfill Capital Projects Total Revenue	(13,785,049)	(13,772,846)	99.9%
342 Landfill Capital Projects Total Expense	13,785,049	13,368,797	97.0%

B. 1.

GENERAL FUND

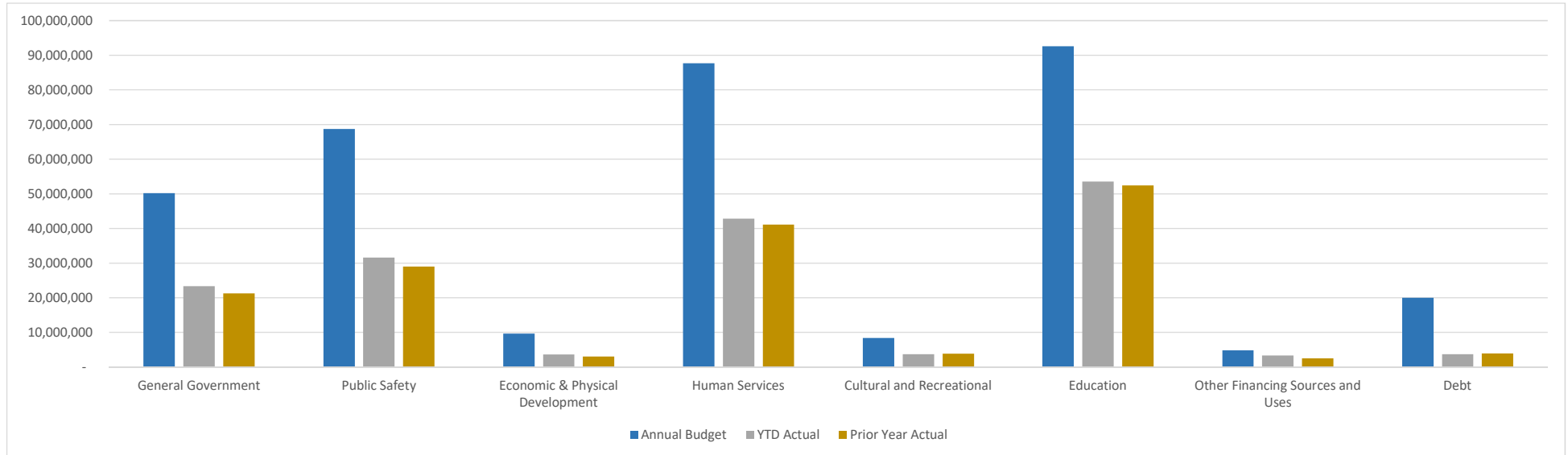
REVENUES BY CATEGORY	Annual Budget	YTD Actual	% of Budget	Prior Year Actual
Ad Valorem Taxes	211,961,847	147,267,218	69.5%	130,005,572
Local Option Sales Tax	30,068,224	8,676,825	28.9%	8,454,681
Restricted Intergovernmental	44,177,188	17,430,885	39.5%	16,546,719
Unrestricted Intergovernmental	625,000	-	0.0%	-
Other Taxes and Licenses	7,333,500	4,193,116	57.2%	3,821,548
Permits and Fees	3,854,000	2,275,785	59.0%	2,060,468
Sales and Services	18,180,551	7,751,908	42.6%	7,371,357
Sale of Assets/Investment Earnings/Misc. Revenue/Interest	2,827,849	817,589	28.9%	609,321
Interfund Transfer Revenue	6,587,802	40,000	0.6%	5,479,400
Bond Proceeds	1,494,302	112,600	7.5%	-
Appropriated Fund Balance	14,921,355	28,267	0.2%	-



B. 2.

GENERAL FUND

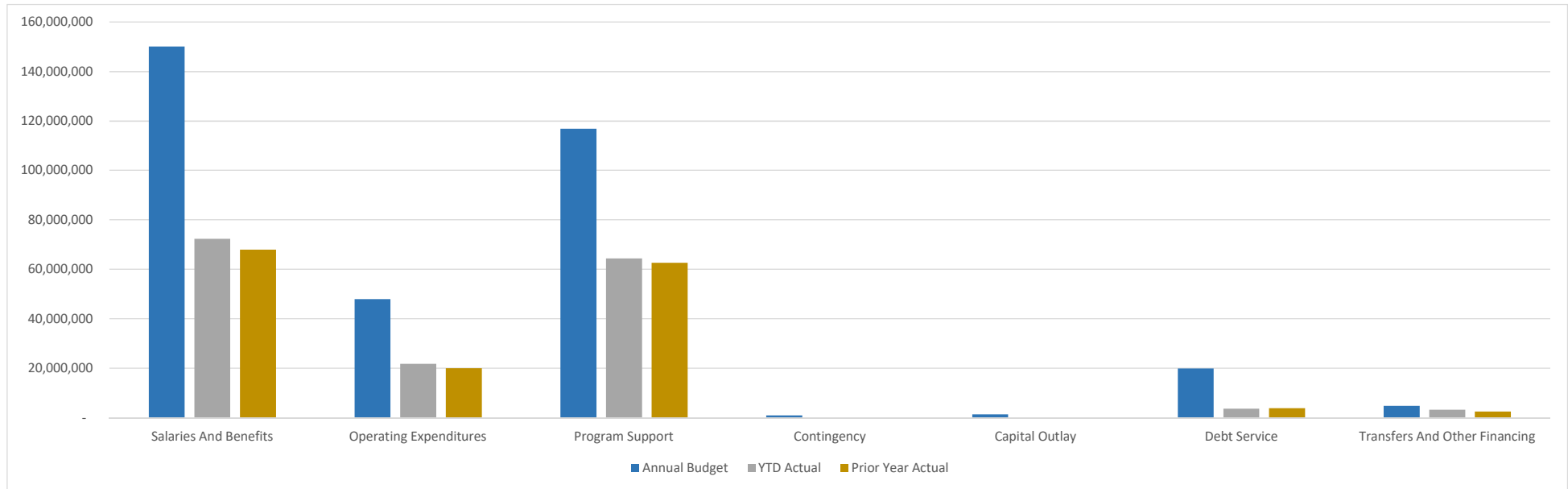
EXPENDITURE BY FUNCTION	Annual Budget	YTD Actual	% of Budget	Prior Year Actual
General Government	50,167,508	23,319,370	46.5%	21,251,641
Public Safety	68,756,933	31,633,086	46.0%	28,967,139
Economic & Physical Development	9,620,668	3,637,226	37.8%	3,015,396
Human Services	87,687,225	42,833,097	48.8%	41,154,209
Cultural and Recreational	8,412,428	3,672,802	43.7%	3,874,334
Education	92,576,618	53,570,677	57.9%	52,413,074
Other Financing Sources and Uses	4,834,687	3,312,284	68.5%	2,511,845
Debt	19,975,551	3,672,374	18.4%	3,941,076



B. 3.

GENERAL FUND

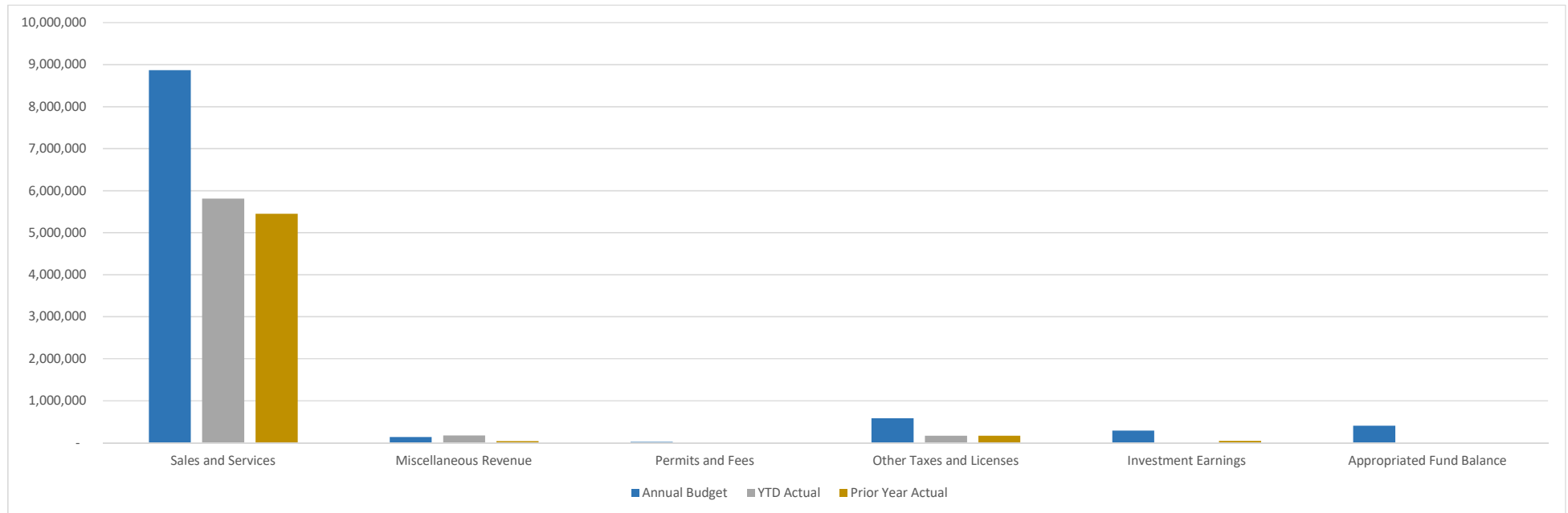
EXPENDITURE BY CATEGORY	Annual Budget	YTD Actual	% of Budget	Prior Year Actual
Salaries And Benefits	150,010,601	72,345,825	48.2%	67,976,252
Operating Expenditures	47,930,689	21,792,787	45.5%	20,071,423
Program Support	116,857,633	64,380,754	55.1%	62,628,118
Contingency	1,000,000	-	0.0%	-
Capital Outlay	1,422,457	146,891	10.3%	-
Debt Service	19,975,551	3,672,374	18.4%	3,941,076
Transfers And Other Financing	4,834,687	3,312,284	68.5%	2,511,845



