



FRANKLIN COUNTY BOARD OF COMMISSIONERS

Monday
May 18, 2020

Due to the COVID-19 pandemic, the meeting will be held solely by electronic means. Please see below for detail.

The public will not be allowed to physically attend this meeting; however, the meeting will be livestreamed on YouTube at <http://franklincounty.today>. Citizens may also view or listen to the meeting via Zoom.

Join Zoom Meeting

<https://us02web.zoom.us/j/81639658146>

Join Via Telephone

1-301-715-8592

1-312-626-6799

Webinar ID: 816 3965 8146

6:55 P.M. - Season of Prayer - Commissioner Mark Speed

7:00 P.M. - Official Meeting Begins - Call to Order

Pledge of Allegiance

Roll Call – Chairman Sidney Dunston

*Please note each vote
requires a roll call vote*

I. CONSENT AGENDA

- A. May 4, 2020 Minutes
- B. Releases, Adjustments, Refunds and Tax Collection Rate
- C. Adjournment of the 2020 Board of Equalization & Review
- D. Surplus of Glock 17 handgun (serial #VUS274) valued at approximately \$360 to sell to retiring officer Bruce Baker in the amount of \$1
- E. Budget Ordinance Amendment #6 (Pursuant to North Carolina General Statute 159-15, the County Finance Officer is requesting a budget ordinance amendment in the amount of \$58,946 to amend the General Fund to recognize Board action from previous meetings, and additional funding from DHHS for Duke Energy Progress – Energy Neighbor Fund.)
- F. Project Budget Ordinance for Airport Pavement Rehabilitation Design and Bid in the amount of \$570,000
- G. Audit Contract for FYE 2020/Engagement Letter
- H. Notice of Land and Water Conservation Fund Grant Requirements and Restrictions on Property

2. COMMENTS FROM THE PUBLIC

This is the time set aside by the Board of Commissioners to allow individuals to address the Board on issues concerning the county.

Members of the public who would like to make public comments MUST register by emailing publiccomments@franklincountync.us before 12:00 pm (noon) on Monday, May 18, 2020. You must include your name, address, comment topic, phone number you will be calling from and email address. You will be recognized (by video or phone call using the instructions listed at the beginning of this agenda) for comments in the order that you registered. The time limit for each speaker shall be five minutes with a total time limit set aside for informal public comments totaling 30 minutes. Vulgarity and abusive comments will not be tolerated.

3. PUBLIC HEARING: COMPREHENSIVE DEVELOPMENT PLAN

Staff has been working with McGill & Associates for the past year in order to update the County's Comprehensive Development Plan (CDP). The purpose of the Comprehensive Plan is to identify a desired vision for the County's future, identify community priorities, and articulate strategies to address community priorities. The entire CDP can be viewed at <https://www.franklincountync.us/services/planning-and-inspections/comprehensive-development-plan>.

Members of the public who would like to participate in the public hearing can share their comments in one of two methods:

- Share comments during the meeting using Zoom via audio or video. If you wish to address the Board, you must register at publiccomments@franklincountync.us before 12:00 pm (noon) on Monday, May 18, 2020. Please include your name, address, public hearing topic, phone number you will be calling from and email address. You will be recognized by the Chairman for comments in the order that you registered.
- Email written comments to publiccomments@franklincountync.us before 12:00 pm (noon) on Monday, May 18, 2020. Please include your name, address and public hearing topic. Comments will be shared with the Board and made part of the official record. Written comments received within 24 hours after the hearing is closed will also be shared with the Board and made a part of the official record.

ACTION REQUESTED: Conduct public hearing and consider approval of the CDP at a later date.

4. 2020-2021 BUDGET PRESENTATION

The Board will receive the budget proposal and will be asked to call for a public hearing on June 1, 2020 in order to receive public comment on the budget proposal.

ACTION REQUESTED: Receive presentation and call for public hearing on June 1, 2020.

5. UPDATE: COVID-19

Health Director Scott LaVigne will provide an update on the pandemic.

ACTION REQUESTED: None.

6. YOUNGSVILLE MAIN STREET IMPROVEMENTS PROJECT - UTILITIES

The Town of Youngsville is planning to undertake a road work project on Main Street that is funded through federal funds and anticipating to bid out the project in June 2020. The county is working with the Town to complete the design for the utility rehabilitation and wishes to adopt a resolution allowing the County Manager to negotiate a contract with an engineering firm.

ACTION REQUESTED: Consider approving Resolution Exempting Franklin County from GS 143-64.31 for Youngsville Main Street Utility Improvements.

7. BROADBAND UPDATE

Assistant County Manager Kim Denton will provide an update on Broadband activities in the County. The need for broadband services has been particularly highlighted as a result of the COVID-19 Crisis. She will introduce Alan Fitzpatrick, CEO of Open Broadband LLC, who will provide an update on progress related to the implementation of Open Broadband's fixed wireless services in Franklin County. Open Broadband LLC representatives Kent Winrich, Chief Technology Officer and Alan Helias, Area Manager will also be in attendance.

ACTION REQUESTED: None.

8. APPOINTMENTS

Franklin County Community Advisory Council (CAC)

The Board is asked to consider appointing 7-15 voting members to the CAC. The suggested membership is as follows:

- Alma Rodriguez
- Cedric Jones
- Crishna Murray
- Deborah Fowler
- Heather Lewis
- Kathleen Flaherty
- Mary Jo Van Horne
- Rhonda Schuhler
- Tracy Dunston

9. OTHER BUSINESS

10. BOARD, MANAGER AND CLERK'S COMMENTS

This is the time set aside for the Board of County Commissioners, the County Manager, and the Clerk to the Board to report on various activities. The Board may also discuss other items of interest.

11. CLOSED SESSION

The Board is asked to conduct a closed session pursuant to North Carolina General Statute 143-318.11 (a) (3) Attorney-Client Privileged Communication.



County of Franklin

North Carolina

Office of Tax Collector

MEMORANDUM

TO: Franklin County Commissioners
FROM: Daniel Williams, Tax Administrator
DATE: May 1, 2020
SUBJECT: Releases, Adjustments, Refunds, and Tax Collection Rate

Please review and approve the April releases, adjustments, refunds, and collection rate.

Total release amount for April 2020 - \$0.00
(Total release amount for April 2019 - \$1,147.30)

Total adjustment amount for April 2020 - \$3,034.01
(Total adjustment amount for April 2019 - \$0.00)

Total refund amount for April 2020 - \$3,247.94
(Total refund amount for April 2019 - \$4,707.76)

Total NCVTS refund amount for April 2020 - \$4,546.26
(Total NCVTS refund for April 2019 - \$2,645.06)

The 2019 Franklin County collection as of April 30, 2020 – 97.46%
(The 2018 Franklin County collection as of April 30, 2019 – 96.65%)

Please do not hesitate to contact the Tax Collector's Office if more detailed information is desired.

Daniel A. Williams
Franklin County Tax Administrator

P.O. Box 503 / 215 East Nash St
Louisburg, NC 27549
Telephone: (919) 496-2172
Fax: (919) 496- 1630



Generated on: 05-01-2020

For 2019-01-01 to 2020-04-30

A R Summary Report

DESCRIPTION	YEAR	CATE	BEG BAL	BILLING	RELEASES	ADJUSTMENTS	ADJ BILLS	PAYMENTS	REFUNDS	DISCOUNTS	ADJ PAYMENTS	END BAL	INT PAYMENTS	INT REFUNDS	ADJ PMTS+	% PAID
FRANKLIN COUNTY	2019	PP	0.00	4,541,787.94	-47.39	-104,238.56	4,437,501.99	-4,280,749.28	3,612.99	-6,585.85	-4,283,722.14	153,779.85	-9,838.14	4.31	-4,293,560.28	96.53
FRANKLIN COUNTY	2019	RE	0.00	38,786,837.19	-534.37	-76,420.16	38,709,882.66	-37,725,263.11	80,828.82	-121,698.03	-37,766,132.32	943,750.34	-98,074.96	793.69	-37,864,207.28	97.56
SUBTOTAL: TYPE + YEAR	2019	PP	0.00	4,541,787.94	-47.39	-104,238.56	4,437,501.99	-4,280,749.28	3,612.99	-6,585.85	-4,283,722.14	153,779.85	-9,838.14	4.31	-4,293,560.28	96.53
SUBTOTAL: TYPE + YEAR	2019	RE	0.00	38,786,837.19	-534.37	-76,420.16	38,709,882.66	-37,725,263.11	80,828.82	-121,698.03	-37,766,132.32	943,750.34	-98,074.96	793.69	-37,864,207.28	97.56
TOTAL	9999		0.00	43,328,625.13	-581.76	-180,658.72	43,147,384.65	-42,006,012.39	84,441.81	-128,283.88	-42,049,854.46	1,097,530.19	-107,913.10	798.00	-42,157,767.56	97.46

Franklin County Commissioner’s Agenda Information Sheet

Requested Meeting Date: 18 May 2020

of attachment (s) _____

Item Title (as it should appear on the agenda): Adjournment of the 2020 Board of Equalization & Review

Initiated by (Name, Job Title): Dan Williams, Tax Administrator

Board action proposed: Adjourn the 2020 Board of Equalization & Review

Is this a consent agenda item? Yes No

Is a public hearing needed? Yes No

Has this item been reviewed by the appropriate staff? Please check all that apply.

County Manager

County Attorney

Finance Director

Summary of Request:

Pursuant to North Carolina General Statute 105-322, the 2020 Franklin County Board of Equalization & Review adjourns this evening. By adjourning, the Board of Equalization & Review closes the statutory period during which county taxpayers may appeal their values for Franklin County real and personal property for the current tax year. Even though the Board is adjourning, all unresolved appeals which were submitted during the appeal timeframe (January 1st through present), will be heard/resolved at a future date yet to be determined.

FOR OFFICE USE ONLY:

APPROVED

DENIED

ACTION: _____ DATE: _____

Franklin County Commissioner's Agenda Information Sheet

Requested Meeting Date:

of attachment (s) 1

Item Title (as it should appear on the agenda): Surplus service weapon for retired Deputy Bruce Baker

Initiated by (Name, Job Title): Kent Winstead, Sheriff

Board action proposed: To sell service weapon to Bruce Baker for \$1

Is this a consent agenda item? Yes No

Is a public hearing needed? Yes No

Has this item been reviewed by the appropriate staff? Please check all that apply.

County Manager

County Attorney

Finance Director

Summary of Request:

Request to sell service weapon to retired Deputy Bruce Baker of the FCSO for \$1 for his years of service.

FOR OFFICE USE ONLY:

APPROVED

DENIED

ACTION: _____ DATE: _____

Office of the Sheriff
Franklin County



Kent D. Winstead
Sheriff

285 T. Kemp Road
Louisburg, North Carolina 27549

Telephone: 919-496-2186
Fax: 919-340-0172

April 29, 2020

To: Franklin County Board of Commissioners
From: Sheriff Kent D. Winstead
RE: Bruce Baker

This is to advise you that after many years of faithful and professional service, Bruce Baker is seeking to retire April 30, 2020.

As has been the custom in this county, I am requesting that the commissioners decide upon a reasonable price which we may charge him for his issued Glock 17, handgun, serial number VUS274. This weapon is valued at approximately \$360.00.

Your assistance in this matter is greatly appreciated.

Kent D. Winstead

Sheriff Kent D. Winstead



County Of Franklin

113 Market Street
 Louisburg, North Carolina 27549
 Telephone: 919-496-3182
 Fax: 919-496-2683

Item 1-E

Office of Finance
Jamie Holtzman
Director

BUDGET ORDINANCE AMENDMENT #6			
BE IT ORDAINED by the Board of Commissioners of the County of Franklin, North Carolina, that pursuant to North Carolina General Statute 159-15, the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2020.			
Section 1. To amend the General Fund to recognize Board action from previous meetings, and additional funding from DHHS for Duke Energy Progress- Energy Neighbor Fund.			
Expenditures		Account #	Amount of Increase
Transfer to Airport Fund (Project Match)		10-650-0590	\$ 57,000
DSS - Duke Energy Project Share		10-612-0420	\$ 1,946
		Total	\$ 58,946
=====			
Revenues		Account #	Amount of Increase
GF Fund Balance		10-399-0000	\$ 57,000
DSS Duke Energy Progress Energy		10-612-0420	\$ 1,946
		Total	\$ 58,946
=====			
Section 2. Copies of this amendment shall be furnished to the Clerk of the Board of Commissioners, the Budget Officer, and the Finance Officer for their direction.			
Adopted this 18th day of June 2020.			
Chairman of the Board of County Commissioners			
Clerk to the Board			



County Of Franklin

113 Market Street
Louisburg, North Carolina 27549
Telephone: 919-496-3182
Fax: 919-496-2683

Item I-F

Office of Finance
Jamie Holtzman
Director

FRANKLIN COUNTY PROJECT BUDGET ORDINANCE AIRPORT PAVEMENT REHABILITATION DESIGN AND BID

BE IT ORDAINED by the Franklin County Board of Commissioners pursuant to North Carolina General Statutes 159-8 and 159-13.2, the following project ordinance is hereby adopted:

SECTION 1: The project authorized is to design and bid the rehabilitation of the Triangle North Executive Airport pavement to include runway, taxiways, and apron areas. Additionally, the geometry will be revised to meet current FAA standards.

SECTION 2: The following revenues are available to complete the project:

NC Department of Transportation Grant	\$ 513,000
County Funds	<u>57,000</u>
Total	\$ 570,000

SECTION 3: The following line item is created for this project and line item appropriation is hereby approved:

Project costs (36244.43.11.1)	\$ 570,000
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SECTION 4: The County's Finance Director is hereby directed to maintain sufficient detailed accounting records to provide the accounting for the recordation of revenues and expenses for this project.

SECTION 5: The Finance Officer is directed to report quarterly on the financial status of the project and the total revenues received.

SECTION 6: Copies of this ordinance shall be made available to the Budget Officer and the Finance Director for direction in carrying out this project.

THIS ORDINANCE ADOPTED THIS 18th DAY OF MAY, 2020.

SIDNEY E. DUNSTON, CHAIRMAN

KRISTEN G. KING, CLERK

Franklin County Commissioner’s Agenda Information Sheet

Requested Meeting Date: May 18, 2020

of attachment (s) 2

Item Title (as it should appear on the agenda): Fiscal Year 2020 Audit Contract and Engagement Letter

Initiated by (Name, Job Title): Jamie Holtzman, Finance Director

Board action proposed: Approve FY 2020 Audit Contract and Engagement Letter and authorize Chairman Dunston to sign

Is this a consent agenda item? Yes No

Is a public hearing needed? Yes No

Has this item been reviewed by the appropriate staff? Please check all that apply.

County Manager

County Attorney

Finance Director

Summary of Request:

Winston, Williams, Creech, Evans, & Company, LLP has prepared the Fiscal Year 2020 audit contract. The and contract is for a total of \$74,200. There is an additional \$3,350 fee per major program over the three that are included in the audit fee well as an additional \$1,000 fee per group of 10 errors found over the 15 included in the audit fee if needed.

FOR OFFICE USE ONLY:

APPROVED

DENIED

ACTION: _____ DATE: _____

The	Governing Board BOARD OF COMMISSIONERS
of	Primary Government Unit (or charter holder) FRANKLIN COUNTY
and	Discretely Presented Component Unit (DPCU) (if applicable) N/A

Primary Government Unit, together with DPCU (if applicable), hereinafter referred to as Governmental Unit(s)

and	Auditor Name WINSTON, WILLIAMS, CREECH, EVANS & COMPANY, LLP
	Auditor Address P O BOX 1366, OXFORD, NC 27565

Hereinafter referred to as Auditor

for	Fiscal Year Ending 06/30/20	Audit Report Due Date 12/31/20
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Must be within four months of FYE

hereby agree as follows:

1. The Auditor shall audit all statements and disclosures required by U.S. generally accepted auditing standards (GAAS) and additional required legal statements and disclosures of all funds and/or divisions of the Governmental Unit(s). The non-major combining, and individual fund statements and schedules shall be subjected to the auditing procedures applied in the audit of the basic financial statements and an opinion shall be rendered in relation to (as applicable) the governmental activities, the business-type activities, the aggregate DPCUs, each major governmental and enterprise fund, and the aggregate remaining fund information (non-major government and enterprise funds, the internal service fund type, and the fiduciary fund types).

2. At a minimum, the Auditor shall conduct his/her audit and render his/her report in accordance with GAAS. The Auditor shall perform the audit in accordance with *Government Auditing Standards* if required by the State Single Audit Implementation Act, as codified in G.S. 159-34. If required by *OMB Uniform Administration Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance) and the State Single Audit Implementation Act, the Auditor shall perform a Single Audit. This audit and all associated audit documentation may be subject to review by Federal and State agencies in accordance with Federal and State laws, including the staffs of the Office of State Auditor (OSA) and the Local Government Commission (LGC). If the audit requires a federal single audit performed under the requirements found in Subpart F of the Uniform Guidance (§200.501), it is recommended that the Auditor and Governmental Unit(s) jointly agree, in advance of the execution of this contract, which party is responsible for submission of the audit and the accompanying data collection form to the Federal Audit Clearinghouse as required under the Uniform Guidance (§200.512).

If the audit and Auditor communication are found in this review to be substandard, the results of the review may be forwarded to the North Carolina State Board of CPA Examiners (NC State Board).

3. If an entity is determined to be a component of another government as defined by the group audit standards, the entity's auditor shall make a good faith effort to comply in a timely manner with the requests of the group auditor in accordance with AU-6 §600.41 - §600.42.

4. This contract contemplates an unmodified opinion being rendered. If during the process of conducting the audit, the Auditor determines that it will not be possible to render an unmodified opinion on the financial statements of the unit, the Auditor shall contact the LGC staff to discuss the circumstances leading to that conclusion as soon as is practical and before the final report is issued. The audit shall include such tests of the accounting records and such other auditing procedures as are considered by the Auditor to be necessary in the circumstances. Any limitations or restrictions in scope which would lead to a qualification should be fully explained in an attachment to this contract.

5. If this audit engagement is subject to the standards for audit as defined in *Government Auditing Standards*, 2018 revision, issued by the Comptroller General of the United States, then by accepting this engagement, the Auditor warrants that he/she has met the requirements for a peer review and continuing education as specified in *Government Auditing Standards*. The Auditor agrees to provide a copy of the most recent peer review report to the Governmental Unit(s) and the Secretary of the LGC prior to the execution of an audit contract. Subsequent submissions of the report are required only upon report expiration or upon auditor's receipt of an updated peer review report. If the audit firm received a peer review rating other than pass, the Auditor shall not contract with the Governmental Unit(s) without first contacting the Secretary of the LGC for a peer review analysis that may result in additional contractual requirements.

If the audit engagement is not subject to *Government Accounting Standards* or if financial statements are not prepared in accordance with U.S. generally accepted accounting principles (GAAP) and fail to include all disclosures required by GAAP, the Auditor shall provide an explanation as to why in an attachment to this contract or in an amendment.

6. It is agreed that time is of the essence in this contract. All audits are to be performed and the report of audit submitted to LGC staff within four months of fiscal year end. If it becomes necessary to amend this due date or the audit fee, an amended contract along with a written explanation of the delay shall be submitted to the Secretary of the LGC for approval.

7. It is agreed that GAAS include a review of the Governmental Unit's (Units') systems of internal control and accounting as same relate to accountability of funds and adherence to budget and law requirements applicable thereto; that the Auditor shall make a written report, which may or may not be a part of the written report of audit, to the Governing Board setting forth his/her findings, together with his recommendations for improvement. That written report shall include all matters defined as "significant deficiencies and material weaknesses" in AU-C 265 of the *AICPA Professional Standards (Clarified)*. The Auditor shall file a copy of that report with the Secretary of the LGC.

8. All local government and public authority contracts for audit or audit-related work require the approval of the Secretary of the LGC. This includes annual or special audits, agreed upon procedures related to internal controls, bookkeeping or other assistance necessary to prepare the Governmental Unit's (Units') records for audit, financial statement preparation, any finance-related investigations, or any other audit-related work in the State of North Carolina. Approval is not required on contracts and invoices for system improvements and similar services of a non-auditing nature.

9. Invoices for services rendered under these contracts shall not be paid by the Governmental Unit(s) until the invoice has been approved by the Secretary of the LGC. (This also includes any progress billings.) [G.S. 159-34 and 115C-447] All invoices for Audit work shall be submitted in PDF format to the Secretary of the LGC for approval. The invoice marked 'approved' with approval date shall be returned to

the Auditor to present to the Governmental Unit(s) for payment. This paragraph is not applicable to contracts for audits of hospitals.

10. In consideration of the satisfactory performance of the provisions of this contract, the Governmental Unit(s) shall pay to the Auditor, upon approval by the Secretary of the LGC if required, the fee, which includes any costs the Auditor may incur from work paper or peer reviews or any other quality assurance program required by third parties (federal and state grantor and oversight agencies or other organizations) as required under the Federal and State Single Audit Acts. This does not include fees for any pre-issuance reviews that may be required by the NC Association of CPAs (NCACPA) Peer Review Committee or NC State Board of CPA Examiners (see Item 13).

11. If the Governmental Unit(s) has/have outstanding revenue bonds, the Auditor shall submit to LGC staff, either in the notes to the audited financial statements or as a separate report, a calculation demonstrating compliance with the revenue bond rate covenant. Additionally, the Auditor shall submit to LGC staff simultaneously with the Governmental Unit's (Units') audited financial statements any other bond compliance statements or additional reports required by the authorizing bond documents, unless otherwise specified in the bond documents.

12. After completing the audit, the Auditor shall submit to the Governing Board a written report of audit. This report shall include, but not be limited to, the following information: (a) Management's Discussion and Analysis, (b) the financial statements and notes of the Governmental Unit(s) and all of its component units prepared in accordance with GAAP, (c) supplementary information requested by the Governmental Unit(s) or required for full disclosure under the law, and (d) the Auditor's opinion on the material presented. The Auditor shall furnish the required number of copies of the report of audit to the Governing Board upon completion.

13. If the audit firm is required by the NC State Board, the NCACPA Peer Review Committee, or the Secretary of the LGC to have a pre-issuance review of its audit work, there shall be a statement in the engagement letter indicating the pre-issuance review requirement. There also shall be a statement that the Governmental Unit(s) shall not be billed for the pre-issuance review. The pre-issuance review shall be performed prior to the completed audit being submitted to LGC Staff. The pre-issuance review report shall accompany the audit report upon submission to LGC Staff.

14. The Auditor shall submit the report of audit in PDF format to LGC Staff. For audits of units other than hospitals, the audit report should be submitted when (or prior to) submitting the final invoice for services rendered. The report of audit, as filed with the Secretary of the LGC, becomes a matter of public record for inspection, review and copy in the offices of the LGC by any interested parties. Any subsequent revisions to these reports shall be sent to the Secretary of the LGC along with an Audit Report Reissued Form (available on the Department of State Treasurer website). These audited financial statements, excluding the Auditors' opinion, may be used in the preparation of official statements for debt offerings by municipal bond rating services to fulfill secondary market disclosure requirements of the Securities and Exchange Commission and for other lawful purposes of the Governmental Unit(s) without requiring consent of the Auditor. If the LGC Staff determines that corrections need to be made to the Governmental Unit's (Units') financial statements, those corrections shall be provided within three business days of notification unless another deadline is agreed to by LGC staff.

15. Should circumstances disclosed by the audit call for a more detailed investigation by the Auditor than necessary under ordinary circumstances, the Auditor shall inform the Governing Board in writing of the need for such additional investigation and the additional compensation required therefore. Upon approval by the

Secretary of the LGC, this contract may be modified or amended to include the increased time, compensation, or both as may be agreed upon by the Governing Board and the Auditor.

16. If an approved contract needs to be modified or amended for any reason, the change shall be made in writing, on the Amended LGC-205 contract form and pre-audited if the change includes a change in audit fee (pre-audit requirement does not apply to charter schools or hospitals). This amended contract shall be completed in full, including a written explanation of the change, signed and dated by all original parties to the contract. It shall then be submitted to the Secretary of the LGC for approval. No change to the audit contract shall be effective unless approved by the Secretary of the LGC, the Governing Board, and the Auditor.
17. A copy of the engagement letter, issued by the Auditor and signed by both the Auditor and the Governmental Unit(s), shall be attached to this contract, and except for fees, work, and terms not related to audit services, shall be incorporated by reference as if fully set forth herein as part of this contract. In case of conflict between the terms of the engagement letter and the terms of this contract, the terms of this contract shall take precedence. Engagement letter terms that conflict with the contract are deemed to be void unless the conflicting terms of this contract are specifically deleted in Item 28 of this contract. Engagement letters containing indemnification clauses shall not be accepted by LGC Staff.
18. Special provisions should be limited. Please list any special provisions in an attachment.
19. A separate contract should not be made for each division to be audited or report to be submitted. If a DPCU is subject to the audit requirements detailed in the Local Government Budget and Fiscal Control Act and a separate audit report is issued, a separate audit contract is required. If a separate report is not to be issued and the DPCU is included in the primary government audit, the DPCU shall be named along with the parent government on this audit contract. DPCU Board approval date, signatures from the DPCU Board chairman and finance officer also shall be included on this contract.
20. The contract shall be executed, pre-audited (pre-audit requirement does not apply to charter schools or hospitals), and physically signed by all parties including Governmental Unit(s) and the Auditor, then submitted in PDF format to the Secretary of the LGC.
21. The contract is not valid until it is approved by the Secretary of the LGC. The staff of the LGC shall notify the Governmental Unit and Auditor of contract approval by email. The audit should not be started before the contract is approved.
22. Retention of Client Records: Auditors are subject to the NC State Board of CPA Examiners' Retention of Client Records Rule 21 NCAC 08N .0305 as it relates to the provision of audit and other attest services, as well as non-attest services. Clients and former clients should be familiar with the requirements of this rule prior to requesting the return of records.
23. This contract may be terminated at any time by mutual consent and agreement of the Governmental Unit(s) and the Auditor, provided that (a) the consent to terminate is in writing and signed by both parties, (b) the parties have agreed on the fee amount which shall be paid to the Auditor (if applicable), and (c) no termination shall be effective until approved in writing by the Secretary of the LGC.
24. The Governmental Unit's (Units') failure or forbearance to enforce, or waiver of, any right or an event of breach or default on one occasion or instance shall not constitute the waiver of such right, breach or default on any subsequent occasion or instance.
25. There are no other agreements between the parties hereto and no other agreements relative hereto that shall be enforceable unless entered into in accordance with the procedure set out herein and approved by the Secretary of the LGC.

