CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

May 20, 2019
6:30 PM

MISSION STATEMENT

THROUGH VISIONARY LEADERSHIP AND GOOD STEWARDSHIP, WE WILL ADMINISTER STATE REQUIREMENTS, ENSURE PUBLIC SAFETY, DETERMINE COUNTY NEEDS, AND PROVIDE SERVICES THAT CONTINUALLY ENHANCE QUALITY OF LIFE

CALL TO ORDER BY THE CHAIRMAN

PRESENTATION OF COLORS

INVOCATION

Reverend Sheldon Davis, Oak Grove Missionary Baptist Church

A. APPROVAL OR CORRECTIONS OF MINUTES

1. Approval or Correction of Meeting Minutes

B. APPROVAL OF THE AGENDA

1. BOC - Changes to the Agenda

C. RECOGNITIONS AND PRESENTATIONS

1. Active Living and Parks - Freedom Award Project
2. Soil and Water - Annual Conservation Contest Winners
3. Youth Commission - Recognize Graduating Members
4. Cabarrus Health Alliance - 2018 State of the County Health Report
5. Human Resources - Recognition of Senior Deputy County Manager Pamela Dubois on Her Retirement from Cabarrus County Government
6. Proclamation - Memorial Day 2019

D. INFORMAL PUBLIC COMMENTS

E. OLD BUSINESS

F. CONSENT AGENDA

(Items listed under consent are generally of a routine nature. The Board may take action to approve/disapprove all items in a single vote. Any item may be withheld from

a general action, to be discussed and voted upon separately at the discretion of the Board.)

1. Appointments - Adult Care Home Community Advisory Committee
2. Appointments - Cabarrus County Planning and Zoning Commission
3. Appointments - Home and Community Care Block Grant Advisory Committee
4. Appointments and Removals - Juvenile Crime Prevention Council
5. BOC - Resolution Amending the Board of Commissioners' 2019 Meeting Schedule
6. County Manager - Purchase of Right-of-Way and Easements for Hickory Ridge Elementary School
7. County Manager - Support Letter for Multi-Use Paths with NC 73 Widening
8. DHS - Review of Bids to Provide Bulk Catering Services to the LunchPlus Club Program
9. Emergency Management - Adoption of 2019 Emergency Operations Plan
10. Finance - Approval of Maintenance and Repair Agreement Between Cabarrus County, Cabarrus County Schools and Kannapolis City Schools
11. Human Resources - Presentation of Salary Study Results and Recommendations
12. Infrastructure and Asset Management - Offer for Purchase of Tax Foreclosure Property
13. Library - Policy Updates
14. Register of Deeds - Partial Refund of Excise Tax
15. Tax Administration - Refund and Release Reports - April 2019

G. NEW BUSINESS

1. Finance - Resolution Relating to the Installment Financing Contract - Financing for School and Public Purpose Land - Public Hearing 6:30 p.m.
2. County Manager - Presentation of the Proposed FY20 Cabarrus County Budget and Scheduling of a Public Hearing

H. REPORTS

1. BOC - Receive Updates From Commission Members who Serve as Liaisons to Municipalities or on Various Boards/Committees
2. BOC - Request for Applications for County Boards/Committees
3. County Manager - Monthly Building Activity Reports
4. County Manager - Monthly New Development Report
5. EDC - April 2019 Monthly Summary Report
6. Finance - Monthly Financial Update

I. GENERAL COMMENTS BY BOARD MEMBERS

J. WATER AND SEWER DISTRICT OF CABARRUS COUNTY

K. CLOSED SESSION

1. Closed Session - Pending Litigation, Economic Development and Acquisition of

Real Property

L. ADJOURN

Scheduled Meetings

May 21	**Budget Meeting**	**4:00 p.m.**	**Multipurpose Room**
May 23	**Budget Meeting**	**4:00 p.m.**	**Multipurpose Room**
May 31	**Legislative Meeting**	**9:00 a.m.**	**Multipurpose Room**
June 3	**Work Session**	**4:00 p.m.**	**Multipurpose Room**
June 17	**Regular Meeting**	**6:30 p.m.**	**BOC Meeting Room**
July 1	**Work Session**	**4:00 p.m.**	**Multipurpose Room**
July 29	**Regular Meeting**	**6:30 p.m.**	**BOC Meeting Room**

Mission: Through visionary leadership and good stewardship, we will administer state requirements, ensure public safety, determine county needs, and provide services that continually enhance quality of life.

Vision: Our vision for Cabarrus is a county where our children learn, our citizens participate, our dreams matter, our families and neighbors thrive, and our community prospers.

Cabarrus County Television Broadcast Schedule
Cabarrus County Board of Commissioners' Meetings

The most recent Commissioners' meeting is broadcast at the following days and times. Agenda work sessions begin airing after the 1st Monday of the month and are broadcast for two weeks up until the regular meeting. Then the regular meeting begins airing live the 3rd Monday of each month and is broadcast up until the next agenda work session.

Sunday - Saturday	**1:00 P.M.**
Sunday - Tuesday	**6:30 P.M.**
Thursday & Friday	**6:30 P.M.**

In accordance with ADA regulations, anyone who needs an accommodation to participate in the meeting should notify the ADA Coordinator at 704-920-2100 at least forty-eight (48) hours prior to the meeting.

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

May 20, 2019
6:30 PM

AGENDA CATEGORY:
Approval or Correction of Minutes

SUBJECT:
Approval or Correction of Meeting Minutes

BRIEF SUMMARY:
The following meeting minutes are provided for correction or approval:

April 1, 2019 (Work Session)
April 15, 2019 (Regular Meeting)

REQUESTED ACTION:
Motion to approve the aforementioned meeting minutes as presented.

EXPECTED LENGTH OF PRESENTATION:
1 Minute

SUBMITTED BY:
Lauren Linker, Clerk to the Board

BUDGET AMENDMENT REQUIRED:
No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:
This item was approved by the Board for inclusion on the Agenda.

ATTACHMENTS:

- April 1, 2019 Work Session Minutes
- April 15, 2019 Regular Meeting Minutes

The Board of Commissioners for the County of Cabarrus met for an Agenda Work Session in the Multipurpose Room at the Cabarrus County Governmental Center in Concord, North Carolina at 4:00 p.m. on Monday, April 1, 2019.

Present –	Chairman:	Stephen M. Morris
	Vice Chairman:	Diane R. Honeycutt
	Commissioners:	F. Blake Kiger
		Elizabeth F. Poole
		Lynn W. Shue

Also present were Mike Downs, County Manager; Richard M. Koch, County Attorney; Pam Dubois, Senior Deputy County Manager; Jonathan Marshall, Deputy County Manager; Kyle Bilafer, Area Manager of Operations; and Lauren Linker, Clerk to the Board.

Call to Order

Chairman Morris called the meeting to order at 4:00 p.m.

Approval of Agenda

Chairman Morris presented the following changes to the agenda:

Additions:
Discussion Items for Action
4.1 Finance – Cabarrus County Schools Mobile Unit Request - $2,400,000

4.10 County Manager - Request for the Use of Excess Medicaid Hold Harmless Funds for One-Time Purchases Requested in FY 2020 Budget

Moved to May:
Discussion Items for Action
Human Resources – Presentation of Salary Study

UPON MOTION of Commissioner Shue, seconded by Commissioner Kiger and unanimously carried, the Board approved the agenda as amended.

Discussion Items – No Action

Infrastructure and Asset Management – Historic Courthouse Clock Tower Structural Repairs and Renovations

Michael Miller, Infrastructure and Asset Management Director, provided an update on the Courthouse Clock Tower structural repairs and renovations. The update included the following information:

- Demolition and construction drawings by Ken Griffin
- Removal of the clock and all components from the clock tower
- Demolition of the original stairs and framing in the tower leading to the clock
- Rebuild of structurally sound and code compliant steps and landing to the support the clock
- Cleaning of all clock components by Phil Wright
- Time frame for installation of new dials and hands (Phil Wright)
- Continued work on the reproduction of the auto-winders (Phil Wright and Seth Thomas)
- Fund raising
- Actual reproduction of missing parts and finish work
- Installation and setup of clock (Phil Wright)
- Official commissioning of the clock

Mr. Miller reported completion is anticipated for early 2021.

A brief discussion ensued. During discussion, Chairman Morris requested details of the fund raising efforts.

Early Childhood Task Force Advisory Board Update

Jackie Whitfield and Ann Benfield, members of the Early Childhood Task Force Advisory Board, provided an overview of the Advisory Board. Ms. Whitfield discussed findings of their research, which included a list of the following goals:

- Healthy Babies
- Preventive Health Services

- Food Security
- Safe and Secure Housing
- Safe and Nurturing Relationships
- Permanent Families for Children in Foster Care
- Social-Emotional Health and Resilience
- High-Quality Early Learning
- On Track for School Success
- Reading at Grade Level

Ms. Whitfield stated during the Task Force's work, the Department of Human Services and County were also moving forward with similar initiatives. She further stated she envisions this as a positive direction for all to work together for the good of the children in our community.

Ms. Benfield reported the Task Force has submitted their proposal to the Governor's initiative as part of the North Carolina Early Childhood Action Plan.

A discussion ensued. During discussion, Ms. Whitfield and Ms. Benfield responded to questions from the Board.

Commissioner Poole requested discussion for this initiative to be included in the Legislative Meeting when it is scheduled.

Waynell Taylor and Ginny Amendum, members of the Early Childhood Task Force Advisory Board, were also in attendance.

Discussion Items for Action

Finance – Cabarrus County Schools Mobile Unit Request - $2,400,000

Susan Fearrington, Finance Director, reported Cabarrus County Schools has requested advance funding from their FY20 capital needs for school mobile units.

Kelly Kluttz, Cabarrus County Schools (CCS), Chief Financial Officer, stated the advance would allow CCS to obtain permits and place the orders. Ms. Kluttz advised the three-month head start will be tremendously helpful in providing classroom space and enabling those spaces to be equipped for the students at the beginning of the school year.

Ms. Fearrington stated this request is listed in the projects to be used by Capital Reserve Funding.

A discussion ensued. During discussion, Ms. Kluttz responded to questions from the Board.

BOC – Appointments to Boards and Committees

Chairman Morris reviewed the change of procedures for appointments to the boards and committees on the agenda. Additionally, Chairman Morris reported recommendations have been provided by and for the Adult Care Home Community Advisory Committee and the Human Services Advisory Board for the Boards' consideration.

BOC – Resolution Amending the Board of Commissioners' 2019 Meeting Schedule

Chairman Morris stated a resolution amending the Board of Commissioners' Meeting Schedule is needed to include the venue for the Cabarrus Summit scheduled for May 8, 2019 and to change the budget workshop meetings to May 21 and 23, 2019.

County Manager – Adoption of the New Retention Model for North Carolina and the Program Records for Soil and Water Conservation District

Pam Dubois, Senior Deputy County Manager, reported new local records retention schedules have been updated for North Carolina. She stated schedules will be updated annually. The Board is required to adopt the schedule at the regular meeting this month and then to adopt the annual update each January. Additionally, approximately six standards that have been segregated and are to be adopted during different years. This year the Soil and Water Conservation District will also need to be adopted. A list of the standards and years for adoption were provided in the agenda. Ms. Dubois also responded to questions from the Board.

County Manager – Agreement with Rocky River Road Associates LLC

Jonathan Marshall, Deputy County Manager, reported Rocky River Road Associates LLC has presented a proposed agreement for Cabarrus County to consider entering into with Rocky River Road Associates LLC and the Town of Harrisburg to help fund public infrastructure between Rocky River Road and Caldwell Road, which runs parallel to I-485.

Jim Merrifield, with Rocky River Road Associates and MPV Properties, spoke regarding their ventures and provided details on the public infrastructure project.

A discussion ensued. During discussion, Mr. Merrifield responded to questions from the Board.

County Manager – Allocate Funds from Board Contingency to Replace the Truck Used for Community Development

Kyle Bilafer, Area Manager of Operations, requested contingency funds to replace the truck used for Community Development. He stated the truck is in need of mechanical work that isn't feasible since it is due for replacement in the next budget year. The estimated cost is $43,000.

County Manager – EMS Station Co-Location with Concord Fire Station 10

Jonathan Marshall, Deputy County Manager, reported the cost of the EMS (Emergency Medical Services) co-location station has increased. The Board previously budgeted $375,000 to be held in a multi-year fund until needed. The cost is now estimated at $482,761. Mr. Marshall requested approval of the additional funds.

Jimmy Lentz, EMS Director, commented on the square footage and call volume for EMS in the service area for the station.

A discussion ensued. During discussion, Mr. Lentz and Mr. Marshall responded to questions from the Board.

County Manager – Offer to Purchase County Property off Bradford Road

Jonathan Marshall, Deputy County Manager, reported the offer to purchase approximately 4.3 acres of County owned property off of Bradford Road was advertised. He stated no upset bids were received by the deadline. Mr. Marshall additionally reported that the matter will be on the April 15, 2019 agenda for consideration.

County Manager – On Behalf of A.C.E. Academy Regarding the Issuance of Charter School Revenue Bonds – Public Hearing 6:30 p.m.

Richard Koch, County Attorney, reported a public hearing and adoption of a resolution is needed on behalf of A.C.E. Academy to fulfill the requirements of the Internal Revenue Code in connection with the issuance of charter school revenue bonds.

County Manager – Request the Use of Excess Medicaid Hold Harmless Funds for One-Time Purchases Requested in FY 2020 Budget

Mike Downs, County Manager, stated an excess of $998,650 from Medicaid Hold Harmless funds have been received this year. In an effort to reduce the requests for the FY 2020 budget, he reported staff recommends the use of funds on capital improvement projects currently being considered for FY 2020. Mr. Downs reviewed a list of items for consideration.

A discussion ensued. During discussion, Pam Dubois, Senior Deputy County Manager, and Jimmy Lentz, EMS Director, responded to questions from the Board.

UPON MOTION of Vice Chairman Honeycutt, seconded by Commissioner Kiger and unanimously carried, the Board suspended its Rules of Procedure in order to take action on this item due to time constraints.

UPON MOTION of Commissioner Shue, seconded by Vice Chairman Honeycutt and unanimously carried, the Board approved the use of excess Medicaid Hold Harmless funds for one time purchases requested in the FY 2020 budget. By the same vote, the Board adopted the budget amendment.

Date:	1-Apr-19		998,650.00
Dept. Head:	Mike Downs, County Manager	Department:	General Fund - Mulitple

☐ Internal Transfer Within Department ☑ Transfer Between Departments/Funds ☐ Supplemental Request

Purpose: To allocate additional medicaid hold harmless funds for one time purchases to reduce the request for the FY 2020 budget.							
Fund	**Indicator**	**Department/ Object/ Project**	**Account Name**	**Approved Budget**	**Increase Amount**	**Decrease Amount**	**Revised Budget**
001	6	1710/6445	Medicaid Hold Harmless	2,000,000.00	998,650.00		2,998,650.00
001	9	1940/9520	Auto and Truck Maint	20,000.00	12,000.00		32,000.00
001	9	1940/9860	Equipment and Furniture	-	81,000.00		81,000.00
001	9	1953/9860	Equipment and Furniture	-	6,300.00		6,300.00
001	9	1955/9863	Motor Vehicles	269,450.61	37,925.00		307,375.61
001	9	2110/9860	Equipment and Furniture	70,601.00	35,000.00		105,601.00
001	9	2110/9863	Motor Vehicles	598,809.00	513,600.00		1,112,409.00
001	9	2730/9863	Motor Vehicles	482,095.00	168,825.00		650,920.00
001	9	1952/9501	Building and Grounds Maint	852,200.00	144,000.00		996,200.00

Finance – Write Off Completed Clerk of Court Renovation Project

Susan Fearrington, Finance Director, reported the Clerk of Court Renovation Project has been completed and came in under budget. Ms. Fearrington requested the unused funds be transferred to an available account for use of future county projects.

Finance – Lottery Fund History and Write Off of Old Projects

Susan Fearrington, Finance Director, provided a history on the North Carolina Educational Lottery proceeds, and the use and requests process since the inception of the lottery in 2006. Ms. Fearrington also reviewed some of the large projects accomplished through these proceeds. She then reviewed current funds for Cabarrus County Schools and Kannapolis City Schools and presented recommendations for using the funds for the upcoming fiscal year.

A discussion ensued. During discussion, Ms. Fearrington and Mike Downs, County Manager, responded to questions from the Board.

Infrastructure and Asset Management – Offer for Purchase of Tax Foreclosure Property

Michael Miller, Infrastructure and Asset Management Director, advised tax foreclosure parcels not purchased through the courthouse auction are sold using an online surplus property web service. Mr. Miller reported the County has received an independent offer on one particular parcel located near Fox Street Southwest in Concord not yet listed online. Should the Board accept the offer, it is required to go through the standard upset bid process.

A discussion ensued. During discussion, Mr. Miller responded to questions from the Board.

ITS – Funding of CIP Project Detention Center Security

Todd Shanley, Chief Information Officer, requested approval of a budget amendment to allow the allocation of funds from the State Criminal Alien Assistance Program (SCAAP) to fund Detention Center camera replacements and security upgrades.

A brief discussion ensued. During discussion, Mr. Shanley responded to questions from the Board.

Library – MOU with Kannapolis City Schools

Emery Ortiz, Library Director, reported the Library system is working with Cabarrus County Schools (CCS) and Kannapolis City Schools (KCS) to implement Digital Student Access for students in our school systems. She stated the program will provide students with online resources currently offered to the public. She further stated the library will work with KCS first and upon successful implementation, will then add CCS. She advised a Memorandum of Understanding with KCS is needed to move forward with this project.

A discussion ensued. During discussion, Ms. Ortiz responded to questions from the Board.

UPON MOTION of Commissioner Kiger, seconded by Commissioner Shue and unanimously carried, the Board suspended its Rules of Procedure in order to take action on this item due to time constraints.

UPON MOTION of Commissioner Shue, seconded by Vice Chairman Honeycutt and unanimously carried, the Board approved the Memorandum of Understanding with Kannapolis City Schools to allow for the Kannapolis City School Board approval

at their meeting on April 8, 2019 and authorized the County Manager to execute the agreement, subject to review or revisions by the County Attorney.

BOC – Approval of Regular Meeting Agenda

The Board discussed the placement of the items on the agenda.