C. 1.

SOLID WASTE FUND

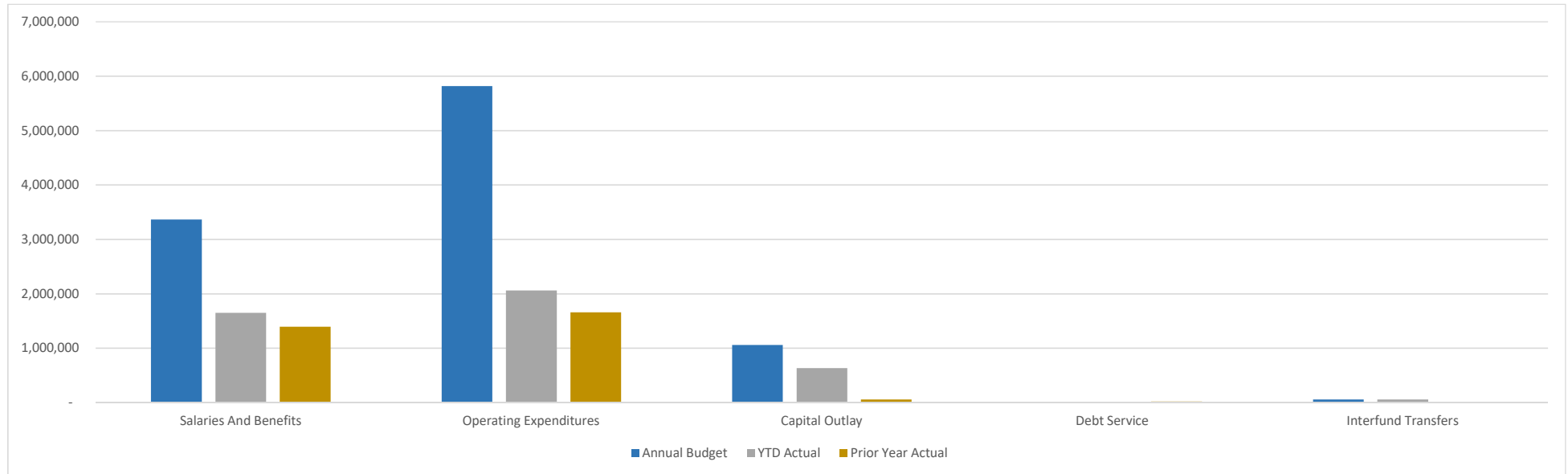
REVENUES BY CATEGORY	Annual Budget	YTD Actual	% of Budget	Prior Year Actual
Sales and Services	8,864,919	5,808,599	65.5%	5,445,448
Miscellaneous Revenue	137,256	175,038	127.5%	40,624
Permits and Fees	18,994	2,200	11.6%	2,200
Other Taxes and Licenses	581,245	167,619	28.8%	166,905
Investment Earnings	291,168	1,863	0.6%	46,764
Appropriated Fund Balance	407,498	-	0.0%	-



C. 2.

SOLID WASTE FUND

EXPENDITURE BY CATEGORY	Annual Budget	YTD Actual	% of Budget	Prior Year Actual
Salaries And Benefits	3,367,108	1,647,769	48.9%	1,395,101
Operating Expenditures	5,821,474	2,060,027	35.4%	1,659,688
Capital Outlay	1,057,498	630,779	59.6%	54,916
Debt Service	-	11,675	0.0%	16,578
Interfund Transfers	55,000	55,000	100.0%	-



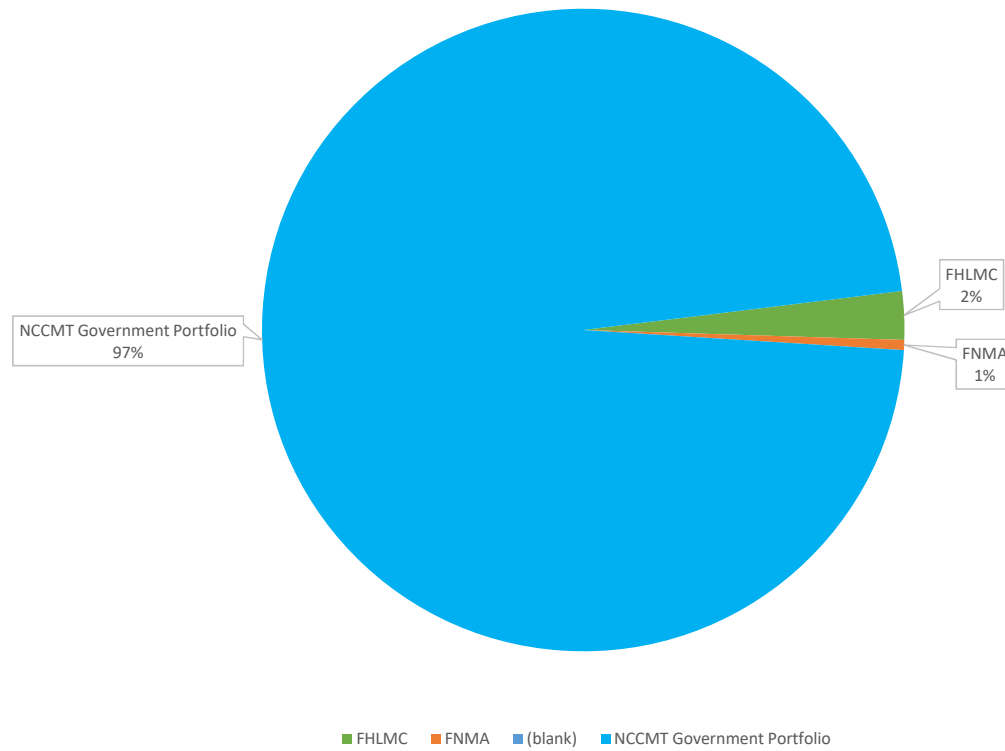
D.

COUNTY CAPITAL PROJECTS - FY2021 APPROVED				
EXPENDITURE BY CATEGORY	FY2020 Budget	YTD Actual	YTD Actual	% of Expended
Black Mountain Greenway FY21	400,000	134,000	400,000	100.0%
Courthouse Repairs FY21	596,239	-	-	0.0%
Enka Heritage Greenway FY21	280,000	-	-	0.0%
Fleet Services Complex FY21	3,500,000	27,200	27,200	0.8%
Jail Repairs FY21	786,358	-	-	0.0%
Leicester Patrol Office Renovation FY21	133,948	15,000	16,131	12.0%

E

INVESTMENT HOLDINGS 12/31/2020

INVESTMENT DESCRIPTION	Par Amount	Market Value	Maturity	Interest Rate
NCCMT Government Portfolio	151,355,347	151,355,347	N/A	0.010%
FHLMC	1,000,000	1,001,971	8/24/2023	0.250%
FHLMC	780,000	779,466	10/16/23	0.125%
FHLMC	1,000,000	1,000,846	11/06/23	0.250%
FNMA	800,000	800,722	11/27/23	0.250%
FHLMC	1,000,000	1,001,066	12/04/23	0.250%





Buncombe County

FY2021 2nd Quarter Financial Report

(unaudited)