26. E-Verify. Auditor shall comply with the requirements of NCGS Chapter 64 Article 2. Further, if Auditor utilizes any subcontractor(s), Auditor shall require such subcontractor(s) to comply with the requirements of NCGS Chapter 64, Article 2.

27. For all non-attest services, the Auditor shall adhere to the independence rules of the AICPA Professional Code of Conduct and Governmental Auditing Standards, 2018 Revision (as applicable). Financial statement preparation assistance shall be deemed a "significant threat" requiring the Auditor to apply safeguards sufficient to reduce the threat to an acceptable level. If the Auditor cannot reduce the threats to an acceptable level, the Auditor cannot complete the audit. If the Auditor is able to reduce the threats to an acceptable level, the documentation of this determination, including the safeguards applied, must be included in the audit workpapers.

All non-attest service(s) being performed by the Auditor that are necessary to perform the audit must be identified and included in this contract. The Governmental Unit shall designate an individual with the suitable skills, knowledge, and/or experience (SKE) necessary to oversee the services and accept responsibility for the results of the services performed. If the Auditor is able to identify an individual with the appropriate SKE, s/he must document and include in the audit workpapers how he/she reached that conclusion. If the Auditor determines that an individual with the appropriate SKE cannot be identified, the Auditor cannot perform both the non-attest service(s) and the audit. See "Fees for Audit Services" page of this contract to disclose the person identified as having the appropriate SKE for the Governmental Unit.

28. Applicable to charter school contracts only: No indebtedness of any kind incurred or created by the charter school shall constitute an indebtedness of the State or its political subdivisions, and no indebtedness of the charter school shall involve or be secured by the faith, credit, or taxing power of the State or its political subdivisions.

29. All of the above paragraphs are understood and shall apply to this contract, except the following numbered paragraphs shall be deleted (See Item 16 for clarification).

30. The process for submitting contracts, audit reports and invoices is subject to change. Auditors and units should use the submission process and instructions in effect at the time of submission. Refer to the N.C. Department of State Treasurer website at <https://www.nctreasurer.com/slg/Pages/Audit-Forms-and-Resources.aspx>.

31. All communications regarding audit contract requests for modification or official approvals will be sent to the email addresses provided on the signature pages that follow.

32. Modifications to the language and terms contained in this contract form (LGC-205) are not allowed.

FEEES FOR AUDIT SERVICES

1. For all non-attest services, the Auditor shall adhere to the independence rules of the AICPA Professional Code of Conduct (as applicable) and *Governmental Auditing Standards, 2018 Revision*. Refer to Item 27 of this contract for specific requirements. The following information must be provided by the Auditor; contracts presented to the LGC without this information will be not be approved.

Financial statements were prepared by: Auditor Governmental Unit Third Party

If applicable: Individual at Governmental Unit designated to have the suitable skills, knowledge, and/or experience (SKE) necessary to oversee the non-attest services and accept responsibility for the results of these services:

Name: JAMIE HOLTZMAN Title and Unit / Company: FINANCE OFFICER/FRANKLIN Email Address: JHOLTZMAN@FRANKLINCOUNTY

2. Fees may not be included in this contract for work performed on Annual Financial Information Reports (AFIRs), Form 990s, or other services not associated with audit fees and costs. Such fees may be included in the engagement letter but may not be included in this contract or in any invoices requiring approval of the LGC. See Items 8 and 13 for details on other allowable and excluded fees.

3. Prior to submission of the completed audited financial report, applicable compliance reports and amended contract (if required) the Auditor may submit invoices for approval for services rendered, not to exceed 75% of the total of the stated fees below. If the current contracted fee is not fixed in total, invoices for services rendered may be approved for up to 75% of the prior year billings. Should the 75% cap provided below conflict with the cap calculated by LGC staff based on the prior year billings on file with the LGC, the LGC calculation prevails. All invoices for services rendered in an audit engagement as defined in 20 NCAC 3 .0503 shall be submitted to the Commission for approval before any payment is made. Payment before approval is a violation of law. (This paragraph not applicable to contracts and invoices associated with audits of hospitals).

PRIMARY GOVERNMENT FEES

Primary Government Unit	FRANKLIN COUNTY
Audit Fee	\$ 69,200
Additional Fees Not Included in Audit Fee:	
Fee per Major Program	\$ 3,350 PER MAJOR PROGRAM > 3
Writing Financial Statements	\$ 5,000
All Other Non-Attest Services	\$ 1,000 per group of 10 errors found >15 during compliance audit
75% Cap for Interim Invoice Approval <i>(not applicable to hospital contracts)</i>	\$ 57,937.50

DPCU FEES (if applicable)

Discretely Presented Component Unit	N/A
Audit Fee	\$
Additional Fees Not Included in Audit Fee:	
Fee per Major Program	\$
Writing Financial Statements	\$
All Other Non-Attest Services	\$
75% Cap for Interim Invoice Approval <i>(not applicable to hospital contracts)</i>	\$

SIGNATURE PAGE

AUDIT FIRM

Audit Firm* WINSTON, WILLIAMS, CREECH, EVANS & COMPANY, LLP	
Authorized Firm Representative (typed or printed)* TARA ROBERSON	Signature* <i>Tara H. Roberson</i>
Date* 05/08/2020	Email Address* ROBERSON@WWCECPA.COM

GOVERNMENTAL UNIT

Governmental Unit* FRANKLIN COUNTY	
Date Primary Government Unit Governing Board Approved Audit Contract* (G.S.159-34(a) or G.S.115C-447(a))	
Mayor/Chairperson (typed or printed)* SIDNEY E. DUNSTON	Signature*
Date	Email Address

Chair of Audit Committee (typed or printed, or "NA")	Signature
Date	Email Address

GOVERNMENTAL UNIT – PRE-AUDIT CERTIFICATE

Required by G.S. 159-28(a1) or G.S. 115C-441(a1).
Not applicable to hospital contracts.

This instrument has been pre-audited in the manner required by The Local Government Budget and Fiscal Control Act or by the School Budget and Fiscal Control Act.

Primary Governmental Unit Finance Officer* (typed or printed) JAMIE HOLTZMAN	Signature*
Date of Pre-Audit Certificate*	Email Address*

**SIGNATURE PAGE – DPCU
(complete only if applicable)**

DISCRETELY PRESENTED COMPONENT UNIT

DPCU*	
N/A	
Date DPCU Governing Board Approved Audit Contract* (Ref: G.S. 159-34(a) or G.S. 115C-447(a))	
DPCU Chairperson (typed or printed)*	Signature*
Date*	Email Address*

Chair of Audit Committee (typed or printed, or "NA")	Signature
Date	Email Address

DPCU – PRE-AUDIT CERTIFICATE

Required by G.S. 159-28(a1) or G.S. 115C-441(a1).
Not applicable to hospital contracts.

This instrument has been pre-audited in the manner required by The Local Government Budget and Fiscal Control Act or by the School Budget and Fiscal Control Act.

DPCU Finance Officer (typed or printed)*	Signature*
Date of Pre-Audit Certificate*	Email Address*

Remember to print this form, and obtain all
required signatures prior to submission.



Winston, Williams, Creech, Evans, & Company, LLP

Certified Public Accountants



America Counts on CPAs

Gary L. Williams, CPA
Carleen P. Evans, CPA
Jennifer T. Reese, CPA
Tara H. Roberson, CPA

Curtis G. Van Horne, CPA

May 8, 2020

To the Board of Commissioners and Management

Franklin County
113 Market Street
Louisburg, NC 27549

We are pleased to confirm our understanding of the services we are to provide Franklin County for the year ended June 30, 2020. We will audit the financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements, of Franklin County as of and for the year ended June 30, 2020. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement Franklin County's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to Franklin County's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by U.S. generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis.
- 2) Law Enforcement Officers' Special Separation Allowance Schedule of Changes in Total Pension Liability and Schedule of Total Pension Liability as a Percentage of Covered Payroll
- 3) Healthcare Benefits Plan Schedule of Changes in the Total OPEB Liability and Related Ratios
- 4) Local Government Employees' Retirement System Schedules of the County's Proportionate Share of Net Pension Liability (Asset) and Schedule of County Contributions.
- 5) Register of Deed's Supplemental Pension Fund Schedule of the County's Proportionate Share of the Net Pension Asset and Schedule of County Contributions.

We have also been engaged to report on supplementary information other than RSI that accompanies Franklin County's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and

102 W. Spring Street • P.O. Box 1366 • Oxford, NC 27565 • (919) 693-5196 • fax (919) 693-7614

www.wwcecpa.com



reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and we will provide an opinion on it in relation to the financial statements as a whole, in a report combined with our auditor's report on the financial statements:

- 1) Combining and individual fund financial statements.
- 2) Budgetary schedules.
- 3) Other schedules.
- 4) Schedule of expenditures of federal and State awards.

The following other information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, and our auditor's report will not provide an opinion or any assurance on that other information:

- 1) Introductory Information of the Comprehensive Annual Financial Report (CAFR).
- 2) Statistical Section of the CAFR.

Audit Objectives

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. The objective also includes reporting on—

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will include a paragraph that states that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will include a paragraph that states that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; the provisions of the Uniform Guidance, and the *Audit Manual for Governmental Auditors in North Carolina* issued by the Local Government Commission; and will include tests of accounting records, a determination of major program(s) in accordance with the Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. We will issue written reports upon completion of our Single Audit. Our reports will be addressed to management and the Board of Commissioners of Franklin County. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

If circumstances occur related to the condition of your records, the availability of sufficient, appropriate audit evidence, or the existence of a significant risk of material misstatement of the financial statements caused by error, fraudulent financial reporting, or misappropriation of assets, which in our professional judgment prevent us from completing the audit or forming an opinion on the financial statements, we retain the right to take any course of

action permitted by professional standards, including declining to express an opinion or issue reports, or withdrawing from the engagement.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, an unavoidable risk exists that some material misstatements or noncompliance may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; schedule of expenditures of federal and State awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards. In connection with component units, we will assess materiality, review reports, obtain representation from other auditors, and evaluate subsequent events from component unit report date through your audit report date. We will make reference to the other auditors in our report due to time and money considerations. We will communicate with the other auditors our instructions and requirements necessary for our audit.

Audit Procedures—Internal Control

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, the Uniform Guidance, and the *Audit Manual for Governmental Auditors in North Carolina*.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of Franklin County's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of Franklin County's major programs. For federal programs that are included in the Compliance Supplement, our compliance and internal control procedures will relate to the compliance requirements that the Compliance Supplement identifies as being subject to audit. The purpose of these procedures will be to express an opinion on Franklin County's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Other Services

We will also assist in preparing the financial statements, schedule of expenditures of federal and State awards, and related notes of Franklin County in conformity with U.S. generally accepted accounting principles and the Uniform Guidance based on information provided by you. We will prepare the trial balance for use during the audit. Our preparation of the trial balance will be limited to formatting information into a working trial balance based on management's chart of accounts. We will also assist with preparing and posting audit journal entries, reconciliations, schedules, and other required regulatory and LGC forms. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statements, schedule of expenditures of federal and State awards, and related notes and other services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Management Responsibilities

Management is responsible for (1) designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal awards, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal and State awards, and all accompanying information in conformity with U.S. generally accepted accounting principles; and for compliance with applicable laws and regulations (including federal statutes) and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, including identification of all related parties and all related-party relationships and transactions, (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance, (3) additional information that we may request for the purpose of the audit, and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. Management is also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan. The summary schedule of prior audit findings should be available for our review on August 1, 2020.

With regard to including the auditor's report in an exempt offering document, you agree that the aforementioned auditor's report, or reference to Winston, Williams, Creech, Evans & Company, LLP., will not be included in any such offering document without our prior permission or consent. Any agreement to perform work in connection with an exempt offering document, including an agreement to provide permission or consent, will be a separate engagement. With regard to an exempt offering document with which Winston, Williams, Creech, Evans & Company, LLP. is not involved, you agree to clearly indicate in the exempt offering document that Winston, Williams, Creech, Evans & Company, LLP. is not involved with the contents of such offering document.

You are responsible for identifying all federal and State awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal and State awards (including notes and noncash assistance received) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal and State awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal and State awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal and State awards that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal and State awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal and State awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal and State awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and,

therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

You agree to assume all management responsibilities relating to the financial statements, schedule of expenditures of federal and State awards, and related notes, and any other nonaudit services we may provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, schedule of expenditures of federal and State awards, and related notes and any other nonaudit services and that you have reviewed and approved the financial statements, schedule of expenditures of federal and State awards, and related notes and any other nonaudit services prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services we provide by designating an individual, Jamie Holtzman, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

In connection with this engagement, we may communicate with you or others via email transmission. As emails can be intercepted and read, disclosed, or otherwise used or communicated by an unintended third party, or may not be delivered to each of the parties to whom they are directed and only to such parties, we cannot guarantee or warrant that emails from us will be properly delivered and read only by the addressee. Therefore, we specifically disclaim and waive any liability or responsibility whatsoever for interception or unintentional disclosure of emails transmitted by us in connection with the performance of this engagement. In that regard, you agree that we shall have no liability for any loss or damage to any person or entity resulting from the use of email transmissions, including any consequential, incidental, direct, indirect, or special damages, such as loss of revenues or anticipated profits, or disclosure or communication of confidential or proprietary information.

Engagement Administration, Fees, and Other

You may request that we perform additional services not addressed in this engagement letter. If this occurs, we will communicate with you regarding the scope of the additional services and the estimated fees. We also may issue a separate engagement letter covering the additional services. In the absence of any other written communication from us documenting such additional services, our services will continue to be governed by the terms of this engagement letter.

We understand that your employees will prepare all cash, accounts receivable, or other confirmations and schedules we request and will locate any documents selected by us for testing. We will schedule the engagement based in part on deadlines, working conditions, and the availability of your key personnel. We will plan the engagement based on the assumption that your personnel will cooperate and provide assistance by performing tasks such as preparing requested schedules, retrieving supporting documents, and preparing confirmations. If for whatever reason your personnel are unavailable to provide the necessary assistance in a timely manner, it may substantially increase the work we have to do to complete the engagement within the established deadlines, resulting in an increase in fees over our original fee estimate.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal and State awards, summary schedule of prior audit findings, auditor's reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditor's reports or nine months after the end of the audit period.

We will provide copies of our reports to the County; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Winston, Williams, Creech, Evans & Company, LLP and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to the Local Government Commission or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Winston, Williams, Creech, Evans & Company, LLP personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the Local Government Commission. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the parties contesting the audit finding for guidance prior to destroying the audit documentation.

We expect to begin our audit on approximately June 1, 2020 and to issue our reports no later than December 31, 2020. Tara Roberson is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses, will not exceed \$74,200 plus \$3,350 per Single Audit program greater than three for the year ended June 30, 2020 plus \$1,000 per group of 10 errors found exceeding 15 during the compliance audit. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 60 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report(s). You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

You have requested that we provide you with a copy of our most recent external peer review report and any subsequent reports received during the contract period. Accordingly, our 2017 peer review report accompanies this letter.

Our audit engagement ends on delivery of our audit report. Any follow-up services that might be required will be a separate, new engagement. The terms and conditions of that new engagement will be governed by a new, specific engagement letter for that service.

We appreciate the opportunity to be of service to Franklin County and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

Winston, Williams, Creech, Evans & Company, LLP

Winston, Williams, Creech, Evans & Company, LLP

RESPONSE:

This letter correctly sets forth the understanding of Franklin County.

Management signature: _____

Title: _____

Date: _____

Governance signature: _____

Title: _____

Date: _____

NORTH CAROLINA
Tax Parcel No. 014565

FRANKLIN COUNTY
LWCF NO. 7-01045

NOTICE OF *LAND AND WATER CONSERVATION FUND*
GRANT REQUIREMENTS AND RESTRICTIONS ON PROPERTY

Prepared By: DAVIS STURGES & TOMLINSON, PLLC
Aubrey S. Tomlinson, Jr. P.O. Box 708, Louisburg, NC 27549

After Recording Return To: Attention LWCF State Liaison Officer
NC Department of Natural and Cultural Resources
1615 Mail Service Center
Raleigh, North Carolina 27699-1615

Brief Description for Index: LWCF Restrictions on Property

INDEX IN THE GRANTOR INDEX UNDER:

- (1) BULL CREEK GOLF AND COUNTRY CLUB, INC.
- (2) State of North Carolina

INDEX IN THE GRANTEE INDEX UNDER:

- (1) FRANKLIN COUNTY, A North Carolina Body Politic
- (2) State of North Carolina

PROPERTY SUBJECT TO THIS NOTICE:

The property that is subject to this Notice is that certain real property lying and being in Louisburg Township, Franklin County, North Carolina, containing 167.44 acres more or less,

and which is more particularly described in that certain deed recorded in Deed Book 1969 Pages 236-238, Franklin County Register of Deeds (hereinafter the "**Property**").
OWNER OF THE PROPERTY- GRANT RECIPIENT:

The County of Franklin, a North Carolina Body Politic, is the sole owner in fee simple of the Property and has a principal address of 113 Market Street, Louisburg, NC 27549 hereinafter Referred to as the "**Grant Recipient**".

TAKE NOTICE THAT GRANT RECIPIENT DECLARES THE FOLLOWING:

Grant Recipient declares that the contents of this Notice are true and accurate and further declares as follows:

1. The Land and Water Conservation Fund Act of 1965 (as amended, in 54 U.S.C. 200302, et seq.) (hereinafter, the "**Act**") establishes the Land and Water Conservation Fund (hereinafter, the "**Fund**") and authorizes the granting of financial assistance through the Fund's State Grants Assistance Program to local governmental units or public authorities to assist them in acquiring, planning, and/or developing land to be used for outdoor recreation purposes. Section 143B-50.19(c) of the North Carolina General Statutes designates the Director of the North Carolina Division of Parks and Recreation (hereinafter, the "**State Liaison Officer**"), or any other additional personnel as designated by the Secretary of the North Carolina Department of Natural and Cultural Resources (hereinafter, "**NCDNCR**"), a department of the State of North Carolina (hereinafter, the "**State**"), as having the authority and responsibility to accept and administer funding received through the Fund.

2. The Property has been acquired or developed with Federal financial assistance from the Fund provided by the National Park Service of the U. S. Department of the Interior in accordance with the Act. Pursuant to a requirement of the Act, the Property shall in perpetuity (1) be used for, and only for, outdoor recreation purposes for the use and benefit of the general public and (2) not be converted to other than public outdoor recreation uses (whether by transfer, sale or in any other manner) without the express written approval of the Secretary of the U.S. Department of the Interior or his/her designee (hereinafter, the "**Secretary**"). Such conversion shall be approved only if the Secretary finds it to be in accord with the State's then existing comprehensive statewide outdoor recreation plan and only upon such conditions as he/she deems necessary to assure the substitution of other recreation properties of at least equal fair market value and or reasonably equivalent usefulness and location.

3. The requirements and restrictions on the Property shall be permanent and perpetual and shall run with the land and shall be binding upon Grant Recipient and all parties having any right, title, or interest in the Property, and their heirs, successors, and assigns, and shall be binding upon all those claiming by, through, or under each such party, in perpetuity.

4. The Secretary shall have the right to enforce the requirements and restrictions on the Property through any and all means and authorities available under law or equity. Any forbearance by the Secretary to exercise his/her rights of enforcement shall not be deemed or

construed to be a waiver by the Secretary of such right in general or with respect to any specific violation of the requirements or restrictions applicable to the Property. Grant Recipient grants the U.S. Department of the Interior, the State Liaison Officer, and their agents, employees, and representatives the right of entry and access to the Property for the purposes of inspecting the Property and exercising the aforementioned enforcement rights.

5. Grant Recipient hereby covenants and agrees, for itself, its successors and assigns, that, in the event it wishes to transfer the Property or any interest therein, it shall notify the State Liaison Officer, or any other additional personnel as designated by the Secretary of DNCR as having authority to administer funding received through the Fund, in writing of the names and addresses of any party to whom the Property is intended to be transferred at least sixty (60) days prior to the time said transfer is to be consummated. Any transferee of the Property or any interest therein shall take title subject to the requirements and restrictions referenced herein or applicable to the Property. Grant Recipient, for itself, its successors and assigns, further covenants and agrees to make specific reference to this Notice by its full name and recording information in a separate paragraph of all subsequent leases, deeds, or other legal instruments by which the Property or any interest therein is conveyed.

[SIGNATURES AND NOTARIZATION ARE ON THE NEXT PAGE]

IN WITNESS WHEREOF, Grant Recipient, by authority duly given, has hereunto caused these presents to be executed by its officers and its seal affixed, to be effective upon signature and recordation.

GRANT RECIPIENT:

**FRANKLIN COUNTY,
A North Carolina Body Politic**

By: _____
Sidney E. Dunston,
Chairman of the Franklin County
Board of Commissioners

ATTEST:

By: _____

Kristen G. King
Clerk to the Board

GREAT SEAL OF FRANKLIN COUNTY

**STATE OF NORTH CAROLINA
COUNTY OF FRANKLIN**

I, the undersigned Notary Public of the aforesaid county, North Carolina, do hereby certify that Kristen G. King, Clerk to the Board, personally appeared before me this day and acknowledged that she is the Clerk to the Franklin County Board of Commissioners, A North Carolina Body Politic, and that by authority duly given and as the act of the local government, the foregoing instrument was signed in its name by Sidney E. Dunston, Chairman of the Franklin County Board of Commissioners, sealed with its seal, and attested by herself as the Clerk to the Board.

Witness my hand and notarial seal this the _____ day of _____, 2020.

Notary Public: _____

Printed Name: _____

My commission expires: _____

STAMP/SEAL

Franklin County Commissioner’s Agenda Information Sheet

Requested Meeting Date:

of attachment (s) 1

Item Title (as it should appear on the agenda): Comprehensive Development Plan

Initiated by (Name, Job Title): Scott Hammerbacher, AICP, Planning & Inspections Director

Board action proposed: Consider approval of the Comprehensive Development Plan

Is this a consent agenda item? Yes No

Is a public hearing needed? Yes No

Has this item been reviewed by the appropriate staff? Please check all that apply.

County Manager County Attorney Finance Director

Summary of Request:

Staff has been working with McGill & Associates for the past year in order to update the County’s Comprehensive Development Plan (CDP) which was last updated in November of 2000. The purpose of the Comprehensive Plan is to identify a desired vision for the County’s future, identify community priorities, and articulate strategies to address community priorities. The Comprehensive Development Plan is anticipated to be a key policy and action document for the County, to be used by staff, government agencies, economic development entities, elected officials, boards and commissions, developers, property owners, and residents as a guide for future land use development, capital investments, and growth management decisions over the next 20 years and beyond. Funding for this endeavor was appropriated as part of this year’s budget.

The entire CDP can be found at the following link <https://www.franklincountync.us/services/planning-and-inspections/comprehensive-development-plan>. Staff has included for your review recommendations set forth in the draft plan to help steer development in a desired manner for the next two decades pending adoption. The critical element of the CDP will be implementation of recommendations in order to create predictability for forthcoming development while enhancing quality of life for residents.

FOR OFFICE USE ONLY:

APPROVED
 DENIED

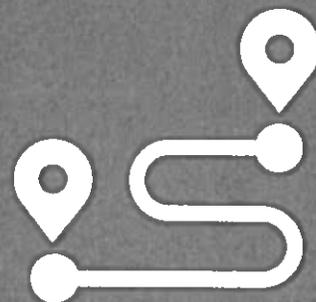
ACTION: _____ DATE: _____



Realizing the Vision

The Path Forward

With the vision for the future set, Franklin County can turn its attention to making that vision a reality. The policies recommendations and related implementation strategies provided herein create a roadmap to manage growth and guide development over the next 20 years, helping Franklin County achieve the community-supported goals. While some recommendations acknowledge and build on current efforts, others are intended to guide the County and put it on a clear path toward its desired future.