UPON MOTION of Vice Chairman Honeycutt, seconded by Commissioner Shue and unanimously carried, the Board approved the April 15, 2019 agenda as follows and scheduled the required public hearings for Monday, April 15, 2019 at 6:30 p.m. or as soon thereafter as persons may be heard:

Approval or Correction of Minutes
- Approval or Correction of Minutes

Recognitions and Presentations
- Hauler Parade Presentation – 600 Festival May Events in Cabarrus County
- Human Resources – Recognition of Jane Cauthen on Her Retirement From the Cabarrus County Department of Human Services
- Active Living and Parks – Older Americans Month 2019 Proclamation
- EMS - Cabarrus County Emergency Services Week Proclamation
- Planning and Development – Fair Housing Month
- Planning and Development – Soil and Water Stewardship Week Proclamation

Consent
- Appointments - Adult Care Home Community Advisory Committee
- Appointments and Removals – Human Services Advisory board
- BOC – Resolution Amending the Board of Commissioners' 2019 Meeting Schedule
- County Manager – Adoption of the New Retention Model for North Carolina and the Program Records for Soil and Water Conservation District
- Finance – Cabarrus County Schools Mobile Unit Request - $2,400,000
- Finance – Write Off Completed Clerk of Court Renovation Project
- ITS – Funding of CIP Project Detention Center Security
- County Manager – EMS Station Co-Location with Concord Fire Station 10
- County Manager – Allocate Funds from Board Contingency to Replace the Truck Used for Community Development
- Finance – Lottery Fund History and Write Off of Old Projects
- Infrastructure and Asset Management – Offer for Purchase of Tax Foreclosure Property
- Tax Administration - Refund and Release Reports - March 2019

New Business
- County Manager – On behalf of A.C.E. Academy Regarding the Issuance of Charter School Revenue Bonds – Public Hearing 6:30 p.m.
- County Manager – Agreement with Rocky River Road Associates LLC – Public Hearing 6:30 p.m.
- County Manager – Offer to Purchase County Property off Bradford Road

Reports
- BOC - Receive Updates from Commission Members Who Serve as Liaisons to Municipalities or on Various Boards/Committees
- BOC - Request for Applications for County Boards/Committees
- County Manager - Monthly Reports on Building Activity
- County Manager - Monthly New Development Report
- EDC – March 2019 Monthly Summary Report
- Finance - Monthly Financial Update

Adjourn

UPON MOTION of Commissioner Kiger, seconded by Commissioner Shue and unanimously carried, the meeting adjourned at 5:22 p.m.

_____
Lauren Linker, Clerk to the Board

The Board of Commissioners for the County of Cabarrus met in regular session in the Commissioners' Meeting Room at the Cabarrus County Governmental Center in Concord, North Carolina at 6:30 p.m. on Monday, April 15, 2019.

Present - Chairman: Stephen M. Morris
Vice Chairman: Diane R. Honeycutt
Commissioners: F. Blake Kiger
Elizabeth F. Poole
Lynn W. Shue

Also present were Mike Downs, County Manager; Richard M. Koch, County Attorney; Pam Dubois, Senior Deputy County Manager; Jonathan Marshall, Deputy County Manager; Kyle Bilafer, Area Manager of Operations; and Lauren Linker, Clerk to the Board.

Chairman Morris called the meeting to order at 6:30 p.m.

Chairman Morris led the Pledge of Allegiance.

Reverend Delton W. Cooper, Sr., Cabarrus County Sheriff's Office Chaplain, delivered the invocation.

Chairman Morris recognized Youth Commission member Thomas Walter from Concord High School.

Chairman Morris recognized Boy Scout Troop 91 from Saint James Lutheran Church observing the meeting as a requirement for a merit badge.

(A) APPROVAL OR CORRECTION OF MINUTES

UPON MOTION of Commissioner Shue seconded by Vice Chairman Honeycutt and unanimously carried, the Board approved the minutes of February 23, 2019 (Board Retreat), March 11, 2019 (Work Session), March 18, 2019 (Regular Meeting) and March 28, 2019 (Special Meeting) as presented.

(B) APPROVAL OF THE AGENDA

Chairman Morris reviewed the following changes to the agenda.

Additions:
Recognitions and Presentations
C-7 Proclamation – National County Government Month April 2019

Closed Session
K-1 Closed Session – Pending Litigation, Economic Development and Acquisition of Real Property

UPON MOTION of Commissioner Kiger seconded by Commissioner Shue and unanimously carried, the Board approved the agenda as amended.

(C) RECOGNITIONS AND PRESENTATIONS

(C-1) Hauler Parade Presentation – 600 Festival May Events in Cabarrus County

Jacqueline Gafrarar, Managing Director, 600 Festival CSM Production, presented a PowerPoint presentation for the 600 Festival May Events in Cabarrus County titled "Drive Into Summer." Events included:

- Movies on the Campus in Kannapolis
- Jiggy with the Piggy
- Zucchini 600 (May 4, 2019)
- Haulers on Union Parade and Fan Fest
- Band performances by Too Much Silvia

(C-2) Human Resources – Recognition of Jane Cauthen on Her Retirement from the Cabarrus County Department of Human Services

Karen Calhoun, Human Services Director, recognized Jane Cauthen, Human Services Social Workers Program Manager, on her retirement after 29 years of service to Cabarrus County.

Ms. Cauthen, graciously expressed appreciation.

(C-3) Active Living and Parks – Older Americans Month 2019 Proclamation

DRAFT

Myra Baumgardner, member of the Active Living and Parks Commission read the proclamation aloud.

UPON MOTION of Vice Chairman Honeycutt, seconded by Commissioner Shue and unanimously carried, the Board adopted the proclamation.

Proclamation No. 2019-05

PROCLAMATION
OLDER AMERICANS MONTH MAY 2019
"Connect, Create, Contribute"

WHEREAS, Cabarrus County Senior Centers Advisory Council recognizes that older adults connect with friends, family and services that support participation; and

WHEREAS, Cabarrus County Senior Centers Advisory Council is committed to supporting older adults engaging in activities that promote learning, health and personal enrichment; and

WHEREAS, Cabarrus County Senior Centers Advisory Council and older adults will contribute time, talent and life experiences to benefit others through volunteer, community, and civic service; and

WHEREAS, Cabarrus County Senior Centers Advisory Council is committed to raising awareness about issues facing older Americans and helping all individuals to thrive in communities of their choice for as long as possible; and

WHEREAS, Cabarrus County Senior Centers can provide opportunities to enrich the lives of individuals of all ages by;

- Promoting and engaging activity, wellness and social involvement
- Emphasizing home and community-based services that support independent living
- Ensuring community members can benefit from the contributions and experience of older adults.

NOW, THEREFORE, BE IT RESOLVED that the Cabarrus County Board of Commissioners do hereby proclaim May 2019 as Older Americans Month.

Adopted this 15th day of April, 2019.

/s/ Stephen M. Morris
Stephen M. Morris, Chairman
Board of Commissioners

Attest:
/s/ Lauren Linker
Lauren Linker, Clerk to the Board

Ms. Baumgardner extended an invitation to all seniors in Cabarrus County to participate in the activities sponsored at the Senior Centers.

(C-4) EMS – Cabarrus County Emergency Services Week Proclamation

Jimmy Lentz, EMS (Emergency Medical Services) Director, read the proclamation aloud.

UPON MOTION of Commissioner Kiger, seconded by Vice Chairman Honeycutt and unanimously carried, the Board adopted the proclamation.

Proclamation No. 2019-06

CABARRUS COUNTY
EMERGENCY MEDICAL SERVICES WEEK
P R O C L A M A T I O N

WHEREAS, emergency medical services is a vital public service; and

WHEREAS, the members of emergency medical services teams are ready to provide lifesaving care to those in need 24 hours a day, seven days a week; and

DRAFT

WHEREAS, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

WHEREAS, emergency medical services teams consist of emergency physicians, emergency nurses, emergency medical technicians, paramedics, firefighters, educators, administrators, and others; and

WHEREAS, the members of emergency medical services teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education enhance their lifesaving skills; and

WHEREAS, Americans benefit daily from the knowledge and skills of these highly trained individuals; and

WHEREAS, it is appropriate to recognize the value and the accomplishments of emergency medical service providers by designating Emergency Medical Services Week; and

NOW, THEREFORE, BE IT RESOLVED that we, the Cabarrus County Board of Commissioners, in recognition of this event do hereby proclaim the week of May 19 – 25, 2019, as

CABARRUS COUNTY EMERGENCY MEDICAL SERVICES WEEK

Adopted this 15th day of April, 2019.

/s/ Stephen M. Morris_____
Stephen M. Morris, Chairman
Board of Commissioners

ATTEST:
/s/ Lauren Linker_____
Lauren Linker, Clerk to the Board

(C-5) Planning and Development – Fair Housing Month Proclamation

Kelly Sifford, Planning and Development Director, read the proclamation aloud.

UPON MOTION of Vice Chairman Honeycutt, seconded by Commissioner Shue and unanimously carried, the Board adopted the proclamation.

Proclamation No. 2019-07

FAIR HOUSING MONTH PROCLAMATION

WHEREAS, April is National Fair Housing Month and April 11, 2019, marks the 51th anniversary of the passage of the Fair Housing Act, Title VIII of the Civil Rights Act of 1968, as amended, which enunciates a national policy of Fair Housing without regard to race, color, religion, sex, familial status, handicap and national origin, and encourages fair housing opportunities for all; and

WHEREAS, Cabarrus County is committed to highlight the Fair Housing Act by continuing to address discrimination in our community, to support programs that will educate the public about the right to equal housing opportunities, and to plan partnership efforts with other organizations to help assure every one of their right to fair housing; and

WHEREAS, Cabarrus County commits to providing equal services without discrimination based on race, color, religion, sex, familial status, handicap, sexual orientation, gender identity, and national origin; and

NOW, THEREFORE, BE IT PROCLAIMED that the Board of Commissioners for Cabarrus County, North Carolina, do hereby resolve that April 2019, being Fair Housing Month, begins a year-long commemoration of the Fair Housing Act in Cabarrus County and urge all citizens to wholeheartedly recognize this celebration throughout the year.

Adopted this 15th day of April, 2019.

/s/ Stephen M. Morris_____
Stephen M. Morris, Chairman
Cabarrus County Board of Commissioners

Attest:

DRAFT

/s/ Lauren Linker
Lauren Linker, Clerk to the Board

(C-6) Planning and Development – Soil and Water Stewardship Week Proclamation

Kelly Sifford, Planning and Development Director, read the proclamation aloud.

UPON MOTION of Commissioner Shue, seconded by Commissioner Kiger and unanimously carried, the Board adopted the proclamation.

Proclamation No. 2019-08

PROCLAMATION

WHEREAS, fertile soil and clean water provide us with our daily sustenance, and

WHEREAS, effective conservation practices have helped provide us a rich standard of living, and

WHEREAS, our security depends upon healthy soil and clean water, and

WHEREAS, stewardship calls for each person to help conserve these precious resources,

THEREFORE, I do hereby proclaim

April 28 to May 5, 2019
Soil and Water Stewardship Week

Signed this 15th day of April, 2019.

/s/ Stephen M. Morris
Stephen M. Morris, Chairman
Cabarrus County Board of County Commissioners

(C-7) Proclamation – National County Government Month April 2019

Chairman Morris read the proclamation aloud.

UPON MOTION of Vice Chairman Honeycutt, seconded by Commissioner Shue and unanimously carried, the Board adopted the proclamation.

Proclamation No. 2019-09

PROCLAMATION
NATIONAL COUNTY GOVERNMENT MONTH APRIL 2019
"Connecting the Unconnected"

WHEREAS, the nation's 3,069 counties serving more than 300 million Americans provide essential services to create healthy, safe and vibrant communities; and

WHEREAS, counties provide health services, administer justice, keep communities safe, foster economic opportunities and much more; and

WHEREAS, Cabarrus County and all counties take pride in our responsibility to protect and enhance the health, welfare and safety of our residents in efficient and cost-effective ways; and

WHEREAS, through National Association of Counties President Greg Cox's "Connecting the Unconnected" initiative, NACo is demonstrating how counties deliver "people-centered" services to our residents nationwide; and

WHEREAS, each year since 1991 the National Association of Counties has encouraged counties across the country to elevate awareness of county responsibilities, programs and services; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners for Cabarrus County, North Carolina, do hereby proclaim April 2019 as National County Government Month and encourage all county officials, employees, schools and residents to participate in county government celebration activities.

ADOPTED this 15th day of April, 2019.

DRAFT

/s/ Stephen M. Morris
Stephen M. Morris, Chairman
Cabarrus County Board of Commissioners

ATTEST:
/s/ Lauren Linker
Lauren Linker, Clerk to the Board

(D) INFORMAL COMMENTS

Chairman Morris opened the meeting for Informal Public Comments at 6:55 p.m. He stated each speaker would be limited to three minutes.

With there being no one to address the Board, Chairman Morris closed that portion of the meeting.

(E) OLD BUSINESS

None.

(F) CONSENT

(F-1) Appointments - Adult Care Home Community Advisory

Richard Bovard has completed his orientation class, been certified by the State Ombudsman and is now eligible to be appointed to the Adult Care Home Community Advisory Committee. Mr. Bovard currently serves on the Library Board of Trustees. An exception to the "service on multiple boards" provision of the Appointment Policy will be needed for him.

Additionally, Adult Care Home Community Advisory Committee members Toni Swick and Ed Burns have terms expiring in April and May. Both are willing to serve another term. Mr. Burns has served on this committee since 2009. An exception to the "length of service" provision of the Appointment Policy will be needed for him. Ms. Swick currently serves on the Cabarrus County Senior Centers Advisory Council. An exception to the "service on multiple boards" provision of the Appointment Policy will be needed for her.

UPON MOTION of Commissioner Kiger, seconded by Commissioner Shue and unanimously carried, the Board appointed Richard Bovard to the Adult Care Home Community Advisory Committee for an initial one-year term ending April 30, 2019; including an exception to the "service on multiple boards" provision of the Appointment Policy.

UPON MOTION of Commissioner Kiger, seconded by Commissioner Shue and unanimously carried, the Board reappointed Toni Swick to the Adult Care Home Community Advisory Committee for a three-year term ending April 30, 2022; including an exception to the "service on multiple boards" provision of the Appointment Policy.

UPON MOTION of Commissioner Kiger, seconded by Commissioner Shue and unanimously carried, the Board reappointed Ed Burns to the Adult Care Home Community Advisory Committee for a three-year term ending May 31, 2022; including an exception to the "length of service" provision of the Appointment Policy.

(F-2) Appointments and Removals – Human Services Advisory Board

Anthony White has taken employment out of North Carolina and has resigned from his position on the Human Services Advisory Board.

An application has been received from Bobby Connor and he has been recommended to complete Pastor White's unexpired term. A letter of recommendation was included in the agenda.

UPON MOTION of Commissioner Kiger, seconded by Commissioner Shue and unanimously carried, the Board removed Anthony White from the Human Services Advisory Board roster and thanked him for his service.

UPON MOTION of Commissioner Kiger, seconded by Commissioner Shue and unanimously carried, the Board appointed Bobby Connor to the Human Services Advisory Board to complete an unexpired term ending December 31, 2020.

(F-3) BOC – Resolution Amending the Board of Commissioners' 2019 Meeting Schedule

The venue for the Board of Commissioners' May 8th Cabarrus Summit will be held at the Laureate Center at Kannapolis City Hall. Additionally, the Board of Commissioners' May 28th and 30th Budget Workshop meetings have been moved to May 21st and 23rd.

UPON MOTION of Commissioner Kiger, seconded by Commissioner Shue and unanimously carried, the Board adopted the resolution.

Resolution No. 2019-06

Resolution Amending the
Cabarrus County Board of Commissioners'
2019 Meeting Schedule

WHEREAS, on December 17, 2018, the Cabarrus County Board of Commissioners adopted a meeting schedule for calendar year 2019, which sets forth the dates, times and locations of various official county meetings;

WHEREAS, the Board scheduled the Cabarrus Summit 2nd Quarterly Meeting to be held on May 8, 2019; and

WHEREAS, the Laureate Center at Kannapolis City Hall has been selected as the venue for the Cabarrus Summit 2019 2nd Quarterly Meeting; and

WHEREAS, the budget workshops scheduled to be held on May 28 and 30, 2019 need to be moved to May 21 and 23, 2019; and

NOW, THEREFORE BE IT RESOLVED that the Cabarrus County Board of Commissioners hereby amends its 2019 Meeting Schedule as follows:

1. The Board of Commissioners will hold the Cabarrus Summit 2nd Quarterly Meeting at 6:00 p.m. on May 8, 2019 at the Laureate Center at Kannapolis City Hall in Kannapolis, North Carolina.

2. The Board of Commissioners will hold the Budget Workshops on May 21 and May 23, 2019 at 4:00 p.m. in the Multipurpose Room at the Governmental Center in Concord, North Carolina.

ADOPTED this 15th day of April, 2019.

/s/ Stephen M. Morris
Stephen M. Morris, Chairman
Cabarrus County Board of Commissioners

ATTEST:
/s/ Lauren Linker
Lauren Linker, Clerk to the Board

(F-4) County Manager – Adoption of the New Retention Model for North Carolina and the Program Records for Soil and Water Conservation District

Beginning in 2019, all local records retention schedules will update on an annual basis. These annual updates to the General Records Standards as well as any scheduled updates to the Program Records Standards. Updating the schedules in this fashion will create greater consistency among government agencies and will allow agencies with older schedules to use the most current retention periods for their general records, even if their program records standards are not updated simultaneously. Included for adoption is the Records Standards for local governments and the Soil and Water Conservation District Standards.

UPON MOTION of Commissioner Kiger, seconded by Commissioner Shue and unanimously carried, the Board adopted the Records Standards for Local Governments and Soil and Water Conservation Districts as presented.

(F-5) Finance – Cabarrus County Schools Mobile Unit Request - $2,400,000

Cabarrus County Schools has requested the advanced funding of 20 mobile units. The school system listed the $2,400,000 request as part of their FY20 capital needs. The advance funding will allow the school system to obtain permits and place orders so the units will be available to assist with overcrowding and class size requirements. If approved, funding for the mobile units will come from the Capital Reserve Fund.

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UPON MOTION of Commissioner Kiger, seconded by Commissioner Shue and unanimously carried, the Board approved the advance school mobile unit funding and the associated budget amendment and project ordinances.

Date:	4/15/2019	Amount:	$ 2,400,000.00
Dept. Head:	Susan Fearrington (Sarah Chesley)	Department:	Finance - 364 School Construction Fund

☐ Internal Transfer Within Department ☐ Transfer Between Departments/Funds ☑ Supplemental Request

The purpose of this amendment is to move funds from Capital Reserve to purchase and upfit of 20 mobile units for Cabarrus County Schools.

