

Cleveland County Board of Commissioners
November 20, 2018

The Cleveland County Board of Commissioners met in a regular session on this date, at the hour of 6:00 p.m. in the Commission Chamber of the Cleveland County Administrative Offices.

PRESENT: Eddie Holbrook, Chairman
Susan Allen, Vice-Chair
Johnny Hutchins, Commissioner
Ronnie Whetstine, Commissioner
Doug Bridges, Commissioner
Brian Epley, County Manager
Tim Moore, County Attorney
Phyllis Nowlen, Clerk to the Board
Kerri Melton, Assistant County Manager
Chris Green, Tax Administrator
Shane Fox, Chief Financial Officer
Elliot Engstrom, Senior Staff Attorney
Scott Bowman, Maintenance Director
Lorie Poston, E-911 Communications Director
Jason Falls, LeGrand Center Director
Allison Mauney, Human Resources Director
Carol Wilson, Library Director
Betsy Harnage, Register of Deeds

CALL TO ORDER

Chairman Holbrook called the meeting to order and Tax Assessor Chris Green provided the invocation and led the audience in the Pledge of Allegiance.

AGENDA ADOPTION

ACTION: Commissioner Hutchins made the motion, seconded by Commissioner Whetstine and unanimously approved by the Board to, ***approve the agenda.***

CITIZEN RECOGNITION

Mae Weaver Hunt – has been a resident of Cleveland County for over seventy years and wanted to personally thank Chairman Holbrook for the many contributions, developments and progress he brought to Cleveland County during his tenure as Commissioner.

CONSENT AGENDA

APPROVAL OF MINUTES

The Clerk to the Board included the Minutes of the ***November 6, 2018 regular meeting***, in Board Members packets.

ACTION: Commissioner Allen made a motion, seconded by Commissioner Bridges, and passed unanimously by the Board to, ***approve the minutes as written.***

TAX COLLECTOR'S MONTHLY REPORT

The Tax Collector provided Commissioners with the following detailed written report regarding taxes collected during ***October 2018.***

TOTAL TAXES COLLECTED OCTOBER 2018

YEAR	AMOUNT-REAL	AMOUNT-VEH	
DEF REV	\$0.00	\$0.00	
2018	\$2,285,773.78	\$0.00	\$2,285,773.78
2017	\$76,596.11	\$0.00	\$76,596.11
2016	\$19,653.99	\$0.00	\$19,653.99
2015	\$5,171.68	\$0.00	\$5,171.68
2014	\$2,665.54	\$0.00	\$2,665.54
2013	\$1,506.03	\$200.49	\$1,706.52
2012	\$630.19	\$231.25	\$861.44
2011	\$871.49	\$232.07	\$1,103.56
2010	\$330.86	\$170.39	\$501.25
2009	\$398.37	\$87.61	\$485.98
2008	\$0.00	\$0.00	\$0.00

TOTALS	\$2,393,598.04	\$921.81	\$2,394,519.85
DISCOUNT	\$45.99		
INTEREST	\$17,429.30	\$517.56	\$0.00
TOLERANCE	(\$8.79)	(\$1.24)	
ADVERTISING	\$418.00	\$519.12	
GARNISHMENT	\$2,813.73		
NSF/ATTY	\$27.46		
LEGAL FEES	\$4.95		
TOTALS	\$2,414,328.68	\$1,957.25	
MISC FEE	\$0.00	\$0.00	
TAXES COLL	\$2,414,328.68	\$1,957.25	\$2,416,285.93
	\$2,414,328.68	\$1,957.25	

TOTAL TAXES UNCOLLECTED OCTOBER 2018

	AMOUNT-REAL	AMOUNT-VEH	COMBINED AMT
2018	\$35,830,538.30	\$0.00	\$35,830,538.30
2017	\$957,576.83	\$0.00	\$957,576.83
2016	\$439,930.73	\$0.00	\$439,930.73
2015	\$301,422.58	\$0.00	\$301,422.58
2014	\$268,522.96	\$0.00	\$268,522.96
2013	\$150,145.17	\$66,288.15	\$216,433.32
2012	\$110,844.75	\$75,636.58	\$186,481.33
2011	\$81,219.31	\$56,911.88	\$138,131.19
2010	\$73,224.02	\$53,724.10	\$126,948.12
2009	\$72,096.69	\$50,813.49	\$122,910.18
2008	(\$0.00)	\$0.00	(\$0.00)
	\$38,285,521.34	\$303,374.20	\$38,588,895.54

TAX ABATEMENTS AND SUPPLEMENTS

The Tax Assessor provided Commissioners with a detailed written report regarding tax abatements and supplements during **October 2018**. The monthly grand total of tax abatements was listed as (\$32,055.26) and monthly grand total for tax supplements was listed as \$5,217,454.16.