A roadmap for the next
20 years

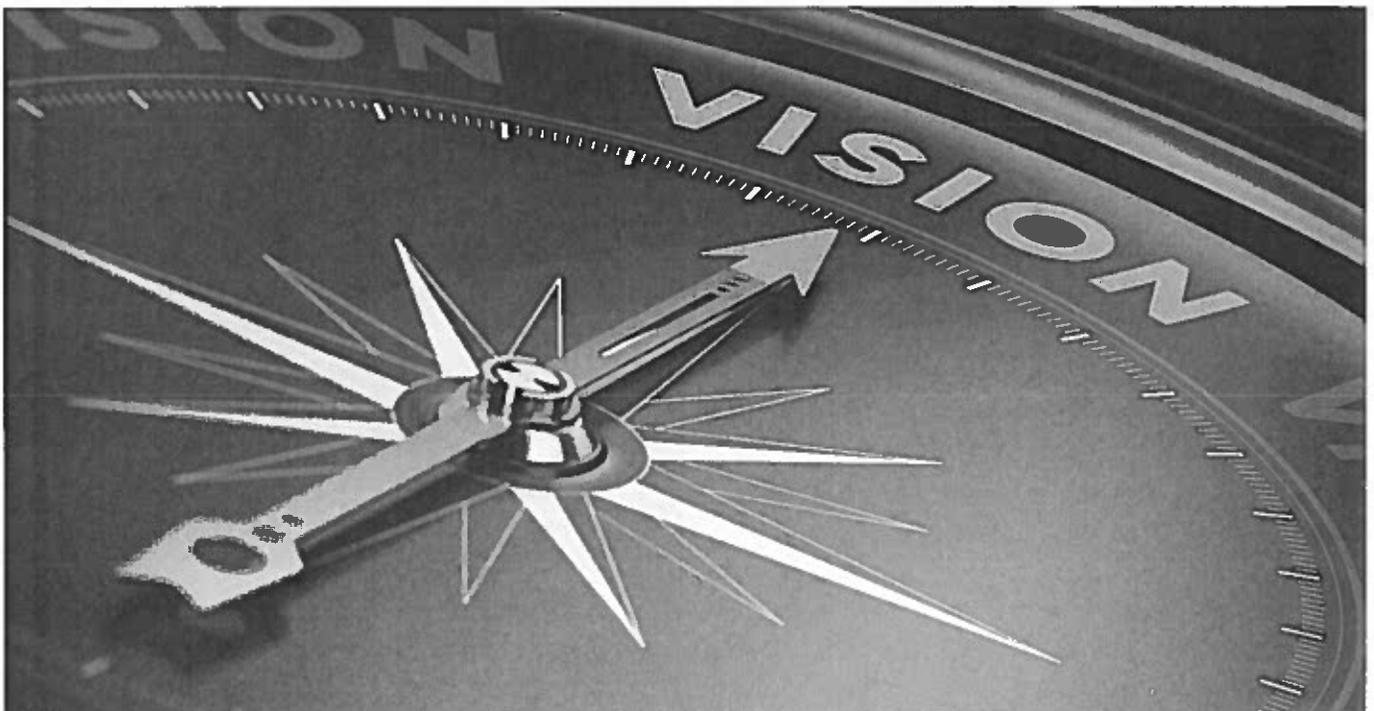
Governance, Leadership & Management (GLM)

GLM 1 - Allocate resources to ensure plan implementation efforts are adequately supported

- As needed, increase staff in various County departments to address the expanding set of responsibilities the County will assume over the next two decades as growth continues.
 - Consider funding positions for additional staff needed for zoning applications, plan review, the issuance of permits, and inspections. By increasing staff to perform short-range planning functions and ensure regulatory compliance, other staff can be devoted to long-range planning and implementation of the CDP.
 - Facilitate inter-departmental, pre-budget meetings to discuss increased cost of services related to growth.

GLM 2 - Work in partnership with local, regional, state and federal agencies to be prepared and accomplish more with limited resources

- Attend and/or host meetings of entities with shared concerns about growth. Through regular discussions, elected and appointed leaders can get better acquainted, have an open dialog about anticipated opportunities and issues, and with advice from leaders in other parts of the Triangle Region, explore options for a unified approach to managing growth.
- Identify opportunities to work with other entities to take advantage of available funding. Various entities across the county, the Research Triangle and the state are competing for the same resources. Recognizing opportunities to work together to accomplish similar or complementary goals, the County should pursue and share resources through proactive coordination and collaboration.
 - Identify grants as well as potential partners, including the municipalities and Kerr-Tar Council of Government, with whom joint efforts would strengthen applications and increase the likelihood of receiving the grants.



Regional Collaboration



Regional meetings that bring community leaders together can be an effective way to share concerns and ideas and otherwise build networks for better regional collaboration. For example, Get Ready Gaston, a half-day forum held in 2017, brought together over 100 elected officials, city managers, planners, and economic development professionals to discuss the challenges of growth and how to manage change for positive outcomes. According to the Montcross Area Chamber of Commerce, the objective of the forum was “to help elected officials, government administrators, planning professionals and community leaders become better informed about and prepare for the impact of growth as Charlotte expands to the west.” The event featured speakers from neighboring counties that have experienced rapid growth in recent years as well as Gaston County leaders specializing in the areas of transportation, water and sewer utilities and schools.



GLM 3 - Strive for consistency across all policy documents to ensure cohesion and predictability in decision making.

- Evaluate, and update plans adopted plans to align the recommendations of each with the Comprehensive Development Plan. As with any growing community, circumstances are continually changing and reliance upon clear policy guidance becomes more crucial. In establishing a path forward, this CDP sets forth goals and objectives that are supported by policy recommendations and implementation strategies. Through the lens of the CDP, all other adopted plans should be evaluated to identify and remedy inconsistencies. Clear, consistent guidance minimizes confusion, reinforces commitment to the CDP, builds investor confidence, and strengthens County leaders' abilities to make sound,

informed decisions.

GLM 4 - Update regulatory tools to facilitate plan implementation

- Review the County Code of Ordinances to determine changes needed to remove or amend provisions that are in conflict with the intent of the policies recommended in the CDP.
- Strengthen the Unified Development Ordinance (UDO), which is one of the most effective tools to employ in implementing the CDP. (Refer to other sections of this Part 4 for specific recommendations for minor amendments.)
 - In the short term, conduct an initial assessment based on the recommendations of the CDP, and amend the UDO to address issues that are impeding efforts to respond to current market conditions and efficiently manage available County resources.
 - Rewrite the UDO (Appendix A in the Code of Ordinances) to accomplish the following:
 - Consistency with the updated Section 153A of the General Statutes of North Carolina;
 - Ease of use, as successful compliance requires a format that facilitates logical navigation as well as administration by County officials;
 - Modernization of the language, particularly terminology related to newer land uses, types of

Modernizing the Unified Development Ordinance (UDO)

The image shows two pages of the Unified Development Ordinance (UDO) detailing procedures for development agreements.
 Page 2-26 (Article 151.2) covers 'PROCEDURES' and 'DEVELOPMENT AGREEMENTS'. It includes sections on Purpose and Intent, Applicability, Development Agreement Process, and Public Notice. A flowchart on the right side of the page illustrates the process from application to final agreement.
 Page 2-27 (Article 151.3) covers 'PROCEDURES' and 'DEVELOPMENT AGREEMENTS'. It includes sections on Purpose and Intent, Applicability, Development Agreement Process, and Public Notice. A flowchart on the right side of the page illustrates the process from application to final agreement.

Text should be nested with a clear hierarchy and labelling system to make the code easy to navigate and cite. Dynamic headers and footers orient readers to where they are in the code. Flow charts are helpful for conveying code processes, such as application submittal and review.

The image shows page 10-17 of the UDO, which contains two figures related to sign regulations.
 Figure 10-14, titled 'SIGN FACE AREA DETERMINATION', shows diagrams for 'WINDOW SIGN' and 'CHANNEL LETTERS'. It includes a legend for 'SIGN FACE AREA' and 'CHANNEL LETTERS'.
 Figure 10-15, titled 'SIGN HEIGHT DETERMINATION', shows a diagram of a sign on a pole with a legend for 'SIGN HEIGHT'. The legend includes: 'Sign Height is the height of the sign face above the finished ground level at the base of the sign face', 'Sign Height is the height of the sign face above the finished ground level at the base of the sign face', and 'Sign Height is the height of the sign face above the finished ground level at the base of the sign face'.

The image shows page 10-18 of the UDO, which contains two figures related to sign regulations.
 Figure 10-14, titled 'SIGN FACE AREA DETERMINATION', shows diagrams for 'WINDOW SIGN' and 'CHANNEL LETTERS'. It includes a legend for 'SIGN FACE AREA' and 'CHANNEL LETTERS'.
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A heavily-illustrated code is a user-friendly code. Modern codes include mix of graphic types, including plan views, elevations, and annotated photographs. These different graphic types are unified through a common color scheme and labelling convention so that they feel coherent.

businesses and industry, construction techniques, and development styles and practices; and

- Objective standards with an emphasis on
 - flexibility to encourage creative solutions and support the use of best practices,
 - clarity for a higher level of predictability,
 - design to achieve improvements in development quality and mitigate negative impacts on assets (i.e., natural and cultural resources, agriculture, and existing neighborhoods), and
 - achieving the desired development pattern reflected in the Future Land Use and Conservation Map.
- Approach the rewrite using a two-step process:
 - Assess the UDO. Expand on the initial work and conduct a thorough assessment of the UDO. Produce a critique of the UDO that lays the groundwork for the rewrite.
 - Based on the recommendations presented in the critique and approved by the County, produce a revised UDO.

ARTICLE 151.2 Procedures
Section 2.3 Specific Review Procedures

2.3.3 Specific Review Procedures Summary Table

TABLE 2.3.3 SPECIFIC REVIEW PROCEDURE SUMMARY TABLE

The application is reviewed by the Planning Board (PB) and the Board of Adjustment (BOA) and the Board of Zoning Appeals (BZA) as indicated. The review process is as follows:
 Table symbols: (M) Mandatory; (R) Recommended; (D) Discretionary; (A) Advisory; (N/A) Not Applicable; (F) Fee Free

Review Process Code	Section Reference	Fee Applicant Pays	Review Authority					
			BOA Approval (F/T/D)	BZA Approval (F/T/D)	PB Approval (F/T/D)	BOA Approval (F/T/D)	BZA Approval (F/T/D)	
Administrative Adjustment	2.3.4	M	D					(A)
Appeal	2.3.5	O						(D)
Building Permit	2.3.6			D				(A)
Certificate of Occupancy	2.3.7			D				(A)
Development Agreement	2.3.8	M			R	<D>		(A)
Exempt Subdivision	2.3.9		D					(A)
Expedited Subdivision	2.3.10		D					(A)
Fill Permit	2.3.11	O	D					(A)
Final Plat	2.3.12	O	D					(A)
Floodplain Development Permit	2.3.14		D					(A)
Interpretation	2.3.15	O	D					(A)
Major Site Plan	2.3.18	M			<D>			(A)
Minor Site Plan	2.3.17	O	D					(A)
Minor Subdivision	2.3.18	O	D					(A)
Planned Development	2.3.19	M			R	<D>		(A)
Preliminary Plat	2.3.20	M	(F)		R	<D>		(A)
Sign Permit	2.3.21	O	D					(A)
Special Use Permit	2.3.22	M				<D>		(A)
Temporary Use Permit	2.3.23	O	D					(A)
Transfer Plat	2.3.24	O	D					(A)
UDO Text Amendment	2.3.25	M			R	<D>		(A)
Variance	2.3.26	M						<D> (F)
Vested Rights Determination	2.3.27	M						<D> (F)
Watershed Protection Permit	2.3.28	O		D				(A)
Zoning Compliance Permit	2.3.29	O	D					(A)
Zoning Map Amendment	2.3.30	M			R	<D>		(A)

NOTE:
 (1) Applications subject to a recommendation by the Planning Board shall be heard by the Planning Board during a public meeting, but public meetings are not subject to public notification requirements in Section 2.2.6, Public Notice.
 (2) The TRC shall review applications for preliminary plats prior to consideration by the Planning Board.
 (3) Applications for a major variance to the watershed protection provisions are decided by the NC Environmental Management Commission following a recommendation by the Board of Adjustment.

Camden County
 Unified Development Ordinance
 2-16
 Last Updated:
 February 4, 2019

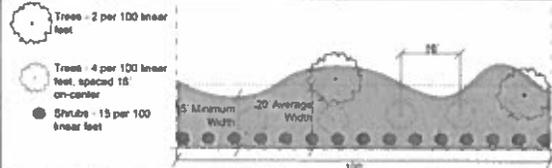
ARTICLE 151.8 Development Standards
5.9 Landscaping
5.9.9 Perimeter Buffers

TABLE 5.9.9.C: BUFFER CONFIGURATION

Buffer Type, Intent, and Required Features

Type B – Semi-Opaque Buffer

Intent: The landscape yard functions as a partially opaque screen from the ground to a height of six feet. This type of buffer prevents visual contact between users and creates a sense of spatial separation. The image shows the buffer at maturity.

Average width (feet) (1)	20	15
Minimum width (feet) (1)	15	15
One row of trees per every 100 linear feet (2)	2	3
One row of trees per every 100 linear feet (3) - on-center spacing (feet)	4/15	2/00
Shrubs per every 100 linear feet (2)	15	(2)
Minimum evergreen shrub percentage (%)	100	20
Additional Standards	N/A	(4)

Camden County
 Unified Development Ordinance
 5-48
 Last Updated:
 February 4, 2019

Use of summary tables with links to referenced sections assists with understanding and application of the code, especially among infrequent users such as homeowners. Tables can also contain graphics and examples of preferred development or landscaping configuration alongside relevant standards, as shown here.

Land Use and Development Design (LU)

LU 1 - Direct growth toward places where development can be supported by existing and planned infrastructure and warranted by market demand.

- Consider a combination of regulations and incentives to guide development to the following areas:
 - Four municipalities: Bunn, Franklinton, Louisburg and Youngsville. These towns, which are the historic centers of commerce in the County, are making investments intended to attract people of all ages. Future population growth in the County should be concentrated in these incorporated areas where higher development intensity, a greater mix of uses are sound planning strategies, and where the provision of infrastructure and amenities is more feasible. (Refer to LU 2 for more specific recommendations.)
 - Unincorporated areas of the County, particularly within the portion that lies south of the Tar River:
 - The edges of municipalities (i.e., the extraterritorial jurisdictions of the towns) where the corporate limits will likely be expanded over time as voluntary annexations occur in conjunction with logical extensions of municipal public infrastructure. (Refer to LU 2 for more specific recommendations.)
 - Key nodes where a mix of commercial and higher density residential uses can be located within walkable distances of each other and with reasonable access to major highways. Such nodes are identified on the Future Land Use and Conservation Map and described in Part 3. (Refer to LU 3 for more specific recommendations.)
 - Areas that are deemed highly suitable for future development due to few environmental constraints, the availability of infrastructure capacity, and other factors. The Future Land Use and Conservation Map delineates several areas where future residential, commercial, and industrial uses could be supported. Each are described in Part 3. (Refer to LU 4, LU 5, LU 6 and LU 7 for more specific recommendations.)
 - Lake Royale, while not a municipality, consists of over 1,000 residential structures and 2,000 multi-use parcels across 3,000 acres of land surrounding a 345-acre lake. The community is not developed to capacity and may benefit from development standards moving forward.

LU 2 – Encourage growth within and near the municipalities in accordance with their respective adopted land use (or comprehensive) plans.

- Promote the towns as the centers of activity and, in doing so, support each town’s efforts to grow and diversify.
 - Recognize the towns as the appropriate centers of commerce, education, culture, recreation and entertainment, and encourage uses that serves as anchors and development catalysts to locate within the towns.
 - Reinforce these centers by investing in them. Maintain existing and locate new county facilities, such as government offices, schools, and libraries, within the towns.
- Restrict gross development density in the unincorporated areas. While the net density of development in key mixed-use nodes and employment centers may be high to create synergy between complementary land uses and the necessary vibrancy for success, the overall intensity of development in the county should be generally lower. Relative to the towns, the allowable development density and availability of public utilities in the county should be low enough to make annexation into the towns more attractive.
- Continue to align the County's policies with those of the municipalities to ensure appropriate development activity gravitates to the towns. Amend and adopt utility policies that make annexation into the closest town for services the logical and feasible choice.

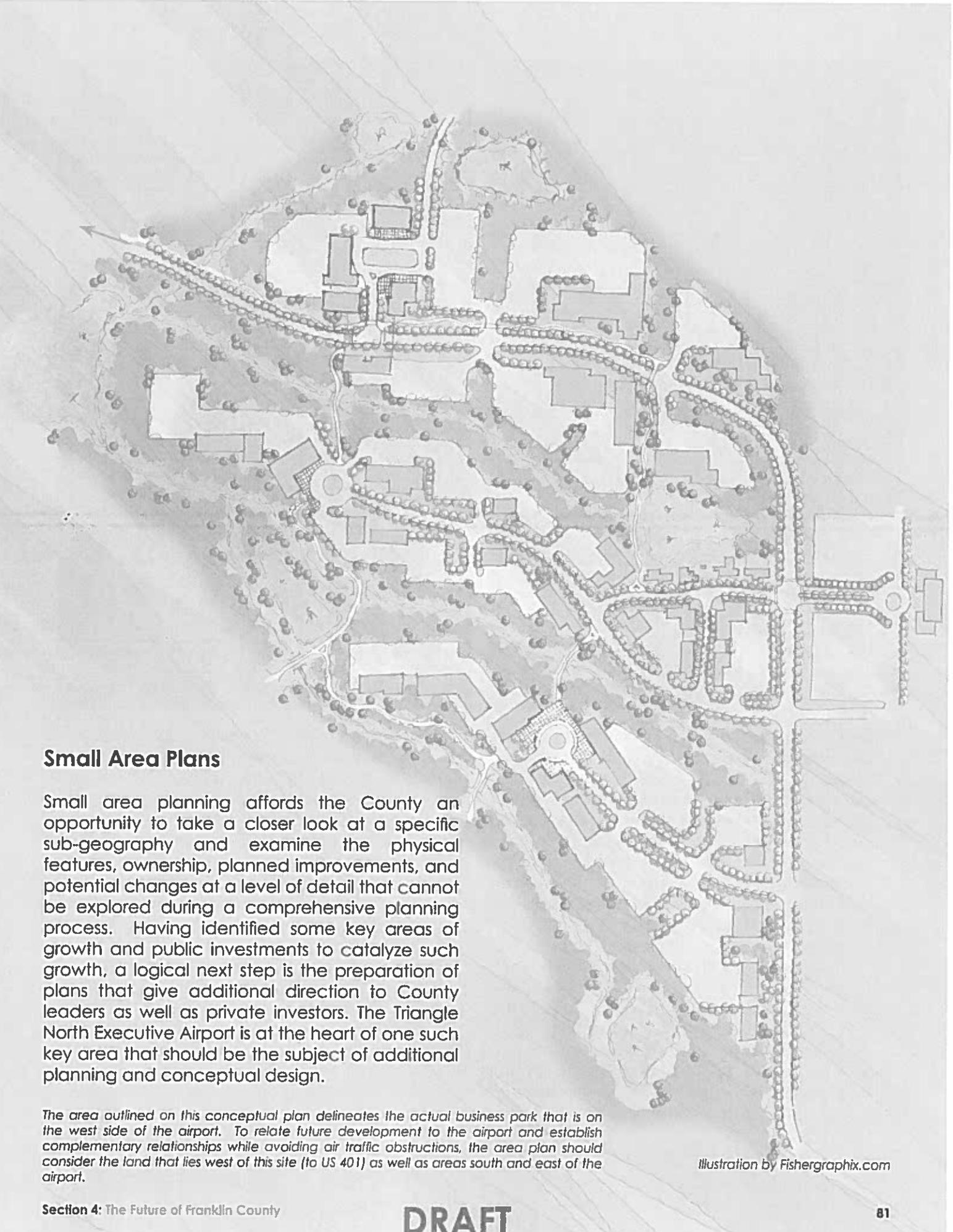


LU 3 – Enhance and promote the Triangle North Executive Airport (TNEA)/Triangle North Franklin Business Park area as an accessible, modern employment center

- Reimagine the business park. Modern employment centers are being constructed to include a mix of uses and amenities that enhance the workplace environment. A better quality of life for employees during the workday is provided through access to food (restaurants on site), access to services (dry cleaners, daycare, hair and nail salons, etc.), and opportunities for recreation (trails for exercise and open space in various forms for passive recreation and access to nature). Consider “reinventing” the business park to be more than a nonresidential subdivision. Instead, accommodate a system of open space that is not only an amenity but supplements the street network with facilities that improve connectivity. In addition, define centers of activity within the park where open space (greens and plazas), framed by buildings, support activity and collaboration.
 - Develop an illustrative, conceptual master plan, taking into consideration the airport Master Layout Plan. Building on the concept in the comprehensive plan, the master plan should reflect the design principles established and contemplate the following:
 - Mix of uses
 - Amenities, including a system of public and publicly accessible spaces
 - Streetscape
 - Circulation for multiple modes
 - Connections to the airport terminal and surrounding development
 - Establish design principles to guide decisions pertaining to the creation of a competitive employment center on land adjacent to the airport property.
 - Maintain flexibility in the subdivision of land to accommodate investor interests while adhering to the design principles exhibited by the master plan.
- Prepare design guidelines for development within the business park that, at a minimum, address the siting and orientation of buildings, parking, building façade articulation, site landscaping, and on-site amenities (types, accessibility, furnishings, etc.).
 - Amend the UDO to ensure development standards are not in conflict with the design guidelines set forth for the business park and airport.
- Consider a small area plan for the airport area. Through a small area planning process, a closer examination of the airport with planned improvements and a new concept for the business park should reveal appropriate transitions to neighboring development, opportunities for the integration of housing in close proximity to the jobs created there, the necessary infrastructure improvements required to expedite the desired changes, and a possible framework for open space that supports a trail network and passive recreation while offering protections for natural resources, Cascade Plantation, and DeHart Botanical Gardens.
- Utilize the products of the area planning process to augment the recommendations of the CDP

“Suburban office parks today are depressing and life-sucking places to spend eight hours a day. But turning them into mixed-use developments... make the suburbs more livable and ensure that residents don’t have to travel all over the place to do the things they want—eat, shop, go to a movie, etc.”

Source: Fast Company
<https://www.fastcompany.com/2682135/turning-sad-suburban-office-parks-into-mixed-use-destinations>

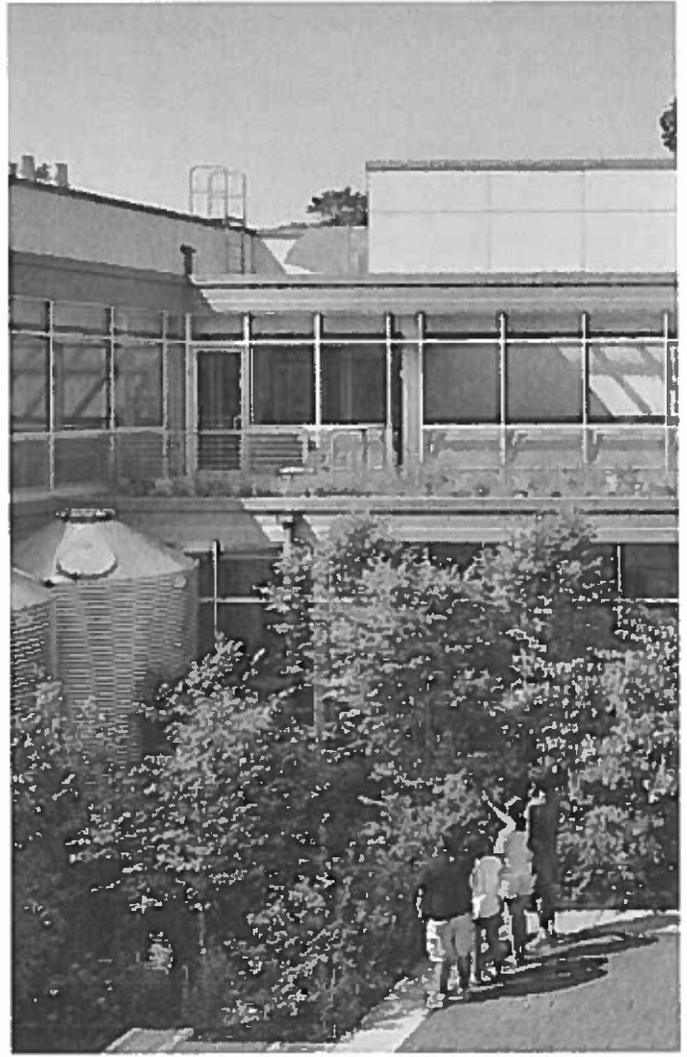


Small Area Plans

Small area planning affords the County an opportunity to take a closer look at a specific sub-geography and examine the physical features, ownership, planned improvements, and potential changes at a level of detail that cannot be explored during a comprehensive planning process. Having identified some key areas of growth and public investments to catalyze such growth, a logical next step is the preparation of plans that give additional direction to County leaders as well as private investors. The Triangle North Executive Airport is at the heart of one such key area that should be the subject of additional planning and conceptual design.

The area outlined on this conceptual plan delineates the actual business park that is on the west side of the airport. To relate future development to the airport and establish complementary relationships while avoiding air traffic obstructions, the area plan should consider the land that lies west of this site (to US 401) as well as areas south and east of the airport.

Illustration by Fishergraphix.com



and market the area to potential employers and other future occupants targeted.

