

NORTH CAROLINA

WAYNE COUNTY

The Wayne County Board of Commissioners met on Tuesday, July 20, 2021 at 9:03 a.m. in the Commissioners Meeting Room in the Wayne County Courthouse Annex, Goldsboro, North Carolina, after due notice thereof had been given.

Members present: George Wayne Aycock, Jr., Chairman; Freeman Hardison, Jr., Vice-Chairman; Barbara Aycock; Joe Daughtery; Bevan Foster; and Antonio Williams.

Members absent: Chris Gurley

Briefing Session

During the scheduled briefing and prior to the regularly scheduled meeting, the Board of Commissioners held an advertised briefing session to discuss the items of business on the agenda.

The briefing began at 8:03 a.m. with County Manager Craig Honeycutt reviewing the agenda. He requested to add Budget Amendments for the end of the year.

Finance Director Allison Speight reviewed the Budget Amendments and answered questions from the board.

The Board of Commissioners discussed removing Budget Amendment #12 for the Sheriff's office for Sonar Equipment from the agenda until more information was given.

Planning Director Berry Gray reviewed the request for a Public Hearing on August 17, 2021 and the final plat for Gander Lake Subdivision Phase 6B.

Staff Attorney Andrew Neal reviewed the request to approve the Sale of Surplus Property at 621 Slaughter Street, Goldsboro and 211 S. Slocumb Street, Goldsboro, jointly owned with the City of Goldsboro, as requested by the City of Goldsboro.

County Manager Craig Honeycutt requested to add the Discussion of Request by the DSS Board to begin the Request for Qualifications process for CSE under New Business.

Recess the Board of Commissioners Meeting

At 8:50 a.m., Chairman George Wayne Aycock, Jr. recessed the meeting of the Board of Commissioners.

Call to Order

Chairman George Wayne Aycock, Jr. called the meeting of the Wayne County Board of Commissioners to order.

Invocation

Vice-Chairman Freeman Hardison, Jr. gave the invocation.

Pledge of Allegiance

Vice-Chairman Freeman Hardison, Jr. led the Board of Commissioners in the Pledge of Allegiance to the Flag of the United States of America.

Approval of Minutes

Upon motion of Vice-Chairman Freeman Hardison, Jr., the Board of Commissioners unanimously approved the minutes of the regularly scheduled meeting of the Board of Commissioners on June 15, 2021.

Discussion/Adjustment of Agenda

County Manager Craig Honeycutt made the following adjustments to the agenda:

Addition of Budget Amendments to the Consent Agenda.

Discussion of request by DSS Board for RFQs for Child Support to privatize child support under New Business.

Upon motion of Commissioner Joe Daughtery, the Board of Commissioners unanimously approved and authorized the adjusted agenda.

Motion to Adopt Resolution #2021-23: A Resolution Requesting Naming the O'Berry Road Bridge over Highway 117 for Trooper Nolan James Sanders.

Chairman George Wayne Aycock, Jr. read the Resolution, attached hereto as Attachment A.

Upon motion of Commissioner Antonio Williams, the Board of Commissioners unanimously approved adopting Resolution #2021-23: A Resolution Requesting Naming the O'Berry Road Bridge over Highway 117 for Trooper Nolan James Sanders.

Recognition of Solid Waste Management Director Tim Rogers

Chairman George Wayne Aycock, Jr. presented retiring Solid Waste Management Director Tim Rogers with a plaque, commemorating 37 years of service to Wayne County.

Introductory Presentation on Redistricting for Wayne County by Caroline Mackie of Poyner Spruill LLP and Demographer Bale Esselstyn

Ms. Caroline Mackie presented a PowerPoint on redistricting for Wayne County, attached hereto as Attachment B.

Presenting with Ms. Mackie was demographer Mr. Blake Esselstyn.

Update on Street Assessments for Lane Tree Village and Eagle Ridge

County Manager Craig Honeycutt stated figures for NCDOT relating to street assessments for Lane Tree Village and Eagle Ridge were unrealistic and the County is contracting with Withers Ravenel to get an accurate figure.

Update on Sewer Project by Facilities Director Kendall Lee

Facilities Director Kendall Lee gave an update on the Sewer Project and answered questions from the Board.

Appointment Committee

Upon motion of Chairman George Wayne Aycock, Jr., the Board of Commissioners unanimously approved the removal of Bessie Scott from the Wayne County Nursing Home Committee, as requested by the Office of the State Long-Term Care Ombudsman.

Upon motion of Chairman George Wayne Aycock, Jr., the Board of Commissioners unanimously approved the appointment of Tammy Cannon to the Wayne County Tourism Development Authority, replacing Judith Gray who resigned, and as recommended by the Goldsboro Tourism Council and the Wayne County Tourism Development Authority.

Upon motion of Chairman George Wayne Aycock, Jr., the Board of Commissioners unanimously approved the reappointments of Durrell Coley, Blair Tyndall, and Jamison Baysden to the Wayne Executive Jetport Commission, as recommended by the Wayne Executive Jetport Commission.

Consent Agenda

Upon motion of Commissioner Joe Daughtery, the Board of Commissioners unanimously approved and authorized the following items under the consent agenda:

1. Applications for Elderly or Disabled Exclusion.
2. Application for Disabled Veteran Exclusion.
3. Application for Present Use Value.
4. Application for Property Tax Exclusion.
5. Budget Amendments.
 - a. Sheriff's Office - #538
 - b. School Sales Tax - # 539
 - c. Hospitalization - #549
 - d. Separation Allowance - #571
 - e. Wayne Net - #572
 - f. Facilities - #580
 - g. WAGES - #589
 - h. HCCBG - #590
 - i. Register of Deeds - # 595
 - j. Gateway - #601
 - k. Sheriff's Office - #606
 - l. Services on Aging - #611
 - m. 4H - #613
 - n. Fire Districts - #615
 - o. CARES - #617
 - p. 911 Project and Fund 466 - #618
 - q. Sheriff's Office - #5
 - r. Library - #6
 - s. Board of Commissioners - #10
 - t. Sheriff - #15
6. Motion to Establish a Public Hearing on August 17, 2021, at 9:30 a.m., for a Request to Change the Name of Jerusalem Road (SR 1748) to Jerusalem Church Road, within Indian Springs Township and the Seven Springs Postal District, attached hereto as Attachment C.
7. Motion to Approve Gander Lake Subdivision Phase 6B Final Plat, as recommended by the Wayne County Planning Board, attached hereto as Attachment D.
8. Motion to Adopt Resolution #2021-22: A Resolution Amending the Wayne County Personnel Policy, attached hereto as Attachment E.
9. Motion to Approve Work Authorization #15 – Amendment #1, Corporate Area Expansion Phase 2, and Work Authorization #1 – Apron Pavement Rehabilitation, (approval of IFE by the Division of Aviation received, for the Wayne Executive Jetport, attached hereto as Attachment F.
10. Motion to Approve the Sale of Surplus Property at 621 Slaughter Street, Goldsboro, North Carolina, jointly owned with the City of Goldsboro, as requested by the City of Goldsboro, attached hereto as Attachment G.
11. Motion to Approve the Sale of Surplus Property at 211 S. Slocumb Street, Goldsboro, North Carolina, jointly owned with the City of Goldsboro, as requested by the City of Goldsboro, attached hereto as Attachment H.

Discussion and Possible Approval of Architectural Firm for DSS and Health Department Building with Recommendation by the Facilities Committee

Commissioner Joe Daughtery reviewed the Facilities Committee's search for an architect for the proposed DSS/Health Department building. Discussion followed.

Upon motion of Commissioner Joe Daughtery, the Board of Commissioners unanimously approved staff to negotiate a contract with Moseley Architects for the proposed DSS/Health Department building.

9:58 A.M. Commissioner Chris Gurley Joined the Meeting

Presentation by Finance Director Allison Speight of Quarterly Financial Statement for the County of Wayne for Fiscal Year 2020-2021 through April 30, 2021.

Finance Director Allison Speight presented the Quarterly Financial Statement for the County of Wayne for Fiscal Year 2020-2021 through April 30, 2021, attached hereto as Attachment I.

Presentation by Finance Director Allison Speight of Quarterly Financial Statement for the Wayne County Tourism Development Authority for Fiscal Year 2020-2021 through April 30, 2021.

Finance Director Allison Speight presented the Quarterly Financial Statement for the Wayne County Tourism Development Authority for Fiscal Year 2020-2021 through April 30, 2021, attached hereto as Attachment J.

10:01 A.M. Commissioner Chris Gurley Left the Meeting

Motion to Adopt Resolution #2021-23: A Resolution Accepting the American Rescue Plan Act (ARPA) Funds and Accompanying Grant Project Ordinance

Upon motion of Commissioner Antonio Williams, the Board of Commissioners unanimously adopted Resolution #2021-23: A Resolution Accepting the American Rescue Plan Act (ARPA) Funds and Accompanying Grant Project Ordinance, attached hereto as Attachment K.

Discussion of Request by Department of Social Services Board (DSS) to begin RFQ Process for Child Support Services Privatization

DSS Director Kim McGuire presented the Child Support Services Privatization Study and gave each Board member a copy. Due to the size of the document, a copy will be available for review in the office of the Clerk to the Board.

Upon motion of Commissioner Joe Daughtery, the Board of Commissioners unanimously approved the request by the DSS Board to begin RFQ process for Child Support Services Privatization.

10:22 A.M. Commissioner Bevan Foster Left the Meeting

10:23 A.M. Commissioner Bevan Foster Rejoined the Meeting

Recess the Board of Commissioners Meeting

At 10:34 a.m., Chairman George Wayne Aycock, Jr. recessed the meeting of the Board of Commissioners.

Reconvene the Board of Commissioners Meeting

At 10:41 a.m., Chairman George Wayne Aycock, Jr. reconvened the meeting of the Board of Commissioners.

Public Comments

Ms. Sylvia Barnes expressed her concerns about meeting times and having public comments at each meeting.

Mr. Charles Wright expressed his concerns about monies earmarked for flood litigation.

Mr. Matt Whittle expressed his concerns for the ARPA funds and asked to have input on how the money is spent.

Ms. Yvonnia Moore announced her company, The Ice Storm, received the Blue Bunny Ice Cream grand prize for renovations.

County Manager's Report

County Manager Craig Honeycutt thanked Mr. Tim Rogers for his service to the County for the past 37 years and praised him for his innovative ideas within the Solid Waste Department.

Board of Commissioners Committee Reports

Commissioner Barbara Aycock had no comment.

Commissioner Joe Daughtery had no comment.

Commissioner Antonio Williams thanked the community and customers who have supported The Ice Storm over the years.

Commissioner Bevan Foster had no comment.

Vice-Chairman Freeman Hardison, Jr. stated the COVID pandemic is still active and asked everyone to be safe by practicing distancing, hand washing, and getting vaccinated. He also stated he hoped the City of Goldsboro acknowledged Commissioner Antonio Williams' achievement with The Ice Storm.

Chairman George Wayne Aycock, Jr. stated the 31% vaccination level for Wayne County is a disappointment. He also thanked the other Board members for the work they do.

Closed Sessions

At 11:06 a.m., upon motion of Commissioner Joe Daughtery, the Board of Commissioners unanimously declared itself in closed session to discuss the location and expansion of business in Wayne County, to discuss the purchase of property, and to consult with attorneys employed or retained by the public body in order to preserve the attorney-client privilege between the attorneys and the public body, which privilege is hereby acknowledged.

At 12:14 p.m., upon motion of Vice-Chairman Freeman Hardison, Jr., the Board of Commissioners unanimously declared itself in regular session.

Board of Commissioners Attend the Announcement Ceremony of the North Carolina Global TransPark Economic Development Region at Lenoir Community College

The following Board members attended the Announcement Ceremony of the North Carolina Global TransPark Economic Development Region at Lenoir Community College: Chairman George Wayne Aycock, Jr., Commissioner Joe Daughtery, and Commissioner Chris Gurley. County Manager Craig Honeycutt, Assistant County Manager Chip Crumpler, and Clerk to the Board Carol Bowden also attended.

Adjournment

At 1:51 p.m., Commissioner George Wayne Aycock, Jr. adjourned the meeting of the Wayne County Board of Commissioners.



Carol Bowden, Clerk to the Board
Wayne County Board of Commissioners

**NORTH CAROLINA
WAYNE COUNTY**

**RESOLUTION #2021-23: A RESOLUTION REQUESTING NAMING THE O'BERRY ROAD BRIDGE
OVER HIGHWAY 117 FOR TROOPER NOLAN JAMES SANDERS**

WHEREAS, pursuant to North Carolina General Statute 136-18 (8), the North Carolina Board of Transportation may name roads, bridges or ferries; and

WHEREAS, the Wayne County Board of Commissioners desires to honor former North Carolina State Trooper, Volunteer Fire Fighter, and dedicated public servant Nolan J. Sanders; and

WHEREAS, Nolan J. Sanders was born in Wayne County to James Thomas "Tommy" and Angela Sanders, and was the brother of Kelsea S. Walters and her husband John; and

WHEREAS, Nolan J. Sanders was the husband of Alexis Wise Sanders and the father of his precious baby girl Laney; and

WHEREAS, Nolan Sanders was a member of the Mount Olive First Pentecostal Holiness Church, the Indian Springs Volunteer Fire Department, and was respected and admired by all that knew him; and

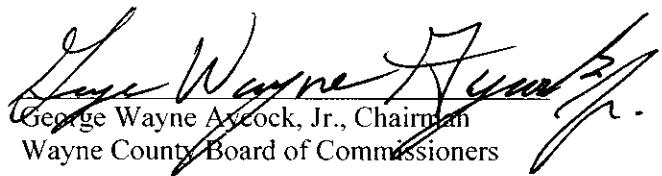
WHEREAS, Nolan J. Sanders was a Trooper with the prestigious North Carolina Highway Patrol for five years, losing his life in the line of duty on Friday, March 27, 2020; and

WHEREAS, the family of Nolan J. Sanders supports the request of the Wayne County Board of Commissioners to name the O'Berry Road Bridge over Highway 117 in his honor; and

WHEREAS, the Wayne County Board of Commissioners understands the North Carolina Board of Transportation criteria to have a road, bridge or ferry named in honor of an individual, that individual must be living, or be deceased for a year or longer.

THEREFORE, BE IT RESOLVED that the Wayne County Board of Commissioners does hereby request the North Carolina Board of Transportation name the O'Berry Road Bridge over Highway 117 for the late Trooper Nolan James Sanders.

Adopted this the 20th day of July, 2021.


George Wayne Ascock, Jr., Chairman
Wayne County Board of Commissioners

Attest:


Carol Bowden
Clerk to the Board

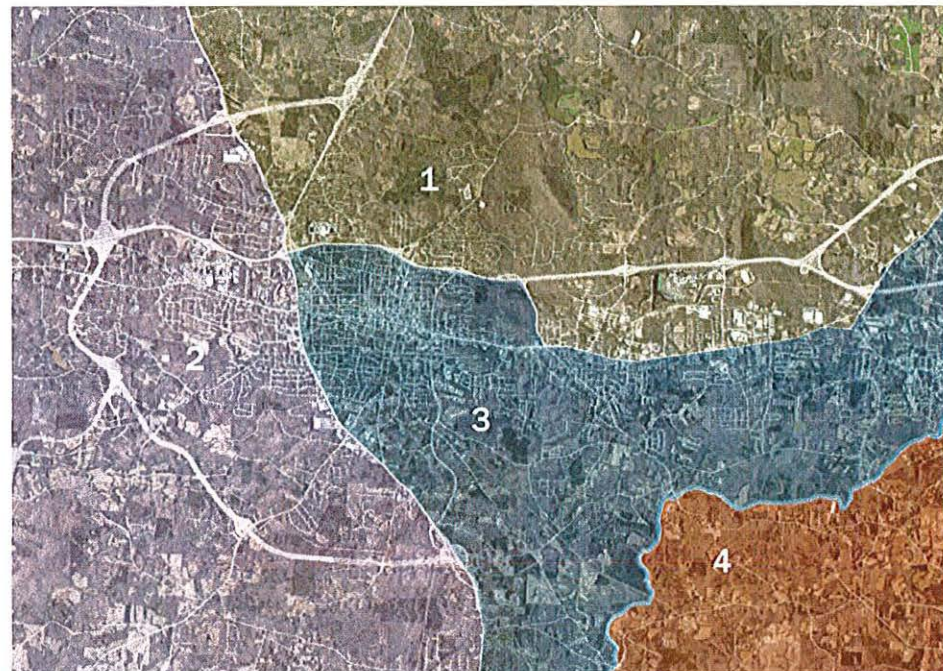


Wayne County Board of Commissioners Redistrictin g 2021

Blake Esselstyn
Mapfigure Consulting

Caroline Mackie
Poyner Spruill LLP

Tara Bright
Poyner Spruill LLP



Local Redistricting Service
July 20, 2021



Local Redistricting Service

A Project of North Carolinians for Redistricting Reform

- Non-partisan redistricting expertise for local governments that use districts to elect members
- An open, public, and non-partisan process
 - No election data
 - Open meetings
- NC4RR
 - Co-chaired by former Rep. Chuck McGrady (R-117) and former UNC System President and current Volker Alliance President Tom Ross
 - Led by a bipartisan board of directors





Redistricting

The Basics

- Why do we need to redistrict?
- Demographic changes
- Legal considerations
- An overview of the process
- Timeline



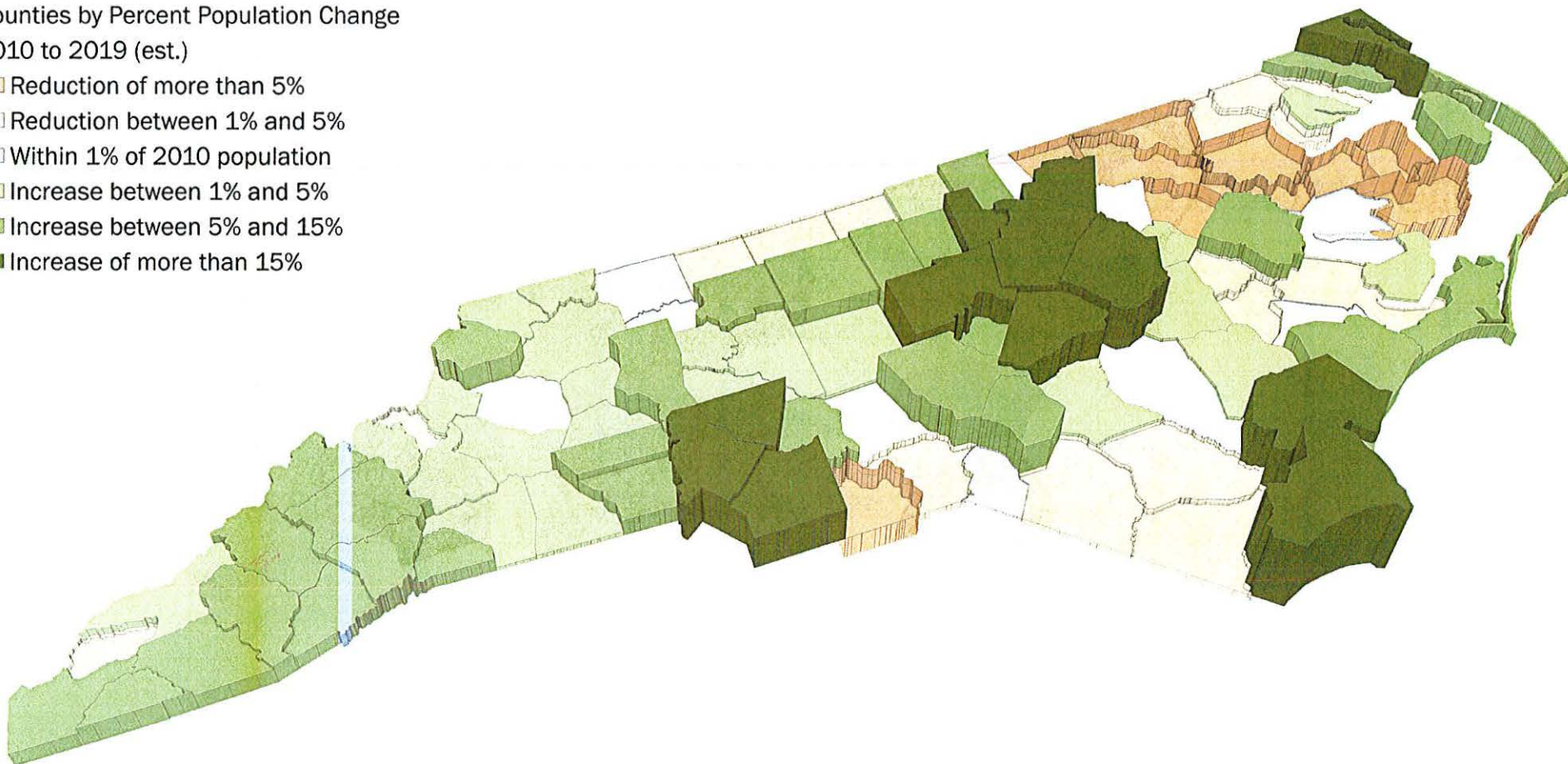
Redistricting

Do you need to redistrict?