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
450	9	7220-9708	Cont'b to Capital Projects Fund	81,887,254.10	2,400,000.00		84,287,254.10
450	9	7220-9821	Building & Renovations	8,276,100.27		2,400,000.00	5,876,100.27
364	9	7338-9830	Other Improvements - Mobile Units	-	2,400,000.00		2,400,000.00
364	6	7338-6921	Cont'b from Capital Reserve Fund	922,000.00	2,400,000.00		3,322,000.00

Ordinance No. 2019-19

CABARRUS COUNTY SCHOOL CONSTRUCTION PROJECT
BUDGET ORDINANCE

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

Section I.

A. The project authorized is for the construction and renovations of Public Schools. Details of the projects are listed in section D. of this Project Ordinance.

B. The officers of this unit are hereby directed to proceed with this capital project within the terms of the Generally Accepted Accounting Principles (GAAP) and the budget contained herein.

a. It is estimated that the following revenues will be available to complete capital projects as listed.

General Fund Contribution	$49,047
Capital Reserve Contribution	6,240,465
Capital Projects Fund Contribution	54,055
TOTAL REVENUES	$6,343,567

C. The following appropriations are made as listed.

Cox Elementary Sewer Relocation	23,537
Patriots Elementary Mobile Units	122,100
Site Evaluations-Multiple Schools	42,000
10 Yellow Buses-Multiple Schools	880,000
20 Mobile Units-Multiple Schools	2,400,000
J.N. Fries Middle School Other Improvements	300,000
Kannapolis Intermediate Renovations-Carver Elem	1,617,288
A.L. Brown HS Other Improvements	500,000
CBTC Campus Renovations, Safety, Security	184,075
CBTC A/C Units Replacement Phase II	105,000
RCCC – HVAC Replacement	100,000
Available Other Improvements	69,567
TOTAL EXPENDITURES	$6,343,567
GRAND TOTAL – REVENUES	$6,343,567
GRAND TOTAL – EXPENDITURES	$6,343,567

Section II.

A. Special appropriations to non-profit organizations shall be distributed after the execution of an agreement which ensures that all County funds are used for statutorily permissible public purposes.

B. The County Manager or designee is hereby authorized to transfer appropriations within or between funds, or modify revenue and expenditure projections as contained herein under the following conditions:

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1. The Manager may transfer amounts between objects of expenditure and revenues within a function without limitation.

2. The County Manager may transfer amounts up to $500,000 between functions of the same fund.

3. The County Manager may transfer amounts between contingency funds which are set aside for a specific project for budgetary shortfalls or upon the appropriate approval of a change order.

4. The County Manager is authorized to transfer funds from the General Fund or Capital Reserve Fund to the appropriate fund for projects approved within the Capital Improvement Plan for the current fiscal year.

5. Upon notification of funding increases or decreases to existing grants or revenues, or the award of grants or revenues, the Manager or designee may adjust budgets to match, including grants that require a County match for which funds are available.

6. The Manager or designee may adjust debt financing from estimated projections to actual funds received.

7. The County Manager may enter into and execute change orders or amendments to construction contracts in amounts less than $90,000 when the appropriate annual budget or capital project ordinance contains sufficient appropriated but unencumbered funds.

8. The County Manager may award and execute contracts which are not required to be bid or which G.S. 143-131 allows to be let on informal bids so long as the annual budget or appropriate capital project ordinance contains sufficient appropriated but unencumbered funds for such purposes.

9. The County Manager may execute contracts with outside agencies to properly document budgeted appropriations to such agencies where G.S. 153 A-248(b), 259, 449 and any similar statutes require such contracts.

10. The County Manager may reject formal bids when deemed appropriate and in the best interest of Cabarrus County pursuant to G.S. 143-129(a).

11. The County Manager may reduce revenue projections consistent with prevailing economic conditions, and also reduce expenditures correspondingly.

Section III.

This ordinance and the budget documents shall be the basis of the financial plan for the County of Cabarrus.

a. The Finance Director is hereby directed to maintain within the Capital Project Fund sufficient detailed accounting records to satisfy the requirements of the law.

b. The Finance Director is directed to report, at the request of the Board, on the financial status of each project element in Section I and on the total revenues received or claimed.

c. Copies of this capital project ordinance shall be furnished to the Clerk to the governing Board, and to the Finance Director for direction in carrying out this project.

d. At the completion of a construction project, all unrestricted excess funds are transferred to the General Fund and the portion of the Capital Project associated with the project is closed.

Adopted this 15th day of April, 2019.

CABARRUS COUNTY BOARD OF COMMISSIONERS

BY: /s/ Stephen M. Morris_____
Stephen M. Morris, Chairman

ATTEST:

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/s/ Lauren Linker_____
Clerk to the Board

Ordinance No. 2019-20

CABARRUS COUNTY CAPITAL RESERVE
CAPITAL PROJECT BUDGET ORDINANCE

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

Section I.

A. The project authorized is for the purpose of accumulating and appropriating funds specifically for future County and School capital projects.

B. The officers of this unit are hereby directed to proceed with this capital project within the terms of the Generally Accepted Accounting Principles (GAAP) and the budget contained herein.

C. It is estimated that the following revenues will be available to complete capital projects as listed.

Interest on Investments	$ 560,142
Contributions from General Fund	91,988,028
Contributions from Capital Projects Fund	2,089,009
Contributions from CVB	573,771
Contributions from other Governments	3,000,000
TOTAL REVENUES	$98,210,950

D. The following appropriations are made as listed:

Mt. Pleasant Middle School	3,627,164
Royal Oaks Elementary	4,476,490
Kannapolis Middle School	5,018,148
Odell 3-5 Elementary School	19,755,175
G.W. Carver Renovations	1,520,978
CBTC Campus Renovations, Safety, Security	184,075
CBTC A/C Unit Replacement	205,000
Concord Middle School Roof	884,359
Harrisburg Elementary School Roof	630,306
Site Study Multiple Schools	30,000
Buses – WCHS and HRES	880.000
20 Mobile Units-Multiple Schools	2,400,000
J.N. Fries Middle School – Upfit	300,000
A.L. Brown High School Paving	500,000
Performance Learning Center	590,709
West Cabarrus High School	12,362,245
Hickory Ridge Elementary School	5,260,001
RCCC – Advanced Technology Center	2,293,941
RCCC Renovations	280,043
Cabarrus County Schools – Buses FY16	875,000
Cabarrus County Schools – Mobile Units FY16	1,110,000
Cabarrus County Schools yellow buses (10) FY17	880,000
Cabarrus County Schools mobile units (20) FY17	2,400,000
Kannapolis City Schools yellow buses (5) FY17	441,739
School Contingencies	1,487,043
Tax Collector's Office Renovation	9,116
Frank Liske Park Overflow Parking Lot	24,908
Training & Firing Range Renovations	50,000
Public Safety Training Center	75,000
Carolina Thread Trail	50,000
FLP – Western Playground Restroom Facility	375,000
Arena Aisle Safety Lighting	185,000
Arena Marquee Replacement & Sign Enhancement	112,500
County Website Development	250,000
Renovations to 2325 Lake Concord Road	195,000
Courthouse Expansion	12,519,000
Arena Restroom Renovations	100,000
FLP Barn Restrooms	102,000
EMS Heart Monitors	550,111
EMS Relocation to Concord Fire #10	375,000
Government Center Bathroom ADA	205,000
Door Access & Security Cameras - Sheriff	70,000

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ITS – Fiber Infrastructure Improvements	120,000
Governmental Center Chiller Replacement	211,000
Radio Network & Ethernet Backhaul & Edge	500,000
Arena Lighting Control System Replacement	235,000
Frank Liske Park Playground Replacement	100,000
EMS Headquarters - Consultant	50,000
Midland Library Furniture	75,000
Operations Center	2,641,264
County Facility Projects	27,717
Downtown Parking Deck	1,070,000
Robert Wallace Park	3,091,047
Park Projects/CVB	573,771
Other County Capital Projects	5,876,100
TOTAL EXPENDITURES	$98,210,950
GRAND TOTAL – REVENUES	$98,210,950
GRAND TOTAL – EXPENDITURES	$98,210,950

Section II.

A. Special appropriations to non-profit organizations shall be distributed after the execution of an agreement which ensures that all County funds are used for statutorily permissible public purposes.

B. The County Manager or designee is hereby authorized to transfer appropriations within or between funds, or modify revenue and expenditure projections as contained herein under the following conditions:

1. The Manager may transfer amounts between objects of expenditure and revenues within a function without limitation.

2. The County Manager may transfer amounts up to $100,000 between functions of the same fund.

3. The County Manager may transfer amounts between contingency funds which are set aside for a specific project for budgetary shortfalls or upon the appropriate approval of a change order.

4. The County Manager is authorized to transfer funds from the General Fund or Capital Reserve Fund to the appropriate fund for projects approved within the Capital Improvement Plan for the current fiscal year.

5. Upon notification of funding increases or decreases to existing grants or revenues, or the award of grants or revenues, the Manager or designee may adjust budgets to match, including grants that require a County match for which funds are available.

6. The Manager or designee may adjust debt financing from estimated projections to actual funds received.

7. The County Manager may enter into and execute change orders or amendments to construction contracts in amounts less than $90,000 when the appropriate annual budget or capital project ordinance contains sufficient appropriated but unencumbered funds.

8. The County Manager may award and execute contracts which are not required to be bid or which G.S. 143-131 allows to be let on informal bids so long as the annual budget or appropriate capital project ordinance contains sufficient appropriated but unencumbered funds for such purposes.

9. The County Manager may execute contracts with outside agencies to properly document budgeted appropriations to such agencies where G.S. 153 A-248(b), 259, 449 and any similar statutes require such contracts.

10. The County Manager may reject formal bids when deemed appropriate and in the best interest of Cabarrus County pursuant to G.S. 143-129(a).

11. The County Manager may reduce revenue projections consistent with prevailing economic conditions, and also reduce expenditures correspondingly.

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Section III.

This ordinance and the budget documents shall be the basis of the financial plan for the County of Cabarrus.

a. The Finance Director is hereby directed to maintain within the Capital Project Fund sufficient detailed accounting records to satisfy the requirements of the law.

b. The Finance Director is directed to report, at the request of the Board, on the financial status of each project element in Section I and on the total revenues received or claimed.

c. Copies of this capital project ordinance shall be furnished to the Clerk to the governing Board, and to the Finance Director for direction in carrying out this project.

d. At the completion of a construction project, all unrestricted excess funds are transferred to the General Fund and the portion of the Capital Project associated with the project is closed.

Adopted this 15th day of April, 2019.

CABARRUS COUNTY BOARD OF COMMISSIONERS

BY: /s/ Stephen M. Morris
Stephen M. Morris, Chairman

ATTEST:

/s/ Lauren Linker
Clerk to the Board

(F-6) Finance – Write Off Completed Clerk of Court Renovation Project

The Clerk of Court Renovation Project has been completed and came in under budget. The $44,214.02 of remaining funds are being transferred to an available account to be used on future county projects. The Construction and Renovation Fund is a multi-year fund and requires Board approval to update the project ordinance.

UPON MOTION of Commissioner Kiger, seconded by Commissioner Shue and unanimously carried, the Board approved the write off of the Clerk of Court renovation project and approved the related budget amendment and project ordinance.

Date: 4/15/2019 **Amount:** $ 44,214.02

Dept. Head: Susan Fearrington (prepared by Sarah Chesley) **Department:** Finance - 343 Construction & Renovation

☐ Internal Transfer Within Department ☑ Transfer Between Departments/Funds ☐ Supplemental Request

The purpose of this amendment is to move funds from the completed clerk of court renovations project into the AVAIL account, in the Construction & Renovation Fund, in the amount of $44,214.00.

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
343	6	0000-6902-AVAIL	Cont'b from the General Fund - AVAIL	72,820.42	44,214.02		117,034.44
343	9	0000-9830-AVAIL	Other Improvements - AVAIL	95,986.70	44,214.02		140,200.72
							0.00
343	6	2210-6902-COURT	Cont'b from the General Fund - COURT	113,000.00		44,214.02	68,785.98
343	9	2210-9830-COURT	Other Improvements - COURT	113,000.00		44,214.02	68,785.98

Ordinance No. 2019-21

CABARRUS COUNTY CONSTRUCTION AND RENOVATION
PROJECT
BUDGET ORDINANCE

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

Section I.

A. The project authorized is the various County construction and renovation related projects. Details of the projects are listed in section C. of this Project Ordinance.

B. The officers of this unit are hereby directed to proceed with this capital project within the terms of the Generally Accepted Accounting Principles (GAAP) and the budget contained herein.

C. It is estimated that the following revenues will be available to complete capital projects as listed.

Park & Recreation Trust Fund (PARTF) Grant	$ 350,000
Rental – Tower Lease	847,694
Sale of Fixed Assets	1,012,442
Contributions and Donations	117,036
General Fund Contribution	5,112,457
Lease Proceeds (Robert Wallace Park)	4,596,394
Capital Projects Fund Contribution	2,141,264
Capital Reserve Fund Contribution	19,818,545
TOTAL REVENUES	$33,995,832

D. The following appropriations are made as listed.

Government Center Chiller Replacement	$211,000
Governmental Center ADA Bathrooms	151,469
County Building Camera Systems	24,099
ITS Fiber Technology Improvements	120,000
County Website Design	283,750
Furniture Replacements	184,723
County Operation Center	3,100,000
Elevator Modernization Government Center	176,000
Multiple building Fall Protection Measures	300,000
Jail Camera Upgrade	112,607
LEC Law Enforcement Technology	791,324
Training & Firing Range Renovation	50,000
Sheriff's Admin Roof Repair	113,659
Courthouse Expansion	12,519,000
Clerk of Court Improvements	68,786
Public Safety Training Center	90,000
EMS Headquarters – Consultants	50,000
EMS Co-location – Concord Fire #11	375,000
EMS Heart Monitors	566,111
Emergency Communications Equip & Ethernet Backhaul	2,721,086
JM Robinson High School Wetlands Mitigation	100,000
Landfill Retaining Wall	230,301
Veterans Services Improvements	92,674
Cooperative Ext. ADA Bathrooms	118,812
RCCC Land for future expansion	1,244,001
NE Area Park – Other Improvements	589,024
Robert Wallace Park	8,147,965
Frank Liske Park – Barn Restrooms	126,405
Carolina Thread Trail	109,329
Frank Liske park Playground Replacement	100,000
Frank Liske Park – Lower Lot Restrooms	678,506
Midland Library Furniture	75,000
Arena – Lighting Control System Replacement	235,000
Unassigned	140,201
TOTAL EXPENDITURES	$33,995,832
GRAND TOTAL – REVENUES	$33,995,832
GRAND TOTAL – EXPENDITURES	$33,995,832

Section II.

A. Special appropriations to non-profit organizations shall be distributed after the execution of an agreement which ensures that all County funds are used for statutorily permissible public purposes.

B. The County Manager or designee is hereby authorized to transfer appropriations within or between funds, or modify revenue and expenditure projections as contained herein under the following conditions:

1. The Manager may transfer amounts between objects of expenditure and revenues within a function without limitation.

2. The County Manager may transfer amounts up to $500,000 between

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functions of the same fund.

3. The County Manager may transfer amounts between contingency funds which are set aside for a specific project for budgetary shortfalls or upon the appropriate approval of a change order.

4. The County Manager is authorized to transfer funds from the General Fund or Capital Reserve Fund to the appropriate fund for projects approved within the Capital Improvement Plan for the current fiscal year.

5. Upon notification of funding increases or decreases to existing grants or revenues, or the award of grants or revenues, the Manager or designee may adjust budgets to match, including grants that require a County match for which funds are available.

6. The Manager or designee may adjust debt financing from estimated projections to actual funds received.

7. The County Manager may enter into and execute change orders or amendments to construction contracts in amounts less than $90,000 when the appropriate annual budget or capital project ordinance contains sufficient appropriated but unencumbered funds.

8. The County Manager may award and execute contracts which are not required to be bid or which G.S. 143-131 allows to be let on informal bids so long as the annual budget or appropriate capital project ordinance contains sufficient appropriated but unencumbered funds for such purposes.

9. The County Manager may execute contracts with outside agencies to properly document budgeted appropriations to such agencies where G.S. 153 A-248(b), 259, 449 and any similar statutes require such contracts.

10. The County Manager may reject formal bids when deemed appropriate and in the best interest of Cabarrus County pursuant to G.S. 143-129(a).

11. The County Manager may reduce revenue projections consistent with prevailing economic conditions, and also reduce expenditures correspondingly.

Section III.

This ordinance and the budget documents shall be the basis of the financial plan for the County of Cabarrus.

a. The Finance Director is hereby directed to maintain within the Capital Project Fund sufficient detailed accounting records to satisfy the requirements of the law.

b. The Finance Director is directed to report, at the request of the Board, on the financial status of each project element in Section I and on the total revenues received or claimed.

c. Copies of this capital project ordinance shall be furnished to the Clerk to the governing Board, and to the Finance Director for direction in carrying out this project.

d. At the completion of a construction project, all unrestricted excess funds are transferred to the General Fund and the portion of the Capital Project associated with the project is closed.

Adopted this 15th day of April, 2019.

CABARRUS COUNTY BOARD OF COMMISSIONERS

BY: /s/ Stephen M. Morris_____
Stephen M. Morris, Chairman

ATTEST:
/s/ Lauren Linker_____
Clerk to the Board

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(F-7) ITS – Funding of CIP Project Detention Center Security

The approved FY19 Capital Improvement Plan included funding for Detention Center Camera replacements and security upgrades. It is requested to allocate State Criminal Alien Assistance Program (SCAAP) funds to cover this expenditure.

UPON MOTION of Commissioner Kiger, seconded by Commissioner Shue and unanimously carried, the Board adopted the budget amendment and project ordinance.

Date: 4/15/2019 Amount: 60,000.00

Dept. Head: Susan Fearrington, (prepared by Sarah Chesley) Department: Finance, Construction & Reno Fund 343

☐ Internal Transfer Within Department ☐ Transfer Between Departments/Funds ☑ Supplemental Request

Purpose: This Budget Amendment moves funds from SCAAP (General Fund) into the Jail Camera update project in the Construction and Renovation Fund.

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
001	9	1960-9708	Cont'b to Capital Projects Fund	608,736.00	60,000.00		668,736.00
001	9	2130-9853	SCAAP Grant	84,197.00		60,000.00	24,197.00
343	6	2110-6902-CAM	Cont'b from General Fund	42,607.00	60,000.00		102,607.00
343	9	2110-9342-CAM	Furniture and Equipment - Jail Cameras	112,607.00	60,000.00		172,607.00

Ordinance No. 2019-22

CABARRUS COUNTY CONSTRUCTION AND RENOVATION
PROJECT
BUDGET ORDINANCE

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

Section I.

A. The project authorized is the various County construction and renovation related projects. Details of the projects are listed in section C. of this Project Ordinance.