- Provide initial infrastructure and services to increase the appeal and competitiveness of the airport and the business park among preferred destinations in the region.
 - Consistent with the master plan for reinvention of the business park, invest in an entry to the business park that includes the first phase of an amenity area, which can be a common green space that overlooks the existing pond. The green space should be set up to become the element around which buildings are organized. (Refer to the conceptual perspective illustration, Figure 7.) This initial investment should function as a market window, a physical place to bring potential investors. This on-the-ground exposure to the amenities helps convey

the experience future occupants of the employment center will enjoy.

- Prepare marketing materials to communicate the opportunity to potential investors. Information made available through the County's and the EDC's websites as well as printed collateral should feature the conceptual master plan as well as site-specific information. In addition, details about amenities, programmed activities, adjacent housing, and other features should be published as they become available.
- Program events to increase utilization of the public space(s) created and the enhance the experience of the visitors and employees. For example, a "food truck rodeo" along with musical performances on weekends will meet the demand for food service in advance of restaurants being integrated into the array of uses in permanent structures and, at the same time, help activate the public spaces. This type of programming may help expedite the

introduction of the place to potential investors.

LU 4 – Promote the area along NC 56 West as a competitive industrial employment center.

- Prepare an area plan that defines the appropriate manner for locating industrial, office, institutional, and residential uses the area designated as "Industrial Innovation District" along NC-56. Over the long term, the access to I-85, US-1, and US-64 that an improved NC-56, in combination with NC-39 and NC-98, can provide makes this area an attractive location for job-generating uses. The area's location, situated near Louisburg, Franklinton and Youngsville, adds to the attractiveness, as opportunities for future employees to live, shop, play etc. in these nearby towns. The area plan should
 - Include a conceptual illustration depicting the potential arrangement of various uses;
 - Retain existing industry and allow for the expansion of such operations provided the less intense uses serve as a buffer to adjacent development;
 - Locate opportunity sites for a business incubator and/or industrial accelerator;
 - Consider agriculture-related industry (i.e., manufacturing or technology businesses focused in the agricultural processes) to bolster existing agricultural operations;
 - Define the appropriate location and configuration of residential and commercial development to create an industrial "village" within the district so homes, services, and restaurants are located within a reasonable distance of jobs;
 - Delineate potential road and greenway linkages that create positive connections between uses and to adjacent towns of Louisburg and Franklinton; and
 - Consider the proximity of the VGCC, as the location of the institution offers easy access to workforce training programs. VGCC, which is an asset that could make this area more attractive to potential employers recruited to this part of Franklin County, should be physically and programmatically tied to the overall development pattern.



"Rural areas also have a slight advantage over their metro counterparts in the rate of substantive innovation by the most innovative firms (those that are patent-intensive). That's because innovation in rural areas tends to be a product of patent-intensive manufacturing in industries like chemicals, electronics, and automotive or medical equipment, while urban areas have higher rates of innovation in services."

-- City Lab

- Utilize the products of the area planning process to augment the recommendations of the CDP and market the area to potential employers and other future occupants targeted.

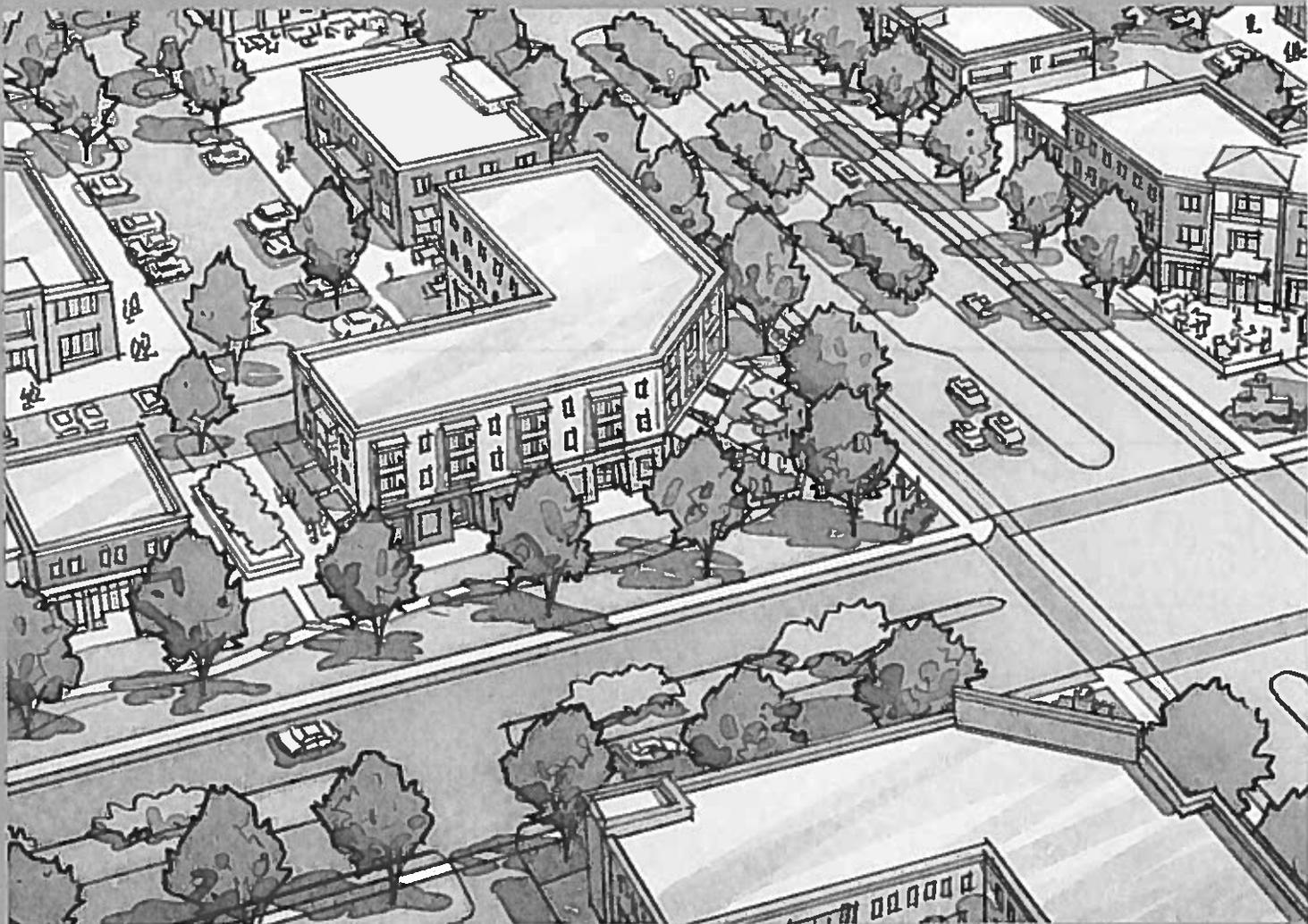
LU 5 – Concentrate commercial development outside of the municipalities in key nodes.

- Direct commercial development toward areas where the existing or planned infrastructure can support it. Most future commercial development in the County is intended to occur primarily in the key nodes designated as "Community Center," "Neighborhood Center," "Rural Center," and "Rural Crossroads" as well as "Municipal Center" on the Future Land Use and Conservation Map.
 - Amend the UDO to create a set of mixed-

use districts that reflect the intended mix of uses, area (general acreage based on service area), and density described for the four place types. (Refer to the descriptions in Part 3.)

LU 6 – Support the development and redevelopment of land to promote job growth.

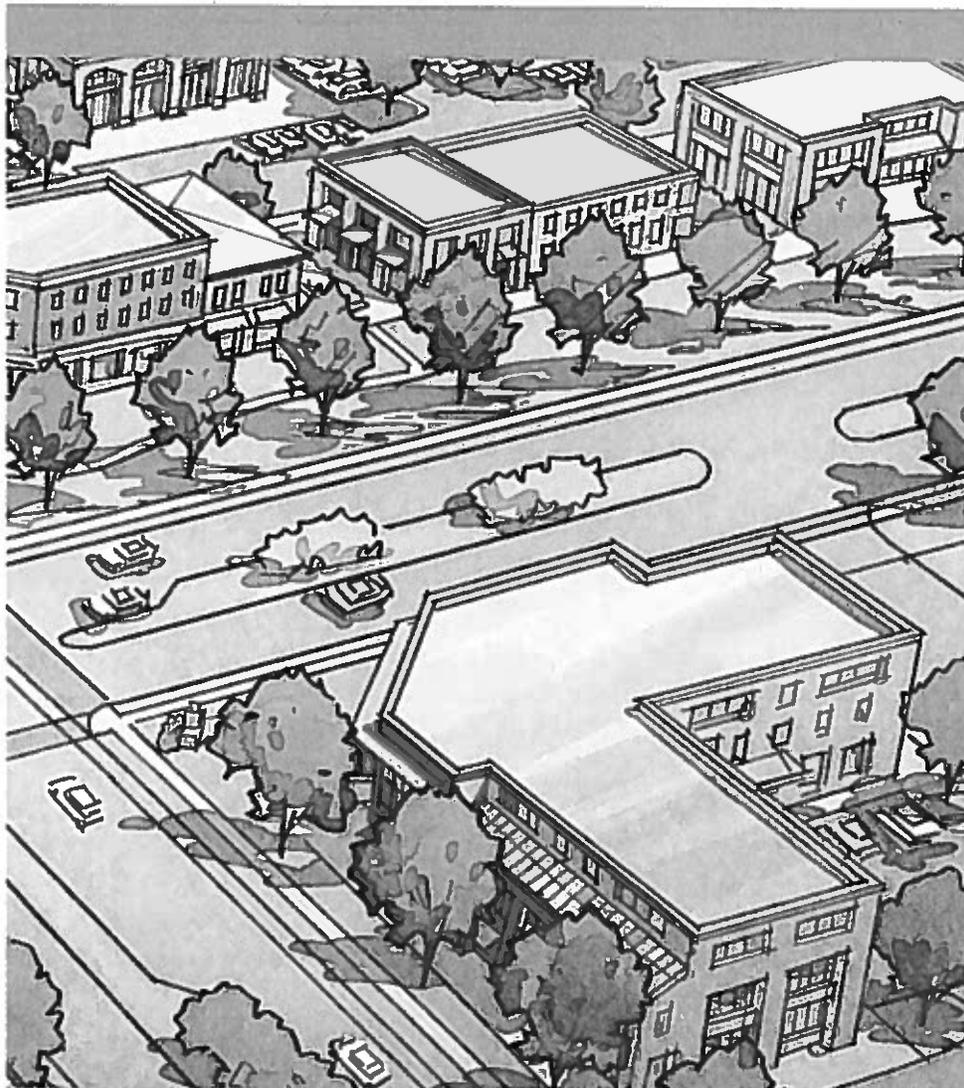
- In areas designated as "Industrial" on the Future Land Use and Conservation Map, support the by-right use of industrially zoned land to accommodate new industrial development as well as the expansion of existing businesses.



- Support the creation of job-generating uses and support services in areas designated as "Employment Campus" on the Future Land Use and Conservation Map. These areas may include office and institutional uses.

LU 7 – Enhance development quality along the major highway corridors.

- As corridor studies are being conducted to consider access management, particularly along US-1 and US-401, consider expanding the scope of such studies to include an assessment of the overall quality of the corridors. The quality of development along major highways, especially those that serve as the County's "front doors," shape the impressions people form as they enter the county and can influence perceptions and, more importantly, investment decisions. By ensuring a high level of quality, the County can put its best foot forward and send the right message to prospective employers, future residents, and others considering a relocation to Franklin. In addition to mobility improvements, the corridor studies should examine the following:
 - Streetscape, particularly consistency of street trees (i.e., tree selection, placement/ spacing pattern), visual relief provided through simplicity of landscape design and/or breaks in hardscape with vegetation (reduces glare), visibility with strategic placement of plantings and lighting
 - Architecture – building scale, orientation, façade articulation, quality of materials, etc.
 - Accessibility – navigation to key anchors and destinations, which involves a thoughtful approach to circulation, reinforced by wayfinding, landscaping, and lighting
 - Signs and the visual impact of them
 - Location—and screening—of parking



Mixed Use Community Center

Future commercial development could be concentrated in a few key nodes where there is sufficient roadway access and infrastructure. The mixture of uses in a compact form could be conducive to walking and biking within such developments. The internal network of streets and driveways could provide multiple vehicular connections between uses and across properties, which would alleviate pressure on surrounding roads that should be reserved for regional traffic. Located near existing and emerging residential development, these nodes could be designed to connect to adjacent neighborhoods, expanding the range of feasible travel options within the immediate area.

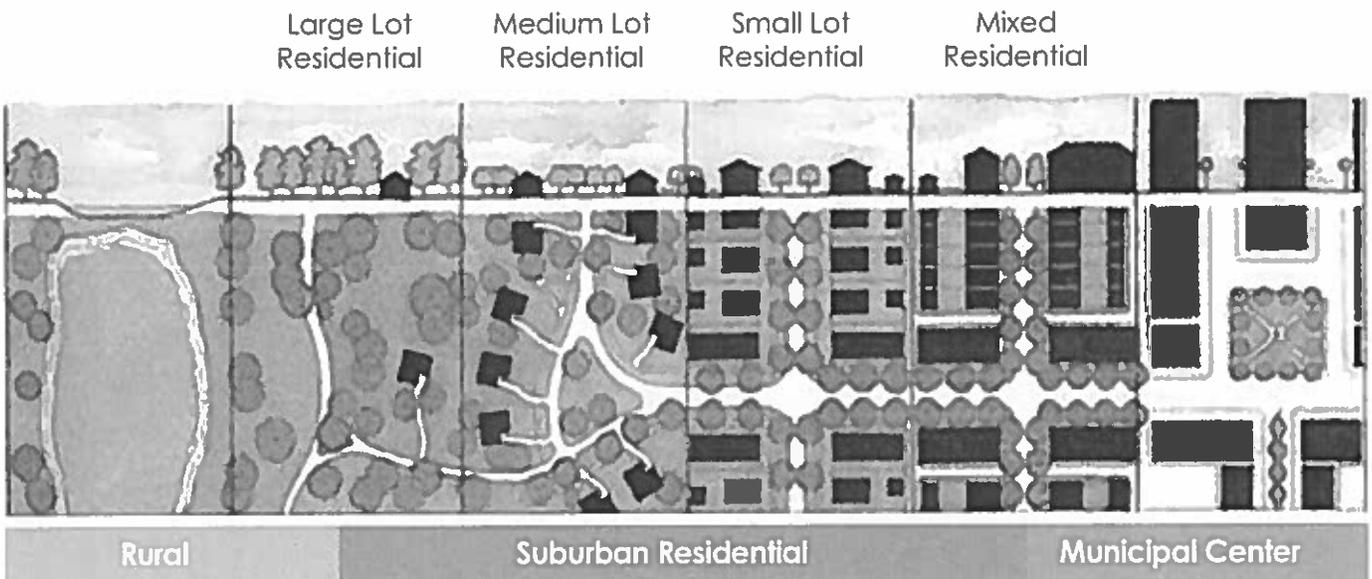
Walking between shops, offices, restaurants, and home becomes more practical when complementary uses are located in well designed, pedestrian scaled development

Figure 7. Conceptual Illustration of Business Park Amenity Area

- Amend the UDO to address a higher level of design standards based on the recommendations of the corridor studies. The amendments could include the introduction of corridor overlay districts to clearly define the areas to which such standards would be limited.

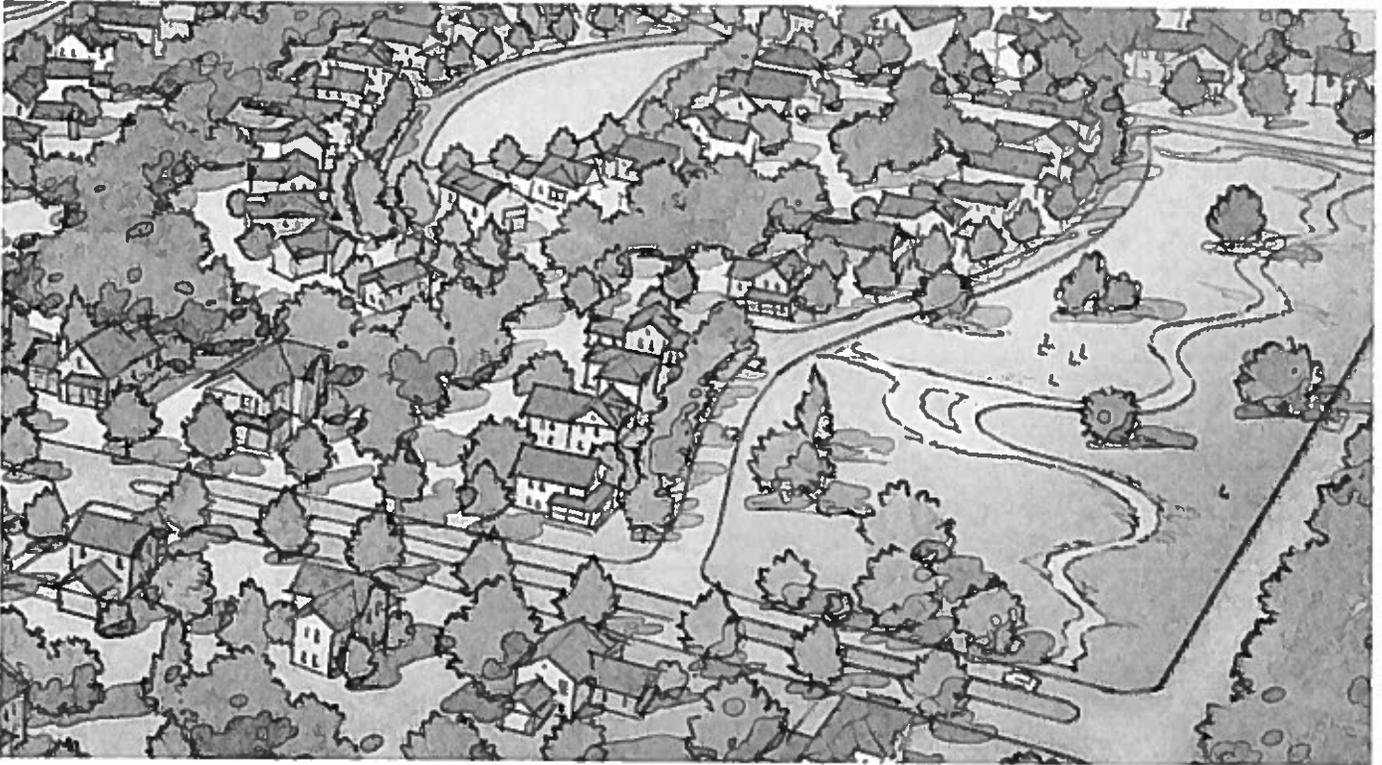
LU 8 – Support residential development.

- Encourage a broader range of housing choices. (Refer to the Housing section that follows.)
- Direct residential development toward areas where the existing or planned infrastructure can support it. Most future residential development in the County is intended to occur primarily in the areas designated as “Suburban Residential” and “Municipal Center” on the Future Land Use and Conservation Map.
 - Amend the residential zoning districts in the UDO to create a set of districts that reflect the intended density and composition described for the four residential place types. (Refer to the descriptions in Part 3.) Consider design standards that accommodate the following:
 - A variety of lot sizes (area, width and depth)
 - Accessory structures, including accessory dwelling units
 - Attached single-family dwellings in one or more districts
 - The mixture of housing products within a single neighborhood to foster multigenerational living and age-in-place options.
 - Develop location criteria for the application of the new districts and consider amendments to the Official Zoning Map in accordance with the criteria. Such amendments may be initiated by the County. However, map amendments are more likely in conjunction with the approval of rezoning applications submitted by developers and/or property owners (or owners’ agents). Therefore, the criteria should be included in the UDO and inform decisions regarding rezoning applications.
- Improve the quality of future residential development.
 - Improve the design of streets and amenities within neighborhoods. In establishing standards, take into consideration the intended uses, ages and abilities of various users, scale, potential programming, comfort, and safety.
 - Encourage architectural design that enhances the character of neighborhoods and the county as a whole. Offer guidance to builders and developers in the form of design guidelines that can be made available on the County’s website to address the design of structures (materials, façade articulation, etc.), their relationship to public streets, and the placement and scale of garages, accessory structures, etc. Two examples of communities providing similar guidance are the Town of Nags Head and Catawba County (<https://www.catawbacountync.gov/Planning/UDO/DesignManual.pdf>).
 - Bring open space to the forefront and establish open space standards that enhance the quality



of new development. Amend the UDO to update open space requirements in new subdivisions.

- Increase the amount of open space required.
- Supplement area requirements with specific criteria to be met in the delineation of and improvements to the open space set aside:
 - Define the types of open space that can be counted toward meeting the requirements, including the types to which the Franklin County community assigns a natural resource value;
 - Describe the appropriate locations of required open space to ensure the green network is contemplated at the design stage and well-integrated as an amenity within the community;
 - Establish the minimum percentage of the total that should be improved for passive and



Green space creates value. Like homes adjacent to golf courses decades ago, housing facing green space commands higher prices.

- active recreation; and
 - Establish design standards for each open space area provided to ensure the intended use(s) can be supported.
- Mitigate the potential impacts of new residential development on surrounding areas.
 - Encourage a graduated approach to development density. Support higher density close to municipalities, and lower densities closer to rural, agricultural and conservation areas.
 - Facilitate conservation design. (Refer to explanation in Part 3.) In comparison to the conventional subdivision design option, make the conservation design option equally or more attractive
 - Amend the Cluster Development provisions in the UDO to:
 - Make the process more predictable. Consider application requirements and review procedures that are not more onerous than those associated with conventional subdivision approvals.
 - Allow the two options by right, subject to administrative approval.
 - Provide incentives in the form of a density bonus, design flexibility, etc.
 - For the density bonus, allow the use of the density limits of the underlying zoning and the gross acreage of the site to calculate the maximum number of dwelling units permitted. Consider an increase in the maximum number of units in accordance with a sliding scale: with more open space set aside, permit an increase in the total units. (Note: The overall maximum number of lots, regardless of the amount of open space set aside, will be determined by the combination of the following: minimum lot size and other standards, infrastructure requirements, and environmental constraints, applicable state and federal regulations.)
 - Allow alternative design standards for
 - Streets, provided such streets adhere to minimum public street design standards,
 - Lot configuration, and
 - Lot frontage.
 - Establish standards that ensure the creation of meaningful open space. The delineation and configuration of open space set aside in new development to meet open space requirements should take into consideration the relationship to surroundings. Thoughtfully designed, the resulting open space could serve as both a buffer and an amenity.
 - Buffer new development from natural resources and agriculture to further protect the integrity of each.



- Raise awareness of the VAD/EVAD program and the location of the district boundaries. (Refer to the Agriculture section that follows.)

LU 9 – Protect the relatively undeveloped areas of the County and other assets from the impacts of urbanization.

- Limit development in areas designated as "Rural" on the Future Land Use and Conservation Map, particularly north of the Tar River where attributes that contribute to the character of the County should remain intact.
 - Amend the UDO to limit allowable densities to those described in Part 3.
 - Amend utility policies to limit water and sewer service in these areas. (Refer to Infrastructure – Utilities section.)
- Protect the agricultural areas that are currently viable, are participating in the Present Use Value Program, are part of the Voluntary Agriculture Districts, are qualified agritourism exemption properties, and/or have the potential to be used for agricultural purposes in the future. They are designated as "Agriculture" on the Future Land Use and Conservation Map. (Refer to Agriculture section.)
 - Amend the UDO to balance the needs of the agriculture community with the desire to minimize encroachment of incompatible development.
 - Limit uses and allowable densities to those described in Part 3.
 - Permit some uses that help farming operations remain viable, including the following:
 - Temporary uses
 - Seasonal uses (i.e., Christmas tree sales)
 - Agriculture-support uses
 - Rural businesses, such as small engine repair, accounting services, hair styling, etc.
 - Establish performance standards to mitigate the potential impacts of various uses, such as noise, outdoor storage, truck traffic, etc.
 - Direct development away from environmentally sensitive areas which are encompassed by areas designated as "Conservation 1" and "Conservation 2" on the Future Land Use and Conservation Map. (Refer to Open Space and Natural Resource section.)
 - Direct development away from historic and culturally significant sites. Such properties are included in the areas designated as "Conservation 1" on the Future Land Use and Conservation Map.
 - Using the County's inventory of historic sites as a starting point, map—or identify the range of—properties that should be buffered from future development if not sensitively integrated into development.
 - Create development standards that prioritize conservation of these important assets in the delineation of permanent open space. Establish a density bonus to reward those who exceed such standards in an effort to preserve significant sites recognized by the NC State Historic Preservation Office (NC SHPO) and Franklin County's Historic Preservation Commission (HPC).