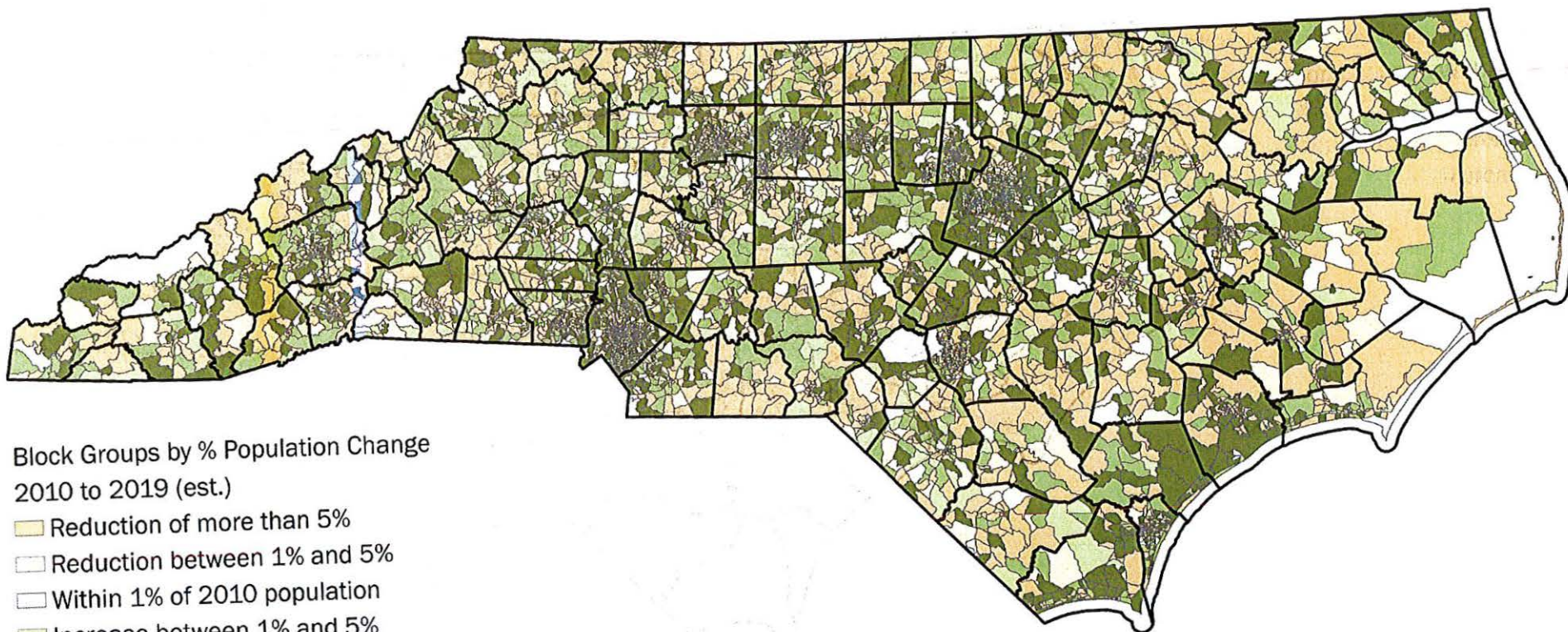
- Do you use true election districts? (Yes – 6 districts)
- Are you within the permissible deviation range? (TBD)

Counties by Percent Population Change
2010 to 2019 (est.)

- Reduction of more than 5%
- Reduction between 1% and 5%
- Within 1% of 2010 population
- Increase between 1% and 5%
- Increase between 5% and 15%
- Increase of more than 15%



Source: 2010 US Census and NC OSBM 2019 County Estimates



Block Groups by % Population Change
2010 to 2019 (est.)

- Reduction of more than 5%
- Reduction between 1% and 5%
- Within 1% of 2010 population
- Increase between 1% and 5%
- Increase between 5% and 15%
- Increase of more than 15%

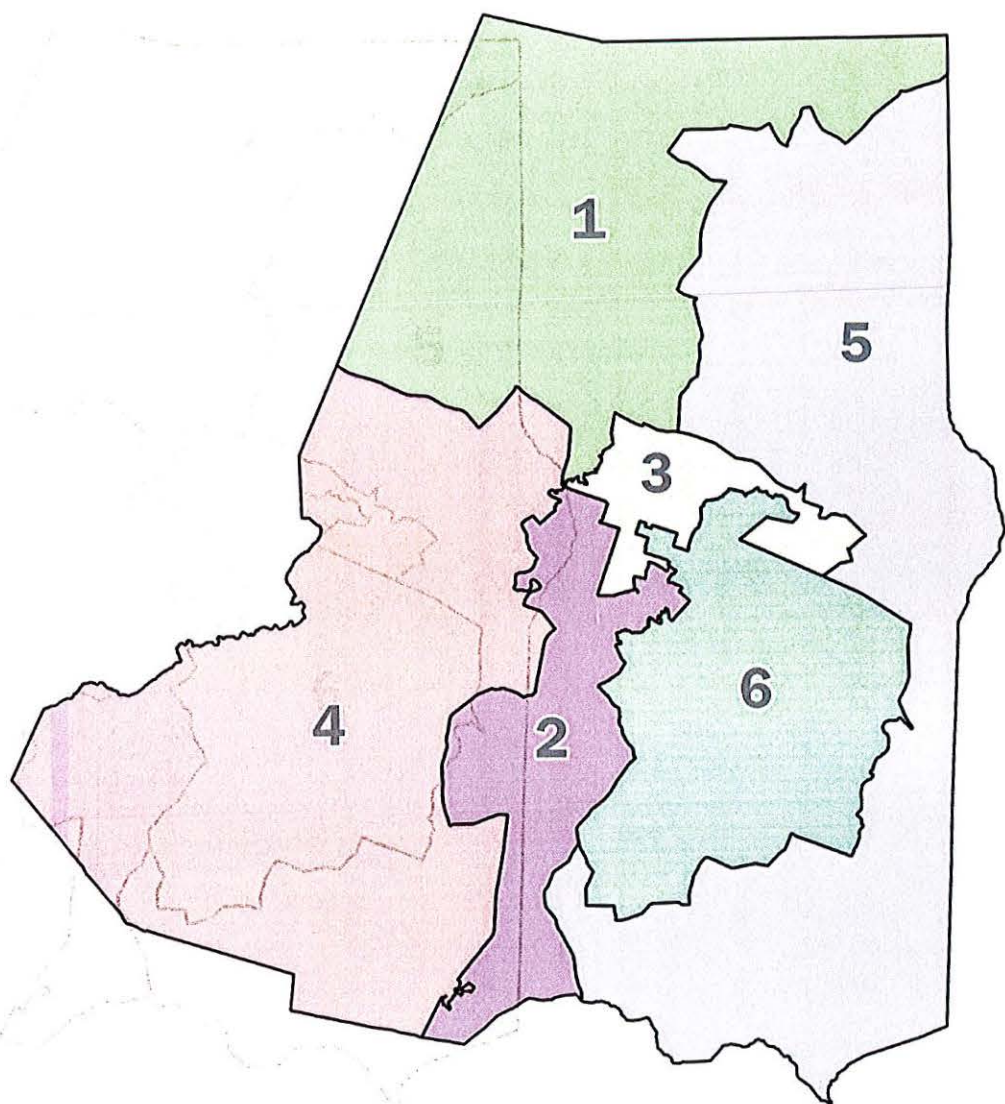
Source: 2010 US Census and ACS 2015-2019 5-Year Estimates



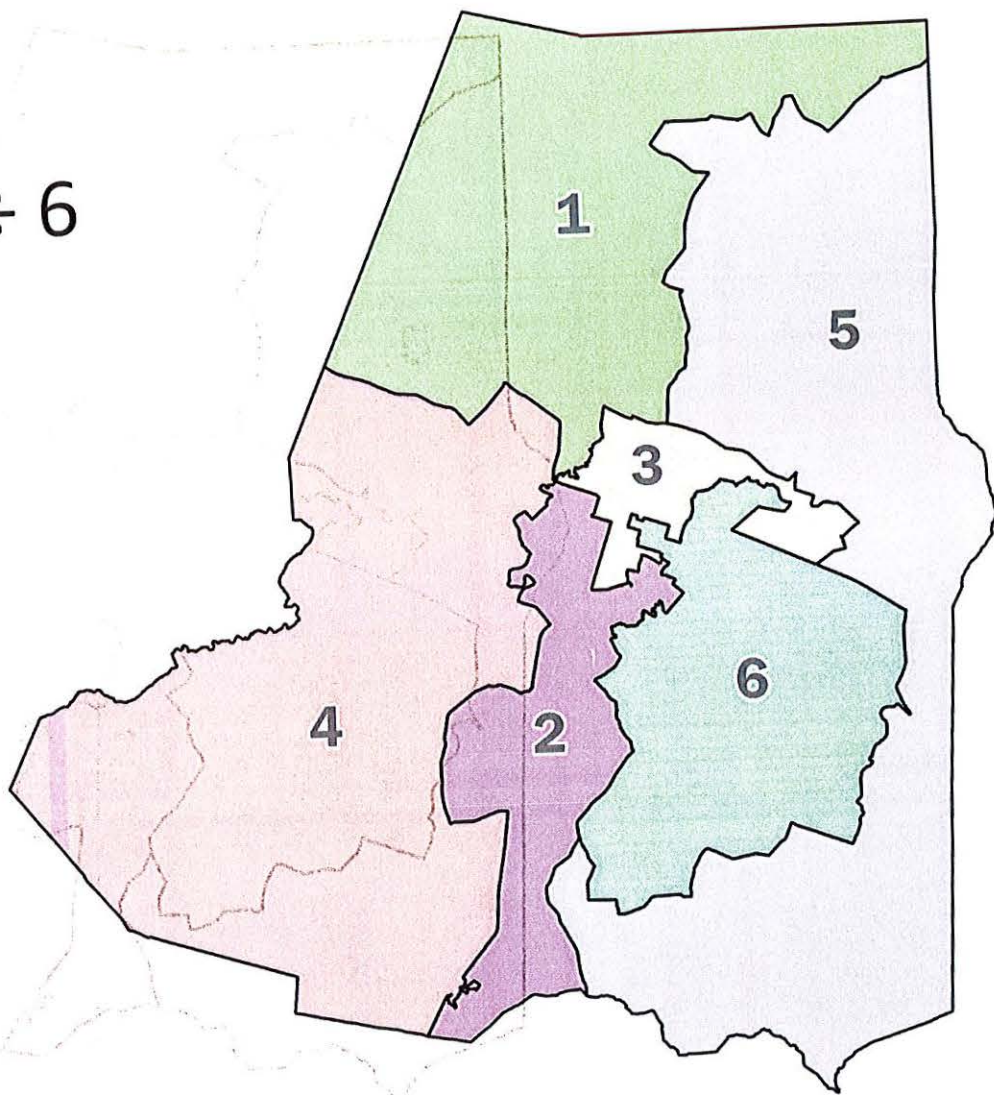
Redistricting

Determining whether there is substantial equality

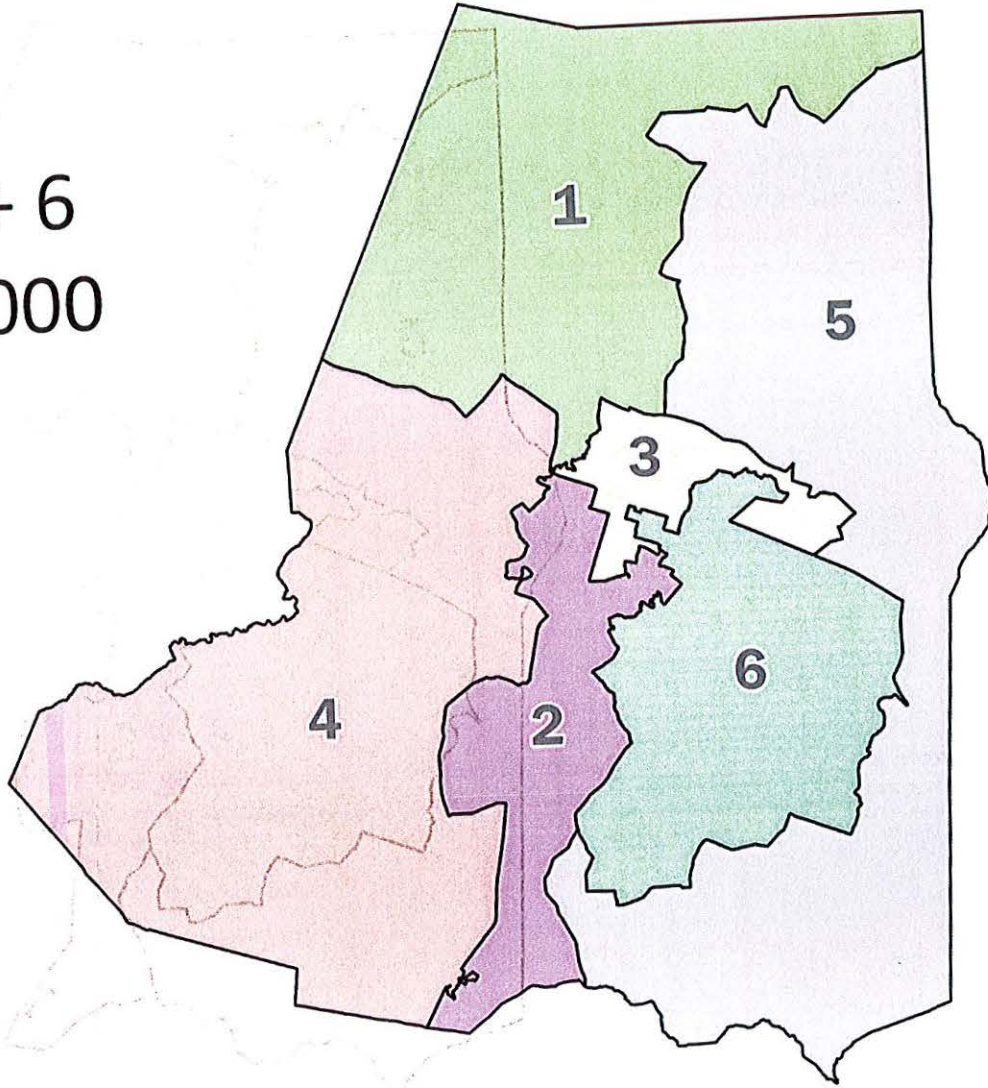
- +/- 5% rule: Using total population from the 2020 Census, are your districts within +/- 5% of the ideal district population?



$$120,000 \div 6$$



120,000 ÷ 6
gives 20,000





Redistricting

Who draws the new districts?

Board + staff + consultants.

The governing body for the local government is responsible for enacting new districting plans every 10 years. N.C.G.S. § 153A-22

One caveat: The General Assembly retains the power to redistrict for the board by local act



Redistricting

N.C.G.S. § 153A-22

- (a) If a county is divided into electoral districts for the purpose of nominating or electing persons to the board of commissioners, the board of commissioners **may find as a fact whether there is substantial inequality of population among the districts.**
- (b) If the board finds that there is substantial inequality of population among the districts, **it may by resolution redefine the electoral districts.**
- (c) Redefined electoral districts shall be so drawn that the quotients obtained by dividing the population of each district by the number of commissioners apportioned to the district are as **nearly equal as practicable, and each district shall be composed of territory within a continuous boundary.**



Redistricting

Race and Redistricting

- Racial gerrymandering/Equal protection clause of the 14th amendment:

Race cannot be the predominant factor in redistricting unless the use of race is narrowly tailored to a compelling governmental interest

- What does predominant mean?
 - The race of voters better explains the boundary of a district than traditional criteria
 - Example: precincts are split based on race
- What is a compelling governmental interest?
 - Section 2 of the Voting Rights Act, if the preconditions are met



Redistricting

Race and Redistricting

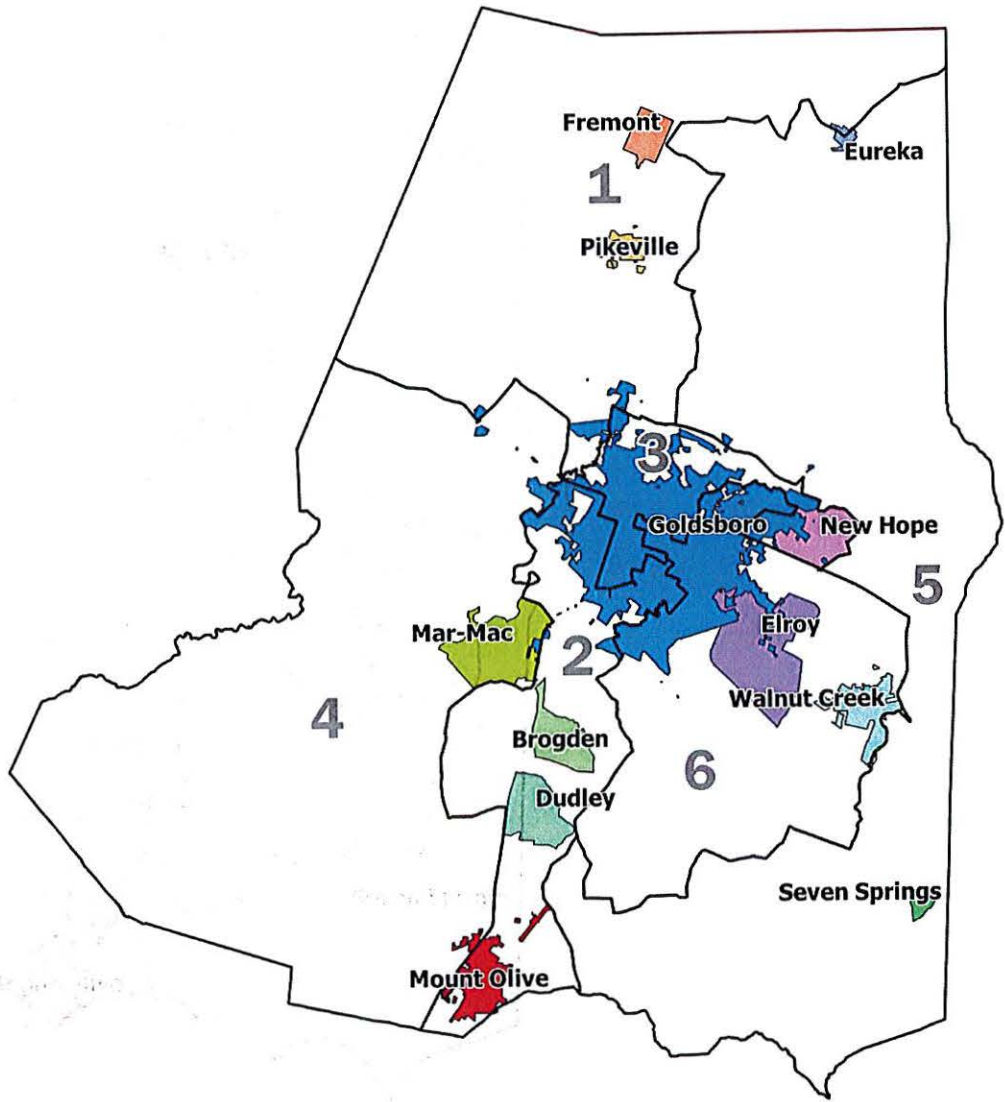
- Section 2 of the Voting Rights Act
 - The VRA was enacted in 1965 to protect minority citizens from voting methods that dilute their votes
 - 3 preconditions under *Gingles* (1983):
 - Is the minority group sufficiently large and geographically compact to form a majority in a district?
 - Is the minority group politically cohesive?
 - Does the majority vote sufficiently as a bloc so that it usually defeats the minority-preferred candidate?