Presented by
Don Warn



FY2021 Items for Review

- ✓ General Fund Budget to Actual Summary
 - Expenses and Revenues

- ✓ Solid Waste Fund- Enterprise Fund
 - Expenses and Revenues



FY2021 General Fund Budget to Actual

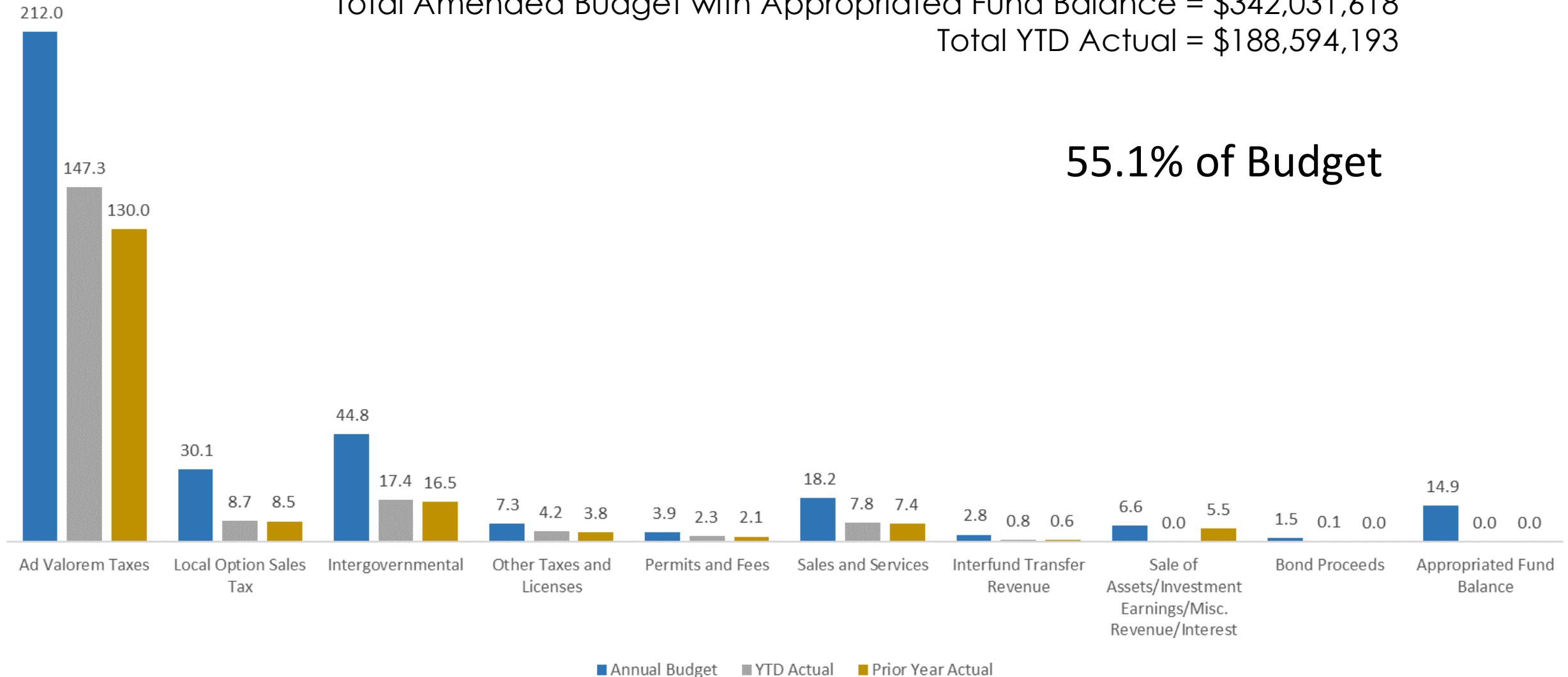
Revenue by Type

(in millions)

Total Amended Budget with Appropriated Fund Balance = \$342,031,618

Total YTD Actual = \$188,594,193

55.1% of Budget



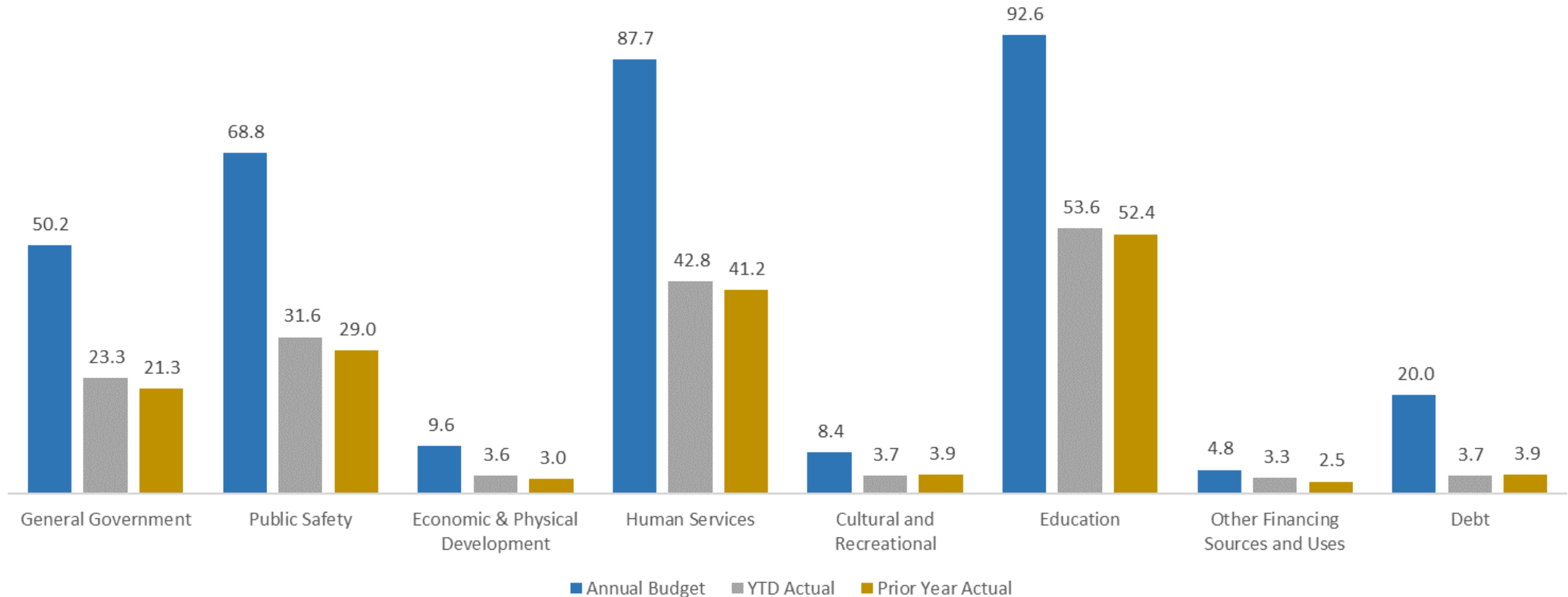
FY2021 General Fund Budget to Actual

Expenditure by Function (in millions)