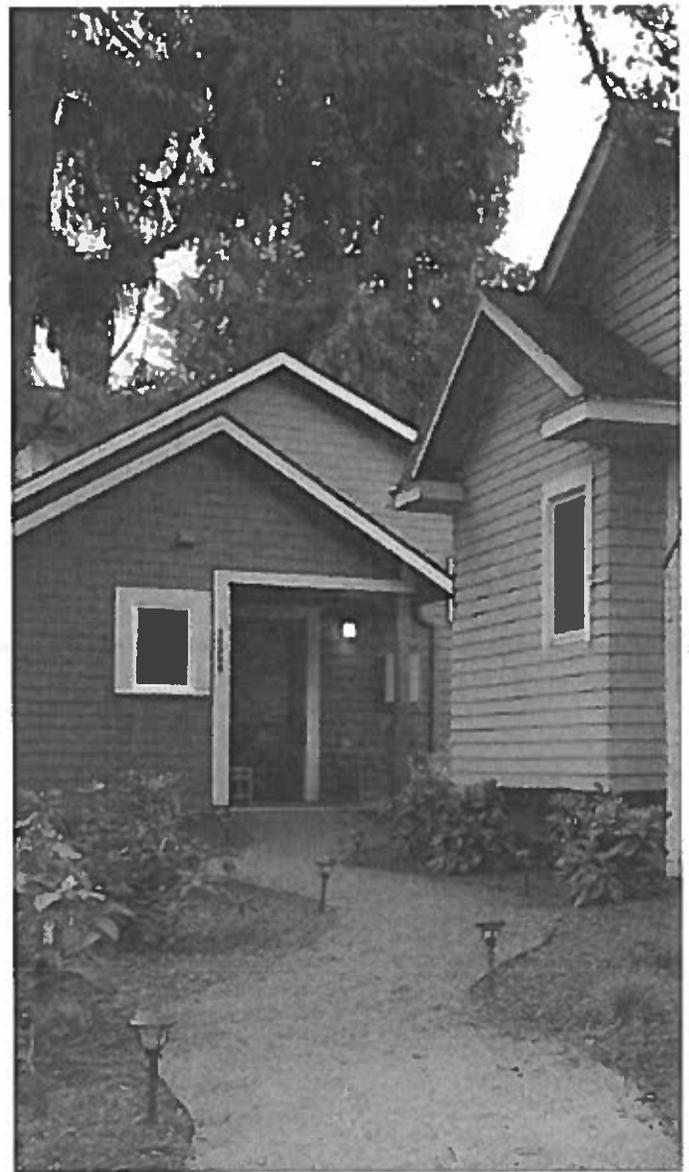
Housing (HS)

HS 1 – Diversify housing options.

- Develop housing strategies that include higher density building located along existing utility lines and transportation corridors to increase the viability of transit services and to minimize cost of service expansion.
- Review and update the zoning ordinance and map to effectively expand types of housing development and allow for seamless zoning transition.
- Advocate for “aging in place” strategies in new development that allows people to transition within as they age.
- Promote mixed-generational neighborhoods.
- Promote 2nd floor/loft housing in mixed use development in existing town centers
 - Research viable locations that could support mixed use development
- Update design and building standards to
 - encourage senior-friendly housing products
 - maintain rural character



This duplex has the appearance of a single-family home. The two meters on the front corner are the only features that reveal the actual number of units within. The accessory unit above the garage brings the total number to three.



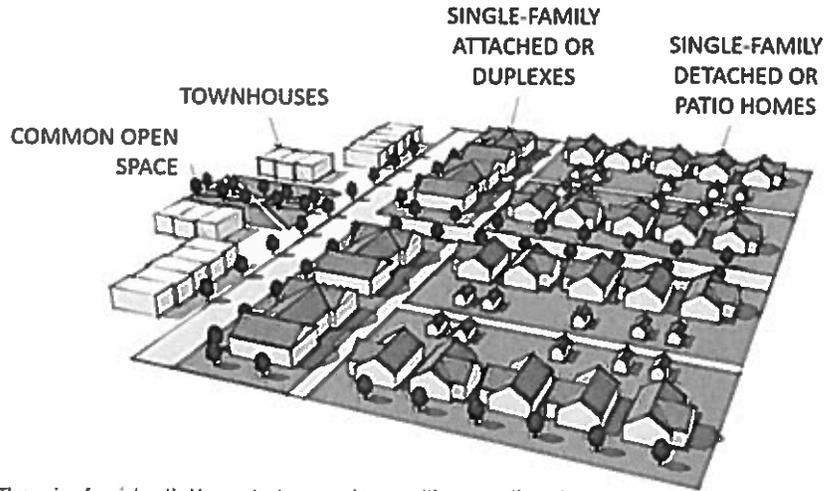
This “granny flat” (accessory dwelling unit, or ADU) is architecturally coordinated with and neatly tucked behind the home (principal structure).

HS 2 – Stabilize neighborhoods by facilitating investment in underutilized properties.

- Promote infill development.
- Encourage accessory dwelling units, which are permitted by right.
- Clarify standards for multi-family lot sizes to accommodate a variety of acceptable configurations.

HS 3 – Reduce competition for land for nonresidential development.

- Review/update zoning ordinance and map in order to more effectively direct and encourage desired residential housing development away from key commercial sites.



The mix of residential types helps create a multigenerational neighborhood and supports aging in place.

Source: City of Dayton, TX



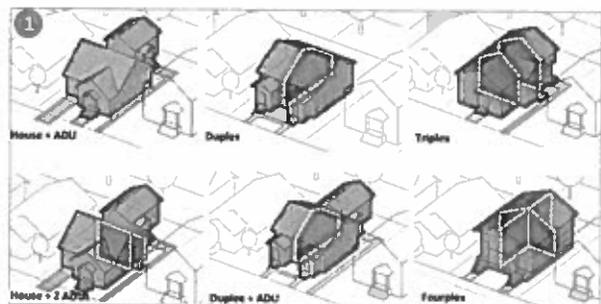
This structure features three attached units on a corner. The minimum area for the project is based on the number of units and one minimum lot size. The minimum lot size is the same for all units. The required setbacks and yards as well as off-street parking dictates the final plat and naturally results in larger lots for end units.

Minimum Lot Size

The current minimum lot size for multifamily dwellings and townhomes in the R-15 zoning district is as follows:

- 8,000 sf for the first 2 units
- 2,000 sf for each additional unit

This standard is based on the assumption that the units would be organized as row houses with the 2 end units located on 8,000-square-foot sites and the units in between on 2,000-square-foot sites. Other configurations are not contemplated but may be appropriate.



Source: Portland Residential Infill Plan

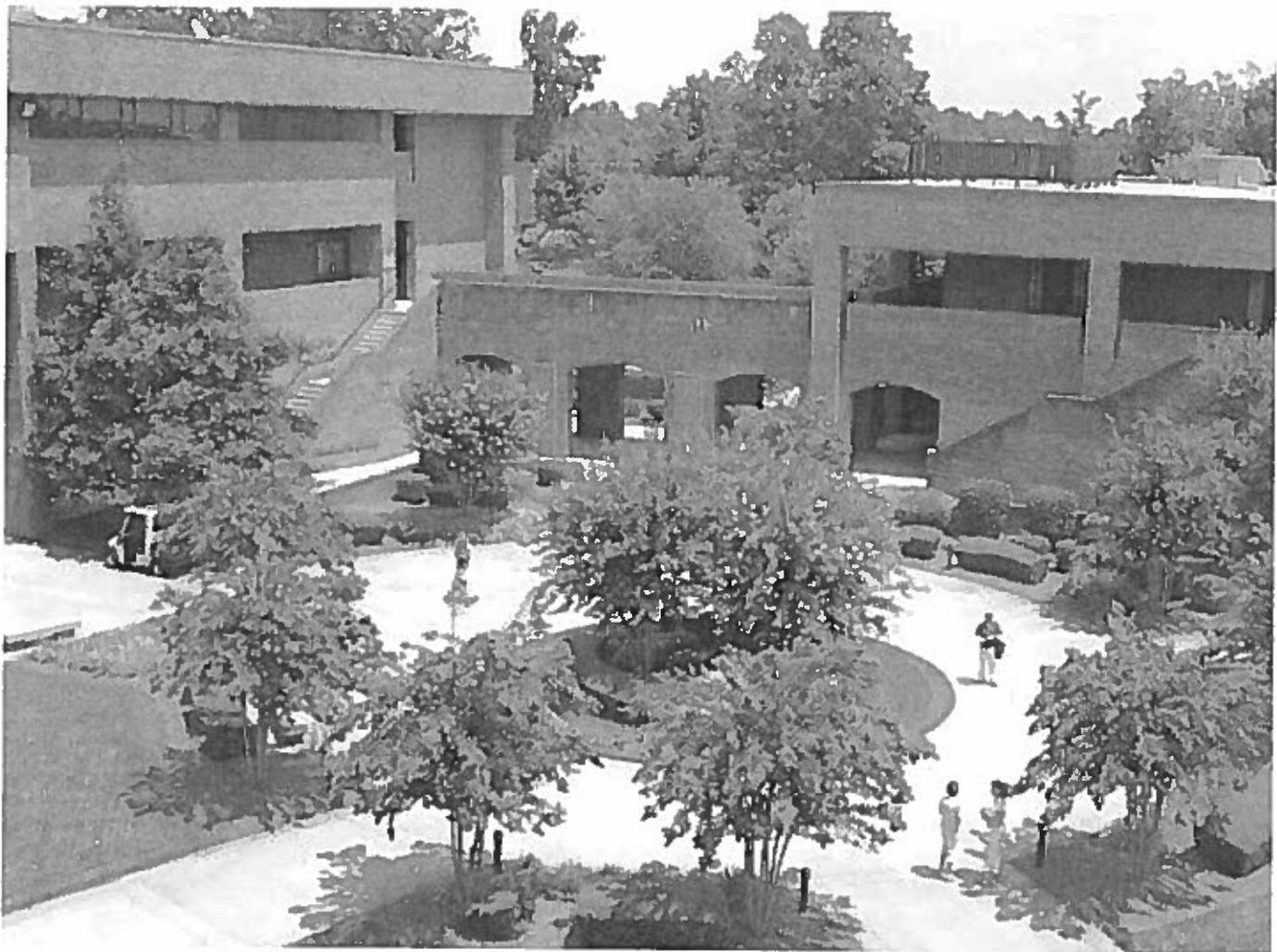
Economic Development (ED)

Economic Development is vital for the County's future. Moving forward, the County will need to attract and retain a variety of businesses and industry to provide a robust and diverse economic base and employment opportunities for residents.



ED 1 - Work conjunctively with the Franklin County Economic Development Commission (EDC) to diversify the economic base through heritage, cultural, and agricultural tourism opportunities.

- Marketing the assets of the County will be important. While there is a great attraction to the proximity of the Research Triangle, and it can be a draw, the County is not close enough to the heart of the technology business locations to be competitive if urban amenities are required. Some businesses that support technology businesses, however, may benefit from the proximity and appreciate the lower cost and availability of land in Franklin County. Marketing of the County needs to highlight unique aspects of the County, in addition to the proximity to the Research Triangle.
 - Embrace Franklin County's rural charm, agrarian history, location in the Triangle Region as catalyst for revitalization, growth and economic development
 - Encourage the development of retail and restaurants that are locally based
 - Provide flexibility for rural businesses- continue to support home-based businesses; explore broadband options that will maximize the ability for residents to work from home
 - Support entrepreneurship and new businesses that diversify the local economy and capitalize on the unique assets of Franklin County
 - Review and revise as needed land use regulations to support economic development
 - Reinforce towns as residential and commercial centers of the County
 - Work with the EDC to maintain an up-to-date online inventory of available properties for large-scale employment, economic development, and adaptive reuse and work to ensure proper zoning designation are in place to accommodate such uses.
 - Maintain and support programs for existing industries, especially those with growth opportunities.
 - Work with Vance-Granville Community College and local schools to provide small business, vocational, and trade education and training to attract industry and encourage entrepreneurship.



AIRPORT

The County will be investing in upgrades to the Triangle North Executive Airport (TNEA) in accordance with the new master plan for TNEA. The changes will be an important step toward strengthening the County's economic competitiveness. Developing the full underpinning of services is also important for capturing the economic potential of the airport. This means the availability of land and buildings to accommodate new businesses. It also includes hangers, fueling, mechanical support and other necessary services. In addition, the services to support the arrival and departure of planes, some of which could have people with a high level of expectation for such things as transportation or food services immediately available upon arrival.

- Identify new sites for employment growth, particularly in the Triangle North Executive Airport area
- Promote compatible uses in areas adjacent to Triangle North Executive Airport.
- Upgrade services and amenities at the airport.
 - Enter into an agreement with local car dealership or rental car agency to supply vehicles that meet the expectations of the private companies and individuals flying into TNEA. This arrangement should ensure the provision of up-to-date, high quality vehicles without the County being tied to ownership and maintenance responsibilities.
 - Consider the incorporation of concession space into an upgraded terminal building. This could help generate additional revenue for the County and provide opportunities for an enhanced arrival/departure experience.
 - Accommodate a restaurant or similar venue with views of the airfield. Enthusiasts can congregate to enjoy the activities as spectators.

Potential Economic Development Initiatives

The array of potential initiatives that could position Franklin County for desired growth are many. Focusing on the Triangle North Executive Airport, agriculture, and open space could help the county stand out among its competitors in the region.



Farm tours are helping to build agritourism in the county.



Burke County is leveraging assets such as the Fonta Flora Trail and Lake James to attract more private investment.

AGRICULTURE

The agricultural base can lead to the development of agritourism. In order to develop this opportunity, the County will need to help develop the infrastructure to provide the attendant services to support the tourism. This includes the restaurant, housing and transportation services to accommodate tourists. It will also be important to help facilitate events and gatherings that will attract a critical mass of people to experience the unique aspects the agricultural base.

- Promote tourism through agritourism, historic assets
- Promote equestrian related activities, including the two annual horseback rides that attract over 300 participants, constructing/coordinating greenways and capitalizing on the Tar River being located in the County.

OPEN SPACE / RECREATION / AMENITIES

The marketing also needs to play on the important quality of life and natural features of the County. Businesses need to be able to attract workers and the County needs to be attractive to the leadership of businesses. Location decisions for company moves are at least heavily influenced by where the senior leadership would like to live. Enhancing the quality of life and the desirability of the community for relocation will enhance economic development opportunities.



Access to courtesy cars or other car service that begins on the farm can enhance the experience of utilizing the TNEA.



Accommodate a restaurant or similar venue with views of the airfield. Many weekend activities include skydiving, gliding and the Civil Air Patrol. Enthusiasts can congregate to enjoy the activities as spectators.



Life. Well Crafted.

Strong branding that celebrates the history and heritage has served Hickory and Catawba County well. Adopted first by the City, Catawba EDC, local organizations and private companies have also embraced the brand, recognizing that high quality craftsmanship endures in practice and product.



Aggressive redevelopment efforts lead Hickory's push for economic growth.

REGIONAL REPORT CATAWBA COUNTY

CRAFTING A FUTURE

High tech manufacturing and infrastructure improvement projects go hand-in-hand for Catawba County.

Catawba County's effort to reinvent itself as a high-tech manufacturing hub is coming into focus.

Driving into Hickory off U.S. 321 North, a new public art sculpture of two giant leaves marks the entrance to the city — a first hint Hickory is turning over a new leaf.

Downtown shops are bustling and the square is full of people on a bright Saturday afternoon. A family pushes a stroller and walks a little dog as they pass a light blue construction sign that reads "Future City, Well."

The 5.2-mile stretch, patterned after the Sugar Creek in Charlotte, will eventually connect the campus of Lenoir-Rhyne University to downtown Hickory (Photo

MAY 2014 75

For example, while the craft of making furniture remains strong, newer companies, such as CommScope, are crafting high-tech "infrastructure, products, and solutions" to improve communication.

ED 2 - Conduct a branding and marketing initiative to promote Franklin County, including a primary logo, motto, website and social media strategy.

- Build on current tag line. Current tag line is important for connection to Research Triangle (research and employment hub surrounded by world-class higher education), known internationally and critical for the recruitment of employers, especially foreign companies seeking a North American location. Expand message to highlight distinguishing features of the county that sets it apart in the Triangle. Updated brand should reinforce the identity of the County, which should embrace the county's heritage and strengths while conveying the opportunities that lie ahead.
- Implement brand. All aspects of the community should reinforce the brand through communication, promotion, programming, and actions. The brand should be translatable in all contexts of economic development.

ED 3 - Perform a detailed market study to identify and recruit businesses that would be successful in Franklin County.

- Install necessary infrastructure and curb appeal to lure private investment to focus areas
- Capitalize on the Triangle North Executive Airport (TNEA) area's potential to become an accessible, modern employment center. (Refer to LU 4.)
- Increase employment opportunities within the County by identifying opportunities within the existing industry base for expansion opportunities as well as attraction of companies in their supply chain.
- Promote the full utilization of undeveloped and underdeveloped land resources within urbanized areas that have access to existing infrastructure.
- Identify new sites for employment growth, particularly in the Triangle North Executive Airport area.
- Actively utilize and update the County's recently adopted Capital Improvements Program dedicating funds annually to prioritize infrastructure projects.
- Coordinate plans and investments with the municipalities to ensure compatibility while complimenting each other.
- Provide exemplary County services, infrastructure, and recreational amenities to sustain and improve existing development and to promote economic development. Services such as parks, planning and zoning, water and sewer are vital to a high quality of life.
 - Encourage new industry and businesses to locate in areas already served by adequate infrastructure and continue to plan for improvements to actively recruit industry and businesses, particularly inside the municipal jurisdictions.



Google's campus is designed to include a wide variety of space to congregate and enjoy the outdoors. Red Venture, Apple, and other companies offer such amenities to create a competitive work environment and effectively recruit talent.

Infrastructure | Mobility

IFM 1 - Update the Comprehensive Transportation Plan.

- Due to the high cost and regional nature of transportation systems, work with NCDOT, CAMPO and the Kerr-Tar RPO to update and implement the adopted CTP.
- Study the alignments of NC-56 and Hwy-39 to more directly connect Interstate 85 to US-64 through Franklin County to serve as much needed east-west connector through the County as employment growth occurs within. Ideally, this improved connection would provide access to current and future industry located on NC-56 as well as access to Triangle North Executive Airport.
 - As an early phase, improve the NC-56 corridor such that it can provide connectivity between Hwy 401 and Hwy 1, serving as an intercounty east-west connector as employment growth occurs in .
- Create a coordinated highway plan for US-401 in order to ensure connectivity while protecting the limited accessibility of this future four-lane superstreet.
- In support of an "industrial innovation district" along NC-56, promote improvements to NC-56 to create and protect the capacity of the roadway. Access to I-85, US-1, and US-64 that an improved NC-56 can provide makes this area an attractive location for job-generating uses. The area's location, situated near Louisburg, Franklinton and Youngsville, adds to the attractiveness, as these towns offer opportunities for future employees to live, shop, play etc. in these nearby towns.
- Encourage a safe and efficient multi-modal transportation network that accommodates the demand from existing and proposed land uses.
- Seek opportunities to increase connectivity, particularly east-west connections and on the secondary roads adjacent to US-401 and US-1.

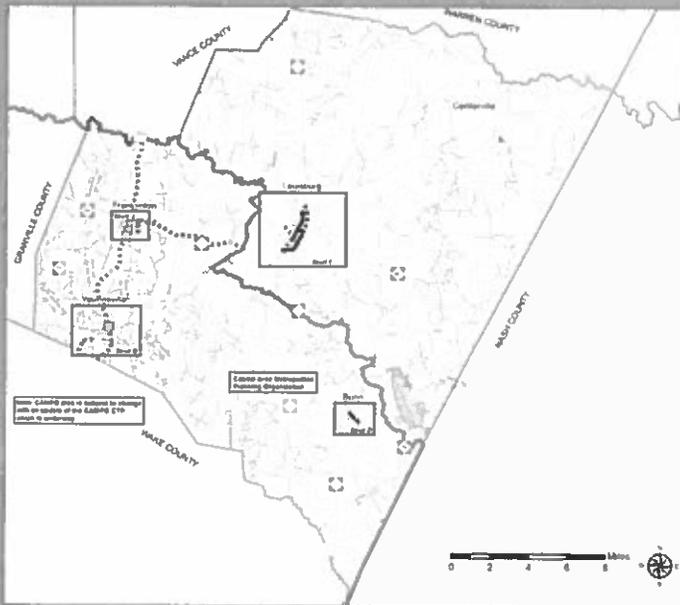
IFM 2 - Conduct corridor studies for US-1 and US-401, which serve as two "front doors" into the county.

Perceptions of the county can be substantially influenced by the impressions people form upon arrival into the county. By addressing the visual quality of these corridors, the county can project a more positive image and reinforce its identity. Such corridor studies should build on the recommendations of the recent planning efforts. For example, the US-1 Corridor Study completed in 2006 outlines very general land use and development recommendations, acknowledging the potential for growth and the impact of proposed changes to US-1 and access to the highway. The Capital Area Metropolitan Planning Organization (CAMPO) recently completed an update. With more current information available, the County, working in partnership with the Towns of Youngsville and Franklinton, should examine the corridor, mindful of adopted land use plans for each jurisdiction, and outline ideas for creating a cohesive development pattern, circulation, and aesthetic improvements that project the appearance of unity and quality. The results of the local effort should inform all three jurisdictions' decisions about building placement, orientation, and scale; signs; access and parking; and landscaping. Such decisions can be codified in a corridor overlay district adopted by all three jurisdictions to offer consistent guidance and regulations as new development and redevelopment occurs.

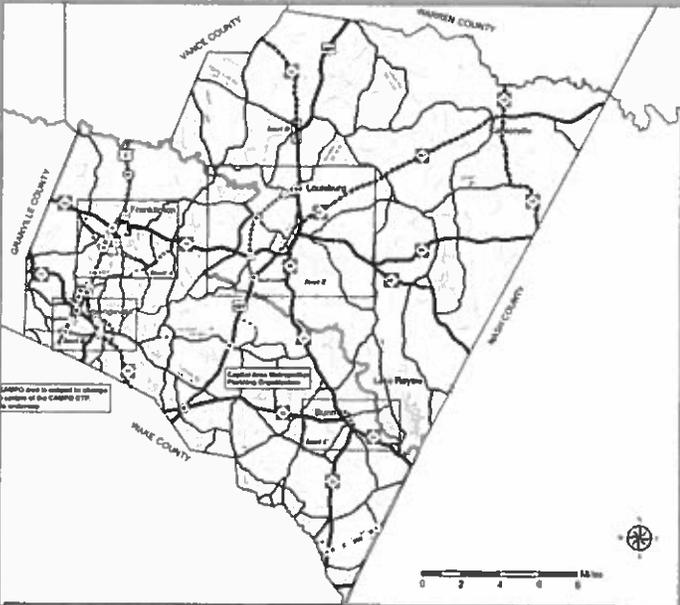


US-1 and US-401 are the major corridors leading into Franklin County. Improvements are planned and underway.

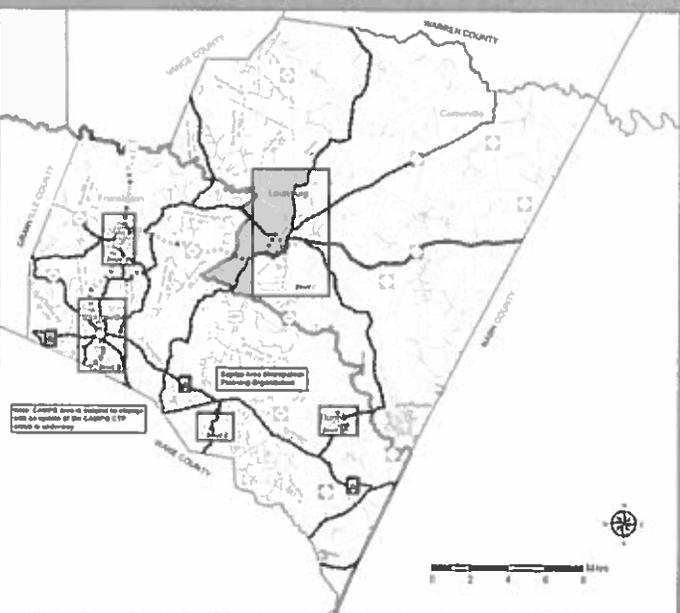
Capital Area Metropolitan Planning Organization (CAMPO)



Franklin County Bicycle Map, 2008



Franklin County Highway Map, 2008



Franklin County Pedestrian Map, 2010

IFM 3 - Enhance the functionality of local and regional transportation networks.

- Align land use patterns with the existing and planned capacity of the region's streets and highways, promoting connectivity, and developing in a manner that encourages alternative modes of transportation.
- Provide opportunities for rural transit availability such as on-demand type services.
 - Coordinate with existing partner groups such as Triangle Transit, church volunteer groups, and the Kerr Area Transportation Authority (KARTS).
 - Help connect service delivery to those needing these services.
 - Serve as the information hub for gathering and disseminating information about people wanting to form carpool groups.
 - Advocate for increasing public transportation options
 - Adopt street design policies that encourage multi-modal use such as biking and pedestrian movement
 - Work with developers to incorporate connectivity and walkability in their plans.
- Promote active transportation and encourage context-sensitive design of transportation facilities to reinforce character of the areas in which they are located



Some regional transit agencies now provide on-demand services, particularly for residents of rural areas.