COOPERATIVE EXTENSION: BUDGET AMENDMENT (BNA #017)

ACTION: Commissioner Allen made a motion, seconded by Commissioner Bridges, and unanimously adopted by the Board to, **approve the following budget amendment:**

<u>Account Number</u>	<u>Project Code</u>	<u>Department/Account Name</u>	<u>Increase</u>	<u>Decrease</u>
010.495.4.991.00		Cooperative Ext/FB Appropriated	\$700.00	
010.495.5.790.88		Cooperative Ext/GRG Donations	\$700.00	

Explanation of Revisions: Request to budget \$700 in funds received in FY 17/18 for the Grandparents raising Grandkids program.

HEALTH DEPARTMENT: BUDGET AMENDMENT (BNA #018)

ACTION: Commissioner Allen made a motion, seconded by Commissioner Bridges, and unanimously adopted by the Board to, **approve the following budget amendment:**

<u>Account Number</u>	<u>Project Code</u>	<u>Department/Account Name</u>	<u>Increase</u>	<u>Decrease</u>
012.548.4.310.25	Opioid Grant	CODAP/Federal Grants	\$68,925.00	
012.548.5.370.25	Opioid Grant	CODAP/Advertising-Promotions	\$4,851.00	
012.548.5.210.25	Opioid Grant	CODAP/Supplies	\$1,500.00	
012.548.5.490.25	Opioid Grant	CODAP	\$47,305.00	
012.548.5.581.25	Opioid Grant	CODAP	\$1,500.00	
012.548.5.311.25	Opioid Grant	CODAP	\$6,540.00	
012.548.5.310.25	Opioid Grant	CODAP	\$272.00	
012.548.5.121.00	Opioid Grant	CODAP/Salaries	\$5,115.00	

012.548.5.131.00	DeShay Oliver Salary	CODAP/Social Security Taxes	\$317.00
012.548.5.132.00	DeShay Oliver Salary	CODAP/Retirement	\$399.00
012.548.5.133.00	DeShay Oliver Salary	CODAP/Health Insurance	\$815.00
012.548.5.134.00	DeShay Oliver Salary	CODAP/Dental Insurance	\$15.00
012.548.5.135.00	DeShay Oliver Salary	CODAP/Employer 401K	\$256.00
012.548.5.136.00	DeShay Oliver Salary	CODAP/Medicare Taxes	\$40.00

Explanation of Revisions: Adjust budget to record Opioid Grant to recruit and fund local health department to implement strategies to prevent fatal and non-fatal overdoses, increase access and linkages to care services for the most vulnerable populations.

HEALTH DEPARTMENT: BUDGET AMENDMENT (BNA #019)

ACTION: Commissioner Allen made a motion, seconded by Commissioner Bridges, and unanimously adopted by the Board to, *approve the following budget amendment:*

<i>Account Number</i>	<i>Project Code</i>	<i>Department/Account Name</i>	<i>Increase</i>	<i>Decrease</i>
012.542.4.410.00		Rabies Control/Local & Other Grants	\$10,000.00	
012.542.5.490.00		Rabies Control/Professional Services	\$10,000.00	

Explanation of Revisions: Budget Animal Control grants from Best Friends Society for spay and neuter.