Total Amended Budget = \$342,031,618

Total Actual = \$165,650,916

48.4% expended



FY2021 General Fund Budget to Actual

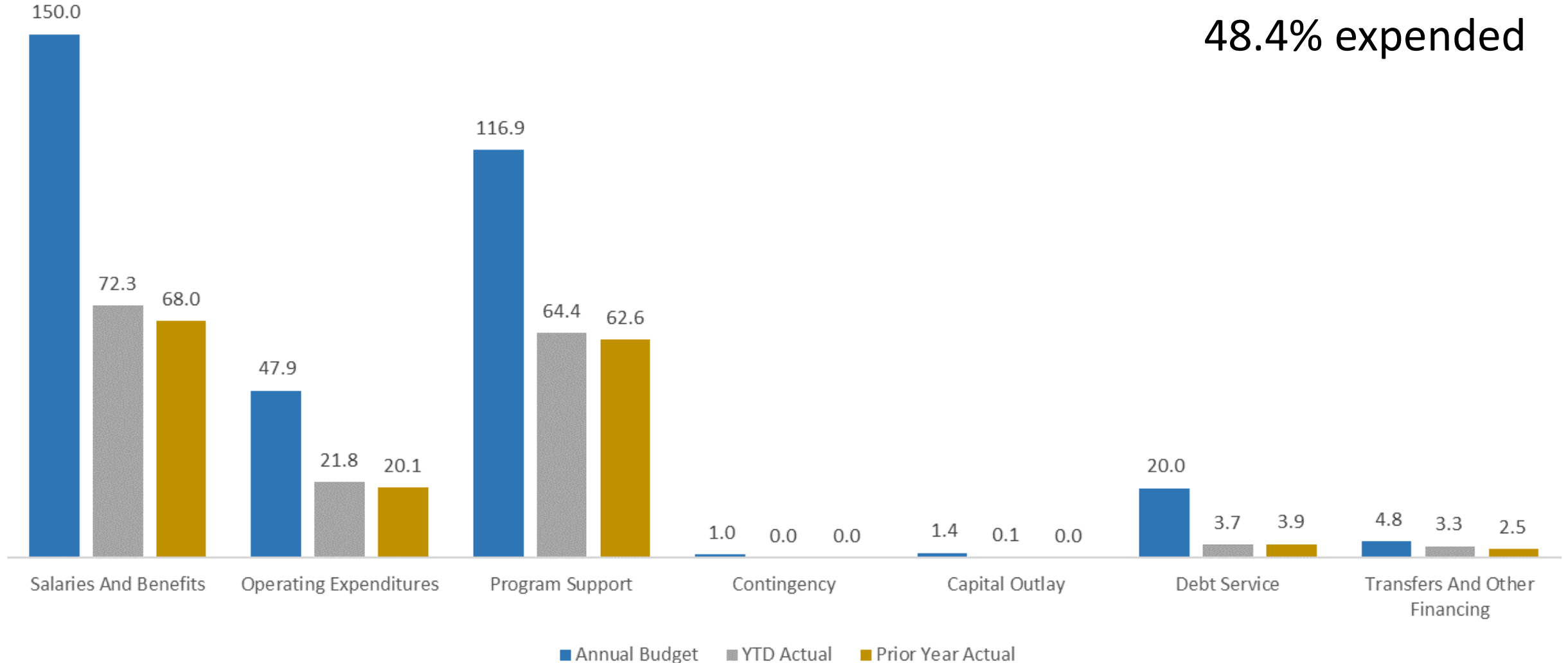
Expenditure by Category

(in millions)

Total Amended Budget = \$342,031,618

Total Actual = \$165,650,916

48.4% expended



FY2021 Solid Waste Fund Budget to Actual

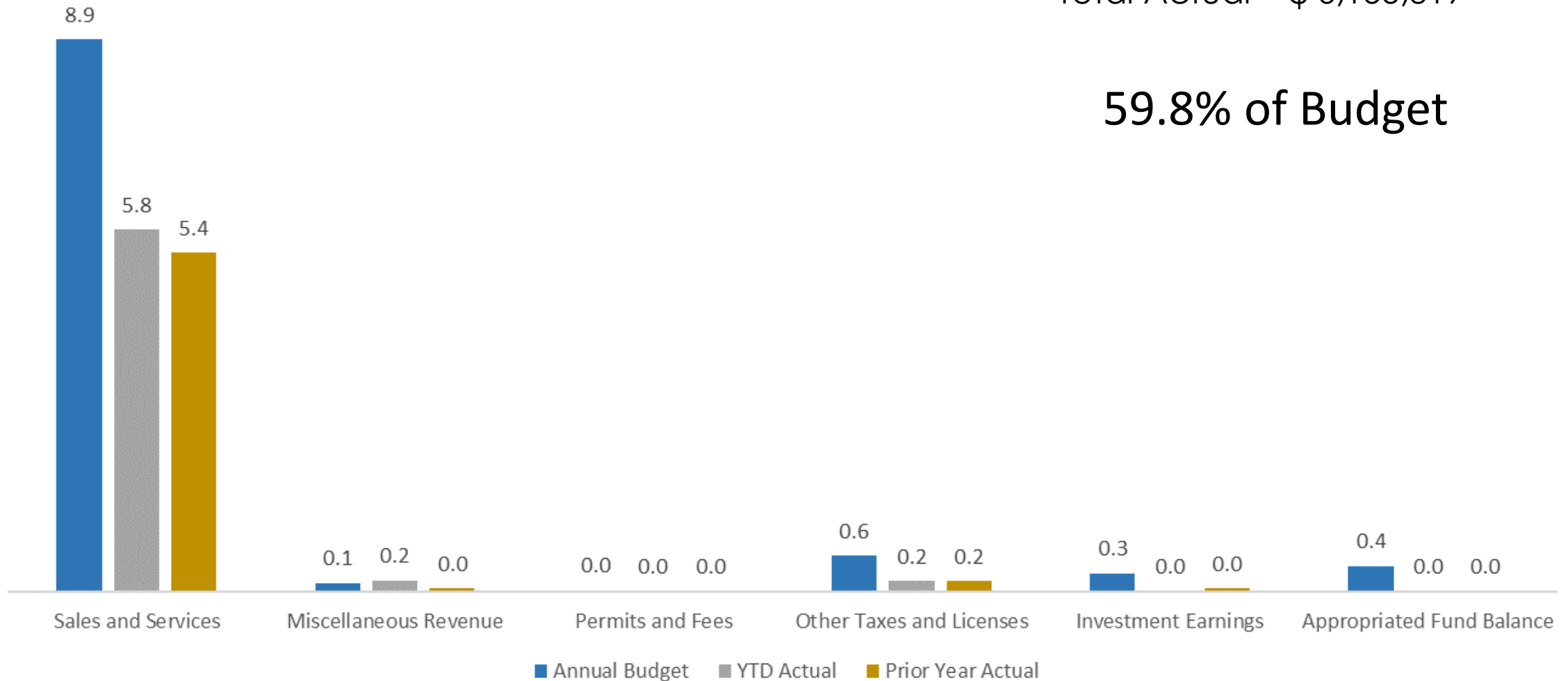
Revenue by Type

(in millions)

Total Amended Budget = \$ 10,301,080

Total Actual = \$ 6,155,319

59.8% of Budget



FY2021 Solid Waste Fund Budget to Actual

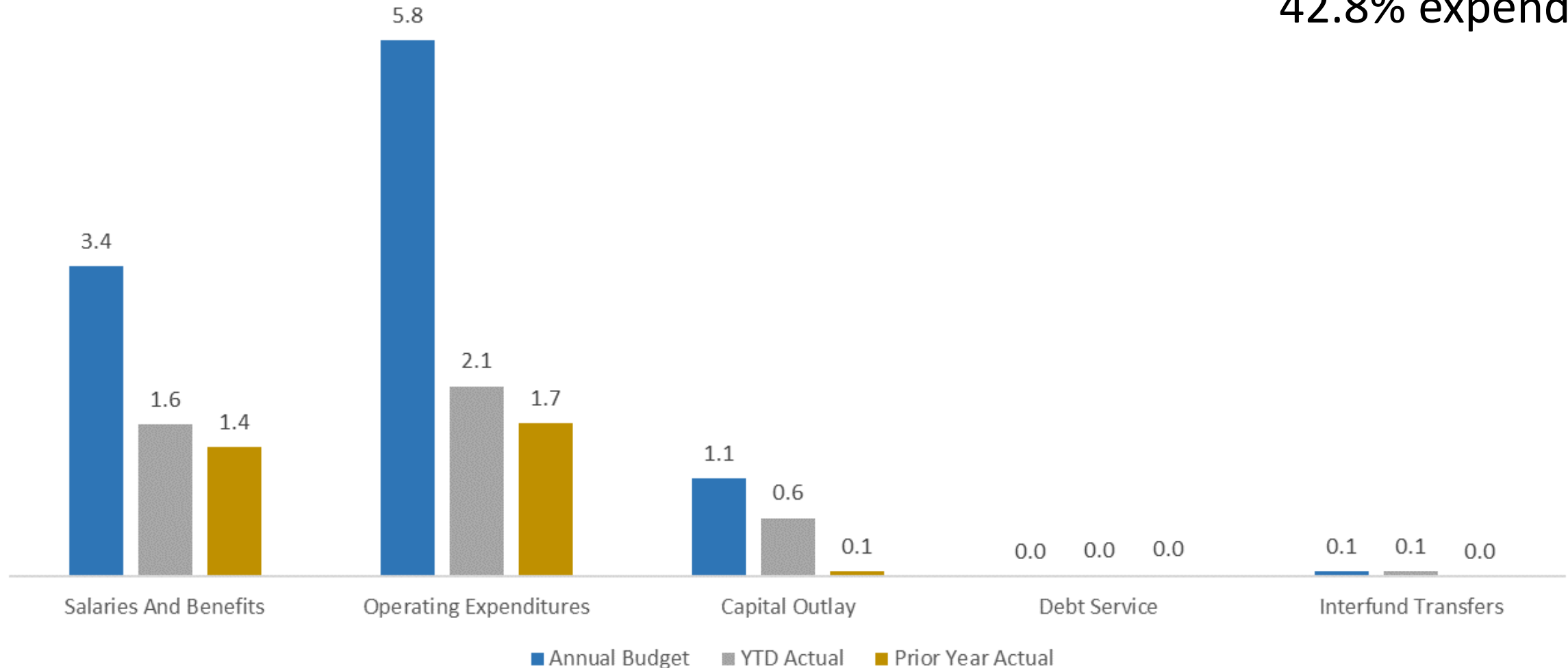
Expenditure by Category

(in millions)

Total Amended Budget = \$ 10,301,080

Total Actual = \$ 4,405,250

42.8% expended



Questions?