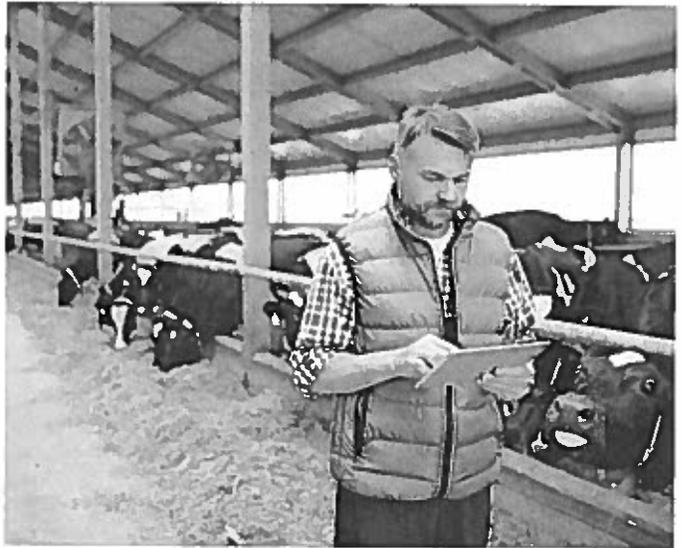
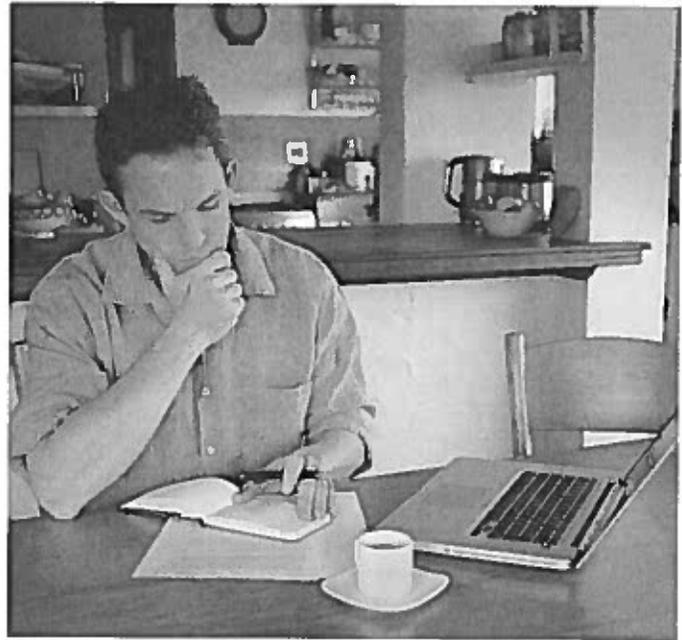
Greenways, such as the American Tobacco Trail in Cary and other Triangle communities, offer both recreation opportunities and a healthy alternative to travel by automobile.

Infrastructure | Broadband

IFB 1 - Build on existing efforts to bring broadband to the County.

Nationwide, the main source of funding for the deployment of broadband is the Universal Service Fund (USF). The USF was created by the Federal Communications Commission (FCC) in 1997 to ensure that consumers in all regions of the nation have access to quality telecommunications and information services at affordable rates. Within USF, there are four funds:

- Continue to work with Open Broadband to support the implementation of service in the underserved and unserved areas of the County, as envisioned in their 2019 Agreement with Franklin County.
- Connect America Funds- Supports services to areas that are currently unserved by broadband service or where support is needed to extend and support broadband networks.
- Lifeline Program- Supports telecommunications companies that in turn offer discounts on telecommunications services to low-income families.
- Rural Health Care Program - Supports eligible rural health care providers that qualify for reduced rates for telecommunications services and broadband access that is similar to urban centers.
- E-rate Program - Supports eligible schools and libraries that qualify for reduced rates for telecommunications services and necessary Internet connectivity.



Infrastructure | Water & Sewer

Public Utilities are the backbone upon which communities accomplish economic development, manage land use, conserve natural resources and meet environmental goals. Franklin County should continue to provide full-service water and sewer utilities to this critical infrastructure system that address the following primary objectives:

- Planning and constructing water and sewer infrastructure that is integral and supporting the overall utilities backbone that includes water, sewer, wastewater reuse, stormwater, electric, gas, and communications and transportation.
- Size utility extensions and supporting plant capacities to meet long-term demands of planned and desired development patterns and economic development in target areas.
- Concentrate utility extensions to advance compact development in urban areas and cluster-type development in more rural settings.
- Educate and involve the public as informed customers and responsible users of vital natural resources.
- Effectively manage potential water and sewer demands related to existing and future service areas including commitments to current and future allocations.
- Continue to promote environmental stewardship and effective resource management through protection of watersheds, conservation of water resources and reduction in energy use through improved operational efficiencies and development of alternative energy sources.
- Facilitate county-wide planning and coordination with municipalities regarding water, sewer and other public utilities and services.

IFWS 1 - Create a Water and Sewer Utility Master Plan that will identify capital improvements including overall costs for constructing capacity-related capital assets required to support the county's comprehensive plan and support the water and sewer utility thorough full buildout.

- Develop hydraulic models for both water and sewer systems to accurately and reliably determine system capacities, forecast demand and support management of allocations. Maintain models for continued accuracy.
- Employ hydraulic models to identify system elements reaching capacity to help avoid overloading conditions and potential regulatory violations.
- Identify the most effective methods of serving the County with water and sewer facilities. A rate study component should be part of the Master Plan.



IFWS 2 - Revise the County's Allocation ordinance to ensure greater alignment between water and sewer allocations and existing land use categories, direct utility extensions to areas that support desired development patterns and targeted development/redevelopment initiatives.

- Consider a prioritized or tiered approach that would replace the first-come, first-served allocation in existing ordinance with incentives for promoting infrastructure investment to the following growth areas:
 - Primary growth areas would include municipal and commercial centers, industrial, and industrial innovation uses as delineated on the Future Growth and Conservation Map. Additional emphasis is recommended for sites that advance the County's economic development objectives.
 - Secondary growth areas would support suburban residential development generally concentrated adjacent to primary areas
 - Tertiary growth areas are located beyond primary and secondary areas that would require water and/or sewer services to address failing private wells and sewer disposal (septic) systems.



Durham, NC's municipal water system has a mascot, "Wayne Drop" who attends community events, travels to schools and workplaces, and even has a humorous Twitter presence to increase awareness and appreciation of the water utility.



IFWS 3 - Conduct a Merger and Regionalization Feasibility Grant to evaluate the viability of potential consolidation, mergers and/or long-term agreements that would ensure adequate water system capacity to address projected demands among several counties, communities and municipalities.

- Primary focus should be on the County's current water allocation commitments, which are of limited availability.
- Determine the best course of action for a long-term water supply following completion of the ongoing Franklin County Water Supply Master Plan.

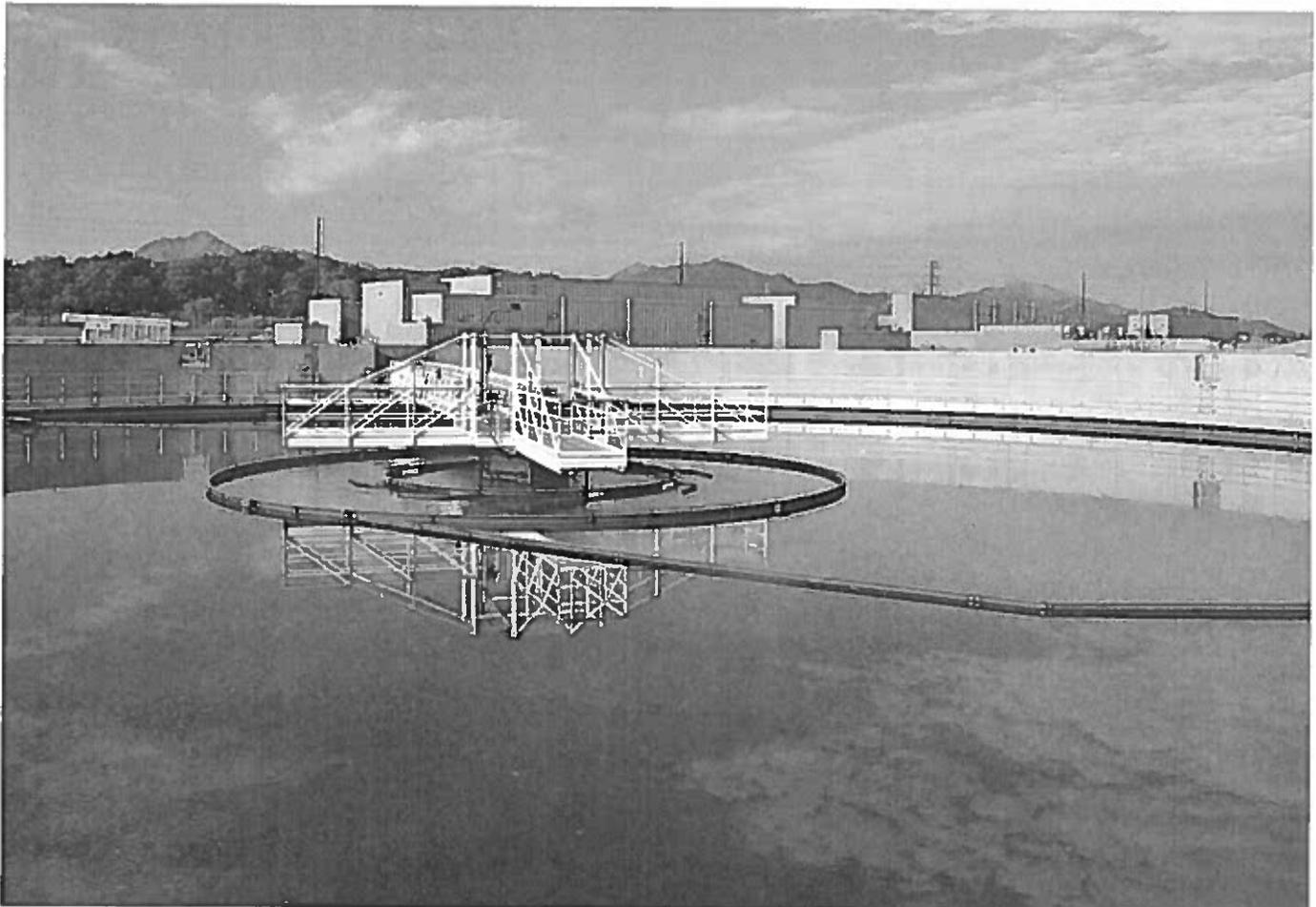
The County may also choose to self-fund a merger and regionalization study.

IFWS 4 - Conduct public outreach to enhance appreciation for the value of water and sewer services, including raising awareness of investments Franklin County Public Utilities has made.

- Develop and implement media strategies emphasizing management and conservation of valuable and irreplaceable water resources.
- Dedicate a section of the County website to "utility-related" information based on the true cost of service and educational materials including regulatory requirement and environmental standards.

IFWS 5 - Establish a sustainable development pattern that complements the character of the community, promotes economic development, and concentrates on higher intensity uses where adequate infrastructure exists.

- Review existing zoning map and ordinance provisions, and revise where necessary to ensure higher intensity uses are concentrated and encouraged to locate in areas with adequate existing or planned facilities.



Community Facilities | Schools

CF 1 - Continue to work with the school system to manage growing classroom and facility needs and ensure new facilities are located in high growth areas.

- Work with the School Board and FCS staff to plan for new, expanded or renovated schools, particularly in areas where new residential construction has been approved as well as where adequate infrastructure is located.



Illustration by Fishergraphix.com
Crosscreek Charter School in Louisburg opened in 2001 and has a current student enrollment of 206 K-8 students. A new school campus is being built and expected to be open in August of 2020. At capacity, the charter school will serve 540 students. The facility houses 32 classrooms, a multipurpose gymnasium, science labs, music and art rooms. The 20-acre property is also large enough for playgrounds, athletic fields and a future high school.

Did you know...?

- The 2019-2020 academic year data shows the Franklin County School System is made up of 19 schools serving over 9,600 students. In comparison, the 2018-2019 academic year data shows a total of 18 schools serving over 8,200 students. All schools perform at a "C" or better level according to the NC School Report Card with no "low performing schools."
- Three of the 19 schools are private.
- Franklinton High School and Franklin County Early College High School are the newest schools with the latter graduating its first class with a diploma and Associates Degree in 2014.
- As the County's population continues to increase over the coming years, the schools will reach capacity and the school system will be pressed to find creative ways accommodate increased enrollment. The Youngsville Academy, a K-8, newly constructed 53,000 square foot facility opened in January of 2019.
- The Franklin County Early College High School, which is a collaboration between Franklin County Schools and Vance-Granville Community College, has been open on the Louisburg campus since 2010 and boasts a grade of "A."

Community Facilities | Libraries

CF 2 - Continue to support the library system by recognizing its importance to the community and ensuring it remains relevant, sustainable and continues to contribute to the county's civic and economic development in the future.

- Support implementation of Franklin County Public Library Comprehensive Development Plan 2019.
- Be pro-active in identifying sites suitable for development.
 - Monitor growth patterns so that public investments are directed toward facilities where the growth is occurring or likely to occur.
 - Consider repurposing underutilized buildings for other uses, such as senior centers or public agency offices.
- Make greater use of Pop-Up Libraries and Book Mobile service by providing internet connections across the county through mobile hot spots in underserved areas.
- Identify future public facility needs and seek opportunities to co-locate complementary civic uses.
- Recognize the expanding role of libraries, as they are becoming community centers with programming and technology to serve the residents.

"Sizes of libraries have increased over the last twenty years due to technology, the library as a place, and larger children's rooms and homework centers."

--Planning the Modern Public Library



The Town of Holly Springs partnered with Wake County Public Libraries to create the Holly Springs Cultural Center, which has the Holly Spring Community Library branch within. It also houses a performing arts theatre, conference center, and an outdoor stage. Inside, the lobby is set up as a welcoming community center with a coffee bar and snack bar.



Community Facilities | Public Safety

CF 3 - Continue to support emergency services with adequate facilities, equipment and technology to keep response time low and ensure the safety of County citizens, businesses and visitors.

- Inventory and assess condition of communication equipment for all public safety services. Budget for equipment increases, upgrades and/or replacement as needed.
- Develop and adhere to a strict maintenance schedule of emergency vehicles to ensure proper operation and long-term viability.
- Include Police, Fire and EMS Directors in planning discussions to determine need and location of future facilities.



CF 4 - Review tax rates annually and be mindful of the revaluation schedules and forecasts to ensure optimum use of taxpayer funds to provide an adequate level of services and infrastructure.

CF 5 - Plan for and provide new public services in growth areas.

- Locate buildings and services based on facilities plans.
- Monitor staffing levels
 - Conduct analyses periodically to assess level of services and overall response times to ensure adequacy.
- Invest in technology and equipment to keep pace with expansions.
 - Approach to service delivery will need to become innovative by incorporating new technologies, strategic planning and ongoing training.



Did you know...?

- Public safety includes police, emergency services and fire protection. These services are coordinated and dispatched through the County's 9-1-1 Communications Center in Louisburg. The Center is open 24/7 and is staffed by 16 full-time telecommunicators that are certified in Emergency Medical, Fire and Police Dispatch.
- According to data provided by Franklin County Emergency Services, call volume has increased tremendously. Between 2010-2018, calls for law enforcement increased 26%, calls for assistance from fire departments increased 67% and calls for ambulance assistance help went up 48.5%.
- Fire protection is provided by 11 Voluntary Fire Districts spread across the County that are subsidized by the County Fire Tax. While some stations have paid full-time and part-time fire-fighters, volunteers make up most personnel. Small Districts are all volunteer. According to the Emergency Services Director, all Districts currently have adequate equipment and staff.
- According to the Office of the State Fire Marshall, fire services are rated 1-10 with a lower number being better. The Louisburg Fire Department has a PPC-ISO Class 3 rating within the Town of Louisburg and Class 5/9E in the remaining area of the fire district. This is an impressive achievement since only 36 (2.4%) of 1500 fire districts across the state have achieved a Class 3 rating. The other 10 fire districts range from 4/9E to 9E/1. A rating of 10 does not meet minimum standards set by the insurance industry. Except for Louisburg, ISO ratings for Franklin are comparable to Granville, Vance and Warren counties.
- Franklin County EMS provides paramedic services that run out of 7 facilities across the County. With 72 full-time staff members the department is close to being fully staffed. According to the information provided by the EMS Department, crews currently run 8 ambulances per day with an 8-minute response time but call volume has "gone through the roof." Between 2017-2018, EMS responded to 8,800 calls. It is estimated that EMS will respond to 10,000 calls by the end of the year.
- Franklin County is protected by the County Sheriff Department with stations in Louisburg and Bunn, NC State Troopers and municipal police departments located in Franklinton, Louisburg, Youngsville, Bunn and Lake Royale. Based on data provided by the FBI, cities with fewer than 10,000 residents reported an average of 3.5 sworn officers per 1,000 inhabitants. County agencies report an average 2.7 officers per 1,000 inhabitants. The County's 9-1-1 Center has found it necessary to hire 5 new full-time employees since 2013.

Community Facilities | Parks & Recreation

With preventable health conditions such as youth obesity, diabetes, and heart disease continuing to limit the potential of many County residents, access to community parks, trails, and open spaces should be a top priority of community leaders.

PR 1 - Make access to community parks, trails and open spaces a priority.

- Update the parks and recreation plan to address a broader variety of facilities to meet the needs of current and future residents (The recreation plan is a living document that should be reviewed annually for revision or addendum due to expected shifts in population and demographics).
- Plan for and create a complete and connected system of trails, parks, and open space to meet demand for active and passive recreation for all ages.



PR 2 - Establish a system of trails, both greenways and blueways.

- Prepare a master trails plan to be incorporated into the Park & Recreation Master Plan to establish a system that connects the towns, neighborhoods, employment centers, and existing parks with the County's natural and cultural resources.
 - An additional pedestrian/bicycle trail along NC-56 would provide a non-vehicular transportation alternative for future employees of businesses located within the industrial corridor along the route.
 - Support efforts to create horse trails and amenities. Such additions to the system would further expand this market and would therefore be wise to include in any future trail system development.
- Link to regional trail systems. Tying into existing regional and state-wide trail systems would allow the County to attract additional visitors while becoming part of the national trend of active, healthy living.
 - Consider creating opportunities to access existing destinations within the County via trails, including from origins outside the County.
 - Partner with Wake County and local municipalities to extend a trail from the southwest portion of the County to the nearby Mountains To Sea Trail in Wake County. From this regional connection, other local destinations (i.e., commercial centers, DeHart Botanical Gardens, etc.) could be added as future nodes via smaller connector trails and larger planned pedestrian/bicycle routes.
- Plan for and invest in water access locations.
 - Create a Tar River blueway connecting paddlers to existing amenities in Tarboro and Rocky Mount and future amenities in Franklin County.
- Prepare a wayfinding plan. Create and install wayfinding signage in accordance with the plan.

PR 3 - Continue the development of V.E. and Lydia H. Owens Recreational Park.

- Fund future phases of the park master plan. This 167-acre, County amenity has the potential to become a premier destination for residents and visitors seeking passive recreation and opportunities to connect with nature. Building out V.E. and Lydia H. Owens Recreational Park into the district park envisioned at its inception and seeking ways to connect residents to this important recreational resource is of vital significance to meeting the County's overall health, recreation, and economic development goals and can serve as a highly visible sign that the County supports residential health aspirations.
- Increase safety (and the perception of safety) at V.E. and Lydia H. Owens Recreational Park. Comprehensive Master Plan public outreach efforts indicate the need to improve the perception of safety at V.E. and Lydia H. Owens Recreational Park among park patrons. In order to achieve the desired sense of security, the following should be considered:
 - Installation of security lighting
 - Safety call boxes that provide a communications link with area law enforcement.
 - Cellular signal boosting to ensure park users have a way to call for help
 - Implementation of free WIFI zones that provide public internet access





A study completed in the UK in 2019 found that "spending two hours per week soaking up nature—be it woodland, park or beach—gives a positive boost to health and wellbeing, both mentally and physically."

Open Space & Natural Resources

OSNR 1 - Support efforts to conserve natural areas and the natural resources within.

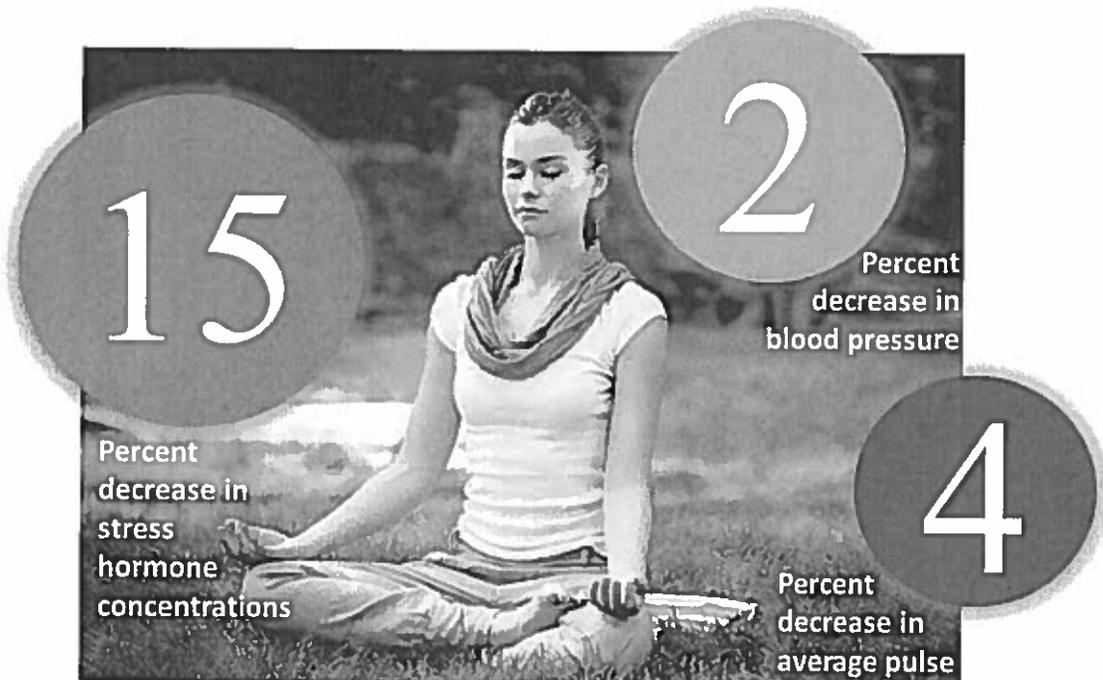
- Establish a program to increase community support for conservation.
 - Protect and preserve the environmental quality of the County through reasonable environmental regulations and context sensitive development standards to prevent negative effects of development on flood plains, surface water, ground water, air quality, forests, wetlands, and wildlife habitat.
 - Consider programs for developers that incentivize protecting natural resources through design.
 - Consider programs for owners of large parcels to commit to conserve lands through conservation easements and/or dedication of land to the county, land trust, or other entity.
 - Consider educational programs that encourage better stewardship of land by users.
 - Promote LEED certification-related standards for projects
- Set goal of targeting a percentage of open space to be conserved by 2040.

OSNR 2 - Provide recreational access to open space.

- To achieve the goals set out in the 2019 Franklin County Parks and Recreation Master Plan, there needs to be a focus on establishing open spaces for public recreation and conservation of valuable natural environments. Proper planning and management of existing natural resources and the establishment of additional County owned, recreationally accessible open spaces will become critically important to meeting the needs of a rapidly growing population.
 - Expand recreational opportunities and improve access to parks, community facilities, trails and open space.
 - Include nature preserves as a component of the County Parks and Recreation system.

OSNR 3 - Create opportunities to link communities by prioritizing areas between new and existing development.

That effect has been demonstrated by a number of studies. One intensive study of 280 participants in Japan found that along with decreasing stress hormone concentrations by more than 15%, a walk in the forest lowered participants' average pulse by almost 4% and blood pressure by just over 2%.



OSNR 4 - Encourage conservation to protect natural resources.

- Establish more effective open space requirements in land development regulations.
 - In the short term, modify open space requirements to differentiate usable space and provide it in addition to areas set aside for natural resource protection.
 - In the long term, amend UDO to
 - Increase open space requirements in private development, especially new residential neighborhoods.
 - Further promote conservation design subdivisions by establishing a reward system for maximizing high-value lands (i.e., density bonuses).
 - Require delineation of planned open space based on conservation value.
 - The valued types can be determined and vetted through a local public process, such as the one prescribed by the NC Wildlife Resource Commission that employs the Green Growth Toolbox.
 - Maintain GIS files indicating the locally determined conservation value for use in the preparation of development plans.



OSNR 5 - Encourage conservation design in and near Conservation and Protected Lands and in Rural Areas.

- Provide options that make conservation design the easy choice in new residential development design, such as a streamlined development review process.
- Promote conservation easements.
- Expand educational programs to inform landowners of benefits.
- Link conservancy groups, such as Tar River Land Conservancy, with interested private landowners and investors to expedite local conservation efforts

OSNR 6 - Develop an open space framework plan(s).

- Prepare a plan that aims to accomplish the following by informing decisions about future development.
 - Connect wildlife areas/corridors
 - Improve water quality
 - Improve air quality
 - Balance ecosystems
 - Create formal and informal gathering spaces for the community



Lyle Creek Conservation Easement and Mitigation Plan

After securing a conservation easement from a private landowner, this project became a full-delivery stream and wetlands restoration project for the North Carolina Ecosystem Enhancement Program (NCEEP). The NCEEP develops watershed plans for priority areas where critical watershed issues need to be addressed. The Lyle Creek project included thousands of linear feet of work on and adjacent to the creek, its tributaries and streams and the creation of 2.9 acres of wetlands. The plan was designed to improve hydraulic connectivity, create stream habitat for macroinvertebrate and fish, decrease sediment input and provide wetland habitat. Project benefits will include improved aquatic and terrestrial habitat, decreased pollutant and chemical levels, slowing of overland flow velocities and overall improved water quality.