FOOTHILLS PUBLIC SHOOTING: BUDGET AMENDMENT (BNA #020)

ACTION: Commissioner Allen made a motion, seconded by Commissioner Bridges, and unanimously adopted by the Board to, *approve the following budget amendment:*

<i>Account Number</i>	<i>Project Code</i>	<i>Department/Account Name</i>	<i>Increase</i>	<i>Decrease</i>
010.470.4.350.00	NCWLC-PRAP	Shooting Range/State Grants	\$29,093.00	
010.470.5.980.00	NCWLC-PRAP	Shooting Range/C-O Building	\$29,093.00	

Explanation of Revisions: To budget funds to install three additional bays at the Shooting Range. Total Budget cost is \$38,790. NC Wildlife Preservation to reimburse the County \$29,093. County's portion is \$9,697.00.

OFFER FOR PURCHASE OF COUNTY OWNED PROPERTY

The County owns a property at 111 Alexandra Drive, Kingstown, NC 28150, parcel number 57279. Brett and Mary Cohen have made an offer of \$1,500 for this property. Staff recommends accepting this offer, as it is higher than other offers the County has received for this property in the past.



ACTION: Commissioner Allen made the motion, seconded by Commissioner Bridges and unanimously approved by the Board to, *approve the \$1,500 offer made on parcel 57279 at 111 Alexandra Drive, Kingstown, NC 28150, and authorize County staff to begin the statutorily-required deposit and upset-bid processes.*

SAFECO CONTRACT ADDENDUM

SAFECO Environmental Services, Inc. is the contractor that is demolishing the Doran Mill for the County. They have requested more time to complete the project. In exchange for an extension of time to complete the project, SAFECO will preserve bricks from the Doran Mill for the County. The County will later sell these bricks for one dollar to residents of the County who are interested in purchasing them.

ACTION: Commissioner Allen made the motion, seconded by Commissioner Bridges and unanimously approved by the Board to, *approve the addendum to the County's contract with SAFECO Environmental Services, Inc. (copy found on Page ____ of Minute Book____).*

SPECIAL PRESENTATION

County Manager Brian Epley gave opening remarks to Chairman Holbrook thanking him for his vision and guidance during his tenure on the Board. The floor was opened to staff for comments and remarks. Assistant County Manager Kerri Melton has spent most of her career with the County with Chairman Holbrook. She thanked him for his direction and kind-heartedness as he has seen several of her life events. Mrs. Melton stated Chairman Holbrook has made a difference in Cleveland County and thanked him for all he has done.

Tax Assessor Chris Green commended Chairman Holbrook for his twelve years of service and expressed gratitude for Chairman Holbrook's professionalism, support and the positive image he projects onto Cleveland County.

LeGrand Director Jason Falls stated he has a unique perspective from other people as they have not had the privilege of serving on the Board with Chairman Holbrook. During that time Mr. Falls remarked how much he learned from Chairman Holbrook and thanked him for his friendship, being a confidant and a role model. He continued by applauding Chairman Holbrook for the all good he has done for the County not just as a Commissioner but also as a member of the community.

Library Director Carol Wilson has been with the library for forty years and the last thirteen years have been some of the best because the Library became part of Cleveland County government. That direction has allowed the library to grow and improve thanks to the support and encouragement from Chairman Holbrook and the Board over the years.

Human Resource Director Allison Mauney thanked Chairman Holbrook for his kindness and being an advocate for the employees of Cleveland County.

Maintenance Director Scott Bowman stated he has enjoyed working with Chairman Holbrook. Mr. Bowman concluded by expressing his appreciation for Chairman Holbrook for his hard work and support.

Chairman Holbrook thanked everyone for their kind words and read the following “as much as people want think I am a complicated individual, I am a pretty simple guy who believes in hard work, putting in the time and the time put in will be rewarded. When I started this journey, I never thought in my wildest dreams that I would have the chance to sit down in Senator Burr’s office and report to him on some projects or sit down in Senator Tillis’ office and report to him on some projects or become a special friend to Lindsey Graham who I admire a great deal. The closeness we have established really is unusual. I was in a group of twenty-five people or so who were invited to Charleston to spend the weekend with him and hear his political projections on what is going to happen in the Country. So many of the things I see in him I see in myself; small town, country and wanting the best for the people. Sitting around the table with him, my wife and four other people for an hour and a half after the meeting was over and just talking. The next morning before a three-hour meeting which would include politicking and polls, I’m sitting in the back of the room by myself because I wanted to see the presentation better. When the reports came in for the slide presentation, who sits beside me – Lindsey Graham, a guy doesn’t even represent Cleveland County, North Carolina.