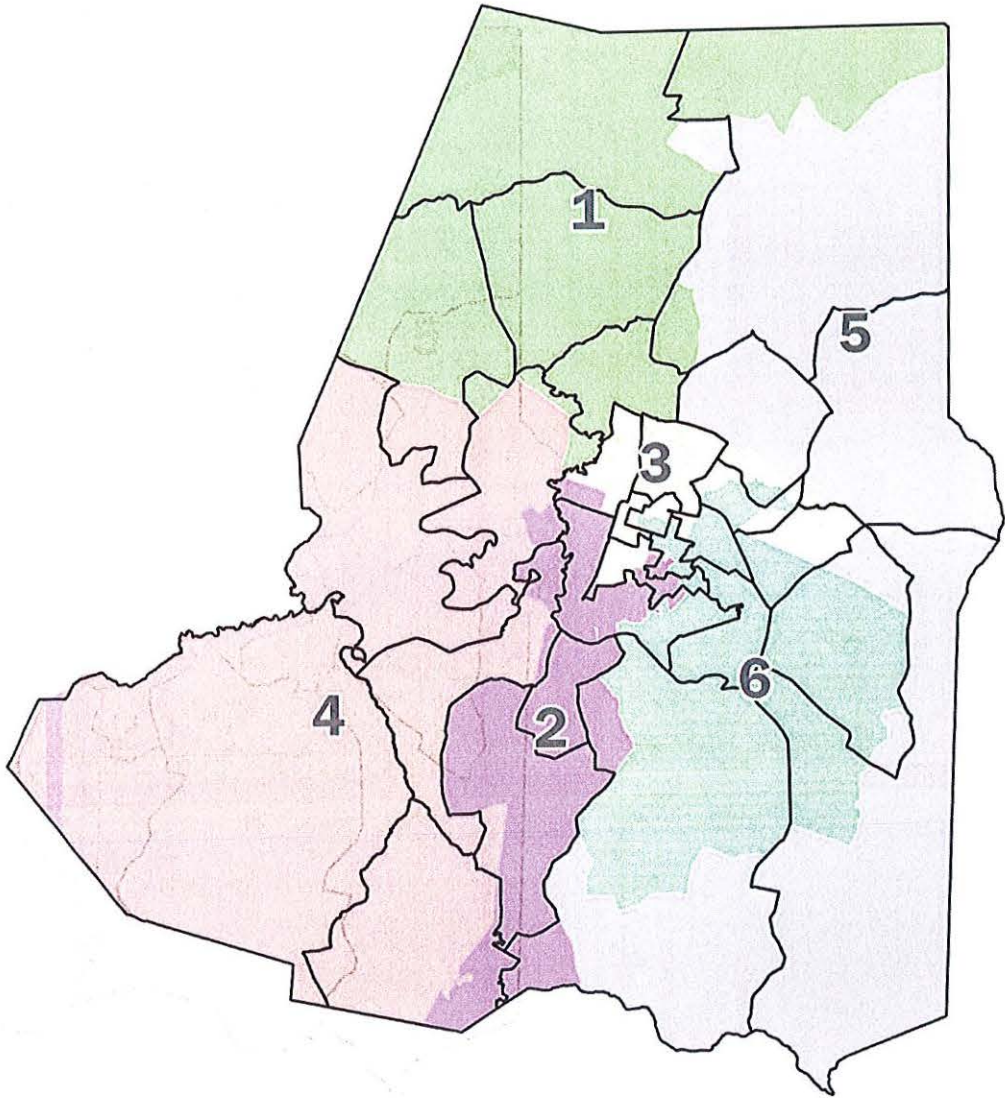


Redistricting

Guiding Criteria

- Some examples:
 - Equal population (required)
 - Total population, not voting age population or registered voters
 - Contiguity (required)
 - Consideration of certain administrative boundaries (keeping municipalities whole when possible, using whole precincts as building blocks, e.g.)
 - Recognizing communities of interest (prioritizing the intactness of neighborhoods, or other historical, cultural, or economic communities)
 - Seeking to have boundaries follow visible physical features like roads, waterways, and water bodies







Redistricting

Guiding Criteria (cont.)

- Some examples:
 - Preserving the core of existing districts AND/OR ignoring existing districts (i.e., clean slate)
 - Compactness
 - Avoiding pairing incumbents (also known as “double bunking”)
 - Plan for population growth
 - No political considerations



Redistricting

Process

1. Determine necessity of redistricting based on population disparities
2. Adopt criteria/guiding principles
 - Note: the first 2 steps can be taken in any order
 - Possible public hearing on criteria
3. LRS consultants to draw 2-3 alternative plans
4. Public hearing
 - Can include receipt of plans from members of the public
5. Review/revision of plans
 - All meetings to review plans should be open
6. Adoption of resolution
7. Export of plans to Board of Elections, GIS department, etc.



Redistricting

Senate Bill 722

SB 722 provides that counties with electoral districts shall adopt a resolution revising districts on or before November 17, 2021

Redistricting

Timeline





Questions?

- Caroline Mackie, cmackie@poynerspruill.com
- Tara Bright, tbright@poynerspruill.com
- Blake Esselstyn, blake@mapfigure.com

- Local Redistricting Service, LRS@ncredistrict.com
 - www.ncredistrict.org/lrs

MEMORANDUM

To: Wayne County Board of Commissioners

From: Berry Gray, Planning Director

Date: June 9, 2021

Re: Case R-21-01; Road Name Change Request

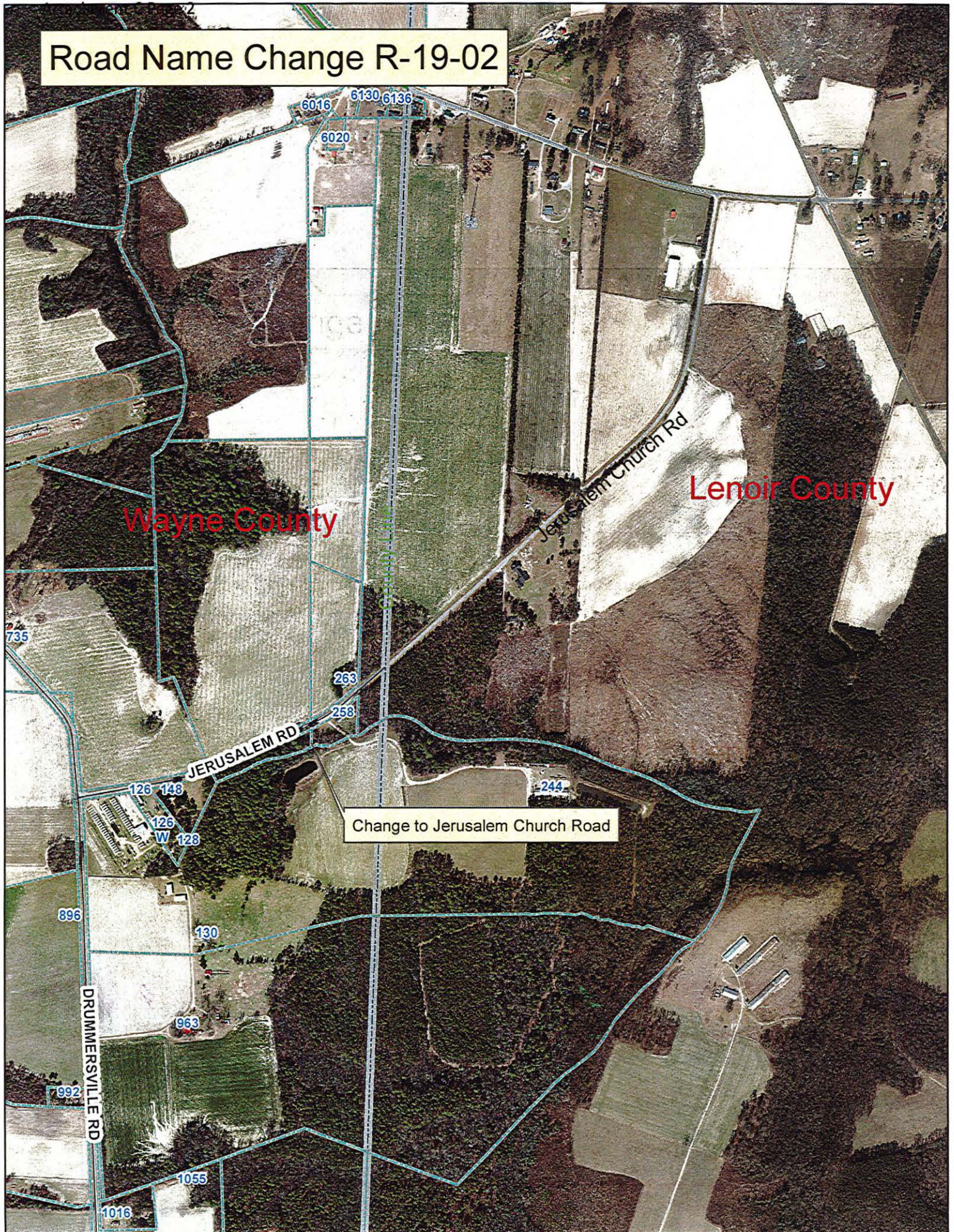
The Planning Department has received a petition requesting that Jerusalem Road (SR 1748) in Seven Springs be changed to Jerusalem Church Road. This road is less than ½ mile long in Wayne County before it crosses into Lenoir County where it is already named Jerusalem Church Road.

The petitioners request the change so as to avoid confusion between Jerusalem and Jerusalem Church Road. Currently, there are three property owners that would be affected by this request, one of which appears to already be using Jerusalem Church Road while another is a rental unit.

Recommendation: The Wayne County Planning Board recommends approval of the road name change and requests that the Board of Commissioners hold a public hearing to receive public comment.

Attachments:
Petition
Area Map

Road Name Change R-19-02



WAYNE COUNTY

ROADNAME CHANGE PETITION

I (we), the undersigned request the name of a road located in
Indian Springs Township be changed from Jerusalem Rd
to one of the following in the order given:

Jerusalem Church Rd

I, (we) understand that the purpose of the road naming project is
to eliminate duplicate road names. Existing town or county names cannot
be used. Other criteria which will be used in determining road names
are as follows:

- (1) Names which refer to landmarks, places or natural
features preferred.
- (2) Names similar to existing names will require the addition
of a prefix.
- (3) Names should be less than 14 letters, exclusive of suffix
(rd. st., etc.)

I, (we) have enclosed a name and address for each property owner
along the road in order that proper notification of the proposed change
may be given.

Mark J. Grady 128 Jerusalem Rd 28578

Emily Houston 258 Jerusalem Rd 28578

Glen Sandford 263 Jerusalem Rd 28578

Mark Grady (rental) 148 Jerusalem Rd 28578

Thank you for your consideration of this matter

MEMORANDUM

To: Wayne County Board of Commissioners

From: Berry Gray, Planning Director

Date: June 15, 2021

Re: Final Subdivision Plat Approval

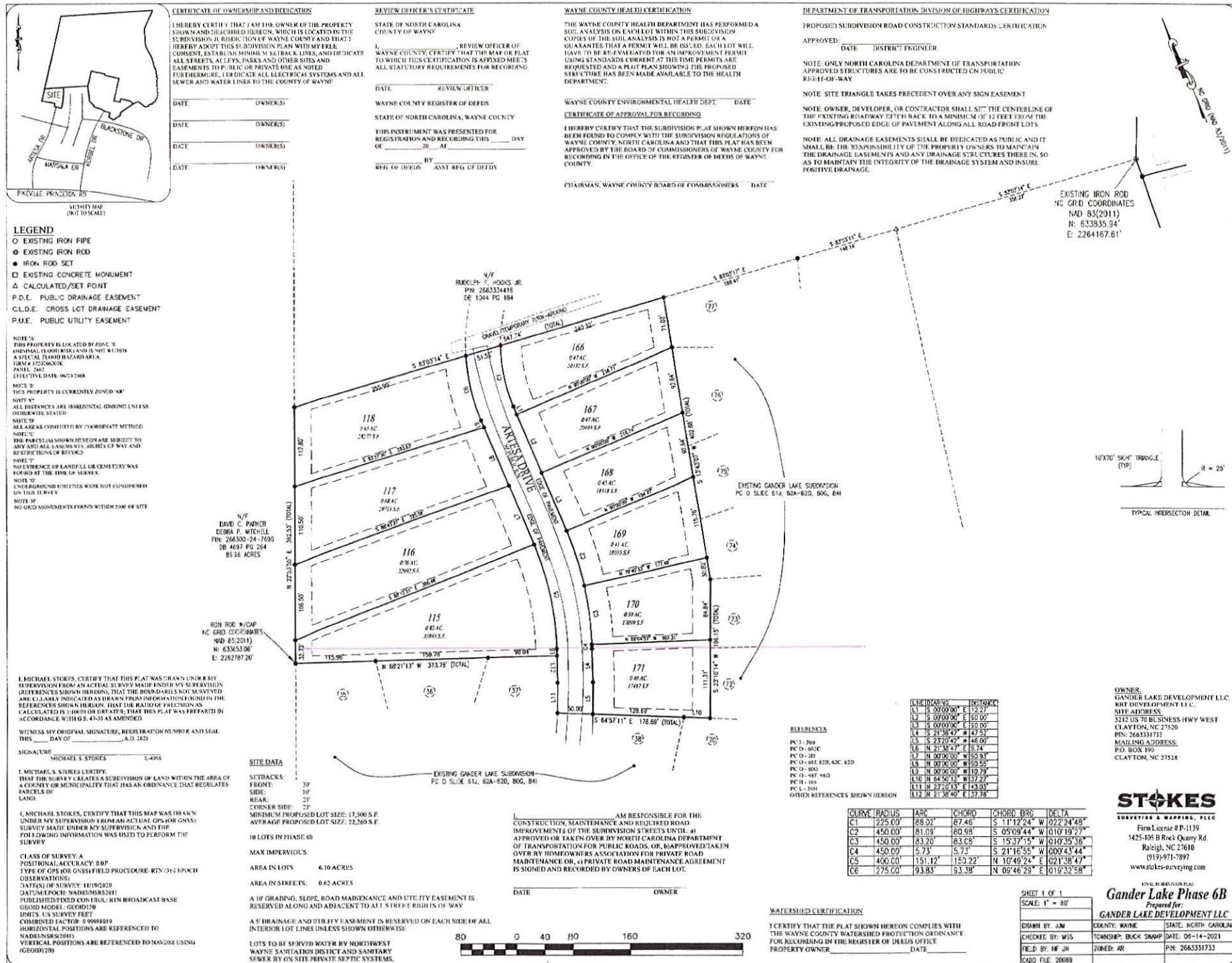
Item: Gander Lake Phase 6B, Final
Owner/Developer: Gander Lake Development, LLC
Surveyor/Engineer: Stokes Surveying & Mapping, PLLC
Buck Swamp Township, Pikeville Princeton Road (SR 1002)
Lots 115 – 118, 166 – 171 (10 lots)

Discussion: Gander Lake Phase 6B consists of 10 lots on 6.72 acres. This phase is located at the end of Artesa Drive. The subdivision is located off Pikeville Princeton Road (SR 1002), $\frac{3}{4}$ of a mile west of its intersection with Gurley Dairy Road (SR 1330). The property is not zoned with the average lot size at 22,260 sf. Building lots will utilize public water and onsite septic. The property is shown within the Rural area on the Wayne County Growth Strategies Map. Improvements are complete and a NCDOT Built to Standards letter has been submitted to the County. Until the streets are accepted onto the State's secondary road system, the developer has signed a statement regarding the maintenance of the streets and right of ways.

The property is located within the following service areas:

- Schools – C.B. Aycock HS, Norwayne Middle, Northwest Elementary
- Water – Northwest Wayne Sanitary District
- Fire – Little River Fire Department
- EMS – Station 7
- Transportation – RPO
- Water Supply Watershed – Little River Watershed
- Voluntary Agriculture District – No
- Wetlands – No
- Board of Commissioners District – 1

Recommendation: The Wayne County Planning Board recommends approval of the final plat.



Memorandum

To: Wayne County Board of Commissioners
From: Craig Honeycutt, County Manager
Date: 6/29/2021
Re: Personnel Policy Update – 07/20/2021 Meeting

Attached to this memo is a resolution to amend Article VIII, Section 6-a of the Wayne County Personnel Policy, which addresses Disciplinary Action, Suspension, and Dismissal. The update will add “or Assistant County Manager” to the above referenced section.

NORTH CAROLINA

WAYNE COUNTY

RESOLUTION #2021-21: A RESOLUTION AMENDING THE WAYNE COUNTY PERSONNEL POLICY

WHEREAS, the Wayne County Board of Commissioners is authorized by North Carolina General Statutes(NCGS) 153A-94 to establish personnel policies that promote the hiring and retention of capable, diligent, and honest career employees; and

WHEREAS, the County Manager has recommended amending one article in the Personnel Policies previously adopted by Resolution of the Board of Commissioners; and

WHEREAS, after careful consideration of those changes the Board of Commissioners had determined that it wishes to adopt said changes by Resolution;

NOW, THEREFORE BE IT RESOLVED that the document entitled "WAYNE COUNTY PERSONNEL POLICY" previously adopted as the personnel policies for Wayne County Government, is hereby amended as follows:

Article VIII, Section 6-a, change the item from:

From:

SECTION 6

Dismissal

Before a County employee may be dismissed on the basis of job performance, the following shall occur:

- a. The department head recommending dismissal should discuss the recommendation with, and receive the approval of the County Manager.
- b. A pre-dismissal conference shall be held between the department head and the employee. The department head shall present the employee with the specific reason for the proposed dismissal and a brief summary of the information which he believes supports the proposed dismissal. The employee shall have a right to respond to that notice of proposed dismissal in the conference. If, at the end of the pre-dismissal conference, the department head determines that dismissal is justified, he/she may present the employee with a letter of dismissal. However, the department head may elect to defer the dismissal based on information presented by the employee, and reconsider the proposed dismissal. If following such reconsideration, the decision is to dismiss, then no further pre-dismissal conference is required.
- c. The employee must be given written notice of the dismissal. This written notice must include specific reasons for the dismissal and the employee's right of appeal.