Contents

1.0 Purpose..... 1

2.0 Applicability..... 1

3.0 Policy..... 1

4.0 Policy Non-Compliance..... 3

5.0 Audit..... 3

6.0 Definitions..... 3

1.0 Purpose

To temporarily extend any unused Emergency Paid Sick leave hours for eligible employees who did not use this benefit prior to December 31, 2020 and to provide designated Buncombe County employee’s salary continuation, if quarantined, due to a suspected workplace COVID-19 exposure.

This policy is separate from and independent of FFCRA and eFMLA and is independent of any existing sick leave policies that the County grants employees in the normal course of business.

2.0 Applicability

All employees will be eligible to utilize their unused Emergency Paid Sick Leave hours as described below. Only identified positions will be eligible for COVID Emergency Paid Quarantine Leave.

3.0 Policy

Emergency Paid Sick Leave (EPSL)

Emergency paid sick leave at Full Pay will continue to be available for an employee who is unable to work or work remotely because:

1. The employee is subject to federal, state, or local quarantine/isolation order related to COVID-19.
2. The employee has been advised by a health care provider to self-quarantine because they are infected with, or have been exposed to, or are at high risk of complications from COVID-19.
3. The employee is experiencing symptoms of COVID-19 and is seeking a medical diagnosis.
4. The employee is experiencing side effects from the COVID-19 vaccine.

Eligibility for EPSL

All employees, who were granted 80-hours of EPSL prior to December 31, 2020 may extend the use of these unused hours through March 31, 2021. No additional time will be granted. Under this policy, Emergency paid sick leave is strictly for the quarantine and/or recovery from COVID-19 of the employee.

Emergency Paid COVID Quarantine Leave (EPQL)

Emergency Paid Quarantine Leave will be available for certain positions where they cannot reasonably social distance and are subject to a federal, state, or local quarantine or isolation order related to COVID-19.

1. This benefit is to provide salary continuation while the employee waits on the results of their COVID-19 test results.
 - a. The maximum benefit per incident is five (5) shifts or until the employee receives their test results, whichever is sooner.
 - b. The employee is not eligible for overtime hours for the week they are using Quarantine Leave.
2. This benefit is not for the recovery of COVID-19. Should the employee test positive for COVID-19 they would be expected contact Human Resources at FMLA@buncombecounty.org and to use their own FMLA leave.

Eligibility for EPQL

Only employees who hold the following positions will be eligible for Quarantine Leave through March 31, 2021: Detention Officers, Patrol Deputies, EMT/Paramedics, Scale House Attendant, COVID Vaccine Nurses, COVID test site personnel.

Paid Benefits for the Use of Remaining EPSL

Eligible employees who received paid sick leave prior to December 31, 2020, may use their remaining leave for their own personal COVID related incident. If the employee previously exhausted their allocated leave, the employee would be expected to use their own unused accrued leave. Prior to December 31, 2020, employees were granted:

- Full-time employees: 2 full weeks of work up to 80 hours at their regular rate of pay.
- Part-time employees: the number of hours that the employee works, on average, over a two-week period.

Return to Work Following EPSL or COVID-19 Quarantine Leave

Employees are required to follow guidelines established by the Centers for Disease Control and Prevention and have a return to work notice from Buncombe County's Employee & Family Health.

Notification of Leave Request

Employees should request their need for emergency paid leave or COVID Quarantine leave as soon as they have been placed on quarantine, by notifying their immediate supervisor AND the HR department contact. Employee and Family Health will provide a stay at home notice to the employee. That notice must be forwarded to Beth Ray at: FMLA@buncombecounty.org

If an employee is incapacitated, the employee's representative should contact the employees supervisor as soon as possible.

Policy Non-Compliance

Employees who meet the qualifications must apply for the expanded benefits by emailing FMLA@buncombecounty.org. Failure to submit the required documents will delay or deny the ability to participate in this benefit.

4.0 Audit

All policies for Buncombe County may be subject to audit or review as outlined in the [Internal Auditor's Statement](#). The Internal Auditor's Statement is incorporated into all County policies through this reference.

Definitions

- a. **Effective date:** This policy shall be in effect from January 1, 2021 through March 31, 2021.



EMERGENCY PAID SICK LEAVE & COVID QUARANTINE LEAVE

Presented by

Sharon Burke, Director of Human Resources



FAMILY FIRST COVID RESPONSE ACT (FFCRA)

Act expired on December 31, 2020

- Provided 80 hours of paid sick leave for full time employees
- Provided salary continuation for SOME parents to stay home
 - Not all employees could participate in the parental leave component of this act
- Provided OASDI Tax relief (Social Security tax @6.2%)



BENEFIT USAGE

Total employees who used FFCRA: 280 out of 1500

- 94% COVID sick hours
- 5.65% Emergency FMLA
 - many employees were not eligible for eFMLA

New issue:

Employees unable to social distance have had multiple quarantines due to potential exposures forced to use their own PTO



WHAT ARE OTHERS DOING?

FFCRA extension beyond December 31st?

- No.

Survey of our Peers – Extend benefit or not?

- Town of Wake Forest – Yes
- Catawba County – Yes
- New Hanover – Sick leave only
- City of Asheville – temporarily extended
- Mecklenburg County – No



TEMPORARY POLICY RECOMMENDATION

Extend Emergency Sick leave for employee use only

- No new hours granted
- All hours expire on 3/31/21 unless extension granted

Provide select positions with a COVID quarantine benefit

- This benefit is to provide salary continuation while the employee waits on the results of their COVID-19 test results.
- The maximum benefit per incident is five (5) shifts or until the employee receives their test results, whichever is sooner.
 - Detention Center Officers, Sheriff Deputy's, EMT/Paramedics, Public Health Nurses and Scale House Attendants



RECOMMENDATION

- ❖ Approve the Emergency Sick Leave and COVID Quarantine Leave Policy
 - ❖ Duration: January 1, 2021 through March 31, 2021



Questions?





Buncombe County Board of Commissioners

Request for Board Action

Meeting Date: 01/19/2021

New Business

Department:

Budget

Presenter(s):

Jennifer Barnette, Budget

Contact(s):

Jennifer Barnette, Budget

Subject:

Use of budgetary contingency for Emergency funding for increased COVID-19 vaccine support

Brief Summary:

This amendment increases budget available to provide funding to Public Health and Emergency Services in preparation for and implementation of increased COVID-19 vaccination capacity. The desire of the Board of Commissioners is to be positioned to move quickly in achieving the goal of 70% of the county population to receive the vaccination.

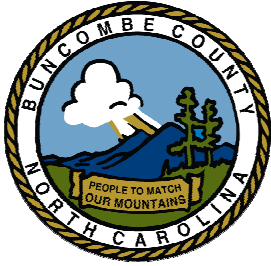
This budget amendment authorizes that budgetary contingency from the functions of Culture & Recreation (\$35,000), General Government (\$590,000), Public Safety (\$10,000) and Human Services (365,000) will be moved and budgeted at the functional levels of Human Services (\$500,000) and Public Safety (\$500,000) for a total of \$1M to continue to provide flexibility in responding to the COVID-19 pandemic. This funding will be available for use as intermediate funding and will be used in the absence of any other available funding to support pandemic response. Ongoing efforts are being made to secure available funding to cover eligible expenses.

Recommended Motion & Requested Action:

Approve budget amendment

County Manager's Comments & Recommendation:

County Manager recommends as presented



ORDINANCE #21-01-09

BUNCOMBE COUNTY, NORTH CAROLINA
General Fund

BOARD MEETING DATE: January 19, 2021

WHEREAS, the Budget Director recommends and the Board now desires to amend the FY2020-2021 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 2019-2020 amendments listed in Exhibit A below be hereby adopted.
2. That this ordinance shall be effective upon adoption.

ADOPTED this 19th day of January, 2021.

Budget Amendment Item:	Use of budgetary contingency for Emergency funding for increased COVID-19 vaccine support
-------------------------------	---

Project Description: This amendment increases budget available to provide funding to Public Health and Emergency Services in preparation for and implementation of increased COVID-19 vaccination capacity. The desire of the Board of Commissioners is to be positioned to move quickly in achieving the goal of 70% of the county population to receive the vaccination.

This budget amendment authorizes that budgetary contingency from the functions of Culture & Recreation (\$35,000), General Government (\$590,000), Public Safety (\$10,000) and Human Services (365,000) will be moved and budgeted at the functional levels of Human Services (\$500,000) and Public Safety (\$500,000) for a total of \$1M to continue to provide flexibility in responding to the COVID-19 pandemic. This funding will be available for use as intermediate funding and will be used in the absence of any other available funding to support pandemic response. Ongoing efforts are being made to secure available funding to cover eligible expenses.