It takes a special person to become a good friend to a person I have watched go up the ladder and become Speaker of the House. The relationship I have with him, I could really care less what some people say about me being a democrat and having a republican as a close friend. People are people and friends are friends. You reach out to help by extending your network. Tim, thank you very much.

I have prepared remarks I want to take the liberty of saying and try my best to get through it. It’s been my pleasure to serve on this Board for the last twelve years. It has especially been my joy to serve the citizens of Cleveland County and to the best of my ability try to make our county a better place for all of us. Has every decision been the right one? Probably not because none of us are 100% right all the time. I promise you and the people of Cleveland County I’ve tried my best to do what is right and to go home and feel like I have attempted at the end of the day to do what’s right in God’s sight. Needless to say, we can’t always please everyone. Jesus Christ could not even do that.

Tonight, we have a perfect example of that on the agenda when a person implies that myself and this Board are having a public hearing concerning a \$28 million-dollar bond with implications that involves county funds. In actuality it’s a complete false. We are providing Gardner-Webb University with a public setting for them to address their financial procedures and policy. The county has absolutely no liability regarding the matter other than saying we are blessed and we are proud to have Gardner-Webb as a part of our community. I will emphasize again the county has **no** liability regarding this matter. This is unfortunately the sad part of being a board member and especially the chairman. I wish for you as a Board is that you don’t face all the innuendoes that have come my way the last year and a half, especially the ones that question your integrity and are not based on fact. My wishes for you as a Board that you all enjoy success because with your success comes success for this county. I graciously step aside knowing all things happen for a reason and perhaps the good Lord continues to use me in another

capacity. I especially want to thank the fabulous employees and management team that we have in place. Thank you are simply not adequate words to describe the job you do. We have had four county manager transitions and three finance director transitions. To staff that has been formed around them is truly exceptional. I'm so proud of all of you. Hopefully our people will see your ability and intelligence as you go about doing your job. In my opinion, it's the best leadership team in Cleveland County's history. We may be considered a Tier II county but you compare favorably to any in the state and excide most of them. In closing, Commissioner Hutchins has been here fourteen years, I have been here twelve. Johnny, I think if we're asked a question if this county is better than it was fifteen years ago, we can smile and say yes, it is. I can go home tonight without any reservations and say I've given it my best shot. Thank you and God speed as you go forward."

Commissioners took turns praising and thanking Chairman Holbrook for all that he has done while on the board, his leadership and his friendship. The Board presented him with his gavel mounted on a plaque for his years of service as Board Chair.

PUBLIC HEARINGS

PUBLIC FINANCE AUTHORITY EDUCATIONAL FACILITIES REVENUE BOND

Chairman Holbrook recognized County Manager Brian Epley. the County was approached by Gardner-Webb University in June who was working through refinancing and refunding tax-exempt revenue bonds which is existing debt. They needed our forum to hold a public hearing and hear public comment. Mr. Epley introduced Joshua Bonney, Gardner-Webb Attorney who gave a brief overview of the intent and purpose of the public hearing and what role he is asking of the Board and the County.


Mr. Booney stated Gardner-Webb is seeking authority to refinance its 2010/2014 tax abate models for a tax-exempt basis. The goal is to address the 2010 and 2014 models and the 2021 bullet maturity dates while all of the interest rates are still favorable. Gardner-Webb is pursuing tax exempting financing in order to structure an interest rate advantage versus a taxable deal which would be better for the University. The financing is expected to close in late July or early August. Mr. Booney stated Gardner-Webb University is seeking a private activity bond to be issued by the Public Finance Authority. The University must receive the approval of each governmental unit having jurisdiction over the area in which any facility, with respect to which financing is to be provided from the net proceeds of such issue, is located. For Gardner-Webb, the governmental unit having the requisite jurisdiction is Cleveland County. The bond therefore needs the County's approval to be issued. The County is solely giving a stamp of approval saying that the bond issue will benefit the local community. The public hearing offers an opportunity for anyone who has questions or comments to be presented within the County where the capital improvements will be made.

Chairman Holbrook opened the floor to the Board for questions and discussion. Commissioner Hutchins reinstated all the County is doing is holding a public setting for Gardner-Webb – there is no liability to the County. He also thank the University for being in the community.