To:

SECTION 6

Dismissal

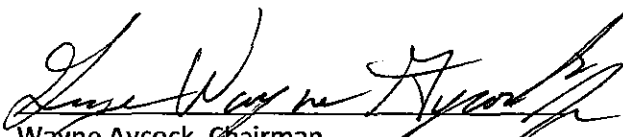
Before a County employee may be dismissed on the basis of job performance, the following shall occur:

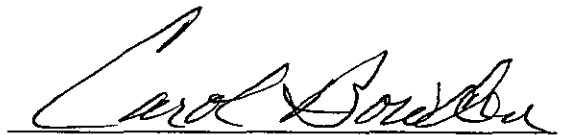
- a. The department head recommending dismissal should discuss the recommendation with, and receive the approval of the County Manager or Assistant County Manager.
- b. A pre-dismissal conference shall be held between the department head and the employee. The department head shall present the employee with the specific reason for the proposed dismissal and a brief summary of the information which he believes supports the proposed dismissal. The employee shall have a right to respond to that notice of proposed dismissal in the conference. If, at the end of the pre-dismissal conference, the department head determines that dismissal is justified, he/she may present the employee with a letter of dismissal. However, the department head may elect to defer the dismissal based on information presented by the employee, and reconsider the proposed dismissal. If following such reconsideration, the decision is to dismiss, then no further pre-dismissal conference is required.
- c. The employee must be given written notice of the dismissal. This written notice must include specific reasons for the dismissal and the employee's right of appeal.

"The Wayne County Board of Commissioners has adopted these Personnel Policies by Resolution in order to establish a personnel system which will recruit, select, develop, and maintain an effective and responsible work force. These Personnel Policies can only be amended by subsequent Resolution adopted by the Board of Commissioners."

This the 20th day of July 2021.




Wayne Aycock, Chairman
Wayne County Board of Commissioners


Carol Bowden, Clerk to the Board



STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

ROY COOPER
GOVERNOR

J. ERIC BOYETTE
SECRETARY

3/8/2021

Mr. Craig Honeycutt, County Manager
Wayne County
P.O. Box 227
Goldsboro, NC 27533

RE: NOTIFICATION OF AWARD

Dear Mr. Honeycutt:

On behalf of Governor Roy Cooper, Transportation Secretary J. Eric Boyette, and the NC Board of Transportation, this Notification of Award serves as official verification that State funds have been programmed for **Wayne Executive Jetport**, Project Request No. 4251 for State Fiscal Year (SFY) 2020 and were approved at the March 4, 2021 Board of Transportation Meeting.

Any disbursement of funds described or contemplated herein is subject to appropriation by the General Assembly and appropriate approval or authorization from the Department and/or Board of Transportation.

The specific work elements are noted below:

Award ID	Description	State Funds	Local Funds
36244.31.6.1	Apron Pavement Rehabilitation	\$3,700,000	\$411,111

Upon receipt of this award letter, the NCDOT Division of Aviation requires that you submit a Request for Aid within 120 days of receipt. Failure to meet this deadline will result in an elevated score on the annual risk assessment for non-compliance unless an extension is authorized in writing by the NCDOT Division of Aviation. Please visit the NCDOT Connect website listed below, and click on "Next Steps – Initial Instructions," which will walk you through the process from this letter until grant execution.

<https://connect.ncdot.gov/municipalities/State-Airport-Aid/Pages/default.aspx>

The NCDOT Division of Aviation requires effective project management for all projects to ensure that funds needed to complete this project are expended within two years from the date of this letter. Failure to meet this deadline will result in an elevated score on the annual risk assessment for non-compliance unless an extension is authorized in writing by the NCDOT Division of Aviation. Should the Airport encounter reasonable delays, the Division of Aviation has the ability to reprogram existing-year funds to a later year and divert the monies to another airport to expend those funds.

Mailing Address:
NC DEPARTMENT OF TRANSPORTATION
DIVISION OF AVIATION
1560 MAIL SERVICE CENTER
RALEIGH, NC 27699-1560

Telephone: 919-814-0550
Fax: 919-840-9267

Website: www.ncdot.gov/aviation

Location:
RDU AIRPORT
1050 MERIDIAN DRIVE
MORRISVILLE, NC 27560

After the project is completed and the final reimbursement request has been processed, the NCDOT Division of Aviation has the authority to rescind any remaining unused funds (with the exception of NPE and Discretionary funds) for use toward other projects. Any disbursement of funds described or contemplated herein is subject to appropriation by the General Assembly and appropriate authorization from the Department and/or Board of Transportation.

The NCDOT Division of Aviation appreciates your commitment and contribution to our state aviation system and we are excited to partner with you on this grant.

Sincerely,

DocuSigned by:

59C8E3EBB04E410...
Bobby L. Walston, P.E.
Director of Aviation

BLW/sg

cc: Governor Roy Cooper
J. Eric Boyette, Secretary NCDOT
Julie A. White, Deputy Secretary for Multi-Modal Transportation
Richard Burr, United States Senate
Thom Tillis, United States Senate
David Rouzer, United States Congress
Melvin M. Mitchell, BOT Representative
Brandon Gray, Executive Director

WK Dickson & Co., Inc.

**Work Authorization #15 – Amendment #1
Wayne Executive Jetport (GWW)
Wayne County, North Carolina
GWW: Corporate Area Expansion – Phase 2
(Additional Design Phase Services)
April 23, 2021**

**CONTRACT FOR PROFESSIONAL SERVICES
Dated March 18, 2016
(Expiration Date: March 18, 2021)**

PROJECT DESCRIPTION

On April 15, 2021, Wayne County (OWNER) authorized WK Dickson (ENGINEER) to proceed with design phase services for the 2nd phase of the Corporate Area Expansion at the Wayne Executive Jetport (GWW). The OWNER has recently expressed interest in adding an access road from the T-Hangar area to the Corporate Area apron to the project. The access road will provide access by GWW's fuel trucks to the Corporate Area. The fuel trucks can currently only access the Corporate Area by using Taxiway A, which creates a safety concern. The approximate location of the proposed access road is shown on the attached exhibit.

Amendment #1 to Work Authorization #15 is for the additional design services necessary to add the access road to the Corporate Area Expansion – Phase 2 project. The below scope of services outlines additional project management, design and plan preparation, and topographic survey services to be provided by ENGINEER to assist the OWNER with this project. This scope of work and fee estimate includes the work that is known to be required for this project as defined below:

SCOPE OF SERVICES

Basic Services

The ENGINEER will provide the Basic Services listed below and in accordance with Section I of the General Provisions of the Contract for Professional Services, March 18, 2016.

1. **Additional Project Management:** Project Management shall generally consist of the following:
 - a. Preliminary schematic layout and project formulation.
 - b. Work authorization amendment development and facilitation of NCDOT, Division of Aviation (DOA) review.



WK Dickson & Co., Inc.

2. **Additional Design and Plan Preparation:** The ENGINEER will provide Design Phase services for the Corporate Area Expansion – Phase 2 project. Design phase services shall include the following:
 - a. Preparation and inclusion of the following additional/impacted plan sheets:
 - i. Existing Conditions and Demolition Plan
 - ii. Site Layout Plan
 - iii. Access Road Profile
 - iv. Grading and Drainage Plan
 - v. Erosion and Sedimentation Control Plan
 - vi. Erosion and Sedimentation Control Details
 - vii. Typical Sections & Pavement Details
 - viii. Pavement Marking & Signage Plan & Details
 - b. Additional drainage design.
 - c. Additional erosion control calculations.
 - d. Road pavement section determination.
 - e. Additional quantity calculations.
 - f. Technical specifications for additional design elements.

Special Services

The ENGINEER will provide the Special Services listed below and in accordance with Section II of the General Provisions of the Contract for Professional Services, March 18, 2016.

1. **Additional Topographic Survey:** Perform additional survey necessary to collect information needed for design of the project. Survey will be completed by Matrix East, PLLC as a subconsultant to WK Dickson. Subconsultant proposal and survey area are shown in Attachment 'D'.



WK Dickson & Co., Inc.

FEE SCHEDULE

The above services shall be provided and billed according to the below Fee Schedule:

Basic Services

Additional Project Management	Lump Sum	\$2,415
	(Revised Total Fee)	(\$15,913)

Additional Design and Plan Preparation	Lump Sum	\$14,645
	(Revised Total Fee)	(\$61,752)

Special Services

Additional Topographic Survey (Sub – Matrix East)	Lump Sum	\$1,000
	(Revised Total Fee)	(\$3,100)

Amend. #1 Total \$18,060

The total fee of all work in this amendment is in the amount of **\$18,060** and is summarized in Attachment 'A'.

All other provisions of the Contract for Professional Services dated March 18, 2016 shall remain in full force and effect and unmodified other than as noted herein.

Requested By:

WAYNE COUNTY

By:

Typed Name: Craig F. Honeycutt

Title: County Manager

Date: 7-20-21

Accepted By:

W.K. DICKSON & CO., INC.

By:

Typed Name: Scott Sigmon

Title: Vice President

Date: 7-8-2021

ATTACHMENTS

- A. Man-hour Summary
- B. Project Budget
- C. Project Schedule
- D. Sub-Consultant Proposal – Topographic Survey

Wayne Executive Jetport

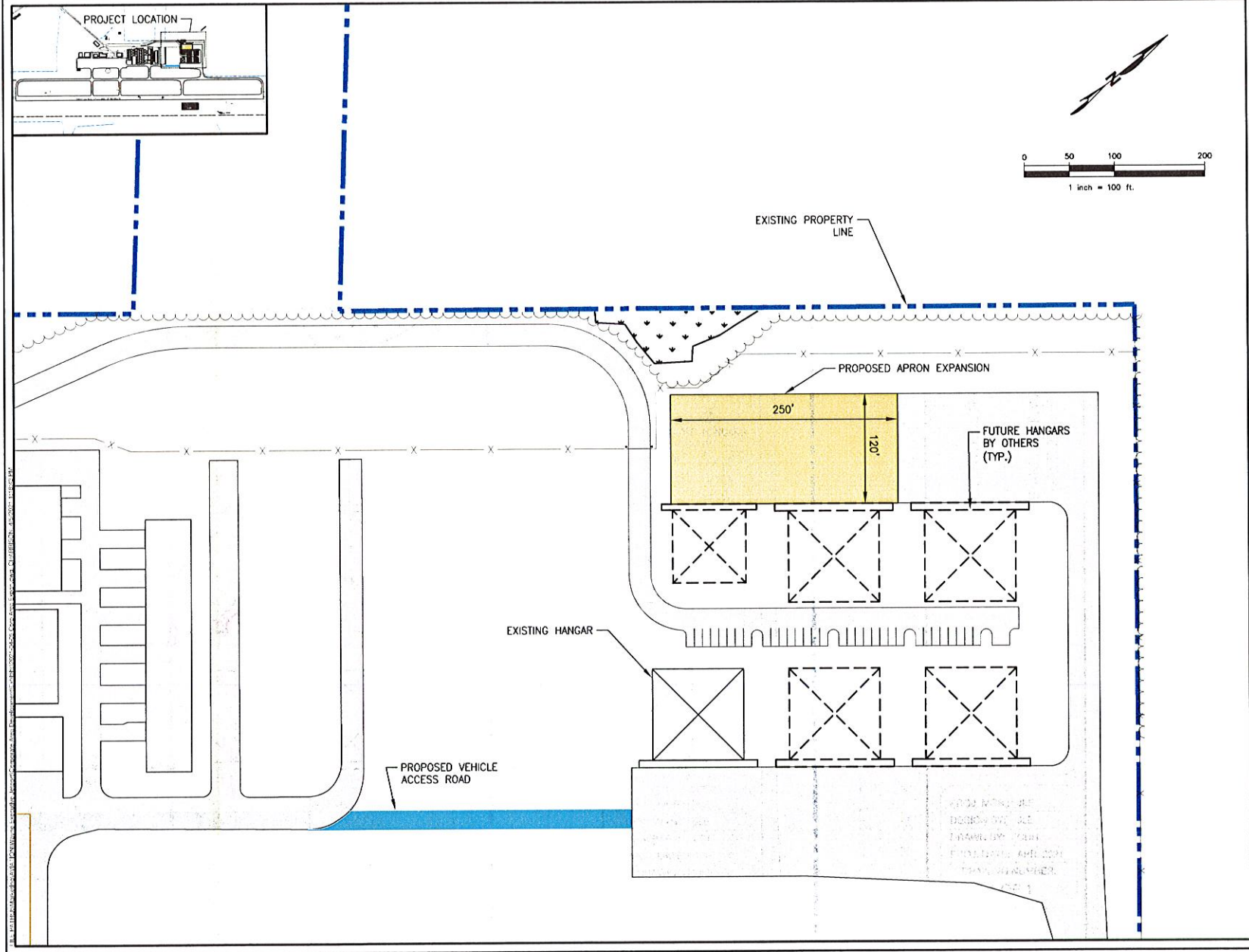
GWW: Corporate Area Expansion – Phase 2 (Additional Design Phase Services)

Work Authorization #15 – Amendment #1

Page 3



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WKDICKSON
 720 CORPORATE
 CENTER DRIVE
 RALEIGH, NC 27607
 (919) 782-0495
 (919) 782-9672
 WWW.WKDICKSON.COM
 NC LICENSE NO. F-0374

PROJECT NAME:
 WAYNE EXECUTIVE JETPORT
 DRAWING TITLE:
 CORPORATE AREA EXPANSION
 PHASE 2

PROJ. MGR.: JLE
 DESIGN BY: JLE
 DRAWN BY: CDH
 PROJ. DATE: APR. 2021
 DRAWING NUMBER:
 1 OF 1
 WKD PROJ. NO.:

ATTACHMENT 'A'

PROJECT DESCRIPTION: GWW: WA#15 - Amendment #1 - Corporate Area Expansion - Phase 2 (Add. Design)				DATE PREPARED: 4-23-21		AVIATION NUMBER:		
PREPARED BY: Jason L. Elliott / WK Dickson & Co., Inc.				TIP NUMBER:		WBS NUMBER:		
TASK NUMBER	PHASE AND TASK DESCRIPTION	Employee Classifications						SUB-TOTAL
		Principal	Senior Project Manager	Project Manager	Senior Project Engineer	Senior Designer	Admin.	
	<u>Basic Services</u>							
	1. Additional Project Management							
a	Preliminary Schematic Layout & Project Formulation		1.00	4.00		2.00		7.00
b	Work Authorization Amendment Development & Review	1.00		4.00				5.00
	Task Subtotals	1.00	1.00	8.00	0.00	2.00	0.00	12.00
	2. Additional Design and Plan Preparation:							
a	Additional/Impacted Plans							
i	Existing Conditions and Demolition Plan				1.00	2.00		3.00
ii	Site Layout Plan			1.00	2.00	4.00		7.00
iii	Access Road Profile			1.00	2.00	6.00		9.00
iv	Grading & Drainage Plan			1.00	4.00	16.00		21.00
v	Erosion & Sedimentation Control Plan			1.00	2.00	8.00		11.00
vi	Erosion & Sedimentation Control Details				1.00	2.00		3.00
vii	Typical Sections & Pavement Details				1.00	2.00		3.00
viii	Pavement Marking & Signage Plan & Details			1.00	2.00	4.00		7.00
b	Additional drainage design			1.00	1.00	8.00		10.00
c	Additional erosion control calculations				1.00	4.00		5.00
d	Road pavement section determination			1.00	2.00			3.00
e	Additional quantity calculations				1.00	4.00		5.00
f	Prepare Technical Specifications	1.00		1.00	4.00			6.00
	Task Subtotals	1.00	0.00	8.00	24.00	60.00	0.00	93.00
	<u>Special Services</u>							
	1. Additional Topographic Survey							
	Topographic Survey (Sub - See Matrix East Proposal)	\$1,000.00						
	TOTAL MANHOURS/CATEGORY:	2.00	1.00	16.00	24.00	62.00	0.00	105.00
	RATES PER HOUR:	\$80.56	\$68.60	\$65.18	\$55.92	\$44.33	\$29.74	
	PAYROLL BURDEN:	\$161.12	\$68.60	\$1,042.88	\$1,342.08	\$2,748.46	\$0.00	
	TOTAL WORK HOURS:	105.00						
	TOTAL PAYROLL BURDEN:	\$5,363.14						
	GENERAL OVERHEAD @ 186.02 %:	\$9,976.51						
	SUBTOTAL:	\$15,339.65						
	COMPARATIVE FEE @ 11%:	\$1,687.36						
	Cost of Capital @ 0.61 %	\$32.72						
	TOTAL:	\$17,059.73						
	DIRECT EXPENSES:	\$0.00						
	PRIME GRAND TOTAL:	\$17,059.73						
	Sub Consultant TOTAL:	\$1,000.00						
	GRAND TOTAL:	\$18,060.00						

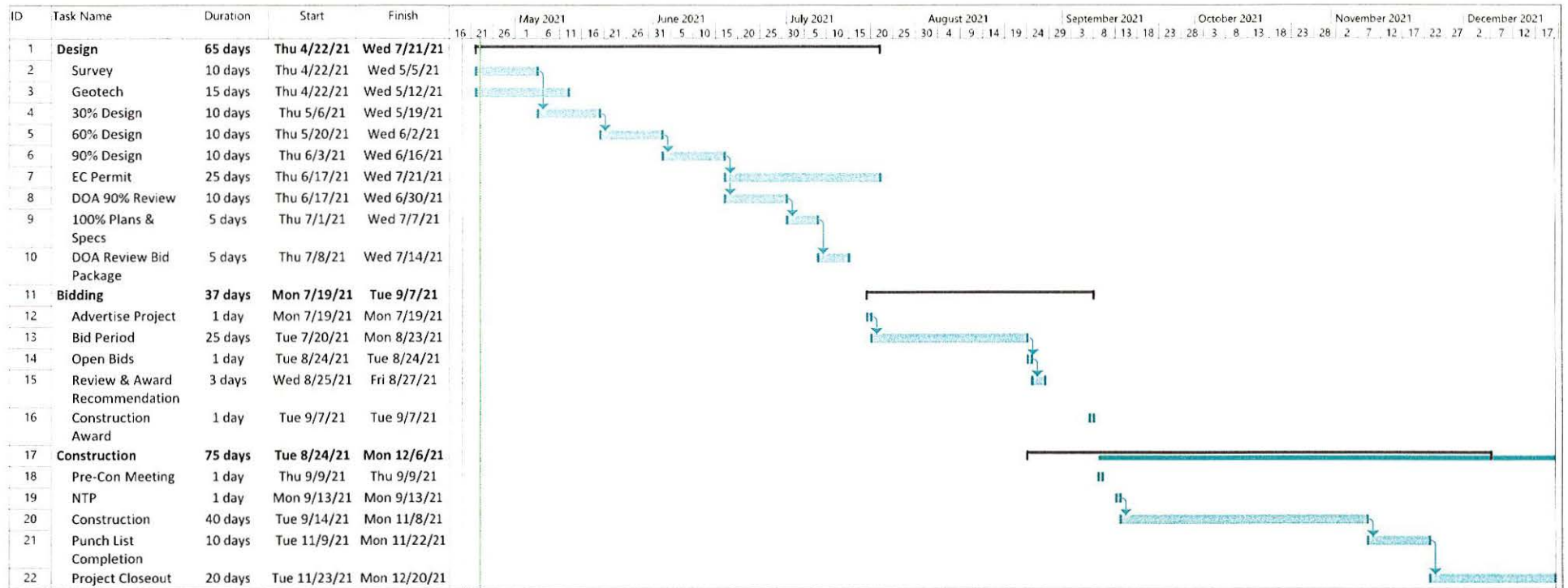
Additional Project Management =	\$2,415.15
Additional Design and Plan Preparation =	\$14,644.58
Additional Topographic Survey =	\$1,000.00
	\$18,059.73