Post construction monitoring will evaluate plan performance and identify maintenance or repair concerns. Upon project close out, the project is transferred to NCDENR for long-term management.



Photo courtesy of USDA NRCS.

Agriculture

Agriculture and forestry are valuable components of the County's history and economy. As the population increases and demographics change, growth resulting from incompatible development threatens this economy. Potential incompatible uses such as dense subdivisions, apartments, condos and commercial strips can be negatively affected by the byproducts of agricultural activities such as dust, odor, noise or slow-moving farm vehicles.

AG 1 - Promote the long-term sustainability of Franklin County's rich rural and agricultural heritage.

- Direct growth away from productive farming areas.
 - Through zoning and infrastructure investments, concentrate development in the urbanized portions of the County.
- Discourage development of areas with viable agricultural operations.
 - Promote Voluntary Ag Districts and Enhanced Voluntary Ag Districts
 - Minimize encroachment of new residential growth
 - Amend zoning standards to include buffer provisions for new development from existing farms.

AG 2 - Maintain and support agricultural production.

- Encourage use of available resources.
 - Support efforts of Cooperative Extension, Franklin County Soil & Water District and the NC Forest Service.
 - Support small and large agriculture operations be it row crop, livestock, horticulture or alternative enterprises.
 - Seek grant funding through RAFI-USA and NC AgVentures to help farms transition to become more economically feasible.

Successful farming begins with a supportive environment. NC Cooperative Extension – Franklin County Center is striving to build more support for agriculture. By providing those already in or entering the industry with educational programs and linking them to various resources, the Franklin County Center is helping maintain agriculture as a viable component of the local economy. The Franklin County Center is also delivering programs that help raise awareness of local agriculture, underscoring the economic, health and environmental benefits to the community.

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We invite you to attend the North Carolina Cooperative Extension's "Successful Small Farm Opportunities Conference". You will be able to explore alternative enterprises by speaking with successful producers and university personnel who are already growing and researching specialty enterprises. We can give you the practical, no-nonsense, hands-on advice you'll need when considering crop & livestock production, market development, and other important business options.

The program will include four sessions, with six topics offered during each session. You can choose one topic to attend during each session. You will receive resource materials in a notebook for all sessions. Registration confirmation will be sent via email upon receipt of your payment and meeting selections.

For more information contact:
Franklin County Extension Center
919-498-3344
www.franklin.ces.ncsu.edu

https://franklin.ces.ncsu.edu/wp-content/uploads/2020/01/SSFOC-2020-final_Page_1.png

WHY PARTICIPATE?

- Gain knowledge and insight into issues concerning today's small farmer, both vegetable and animal production;
- Collaborate and network with others in small farming enterprises;
- Meet with trade show vendors and see what's new for small farmers.

"I really enjoyed the Farm Conference...I was amazed at the question how much money this conference may save you or be worth to you. My answer is about \$20,000. Thank you for organizing this wonderful event!" *Ronnie Voss*

I really enjoyed the conference, especially the session on goats.
- Lynn Mitchell

Our goal for this conference is to nurture and share knowledge on how to be successful and profitable, while operating a small family farm.
- Martha Mobley, NC Coop Agent

NC State University and the U.S. Dept. of Agriculture are equal opportunity providers. We do not discriminate on the basis of race, sex, or ethnicity. We do not discriminate on the basis of age, marital status, or disability. For more information, contact the County Extension Office at 919-498-3344 or the County Extension Office at 919-498-3344.

*Persons with disabilities and persons with limited English proficiency may request accommodations by contacting the Franklin County Extension Center at 919-498-3344 or the U.S. Dept. of Agriculture at 919-498-3344.

SUCCESSFUL



SMALL FARMS



OPPORTUNITIES



CONFERENCE

FEBRUARY 8th 2020
SEBY JONES PERFORMING ARTS CENTER
501 N. MAIN STREET, LOUISBURG, NC 27549

SPONSORED BY





In addition to distribution of local produce, agriculture-focused centers can also function as event centers, hosting a wide variety of programs and activities that result in economic benefits.

- Facilitate and promote local distribution of agriculture products:
 - Create a market for foods produced locally.
 - Promote locally-sourced ingredients in area restaurants for the farm-to-fork experience.
 - Encourage, promote and support county-wide farmers markets.
 - Encourage/support roadside produce stands.
 - Support localized efforts such as the "Corner Store", "Care & Share" and food bank programs.
 - Support local food programs offered by Cooperative Extension.
 - Support the development of a Regional Food Policy that advocates for regionally scaled infrastructure, sustains and strengthens local and regional food systems and improves access to affordable and nutritious food.
- Raise awareness and appreciation for agriculture.
 - Support agriculture education in the school system (4-H, FFA, school gardens)
 - Support nutrition and health education that conveys the benefits of access to local produce.
 - Grow agritourism.
 - Provide support in promoting Agritourism through a county-wide tourism initiative.
 - Promote farm tours, farm stays and support the existing Kerr-Tar Region's Visit NC Farms App.
 - Continue to support Farm-City Week Events, a program that Kiwanis International began in 1955 and continued by the American Farm Bureau Federation to address the poor public image of agriculture, the strong urban influence on ag policies and a growing population with no direct ties to agriculture. According to the NC CES - Franklin County Center, "Across the entire country, Farm-City events are planned by Cooperative Extension, agri-businesses, farmers, youth groups, civic groups and other organizations to educate the public about the interdependence of agriculture and industry." In 2019, Franklin County celebrated Farm-City Week with a luncheon at Jason Brown First Fruits Farms in Bunn.
 - Support and promote all festivals and events at the Franklin County Farmers Market.
 - Continue to support efforts of Cooperative Extension's educational programs and outreach.



Events Center

The Cabarrus Arena & Events Center, located in Concord, opened in 2002. The property is owned by Cabarrus County and managed by a private entertainment venues management company. With an arena, VIP suites, concessions stands and meeting rooms, the 70,000-square-foot event center is a year-around venue. Since opening, the facility has hosted social events, business meetings, exhibitions, concerts and sporting events. The grounds are also the site of the Cabarrus County Fair. Data collected in 2014 indicates that events that year drew nearly 250,000 people to the area and generated approximately \$1.3 million in revenue.

(<https://www.cabarrusarena.com/>)



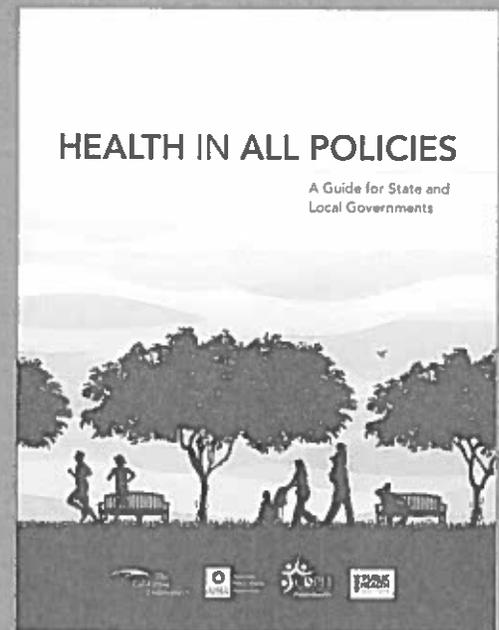
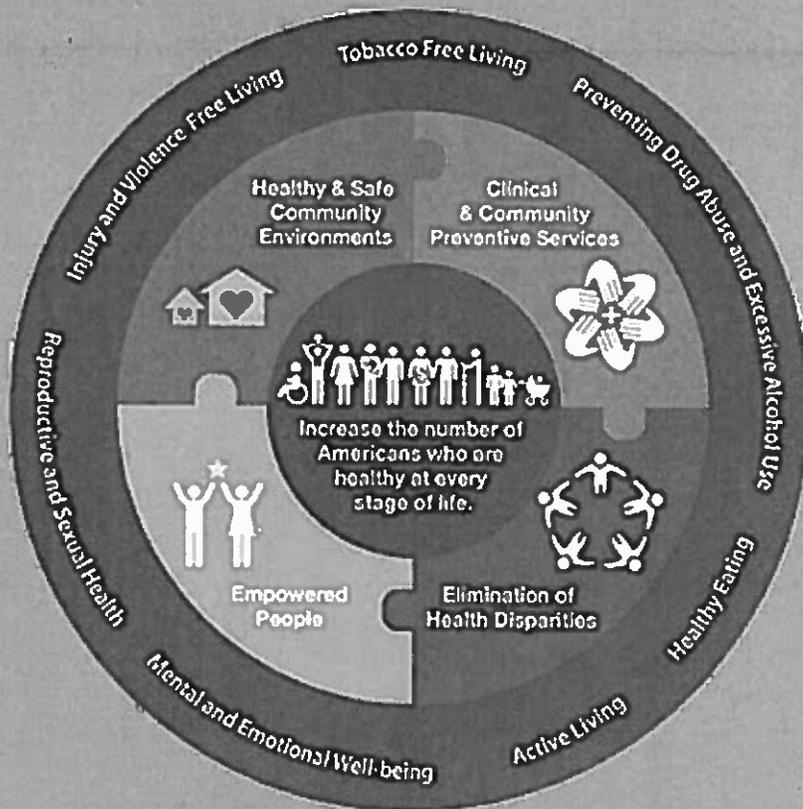
AG 3 - Revisit the Farmers Market Feasibility Study (2018) to determine the feasibility of an agricultural/event (year-round, multi-use) center to promote local agriculture and host various large-scale community events, including the possibility of hosting a County fair.

- As an initial step in studying the feasibility, research and possibly visit event centers located in Cabarrus, Harnett, Nash, Pitt and Vance counties for ideas and inspiration.

Health & Well-Being

HW 1 - Adopt a Health in All Policies (HiAP) approach.

- When making decisions pertaining to future development and redevelopment, capital investments, and the allocation of resources, the County (elected and appointed officials and staff) and its partners should examine opportunities through a health "equity lens."
- Coordinate with partners, such as the Franklin County Health Department and NC Cooperative Extension Service (NC CES) - Franklin County Center and the Parks & Recreation Department.
 - Involve entities working to improve community health in key discussions and decisions. Regular meetings with such groups provide an opportunity for each to offer a different perspective, which could lead to more informed decisions as well as creative problem solving.
 - Align efforts to collect and maintain data. Through more regular communication, partner groups can identify data needs, share what each has collected, and better utilize available resources by collaborating on future data collection and maintenance efforts.
 - Support and promote the programs of each, particularly through funding.



Several resources are available to help the County put HiAP into practice.

“Health in All Policies (HiAP) is a collaborative approach that integrates and articulates health considerations into policymaking across sectors to improve the health of all communities and people. HiAP recognizes that health is created by a multitude of factors beyond healthcare and, in many cases, beyond the scope of traditional public health activities.”

—Centers for Disease Control (CDC)

HW 2 - Improve access to care.

- Support the expansion of existing medical facilities and the location of new facilities close to population centers in the county.
- Improve the quality of life in Franklin County to attract more primary care providers, dentists, and mental health professionals to the county.
- Support the delivery of services through mobile units by helping to create designated locations in/near population centers.
- Participate in devising creative solutions to address transportation barriers. Access to vehicles is decreasing due in large part to age, disabilities, and/or insufficient income to cover the costs. While limited transit service could provide options for some in the long term, the County should define its role in meeting demand in the short term.
 - Encourage compact development patterns that make walking and biking more feasible options.
 - Support grassroots and volunteer organizations' efforts to provide transportation services to those in need.

Four Principles Guiding the FaithHealthNC Movement



FaithHealthNC

In McDowell County, healthcare-related transportation is being facilitated through a grassroots effort. FaithHealthNC is a faith-based organization that, among other things, coordinates volunteers to provide free transportation to all residents of McDowell County who express a need to assistance getting to appointments, pharmacies, and grocery stores. The program is being replicated in other counties and is now available in Ashe, Gaston, Forsyth, Randolph, and Wilkes Counties. <https://faithhealthnc.org/mcdowell-county/>



In the absence of healthcare facilities in the county, partnerships with area hospital systems can facilitate access to care through mobile units, such as those used by WakeMed. Currently, WakeMed brings health and wellness services to corporate sites. This delivery method could prove effective in reaching residents in rural areas of the county, especially at designated rural centers.

HW 3 - Increase opportunities for active living and physical exercise.

- Ensure equitable access to recreational facilities. Study the locations of trails and parks relative to the population and define gaps to be addressed as the creation of new facilities are considered. This can be accomplished with a GIS-based network analysis to delineate service areas and determine the percentage of the population served.
- Facilitate access to existing facilities.
 - Work with municipalities to:
 - promote the full range of existing facilities throughout the county (make residents aware of the locations, access points/parking, hours of operation, etc. via the website, apps for smart phones, and printed material)
 - provide facilities in highly populated areas by contributing to funding of municipal system in lieu of providing county parks where demand is better met by municipal facility
- Improve connections to existing facilities. Evaluate walking and biking routes in terms of connectivity and safety, and identify potential improvements to close gaps and increase safety through lighting, visibility, signals at crosswalks, wayfinding, etc.
- Support efforts to encourage active transportation and safe routes to school. (Refer to Infrastructure – Mobility section.)
- Improve safety at public facilities.
 - Evaluate lighting and increase as needed.
 - Identify the need for emergency call boxes (number and locations).
 - Provide cell boosters for improved cell phone service.
- Provide additional recreation options in system.
 - Provide new facilities as outlined in the Parks and Recreation Master Plan (currently or as updated in the future).
 - Enter into joint use agreements with schools to utilize existing campus facilities outside of the hours of operation of the schools.
- Increase employment opportunities in the County. The travel time residents spend commuting to jobs outside of the county is increasing. With more jobs created within the county, residents may have more options for working closer to home. Less time commuting could equate to more time for daily exercise.



Time for exercise and access to facilities, whether a track at a local school or a nearby greenway trail, are two key factors affecting people's ability to stay active and healthy.

NC Cooperative Extension

The following are programs offered currently by NC Cooperative Extension – Franklin County Center. Consider how each much be expanded to have a positive impact on improving the health of the Franklin County community.

Faithful Families Eating Smart and Moving More Program promotes healthy eating and physical activity in communities of faith.

Eat Smart, Move More, Take Control is a 6-session chronic disease prevention program.

Med Instead of Meds teaches participants how to eat healthier to cut back on medications.

Cooking for Crowds is geared toward non-profits cooking for groups of people.

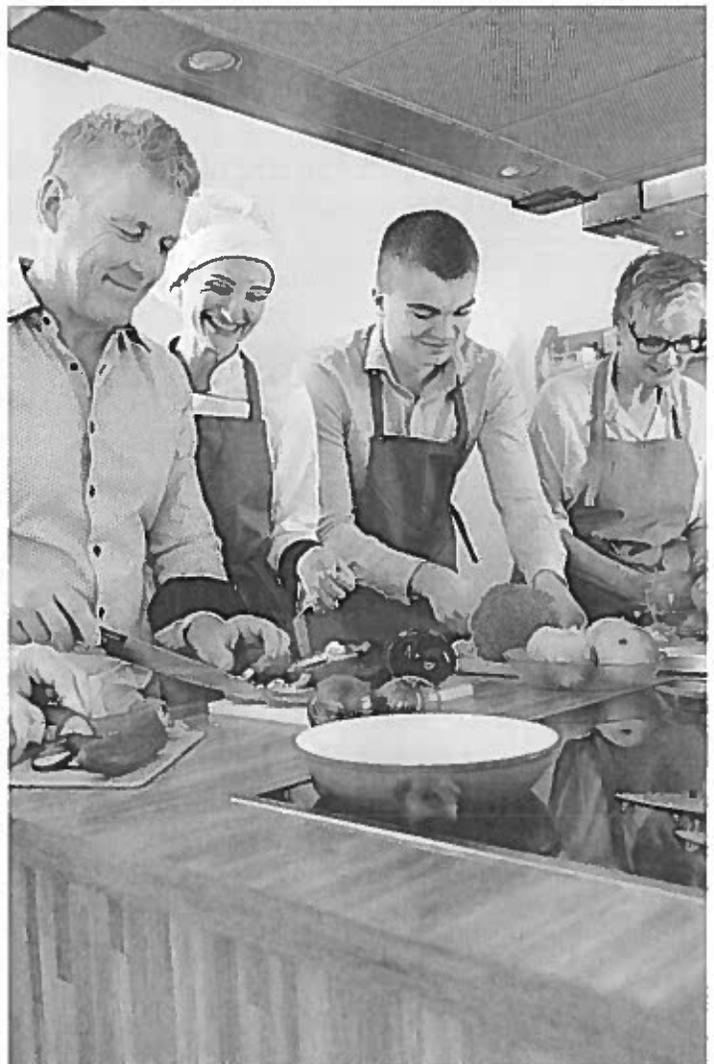
Know It Control It helps participants self-monitor their blood pressure and make healthy lifestyle changes to control high blood pressure.

Prevent T2 Diabetes was developed specifically to prevent type 2 diabetes.

Expanded Food and Nutrition Education Program (EFNEP) has a mission to improve the health of limited resource youth and families with young children through practical lessons on basic nutrition and healthy lifestyles, resource management, and food safety.

HW 4 - Promote healthy eating habits and better nutrition to address issues with obesity, diabetes, and heart disease.

- Increase equitable access to healthy food.
 - Identify and address gaps by mapping "food deserts."
 - Help expand range of outlets and types of vendors, including farmers markets, and relax permit produce stands
 - Work with area vendors to expand inventory and reach.
 - Create incentives that reward retailers who participate in initiatives, such as a "corner store program," and
 - Designate delivery/distribution points for mobile services.
- Support and promote participation in education/ classes: healthy eating, healthy cooking, healthy gardening, etc.



Cooking classes can be a fun way to socialize while learning about healthy eating habits.

HW 5 - Increase an overall sense of well-being.

- Increase access to nature. Access to open space has been shown to improve individuals' overall sense of well-being. (Refer to Parks and Recreation and Open Space and Natural Resources sections.)
- Build sense of community. An individual's sense of belonging stems from an attachment to the place, strengthened by connections to its history, culture, and people.
 - Create opportunities for residents to come together, socialize, and learn about and develop and appreciation for the history and heritage of the place in which they live. The results could include an increase in community pride, and a willingness to invest themselves in the community in meaningful ways. Consider:
 - Programming - Events that bring people together, especially those that celebrate the County's history and culture through food and music.
 - Public art, particularly permanent installations that are interactive, which can help activate and enhance the appearance of public spaces while telling the story—the history and culture—of the County.
 - Create opportunities to get involved through leadership programs and volunteer organizations.
- Take steps, as needed, to improve public safety, particularly response times, to increase residents' sense of security. (Refer to Community Facilities section.)
- Address socio-economic disparities. Education and employment opportunities are key to reducing a number of health issues, as recent studies show that many are highly correlated to socio-economic conditions. (Refer to Economic Development section.)
 - Build on mapping (SocioNeeds Index) and determine targeted solutions for sub-geographies of the county where health issues and economic issues overlap.



Events that feature local artists, including musicians, and public art that celebrates local history help build community pride.

**“Manage
responsible growth
that matches the
county’s ability
to grow the
infrastructure.”**

Input from Franklin County resident.

Franklin County Commissioner’s Agenda Information Sheet

Requested Meeting Date: May 18, 2020

of attachment(s): 4

Item Title (as it should appear on the agenda): Youngsville Main Street Improvements Project – Utilities

Initiated by (Name, Job Title): Christopher Doherty, Public Utilities Director

Board action proposed: Approving resolution and project as presented

Is this a consent agenda item? Yes No

Is a public hearing needed? Yes No

Has this item been reviewed by the appropriate staff? Please check all that apply.

County Manager County Attorney Finance Director

Summary of Request:

The Town of Youngsville is planning to undertake a road work project on Main Street that is funded through federal funds, and anticipating to bid out the project in June 2020. When the department became aware of this project, we approached the Town to discuss a partnership to upgrade the utilities during construction, “Dig Once”. The department discussed with the engineer of record for Youngsville, to see if they can do a utility design. Once confirmed a purchase order was issued to the Town of Youngsville for the department’s share of design costs. The design relocated all services to the front within the right-of-way and abandon a 2-inch water main and move those services to the 6-inch main. During review of current conditions of the utilities (water and sewer), it was determined that a new water line would be beneficial, as the current water line is a 6-inch cast iron. Cast iron water line was installed approximately 40+ years ago and is approaching its useful life, in addition to the outside diameter is not consistent making repair couplings and parts difficult to locate. The new water line will be an 8-inch ductile iron pipe which will be encased under the railroad crossing. The design engineer was hired by the Town of Youngsville and the department would like to use Kimley Horn for continuity on the project.

Below is a breakdown of the engineering and construction costs:

Engineering Description	Cost
Base design (existing 6” line remain in place) – PO#20201001	15,652.27
Additional design (replacing 6” line with 8” line)	32,815.56
Total Engineering and design	\$48,467.83

FOR OFFICE USE ONLY:

APPROVED
 DENIED

ACTION: _____ DATE: _____

To use Kimley Horn as the engineer to design the utilities upgrade, a resolution has to be passed to comply with General Statute 143-64.31 to exempt the county from provisions in GS 143-64.31. The county is able to do the exemption as the design costs are below \$50,000.

Construction Estimate Description	Cost
Base construction	162,900.00
Additional construction	703,990.00
Total Construction	\$866,890.00

A meeting was held between the county manager’s office, finance department and the public utilities department to coordinate efforts moving forward. The finance department will be coming at a future meeting with a project ordinance including engineering, permits, and construction. All funds for this project will be from the Utility Fund. A portion of the construction (\$49,650) is eligible for funding from CAMPO, which has been approved by their executive board. The Public Utilities Department has requested construction funds in the FY 20-21 capital plan submittal for this project. It is the recommendation of the department that the Board of County Commissioners approve this resolution, project and funding.

FOR OFFICE USE ONLY: <input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED	
ACTION: _____	DATE: _____
_____	_____
_____	_____

TO: Angela L. Harris, County Manager
Kim Denton, Assistant County Manager
Jamie Holtzman, Finance Director

FROM: Christopher Doherty, Public Utilities Director

DATE: March 30, 2020

SUBJECT: Kimley Horn (Engineering Firm)

The Town of Youngsville has had Kimley Horn as their consulting engineering firm for multiple years for many different tasks before the Main Street project. Since they had the relationship with Kimley Horn, they went with them for the design work for Main Street project. The request to use Kimley Horn for the design for the utility improvements is to keep continuity with the project, time efficiencies, and have design coordination communications with one engineering firm.

I have had the pleasure to work with Kimley Horn, in the past in another state and had a very good experience. I recommend Franklin County to use Kimley Horn as the engineering firm on the Youngsville Main Street Utility Improvements Project.

CC: Alex Fuller, Assistant Public Utilities Director

**AMENDMENT NUMBER 3 TO THE AGREEMENT BETWEEN CLIENT AND KIMLEY-HORN
AND ASSOCIATES, INC.**

This is Amendment Number 3 dated February 20, 2020 to the Agreement between the Town of Youngsville ("Client") and Kimley-Horn and Associates, Inc. ("Consultant") dated April 13, 2017 ("the Agreement") concerning the C-5604QA, Main Street Improvements Project (the "Project").

The Consultant has entered into the Agreement with Client for the furnishing of professional services, and the parties now desire to amend the Agreement.

The Agreement is amended to include services to be performed by Consultant for compensation as set forth below in accordance with the terms of the Agreement, which are incorporated by reference.

Consultant will perform the following additional services:

- As requested by Franklin County Public Utilities, prepare utility construction plans that depict:
 - Water main replacement along Main St between College St and N. Cross St. The existing cast iron 6" water main and any 2" water mains within the limits described will be replaced with 8" ductile iron water mains.
 - *Note: Water service replacement along Main St between College St and N. Cross St was included in a previous supplemental agreement.*
 - Sanitary sewer lateral replacement along Main St between College St and N. Cross St for laterals connected to the sanitary sewer main under Main St.
- The proposed plans will be included in the C-5604QA plan set.
- Standard details and specifications provided by Franklin County Public Utilities will be used for water and sewer improvements, supplemented with Kimley-Horn details as necessary. Existing water meter sizing will be provided by Franklin County Public Utilities.
- Water line permitting through the State is anticipated.
- Occupancy permitting is anticipated for water lines replaced within the CSX railroad right-of-way.
- Prepare proposed quantities and an Opinion of Probable Construction Cost for utility construction requested by Franklin County Public Utilities
- All permit and review fees will be paid by the Client. NCDEQ permit review fees and CSX utility encroachment review fees have been included as a direct costs.
- Railroad occupancy fees are calculated by the Railroad after all permit approvals have been obtained and are to be paid directly by the utility owner (Franklin County).
- Survey (quality level B SUE) of all waterlines within the project and up to two (2) geotechnical borings and accompanying report will be provided.
- Additional survey, SUE, and geotechnical investigations in excess of those described above and deemed necessary for the design will be performed upon authorization from the Town by the Consultant as an additional service not covered under this scope.

Consultant and Client agree to the following general schedule in connection with the services set forth above:

Consultant will provide services as expeditiously as practicable based on a mutually agreed upon schedule.