B. The officers of this unit are hereby directed to proceed with this capital project within the terms of the Generally Accepted Accounting Principles (GAAP) and the budget contained herein.

C. It is estimated that the following revenues will be available to complete capital projects as listed.

Park & Recreation Trust Fund (PARTF) Grant	$ 350,000
Rental – Tower Lease	847,694
Sale of Fixed Assets	1,012,442
Contributions and Donations	117,036
General Fund Contribution	5,172,457
Lease Proceeds (Robert Wallace Park)	4,596,394
Capital Projects Fund Contribution	2,141,264
Capital Reserve Fund Contribution	19,818,545
TOTAL REVENUES	$34,055,832

D. The following appropriations are made as listed.

Government Center Chiller Replacement	$211,000
Governmental Center ADA Bathrooms	151,469
County Building Camera Systems	24,099
ITS Fiber Technology Improvements	120,000
County Website Design	283,750
Furniture Replacements	184,723
County Operation Center	3,100,000
Elevator Modernization Government Center	176,000
Multiple building Fall Protection Measures	300,000
Jail Camera Upgrade	172,607
LEC Law Enforcement Technology	791,324
Training & Firing Range Renovation	50,000
Sheriff's Admin Roof Repair	113,659
Courthouse Expansion	12,519,000
Clerk of Court Improvements	68,786
Public Safety Training Center	90,000
EMS Headquarters – Consultants	50,000

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EMS Co-location – Concord Fire #11	375,000
EMS Heart Monitors	566,111
Emergency Communications Equip & Ethernet Backhaul	2,721,086
JM Robinson High School Wetlands Mitigation	100,000
Landfill Retaining Wall	230,301
Veterans Services Improvements	92,674
Cooperative Ext. ADA Bathrooms	118,812
RCCC Land for future expansion	1,244,001
NE Area Park – Other Improvements	589,024
Robert Wallace Park	8,147,965
Frank Liske Park – Barn Restrooms	126,405
Carolina Thread Trail	109,329
Frank Liske park Playground Replacement	100,000
Frank Liske Park – Lower Lot Restrooms	678,506
Midland Library Furniture	75,000
Arena – Lighting Control System Replacement	235,000
Unassigned	140,201
TOTAL EXPENDITURES	$34,055,832
GRAND TOTAL – REVENUES	$34,055,832
GRAND TOTAL – EXPENDITURES	$34,055,832

Section II.

A. Special appropriations to non-profit organizations shall be distributed after the execution of an agreement which ensures that all County funds are used for statutorily permissible public purposes.

B. The County Manager or designee is hereby authorized to transfer appropriations within or between funds, or modify revenue and expenditure projections as contained herein under the following conditions:

1. The Manager may transfer amounts between objects of expenditure and revenues within a function without limitation.

2. The County Manager may transfer amounts up to $500,000 between functions of the same fund.

3. The County Manager may transfer amounts between contingency funds which are set aside for a specific project for budgetary shortfalls or upon the appropriate approval of a change order.

4. The County Manager is authorized to transfer funds from the General Fund or Capital Reserve Fund to the appropriate fund for projects approved within the Capital Improvement Plan for the current fiscal year.

5. Upon notification of funding increases or decreases to existing grants or revenues, or the award of grants or revenues, the Manager or designee may adjust budgets to match, including grants that require a County match for which funds are available.

6. The Manager or designee may adjust debt financing from estimated projections to actual funds received.

7. The County Manager may enter into and execute change orders or amendments to construction contracts in amounts less than $90,000 when the appropriate annual budget or capital project ordinance contains sufficient appropriated but unencumbered funds.

8. The County Manager may award and execute contracts which are not required to be bid or which G.S. 143-131 allows to be let on informal bids so long as the annual budget or appropriate capital project ordinance contains sufficient appropriated but unencumbered funds for such purposes.

9. The County Manager may execute contracts with outside agencies to properly document budgeted appropriations to such agencies where G.S. 153 A-248(b), 259, 449 and any similar statutes require such contracts.

10. The County Manager may reject formal bids when deemed

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appropriate and in the best interest of Cabarrus County pursuant to G.S. 143-129(a).

11. The County Manager may reduce revenue projections consistent with prevailing economic conditions, and also reduce expenditures correspondingly.

Section III.

This ordinance and the budget documents shall be the basis of the financial plan for the County of Cabarrus.

a. The Finance Director is hereby directed to maintain within the Capital Project Fund sufficient detailed accounting records to satisfy the requirements of the law.

b. The Finance Director is directed to report, at the request of the Board, on the financial status of each project element in Section I and on the total revenues received or claimed.

c. Copies of this capital project ordinance shall be furnished to the Clerk to the governing Board, and to the Finance Director for direction in carrying out this project.

d. At the completion of a construction project, all unrestricted excess funds are transferred to the General Fund and the portion of the Capital Project associated with the project is closed.

Adopted this 15th day of April, 2019.

CABARRUS COUNTY BOARD OF COMMISSIONERS

BY: /s/ Stephen M. Morris
Stephen M. Morris, Chairman

ATTEST:
/s/ Lauren Linker
Clerk to the Board

(F-8) County Manager – EMS Station Co-Location with Concord Fire Station 10

Cabarrus County EMS proposed a co-located facility at the new Concord Fire Station being constructed near the intersection of Poplar Tent and Harris Roads. The Board of Commissioners budgeted $375,000 for that purpose and those funds have been held in a multi-year fund. The City is moving forward with the Station 10 Project and, based on expenditures and bids, now estimate the percentage share for Cabarrus County to be $482,761.

UPON MOTION of Commissioner Kiger, seconded by Commissioner Shue and unanimously carried, the Board approved the lease agreement between Cabarrus County and the City of Concord for Fire Station 10 including authorization for the County Manager to sign the agreement subject to review and revision by the County Attorney.

Date: 4/15/2019 Amount: 107,761.00

Dept. Head: Pamela S Dubois Department: Nondepartmental/Capital Projects Fund

☐ Internal Transfer Within Department ☑ Transfer Between Departments/Funds ☐ Supplemental Request

Purpose: To allocate additional funding for the increased cost associated with the co-location with the City of Concord in the future fire station #10.

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
001	9	1910/9660	Contingency	300,000.00		107,761.00	192,239.00
001	9	1960/9708	Cont to Capital Projects Fund	608,736.00	107,761.00		716,497.00
							0.00
343	6	2730/6902/CON	Cont from General Fund	-	107,761.00		107,761.00
343	9	2730/9821/CON	Other Improvements	375,000.00	107,761.00		482,761.00

Ordinance No. 2019-23

CABARRUS COUNTY CONSTRUCTION AND RENOVATION
PROJECT
BUDGET ORDINANCE

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

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Section I.

A. The project authorized is the various County construction and renovation related projects. Details of the projects are listed in section C. of this Project Ordinance.

B. The officers of this unit are hereby directed to proceed with this capital project within the terms of the Generally Accepted Accounting Principles (GAAP) and the budget contained herein.

C. It is estimated that the following revenues will be available to complete capital projects as listed.

Park & Recreation Trust Fund (PARTF) Grant	$ 350,000
Rental – Tower Lease	847,694
Sale of Fixed Assets	1,012,442
Contributions and Donations	117,036
General Fund Contribution	5,280,218
Lease Proceeds (Robert Wallace Park)	4,596,394
Capital Projects Fund Contribution	2,141,264
Capital Reserve Fund Contribution	19,818,545
TOTAL REVENUES	$34,163,593

D. The following appropriations are made as listed.

Government Center Chiller Replacement	$211,000
Governmental Center ADA Bathrooms	151,469
County Building Camera Systems	24,099
ITS Fiber Technology Improvements	120,000
County Website Design	283,750
Furniture Replacements	184,723
County Operation Center	3,100,000
Elevator Modernization Government Center	176,000
Multiple building Fall Protection Measures	300,000
Jail Camera Upgrade	172,607
LEC Law Enforcement Technology	791,324
Training & Firing Range Renovation	50,000
Sheriff's Admin Roof Repair	113,659
Courthouse Expansion	12,519,000
Clerk of Court Improvements	68,786
Public Safety Training Center	90,000
EMS Headquarters – Consultants	50,000
EMS Co-location – Concord Fire #11	482,761
EMS Heart Monitors	566,111
Emergency Communications Equip & Ethernet Backhaul	2,721,086
JM Robinson High School Wetlands Mitigation	100,000
Landfill Retaining Wall	230,301
Veterans Services Improvements	92,674
Cooperative Ext. ADA Bathrooms	118,812
RCCC Land for future expansion	1,244,001
NE Area Park – Other Improvements	589,024
Robert Wallace Park	8,147,965
Frank Liske Park – Barn Restrooms	126,405
Carolina Thread Trail	109,329
Frank Liske park Playground Replacement	100,000
Frank Liske Park – Lower Lot Restrooms	678,506
Midland Library Furniture	75,000
Arena – Lighting Control System Replacement	235,000
Unassigned	140,201
TOTAL EXPENDITURES	$34,163,593
GRAND TOTAL – REVENUES	$34,163,593
GRAND TOTAL – EXPENDITURES	$34,163,593

Section II.

A. Special appropriations to non-profit organizations shall be distributed after the execution of an agreement which ensures that all County funds are used for statutorily permissible public purposes.

B. The County Manager or designee is hereby authorized to transfer appropriations within or between funds, or modify revenue and expenditure projections as contained herein under the following

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conditions:

1. The Manager may transfer amounts between objects of expenditure and revenues within a function without limitation.

2. The County Manager may transfer amounts up to $500,000 between functions of the same fund.

3. The County Manager may transfer amounts between contingency funds which are set aside for a specific project for budgetary shortfalls or upon the appropriate approval of a change order.

4. The County Manager is authorized to transfer funds from the General Fund or Capital Reserve Fund to the appropriate fund for projects approved within the Capital Improvement Plan for the current fiscal year.

5. Upon notification of funding increases or decreases to existing grants or revenues, or the award of grants or revenues, the Manager or designee may adjust budgets to match, including grants that require a County match for which funds are available.

6. The Manager or designee may adjust debt financing from estimated projections to actual funds received.

7. The County Manager may enter into and execute change orders or amendments to construction contracts in amounts less than $90,000 when the appropriate annual budget or capital project ordinance contains sufficient appropriated but unencumbered funds.

8. The County Manager may award and execute contracts which are not required to be bid or which G.S. 143-131 allows to be let on informal bids so long as the annual budget or appropriate capital project ordinance contains sufficient appropriated but unencumbered funds for such purposes.

9. The County Manager may execute contracts with outside agencies to properly document budgeted appropriations to such agencies where G.S. 153 A-248(b), 259, 449 and any similar statutes require such contracts.

10. The County Manager may reject formal bids when deemed appropriate and in the best interest of Cabarrus County pursuant to G.S. 143-129(a).

11. The County Manager may reduce revenue projections consistent with prevailing economic conditions, and also reduce expenditures correspondingly.

Section III.

This ordinance and the budget documents shall be the basis of the financial plan for the County of Cabarrus.

a. The Finance Director is hereby directed to maintain within the Capital Project Fund sufficient detailed accounting records to satisfy the requirements of the law.

b. The Finance Director is directed to report, at the request of the Board, on the financial status of each project element in Section I and on the total revenues received or claimed.

c. Copies of this capital project ordinance shall be furnished to the Clerk to the governing Board, and to the Finance Director for direction in carrying out this project.

d. At the completion of a construction project, all unrestricted excess funds are transferred to the General Fund and the portion of the Capital Project associated with the project is closed.

Adopted this 15th day of April, 2019.

CABARRUS COUNTY BOARD OF COMMISSIONERS

BY: /s/ Stephen M. Morris_____

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Stephen M. Morris, Chairman

ATTEST:
/s/ Lauren Linker_____
Clerk to the Board

(F-9) County Manager – Allocate Funds from Board Contingency to Replace the Truck Used for Community Development

The truck used for Community Development is currently having mechanical issues. It was originally purchased with grant funds and the funding agency is permitting the County to replace the truck. The cost is estimated at $43,000. A request is being made to use Board contingency to fund this request.

UPON MOTION of Commissioner Kiger, seconded by Commissioner Shue and unanimously carried, the Board adopted the budget amendment.

Date: 4/15/2019 Amount: 43,000.00

Dept. Head: Pamela S Dubois Department: Nondepartmental/Fleet

☐ Internal Transfer Within Department ☑ Transfer Between Departments/Funds ☐ Supplemental Request

Purpose: To allocate funding to purchase a truck to replace the current Community Development truck that has mechancial issues. We will be able to utilize the box from the old vehicle.

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
001	9	1910/9660	Contingency	192,239.00		43,000.00	149,239.00
001	9	1955/9863	Motor Vehicles	269,450.61	43,000.00		312,450.61

(F-10) Finance – Lottery Fund History and Write Off of Old Projects

Cabarrus County has received North Carolina Educational Lottery proceeds since fiscal year 2007. A history of the lottery projects will be discussed. A request to write off completed projects will also be presented.

UPON MOTION of Commissioner Kiger, seconded by Commissioner Shue and unanimously carried, the Board approved the write off of all lottery funded projects prior to Fiscal Year 2017 and approved the related budget amendment and project ordinance.

Date: 4/15/2019 Amount: $ 16,419,308.00

Dept. Head: Susan Fearrington (prepared by Sarah Chesley) Department: Finance - Public School Capital Fund

☐ Internal Transfer Within Department ☐ Transfer Between Departments/Funds ☑ Supplemental Request

This amendment is to write off the following projects (prior to FY17) in the Public School Building Capital Lottery funds: 2012-13 Debt Service in the amount of $7,307,518, 2013-14 Debt Service in the amount of $4,911,790, 2014-15 Debt Service in the amount of $2,200,000, and 2015-16 Debt Service in the amount of $2,000,000, for a total of $16,419,308.

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
320	6	7210-6444	Lottery Proceeds	24,569,308.00		16,419,308.00	8,150,000.00
320	9	7210-9704	Cont'b to General Fund	22,419,308.00		16,419,308.00	6,000,000.00

Ordinance No. 2019-24

PUBLIC SCHOOL BUILDING CAPITAL PROJECTS FUND
BUDGET ORDINANCE

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

Section I.

A. The project authorized is the various County construction and renovation related projects. Details of the projects are listed in section C. of this Project Ordinance.

B. The officers of this unit are hereby directed to proceed with this capital project within the terms of the Generally Accepted Accounting Principles (GAAP) and the budget contained herein.

C. It is estimated that the following revenues will be available to

complete capital projects as listed.

Lottery Proceeds	$8,150,000
Lottery Proceeds – Rowan County	300,000
TOTAL REVENUES	$8,450,000

D. The following appropriations are made as listed.

Debt Service	$6,000,000
Construction	2,150,000
Debt Service – Rowan County	300,000
TOTAL EXPENDITURES	$8,450,000
GRAND TOTAL – REVENUES	$8,450,000
GRAND TOTAL – EXPENDITURES	$8,450,000

Section II.

A. Special appropriations to non-profit organizations shall be distributed after the execution of an agreement which ensures that all County funds are used for statutorily permissible public purposes.

B. The County Manager or designee is hereby authorized to transfer appropriations within or between funds, or modify revenue and expenditure projections as contained herein under the following conditions:

1. The Manager may transfer amounts between objects of expenditure and revenues within a function without limitation.

2. The County Manager may transfer amounts up to $500,000 between functions of the same fund.

3. The County Manager may transfer amounts between contingency funds which are set aside for a specific project for budgetary shortfalls or upon the appropriate approval of a change order.

4. The County Manager is authorized to transfer funds from the General Fund or Capital Reserve Fund to the appropriate fund for projects approved within the Capital Improvement Plan for the current fiscal year.

5. Upon notification of funding increases or decreases to existing grants or revenues, or the award of grants or revenues, the Manager or designee may adjust budgets to match, including grants that require a County match for which funds are available.

6. The Manager or designee may adjust debt financing from estimated projections to actual funds received.

7. The County Manager may enter into and execute change orders or amendments to construction contracts in amounts less than $90,000 when the appropriate annual budget or capital project ordinance contains sufficient appropriated but unencumbered funds.

8. The County Manager may award and execute contracts which are not required to be bid or which G.S. 143-131 allows to be let on informal bids so long as the annual budget or appropriate capital project ordinance contains sufficient appropriated but unencumbered funds for such purposes.

9. The County Manager may execute contracts with outside agencies to properly document budgeted appropriations to such agencies where G.S. 153 A-248(b), 259, 449 and any similar statutes require such contracts.

10. The County Manager may reject formal bids when deemed appropriate and in the best interest of Cabarrus County pursuant to G.S. 143-129(a).

11. The County Manager may reduce revenue projections consistent

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with prevailing economic conditions, and also reduce expenditures correspondingly.

Section III.

This ordinance and the budget documents shall be the basis of the financial plan for the County of Cabarrus.

a. The Finance Director is hereby directed to maintain within the Capital Project Fund sufficient detailed accounting records to satisfy the requirements of the law.

b. The Finance Director is directed to report, at the request of the Board, on the financial status of each project element in Section I and on the total revenues received or claimed.

c. Copies of this capital project ordinance shall be furnished to the Clerk to the governing Board, and to the Finance Director for direction in carrying out this project.

d. At the completion of a construction project, all unrestricted excess funds are transferred to the General Fund and the portion of the Capital Project associated with the project is closed.

Adopted this 15th day of April, 2019.

CABARRUS COUNTY BOARD OF COMMISSIONERS

BY: /s/ Stephen M. Morris
Stephen M. Morris, Chairman

ATTEST:
/s/ Lauren Linker
Clerk to the Board

(F-11) Infrastructure and Asset Management – Offer for Purchase of Tax Foreclosure Property

Tax foreclosure parcels that are not purchased through the courthouse auction have been sold using an online surplus property web service. One particular parcel (PIN #: 5620937474 0000), located near Fox Street SW in Concord, has recently received an offer to purchase independently of the web service for $500 from Ms. Jane Morrison. The property just came into County's ownership two months ago and letters were sent out to the adjacent owners. Ms. Morrison is one of the adjacent owners. The property has not yet been listed on the online surplus property web service. The amount the County would ask for the property would be $6,144.19 which is comprised of taxes owed and legal fees.

In order to accept this offer to purchase it is required to go through the standard upset bid process. The process for upset bids is attached (G.S. 160A-269).

UPON MOTION of Commissioner Kiger, seconded by Commissioner Shue and unanimously carried, the Board conditionally accepted the initial bid from Ms. Morrison and commenced the upset bid process.

(F-12) Tax Administration - Refund and Release Reports – March 2019

The Release Report contains taxpayers' names, bill numbers, valuations, tax amounts, along with the justifications for releasing the valuation/tax amounts for outstanding levies in accordance with N.C.G.S. 105-381. The Refund Report is a summary sheet which lists data from each refund request form, along with the justification for the refunds to the taxpayers in accordance with N.C.G.S. 105-381.