Chairman Holbrook opened the Public Hearing at 6:43 pm for anyone wanting to speak for or against the resolution supporting the Public Finance Authority Educational Facilities Revenue Bond at Gardner-Webb University.

Hearing no comments, Chairman Holbrook closed the Public Hearing at 6:44 pm. (Legal Notice was published by Gardner-Webb University on Thursday, November 1, 2018).

ACTION: Commissioner Hutchins made a motion, seconded by Commissioner Allen, and passed unanimously by the Board to, *approve the resolution supporting the Public Finance Authority Educational Facilities Revenue Bond at Gardner-Webb University.*

 "Cleveland County Grows Greater"

Resolution

Number 15-2018


RESOLUTION APPROVING A PUBLIC FINANCE AUTHORITY EDUCATIONAL FACILITIES REVENUE BOND (GARDNER-WEBB UNIVERSITY), SERIES 2018 FOR PURPOSES OF SECTION 147(f) OF THE INTERNAL REVENUE CODE OF 1986.

WHEREAS, Gardner-Webb University (the "University"), a North Carolina nonprofit corporation, has requested the Public Finance Authority (the "Authority"), a Wisconsin bond issuing commission created under Sections 66.0301, 66.0303, and 66.0304 of the Wisconsin Statutes, as amended (the "Act") to issue its Educational Facilities Revenue Bond (the "Bond") in an original principal amount not to exceed \$28,000,000, the proceeds of which will be loaned to the University to (1) refinance a commercial loan from RBC Bank (USA) ("RBC") in the original principal amount of \$33,460,000, pursuant to a Construction Loan Agreement between RBC and the University, as borrower, dated December 15, 2010 (the "2010 Loan"), which was used for the purposes set forth below, (2) refinance a revolving line of credit from PNC Bank, National Association ("PNC") in the maximum principal amount of \$7,000,000, pursuant to a Loan Agreement between PNC and the University, as borrower, dated October 1, 2014 (the "2014 Loan"), which was used for the purposes set forth below, and (3) pay all or a portion of the costs of issuing the Bond;

WHEREAS, the 2014 Loan was used to finance (i) the acquisition, construction and equipping of a new approximately 300-seat Brinkley softball stadium and related improvements and (ii) the acquisition, construction, rehabilitation and equipping of an approximately 50,000 square foot College of Health Science facility (the "2014 Project");

WHEREAS, the 2010 Loan was used (i) to refund: (a) \$11,725,000 original aggregate principal amount of North Carolina Educational Facilities Finance Agency Variable Rate Demand Revenue Bonds (Gardner-Webb University), Series 1997 (the "1997 Bonds"), (b) \$6,700,000 original aggregate principal amount of North Carolina Educational Facilities Finance Agency Variable Rate Demand Revenue Bonds (Gardner-Webb University), Series 1999 (the "1999 Bonds"), and (c) \$8,000,000 original aggregate principal amount of Variable Rate Educational Facilities Revenue Bonds (Gardner-Webb University), Series 2003 (the "2003 Bonds"), in each case to finance or refinance certain projects, and (ii) to finance (a) the construction, equipping and furnishing of Tucker Student Center, (b) the construction, equipping and furnishing of an annex to Withrow Science Center and (c) the construction, equipping and furnishing of a University Commons Suite facility (together with the 2014 Project, the "Projects"), all located on the University campus in Cleveland County, North Carolina (the "County"), as further described in the notice of public hearing attached hereto as Exhibit A;

PPAB 4265235v3



WHEREAS, in order for interest on the Bond to be excludable from gross income for federal income tax purposes, the issuance of the Bond must, among other things, be approved by the governmental unit having jurisdiction over the area in which any facility, with respect to which financing is to be provided from the net proceeds of the Bond, is located, in compliance with Section 147(f) of the Internal Revenue Code of 1986, as amended (the "Code");

WHEREAS, the Bond will be a special limited obligation of the Authority payable solely from the loan repayments to be made by the University to the Authority, and certain funds and accounts established by the agreement under which the Bond will be issued;

WHEREAS, the University anticipates that the Projects will benefit the County by providing quality higher educational facilities for people from the County and surrounding areas;