For the services set forth above, Client shall pay Consultant the following compensation:

Kimley-Horn will perform the additional services for a lump sum of \$32,815.56. This constitutes a new contract value of \$204,889.88. Payment will be due within 25 days of your receipt of the invoice and should include the invoice number and Kimley-Horn project number.

CLIENT:

CONSULTANT:

TOWN OF YOUNGSVILLE

KIMLEY-HORN AND ASSOCIATES, INC.

By: _____

By:  _____

Name: _____

Name: Jeffrey W. Moore, P.E.

Title: _____

Title: Senior Vice President

Date: _____

Date: 2/20/2020

MANHOURS BY CLASSIFICATION						TOTAL		PROJECT PHASE
Associate Engineer	Senior Engineer	Engineer	Design Engineer	Technician		Manhours	Mandays	UTILITY CONSTRUCTION DESIGN
	6	8	4			18	2.250	25% Plans
		2	2	1		5	0.625	Data Collection and subconsultant coordination
	1	1				2	0.250	Conflict Review
		6	6			12	1.500	SUE Level A Recommendation
			1	2		3	0.375	Site Visit
	4	4	2	20		30	3.750	UC Plan setup
			2	4		6	0.750	90% Design Drawings
		2				2	0.250	Notes and Details
	1	2	2			5	0.625	90% OPCC
2	1	2				5	0.625	Special Provisions
		2		2		4	0.500	Roadway Coordination
		2	2			4	0.500	Address 90% Review Comments
				4		4	0.500	Permitting with NCDEQ
		2	2	2		6	0.750	Address Permit Review Comments
	2	2		2		6	0.750	Permitting with CSX
1	1	2	2			6	0.750	Address CSX Encroachment Review Comments
						0	0.000	Issue Final UC plans, specifications, and OPCC
						0	0.000	
						0	0.000	
						0	0.000	
						0	0.000	
						0	0.000	
						0	0.000	
						0	0.000	
						0	0.000	
3	16	37	25	37	0			
SHEET TOTAL						118	14.750	

MEETINGS AND COORDINATION

REPRODUCTION COSTS										
(A) BONDS										
	SUBMITTAL		SHEETS			SETS		TOTAL		
	25% Plans		_____	x		0	=	\$ -		
	90% Plans		10	x		3	=	\$ 30.00		
	100% Plans (Permitting)		10	x		4	=	\$ 40.00		
	100% Final Plans		10	x		4	=	\$ 40.00		
	Final Sealed		10	x		3	=	\$ 30.00		
	Work Sets		_____	x			=	\$ -		
+	TOTAL BOND PLANS (22"x34")		80	x	\$ 0.42	/sheet=		\$ 33.60		
(B) XEROX COPIES										
+	TOTAL XEROX COPIES (Say)		80	x	\$ 0.04	/sheet=		\$ 3.20		
+	COVERS & BINDING (Say)		10	x	\$ 1.00	/set=		\$ 10.00		
* TRAVEL AND MISCELLANEOUS COSTS										
(C) TRAVEL										
	PURPOSE of TRIP		TRIPS		MILES		TOTAL		RATE	COSTS
+	Site Visit		1	x	64	=	64	x	\$ 0.535	\$ 34.24
+	Review Meeting		1	x	64	=	64	x	\$ 0.535	\$ 34.24
+				x		=	0	x	\$ 0.535	\$ -
+				x		=	0	x	\$ 0.535	\$ -
+	Other			x		=	0	x	\$ 0.535	\$ -
	PER DIEM		TRIPS		# ATTEND		TOTAL		RATE	COSTS
+	Breakfast			x		=		x	\$ 8.30	
+	Lunch			x		=		x	\$ 10.90	
+	Dinner			x		=		x	\$ 18.70	
+	Lodging			x		=		x	\$ 79.50	
(D) OTHER										
	LIST					UNITS		RATE	COSTS	
+	NCDEQ Permit Review Fee					1	x	\$ 150.00	\$ 150.00	
+	CSX Utility Encroachment					1	x	\$ 1,950.00	\$ 1,950.00	
TOTAL DIRECT NON-SALARY COSTS									\$ 2,215.28	



RESOLUTION EXEMPTING FRANKLIN COUNTY FROM GS 143-64.31 for the YOUNGSVILLE MAIN STREET UTILITY IMPROVEMENTS PROJECT

WHEREAS, G.S. 143-64.31 requires the initial solicitation and evaluation of firms to perform architectural, engineering, surveying, construction management-at-risk services, and design-build services (collectively “design services”) to be based on qualifications and without regard to fee;

WHEREAS, the County proposes to enter into one or more contracts for design services for work on the Youngsville Main Street Utility Improvements Project; and

WHEREAS, G.S. 143-64.32 authorizes units of local government to exempt contracts for design services from the qualifications-based selection requirements of G.S. 143-64.31 if the estimated fee is less than \$50,000; and

WHEREAS, the estimated fee for design services for the above-described project is less than \$50,000.

NOW, THEREFORE, Franklin County Board of County Commissioners RESOLVES:

- Section 1. The above-described project is hereby made exempt from the provisions of G.S. 143-64.31.
- Section 2. The Board of Commissioners authorizes the County Manager to determine the best firm and enter into a contract for design engineering for the Youngsville Main Street Utility Improvements Project. It is beneficial to use the same firm as the Town of Youngsville and will strengthen the project.
- Section 3. This resolution shall be effective upon adoption.

Sidney E. Dunston
Chairman

Kristen G. King
Clerk to the Board

(COUNTY SEAL)

Project: Main Street Improvements (C-5604QA)
Utility Construction

PREPARED BY:



OPINION OF PROBABLE CONSTRUCTION COST (Base only)		
Total	\$	162,900.00

UTILITY OWNER:
Franklin County Water (Water and Sewer)

SR ROUTE: NC96 (Main Street)
LOCATION: Franklin County
CITY/TOWN: Youngsville, NC
DESCRIPTION: Potable Water Main Relocation

"Base" work as shown on submitted UC Drawings:

Line Item	Type	Sec No.	Description	Quantity	Units	Price	Amount
1	D	858	Adjustment of Manholes	6	EA	\$ 1,000.00	\$ 6,000.00
2	D	858	Adjustment of Valve Box	4	EA	\$ 1,000.00	\$ 4,000.00
3	D	SP	Generic Drainage Item - Adjustment of Cleanouts	6	EA	\$ 1,000.00	\$ 6,000.00
4	U	1510	6" Water Line	220	LF	\$ 160.00	\$ 35,200.00
5	U	1515	Ductile Iron Water Pipe Fittings	740	LB	\$ 9.00	\$ 6,660.00
6	U	1515	6" Valve	2	EA	\$ 2,000.00	\$ 4,000.00
7	U	1515	Reconnect Water Meter	30	EA	\$ 1,200.00	\$ 36,000.00
8	U	1515	Fire Hydrant	2	EA	\$ 3,000.00	\$ 6,000.00
9	U	1515	Fire Hydrant Leg	12	LF	\$ 160.00	\$ 1,920.00
10	U	1515	Water Service Line	900	LF	\$ 40.00	\$ 36,000.00
11	U	1530	Abandon 6" Utility Pipe	180	LF	\$ 14.00	\$ 2,520.00
12	U	1530	Remove Fire Hydrant	2	EA	\$ 1,800.00	\$ 3,600.00
13	U	SP	Generic Utility Item - 6" Insertion Valve	1	EA	\$ 15,000.00	\$ 15,000.00
"Base" Total							\$ 162,900.00

"Additional" work as sketched in on attached PDF:

Line Item	Type	Sec No.	Description	Quantity	Units	Price	Amount
A1			8" Water Line (Typical size of comparable lines, higher quantity should lower unit price)	1800	LF	\$ 140.00	\$ 252,000.00
A2			8" Valve	12	LS	\$ 2,200.00	\$ 26,400.00
A3			Deduct 6" waterline offsets	-1	LS	\$ 40,000.00	\$ (40,000.00)
A4			Abandon 6" Utility Pipe	1560	LF	\$ 14.00	\$ 21,840.00
A5			Jack and Bore (16" Casing Pipe with 8" carrier through 221ft of RR Right-of-Way)	1	LS	\$ 220,000.00	\$ 220,000.00
A6			Fire Hydrant Assembly	4	EA	\$ 5,500.00	\$ 22,000.00
A7			Sanitary Sewer Lateral with Cleanout	13	EA	\$ 4,750.00	\$ 61,750.00
A8			Pavement Repair	1	LS	\$ 140,000.00	\$ 140,000.00
"Additional" Total							\$ 703,990.00
Combined Total							\$ 866,890.00

Note: This document represents an opinion of probable construction cost for "Base" items and a preliminary budgetary analysis of "Additional" items as requested by Franklin County. The "Base" total listed above is based on similar projects for the scope of work shown in the Drawings. The engineer has no control over actual bid pricing and makes no claims as to the accuracy of the prices herein. The quantities for the "Additional" Total are approximate, based on conversations with Franklin County and may not include all items necessary to construct the work. Prices for "Additional" items are based on similar projects, but due to uncertainty in the scope of work, actual prices may vary widely.

YOUNGSVILLE MAIN STREET UTILITIES REHABILITATION



County Commission Meeting
May 18, 2020

BACKGROUND

- ▶ **YOUNGSVILLE RECEIVED GRANT MONEY FOR MAIN STREET IMPROVEMENTS**
- ▶ **FCEPU STAFF HAD DISCUSSIONS WITH YOUNGSVILLE TO INQUIRE ABOUT DOING UTILITY IMPROVEMENTS AT THE SAME TIME**
- ▶ **FCEPU HAD MEETINGS WITH THE DESIGN ENGINEER TO INCORPORATE UTILITY WORK**
- ▶ **INITIAL UTILITY DESIGN (\$15,652.27) PURCHASE ORDER (20201001); PROBABLE CONSTRUCT COST BASED ON INITIAL DESIGN (\$162,900)**
- ▶ **FURTHER INSPECTION OF EXISTING UTILITIES INDICATED THE NEED TO REPLACE THE EXISTING 6" CAST IRON WATER LINE**
- ▶ **ADDITIONAL DESIGN FEE FOR LINE UPSIZING AND RELOCATING SERVICE CONNECTIONS (\$32,815.56)**
- ▶ **ADDITIONAL PROBABLE CONSTRUCTION COST (\$703,990)**
 - ▶ **CONSTRUCTION COSTS IN FY 20/21 PUBLIC UTILITIES CIP**

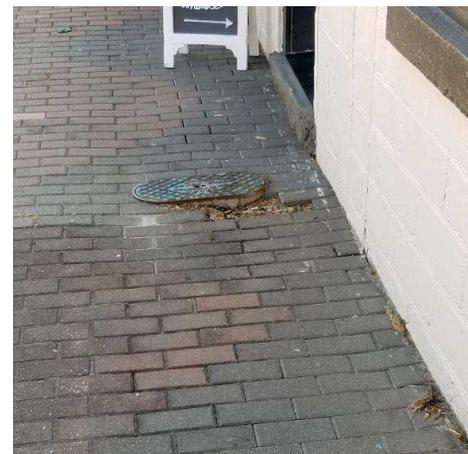
RECOMMENDATION



Relocating fire hydrants and install with break away flanges, and installing to proper height



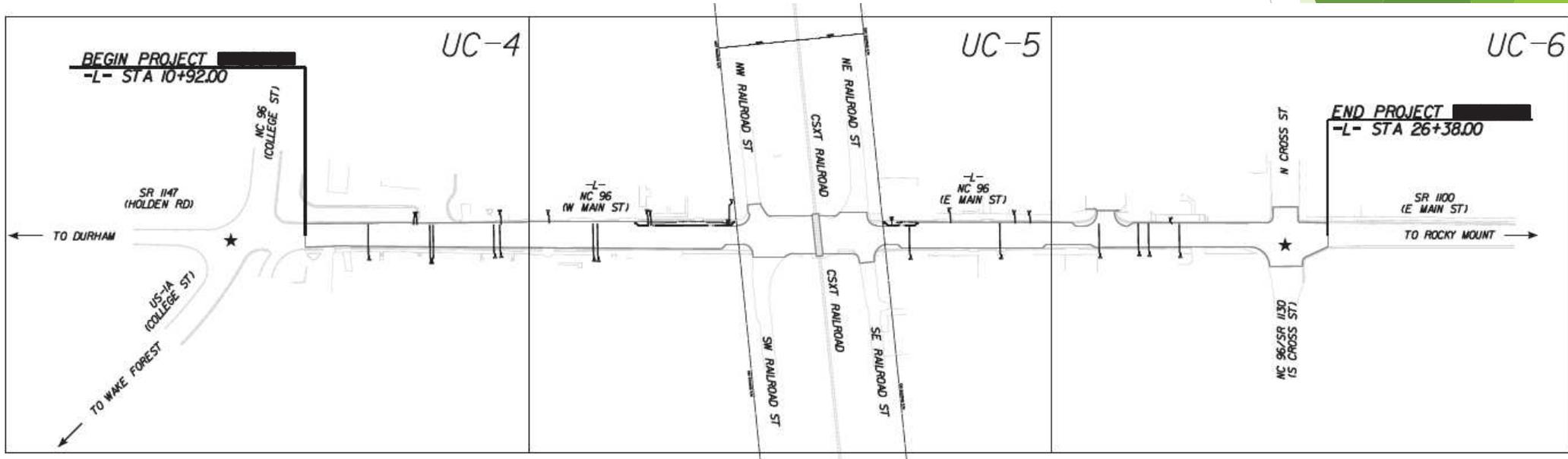
Adjusting manholes to grade



Adjusting and moving meters to R-O-W



LIMITS OF CONSTRUCTION



RECOMMENDATION

- ▶ APPROVE RESOLUTION DESIGNATING THE COUNTY MANAGER TO ENTER INTO AN AGREEMENT WITH DESIGN ENGINEER AT A DESIGN COST NOT TO EXCEED \$48,467.83
- ▶ APPROVE MOVING FORWARD WITH PROJECT AT AN ENGINEERS COST OF \$866,890
 - ▶ IF APPROVED, FUNDING WILL BE APPROPRIATED FROM THE PUBLIC UTILITIES FUND BALANCE, AND THE FINANCE DIRECTOR WILL PROCEED WITH THE PROJECT ORDINANCE AT A FUTURE MEETING



Franklin County Commissioner’s Agenda Information Sheet

Requested Meeting Date: May 18, 2020

of attachment (s) _____

Item Title (as it should appear on the agenda): Broadband Update

Initiated by (Name, Job Title): Kim Denton, Assistant County Manager

Board action proposed: None

Is this a consent agenda item? Yes No

Is a public hearing needed? Yes No

Has this item been reviewed by the appropriate staff? Please check all that apply.

County Manager

County Attorney

Finance Director

Summary of Request:

Assistant County Manager Kim Denton will provide an update on Broadband activities in the County. The need for broadband services has been particularly highlighted as a result of the COVID-19 Crisis. She will introduce Alan Fitzpatrick, CEO of Open Broadband LLC, who will provide an update on progress related to the implementation of Open Broadband’s fixed wireless services in Franklin County.

FOR OFFICE USE ONLY:

APPROVED

DENIED

ACTION: _____ DATE: _____

**CHARTER
OF THE
CARDINAL INNOVATIONS HEALTHCARE
COMMUNITY ADVISORY COUNCILS**

**ARTICLE I
ORGANIZATION**

Section 1. Establishment and Purpose

The Community Advisory Councils, consisting of one in each county of the Cardinal Innovations Healthcare (“Cardinal”) catchment area, are established and organized to communicate the concerns and questions of local constituents to its Regional Health Council. Additionally, Community Advisory Councils will be responsible for implementing the Regional Health Improvement Plan on the local level.

Section 2. Service Areas

Unless otherwise noted, there will be one Community Advisory Council for each county in the Cardinal Innovations Healthcare catchment. In the event that one or more counties cannot meet minimum membership, they may join to form one collective Community Advisory Council.

**ARTICLE II
PURPOSE AND AUTHORITY**

Section 1. Purpose

Subject to Article 4 of Chapter 122C of the General Statutes, other applicable law, or an act of the Cardinal Board of Directors, each Community Advisory Council shall serve as an advisory council for their respective Regional Health Council on matters pertaining to the health and wellness of members in its county including the coordination, improvement, and development of mental and physical health services and holistic supports for individuals diagnosed with mental health, substance use, and/or an intellectual and developmental disability. Additionally, the Community Advisory Council will implement the Regional Health Improvement Plan on the local level.

Section 2. Powers and Duties

Each Community Advisory Council is responsible for identifying community needs, determining local priorities, and promoting community collaboration within its respective county. Each Community Advisory Council will provide feedback to the Regional Health Council in the development of the Regional Health Improvement Plan. The Community Advisory Council will develop, implement, and evaluate initiatives, programs, and services designed to meet the needs of the community identified in the Regional Health Improvement Plan.

ARTICLE III REPORTING

Section 1. Reporting to the Regional Health Council

Each Community Advisory Council will designate a member to report on its findings and make recommendations to the Regional Health Council at each quarterly meeting of the Regional Health Council regarding the goals of the Regional Health Plan, progress, and barriers.

ARTICLE IV MEETINGS

Section 1. Regular Meetings

Each Community Advisory Council will meet no less than eight (8) times annually. The Community Advisory Councils shall make best efforts to stagger meetings in order for two (2) Community Advisory Council meetings to occur in the months prior to each quarterly meeting of the respective Regional Health Council.

Section 2. Special Meetings

Special meetings of the Community Advisory Councils may be called by the Chair or at the request of three (3) or more members of the respective Community Advisory Council after notifying the Chair in writing.

Section 3. Notice of Meetings

The Secretary of each Community Advisory Council, or his or her designee, will provide notice of all meetings of the Community Advisory Council in accordance with G.S. § 143-318.12 or other applicable law. The Community Advisory Council shall maintain a current schedule of its regular meetings on file on the Cardinal Innovations Healthcare website, showing a time and a place of such meetings. Notice of a special called meeting shall be posted on the Cardinal Innovations Healthcare website at least forty-eight (48) hours prior to the scheduled time for such meeting.

Section 4. Quorum and Voting; Abstentions

4.1 *Quorum and Voting.* A majority of the members of a Community Advisory Council then serving in office shall constitute a quorum for the transaction of business (e.g., by way of illustration, a quorum shall mean at least 8 members based on a 15-member Community Advisory Council). The affirmative act of a majority of the members present and voting at a meeting, at which a quorum is present, shall be an act of a Community Advisory Council. Once a quorum has been established at a meeting, the members present can continue to conduct business until adjournment of the meeting, notwithstanding the withdrawal of enough members to leave less than a quorum.

4.2 *Abstentions.* Except in cases of a recusal due to a personal conflict of interest, a member who abstains from voting shall be considered as having acquiesced in the action favored by the majority of those who do vote, and any such member abstaining shall be counted as having voted in the affirmative in favor of the majority.

Section 5. Meeting by Remote Communication

Meetings of the Community Advisory Councils may be conducted by conference telephone, video conference, or any other similar means of remote communication. Participation by such means shall constitute presence in person at a meeting; provided, that, all members participating in the meeting can hear each other at the same time, and each member can participate in all matters before a Community Advisory Council.

ARTICLE V OFFICERS

Section 1. Officers

The officers of a Community Advisory Council shall consist of a Chair, a Vice-Chair and a Secretary. The Chair and Vice-Chair shall be members of the respective Community Advisory Council, and the Secretary may, but need not be, a member of the Community Advisory Council.

Section 2. Election and Term of Office

The Chair and Vice-Chair shall be elected annually by a majority vote of the respective Community Advisory Council, and the Secretary shall be appointed by the Chair. Each officer shall hold office until such officer's successor is elected and qualified, or until such officer's death, resignation or removal.

Section 3. Removal

Any officer elected by a Community Advisory Council may be removed, with or without cause, upon a majority vote of the Community Advisory Council.

Section 4. Chair and Vice-Chair

4.1 *Chair.* The Chair shall preside at all meetings of a Community Advisory Council and shall perform all other duties as are properly required by a Community Advisory Council.

4.2 *Vice-Chair.* The Vice-Chair shall perform the duties and exercise the powers of the Chair in his or her absence and shall perform any other duties as a Community Advisory Council or Chair may assign.

Section 5. Secretary

The Secretary shall attend all meetings of the respective Community Advisory Council and shall record all votes and the minutes of all proceedings. The Secretary shall give, or cause to be given, notice of all meetings of a Community Advisory Council and shall perform other duties as may be required by a Community Advisory Council or the Chair. The Secretary shall be the custodian of the records of the respective Community Advisory Council.

ARTICLE VI MEMBERSHIP AND APPOINTMENT

Section 1. Membership

Except as otherwise provided from time-to-time, each Community Advisory Council will be comprised of voting members who can accurately speak to the needs of the county and work to ensure that the goals set forth in the Regional Health Plan are achieved. These members could come from, but not limited to, Cardinal Innovations Healthcare members and/or their family members, hospital(s), physical health providers, behavioral health providers, law enforcement, the Department of Social Services, the Department of Juvenile Justice, the faith community, Department of Aging, County Commissioner or designee, EMS/First Responders, not-for-profits, and/or local school systems. The total voting membership of the Community Advisory Council shall not be below seven (7) or exceed fifteen (15). The membership of each Community Advisory Council shall represent a broad understanding of the healthcare issues of the county it serves. In order to maintain adequate diversity, an individual may only serve on one (1) Community Advisory Council at a time. Each Community Advisory Council may choose to invite additional non-voting members to participate in discussions in order to accurately capture the diversity of the county or participate in subcommittees for special projects as needed.

Section 2. Appointment of Members.

All voting members of the Community Advisory Councils will be appointed by the local Board of County Commissioners. The Board of County Commissioners will make appointments based on applications received and shall make best efforts to ensure a broad representation of the county's population.

Section 3. Class and Term of Office.

To facilitate and ensure members of the Community Advisory Councils do not all expire in the same year, the Community Advisory Council shall be divided into two (2) classes, as nearly equal as possible, and designated as Class I and Class II. Upon the initial formation of the Community Advisory Councils, members of the Community Advisory Council initially appointed in Class I shall serve a term of one (1) year and members of the Community Advisory Council initially appointed in Class II shall serve a term of two (2) years. Thereafter, members of the Community Advisory Councils shall hold office for a term of two (2) years and each shall serve for such term and until the election and qualification of a successor, or until such member's

death, resignation or removal. Members may serve a maximum of three (3) consecutive terms. After three (3) consecutive terms, an individual may not serve on a Community Advisory Council again until he or she has been out of the office for a minimum of one (1) year.

Section 4. Attendance.

If a voting member is not present for 75% of the meetings in a year, the committee may consider the member to have resigned and seek a replacement appointment from the County Commissioners.

Section 5. Vacancies.

Any vacancy occurring by death, resignation, loss of eligibility, or otherwise shall be filled by the Board of County Commissioners according to the process set forth in Article VII, Section 2. The appointed member shall complete the remainder of term being filled.

Section 6. Removal.

6.1 Removal by Appointing Authority. Subject to applicable law, an appointing authority shall have authority, upon its own initiative or upon the recommendation of a Community Advisory Council, to remove a member of a Community Advisory Council on a with or without cause basis.

6.2 Removal by Community Advisory Councils. A Community Advisory Council shall have authority to make a recommendation to an appointing authority to remove a member on a with or without cause basis; provided, however, if an appointing authority does not take action on the removal recommendation within ninety (90) days of receiving the same, the Community Operations Council shall have authority, on its own initiative, to remove such a member on a with or without cause basis.

6.3 Removal by Cardinal Board. Subject to applicable law, the Cardinal Board shall have authority, upon its own initiative or upon the recommendation of a Community Advisory Council, to remove a member of a Community Advisory Council on a with cause basis. For purposes of this Section Six (6), "with cause" grounds shall include, without limitation, the following: (i) any action taken by a member that is contrary to law that reflects poorly on the values and mission of a Community Advisory Council, a Regional Health Council, Cardinal or otherwise interferes with such entities' operations, interests or stakeholders, whether or not such member is serving in his or her official capacity as a member of a Community Advisory Council, (ii) the unauthorized disclosure of confidential information by a member of a Community Advisory Council, (iii) the failure of a member of a Community Advisory Council to properly disclose conflicts of interest, or (iv) any activity engaged in by a member of a Community Advisory Council that is disruptive to council meetings or otherwise disrespects fellow members, officers, or stakeholders.

**ARTICLE VII
AMENDMENT OF CHARTER**

Section 1. Amendment of Charter.

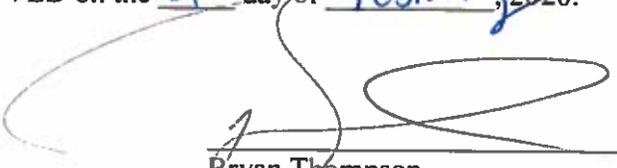
The Cardinal Board of Directors may make, amend, or repeal this charter at any regular or special called meeting of the Board of Directors at which a quorum is present, by a majority vote of the directors attending. Additionally, the Community Advisory Councils may make recommendations for Amendments to the Charter.

**ARTICLE VIII
MISCELLANEOUS**

Section 1. Maintenance of Records

Each Community Advisory Council shall maintain adequate and correct accounts, books and records of its meetings or other activities, as required by law.

PASSED, ADOPTED, and APPROVED on the 21st day of February, 2020.



Bryan Thompson
Chair



Wallace C. Hollowell, III
Secretary