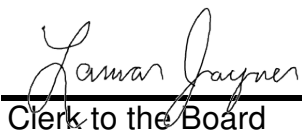
Funding Source:

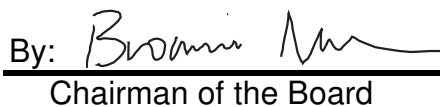
General fund - existing budgetary contingency already budgeted

Exhibit A: Account Description	Increase (Decrease)	
	Revenues	Expenditures
Fund 100 9002: Budgetary Contingency Culture & Recreation		\$ (35,000)
Fund 100 9002: Budgetary Contingency General Government		\$ (590,000)
Fund 100 9002: Budgetary Contingency Public Safety		\$ (10,000)
Fund 100 9002: Budgetary Contingency Human Services		\$ (365,000)
Fund 100 Public Safety		\$ 500,000
Fund 100 Human Services		\$ 500,000
TOTAL	\$ -	\$ -

ATTEST:

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


Clerk to the Board

By: 
Chairman of the Board



Unified Vaccination Effort

Presented by

Taylor Jones , Buncombe County Emergency Services



Unified Effort

Bringing all emergency services partners together in the EOC

- Buncombe Emergency Services
- Buncombe County Schools
- All Buncombe County Fire Departments
- Asheville Fire & Rescue
- NC Forestry Service
- BCSO
- BC Public Health
- AB Tech
- Buncombe County Rescue Squad



Unified Effort

- Expanding capacity
- Leveraging partnerships
- Long range future planning for possible regional coordination





Buncombe County Board of Commissioners

Request for Board Action

Meeting Date: 1/19/2021

New Business

Department: Emergency Services

Presenter(s): Brooke Hazlett, 911 Division Manager

Contact(s): Taylor Jones, Emergency Services Director

Subject: Intergovernmental Agreement / 911 Consolidation – Town of Black Mountain and Town of Montreat

Brief Summary:

In 2019, the Town of Black Mountain approached Buncombe County regarding consolidation of 911 services. Currently, Black Mountain Police Department handles their own call taking and dispatch services as well as services for Montreat Police Department. Buncombe County 911 handles these services for Black Mountain Fire Department.

In 2020, the North Carolina 911 Board requested that Buncombe County present a full consolidation plan by the end of the fiscal year. As an initial step towards full consolidation, Buncombe County has developed Intergovernmental Agreements for both Black Mountain and Montreat to provide all call taking and dispatch services. This action also includes absorbing one staff person from the Town of Black Mountain within a vacant county dispatcher position. As a part of this consolidation, it is requested that the Board of Commissioners approve a waiver of the 12 month probationary period for property interest in job for this employee.

On January 11th and January 14th, 2021, Black Mountain Board of Alderman and Montreat Board of Commissioners voted to approve their Intergovernmental Agreement, respectively. The annual cost for Black Mountain and Montreat are \$161,731.08 and \$9,974.46, respectively.

Recommended Motion & Requested Action:

1. Approval of the Intergovernmental Agreement regarding 911 services between Buncombe County and the Town of Black Mountain.
2. Approve waiver of 12 month probationary period for property interest in job for 1 former Black Mountain employee
3. Approval of the Intergovernmental Agreement regarding 911 services between Buncombe County and the Town of Montreat.

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

RESOLUTION NO. 21-01-10

**RESOLUTION AUTHORIZING THE EXECUTION OF AN INTERGOVERNMENTAL AGREEMENT
BETWEEN BUNCOMBE COUNTY AND THE TOWN OF BLACK MOUNTAIN
REGARDING CONSOLIDATION OF 911 SERVICES**

- WHEREAS, cities and counties are authorized to enter into joint undertakings as authorized by NCGS §153A-445 and Ch. 160A, Art. 20, Part 1, Joint Exercise of Powers;
- WHEREAS, the North Carolina 911 Board requested that Buncombe County present a full consolidation plan by the end of the fiscal year;
- WHEREAS, as an initial step towards full consolidation, the County has been working with the Town of Black Mountain to develop an Intergovernmental Agreement for the County to provide all 911 call taking and dispatch services for the Town;
- WHEREAS, staff representing the County and the Town have agreed to terms of a proposed Intergovernmental Agreement, a copy of which is attached hereto, and a timeline for implementation of consolidated services to be effective January 20, 2021;
- WHEREAS, the Town of Black Mountain approved the proposed Intergovernmental Agreement at its January 11, 2021 meeting; and
- WHEREAS, this Board of Commissioners is of the opinion that it is in the best interest of citizens and residents of Buncombe County to enter into this proposed Intergovernmental Agreement with the Town of Black Mountain.

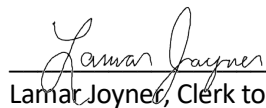
NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS FOR THE COUNTY OF BUNCOMBE AS FOLLOWS:

1. That the Chairman and the County Manager, or either of them, are hereby authorized to execute the attached Intergovernmental Agreement.
2. That this Resolution shall be effective upon its adoption.

Adopted this 19th day of January, 2021.

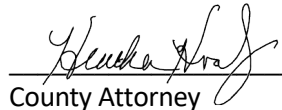
ATTEST:

BOARD OF COMMISSIONERS
FOR THE COUNTY OF BUNCOMBE


Lamar Joyner, Clerk to the Board

By: 
Brownie Newman, Chairman

APPROVED AS TO FORM:


County Attorney

STATE OF NORTH CAROLINA
COUNTY OF BUNCOMBE

INTERGOVERNMENTAL
AGREEMENT BETWEEN BUNCOMBE COUNTY
AND TOWN OF BLACK MOUNTAIN

This Intergovernmental Agreement made and entered into this 19th day of January, 2021, by and between the County of Buncombe, a body politic and corporate, organized and existing under the laws of the State of North Carolina (hereinafter referred to as "County"), and the Town of Black Mountain, a municipal corporation organized and existing under the laws of the State of North Carolina (hereinafter referred to as "Town").

WHEREAS, cities and counties are authorized to enter into joint undertakings as authorized by NCGS §153A-445 and Ch. 160A, Art. 20, Part 1 Joint Exercise of Powers;

WHEREAS, the County and Town wish to consolidate all 911 services in Buncombe County in order to provide the highest quality 911 service and lasting value for the residents of County;

WHEREAS, both parties agree that the County shall be responsible for receiving and dispatching all calls for service for the Town and County including Emergency Medical Services, Black Mountain Police Department, Black Mountain Fire Department, the Buncombe County Sheriff, and volunteer fire departments;

WHEREAS, County and the Town leadership have agreed that a 911 Call Center Consolidation is a mutually beneficial path for public safety entities in Buncombe County. The Parties agree that the benefit of 911 Call Center Consolidation include:

- Reduced call transferring
- Staffing improvements to provide enhanced coverage for 24/7 operations
- More consistent and effective service delivery
- Greater opportunities for interagency response and backup
- Better data sharing between agencies and responders in the field
- Enhanced interoperability and ability to share information across jurisdictions
- Operational savings
- Reductions in future capital investment
- Elimination of duplicate technology systems and maintenance agreements
- Maximizing revenue from the 911 Board for system enhancements

WHEREAS, this Agreement establishes each party's commitment to Consolidation and sets forth the basic plan to consolidate personnel, share costs and an implementation timeline.

NOW THEREFORE, for and in consideration of the mutual promises contained herein,

the parties hereby agree to the following:

OPERATION:

1. The parties agree that Buncombe County, through operational funding and 911 Board, will establish and maintain a Consolidated 911 Call Center (herein "Call Center") beginning January 1, 2021. Buncombe County will provide the backbone structure to provide important and necessary services such as payroll, employee benefits, facilities maintenance, budget/finance, legal, risk management and procurement.
2. The County will be responsible for taking and dispatching all calls for service for the Town starting January 20, 2021.
3. The Town will have access to dispatch through the County's Radio System.
4. The Call Center shall meet (1) NFPA's 1221 standards, (2) National Emergency Medical Dispatch ("EMD") standards for Accreditation and attaining accreditation, and (3) CALEA's Standards for Public Safety Communications Agencies.
5. The Town will be responsible for the upkeep and maintenance of its radio system.

PERSONNEL:

1. All employees of the Call Center shall be employees of Buncombe County and subject to the County's Personnel Ordinance and policies.
2. If applicable, the Town shall make arrangements to transfer all Town dispatch center staff who meet minimum qualification standards, at the time of cutover to the County. The Town staff will become employees of the County on January 25, 2021.
3. If applicable, the County shall offer each Town telecommunicator a full-time telecommunicator position with the County. Each Town telecommunicator will be treated as a new hire with the County with the exception that the twelve (12) month probationary period as set forth in Article I, Section 3.B.6 of the County's Personnel Ordinance will be waived and the employee will be a "Covered Employee" upon hire. Supervisory and other specialty positions will be selected by the Division Manager and Emergency Services Director through Buncombe County's normal recruitment process.