Note: Due to the transition of motor vehicles onto the new North Carolina Vehicle Tax System (NCVTS), motor vehicle-related refunds and releases will begin to be displayed on the new report generated by NCVTS.

UPON MOTION of Commissioner Kiger, seconded by Commissioner Shue and unanimously carried, the Board approved the March 2019 Refund and Release Reports as submitted, including the NCVTS Refund Report, and granted authority to the Tax Collector to process the refunds and releases. The report is hereby incorporated into the minutes by reference and is on file with the Clerk to the Board.

(G) NEW BUSINESS

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(G-1) County Manager – On behalf of A.C.E. Academy Regarding the Issuance of Charter School Revenue Bonds – Public Hearing 6:30 p.m.

A public hearing is needed on behalf of A.C.E. Academy for them to fulfill the requirements of Section 147(f) of the Internal Revenue Codes of 1986 in regards to the issuance of charter school revenue bonds by the Wisconsin Public Finance Authority.

Chairman Morris opened the public hearing at 6:56 p.m. The Public Hearing Notice was published on March 29, 2019 in *The Independent Tribune*. The public hearing notice was also posted on the County's website (www.cabarruscounty.us) on April 2, 2019 in accordance with Article 2, Administration, Section 2.1 (Use of Electronic Means to Provide Public Notices) of the Cabarrus County Code of Ordinances.

There was no one present to address the Board; therefore, Chairman Morris closed the public hearing.

UPON MOTION of Vice Chairman Honeycutt, seconded by Commissioner Kiger and unanimously carried, the Board approved the resolution authorizing the bonds.

Resolution No. 2019-07

RESOLUTION APPROVING THE ISSUANCE BY THE PUBLIC FINANCE AUTHORITY OF ITS CHARTER SCHOOL REVENUE AND REFUNDING BONDS (A.C.E. ACADEMY PROJECT) IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED $7,000,000

WHEREAS, A.C.E. Academy Foundation, LLC, a North Carolina limited liability company (the "Borrower"), whose sole member is A.C.E. Academy (the "School"), a North Carolina nonprofit corporation and an organization described in Section 501(c)(3) of the Internal Revenue Code of 1986, as amended (the "Code"), has requested that the Public Finance Authority, a public authority existing under the laws of the State of Wisconsin (the "Authority"), issue its Charter School Revenue and Refunding Bonds (A.C.E. Academy Project), in one or more series or issuances as part of a plan of finance (the "Bonds"), in an aggregate principal amount not to exceed $7,000,000, and loan the proceeds thereof to the Borrower, for the following purposes: (a) financing the acquisition of an educational facility located at 7807 Caldwell Road, Harrisburg, North Carolina 28075, in the Town of Harrisburg, Cabarrus County, North Carolina (the "Facility"), (b) funding certain capital improvements to the Facility and working capital or operating needs of the Borrower or the Facility, (c) refinancing certain existing indebtedness relating to the Facility, (d) funding any required reserve funds for the Bonds, and (e) paying the costs of issuance of the Bonds (collectively, the "Project");

WHEREAS, the Facility and the related capital improvements shall be owned by the Borrower and leased to and operated by the School;

WHEREAS, pursuant to Section 147(f) of the Code, prior to their issuance, the Bonds are required to be approved by the "applicable elected representative" of a governmental unit having jurisdiction over the area in which the Project is or will be located, after a public hearing held following reasonable public notice;

WHEREAS, pursuant to laws under which the Authority was formed, prior to their issuance, bonds issued by the Authority must be approved by the governing body or highest ranking executive or administrator of the political jurisdiction within whose boundaries the Project is or will be located;

WHEREAS, the Board of Commissioners (the "Board") of the County of Cabarrus, North Carolina (the "County") is the "applicable elected representative" of the County under the Code for the Project located within the County;

WHEREAS, the Borrower has requested that the Board approve the Authority's issuance of the Bonds and the financing and refinancing of the Project located within the County in order to satisfy the requirements of Section 147(f) of the Code;

WHEREAS, the Borrower has requested that the Board approve the financing and refinancing of the Project and the issuance of the Bonds in order to satisfy the requirements of the laws under which the Authority was formed for issuing the Bonds;

WHEREAS, the Board has this day held a public hearing regarding the Authority's issuance of the Bonds and the financing and refinancing of the Project, as evidenced by the Certificate and Summary of Public Hearing attached hereto as Exhibit A, and now desires to approve the Authority's issuance of the Bonds and the financing and refinancing of the Project in accordance with the Code and the laws under which the Authority was formed;

WHEREAS, the Bonds shall not be deemed to constitute a debt of the County or a pledge of the faith and credit of the County, but shall be special limited obligations of the Authority payable solely from the loan repayments to be made by the Borrower to the Authority, and shall contain on the face thereof a statement to the effect that the County has no liability whatsoever for the repayment of the Bonds, and that neither the faith and credit nor the taxing power of the County is pledged to the payment of the principal of or interest on the Bonds; and

WHEREAS, the Board has determined that approval of the issuance of the Bonds is to satisfy the requirements of the Code and of the Authority, and shall in no event constitute an endorsement of the Bonds, the Project or the creditworthiness of the Borrower, nor shall such approval in any event be construed to obligate the County for the payment of the principal of or premium or interest on the Bonds or for the performance of any pledge, mortgage or obligation or agreement of any kind whatsoever which may be undertaken by the Authority, or to constitute the Bonds or any of the agreements or obligations of the Authority an indebtedness of the County, within the meaning of any constitutional or statutory provision whatsoever;

BE IT RESOLVED by the Board of Commissioners of the County of Cabarrus, as follows:

Section 1. The Board hereby approves the Authority's issuance of the Bonds in an aggregate principal amount not to exceed $7,000,000 and the financing or refinancing of the Project.

Section 2. The County has no responsibility for the payment of the principal of or interest on the Bonds or for any costs incurred by the Borrower with respect to the Bonds or the Project, and the Bonds do not constitute a debt or pledge of the faith and credit of the County. The approval of the issuance of the Bonds does not constitute an endorsement to a prospective purchaser of the Bonds of the creditworthiness of the Borrower or the School, the feasibility of the Project or the credit quality of the Bonds.

Section 3. The approval of the issuance of the Bonds contained in this resolution is independent of any other approval or approvals by the Board that may be required in connection with the Project (the "Additional Approvals"), and nothing contained in this resolution shall be construed to imply that any such Additional Approvals will be granted or to bind the County in any way with respect to any Additional Approvals.

Section 4. This resolution is effective immediately on its passage.

Adopted this 15th day of April, 2019.

/s/ Stephen M. Morris_____
Stephen M. Morris, Chairman
Board of Commissioners

ATTEST:
/s/ Lauren Linker____
Lauren Linker
Clerk to the Board

(G-2) County Manager – Agreement with Rocky River Road Associates LLC – Public Hearing 6:30 p.m.

Jonathan Marshall, Deputy County Manager, reported Rocky River Road Associates LLC has requested that Cabarrus County consider entering into an agreement with the LLC and the Town of Harrisburg to help fund public infrastructure. A public hearing is required.

Additionally, Mr. Marshall reported the Bond Council has asked to proceed with the public hearing, but to postpone any decisions on the agreement.

Chairman Morris opened the public hearing at 6:59 p.m. The Public Hearing Notice was posted on the County's website (www.cabarruscounty.us) on April 3, 2019 in accordance with Article 2, Administration, Section 2.1 (Use of

Electronic Means to Provide Public Notices) of the Cabarrus County Code of Ordinances.

Mr. Jim Merrifield, MPV Properties and Rocky River Road Associates, spoke about the Farmington Ridge Parkway Agreement.

There was no one else present to address the Board; therefore, Chairman Morris closed the public hearing.

The Board of Commissioners deferred action to a later meeting.

(G-3) County Manager – Offer to Purchase County Property off Bradford Road

The Board of Commissioners approved a conditional acceptance of an offer to purchase approximately 4.3 acres of County owned land off of Bradford Road. The individuals that made the offer to purchase submitted the required deposit and the upset bid period was advertised. That upset bid period ended on April 1, 2019. Mr. Marshall, Deputy County Manager, reported no additional bids were submitted.

Mr. Marshall additionally reported if approved, Mr. Loveland will obtain the survey and county staff will work with Richard Koch, County Attorney in preparation of the Deed.

UPON MOTION of Vice Chairman Honeycutt, seconded by Commissioner Kiger and unanimously carried, the Board accepted the purchase offer from Benjamin and Jennifer Loveland for 4.35 acres of property located on Bradford Road and authorized the County Manager to sign all required documents, subject to review and revision by the County Attorney.

(H) REPORTS

(H-1) BOC – Receive Updates from Commission Members Who Serve as Liaisons to Municipalities or on Various Boards/Committees

Vice Chairman Honeycutt reported on several Active Living and Parks activities:

Senior Game Follies	April 16, 2019 at 6:30 p.m.
Spring Fling Wednesday	April 17, 2019
Light Rail Trip	April 30, 3019
Lunch and Learn	Every Wednesday – Reservations required
Dance	April 26, 2019 and April 27, 2019
Silver Art Showcase	Now through April 25, 2019

For additional information, call (704) 920-3484.

Vice Chairman Honeycutt commented on her attendance at a human trafficking seminar and the information provided. She requested citizens to be aware and to call 888-373-7888 to report suspicious activity.

Vice Chairman Honeycutt reported that she, Chairman Morris and Commissioner Shue attended the first Census meeting for our community.

Lastly, Vice Chairman Honeycutt commented on her attendance at a workshop titled Opportunity Zones regarding capital gains reinvestment, tax benefits and community benefits.

Chairman Morris announced the County is involved in conducting community input workshops as part of the County's Strategic Plan. He encouraged citizens to participate.

(H-2) Board of Commissioners – Request for Applications for County Boards/Committees

Applications are being accepted for the following County Boards/Committees:

- Adult Care Home Community Advisory Committee - 8 Vacant Positions
- Cabarrus County Animal Protection Advisory Board – 1 Vacant Position
- Cabarrus County Planning and Zoning Commission – 2 Vacant Positions (Alternates)
- Concord Planning and Zoning Commission (ETJ) - 1 Vacant Position
- Home and Community Care Block Grant Committee – 1 Expired Term
- Juvenile Crime Prevention Council - 1 Vacant Position (Student Under 18)

- Mount Pleasant Planning Board and Board of Adjustment - 1 Vacant Position (Alternate)
- Nursing Home Community Advisory Committee - 8 vacant positions
- Transportation Advisory Board - 3 Vacant Positions (Midland, NC Mental Health and Clergy)
- Watershed Improvement Commission – 1 Expired Term
- Youth Commission - 6 Vacant Positions (A. L. Brown, Concord, Jay M. Robinson, Mount Pleasant, and Northwest Cabarrus High Schools)

Chairman Morris urged citizens to consider participating on a Board or Committee.

(H-3) County Manager – Monthly Building Activity Reports

The Board received the Cabarrus County Construction Standards Dodge Report for March 2019 and the Cabarrus County Commercial Building Plan Review Summary for March 2019 for informational purposes as part of the Agenda. No action was required of the Board.

(H-4) County Manager – Monthly New Development Report

The Board received the monthly new development report for informational purposes. No action was required of the Board.

(H-5) Economic Development Corporation – March 2019 Monthly Summary Report

The Board received the Cabarrus Economic Development Corporation (EDC) monthly report for the month of March 2019 as part of the Agenda. No action was required of the Board.

(H-6) Finance – Monthly Financial Update

The Board received the monthly financial update report for informational purposes. No action was required of the Board.

(I) General Comments by Board Members

None.

(J) WATER AND SEWER DISTRICT OF CABARRUS COUNTY

None.

(K) CLOSED SESSION

(K-1) Closed Session – Pending Litigation, Economic Development and Acquisition of Real Property

UPON MOTION of Vice Chairman Honeycutt, seconded by Commissioner Shue and unanimously carried, the Board moved to go into closed session to discuss matters related to pending litigation, economic development and acquisition of real property as authorized by NCGS 143-318.11(a)(3) (4) and (5).

Commissioner Poole left the meeting at 7:14 and did not return to the meeting.

UPON MOTION of Vice Chairman Honeycutt seconded by Commissioner Shue and unanimously carried, the Board moved to come out of closed session.

Return to Open Session

UPON MOTION of Vice Chairman Honeycutt, seconded by Commissioner Kiger and unanimously carried, the Board scheduled a public hearing for an economic development investment for Project Delta Force for Monday, May 20, 2019 at 6:30 p.m. or as soon thereafter as persons may be heard.

(L) ADJOURN

UPON MOTION of Vice Chairman Honeycutt seconded by Commissioner Shue and unanimously carried, the meeting adjourned at 9:13 p.m.

_____
Lauren Linker, Clerk to the Board

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CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

May 20, 2019
6:30 PM

AGENDA CATEGORY:
Approval of the Agenda

SUBJECT:
BOC - Changes to the Agenda

BRIEF SUMMARY:
A list of changes to the agenda is attached.

REQUESTED ACTION:
Motion to approve the agenda as amended.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:
Lauren Linker, Clerk to the Board

BUDGET AMENDMENT REQUIRED:
No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

ATTACHMENTS:

- Changes to the Agenda

CABARRUS COUNTY BOARD OF COMMISSIONERS
CHANGES TO THE AGENDA
MAY 20, 2019

ADDITIONS:

Closed Session
Closed Session – Pending Litigation, Economic Development and Acquisition of Real Property

REVISED:

Consent Agenda

F-5 BOC – Resolution Amending the Board of Commissioners' 2019 Meeting Schedule

- **Legislative Meeting Added to the Calendar**

F-10 Finance – Approval of Maintenance and Repair Agreement Between Cabarrus County, Cabarrus County Schools and Kannapolis City Schools

- **Updated Draft Agreement**

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

May 20, 2019
6:30 PM

AGENDA CATEGORY:
Recognitions and Presentations

SUBJECT:
Active Living and Parks - Freedom Award Project

BRIEF SUMMARY:
Jonah Hill completed the design and construction of two orienteering courses (beginner and advanced) at Camp T.N. Spencer Park. These additions will benefit scouting groups in the area and add a fun activity to the general public.

REQUESTED ACTION:
No action required.

EXPECTED LENGTH OF PRESENTATION:
1 Minute

SUBMITTED BY:
Byron Haigler, Assistant Director, Active Living and Parks
Joshua Coffman, Park Program Manager, Active Living and Parks

BUDGET AMENDMENT REQUIRED:
No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:
This item was approved by the Board for inclusion on the Agenda.

ATTACHMENTS:

- Freedom Award Project


1
This Orienteering Course
is a
Freedom Award Project
by
Jonah Hill,
Trailman
With Trail Life USA
January 2019

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

May 20, 2019
6:30 PM

AGENDA CATEGORY:
Recognitions and Presentations

SUBJECT:
Soil and Water - Annual Conservation Contest Winners

BRIEF SUMMARY:
This year, we had over 2,050 students participate in the Soil and Water Conservation contests. Our topic was the Living Soil. Winners in our county competition went on to compete in area and state competitions. Our teacher of the year, Mary Ferguson, became the North Carolina Elementary Conservation Teacher of the year through the NC Association of Soil and Water Conservation Districts.

REQUESTED ACTION:
No action required.

EXPECTED LENGTH OF PRESENTATION:
5 Minutes

SUBMITTED BY:
Tammi Remsburg, Resource Conservation Coordinator
Kelly Sifford, Planning and Development Director

BUDGET AMENDMENT REQUIRED:
No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:
This item was approved by the Board for inclusion on the Agenda.

ATTACHMENTS:

- 2019 Contest Winners

Cabarrus Soil & Water

Conservation Contests Winners 2019

Public Speaking (7th Grade)

1/Brenna Arrowood-Mt. Pleasant Middle

First Place Area VIII (12 counties)

2/Mallory Seymour-Mt. Pleasant Middle

3/Ellie Blackwell-Mt. Pleasant Middle

Honorable Mention-Elijah Scott-CC Griffin Middle

Posters

3rd Grade

1/Sara Kennedy-Jackson Park Elementary

2/Alexis Mills-Jackson Park Elementary

3/Axel Hernandez-Jackson Park Elementary

4th Grade

1/Atzel Cordoba Robles-Jackson Park Elementary

Third Place Area VIII (12 counties)

2/Kelly Hermengildo-Gonzalez-R Brown McAllister Elementary

3/Emma Morse-Patriots STEM Elementary

5th Grade

1/Jeriel Robles-Jackson Park Elementary

2/Michelle Vazquez Damian-Jackson Park Elementary

3/Jenny Khrih Zalen Mawi-Patriots STEM Elementary

6th Grade

1/Naomi A. Gonzalez-CC Griffin Middle

2/tie Avaeh Dumas-CC Griffin Middle

2/tie Paige Strayer-Harris Road Middle

Essays

1/Brooklyn Renshaw-CC Griffin Middle

Third Place Area VIII (12 counties)

2/Mallory Baker-CC Griffin Middle

Slide Show

1/ Chelsea Dugan- CC Griffin Middle

First Place Area VIII (12 counties)

2/ Haleigh Marks-Harris Road Middle

3/ Hailey Badger-CC Griffin Middle

Bookmarks

K/Isabella Stewart-Patriots STEM Elementary

1st/Ruhi Shah-Carolina International School

2nd/ Prithivi Vijayakumar-Patriots STEM Elementary

NC Elementary Conservation Teacher of the Year

Mary Ferguson, Patriots STEM Elementary School

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

May 20, 2019
6:30 PM

AGENDA CATEGORY:
Recognitions and Presentations

SUBJECT:
Youth Commission - Recognize Graduating Members

BRIEF SUMMARY:
We would like to recognize and thank the following Cabarrus County Youth Commissioners for their work on the Youth Commission. They will be graduating from high school in June, and finishing their work on the Youth Commission.

Brandon Gillespie - Cox Mill
Avery Calkins - Hickory Ridge
Lance Cagle - Central Cabarrus
Jack Lambert - Central Cabarrus
Stephan Anderson - Cabarrus Early College

REQUESTED ACTION:
No action required.

EXPECTED LENGTH OF PRESENTATION:
5 Minutes

SUBMITTED BY:
Tracy LeCompte
4-H Extension Agent

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:
This item was approved by the Board for inclusion on the Agenda.

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

May 20, 2019
6:30 PM

AGENDA CATEGORY:
Recognitions and Presentations

SUBJECT:
Cabarrus Health Alliance - 2018 State of the County Health Report

BRIEF SUMMARY:
Cabarrus Health Alliance recently completed the State of the County Health Report. The report highlights progress made over the last year to improve the health of Cabarrus County residents, specifically around the identified priority needs.