ATTACHMENT 'B'
WAYNE EXECUTIVE JETPORT
PROGRAM BUDGET
CORPORATE AREA EXPANSION - PHASE 2 (DESIGN)

April 23, 2021

	Current Project Budget	Proposed Project Budget
(A101) ADMINISTRATIVE EXPENSES		
Administrative (Bid Advertisement)	\$ 606.00	\$ 606.00
SUBTOTAL	\$ 606.00	\$ 606.00
(A102) PRELIMINARY ENGINEERING, TESTING		
Erosion & Sedimentation Control Permit (WA #15)	\$ 8,117.00	\$ 8,117.00
Topographic Survey (WA #15 + Amend. #1 ; Sub - Matrix East)	\$ 2,100.00	\$ 3,100.00
Geotechnical Investigation (WA #15; Sub - ECS)	\$ 4,850.00	\$ 4,850.00
Erosion Control Permit Fee (Pd. Directly by Owner)	\$ 130.00	\$ 130.00
SUBTOTAL	\$ 15,197.00	\$ 16,197.00
(A103) PROPERTY ACQUISITION		
-	\$ -	\$ -
SUBTOTAL	\$ -	\$ -
(A104) ENGINEERING SERVICES BASIC FEES		
Project Management (WA #15 + Amend. #1)	\$ 13,498.00	\$ 15,913.00
Design & Plan Preparation (WA #15 + Amend. #1)	\$ 47,107.00	\$ 61,752.00
Bidding (WA #15)	\$ 8,732.00	\$ 8,732.00
QC Review (WA #15)	\$ 4,860.00	\$ 4,860.00
SUBTOTAL	\$ 74,197.00	\$ 91,257.00
(A105) PROJECT INSPECTION, QUALITY ASSURANCE, TESTING, OTHER		
-	\$ -	\$ -
SUBTOTAL	\$ -	\$ -
(A106) CONSTRUCTION AND PROJECT IMPROVEMENT COST		
-	\$ -	\$ -
SUBTOTAL	\$ -	\$ -
(A108) MISCELLANEOUS EXPENSES		
-	\$ -	\$ -
SUBTOTAL	\$ -	\$ -
GRAND TOTAL	\$ 90,000.00	\$ 108,060.00

ATTACHMENT 'C'



Project: Corp. Area Ph. 2_Rev 2
Date: Fri 4/23/21

Task		Project Summary		Manual Task		Start-only		Deadline	
Split		Inactive Task		Duration-only		Finish-only		Progress	
Milestone		Inactive Milestone		Manual Summary Rollup		External Tasks		Manual Progress	
Summary		Inactive Summary		Manual Summary		External Milestone			

Matrix East, PLLC

906 N. Queen St., Ste. A
Kinston, NC 28501
Phone 252-522-2500
Fax 252-522-4747

April 22, 2021

Jason L. Elliot, PE
W.K. Dickson
720 Corporate Center Drive
Raleigh, NC 27607

RE: Proposal for Surveying Services
Wayne County Airport – GWW – Corporate Area Development Phase 2 Additional
Area

Dear Jason:

We appreciate the opportunity to provide surveying services for the above referenced project. We propose the following scope of services and fee schedule per the attached sketch:

1. Topographic Survey of area shown on the attached sketch.
2. Provide a sealed drawing and electronic files of the survey.

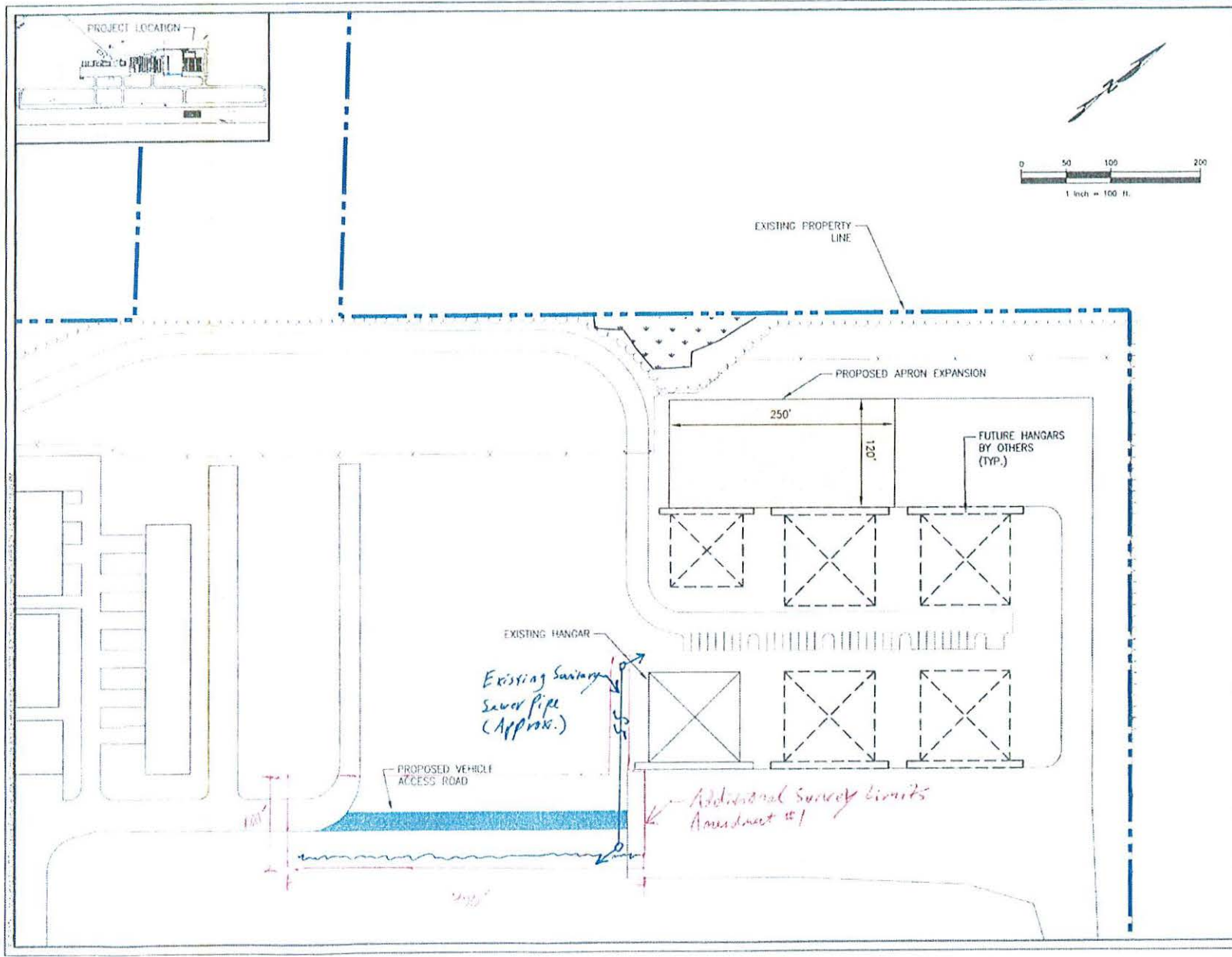
Lump Sum amount for these services: \$1,000.00

Time for completion of these services will be no more than 30 days from the official notice-to-proceed. We look forward to providing you with these services. If you have any questions, please feel free to call.

Yours truly,



Christopher K. Paderick



220 CORPORATE
CENTER DRIVE
RALEIGH, NC 27607
PHONE 919-844-
0444 FAX 919-844-
0622

WWW.WKDICKINSON.COM

NC LICENSE NO. F-0374

WAYNE EXECUTIVE JETPORT

CORPORATE AREA EXPANSION
PHASE 2

PROJECT NAME

DRAWING TITLE

PROJECT NO. 44
DESIGN BY JH
DRAWN BY CDE
PROJECT DATE APR. 2001
DRAWING NUMBER

1 OF 1
SHEET NO.

WK Dickson & Co., Inc.

**Work Authorization #1
Wayne Executive Jetport (GWW)
Wayne County, North Carolina
GWW: Apron Pavement Rehabilitation
(Bidding & Construction Phase Services)
June 1, 2021**

WBS: 36244.31.6.1
Partner Connect Request Number: 4251

**CONTRACT FOR PROFESSIONAL SERVICES
Dated April 21, 2021
(Expiration Date: April 21, 2025)**

PROJECT DESCRIPTION

Wayne County (OWNER) wishes to proceed with bidding and construction phase services for the rehabilitation of the existing apron pavement at the Wayne Executive Jetport (GWW). GWW has been experiencing problems with deflections in the apron pavement from aircraft parked on the apron. These deflections often occur from aircraft with weight well below the pavement's published strength. The airport has steel plates in one area of the apron where they park larger aircraft. The deflections have become a major issue operationally for GWW. The project will reconstruct the entire main asphalt apron area as shown on Exhibit 1.

The apron pavement project is included in GWW's current Airport Layout Plan (ALP) that was conditionally approved on March 23, 2020. A preliminary Apron Pavement Investigation was completed under Work Authorization #11 of the previous Contract for Professional Services, with design being completed under Work Authorization #13. Bidding services were excluded from Work Authorization #13 and have been included herein. Construction is being 90% funded by a State grant that was approved by the NCDOT Board of Transportation on March 4, 2021, with the 10% local match being provided by the OWNER.

The below scope of services outlines project management and grant administration, construction administration, project closeout, full-time construction observation, and quality assurance testing services to be provided by WK Dickson (ENGINEER) to assist the OWNER with this project. This scope of work and fee estimate includes the work that is known to be required for this project as defined below:



WK Dickson & Co., Inc.

SCOPE OF SERVICES

Basic Services

The ENGINEER will provide the Basic Services listed below and in accordance with Section I of the General Provisions of the Contract for Professional Services, April 21, 2021.

1. **Project Management:** Project Management shall generally consist of the following:
 - a. Project Formulation and Scope Development.
 - b. Work authorization development and facilitation of NCDOT, Division of Aviation (DOA) review and Independent Fee Estimate (IFE).
 - c. Assistance to the OWNER with the administration of grant compliance issues, grant application, applications for funding reimbursements, and grant closeout. Grant submittals will be in accordance with the following Division of Aviation checklists:
 - i. AV-101: Sponsor Request for Aid (RFA) Checklist (dated July 2020)
 - ii. AV-102: Sponsor Budget Revision & Grant Modification Request Checklist (dated January 2021)
 - iii. AV-103: Sponsor Reimbursement Request (Claim) Checklist (dated July 2020)
 - d. Develop and update project schedule, budget, and cash flow.
 - e. General project management including invoicing, scheduling, and design development meetings.
 - f. General Owner and Division of Aviation coordination
 - g. Subconsultant Coordination during scoping, contract execution, and for monthly invoicing.
2. **Bidding:** Bidding services and the bid opening will be completed in accordance with state bidding laws. The ENGINEER will provide the following Bidding services:
 - a. Update front-end specs in preparation for bidding.
 - b. Coordination with DOA to obtain minority goal for bidding.
 - c. Assist the Owner with advertising the project and distributing the bid documents. The actual cost of the newspaper advertisement shall be paid for by the OWNER.
 - d. Conduct a pre-bid conference in accordance with FAA Advisory Circular AC 150/5370-12B.
 - e. Answer contractor questions and issue addenda, if necessary.



WK Dickson & Co., Inc.

- f. Assist the OWNER in obtaining bids by holding a public bid opening in accordance with state bidding laws.
- g. Prepare bid tabulation and analysis of bid results. DBE commitments or Good Faith Effort will be provided after bidding and prior to determination of the lowest bidder.
- h. Provide Recommendation of Award of construction contract for OWNER.
- i. Assistance in preparation of formal contract documents for the award of construction contract.
- j. Preparation of Released for Construction plans.

If upon completion of bid advertisement and the pre-bid meeting additional solicitation and pre-bid meetings are required in order to solicit the minimum number of bidders this may be provided as an additional service.

3. **Construction Administration:** The ENGINEER will provide Construction Administration services for the apron pavement rehabilitation construction. Construction Administration services shall include the following:

- a. Conduct pre-construction conference with OWNER, Contractor, and DOA prior to the Notice-to-Proceed (NTP); develop and distribute meeting minutes. DOA staff will be invited a minimum of five (5) days prior to the meeting.
- b. Consult with and advise the OWNER and act as provided in the approved construction specifications and contract documents.
- c. Verify all sub-contractors are pre-qualified prior to beginning construction. Sub-contractors must remain pre-qualified throughout the project.
- d. Conduct bi-monthly progress meetings with the OWNER and the Contractor. Progress meetings will also include a site visit to observe as an experienced and qualified design professional the progress and quality of the executed work of Contractor(s) and to determine in general if such work is proceeding in accordance with the contract documents. Develop and distribute meeting minutes and site report to OWNER, Contractor, and DOA.
- e. Review and approve (or take other appropriate action in respect of) shop drawings and samples, the results of tests and inspections and other data which each Contractor is required to submit.
- f. Provide design clarifications and recommendations during construction. Review and



WK Dickson & Co., Inc.

respond to Requests for Information (RFIs) from Contractor and issue bulletin drawings for construction changes as required.

g. Recommend to OWNER change orders and/or supplemental agreements to the construction contract incidental to existing field conditions or improvements in the project design. Prepare estimates of cost or savings from proposed order(s), prepare change order(s) along with basis for recommendation and negotiate on behalf of OWNER with the Contractor to arrive, if possible, at an appropriate compensation resulting from the proposed revisions. Coordinate Review of change orders and Supplemental agreements with the DOA Airport Project Manager (APM) for acceptance and concurrence regarding grant assurances and eligibility prior to execution.

h. Based upon ENGINEER's on-site observations as an experienced and qualified design professional and on review of applications for payment and the accompanying data and schedules, determine the amounts owed to Contractor(s) and recommend in writing payments to Contractor(s) in such amounts.

i. Coordinate with subconsultant providing materials testing for the project. Task includes coordination on scheduling for testing, review of reports generated by testing firm, and general coordination on construction progress.

j. Conduct an inspection to determine if the Project is substantially complete and a final inspection to determine if the work has been completed in accordance with the contract documents and determine if each Contractor has fulfilled all of his obligations thereunder so that ENGINEER may recommend, in writing, final payment to each Contractor and may give written notice to OWNER and the Contractor(s) that the work is acceptable (subject to any conditions therein expressed). Develop and distribute punch-list inspection report to OWNER, Contractor, and DOA.

4. **Project Closeout:** ENGINEER will provide the following Project Closeout services:

a. Prepare for OWNER a set of reproducible record prints of drawings showing those changes made during the construction process, based upon the marked-up prints, drawings and other data furnished by Contractor(s) to ENGINEER and which ENGINEER considers significant.

b. Preparation of Final Engineer's Report of Construction. The final report shall be in accordance with DOA's AV-204, *Engineer's Construction Report Outline*.

c. Compilation and submittal of closeout documentation per DOA requirements.



WK Dickson & Co., Inc.

Special Services

The ENGINEER will provide the Special Services listed below and in accordance with Section II of the General Provisions of the Contract for Professional Services, April 21, 2021.

1. **Full-Time Construction Observation:** Observation of construction by Resident Project Representative (RPR). Construction observation is based on the construction contract duration for Phases 2 & 3. Phase 1 includes CCTV pipe inspection and testing for contaminated soils, neither of which should require observation by the RPR. The total duration for Phases 2 & 3 combined is 130 days. Construction observation is expected to consist of 19 weeks at 50 hours per week, plus the pre-construction conference and post-construction inspections. Duties, responsibilities, and limitations of authority of the Resident Project Representative shall be in accordance with Section IV of the General Provisions of the Contract for Professional Services.

It is anticipated that RPR will be fulfilled by a WK Dickson employee as noted on the Attachment 'A' man hour estimate and will be billed on an **Hourly Not-to-Exceed** basis.

2. **Quality Assurance (QA) Testing:** Provide quality assurance testing in accordance with the contract specifications and the testing criteria contained therein. Quality assurance testing will include inspection and testing of soils, crushed aggregate base course (CABC), concrete, and asphalt paving. The APM will be made aware of any failing tests when they occur.

Quality Assurance Testing will be provided by ECS Southeast, LLP, as a subconsultant to WK Dickson. ECS's proposal is included in Attachment 'D'.

DELIVERABLES

The ENGINEER will provide the following project deliverables to the OWNER and DOA:

1. PDF copy of Pre-Bid meeting minutes and attendance sheet.
2. Certified Bid Tabulation and Recommendation of Contractor Award.
3. Non-collusion affidavit
4. Sub-contractor list.
5. Released for Construction Plans and Contract Documents (PDF and one hard copy for owner).
6. Signed NTP for construction from OWNER.
7. LOI to subcontract



WK Dickson & Co., Inc.

8. Determination letter for FAA Form 7460
9. PDF copy of progress meeting minutes and attendance sheets.
10. RPR inspection reports (as requested by APM).
11. Partial Waiver of Liens (if applicable)
12. Record Drawings (PDF).
13. All items required in the applicable sections of DOA's AV-100, AV-101, AV-102 & AV-103 checklists.

FEE SCHEDULE

The above services shall be provided and billed according to the below Fee Schedule:

Basic Services

Project Management & Grant Administration	Lump Sum	\$25,686
Bidding	Lump Sum	\$13,166
Construction Administration	Lump Sum	\$99,767
Project Closeout	Lump Sum	\$17,593

Special Services

Full-Time Construction Observation	NTE	\$121,799
<u>Quality Assurance (QA) Testing (Sub – ECS)</u>	<u>NTE</u>	<u>\$23,400</u>
Total		\$301,411

The total fee of all work is in the amount of **\$301,411** and is summarized in Attachment 'A'. Miscellaneous additional work required but not contained in the above scope of services will be paid for in accordance with the current rate schedule at that time and will be subject to prior approval by the OWNER.



WK Dickson & Co., Inc.

E-VERIFY

The Contractor and any of its subcontractors must comply with the requirements of the North Carolina General Statutes, if applicable, which require certain employers to verify the work authorization of each newly hired employee through the federal E-Verify program operated by the United States Department of Homeland Security and other federal agencies.

All other provisions of the Contract for Professional Services dated April 21, 2021 shall remain in full force and effect and unmodified other than as noted herein.

Requested By:

WAYNE COUNTY

By:

Typed Name: Craig F. Honeycutt

Title: County Manager

Date: 7-20-21

Accepted By:

W.K. DICKSON & CO., INC.