4. It is the intent of this Agreement that the hiring of Town dispatch staff will take place, in alignment with Buncombe County Compensation Plan. Criteria which may render a participating dispatch center employee ineligible for County employment at the Call Center include, but are not limited to the following:
 - a. Not eligible to work in the United States;
 - b. Failed background screening;
 - c. Inability to pass a drug test; and
 - d. Education level which is not equivalent to a high school diploma or higher.
5. Each Town telecommunicator has the option of declining the position with the County. Should the telecommunicator decline the position, neither party has an obligation to find the telecommunicator a different position in either organization.

TRANSITION:

1. Both parties agree to cooperate in the many complex elements involved in transitioning to a consolidated call center.
2. Both parties agree to follow the attached proposed implementation timeline plan to the best of each party's abilities. A copy of the Implementation Plan is attached as Exhibit A.

BUDGET:

The County will bill the Town \$80,865.54 for providing call taking services from January 1, 2021 through June 30, 2021. The Town shall make quarterly payments starting January 1, 2021. Starting July 1, 2021, the Town will pay annually \$161,731.08 multiplied by the Consumer Price Index, All Urban Consumers, published by the United States Department of Labor in effect as of April 30, 2021 (Annual Rate). Starting July 1, 2022, the Annual Rate shall be the 2021 Annual Rate multiplied by the April 30, 2022 CPI. Every future year shall be calculated by taking the previous year's Annual Rate and then multiplying the Annual Rate by the April 30 CPI. The new rate will always go into effect on July 1st.

RENEWAL

This Agreement shall automatically renew for a new term from July 1st through June 30th unless one of the parties terminates the Agreement as set forth below.

TERMINATION

Either party to this Agreement may terminate the Agreement by giving the other party written notice six months in advance of the July 1st renewal date.

PUBLIC INFORMATION REQUESTS

The County will be responsible for maintaining all call for service data for the Consolidated Call Center. The Town will have access to any Call Center data relating to the Town upon request. The Town will be responsible for responding to a public record request directed towards the Town. The County will be responsible for providing the document and/or data to the Town, who in turn will be responsible for distributing the information to the requestor.

AMENDMENTS:

This Agreement may be amended by approval of the Black Mountain Town Council and the Buncombe County Board of Commissioners.

EFFECTIVE DATE:

This Agreement shall become effective when signed by all of the respective representatives. This Agreement is in place of, supersedes, and replaces any existing Interlocal 911 Agreement.

MISCELLANEOUS:

1. Notice. Except as otherwise provided in this Agreement, all notices and communications required to be sent pursuant to the terms of this Agreement shall be in writing and shall be delivered by hand delivery, certified mail, return receipt requested, or by Federal Express or similar overnight courier service, addressed as follows: To Town: Josh Harrold, Town Manager, Town of Black Mountain, 160 Midland Avenue, Black Mountain, NC 28711. To County: Avril Pinder, County Manager, 200 College Street, STE 300, Asheville, NC 28801. All such notices and other communications, which are addressed as provided in this Paragraph, shall be effective upon receipt. The parties hereto may from time to time change their respective addresses for the purpose of notice to that party by a similar notice specifying a new address, but no such change shall be deemed to have been given until it is actually received by the party sought to be charged with its contents.
2. Whole Agreement. This Agreement contains all of the agreements and representations between the parties with respect to the subject matter hereof. None of the terms of this Agreement shall be waived or modified to any extent, except by written instrument signed and delivered by both parties.
3. Severability/Survival. If any provision of this Agreement shall be declared invalid or unenforceable, the remainder of this Agreement shall continue in full force and effect. The covenants contained in this Agreement, which by their terms require their performance after the expiration or termination of this Agreement, shall be enforceable notwithstanding the expiration or termination of this Agreement.

4. Governing Law. This Agreement shall be governed by, and construed and enforced in accordance with, the laws of the State of North Carolina.
5. Duplicate Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be an original and all of which shall constitute one and the same instrument.
6. Authority. The individuals signing this Agreement personally warrant that they have the right and power to enter into this Agreement on behalf of Town and County, to grant the rights granted under this Agreement, and to undertake the obligations undertaken in this Agreement.
7. Captions. The captions or headings in this Agreement are inserted only as a matter of convenience and for reference and they in no way define, limit, or describe the scope of this Agreement or the intent of any provision hereof.

IN WITNESS WHEREOF, the parties hereto have caused this Addendum to be executed in their respective names, the day and year first above written.

TOWN OF BLACK MOUNTAIN

By: _____

COUNTY OF BUNCOMBE

By: _____

RESOLUTION NO. 21-01-11

**RESOLUTION AUTHORIZING THE EXECUTION OF AN INTERGOVERNMENTAL AGREEMENT
BETWEEN BUNCOMBE COUNTY AND THE TOWN OF MONTREAT
REGARDING CONSOLIDATION OF 911 SERVICES**

- WHEREAS, cities and counties are authorized to enter into joint undertakings as authorized by NCGS §153A-445 and Ch. 160A, Art. 20, Part 1, Joint Exercise of Powers;
- WHEREAS, the North Carolina 911 Board requested that Buncombe County present a full consolidation plan by the end of the fiscal year;
- WHEREAS, as an initial step towards full consolidation, the County has been working with the Town of Montreat to develop an Intergovernmental Agreement for the County to provide all 911 call taking and dispatch services for the Town;
- WHEREAS, staff representing the County and the Town have agreed to terms of a proposed Intergovernmental Agreement, a copy of which is attached hereto, and a timeline for implementation of consolidated services to be effective January 20, 2021;
- WHEREAS, the Town of Montreat approved the proposed Intergovernmental Agreement at its January 14, 2021 meeting; and
- WHEREAS, this Board of Commissioners is of the opinion that it is in the best interest of citizens and residents of Buncombe County to enter into this proposed Intergovernmental Agreement with the Town of Montreat.

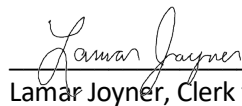
NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS FOR THE COUNTY OF BUNCOMBE AS FOLLOWS:

1. That the Chairman and the County Manager, or either of them, are hereby authorized to execute the attached Intergovernmental Agreement.
2. That this Resolution shall be effective upon its adoption.

Adopted this 19th day of January, 2021.

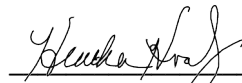
ATTEST:

BOARD OF COMMISSIONERS
FOR THE COUNTY OF BUNCOMBE


Lamar Joyner, Clerk to the Board

By: 
Brownie Newman, Chairman

APPROVED AS TO FORM:


County Attorney

STATE OF NORTH CAROLINA
COUNTY OF BUNCOMBE

INTERGOVERNMENTAL
AGREEMENT BETWEEN BUNCOMBE COUNTY
AND TOWN OF MONTREAT

This Intergovernmental Agreement made and entered into this 19th day of January, 2021, by and between the County of Buncombe, a body politic and corporate, organized and existing under the laws of the State of North Carolina (hereinafter referred to as "County"), and the Town of Montreat, a municipal corporation organized and existing under the laws of the State of North Carolina (hereinafter referred to as "Town").

WHEREAS, cities and counties are authorized to enter into joint undertakings as authorized by NCGS §153A-445 and Ch. 160A, Art. 20, Part 1 Joint Exercise of Powers;

WHEREAS, the County and Town wish to consolidate all 911 services in Buncombe County in order to provide the highest quality 911 service and lasting value for the residents of County;

WHEREAS, both parties agree that the County shall be responsible for receiving and dispatching all calls for service for the Town and County including Emergency Medical Services, Montreat Police Department, the Buncombe County Sheriff, and volunteer fire departments;

WHEREAS, County and the Town leadership have agreed that a 911 Call Center Consolidation is a mutually beneficial path for public safety entities in Buncombe County. The Parties agree that the benefit of 911 Call Center Consolidation include:

- Reduced call transferring
- Staffing improvements to provide enhanced coverage for 24/7 operations
- More consistent and effective service delivery
- Greater opportunities for interagency response and backup
- Better data sharing between agencies and responders in the field
- Enhanced interoperability and ability to share information across jurisdictions
- Operational savings
- Reductions in future capital investment
- Elimination of duplicate technology systems and maintenance agreements
- Maximizing revenue from the 911 Board for system enhancements

WHEREAS, this Agreement establishes each party's commitment to Consolidation and sets forth the basic plan to consolidate personnel, share costs and an implementation timeline.