REQUESTED ACTION:
Receive report and input.

EXPECTED LENGTH OF PRESENTATION:
5 Minutes

SUBMITTED BY:
Marcella Beam, Executive Director, Healthy Cabarrus
Cabarrus Health Alliance

BUDGET AMENDMENT REQUIRED:
No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:
This item was approved by the Board for inclusion on the Agenda.

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

May 20, 2019
6:30 PM

AGENDA CATEGORY:
Recognitions and Presentations

SUBJECT:
Human Resources - Recognition of Senior Deputy County Manager Pamela Dubois on Her Retirement from Cabarrus County Government

BRIEF SUMMARY:
After 31 years of service to Cabarrus County and its citizens, Pam Dubois, Senior Deputy County Manager, will retire on June 7th from her position with the Cabarrus County Manager's Office.

REQUESTED ACTION:
Recognize Mike Downs, County Manager, for the presentation of a plaque and express appreciation for Pam Dubois' many years of dedicated service to the citizens of Cabarrus County.

EXPECTED LENGTH OF PRESENTATION:
5 Minutes

SUBMITTED BY:
Mike Downs, County Manager
Lundee Covington, HR Director

BUDGET AMENDMENT REQUIRED:
No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:
This item was approved by the Board for inclusion on the Agenda.

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

May 20, 2019
6:30 PM

AGENDA CATEGORY:
Recognitions and Presentations

SUBJECT:
Proclamation - Memorial Day 2019

BRIEF SUMMARY:
The Memorial Day proclamation recognizes the service and sacrifice of veterans who have fought and died for the freedom of our country.

REQUESTED ACTION:
Motion to adopt the proclamation.

EXPECTED LENGTH OF PRESENTATION:
1 Minute

SUBMITTED BY:
Tony Miller, Veterans Services Director

BUDGET AMENDMENT REQUIRED:
No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:
This item was approved by the Board for inclusion on the Agenda.

ATTACHMENTS:

- Proclamation



MEMORIAL DAY PROCLAMATION

WHEREAS, our ancestors shaped the structure of our political system, laid the groundwork for higher discoveries in science and medical research, started long-lasting traditions that enrich our heritage, and fought in wars so that future generations would have freedom; and

WHEREAS, it is important to cherish the memories of our friends and family members who have died, and to remember their contributions towards making our lives better; and

WHEREAS, the veterans who fought and died for our country helped preserve the freedoms and rights guaranteed to all people under the U.S. Constitution; and

WHEREAS, on Memorial Day, Americans remember the enormous debt of gratitude we owe to our veterans who have lost their lives in the defense of freedom and pursuit of peace and we reflect on the past and renew our patriotism so that we may continue to live in freedom and seek peace so that our veterans will not have died in vain.

NOW, THEREFORE, BE IT PROCLAIMED that the Cabarrus County Board of Commissioners do hereby recognize May 27, 2019 as

MEMORIAL DAY 2019

in Cabarrus County and urges all residents in the county to take time on this special day of remembrance to honor those who have sacrificed and died to improve our quality of life, and to strengthen our nation.

ADOPTED this 20th day of May, 2019.

_____
Stephen M. Morris, Chairman
Cabarrus County Board of Commissioners

ATTEST:

_____
Lauren Linker, Clerk to the Board

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

May 20, 2019
6:30 PM

AGENDA CATEGORY:
Consent Agenda

SUBJECT:
Appointments - Adult Care Home Community Advisory Committee

BRIEF SUMMARY:
Former Adult Care Home Community Advisory Committee member Ann Holland is again able and eligible to serve on this committee. It is requested to appoint Ms. Holland to an initial one-year term.

REQUESTED ACTION:
Motion to appoint Ann Holland to the Adult Care Home Community Advisory Committee for an initial one-year term ending May 31, 2020.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:
Laurie Abounader, Regional Ombudsman
Lauren Linker, Clerk to the Board

BUDGET AMENDMENT REQUIRED:
No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:
This item was approved by the Board for inclusion on the Agenda as a Consent item.

ATTACHMENTS:

- Roster
- Applications on File

ADULT CARE HOME COMMUNITY ADVISORY COMMITTEE
(Formerly Domiciliary Home Community Advisory Committee)
3-Year Term
17-Member Board

Ed Burns	**APPOINTMENT:**	05/18/09
4222 Mackenzie Court	**REAPPOINTMENT:**	06/21/10
Concord, NC 28027	**REAPPOINTMENT:**	05/20/13
	REAPPOINTMENT:	03/21/16*
	REAPPOINTMENT:	04/15/19*
	TERM EXPIRING:	05/31/22
Jack Boyer	**APPOINTMENT:**	08/17/09
401 Falcon Drive	**REAPPOINTMENT:**	08/16/10
Concord, NC 28025	**REAPPOINTMENT:**	10/21/13
	REAPPOINTMENT:	09/19/16
	TERM EXPIRING:	08/31/19
Sandra Miller	**APPOINTMENT:**	07/18/11
1120 Brigadoon Court	**REAPPOINTMENT:**	07/16/12
Concord, NC 28025	**REAPPOINTMENT:**	08/17/15
	REAPPOINTMENT:	08/20/18*
	TERM EXPIRING:	07/31/21
Diamond Staton-Williams	**APPOINTMENT:**	07/21/14
6626 Burkwood Court	**REAPPOINTMENT:**	08/17/15
Harrisburg, NC 28075	**REAPPOINTMENT:**	08/20/18
	TERM EXPIRING:	07/31/21
Toni Swick	**APPOINTMENT:**	04/20/15
687 Journey Street SW	**REAPPOINTMENT:**	03/21/16*
Concord, NC 28025	**REAPPOINTMENT:**	04/15/19*
	TERM EXPIRING:	04/30/22
Diane Carlson	**APPOINTMENT:**	10/19/15
4429 Turnberry Court	**REAPPOINTMENT:**	09/19/16
Concord, NC 28027	**TERM EXPIRING:**	10/31/19
Helen McInnnis	**APPOINTMENT:**	02/18/19*
5517 Hammermill Drive		
Harrisburg, NC 28075	**TERM EXPIRING:**	02/29/20
Andrea Johnson	**APPOINTMENT:**	03/18/19
2888 Watercrest Drive NW		
Concord, NC 28025	**TERM EXPIRING:**	03/31/20

Richard Bovard **APPOINTMENT: 04/15/19**
9170 U.S. 601
Midland, NC 28107 **TERM EXPIRING: 04/30/20**

(8 VACANT Positions)
*** Exception to Appointment Policy**

Adult Care Home Community Advisory Committee

Applications on File
April 16, 2019

Ann Holland	11608 Tucker Field Road	Midland, NC 28107

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

May 20, 2019
6:30 PM

AGENDA CATEGORY:
Consent Agenda

SUBJECT:
Appointments - Cabarrus County Planning and Zoning Commission

BRIEF SUMMARY:
The Planning and Zoning Commission currently has two open alternate positions. Staff respectfully requests that the Board of Commissioners consider the following appointments to fill the vacancies:
Request to appoint David Hudspeth to an alternate position ending August 31, 2021. Mr. Hudspeth currently lives in the Harrisburg Planning Area.
Request to appoint Ingrid Nurse to an alternate position ending August 31, 2020. Ms. Nurse currently lives in the Concord Planning Area.

REQUESTED ACTION:
Motion to appointing David Hudspeth as an alternate member on the Planning and Zoning Commission to a term ending August 31, 2021.

Motion to appoint Ingrid Nurse as an alternate member on the Planning and Zoning Commission to a term ending August 31, 2020.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:
Susie A. Morris, AICP, CFM, CZO
Planning and Zoning Manager

BUDGET AMENDMENT REQUIRED:
No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:
This item was approved by the Board for inclusion on the Agenda as a Consent item.

ATTACHMENTS:

- Roster
- Applications on File

PLANNING & ZONING COMMISSION

3-Year Terms
12-Member Board
(9 Regular, 3 Alternate)

MEMBER	PLANNING AREA	TERM OF APPOINTMENT
Jeffrey Corley 6880 Palafox Drive Concord, NC 28205	Central	APPOINTMENT: 06/20/16 (UNEXPIRED TERM) APPOINTMENT: 06/20/16^ TERM EXPIRING: 08/31/19
Andrew Nance 705 Sherwin Lane Concord, NC 28025 *(Resident of Central Area)*	At-large	APPOINTMENT: 07/17/17^^^ (UNEXPIRED TERM) APPOINTMENT: 08/20/18 (UNEXPIRED TERM) TERM EXPIRING: 08/31/19
Charles Paxton 2208 Pennick Court Harrisburg, NC 28075	Harrisburg	APPOINTMENT: 07/17/17^^^ (UNEXPIRED TERM) TERM EXPIRING: 08/31/19
Chris Pinto*** P.O. Box 317 Gold Hill, NC 28071	Eastern	APPOINTMENT: 11/19/12 (UNEXPIRED TERM) REAPPOINTMENT: 08/19/13 APPOINTMENT: 08/18/14 (UNEXPIRED TERM) REAPPOINTMENT: 08/15/16 APPOINTMENT: 07/17/17^^^ TERM EXPIRING: 08/31/20
Adam Dagenhart 11645 Mud Drive Midland, NC 28107	Midland	APPOINTMENT: 12/15/14 (UNEXPIRED TERM) REAPPOINTMENT: 08/15/16 APPOINTMENT: 07/17/17^^^ (UNEXPIRED TERM) APPOINTMENT: 08/20/18 TERM EXPIRING: 08/31/21
Brent Rockett 2642 Stonewood View Kannapolis, NC 28081	Kannapolis	APPOINTMENT: 05/15/17 (UNEXPIRED TERM) APPOINTMENT: 05/15/17^^ TERM EXPIRING: 08/31/20
Holly Grimsley 733 Propston street NW Concord, NC 28027	Concord	APPOINTMENT: 07/17/17^^^ APPOINTMENT: 08/20/18 TERM EXPIRING: 08/31/21

Jerry Wood, Jr. **5213 Sabre Drive** **Kannapolis, NC 28081** ***(Resident of Northwest Area)***	**At-large**	**APPOINTMENT: 07/17/17^^^** **(UNEXPIRED TERM)** **APPOINTMENT: 08/20/18** **TERM EXPIRING: 08/31/21**
James Litaker **1501 Riding Trail lane** **Concord, NC 28027**	**Northwest**	**APPOINTMENT: 08/17/15** **APPOINTMENT: 07/17/17^^^** **TERM EXPIRING: 08/31/20**

ALTERNATES (At-Large):

Steve Wise **521 McCready Street** **Concord, NC 28025** ***(Resident of Concord Area)***	**Alternate**	**APPOINTMENT: 08/17/15** **APPOINTMENT: 07/17/17^^^** **(UNEXPIRED TERM)** **APPOINTMENT: 08/20/18** **TERM EXPIRING: 08/31/21**
	Alternate	**APPOINTMENT:** **TERM EXPIRING: 08/31/20**
	Alternate	**APPOINTMENT:** **TERM EXPIRING: 08/31/18**

(Planning Board and Zoning Board of Adjustment combined in 1/91 to create Planning and Zoning Commission)

Planning and Zoning Commission restructured effective 8/1/2005.
Appointments (staggered terms) made 8/15/2005 to restructured Commission.

*** Mary Blakeney was appointed on July 19, 2010 to complete an unexpired term (at-large alternate). She was reappointed to that position on July 18, 2011 and then appointed on July 16, 2012 to fill the At-large seat formerly held by Brenda Cook. On August 17, 2015, she was appointed to the Concord area position.**

**** Shannon Frye was originally appointed to an At-large position on July 19, 2010. She was reappointed to that position on August 19, 2013. On August 18, 2014 she was appointed to the Northwest position vacated by Larry Ensley.**

***** Chris Pinto was originally appointed to complete an unexpired term as an Alternate on November 19, 2012. He was reappointed to that position on August 19, 2013. On August 18, 2014 he was appointed to complete an unexpired term as an At-large representative position vacated by Shannon Frye.**

^On June 20, 2016 Jeffrey Corley was appointed to complete an unexpired term ending August 31, 2016 and appointed to an additional three-year term ending August 31, 2019.

^^On May 15, 2017, Brent Rockett was appointed to complete an unexpired term ending August 31, 2017 and appointed to an additional three-year term ending August 31, 2020.

^^^ At the Boards' July 17, 2017 meeting membership was realigned on the Planning and Zoning Commission to fill regular member positions that will be vacated in August 2017. The following chart shows the changes made. These changes included the appointment of two new members to fill alternate positions and a new member to fill the Harrisburg seat.

Name	Proposed Seat	Term End	Notes
Charles Paxton (Effective 7/17/17)	Harrisburg Area	Aug. 31, 2019 (unexpired term)	Vacant position
Chris Pinto (Effective 8/31/17)	Eastern Area	Aug. 31, 2020	Seat vacated by Aaron Ritchie; Pinto moved from his at-large seat
James Litaker (Effective 8/31/17)	Northwest Area	Aug. 31, 2020	Seat vacated by Shannon Frye; Litaker moved from his at-large seat.
Adam Dagenhart (Effective 8/31/17)	At-large	Aug. 31, 2019 (unexpired term)	Seat vacated by Chris Pinto; Dagenhart moved from his alternate seat.
Steve Wise (Effective 8/31/17)	At-large	Aug. 31, 2018 (unexpired term)	Seat vacated by James Litaker; Wise moved from his alternate seat.
Holly Grimsley (Effective 8/31/17)	Alternate	Aug. 31, 2020	Seat vacated by Andrew Graham; Grimsley lives in Kannapolis Planning Area.
Jerry Wood (Effective 8/31/17)	Alternate	Aug. 31, 2019 (unexpired term)	Seat vacated by Adam Dagenhart.
Andrew Nance (Effective 8/31/17)	Alternate	Aug. 31, 2018 (unexpired term)	Seat vacated by Steve Wise; Nance lives in Central Planning Area.

Meetings: 2nd Tuesday of each month at 7:00 P.M.

Cabarrus Planning and Zoning Commission
Applications on File
April 16, 2019

Name	Planning Area	Address	City/State
Marjorie Benbow	Concord	524 Elizabeth Lee Drive NE	Concord, NC 28027
Christopher Conser	Eastern	7277 Miami Church Road	Concord, NC 28025
Daniel Criscoe	Concord	530 Sagewood Place SW	Concord, NC 28025
Richard Flowe	Kannapolis	2720 Keady Mill Loop	Kannapolis, NC 28081
Shedrick Hall	Kannapolis	516 Winecoff School Road	Concord, NC 28027
David Hudspeth	Harrisburg	6600 Hudspeth Road	Harrisburg, NC 28075
Heather James	Western	11445 Terrill Ridge Drive	Davidson, NC 28036
Helen McInnis*	Harrisburg	5517 Hammermill Drive	Harrisburg, NC 28075
Sarah Newell**	Central	6135 Ashland Road	Kannapolis, NC 28083
Ingrid Nurse	Concord	3967 Alleghany Street NW	Concord, NC 28027
Steven Plummer	Concord	2325 Montford Avenue NW	Concord, NC 28027
Derek Porter	Eastern	7755 Brusharbor Road	Concord, NC 28025
Barbara Strang	Concord	1332 Winecoff School Road	Concord, NC 28027
Anthony Weiss	Concord	11403 Mistletoe Ridge Place NW	Concord, NC 28027

* Serves on the Adult Care Home Community Advisory Committee and the Board of Equalization and Review.

** Serves on the Active Living and Parks Commission

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

May 20, 2019
6:30 PM

AGENDA CATEGORY:
Consent Agenda

SUBJECT:
Appointments - Home and Community Care Block Grant Advisory Committee

BRIEF SUMMARY:
There is currently one vacancy on the Home and Community Care Advisory Committee. The committee has reviewed the applications of those individuals that were interested in serving on the committee. Based on the vote of the committee members, the committee recommends Andrea Black to fill the vacant position. Ms. Black appears to be well qualified and will be an asset to the committee.

REQUESTED ACTION:
Motion to appoint Andrea Black to the Home and Community Care Block Grant Advisory Committee for a three-year term ending December 31, 2021.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:
Anthony Hodges, HCCBG Lead Agency Representative

BUDGET AMENDMENT REQUIRED:
No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:
This item was approved by the Board for inclusion on the Agenda as a Consent item.

ATTACHMENTS:

- Recommendation Letter
- Roster
- Applications on File

April 16, 2019

Cabarrus County Board of Commissioners
P. O. Box 707
Concord, NC 28026

Commissioners,

The Home and Community Care Block Grant Advisory Committee currently has one vacant position.

After reviewing the applications of individuals interested in serving, the committee voted to recommend Andrea Black to fill the vacant position. The committee feels that she is well qualified and would be an asset to the HCCBG Advisory Committee.

Please accept our recommendation that Andrea Black be appointed as a member of the Home and Community Care Block Grant Advisory Committee.