WHEREAS, pursuant to Section 66.0304(11)(a) of the Wisconsin Statutes and Section 4 of the Amended and Restated Joint Exercise Power Agreement Relating to the Public Finance Authority dated as of September 28, 2010 (collectively, "Authority Requirements") and Section 147(f) of the Code and Treasury Regulations Section 5f.103-2(f), as amended (collectively, "Federal Tax Requirements"), prior to the issuance of the Bond by the Authority, and after a public hearing held following reasonable public notice, the University has requested the Board of Commissioners of the County (the "Board"), as the highest elected representatives of the County, the governmental unit having jurisdiction over the area in which the Projects are located, to approve the Bond;

WHEREAS, on this date, prior to any deliberations regarding this Resolution, a public hearing was held at which all interested persons have been given a reasonable opportunity to express their views on the location of the Projects, the issuance of the Bonds, and other related matters, notice of said public hearing having been given by publication, attached as Exhibit A, in the *Shelby Star*, a newspaper having general circulation in the County, not less than 14 days prior to the date thereof; and

WHEREAS, at the University's request, the Board now desires to approve the Authority's issuance of the Bond and the refinancing of the Projects in order to satisfy the Authority Requirements and the Federal Tax Requirements;

NOW, THEREFORE, BE IT RESOLVED and it is hereby resolved by the Board as follows:

Section 1. Based on information provided to the Board by the University, it is hereby found, determined and declared that (a) the Projects are anticipated to benefit the general public welfare of the County by providing quality higher educational facilities, and (b) the Projects and the Bond will give rise to no pecuniary liability of the Board or the County, or a charge against the general credit or taxing power of the County.

Section 2. For the sole purpose of compliance with the Authority Requirements and the Federal Tax Requirements, the Board, as the applicable elected representatives of the governmental unit having jurisdiction over the area in which the Projects are located, approves the Projects and the Authority's issuance of the Bond to refinance the Projects.

Section 3. The Bond shall in no way be an obligation or liability of the Board or the County and is a limited obligation of the Authority payable solely from the loan repayments to be made by the University to the Authority and certain funds and accounts established by the agreement under which the Bond is issued.


Section 4. The Board certifies that the undersigned Chairman is the person authorized and directed to execute such documents as may be necessary to evidence the Board's approval granted under this Resolution.

Section 5. All ordinances, orders and resolutions and parts thereof in conflict herewith are to the extent of such conflict hereby repealed, and this Resolution shall take effect and be in full force and effect from and after its adoption.

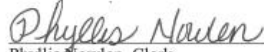
Adopted this 20th day of November, 2018.

CLEVELAND COUNTY, NORTH
CAROLINA

(SEAL)

By: 
Eddie Holbrook, Chairman
Board of Commissioners of Cleveland County

ATTEST:


Phyllis Nowlen, Clerk
Cleveland County Board of Commissioners



PPAB 4265235v3

3

REGULAR AGENDA

KEYSTONE UPDATE ERP PROGRESS

Chairman Holbrook recognized Judson VanDervort, Jr., President of Keystone Information Systems to present the Keystone Update ERP Progress. Since the Board's contract approval for Keystone Information Systems in March 2018 they have been on a very progressive schedule. The County contract with Keystone is a full set of application software for all financial administration, human resources, payroll, tax administration and inspections/permitting. To date, Keystone in conjunction with the start of the County's new fiscal year, the core financials implementation, general ledger, purchase order requisition, accounts payable and fixed asset tracking have been available since July through an on-line portal with vendors that participate in business with the County. An employee portal has been up which allows County employees to securely log in to view their pay information, personnel data and leave information. In conjunction with this portal, employees will be able to receive their W-2's at the end of this calendar year without having the County to produce them. Mr. VanDervort thanked the Board for their confidence in Keystone and echoed Chairman Holbrook's comments from earlier about the incredible staff and management at Cleveland County and their professionalism.

Chairman Holbrook opened the floor to the Board for questions and discussion. Commissioner Hutchins invited Department Heads to come forward if they had any comments or concerns. County Manager Brian Epley stated in the proposal back in March, there were three primary goals:

1. A condensed schedule – the average migration process is 36 months. Cleveland County is wanting to accomplish the process in 12 – 18 months to meet the 2020/2021 re-val time line.
2. Staff is focusing on moving to a paperless process system. This will increase process improvements, efficiency and cut costs.