NOW THEREFORE, for and in consideration of the mutual promises contained herein, the parties hereby agree to the following:

OPERATION:

1. The parties agree that Buncombe County, through operational funding and 911 Board, will establish and maintain a Consolidated 911 Call Center (herein "Call Center") beginning January 20, 2021. Buncombe County will provide the backbone structure to provide important and necessary services such as payroll, employee benefits, facilities maintenance, budget/finance, legal, risk management and procurement.
2. The County will be responsible for taking and dispatching all calls for service for the Town starting January 20, 2021.
3. The Town will have access to dispatch through the County's Radio System.
4. The Call Center shall meet (1) NFPA's 1221 standards, (2) National Emergency Medical Dispatch ("EMD") standards for Accreditation and attaining accreditation, and (3) CALEA's Standards for Public Safety Communications Agencies.
5. The Town will be responsible for the upkeep and maintenance of its radio system.

TRANSITION:

1. Both parties agree to cooperate in the many complex elements involved in transitioning to a consolidated call center.
2. Both parties agree to follow the attached proposed implementation timeline plan to the best of each party's abilities. A copy of the Implementation Plan is attached as Exhibit A.

BUDGET:

The County will bill the Town \$4,987.23 for providing call taking services from January 1, 2021 through June 30, 2021. The Town shall make quarterly payments starting January 1, 2021. Starting July 1, 2021, the Town will pay annually \$9,974.46 multiplied by the Consumer Price Index, All Urban Consumers, published by the United States Department of Labor in effect as of April 30, 2021 (Annual Rate). Starting July 1, 2022, the Annual Rate shall be the 2021 Annual Rate multiplied by the April 30, 2022 CPI. Every future year shall be calculated by taking the previous year's Annual Rate and then multiplying the Annual Rate by the April 30 CPI. The new rate will always go into effect on July 1st.

RENEWAL

This Agreement shall automatically renew for a new term from July 1st through June 30th unless one of the parties terminates the Agreement as set forth below.

TERMINATION

Either party to this Agreement may terminate the Agreement by giving the other party written notice six months in advance of the July 1st renewal date.

PUBLIC INFORMATION REQUESTS

The County will be responsible for maintaining all call for service data for the Consolidated Call Center. The Town will have access to any Call Center data relating to the Town upon request. The Town will be responsible for responding to a public record request directed towards the Town. The County will be responsible for providing the document and/or data to the Town, who in turn will be responsible for distributing the information to the requestor.

AMENDMENTS:

This Agreement may be amended by approval of the Montreat Town Council and the Buncombe County Board of Commissioners.

EFFECTIVE DATE:

This Agreement shall become effective when signed by all of the respective representatives. This Agreement is in place of, supersedes, and replaces any existing Interlocal 911 Agreement.

MISCELLANEOUS:

1. Notice. Except as otherwise provided in this Agreement, all notices and communications required to be sent pursuant to the terms of this Agreement shall be in writing and shall be delivered by hand delivery, certified mail, return receipt requested, or by Federal Express or similar overnight courier service, addressed as follows: To Town: Alex Carmichael, Town Administrator, Town of Montreat, P.O. Box 423, Montreat, NC 28757. To County: Avril Pinder, County Manager, 200 College Street, STE 300, Asheville, NC 28801. All such notices and other communications, which are addressed as provided in this Paragraph, shall be effective upon receipt. The parties hereto may from time to time change their respective addresses for the purpose of notice to that party by a similar notice specifying a new address, but no such change shall be deemed to have been given until it is actually received by the party sought to be charged with its contents.

2. Whole Agreement. This Agreement contains all of the agreements and representations between the parties with respect to the subject matter hereof. None of the terms of this Agreement shall be waived or modified to any extent, except by written instrument signed and delivered by both parties.
3. Severability/Survival. If any provision of this Agreement shall be declared invalid or unenforceable, the remainder of this Agreement shall continue in full force and effect. The covenants contained in this Agreement, which by their terms require their performance after the expiration or termination of this Agreement, shall be enforceable notwithstanding the expiration or termination of this Agreement.
4. Governing Law. This Agreement shall be governed by, and construed and enforced in accordance with, the laws of the State of North Carolina.
5. Duplicate Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be an original and all of which shall constitute one and the same instrument.
6. Authority. The individuals signing this Agreement personally warrant that they have the right and power to enter into this Agreement on behalf of Town and County, to grant the rights granted under this Agreement, and to undertake the obligations undertaken in this Agreement.
7. Captions. The captions or headings in this Agreement are inserted only as a matter of convenience and for reference and they in no way define, limit, or describe the scope of this Agreement or the intent of any provision hereof.

IN WITNESS WHEREOF, the parties hereto have caused this Addendum to be executed in their respective names, the day and year first above written.

TOWN OF MONTREAT

By: _____

COUNTY OF BUNCOMBE

By: _____



Intergovernmental Agreement -911 w/ Towns of Black Mountain & Montreat

Presented by

Brooke Hazlett, 911 Division Manager

Board of Commissioners Meeting

January 19, 2021



Benefits of Consolidation

- Eliminate call transferring
- Staffing improvements to provide enhanced coverage for 24/7 operations
- More consistent and effective service delivery
- Greater opportunities for interagency response and backup
- Better data sharing between agencies and responders in the field
- Enhanced opportunity to leverage 911 Fund allocation
- Expanding opportunities for alternate response methods through consolidated training and procedures



911 Consolidation Agreement Terms

- **Call taking & Dispatch**

- Currently dispatch Fire activities
- IGA expands calling taking & dispatch services for law enforcement

- **Annual Cost**

- Based on equitable allocation based on 1 console for municipal dispatching
- Black Mountain - \$161,731.08 – with annual CPI Increase
- Montreat - \$9,974.46 – with annual CPI Increase

- **County to absorb 1 Black Mountain employee**

- Waive 12 month probationary period for property interest in job (just cause required for involuntary termination)
- Employee to become County employee effective, January 25th or next available new employee orientation



Board Action Request

1. Approve of the Intergovernmental Agreement regarding 911 services between Buncombe County and the Town of Black Mountain
2. Approve waiver of 12 month probationary period for property interest in job for 1 former Black Mountain employee
3. Approve of the Intergovernmental Agreement regarding 911 services between Buncombe County and the Town of Montreat



Questions





Buncombe County Board of Commissioners

Request for Board Action

Meeting Date: 1/19/2021

New Business

Department:

Health & Human Services

Presenter(s):

Jennifer Barnette

Contact(s):

Stoney Blevins, HHS
Jennifer Barnette, Budget

Subject:

CARES Funding for Low-Income Energy Assistance

Brief Summary:

Buncombe County Health and Human Services will spend \$485,577 to expand the Low-Income Energy Assistance Program (LIEAP).

The General Assembly passed Session Law 2020-4, the 2020 COVID-19 Recovery Act, which appropriated federal CARES Act funding. 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. To be eligible for LIEAP, a household must:

- Have at least one U.S. citizen or non-citizen who meets the eligibility criteria
- Have income equal to or less than 130% of the federal poverty limit
- Have resources, such as saving and checking accounts and cash on hand, at or below \$2,250
- Be responsible for their heating cost

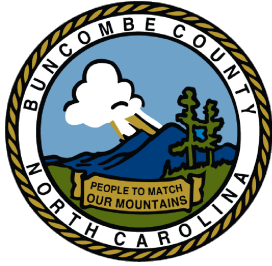
Recommended Motion & Requested Action:

Approve budget amendment

County Manager's Comments & Recommendation:

County Manager recommends as presented

ORDINANCE #21-01-12



BUNCOMBE COUNTY, NORTH CAROLINA
Public School ADM Capital Fund Project Ordinance

BOARD MEETING DATE: January 19, 2021

WHEREAS, the Budget Director recommends and the Board now desires to amend the FY2020-2021 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 2020-2021 amendments listed in Exhibit A below be hereby adopted.
2. That this ordinance shall be effective upon adoption.

ADOPTED this 19th day of January, 2021.

Requesting Department: Health & Human Services

Budget Amendment Item: CARES Funding for Low-Income Energy Assistance

Description:

The General Assembly passed Session Law 2020-4, the 2020 COVID-19 Recovery Act, which appropriated federal CARES Act funding. 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. To be eligible for LIEAP, a household must:

- Have at least one U.S. citizen or non-citizen who meets the eligibility criteria
- Have income equal to or less than 130% of the federal poverty limit
- Have resources, such as saving and checking accounts and cash on hand, at or below \$2,250
- Be responsible for their heating cost

Funding Source:

CARES - 2020 COVID-19 Recovery Act

Exhibit A: Account Description	Increase (Decrease)	
	Revenues	Expenditures
Fund 100 - Direct Assistance - 4210:Restricted Intergovernmental	\$ 433,067	
Fund 100 - Social Services - 4210:Restricted Intergovernmental	\$ 52,510	
Fund 100 - Direct Assistance - 6520:Program Support		\$ 433,067
Fund 100 - Social Services - 6520:Program Support		\$ 52,510
TOTAL	\$ 485,577	\$ 485,577

ATTEST:

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



Clerk to the Board

By: 

Chairman of the Board