By:

Typed Name: Scott Sigmon

Title: Vice President

Date: 7-8-2021

ATTACHMENTS

- A. Man-hour Summary
- B. Project Budget
- C. Project Schedule
- D. Sub-Consultant Proposal – QA Testing

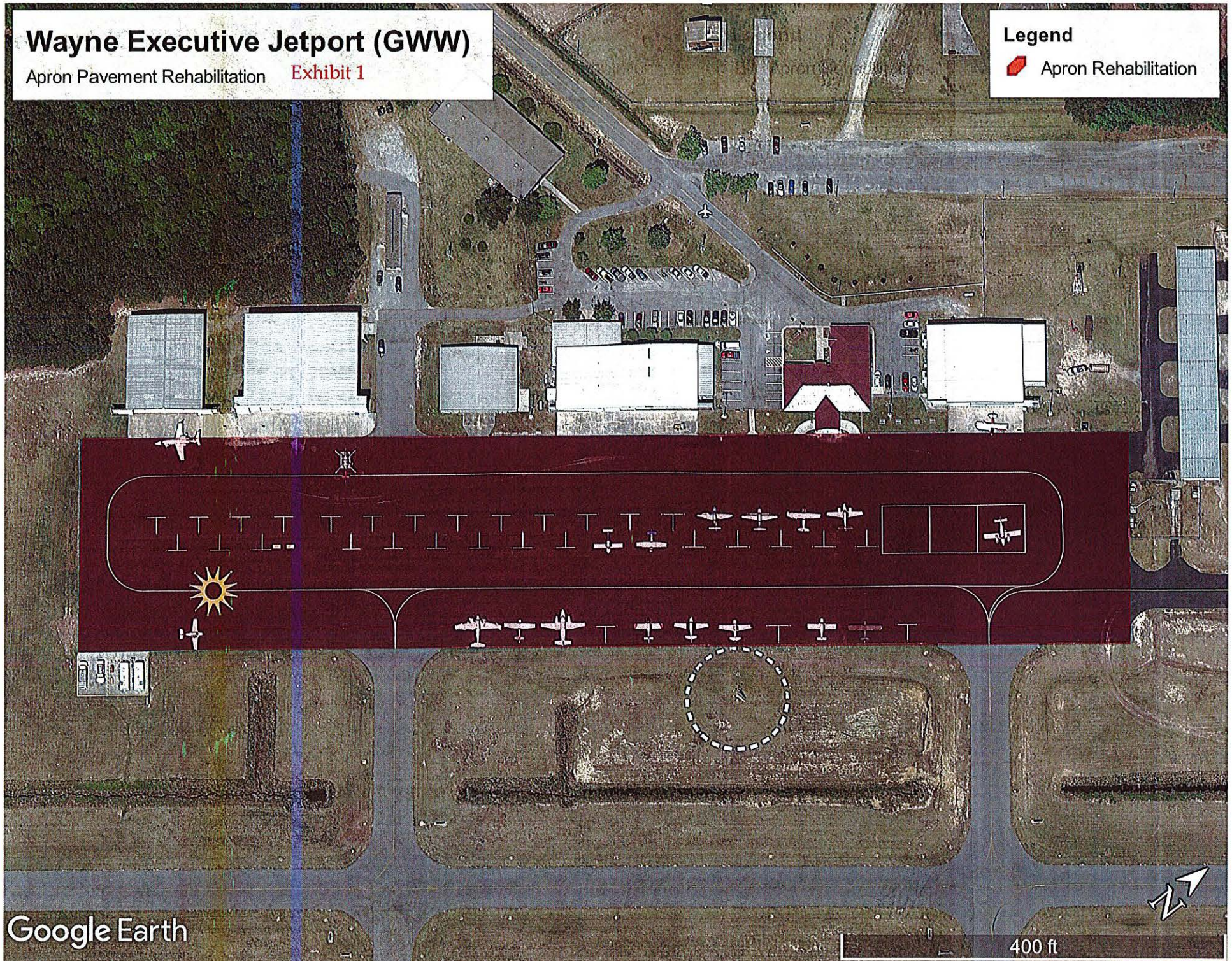


Wayne Executive Jetport (GWW)

Apron Pavement Rehabilitation **Exhibit 1**

Legend

 Apron Rehabilitation



Google Earth

ATTACHMENT 'A'

PROJECT DESCRIPTION: GWW: WA-1 - Apron Pavement Rehabilitation (Bidding & Construction)				DATE PREPARED: 5-27-21			AVIATION NUMBER:	
PREPARED BY: Jason L. Elliott / WK Dickson & Co., Inc.				TIP NUMBER:			WBS NUMBER:	
TASK NUMBER	PHASE AND TASK DESCRIPTION	Employee Classifications						SUB-TOTAL
		Principal	Senior Project Manager	Project Manager	Senior Project Engineer	Senior Designer	Construction Observer	
Basic Services								
1. Project Management								
i	Project Formulation & Scope Development	1.00	1.00	8.00				10.00
ii	Work Authorization Development & Review & IFE Coord	1.00	1.00	12.00				14.00
iii	Grant Application			2.00			1.00	3.00
iv	Grant Modification to Add Construction Cost			2.00			1.00	3.00
v	Grant Reimbursements (Assumes 8)			8.00			16.00	24.00
vi	Grant Closeout			8.00			2.00	10.00
vii	Project Schedule & Budget Development and Periodic Update			8.00			2.00	10.00
viii	Project Management (1 hrs / week for 9 months)	1.00	1.00	36.00			9.00	47.00
ix	Owner / DOA Coordination		1.00	8.00				9.00
x	Subconsultant Coordination (scoping, contract, & monthly invoicing,			8.00			4.00	12.00
Task Subtotals		3.00	4.00	100.00	0.00	0.00	0.00	142.00
2. Bidding:								
i	Update front-end specs in preparation for Bidding		1.00	2.00			4.00	7.00
ii	Coordination with DOA for Minority Goal			1.00				1.00
iii	Bid Advertising and document distribution			1.00			2.00	3.00
iv	Conduct Pre Bid Conference (prep, attendance, & minutes)			8.00	5.00			13.00
v	Contractor questions and addenda		2.00	4.00	8.00	4.00	2.00	20.00
vi	Bid Opening			3.00				3.00
vii	Bid Tabulation and analysis of bids			2.00			2.00	4.00
viii	Recommendation of Award	1.00		1.00				2.00
ix	Preparation of Contract Documents	1.00		2.00	2.00		4.00	9.00
x	Preparation of Released for Construction Plans			2.00	4.00	8.00		14.00
Task Subtotals		2.00	3.00	26.00	19.00	12.00	0.00	76.00
3. Construction Administration (150 Days Total)								
i	Preconstruction Conference (Prep, attendance & minutes)			5.00	10.00		2.00	17.00
ii	General Construction Administration (4 hours/week @ 22 weeks)	4.00	4.00	40.00	88.00			136.00
iii	Sub Contractor Pre qualification Verification			1.00			2.00	3.00
iv	Bi Monthly Progress Meetings & Site Visit (12 Meetings)	4.00	4.00	30.00	96.00			134.00
v	Shop Drawing Review			4.00	40.00	20.00		64.00
vi	Clarifications / RFI Review / Bulletin Drawings	1.00	2.00	8.00	20.00	40.00		71.00
vii	Change Orders / Supplemental Agreements	1.00	2.00	12.00	8.00			23.00
viii	Contractor Pay Requests (Assumes 6)			24.00	6.00		8.00	38.00
ix	Subconsultant Coordination (scheduling, report review, const. coord.			20.00	4.00		8.00	32.00
x	Substantial Completion Inspection & Issuance of Punch List			5.00	8.00			13.00
xi	Final Inspection			5.00	8.00			13.00
Task Subtotals		10.00	12.00	154.00	288.00	60.00	0.00	544.00
4. Project Closeout								
i	Record Drawings		2.00	4.00	12.00	40.00		58.00
ii	Final Engineer's Construction Report		1.00	8.00	20.00	2.00		31.00
iii	Construction Closeout Documentation	1.00	1.00	2.00	8.00	2.00	2.00	16.00
Task Subtotals		1.00	4.00	14.00	40.00	44.00	0.00	105.00
Special Services								
1. Full-Time Construction Observation								
i	Pre Construction Conference						8.00	8.00
ii	130 Calendar Days (Phases 2 & 3 only; 19 weeks @ 50 hours/week)						950.00	950.00
iii	Post Construction Meetings/Coordination						8.00	8.00
(Note: Loaded billing rate for RPR will be \$114.67/hour. Overtime will be billed at the regular rate.)								
Task Subtotals		0.00	0.00	0.00	0.00	0.00	966.00	966.00
2. Quality Assurance (QA) Testing								
i	QA Testing (Sub - See ECS Proposal)							
\$23,400.00								
TOTAL MANHOURS/CATEGORY:		16.00	23.00	294.00	347.00	116.00	966.00	1833.00
RATES PER HOUR:		\$80.56	\$68.60	\$65.18	\$55.92	\$44.33	\$56.05	\$29.74
PAYROLL BURDEN:		\$1,288.96	\$1,577.80	\$19,162.92	\$19,404.24	\$5,142.28	\$34,824.30	\$2,111.54
TOTAL WORK HOURS:		1833.00						
TOTAL PAYROLL BURDEN:		\$83,512.04						
GENERAL OVERHEAD @ 186.02 %:		\$155,349.10						
SUBTOTAL:		\$238,861.14						
COMPARATIVE FEE @ 11%:		\$26,274.73						
Cost of Capital @ 0.61 %:		\$509.42						
TOTAL:		\$265,645.29						
DIRECT EXPENSES:		\$12,366.02						
PRIME GRAND TOTAL:		\$278,011.31						
Sub Consultant TOTAL:		\$23,400.00						
GRAND TOTAL:		\$301,411.00						
		Project Management & Grant Administration - \$25,685.88 Bidding - \$13,166.13 Construction Administration - \$99,767.34 Project Closeout - \$17,593.05 Full Time Construction Observation - \$121,798.90 QA Testing (Sub - ECS) - \$23,400.00 \$301,411.31						

Project Management & Grant Administration -	\$25,685.88
Bidding -	\$13,166.13
Construction Administration -	\$99,767.34
Project Closeout -	\$17,593.05
Full Time Construction Observation -	\$121,798.90
QA Testing (Sub - FCS) -	\$23,400.00
\$301,411.31	

DIRECT EXPENSES					
PROJECT DESCRIPTION: GWW: WA#1 - Apron Pavement Rehabilitation (Bidding & Construction)					
PREPARED BY: Jason L. Elliott / WK Dickson & Co., Inc.					
DATE PREPARED: 5-27-21					
GENERAL PROJECT	ITEM	QTY	DESCRIPTION	UNIT COST	
	Travel:				
	Project Management				
	Site Visit (Roundtrip Raleigh to GWW)	0 Trip(s) @	124 miles @	\$0.560	\$0.00
		0 8.5"x11" Xerox Copies	1 sheets @	\$0.09	\$0.00
	Printing	0 11"x17" Xerox Copies	1 sheets @	\$0.15	\$0.00
		0 22"x34" Copies (B&W)	1 sheets @	\$2.82	\$0.00
	Postage	0 Fed Ex Shipment	1 each @	\$15.00	\$0.00
	Project Management & Grant Administration Total				\$0.00
	Bidding				
	Site Visit (Roundtrip Raleigh to GWW)	2 Trip(s) @	124 miles @	\$0.560	\$138.88
		50 8.5"x11" Xerox Copies	1 sheets @	\$0.09	\$4.50
	Printing	120 11"x17" Xerox Copies	1 sheets @	\$0.15	\$18.00
		18 22"x34" Copies (B&W)	1 sheets @	\$2.82	\$50.76
	Postage	0 Fed Ex Shipment	1 each @	\$15.00	\$0.00
	Bidding Total				\$212.14
	Construction Administration				
	Site Visit (Roundtrip Raleigh to GWW)	15 Trip(s) @	124 miles @	\$0.560	\$1,041.60
		50 8.5"x11" Xerox Copies	1 sheets @	\$0.09	\$4.50
	Printing	10 11"x17" Xerox Copies	1 sheets @	\$0.15	\$1.50
		10 22"x34" Copies (B&W)	1 sheets @	\$2.82	\$28.20
	Postage	0 Fed Ex Shipment	1 each @	\$15.00	\$0.00
	Construction Administration Total				\$1,075.80
	Project Closeout				
	Site Visit (Roundtrip Raleigh to GWW)	0 Trip(s) @	124 miles @	\$0.560	\$0.00
		20 8.5"x11" Xerox Copies	1 sheets @	\$0.09	\$1.80
	Printing	0 11"x17" Xerox Copies	1 sheets @	\$0.15	\$0.00
		18 22"x34" Copies (B&W)	1 sheets @	\$2.82	\$50.76
	Postage	0 Fed Ex Shipment	1 each @	\$15.00	\$0.00
	Project Closeout Total				\$52.56
	Full-Time Construction Observation				
	Site Visit (Roundtrip Raleigh to GWW)	21 Trip(s) @	124 miles @	\$0.580	\$1,510.32
	Local Mileage (GWW to lodging (Goldsboro))	76 Trip(s) @	10 miles @	\$0.580	\$440.80
	Hotel (4 nights/week @ 19 weeks)	76 Nights	1 per night	\$80.00	\$6,080.00
	Meals / Per Diem*	76 Days @	1 per day	\$39.40	\$2,994.40
		0 8.5"x11" Xerox Copies	1 sheets @	\$0.09	\$0.00
	Printing	0 11"x17" Xerox Copies	1 sheets @	\$0.15	\$0.00
		0 22"x34" Copies (B&W)	1 sheets @	\$2.82	\$0.00
	Postage	0 Fed Ex Shipment	1 each @	\$15.00	\$0.00
	Full-Time Construction Observation Total				\$11,025.52
	*Meals / Per Diem included for overnight stays only.				
	TOTAL				\$12,366.02

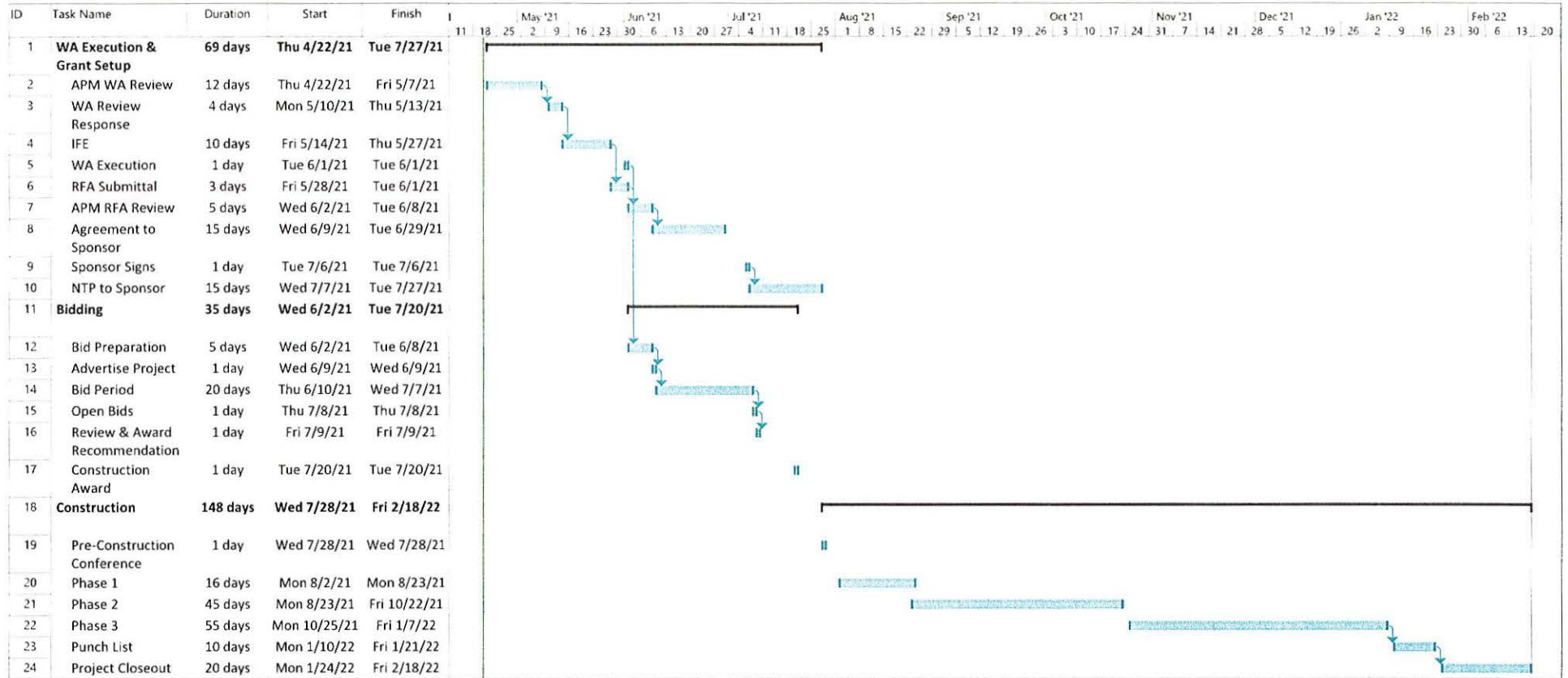
ATTACHMENT 'B'

June 1, 2021

**WAYNE EXECUTIVE JETPORT
PROGRAM BUDGET
APRON PAVEMENT REHABILITATION (BIDDING & CONSTRUCTION)
STATE PROJECT No. 36244.31.6.1**

	Project Budget
(A101) ADMINISTRATIVE EXPENSES	
Administrative (Bid Advertisement)	\$ 989.00
SUBTOTAL	\$ 989.00
(A102) PRELIMINARY ENGINEERING, TESTING	
-	\$ -
SUBTOTAL	\$ -
(A103) PROPERTY ACQUISITION	
-	\$ -
SUBTOTAL	\$ -
(A104) ENGINEERING SERVICES BASIC FEES	
Project Management & Grant Administration (WA #1)	\$ 25,686.00
Bidding (WA #1)	\$ 13,166.00
Construction Administration (WA #1)	\$ 99,767.00
Project Closeout (WA #1)	\$ 17,593.00
SUBTOTAL	\$ 156,212.00
(A105) PROJECT INSPECTION, QUALITY ASSURANCE, TESTING, OTHER	
Full-Time Construction Observation (WA #1)	\$ 121,799.00
QA Testing (WA #1)	\$ 23,400.00
SUBTOTAL	\$ 145,199.00
(A106) CONSTRUCTION AND PROJECT IMPROVEMENT COST	
Apron Pavement Rehabilitation Construction	TBD
SUBTOTAL	\$ -
(A108) MISCELLANEOUS EXPENSES	
-	\$ -
SUBTOTAL	\$ -
GRAND TOTAL	\$ 302,400.00
Funding:	
Federal Grant	\$ -
State Grant	\$ 272,160.00
Local Match	\$ 30,240.00

ATTACHMENT 'C'



Project: GWW - Apron Rehab Date: Wed 4/21/21	Task		Project Summary		Manual Task		Start-only		Deadline	
	Split		Inactive Task		Duration-only		Finish-only		Progress	
	Milestone		Inactive Milestone		Manual Summary Rollup		External Tasks		Manual Progress	
	Summary		Inactive Summary		Manual Summary		External Milestone			

ATTACHMENT 'D'



ECS Southeast, LLP

Proposal for Construction Materials Testing Services



WAYNE EXECUTIVE
JETPORT

Wayne Executive Jetport – Apron Pavement Rehab – QA Testing Services

240 Aviation Road
Pikeville, NC 27863

ECS Proposal Number 22:25007

April 5, 2021



ECS SOUTHEAST, LLP

Geotechnical • Construction Materials • Environmental • Facilities

"Setting the Standard for Service"

NC Registered Engineering Firm F-1078
NC Registered Geologists Firm C-406
SC Registered Engineering Firm 3252

April 5, 2021

Jason L. Elliot, P.E.,
Project Manager
WK Dickson & Co. Inc.
720 Corporate Center Dr.
Raleigh, NC 27607

ECS Proposal # 22.25007

Reference: Wayne Executive Jetport – Apron Pavement Rehab – QA Testing Services
240 Aviation Road
Pikeville, NC 27836

Mr. Elliott,

ECS Southeast, LLP (ECS) appreciates this opportunity to submit this proposal for construction materials testing (CMT) services for the above-referenced project. This proposal reviews our understanding of the project information, outlines our proposed scope of services, and presents our fee estimate—together with the applicable schedule of unit rates for this project.

Our considerable experience with similar projects will help us provide efficient, cost-effective construction observation, testing, and engineering consulting services. Also, our automated Field Reporting and Electronic Distribution (FRED) system can provide an efficient reporting of field and laboratory activities as discussed later.