3. Have a more intuitive software system that is user friendly and will increase the level of customer service.

This is the first software upgrade system organizational wide since 1989. Staff has weekly check-ins with Keystone consultants. Commissioners thanked staff and members from Keystone Information Systems for the hard-work and dedication that continues to go into the system transition.



Implementation Update

Judd Van Dervort, Jr., President
Steve Juliana, Sr. Vice President
Julie Brown-Alfred, Project Manager

Initial Timeline

- Contract awarded in March 2018
- Core Financials went live July 2, 2018
 - General Ledger
 - Purchase Order Requisitions
 - Accounts Payable
 - Purchasing
 - Cash Receipts
 - Fixed Assets
 - Vendor Portal

Finance

- Through August and September we went live with several distributed applications
- Departments now access these functions
 - Requisitions / Approvals
 - GL Account Inquiry
 - Vendor Inquiry
- Still ahead – distributed access to:
 - Budget Development
 - Cash Receipts

New features

- Scanning and attaching all backup documents (cash receipts, invoices, journal entry documentation.)
 - Electronic Forms Manager to produce and save checks and P.O.'s
 - Requisitions are now paperless
 - Departments entering own invoices
 - Attachments accessible by anyone with proper security. Paperless process!
 - Vendors now access their information on line through a secure vendor portal

Human Resources

- Human Resources went live with the August 15 Payroll
- Completed 7 Payrolls to date
- Product Review scheduled next week for KeyNet Applicant – New Hire – Benefit Enrollment
 - Go live dates will be determined at that time.

Online Integration

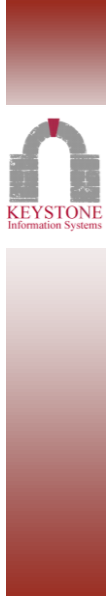
- Employees have access via the web (“Employee Portal”) to view detail of pay information – personnel data and leave
- Employees will have access to the 2018 W2 online

Tax

- Currently on track with the Tax, and Inspections and Permits
- Implementation slated for April 1, 2019 go live
 - Completed several product reviews with the tax staff
 - Completed first pass of data conversion and reviewed with tax staff

Tax Timeline

- December 4-6, 2018
 - Land Records and Appraisal second pass of data conversion
- December 11-13, 2018
 - Billing and Collections second pass of data conversion
- February 11-14, 2019
 - Hands on training Land Records and Appraisal
- February 25-28, 2019
 - Hands on training Billing and Collections
- March 2019
 - Parallel Processing
- April 1, 2019 GO LIVE



Conclusion

- We would like to thank the Board for its confidence in our firm, and your staff for all enthusiasm for and cooperation.
- Change is never easy.
- Everyone has stepped up to make this project successful.

CLOSED SESSION

ACTION: Commissioner Allen made the motion, seconded by Commissioner Hutchins, and unanimously adopted by the Board, to go into *Closed Session per N.C.G.S. 143-318.11(a)(3) & (4) to discuss a matter that comes within the attorney-client privilege and the location or expansion of industries or other businesses.* (Copy of closed session minutes are sealed and found in Closed Session Minute Book)

RECONVENE IN REGULAR SESSION

ACTION: Commissioner Hutchins made the motion, seconded by Commissioner Bridges, and unanimously adopted by the Board to, *reconvene in open session.*

Commissioner Hutchins announced no official action was taken.

RECESS TO RECONVENE

There being no further business to come before the Board at this time, Commissioner Hutchins made a motion, seconded by Commissioner Whetstine, and unanimously adopted by the Board, *to recess to reconvene to Monday, December 3, 2012 in the Commissioners Chamber for the swearing in of Commissioners.* The next regular meeting of the Commission is scheduled for *Tuesday, December 4, 2012 at 6:00 p.m. in the Commissioners Chamber.*

*Eddie Holbrook, Chairman
Cleveland County Board of Commissioners*

*Phyllis Nowlen, Clerk to the Board
Cleveland County Board of Commissioners*