Sincerely,

Anthony Hodges
HCCBG Lead Agency Representative

65 Church Street SE (28025) • P.O. Box 707 Concord, NC 28026-0707
Phone: 704.920.2100 • Fax: 704.920.2820
Website: www.cabarruscounty.us

HOME AND COMMUNITY CARE BLOCK GRANT COMMITTEE

MEMBER	AGENCY REPRESENTED	TERM OF APPOINTMENT	
Larry Belk P.O. Box 707 Concord, NC 28026	Human Services/Designee Transportation	APPOINTMENT:	06/17/13
Anthony Hodges 1303 S Cannon Blvd Kannapolis, NC 28083	Human Services/Designee Older Adults	APPOINTMENT:	06/17/13
Cindy Hall 1303 S Cannon Blvd. Kannapolis, NC 28083	Human Services/Designee Disabled Adults	APPOINTMENT:	03/19/18
Susan Donaldson P. O. Box 707 Concord, NC 28026	ALP Director/Designee	APPOINTMENT:	06/17/13
Kelly Sifford P.O. Box 707 Concord, NC 28026	P&Z Director/Designee	APPOINTMENT:	06/17/13
Kimberly Strong 1701 S Main St. Kannapolis NC 28081	Cabarrus Meals on Wheels Director/Designee	APPOINTMENT:	06/17/13
Mary Wittmann 402 Dogwood Lane Harrisburg, NC 28075	At-large	APPOINTMENT: REPOSITIONED: REAPPOINTMENT: REAPPOINTMENT TERM EXPIRING:	04/15/13 06/17/13 12/14/15 02/18/19 12/31/21
Betty Babb 590 Westwood Drive Kannapolis, NC 28081	At-large	APPOINTMENT: REAPPOINTMENT: REPOSITIONED: REAPPOINTMENT: REAPPOINTMENT: TERM EXPIRING:	05/18/09 12/19/11 06/17/13* 12/14/15** 02/18/19^ 12/31/21
Anita Helms 6910 Hwy 49 North Mt. Pleasant, NC 28124	At-large	APPOINTMENT: REAPPOINTMENT: TERM EXPIRING:	02/17/14 12/19/16 12/31/19
James Polk 224 Deal Street SE Concord, NC 28025	At-large	APPOINTMENT: REAPPOINTMENT: TERM EXPIRING:	06/17/13 12/19/16 12/31/19

Scott Barringer **1409 North Main Street** **Mt. Pleasant, NC 28124**	**At-large**	**APPOINTMENT:** **REAPPOINTMENT:** **TERM EXPIRING:**	**06/17/13** **12/19/16** **12/31/19**
Evelyn Miller **7334 Mt. Olive Road** **Concord, NC 28025**	**At-large**	**APPOINTMENT:** **TERM EXPIRING:**	**01/17/16** **12/31/19**
	At-large	**APPOINTMENT:** **TERM EXPIRING:**	
Diane Honeycutt **P.O. Box 707** **Concord, NC 28026**	**Commissioner Ex-Officio**	**APPOINTMENT:** **REAPPOINTMENT:** **REAPPOINTMENT:** **TERM EXPIRING:**	**12/14/15** **12/19/16** **12/18/17** **12/31/19**
Katie Kutcher **525 N Tryon Street** **12 Floor** **Charlotte, NC 29202**	**Centralina Area Agency on Aging Ex-Officio**	**APPOINTMENT:** **TERM EXPIRING:**	**12/19/16** **12/31/19**

Note: New Rules of Operation for the Cabarrus County Home and Community Care Block Grant (HCCBG) Advisory Committee were adopted by the Board in January 22, 2013 to be effective July 1, 2013. Agency representative appointments are perpetual.

***Betty Babb's appointment was extended on June 17, 2013 to align with staggering terms per the new rules of operation.**

****Exception to the "multiple service" provision of the Appointment Policy was granted.**

^Exception to the "length of service" provision of the Appointment Policy was granted.

Home and Community Care Block Grant Advisory Committee
Applications on File
April 12, 2019

Andrea Black	2434 Galena Court	Kannapolis, NC 28083
Shedrick Hall	516 Winecoff School Road	Concord, NC 28027
Rachel Hester	5169 Wheat Drive SW	Concord, NC 28027
Helen McInnis*	5517 Hammermill Drive	Harrisburg, NC 28075

*Serves on the Adult Care Home Community Advisory Committee and the Board of Equalization and Review.

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

May 20, 2019
6:30 PM

AGENDA CATEGORY:
Consent Agenda

SUBJECT:
Appointments and Removals - Juvenile Crime Prevention Council

BRIEF SUMMARY:
Juvenile Crime Prevention Council "At-large" member Angela Ward has retired and resigned from her position on the Council. It is requested to remove her name from the roster.

At the Juvenile Crime Prevention Council's March meeting, the Council voted to recommend Eshan Shah to fill the vacant "Student under 18" position for the Kannapolis City Schools position.

REQUESTED ACTION:
Motion to remove Angela Ward from the Juvenile Crime Prevention Council roster and thank her for her service.

Motion to appoint Eshan Shah to the Juvenile Crime Prevention Council as the "Student under 18/KCS" representative for a two-year term ending June 30, 2021.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:
Lauren Linker, Clerk to the Board

BUDGET AMENDMENT REQUIRED:
No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:
This item was approved by the Board for inclusion on the Agenda as a Consent item.

ATTACHMENTS:

- Roster
- Applications on File

JUVENILE CRIME PREVENTION COUNCIL
2-Year Terms

	Appointee	Representing	Term of Appointment
(1)	Susan Burns Cabarrus County Schools P. O. Box 388 Concord, NC 28025	School Superintendent (Designee)	Appointment: 09/17/07 Reappointment: 09/22/08 Reappointment: 09/20/10 Reappointment: 08/20/12 Reappointment: 09/15/14* Reappointment: 09/19/16* Reappointment: 09/17/18* Term Ending: 09/30/20
(2)	Woody Chavis 2208 Kenwood Drive Kannapolis, NC 28081	Police Chief	Appointment: 06/15/15 Reappointment: 09/21/15^ Reappointment: 10/16/17^< Term Ending: 09/30/19
(3)	Larry Brian Heintz Sheriff's Department 4650 Hwy 73 East Concord, NC 28025	Sheriff (or designee)	Appointment: 10/15/18 (unexpired term) Term Ending: 09/30/20
(4)	Megan Baumgardner (Chairman) 7120 Macedonia Ch. Rd. Concord, NC 28027	District Attorney (or designee)	Appointment: 01/19/10 (unexpired term) Reappointment: 06/21/10 Reappointment: 06/18/12 Reappointment: 06/16/14 Reappointment: 06/20/16*< Reappointment: 06/18/18*< Term Ending: 06/30/20
(5)	David Wall 415 North Bruton Drive Candor, NC 27229	Chief Court Counselor (Designee)	Appointment: 09/19/16 Reappointment: 09/17/18^< Term Ending: 09/30/20
(6)	Noel Thomas-Lester Cardinal Innovations Healthcare 5500 S. Caldwell St. Suite 1500 Charlotte, NC 28202	Area Mental Health Director (Designee)	Appointment: 10/15/18^ Term Ending: 09/30/20
(7)	Jane Cauthen Department of Social Services 1303 S. Cannon Boulevard Kannapolis, NC 28083	DSS Director (Designee)	Appointment: 10/17/05 Reappointment: 09/17/07 Reappointment: 09/21/09 Reappointment: 09/19/11* Reappointment: 09/16/13* Reappointment: 09/21/15* Reappointment: 10/16/17* Term Ending: 09/30/19

(8)	Susan Fearrington P. O. Box 707 Concord, NC 28026-0707	County Manager (or Designee)	Appointment: 08/20/12 (unexpired term) Reappointment: 09/16/13 Reappointment: 09/21/15 Reappointment: 10/16/17 Term Ending: 09/30/19
(9)	Terry Wise 391 Knoll Court SE Concord, NC 28025	Substance Abuse Professional	Appointment: 07/17/18 Term Ending: 06/30/20
(10)	Steven Ayers 296 Trillium Street Concord, NC 28027	Member of Faith Community	Appointment: 09/19/11 Reappointment: 09/16/13 Reappointment: 09/21/15 Reappointment: 10/16/17 Term Ending: 09/30/19
(11)	Steve Morris P. O. Box 707 Concord, NC 28026	County Commissioner	Appointment: 12/17/12 Reappointment: 12/16/13 Reappointment: 12/15/14 Reappointment: 12/14/15 Reappointment: 12/19/16 Reappointment: 12/18/17 Reappointment: 01/22/19 Term Ending: 12/31/19
(12a)	Chase Carey 1545 Duckhorn Street NW Concord, NC 28027	Student < 18 CCS	Appointment: 10/15/18 Term Ending: 06/30/20
(12b)	Vacant	Student <18 KCS	Appointment: Term Ending:
(13)	Heather Mobley 363 Church Street N, Ste 260-H Concord, NC 28025	Juvenile Defense Attorney	Appointment: 03/20/17^ (unexpired term) Reappointment: 07/17/17^ Term Ending: 06/30/19
(14)	Judge Nathaniel Knust County Courthouse P. O. Box 70 Concord, NC 28026-0070	Chief District Court Judge (Designee)	Appointment: 02/20/17 Reappointment: 07/17/17 Term Ending: 06/30/19
(15)	Mark Boles 117 Academy Avenue NW Concord, NC 28025	Member of Business Community	Appointment: 02/18/13 Reappointment: 09/16/13 Reappointment: 09/21/15 Reappointment: 10/16/17 Term Ending: 09/30/19

(16)	Sonja Bohannon-Thacker 2110 Dairy Farm Road Concord, NC 28025	Local Health Director (Designee)	Appointment: 09/16/13 Reappointment: 09/21/15 Reappointment: 10/16/17 Term Ending: 09/30/19
(17)	Carolyn Carpenter 6526 Weldon Circle Concord, NC 28027 *(exception to appt. policy)*	Rep.United Way/Other Non-Profit	Appointment: 11/27/06 Reappointment: 07/20/09 Reappointment: 06/20/11 Reappointment: 05/20/13* Reappointment: 06/15/15* Reappointment: 07/17/17* Term Ending: 06/30/19
(18)	Perry Gabriel Parks P. O. Box 707 Concord, NC 28026-0707	Active Living & Parks	Appointment: 09/20/10 Reappointment: 08/20/12 Reappointment: 09/15/14 Reappointment: 09/19/16* Reappointment: 09/17/18* Term Ending: 09/30/20

<u>County Commissioner Appointees (At-large members)</u>

(19a)	Etta Downs 970 Mount Pleasant Road W Mount Pleasant, NC 28124	Appointment: 07/17/18 Term Ending: 09/30/20
(19b)	Jamica La Franque 3852 French Fields Lane Harrisburg, NC 28075	Appointment: 0717/18 Term Ending: 06/30/20
(19c)	Troy W. Barnhardt* 8501 East Franklin Street Mount Pleasant, NC 28124	Appointment: 10/22/01 Reappointment: 08/18/03 Reappointment: 09/17/07 Reappointment: 09/21/09 Reappointment: 09/19/11* Reappointment: 09/16/13* Reappointment: 09/21/15* Reappointment: 10/16/17* Term Ending: 09/30/19
(19d)	Michelle Wilson (Vice Chair) 41 Eastcliff Drive SE Concord, NC 28025	Appointment: 11/16/09 (unexpired term) Reappointment: 09/19/11 Appointment: 05/20/13** (unexpired term) Reappointment: 06/16/14 Reappointment: 06/20/16 Reappointment: 06/18/18* Term Ending: 06/30/20

(19e)	Connie Philbeck 1100 Braughton Avenue Concord, NC 28025	Appointment: 05/20/13*** Reappointment: 06/15/15 Reappointment: 07/17/17 Term Ending: 06/30/19
(19f)	Angela Ward 572 Dogwood St., SE Concord, NC 28025	Appointment: 09/17/07 Reappointment: 10/20/08 Reappointment: 09/20/10 Reappointment: 08/20/12 Reappointment: 09/15/14* Reappointment: 10/17/16* Reappointment: 09/17/18* Term Ending: 09/30/20
(19g)	Marta Meares 178 Mary Circle Concord, NC 28025	Appointment: 05/18/09 (unexpired term) Reappointment: 09/21/09 Reappointment: 09/19/11 Reappointment: 09/16/13 Reappointment: 09/21/15* Reappointment: 10/16/17* Term Ending: 09/30/19

* Note: An exception to the Appointment Policy "Length of Service" was granted.

**Michelle Wilson was appointed as the "Local Health Director/Designee" representative on 11/16/09 (unexpired term) and reappointed 09/19/11. She was appointed to an "At-large" position on 05/20/13.

***Connie Philbeck was appointed on 05/20/13 to complete an unexpired term and an additional 2-year term ending June 30, 2015.

^ An exception to the Appointment Policy "residency" provision was granted.

< An exception to the Appointment Policy "multiple service" provision was granted.

Juvenile Crime Prevention Council
Applications on File
March 25, 2019

Addul Ali	2112 Carolina Avenue	Kannapolis, NC 28083
Kimberly Biondi	928 Pineridge Street SE	Concord, NC 28025
Charles Davis	1561 Moss Creek Drive	Harrisburg, NC 28075
Dr. Patrick Doiel	10231 Montrose Drive NW	Charlotte, NC 28269
Eric Johnson	3353 Linetender Drive	Davidson, NC 28036
Justin Phillips	3170 Patrick Henry Drive NW	Concord, NC 28027
Michael Price	402 Samuel Adams Circle SW	Concord, NC 28027
Eshan Shah	2600 Captains Watch Road	Kannapolis, NC 28083
Jonathan Smith	1789 Mill Creek Lane	Concord, NC 28025
Barbara Strang	1332 Winecoff School Road	Concord, NC 28027

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

May 20, 2019
6:30 PM

AGENDA CATEGORY:
Consent Agenda

SUBJECT:
BOC - Resolution Amending the Board of Commissioners' 2019 Meeting Schedule

BRIEF SUMMARY:
The North Carolina Association of County Commissioners (NCACC) supplies meeting materials and requests counties to schedule an annual legislative meeting with their local delegation. Members of the Board have consulted their schedules and after receiving responses from our local legislators, Friday, May 31, 2019 has been selected for the Legislative Meeting.

In addition, the July regular meeting needs to be moved to July 29th due to the NACo Annual Conference scheduled for July 12 - 15, 2019.

REQUESTED ACTION:
Motion to adopt the resolution.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:
Lauren Linker, Clerk to the Board

BUDGET AMENDMENT REQUIRED:
No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:
This item was approved by the Board for inclusion on the Agenda as a Consent item.

ATTACHMENTS:

- Resolution

Resolution Amending the
Cabarrus County Board of Commissioners'
2019 Meeting Schedule

WHEREAS, on December 17, 2018, the Cabarrus County Board of Commissioners adopted a meeting schedule for calendar year 2019, which sets forth the dates, times and locations of various official county meetings;

WHEREAS, the Board desires to convene for the NCACC-sponsored legislative meeting, inviting their local legislative delegation to join them at 9:00 a.m. on Friday, May 31, 2019 in the multipurpose room at the Governmental Center in Concord, North Carolina; and

WHEREAS, the NACo Annual Conference is being held July 12 – 15, 2019 and the Board desires to move the July regular meeting to July 29th;

NOW, THEREFORE BE IT RESOLVED that the Cabarrus County Board of Commissioners hereby amends its 2019 Meeting Schedule as follows:

1. The Board of Commissioners will hold the Legislative Meeting at 9:00 a.m. on May 31, 2019 at the Governmental Center in Concord, North Carolina.
2. The Board of Commissioners will hold the July regular meeting at 6:30 p.m. on July 29, 2019 in the Board of Commissioners' Meeting Room at the Governmental Center in Concord, North Carolina.

ADOPTED this 20th day of May, 2019.

_____
Stephen M. Morris, Chairman
Cabarrus County Board of Commissioners

ATTEST:

_____
Lauren Linker, Clerk to the Board

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

May 20, 2019
6:30 PM

AGENDA CATEGORY:
Consent Agenda

SUBJECT:
County Manager - Purchase of Right-of-Way and Easements for Hickory Ridge Elementary School

BRIEF SUMMARY:
A memorandum and map are attached to explain the status of the proposed purchases.

REQUESTED ACTION:
Motion to approve the purchase of the identified property easements and right-of-way, including the required budget amendment and project ordinance; and to authorize the County Manager to execute all required documents, subject to review and approval by the County Attorney.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:
Jonathan B. Marshall, Deputy County Manager

BUDGET AMENDMENT REQUIRED:
No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:
This item was approved by the Board for inclusion on the Agenda as a Consent item.

ATTACHMENTS:

- Memorandum
- Maps

County Manager's Office

Memo

To: Board of Commissioners

From: Jonathan B. Marshall, Deputy County Manager

CC: Michael K. Downs, County Manager

Date: 4/29/2019

Re: Hickory Ridge Elementary School Easements and Right-of-Way

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New Branch Real Estate has continued to negotiate on the County and Schools behalf to acquire right-of-way and easements for road and water line improvements at Hickory Ridge Elementary School. The attached map shows the easement areas and the following is the status of each.

Exhibit A: Verbal agreement to sell as an easement. Does include conditions about condition of the property after the water line extension is complete and those conditions are acceptable to the Schools.

Exhibit B & D: These two are one property owner and there are concerns about title to the property. We have verbal agreement on the purchase price and have asked Rich Koch to provide options that would permit construction while the title issues are addressed.

Exhibit C: Verbal agreement from the property representative.

Exhibit E: Verbal Agreement that includes conditions about relocating the mailbox and masonry driveway monuments. Those conditions are acceptable to the Schools.

Exhibit F: Offer communicated and consistent with all other offers.

Exhibit G: Verbal agreement from the property owner.

Exhibit H: Agreement with property owner.

The total cost of all of these easements and right-of-way, excluding B & D, is $53,497.06. There was approximately $50,000 left in the property acquisition line item and Susan Fearrington has suggested using sales tax refund from this project for the additional amount needed. Once the final decisions on the areas in Exhibit B & D are made, we will present that price to the Board with a suggested budget amendment.

The request is to approve the purchase of all easements and rights-of-way with the exception of Exhibit B & D including the necessary budget amendment.