SCOPE OF SERVICES

We propose to provide qualified engineers and engineering technicians to perform the requested services. Our proposed scope of service is based on the information provided by the client and experience with similar projects. The following reporting, testing and inspection services may be requested on this project:

Earthwork/Soils (FAA P-152) / (FAA P -209)

- Observe the contractor proofroll the apron subgrade to identify that unstable soil have been removed, or repaired in-place.
- Conduct laboratory tests on proposed engineered fill soils (ASTM D-422, ASTM D-1140, ASTM D-698, and ASTM D-1557).
- Perform in-place density testing of fill materials to verify the percent compaction/in-place dry density complies with the project geotechnical report.
- Check the compaction of the trench backfill soils for utilities.
- Check compaction and thickness of ABC stone base course.

April 5, 2021

ECS SOUTHEAST, LLP

Concrete (FAA- P-610)

- Collect and review concrete batch tickets to confirm compliance with the approved mix design(s).
- Observe reinforcing steel prior to concrete placement to confirm bar size, grade of steel, lap splices, clearances, support methods, and cleanliness.
- Anchor bolts shall be observed prior to concrete placement to confirm proper placement and embedment.
- Document general curing procedures.
- If extreme weather conditions are apparent, document that hot or cold weather procedures are followed
- Visually check the concrete in each truck as it arrives on site for proper slump and observe general placement procedures.
- Sample and test plastic concrete to include slump tests, air content, unit weight of lightweight concrete, and temperature.
- Facilities for storage of field curing test samples and initial curing should be provided by the contractor
- Cast and cure 4 by 8 inch concrete cylinder test specimens for compressive strength testing per specifications.
- Deliver test specimens to the ECS laboratory within 24 hours after casting.
- Laboratory curing, compressive strength testing and report of concrete cylinder test specimens.

Paving (FAA P-401)

- Observe proofrolling of subgrades, and suggest and observe corrective action at excessively soft areas prior to placement of subbase course.
- Observe placement of subbase course and perform appropriate in-place density tests as directed by specifications.
- Observe placement, rolling operations and temperature of paving mixture at time of placement.
- Perform asphalt cores to document asphalt thickness and density in our laboratory.
- Provide documentation of events in the field and notify the appropriate persons upon recognition of deficiencies.

Understanding CMT Services

CMT services are performed to help provide the project's contractors, designers, owners, and local code officials some indication of the level of compliance obtained by the installing contractors with the project specification. These services are provided at periodic intervals which typically are defined by the project specifications and on some occasions by the applicable building code. Test locations for most materials, i.e., soils, concrete, and fireproofing, are generally based upon random selection; as such not all materials incorporated into a construction project are tested or observed.

April 5, 2021

ECS SOUTHEAST, LLP

The greater the testing frequency, the greater the confidence level that the test results are representative of other untested areas, however, no amount of testing can assure 100% compliance. Testing and observation services provided by ECS do not relieve the installing contractors from their obligation to install all materials in accordance with the applicable project plans and specifications. ECS makes reasonable effort to test in accordance with the applicable project requirements and to identify areas of materials that may not comply with the project specifications. However, due to the periodic and random nature of our testing, we cannot guarantee that all materials have been installed in accordance with the specifications.

The responsibility to correct or remediate non-complying conditions, even non-complying conditions discovered after testing or during subsequent phases of construction remains solely with the installing contractors.

Communications

To expedite the timely distribution of our daily reports, our field personnel utilize wireless hand-held technology to collect, process, and return data to our Wilmington office. Our use of this powerful technology typically facilitates electronic distribution of our reports within approximately **24 hours**. This enhanced reporting technology allows us to simultaneously communicate our testing data with all project team members.

We anticipate our services will be needed on a full-time basis during earthwork and foundation installation and typically on an on-call basis thereafter. **The appropriate contractor or owner representative should contact our scheduling coordinator to provide the appropriate level of staffing to meet the project requirements; the direct phone number is 252-751-9541. All scheduling requests must be made prior to 3 pm the day before the testing is needed so that the proper personnel may be scheduled for the required inspection task.** Each scheduling request will be assigned a work order number so that the scheduled testing and inspection is documented. We also ask that we be provided with one full set of up-to-date project drawings and specifications prior to starting work on this project.

ECS will transmit reports by e-mail (and up to three hard copies via U.S. Mail, if requested). Please list those to whom the reports should be sent and provide their e-mail addresses or mailing addresses, as appropriate, on the attached Proposal Acceptance Form.

FEES/COST OF SERVICES

Based upon the scope of services and our fee schedule, ECS estimates that our services for this project will be on the order of **\$23,400.00**. A cost estimate is attached. ECS will invoice for our services on a unit-rate basis in accordance with the unit rates provided in the attached Project Fee Schedule. Invoices will be submitted on a monthly basis—typically on or about the 10th day of each month.

Our estimated cost provided does not constitute a lump-sum or not-to-exceed price for our services. Additional visits, re-inspections and unanticipated scopes of services may be required and will be invoiced in accordance with the attached fee schedule.

April 5, 2021

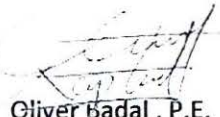
ECS SOUTHEAST, LLP

Please provide any specific instructions or details not covered in this proposal on the attached Proposal Acceptance Form. Please note we have provided a place to for you to enter invoicing instructions and report distribution.

We look forward to the opportunity to work with you on this project and hope to serve as your consultant in the future. If you have questions, or if we can be of additional service, please contact us at (252) 751-9541.

Respectfully submitted,

ECS SOUTHEAST, LLP



Oliver Badal, P.E.
Group Manager



Winslow Goins, P.E.
Principal Engineer

Attachments: Fee Estimate
ECS Fee Schedule 2021
~~Proposal Acceptance Form~~
~~ECS Terms and Conditions of Service~~

April 5, 2021

ECS SOUTHEAST, LLP

 FEE ESTIMATE CONSTRUCTION MATERIALS TESTING SERVICES Wayne Executive Jetport - Apron Pavement Rehab - QA Testing Services ECS Proposal No. 22.25007							
Field Services:				Quantity		Unit Rate	Cost
Field Technician							
Earthwork (Grading/Storm)	15 visits	@	8 hours/visit	120 hours	@	\$50.00 / hour	\$6,000.00
Concrete (Slab /sidewalk)	5 visits	@	8 hours/visit	40 hours	@	\$50.00 / hour	\$2,000.00
ABC Stone/Pavement Subgrades	10 visits	@	8 hours/visit	80 hours	@	\$50.00 / hour	\$4,000.00
Pavement Observations	5 visits	@	8 hours/visit	40 hours	@	\$50.00 / hour	\$2,000.00
Cylinder Pickups	3 visits	@	2 hours/visit	6 hours	@	\$50.00 / hour	\$300.00
Sample Pickups	1 visits	@	2 hours/visit	2 hours	@	\$50.00 / hour	\$100.00
Project Manager:							
Proofrolls	3 visits	@	5 hours/visit	15 hours	@	\$105.00 / hour	\$1,575.00
Mileage (round trip):	42 visits	@	80 miles/visit	3360 miles	@	\$0.56 / mile	\$1,881.60
Field Services Subtotal:							\$17,856.60
Laboratory Testing:				Quantity		Unit Rate	Cost
Standard Proctor:				2 samples	@	\$105.00 / sample	\$210.00
Compressive Strength of Concrete Cylinders :				5 sets(6 Cyl)	@	\$25.00 / cylinder	\$750.00
Laboratory Testing Subtotal:							\$960.00
Equipment Expenses:				Quantity		Unit Rate	Cost
Nuclear Density Gauge:				15 day(s)	@	\$60.00 / day	\$900.00
Equipment Expenses Subtotal:							\$900.00
Project Management/Report Review:				Quantity		Unit Rate	Cost
Principal Engineer:				50 reports			
				12 hours	@	\$150.00 / hour	\$1,800.00
Project Manager:				50 reports			
				12 hours	@	\$105.00 / hour	\$1,260.00
Secretary:				50 reports			
				12 hours	@	\$50.00 / hour	\$600.00
Project Management Subtotal:							\$3,660.00
ESTIMATED TOTAL COST:							\$23,400.00

April 5, 2021

ECS SOUTHEAST, LLP

ECS FEE SCHEDULE 2021
CONSTRUCTION MATERIALS TESTING

Soil or Materials Field Technician (Concrete, Soils, Masonry)	\$ 50.00/hour
Secretary	\$ 50.00/hour
QMS Certified NCDOT Technician	\$ 55.00/hour
Masonry Special Inspector (ICC Certified)	\$ 75.00/hour
Concrete Special Inspector (ICC Certified)	\$ 75.00/hour
Fireproofing Technician	\$ 75.00/hour
CWI/NDE Technician Level 2	\$ 95.00/hour
Project Manager	\$105.00/hour
Principal Engineer/Special Inspector	\$150.00/hour
MV-1 & MV-2 Forms.....	\$500.00/form
Transportation via company vehicle	\$ 0.58/mile
SWPP Weekly Inspections	\$300.00/visit

Note: Charges for engineering and technical personnel will be made for time spent in the field, in engineering analysis, in preparation and review of reports, and in travel to and from our office.

Overtime = OT rate will be calculated using the raw hourly salary rate and does not include overhead and fee and is only eligible when over 40 hours/week is performed on this specific project.

EQUIPMENT and LABORATORY

Curing Box fee	\$100.00 each
Standard Proctor (ASTM D-698) 4 inch mold.....	\$105.00 each
Modified Proctor (ASTM D-1557) 4 inch mold.....	\$145.00 each
Asphalt Density Determination	\$ 45.00/core
Atterberg Limits (LL & PL) Determination (ASTM D-4318)	\$ 70.00/test
Grain Size Analysis Test (ASTM D-422)	\$ 70.00/test
Moisture Content (ASTM D-2216)	\$ 10.00/test
Hardened Density of Pervious Cores	\$ 40.00/test
Testing of Cylinders, Core Specimens:	
Compressive strength of grout prisms	\$ 15.00 each
Compressive strength of masonry prisms	\$ 75.00 each
Compressive strength of mortar cubes	\$ 15.00 each
Compressive strength of concrete cylinders (large)	\$ 25.00 each
Compressive strength of concrete cores, (ASTM C-42)	\$ 50.00 each
Density Test Equipment (Nuclear Gauge/Sand Cone/Drive Tube).....	\$ 60.00/day
Fireproofing Test Equipment.....	\$ 60.00/day
Floor Flatness Equipment	\$150.00/day
Ultrasonic Weld Testing Equipment.....	\$200.00/day
Core machine.....	\$100.00/day
Rental Equipment & Non-standard Supplies	Cost x 1.15

Note: The above charges will be made for tests and equipment operated by ECS SOUTHEAST, LLP personnel in addition to personnel charges already listed.



RESOLUTION NO. 2020- 78

RESOLUTION AUTHORIZING AWARD AND FINAL SALE OF REAL PROPERTY

WHEREAS, the City of Goldsboro owns certain real property at 621 Slaughter Street (Pin #3509127050); and

WHEREAS, North Carolina General Statute § 160A-269 permits the city to sell real property by upset bid, after receipt of an offer for the property; and

WHEREAS, the City has received an upset bid offer to purchase the property described above, in the amount of \$2,020.00 (Two Thousand Twenty Dollars and no/100) submitted by Cox Real Estate (Offeror); and

WHEREAS, there were no other upset bids received in the subsequent upset bid period; and

WHEREAS, Offeror has paid the required five percent (5%) deposit on his/her offer in the amount of \$101.00 (One Hundred One Dollars and No/100).

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Goldsboro, North Carolina, that:

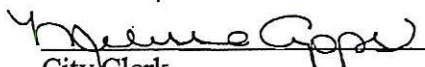
- 1) The City Council declares this property as surplus.
- 2) The City Council authorizes the sale of the property described above through North Carolina General Statute § 160A-269.
- 3) The City Council accepts the final upset bid offer as stated.
- 4) City officials shall seek approval of the final sale from the Wayne County Board of Commissioners.
- 5) City Council further authorizes and empowers City officials to execute the instruments necessary to convey the property to the Offeror after concurrence from the Wayne County Board of Commissioners.
- 6) The City reserves the right to withdraw the property from sale at any time before ownership is transferred and recorded.
- 7) The terms of the final sale are:
 - a) Buyer must pay with cash at the time of closing.
 - b) Buyer must pay closing costs.

This resolution shall be in full force and effect from and after this 16th day of November, 2020.



Mayor

Attest:



City Clerk

RESOLUTION NO. 2020- 44

RESOLUTION AUTHORIZING UPSET BID PROCESS

WHEREAS, the City of Goldsboro and County of Wayne jointly own certain real property at 211 S. Slocumb Street (Pin #3509141295); and

WHEREAS, North Carolina General Statute § 160A-269 permits the city to sell property by upset bid, after receipt of an offer for the property; and

WHEREAS, the City has received an offer to purchase the property described above, in the amount of \$2,500.00 (Two Thousand Five Hundred Dollars and no/100) submitted by Imari Oliver (Offeror); and

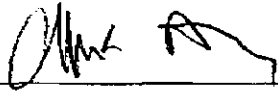
WHEREAS, Offeror has paid the required five percent (5%) deposit on his/her offer in the amount of \$125.00 (One Hundred Twenty Five Dollars and no/100);

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Goldsboro, North Carolina, that:

- 1) The City Council authorizes sale of the property described above through the upset bid procedure of North Carolina General Statute § 160A-269.
- 2) The Finance Director shall cause a notice of the proposed sale to be published in a newspaper of general circulation within its jurisdiction. The notice shall describe the property and the amount of the offer, and shall state the terms under which the offer may be upset.
- 3) Persons wishing to upset the offer that has been received shall submit a sealed bid with their offer to the office of the Finance Director at 200 N. Center Street, Goldsboro, NC 27530 during normal business hours within 10 days after the notice of sale is published. At the conclusion of the 10-day period, the Finance Director shall open the bids, if any, and the highest such bid will become the new offer. If there is more than one bid in the highest amount, the first such bid received will become the new offer.
- 4) If a qualifying higher bid is received, the Finance Director shall cause a new notice of upset bid to be published, and shall continue to do so until a 10-day period has passed without any qualifying upset bid having been received. At that time, the amount of the final high bid shall be reported to the City Council.
- 5) A qualifying higher bid is one that raises the existing offer by not less than ten percent (10%) of the first \$1,000.00 of that offer and five percent (5%) of the remainder of that offer.
- 6) A qualifying higher bid must also be accompanied by a deposit in the amount of five percent (5%) of the bid; the deposit may be made in cash, cashier's check, or certified check. The city will return the deposit on any bid not accepted, and will return the deposit on an offer subject to upset if a qualifying higher bid is received. The city will return the deposit of the final high bidder at closing.
- 7) The terms of the final sale are:
 - a) City Council must approve the final high offer before the sale is closed, which it will do within 30 days after the final upset bid period has passed.
 - b) The Wayne County Board of Commissioners must approve the final sale by concurrence after final approval by City Council.
 - c) Buyer must pay with cash at the time of closing.
 - d) Buyer must pay closing costs.
- 8) The City reserves the right to withdraw the property from sale at any time before the final high bid is accepted and the right to reject at any time all bids.
- 9) If no qualifying upset bid is received after the initial public notice, the offer set forth above is hereby

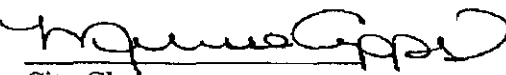
accepted. City staff is authorized to seek concurrence from the Wayne County Board of Commissioners and upon such approval, the appropriate city officials are authorized to execute the instruments necessary to convey the property to Offeror.

This resolution shall be in full force and effect from and after this 13th day of July, 2020.



Mayor

Attested by:



City Clerk

WAYNE COUNTY FINANCE



WAYNECOUNTY
NORTH CAROLINA
Phone: (919) 731-1417
Fax (919) 731-1388

Memorandum

To: Wayne County Board of Commissioners

CC: Craig Honeycutt, County Manager

From: Allison Speight, Finance Director *aws*

Date: 07/20/2021

Re: Financial Reports for the Period Ended April 30, 2021

Attached are the Interim Financial Reports for the County of Wayne and Wayne County Tourism Development Authority. These reports cover the period from July 1, 2020 to April 30, 2021.

For the County report, please be reminded that our new financial software went live on July 1, 2020. Through this process, we consolidated some funds and accounts. Fund 111 – Court Facilities, Fund 169 – Hazard Mitigation, Fund 266 – Community Development and Fund 622 – Emergency Medical Services were all combined into the General Fund as separate departments within Fund 110. Additionally, Wayne NET was closed down, effective July 31, so this is no longer a separate item on the financial report.

The Wayne County Tourism Development Authority is a one-page report comparing actuals to-date with budget. I have made a couple of comments at the bottom of the report from observations I made when reviewing this information.

If you have any questions, please do not hesitate to contact me. Thank you!

THE GOOD LIFE. GROWN HERE.

PO BOX 227
GOLDSBORO, NC 27533

To: Wayne County Board of Commissioners
From: Allison W. Speight
Selected Financial information for month ending April 30, 2021 with comparison amounts for April 30, 2020

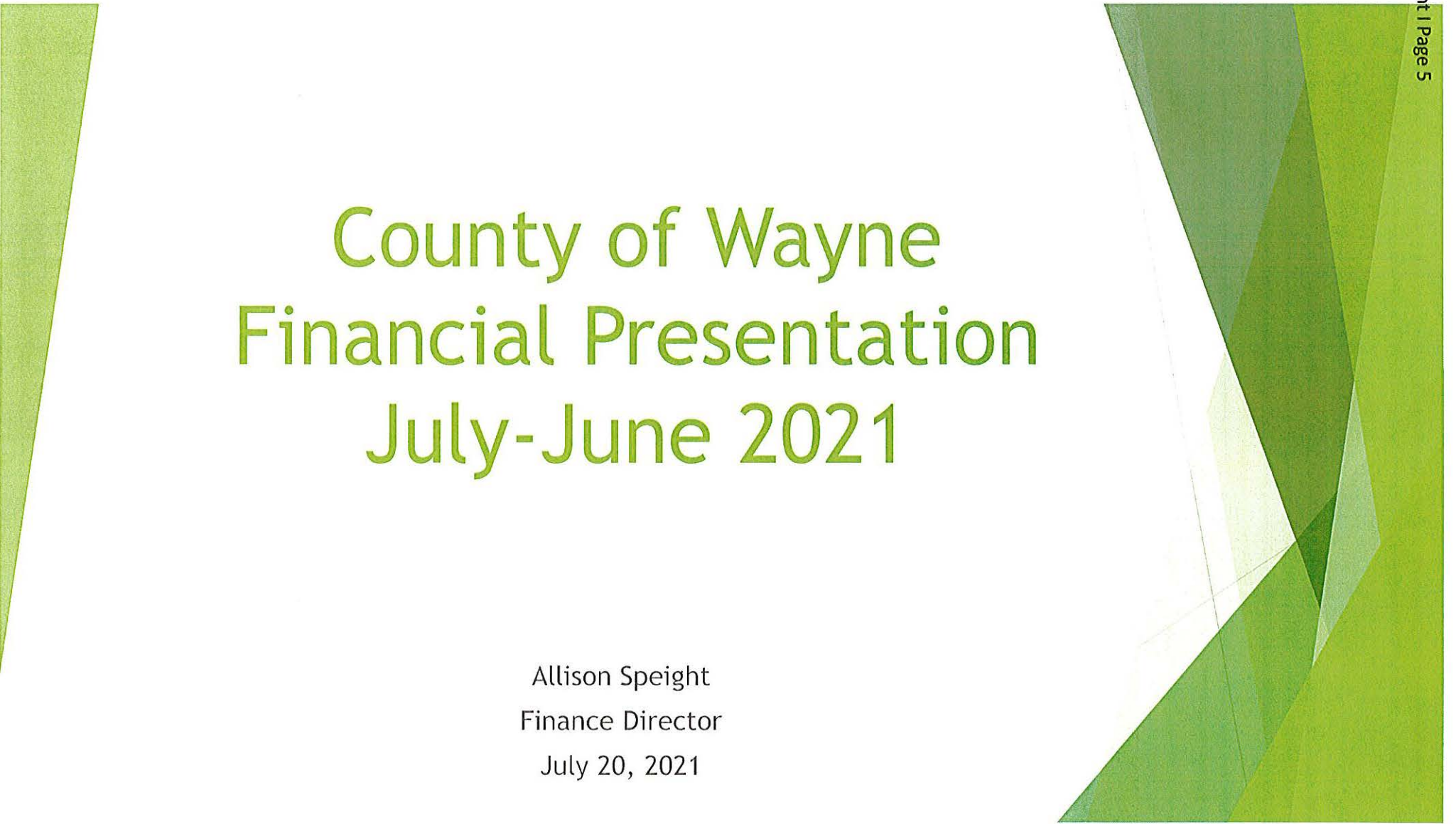
	<u>Budget</u>	<u>APRIL 2020</u>	<u>% of Budget</u>	<u>Budget</u>	<u>APRIL 2021</u>	<u>% of Budget Annually</u>
General Fund Types						
Cash invested		\$ 74,753,306.04			\$ 78,622,731.87	
Interest		\$ 628,915.57			\$ 41,021.15	
Total revenues	\$ 189,735,502.69	\$ 145,184,648.90	76.52%	\$ 204,595,769.00	\$ 147,611,520.39	72.15%
Total expenditures	\$ 189,735,502.69	\$ 142,891,916.37	75.31%	\$ 204,595,769.00	\$ 129,836,497.63	63.46%
Revenues over/(under) Expenditures		<u>\$ 2,292,732.53</u>			<u>\$ 17,775,022.76</u>	
Selected Revenues						
Current tax levy	\$ 50,085,840.00	\$ 50,170,246.04	100.17%	\$ 50,586,700.00	\$ 51,611,748.82	102.03%
Delinquent taxes	\$ 900,000.00	\$ 727,944.55	80.88%	\$ 775,000.00	\$ 798,806.98	103.07%
Current vehicle	\$ 6,261,627.00	\$ 5,510,063.50	88.00%	\$ 6,449,500.00	\$ 6,068,520.55	94.09%
Delinquent vehicle taxes	\$ 12,000.00	\$ 5,999.30	49.99%	\$ 4,000.00	\$ 1,078.97	26.97%
1% Sales Tax	\$ 8,001,993.00	\$ 7,904,360.02	98.78%	\$ 8,001,993.00	\$ 8,736,550.22	109.18%
1/2% Sales tax - 1983 levy	\$ 6,459,675.00	\$ 5,761,628.59	89.19%	\$ 6,459,675.00	\$ 6,188,162.41	95.80%
1/2% Sales tax - 1986 levy	\$ 5,073,434.00	\$ 4,821,754.57	95.04%	\$ 5,073,434.00	\$ 5,279,755.59	104.07%
New Article 44 tax	\$ 1,455,822.00	\$ 1,355,027.43	93.08%	\$ 1,455,822.00	\$ 1,409,475.46	96.82%
Sales Tax Totals	<u>\$ 20,990,924.00</u>	<u>\$ 19,842,770.61</u>	<u>94.53%</u>	<u>\$ 20,990,924.00</u>	<u>\$ 21,613,943.68</u>	<u>102.97%</u>
				DIFF	<u>\$ 1,771,173.07</u>	

To: Wayne County Board of Commissioners
From: Allison W. Speight
Selected Financial information for month ending April 30, 2021 with comparison amounts for April 30, 2020

	<u>Budget</u>	<u>APRIL 2020</u>	<u>% of Budget</u>	<u>Budget</u>	<u>APRIL 2021</u>	<u>% of Budget Annually</u>
Selected Expenditures						
Service on Aging						
Total revenues	\$ 1,316,254.18	\$ 874,442.91	66.43%	\$ 1,454,863.00	\$ 1,012,905.01	69.62%
Total expenditures	\$ 1,316,254.18	\$ 904,353.98	68.71%	\$ 1,454,863.00	\$ 905,584.25	62.25%
Public Assistance						
Total revenues	\$ 18,595,268.66	\$ 14,358,218.22	77.21%	\$ 18,944,309.00	\$ 14,232,590.77	75.13%
Total expenditures	\$ 18,595,268.66	\$ 13,582,761.33	73.04%	\$ 18,944,309.00	\$ 13,346,596.19	70.45%
Public Health						
Total revenues	\$ 9,112,361.02	\$ 6,520,020.09	71.55%	\$ 11,575,894.00	\$ 6,826,495.38	58.97%
Total expenditures	\$ 9,112,361.02	\$ 6,102,909.34	66.97%	\$ 11,575,894.00	\$ 6,337,472.54	54.75%
Emergency Telephone						
Total revenues	\$ 1,910,665.60	\$ 796,860.69	41.71%	\$ 1,440,340.00	\$ 1,208,832.95	83.93%
Total expenditures	\$ 1,910,665.60	\$ 241,884.85	12.66%	\$ 1,440,340.00	\$ 1,114,942.83	77.41%
Solid Waste						
Total revenues	\$ 5,412,713.02	\$ 4,704,446.06	86.91%	\$ 5,355,084.00	\$ 4,582,255.66	85.57%
Total expenditures	\$ 5,412,713.02	\$ 4,384,444.02	81.00%	\$ 5,355,084.00	\$ 4,267,539.25	79.69%
Sewer						
Total revenues	\$ 2,023,836.68	\$ 742,415.98	36.68%	\$ 878,119.00	\$ 1,198,720.86	136.51%
Total expenditures	\$ 2,023,836.68	\$ 1,559,567.36	77.06%	\$ 878,119.00	\$ 545,242.25	62.09%

To: Wayne County Board of Commissioners
From: Allison W. Speight
Selected Financial information for month ending April 30, 2021 with comparison amounts for April 30, 2020

	<u>Budget</u>	<u>APRIL 2020</u>	<u>% of Budget</u>	<u>Budget</u>	<u>APRIL 2021</u>	<u>% of Budget Annually</u>
Maxwell Regional Agricultural & Convention Center						
Total revenues	\$ 2,139,566.13	\$ 1,840,754.44	86.03%	\$ 2,256,147.00	\$ 1,795,937.13	79.60%
Total expenditures	\$ 2,139,566.13	\$ 1,138,786.53	53.23%	\$ 2,256,147.00	\$ 1,268,271.14	56.21%
Jetport						
Total revenues	\$ 6,058,960.97	\$ 4,069,543.46	67.17%	\$ 1,711,864.00	\$ 1,240,223.19	72.45%
Total expenditures	\$ 6,058,960.97	\$ 4,348,124.76	71.76%	\$ 1,711,864.00	\$ 1,303,753.97	76.16%
Workers Comp Self Insurance						
Total revenues	\$ 588,000.00	\$ 396,906.25	67.50%	\$ 655,000.00	\$ 480,905.00	73.42%
Total expenditures	\$ 588,000.00	\$ 569,125.82	96.79%	\$ 655,000.00	\$ 526,750.96	80.42%
Cash Balance		\$ 1,212,167.33			\$ 1,228,207.51	
Hospital Self Insurance						
Total revenues	\$ 9,024,984.00	\$ 7,009,781.01	77.67%	\$ 9,781,223.00	\$ 7,175,286.76	73.36%
Total expenditures	\$ 9,024,984.00	\$ 7,701,778.16	85.34%	\$ 9,781,223.00	\$ 6,814,039.28	69.66%
Cash Balance		\$ 1,292,204.73			\$ 2,128,548.61	
Fleet Management						
Total revenues	\$ 452,533.23	\$ 480,603.83	106.20%	\$ 581,182.00	\$ 389,789.13	67.07%
Total expenditures	\$ 452,533.23	\$ 364,048.18	80.45%	\$ 581,182.00	\$ 447,554.10	77.01%

The slide features abstract green geometric shapes. On the left, a long, thin green triangle points downwards. On the right, a larger, more complex shape composed of several overlapping green triangles and quadrilaterals is positioned. The text is centered on a white background.

County of Wayne Financial Presentation July-June 2021

Allison Speight
Finance Director
July 20, 2021

Property Tax Revenues

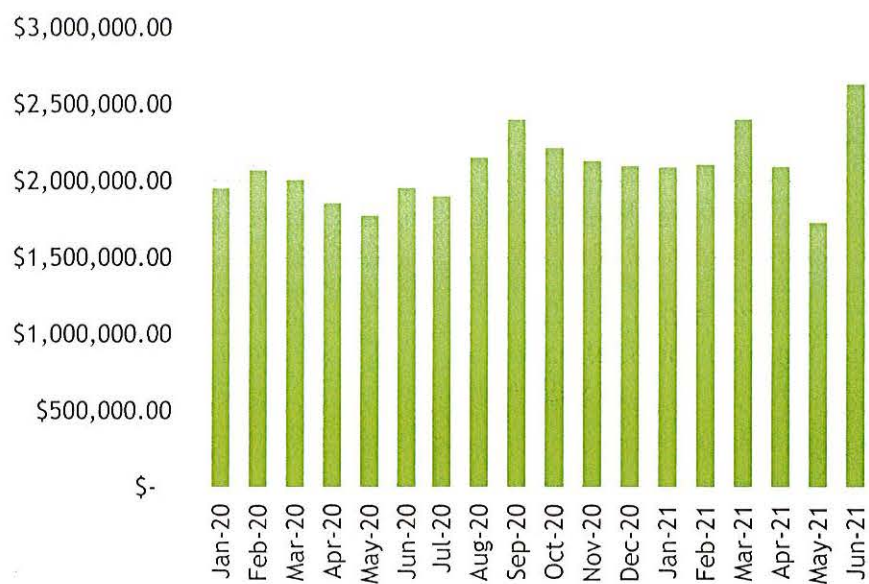
▶ Property Tax

- ▶ Collected \$52M for the year
- ▶ 102.82% of budget
- ▶ \$1.4M above anticipated amount
- ▶ Increase of \$1.4M over PY
- ▶ Delinquent collection were \$140k above budgeted amount

▶ Vehicle Tax

- ▶ Collected \$7.3M to-date
- ▶ 113.63% of budget
- ▶ \$877k above anticipated amount
- ▶ About \$831k collected more than last year at this time

Sales Tax Revenues



- ▶ Collected \$26M to-date, an increase of \$2.4M over this time last year
- ▶ Overall average collection is 122% of budgeted
- ▶ Chart represents collections through July 2021

Unassigned Fund Balance (Estimate Only, Cash Basis)

- ▶ 20-21 Revised Budget appropriated \$2.96M in Fund Balance (FB)
- ▶ Anticipate increase to FB of \$5.96M
- ▶ Net increase of \$8.92M
 - ▶ Sales & Property taxes
 - ▶ CARES funding offsetting public safety salaries
- ▶ Appropriations/reappropriations for 21-22 of \$3.8M
- ▶ Unassigned FB
 - ▶ June 30, 2020 = \$5,766,477
 - ▶ June 30, 2021 (estimated) = \$7,913,286
 - ▶ Net increase of \$2.15M

American Rescue Plan Act (ARPA)

General Information

- ARP Funds or SLFR Funds
- Wayne County allocation = \$23.9M
- Received 1st tranche; 2nd tranche will come a year later
- Must obligate funds by 12/31/2024, expended by 12/31/2026

Spending Information

- Currently have Interim Ruling from US Treasury
- Awaiting Final Ruling - may be late August, early September
- Main recommendation from NC authorities - WAIT
- Considerations of Federal law vs NC law
 - May change in NC legislation
 - Vendors/nonprofits may only be looking at Federal law
 - Concerns w/ revenue loss formula, broadband spending & sewer spending

Wayne County Tourism Development Authority Financial Presentation July-April 2021

Allison Speight
Ex-Officio Finance Officer
July 20, 2021

Year-to-Date Highlights

- ▶ Report represents 9 months of collections since WCTDA revenues are always 1 month in arrears.
- ▶ Revenues of \$149k are slightly below budget
- ▶ Collections are down 10.41% over last year
- ▶ Revenues picked up in May & June, may meet budget
- ▶ 21-22 budget held revenues constant
 - ▶ Will be adjusted mid-year if necessary
 - ▶ Appropriated \$20k in FB
- ▶ Projected FB remaining, unassigned is \$15k

Wayne County Tourism Development Authority

Profit & Loss Budget vs. Actual

July 2020 through April 2021

	<u>Jul '20 - Apr 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
3270 · 1% Occupancy Tax w/o Mt Olive	135,580.58	158,000.00	-22,419.42	85.81%
3271 · 1% Occupancy Tax-Mt Olive	9,550.34	12,000.00	-2,449.66	79.59%
3272 · 1% Occupancy Tax-WCTDA	4,093.01	5,000.00	-906.99	81.86%
3991 · Fund Balance Appropriated	0.00	20,000.00	-20,000.00	0.0%
Total Income	<u>149,223.93</u>	<u>195,000.00</u>	<u>-45,776.07</u>	<u>76.53%</u>
Expense				
0190 · Professional Fees	4,600.00	4,600.00	0.00	100.0%
0192 · Legal Fees	1,990.00	2,000.00	-10.00	99.5%
0260 · Office Supplies	0.00	100.00	-100.00	0.0%
0370 · Advertising and Promotion	47,205.43	81,412.00	-34,206.57	57.98%
0371 · Maxwell Center Advertising	0.00	0.00	0.00	0.0%
0440 · Contracted Services-Goldsboro	63,879.97	94,713.00	-30,833.03	67.45%
0450 · Insurance & Bonding Expense	175.00	175.00	0.00	100.0%
0693 · Reserve for Town of Mt. Olive	0.00	12,000.00	-12,000.00	0.0%
Total Expense	<u>117,850.40</u>	<u>195,000.00</u>	<u>-77,149.60</u>	<u>60.44%</u>
Net Ordinary Income	<u>31,373.53</u>	<u>0.00</u>	<u>31,373.53</u>	<u>100.0%</u>
Other Income/Expense				
Other Income				
3350 · Late Fees	27.16			
Total Other Income	<u>27.16</u>			
Net Other Income	<u>27.16</u>	<u>0.00</u>	<u>27.16</u>	<u>100.0%</u>
Net Income	<u><u>31,400.69</u></u>	<u><u>0.00</u></u>	<u><u>31,400.69</u></u>	<u><u>100.0%</u></u>

-Our year-to-date collections are down 10.41% decrease from last year, or \$17,339 less collected now versus this time last year.

-We are 83% through the year in collections for budget, and we have collected about 82%, indicating our collections are trending slightly below budget for the year. This will cause a decrease in fund balance unless expenditures are also below budget.

NORTH CAROLINA

WAYNE COUNTY

RESOLUTION #2021-23: A RESOLUTION ACCEPTING AMERICAN RESCUE PLAN ACT (ARPA) FUNDS

WHEREAS, Wayne County is eligible to receive funding from the Coronavirus State and Local Fiscal Recovery Funds of H.R. 1319 American Rescue Plan Act of 2021 (CSLRF) directly from the US Treasury Department currently estimated in the total amount of \$23,916,753, and has applied for and already received the first tranche of said funds in the amount of \$11,958,376.50; and

WHEREAS, all funding received under the CSLRF must be accounted for in a separate fund and not co-mingled with other revenue for accounting purposes, and must also be spent only for certain purposes specifically authorized by the CSLRF (including applicable regulations and guidance of the US Treasury Department), and also in compliance with the laws and applicable regulations of the State of North Carolina and

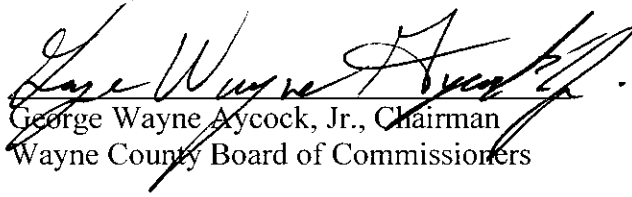
WHEREAS, in accordance with the foregoing, Wayne County must comply with all applicable budgeting, accounting, contracting, reporting, and other compliance requirements for all CSLRF funds; and

WHEREAS, the Board of Commissioners is required to take formal action through the passage of this Resolution to formally approve the application for and formally accept the CSLRF funds.

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

1. That the County Manager/County Attorney and County Finance Officer are designated and directed to take all actions deemed reasonably necessary on behalf of the Board of Commissioners to apply for, receive, and administer the CSLRF funds in accordance with all applicable federal and state laws, regulations, and guidance; and
2. That the previously submitted application for eligible CSLRF funding submitted by the County Manager and County Finance Officer on behalf of Wayne County is hereby ratified and approved; and
3. That all such CSLRF funding for which Wayne County is eligible which has been or will be distributed by the US Treasury Department and which is received by Wayne County is hereby accepted subject to all applicable federal and state laws, regulations, and guidance.

Adopted this 20th day of July, 2021.


George Wayne Aycock, Jr., Chairman
Wayne County Board of Commissioners

Attest:



Carol Bowden, Clerk to the Board
Wayne County Board of Commissioners



Grant Project Ordinance #3 for the County of Wayne Coronavirus State and Local Fiscal Recovery Funds

BE IT ORDAINED by the Board of Commissioners of the County of Wayne, North Carolina that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant project ordinance is hereby adopted:

Section 1: This ordinance is to establish a budget for a project to be funded by the Coronavirus State and Local Fiscal Recovery Funds of H.R. 1319 American Rescue Plan Act of 2021 (CSLRF). The County of Wayne has received the first tranche in the amount of \$11,958,376.50 of CSLRF funds. The total allocation is \$23,916,753.00, with the remainder to be distributed to the county within 12 months. These funds may be used for the following categories of expenditures, to the extent authorized by state law.

1. Support public health expenditures, by funding COVID-19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff;
2. Address negative economic impacts caused by the public health emergency, including economic harms to workers, households, small businesses, impacted industries, and the public sector;
3. Replace lost public sector revenue, using this funding to provide government services to the extent of the reduction in revenue experienced due to the pandemic;
4. Provide premium pay for essential workers, offering additional support to those who have borne and will bear the greatest health risks because of their service in critical infrastructure sectors; and,
5. Invest in water, sewer, and broadband infrastructure, making necessary investments to improve access to clean drinking water, support vital wastewater and stormwater infrastructure, and to expand access to broadband internet.

Section 2: The following amounts are appropriated for the project and authorized for expenditure:

CSLRF Project	\$23,916,753
---------------	--------------

Section 3: The following revenues are anticipated to be available to complete the project:

CSLRF Funds	\$23,916,753
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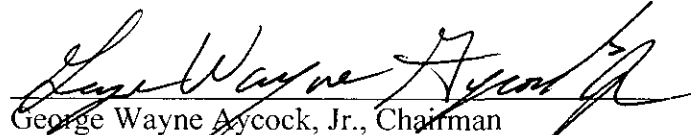
Section 4: The Finance Officer is hereby directed to maintain sufficient specific detailed accounting records to satisfy the requirements of the grantor agency and the grant agreements.

Section 5: The Finance Officer is hereby directed to report the financial status of the project to the governing board on a quarterly basis.

Section 6: Copies of this grant project ordinance shall be furnished to the Budget Officer, the Finance Officer and to the Clerk to the Board of Commissioners.

Section 7: This grant project ordinance expires on December 31, 2026, or when all the CSLRF funds have been obligated and expended by the county, whichever occurs sooner.

Adopted this 20th day of July, 2021.


George Wayne Aycock, Jr., Chairman
Wayne County Board of Commissioners

Attest:


Carol Bowden, Clerk to the Board
Wayne County Board of Commissioners