EXHIBIT OVERVIEW MAP

EXHIBIT A

EXHIBIT B

EXHIBIT C

EXHIBIT D

EXHIBIT E

EXHIBIT F

EXHIBIT G

EXHIBIT H

M/I HOMES OF CHARLOTTE, LLC
COMMON OPEN SPACE,
MB. 73 PGS. 96-99
DB. 10665 PG. 64
5516-54-4451

WILLIAM W. CARRIKER, III. and
ABIGALE H. CARRIKER
DB. 6005 PG. 20
5516-54-1089

±18,012 SF

PERMANENT ROAD
RIGHT-OF-WAY

M/I HOMES OF CHARLOTTE, LLC
DB. 10665 PG. 64
5516-64-7529

EXISTING OVERHEAD
UTILITIES

WILLIAM W. CARRIKER, JR. and
LAURA L. CARRIKER
DB. 6005 PG. 20
5516-44-7242

WILLIAM W. CARRIKER III and wife,
ABIGAIL H. CARRIKER
DB. 12648 PG. 98
5516-53-5633

ELIZABETH C. CARRIKER
DB. 6005 PG. 23
5516-43-7656

HICKORY RIDGE ROAD
PUBLIC MAINTAINED
RIGHT OF WAY

GRAVEL

ELIZABETH CAROLINE CARRIKER
DB. 2271 PG. 306
5516-53-0883

±1,282 SF TEMPORARY
CONSTRUCTION EASEMENT
FOR GRADING ONLY

EXISTING OVERHEAD
UTILITIES

HICKORY RIDGE ROAD

±407 SF TEMPORARY
CONSTRUCTION EASEMENT

±672 SF PERMANENT
UTILITY EASEMENT

MONA MILLER et al
FIRST TRACT, DB. 1329 PG. 346
5516-53-3294

±11,875 SF TEMPORARY
CONSTRUCTION EASEMENT

PERMANENT ROAD
RIGHT-OF-WAY

±8,959 SF

HICKORY RIDGE ROAD

EXISTING OVERHEAD
UTILITIES

±33,121 SF

PERMANENT ROAD
RIGHT-OF-WAY

MONA MILLER et al
FIRST TRACT, DB. 1329 PG. 346
5516-53-3294

EXISTING OVERHEAD
UTILITIES

PERMANENT ROAD
RIGHT-OF-WAY

±23,545 SF

±511 SF TEMPORARY
CONSTRUCTION EASEMENT

NORMAN C. McCACHREN and wife
PAULA K. McCACHREN
TRACT ONE, MB. 60 PG. 108
DB. 2221 PG. 105
5516-52-4828

±960 SF TEMPORARY
CONSTRUCTION EASEMENT

±833 SF PERMANENT
UTILITY EASEMENT

GRAVEL

NORMAN C. McCACHREN and wife
PAULA K. McCACHREN; and
BRYAN C. McCACHREN
TRACT TWO, MB. 60 PG. 108
DB. 10491 PG. 200
5516-52-6632

PERMANENT ROAD
RIGHT-OF-WAY

±17,670 SF

±225 SF TEMPORARY
CONSTRUCTION EASEMENT

HICKORY RIDGE RD
(SR 1139)

GRAVEL

HICKORY RIDGE ROAD
PUBLIC MAINTAINED
RIGHT OF WAY

CLAUDE RAY HOWE
and wife
BETTY S. HOWE
DB. 466 PG. 502
DB. 514 PG. 128
5516-41-0869

AMY McCACHREN HILL and
husband DEAN FREDRICK HILL
TRACT THREE, MB. 60 PG. 108
DB. 9779 PG. 130
5516-52-8525

45' INGRESS/EGRESS AND
UTILITY EASEMENT
DB. 2020 PG. 344

GRAVEL

PERMANENT ROAD
RIGHT-OF-WAY

±13,101 SF

CYNTHIA CHRISTINE HOWE
DB. 9520 PG. 207
5516-42-6187

CLAUDE RAY HOWE
and wife
BETTY S. HOWE
DB. 466 PG. 502
DB. 514 PG. 128
5516-41-0869

HERMAN M. McCACHREN C/O
FLOYD C. HARTSELL & wife
MARY M. HARTSELL
DB. 674 PG. 60
5516-52-8169

PERMANENT ROAD
RIGHT-OF-WAY

±12,320 SF

SOIL

JOHN THOMAS HOWE
DB. 3345 PG. 176
5516-51-2789

ASPHALT

GRAVEL

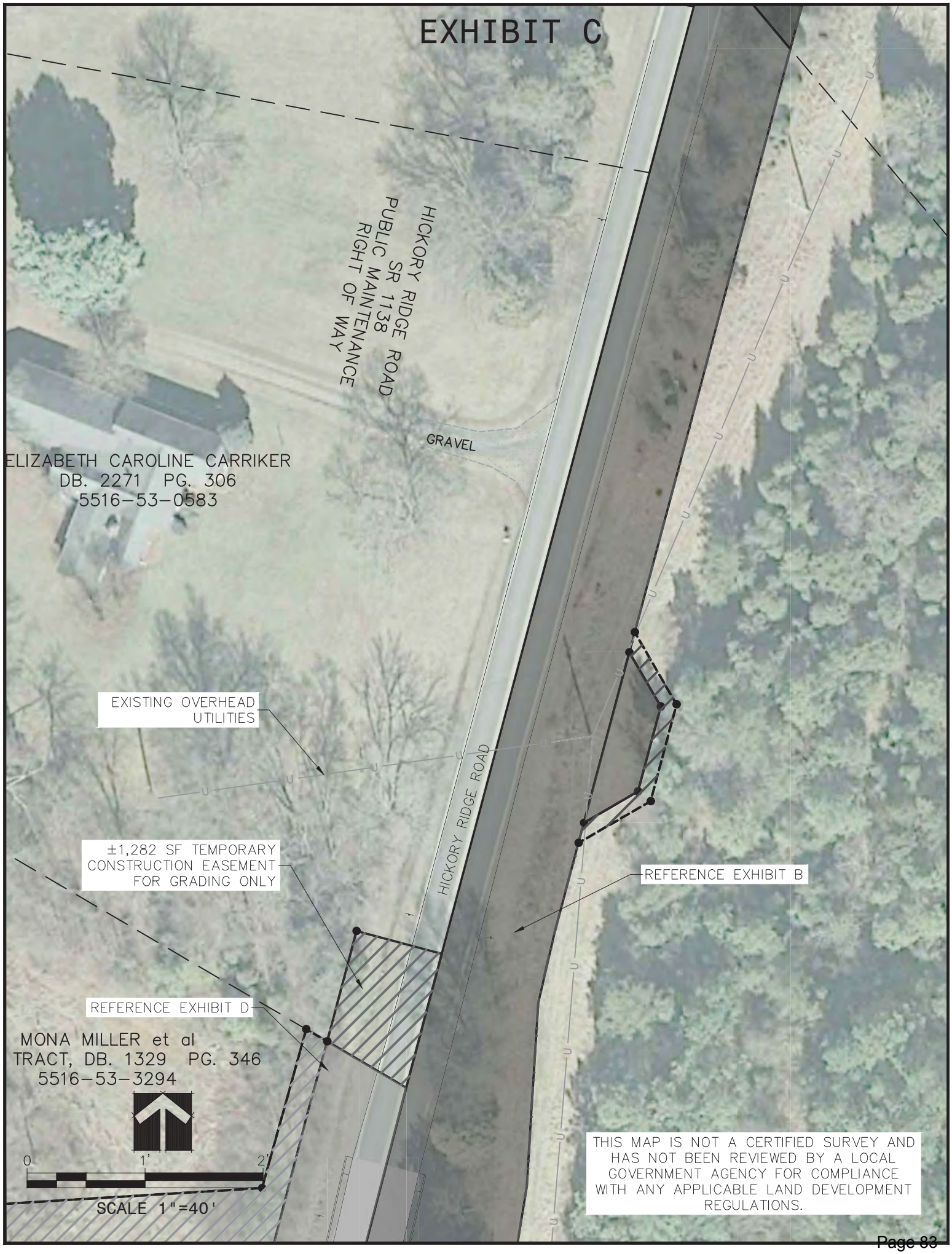
BARBARA H. MITCHEM
DB. 1566 PG. 241
5516-51-8896

JOHN C. KEE & wife
SHELBY J. KEE
DB. 9197 PG. 58

0 1 2'

SCALE 1"=80'

THIS MAP IS NOT A CERTIFIED SURVEY AND HAS NOT BEEN REVIEWED BY A LOCAL GOVERNMENT AGENCY FOR COMPLIANCE WITH ANY APPLICABLE LAND DEVELOPMENT REGULATIONS.


EXHIBIT C
HICKORY RIDGE ROAD
SR 1138
PUBLIC MAINTENANCE
RIGHT OF WAY
GRAVEL
ELIZABETH CAROLINE CARRIKER
DB. 2271 PG. 306
5516-53-0583
EXISTING OVERHEAD UTILITIES
HICKORY RIDGE ROAD
±1,282 SF TEMPORARY CONSTRUCTION EASEMENT FOR GRADING ONLY
REFERENCE EXHIBIT B
REFERENCE EXHIBIT D
MONA MILLER et al
TRACT, DB. 1329 PG. 346
5516-53-3294
0
1'
2'
SCALE 1"=40'
THIS MAP IS NOT A CERTIFIED SURVEY AND HAS NOT BEEN REVIEWED BY A LOCAL GOVERNMENT AGENCY FOR COMPLIANCE WITH ANY APPLICABLE LAND DEVELOPMENT REGULATIONS.

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

May 20, 2019
6:30 PM

AGENDA CATEGORY:
Consent Agenda

SUBJECT:
County Manager - Support Letter for Multi-Use Paths with NC 73 Widening

BRIEF SUMMARY:
Concord and Kannapolis have sent letters of support to the NCDOT requesting multi-use paths to be included in the NC 73 widening project. The NCDOT Division Engineer, Scott Cole, has requested a similar letter of support from Cabarrus County. Commissioner Poole is familiar with the Cabarrus Rowan Metropolitan Planning Organization (CRMPO) discussions on this subject and can provide input from that perspective.

REQUESTED ACTION:
Motion to approve a letter of support for NC 73 multi-use paths to be signed by Chairman Morris.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:
Jonathan B. Marshall, Deputy County Manager
Susie Morris, Planning and Zoning Manager
Elizabeth Poole, Commissioner and CRMPO Chair

BUDGET AMENDMENT REQUIRED:
No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

This item was approved by the Board for inclusion on the Agenda as a Consent item.

ATTACHMENTS:

- Draft letter of support
- Kannapolis letter
- Concord City Council minutes

March 24, 2019

Mr. J. Scott Cole, PE
NCDOT Division 10 Engineer
716 West Main Street
Albemarle, NC 28001

RE: NC 73 Preferred Cross Section

Dear Mr. Cole:

Over the last year, there have been multiple conversations regarding the proposed cross section for NCDOT Project R-5706 (NC 73 Widening), from US 29 to Poplar Tent Road, to accommodate a Multi-Use Path (MUP).

The current cross section for the project includes 4'-5' bike lanes and 5' sidewalks on both sides of the facility. The full widening project design shows a Multi-Use Path (MUP) in Mecklenburg County, ending at Poplar Tent Road. It is the desire of Concord, Kannapolis and Cabarrus County to see the MUP continued on the Cabarrus County side of the project.

It has been communicated to Staff, both in person and by email, that NCDOT is willing to transfer the cost of constructing bike lanes in the roadway to a MUP. Cabarrus County will not be participating in funding the MUP but agrees with Concord and Kannapolis that a MUP is the preferred alternative transportation mode for the majority of the widening project.

Based on the information provided by NCDOT, the City of Concord and the City of Kannapolis, Cabarrus County supports a cross section that includes a 10' MUP on both sides of the NC 73 facility from Poplar Tent Road to Central Drive. From Central Drive to US 29, which is anticipated to remain at 35 MPH, Cabarrus County supports 4'-5' bike lanes and 5' sidewalks on both sides of the facility.

Cabarrus County would like to thank you and your staff for collaborating with Cabarrus County, the City of Concord and the City of Kannapolis to accommodate a modified street design that creates alternate transportation and additional recreational opportunities for residents of, and visitors to, Cabarrus County.

Should you need any additional information, feel free to contact me.

Sincerely,

Stephen M. Morris, Chair
Cabarrus County Board of Commissioners

DRAFT

KANNAPOLIS
Public Works

March 25, 2019

Stuart Basham
NCDOT Division 10 Planning Engineer
12033 East Independence Boulevard – Suite F
Matthews, NC 28105

Subject: STIP Project No. R-5706 NC 73 Widening

Dear Mr. Basham,

Listed below are the City of Kannapolis' comments regarding the R-5706 Project:

1. The City supports the installation of a multi-use path along the HWY 73 Widening Project R-5706 from the Mecklenburg County Line to I-85 and requests NCDOT exercise flexibility in median and planting strip widths in order to minimize property impacts along the corridor.

2. There is currently ongoing development planned for the southeast and southwest corner at the intersection of HWY 73 and Kannapolis Parkway. We request that NCDOT consider design alternatives that would not significantly impact these parcels rendering them undevelopable.

3. The City requests to have input on creating a decorative pattern applied to the retaining walls used for the bridge approaches.

4. Kannapolis is proud to have the Amazon Distribution Center as part of our business community. The City is concerned that Amazon's distribution efforts will be impacted and requests that their signalized access to HWY 73 is not removed or impacted by the proposed improvements during or after construction.

5. The City of Kannapolis requests that the structures located over Afton Run and Rocky River be designed to accommodate a 10-ft wide, paved, multi-use trail under HWY 73 at these locations.

6. At the two aforementioned locations please accommodate in your design for access from the multi-use path on either side of HWY 73 to access the greenway at these locations.

7. The City of Kannapolis supports the Water & Sewer Authority's concerns relative to impact to Lake Howell listed below:

   a. The general comments relate to any of the alternatives that may be selected. They are as follows with no order of importance:
      - The reservoir is one of the larger sources of water for all the communities in Cabarrus County. We are sure that all care will be taken to protect the water source during construction but would like to review and discuss plans for that protection.
      - Some alternatives could result in a net loss of storage capacity for the reservoir. WSACC requests a study of alternatives to balance that loss such as excavation and/or dredging.
      - There are currently at least 3 access points to the dam and surrounding area. WSACC will need to retain that access for maintenance and monitoring. A more detailed map can be provided.
      - There is fencing located near the main dam access. It is difficult to determine if that will be affected. In addition, the road section below the dam is planned as controlled access. If that includes the addition of more fencing, WSACC would like to discuss gate access points, the type of fencing and have the opportunity to pay the difference in cost for more secure fencing to match what is currently in place.
      - Parts of each of the alternatives fall within the reservoir watershed. WSACC requests that safety impoundments and drainage improvements be constructed to capture pollutants that may result from regular use and accidental spills along the roadway.
      - Where remainder parcels must be purchased during right-of-way acquisition and those remainders are adjacent to property owned by WSACC and/or the County, both entities would like to discuss the ultimate disposition of those properties with representatives of NCDOT. It may be useful to have that discussion as part of the acquisition process of right-of-way from WSACC and County owned property.
      - WSACC, Cabarrus County, Concord and Kannapolis would like the opportunity to review detailed construction plans for the reservoir section after an alternative is chosen and those plans prepared.

   b) The group reviewed all four alternatives. Each one has some effect on the reservoir. Alternatives 3 and 4, however, also have the largest impact on the communities and school near the reservoir. The group felt that with the proper planning and protections that Alternatives 1 and 2 are the most appropriate and that alternatives 3 and 4 should be rejected. The specific comments and questions that follow relate to alternatives 1 and 2 only.

      <u>Alternative 1:</u>

      - How would containment areas for storm water and accidental spills be constructed?
      - How would storm water from the bridge structure be handled?

- The planned turnaround bulb just to the west of the reservoir is located at or near a private drive constructed, improved and partially maintained by WSACC. That private drive provides access for the Cabarrus County Deputy who patrols the reservoir, access to the WSACC boat dock for the reservoir and access to two private homes.
- As stated in the general comments, WSACC must retain access to the dam and the area below the dam for maintenance and monitoring.
- Will the pipes under NC 73 need to be extended under this bridge span alternative? If so, will that include a need for a coffer dam or lowering of the reservoir water level?
- Will there be any fill added around the existing causeway and will that result in the loss of reservoir storage capacity?
- Concord has raw water intake pipes in this area and will be constructing additional infrastructure for that purpose.
- There is concern about increased illegal activity and mischief from a bridge structure. WSACC would like to be involved in construction planning to mitigate that activity.

Alternative 2:

- How would containment areas for storm water and accidental spills be constructed?
- The planned turnaround bulb just to the west of the reservoir is located at or near a private drive constructed, improved and partially maintained by WSACC. That private drive provides access for the Cabarrus County Deputy who patrols the reservoir, access to the WSACC boat dock for the reservoir and access to two private homes.
- This alternative will require the pipes under NC 73 to be extended. How will that construction take place and will the water level be affected.
- This alternative will result in the loss of storage capacity for the reservoir. WSACC would like to discuss ways in which that loss can be balanced.
- WSACC maintains much of the area around the current causeway. This construction will result in additional areas to be maintained and WSACC would like to be involved in the planning and design for those areas to address maintenance needs and concerns.

If you have any questions related to these comments or need any further information, please contact me at (704) 920-4200.

Sincerely,

Wilmer Melton, III
Director of Public Works

authorized to execute any and all instruments necessary to complete this conveyance; and
3. The City will convey the Property subject to any and all existing public utility easements, restrictions, rights-of-way, protective covenants, zoning laws, conditions, and any ordinance of record; and
4. The City's deed will contain covenants or conditions to assure the property will be used for a public purpose by Habitat for Humanity of Cabarrus County, Inc., a North Carolina non-profit corporation

Adopted the 8th day of November, 2018.

CITY COUNCIL
CITY OF CONCORD
NORTH CAROLINA

/s/ William C. Dusch, Mayor

ATTEST: /s/ Kim J. Deason, City Clerk

3. **Consider staff's recommendation for setting a desired cross section for NCDOT Project R-5706, NC Hwy 73 (Davidson Hwy), from US 29 to Poplar Tent Rd.**

At the April 2018 City Council meeting, Council made a motion that NCDOT Project R-5706, NC 73 (Davidson Hwy), from US 29 to Poplar Tent Rd include a cross section with 4'-5' Bike Lanes and 5' Sidewalks on both sides of the facility. Since that time, staff has met with NCDOT's project team and City of Kannapolis staff and were presented with the full widening project of NC 73. The project shows a Multi-use Path in Mecklenburg County ending at Poplar Tent. NCDOT staff also informed Concord and Kannapolis staff of how they fund Multi-use paths. NCDOT is willing to transfer the cost of constructing bike lanes in the roadway and apply this cost to a Multi-use path, which still includes the City participating in a portion of the cost based on population. Based on the information of the adjoining section in Mecklenburg County, the NCDOT funding mechanism, discussions with City of Kannapolis staff, and providing for a more bicycle accommodating East-West route in NC 73, staff recommended that NC 73 (Davidson Hwy), from Poplar Tent Rd to Central Dr, reflect a cross section to includes a 10' Multi-Use Path on both sides of the facility. Staff recommended keeping the proposal of 4'-5' Bike Lanes and 5' Sidewalks in both sides of the facility for NC Hwy 73, from Central Dr to US 29, which is anticipated to remain a 35 MPH speed limit section.

A motion was made by Council Member Crawford, seconded by Council Member King, and duly carried, to approve staff's recommendations to revise the cross section for NCDOT Project R-5706, NC Hwy 73 (Davidson Hwy), from US 29 to Poplar Tent Rd—the vote: all aye.

4. **Consider authorizing the City Manager to negotiate and execute a contract with Carolina Siteworks, Inc. for the replacement of the culvert on Havencrest Ct. NW.**

The Havencrest Ct. Culvert Replacement project consists of the removal of one existing set of culverts, the construction of one double-barrel culvert, and associated services that will include relocation of storm sewer mains, water mains, and other utilities, and roadway pavement reconstruction. It also includes the installation 614 feet of 15-inch sanitary sewer outfall. The project was bid under the formal bidding process, bids were taken on October 24, 2018. Five (5) bids were received and the lowest responsible bidder was Carolina Siteworks, Inc. in the amount of $1,107,414.

A motion was made by Mayor Pro-Tem Parsley, seconded by Council Member Sweat, and duly carried, to authorize the City Manager to negotiate and

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

May 20, 2019
6:30 PM

AGENDA CATEGORY:
Consent Agenda

SUBJECT:
DHS - Review of Bids to Provide Bulk Catering Services to the LunchPlus Club Program

BRIEF SUMMARY:
The Department of Human Services (DHS) issued an RFP for bulk catering for the LunchPlus Club (congregate nutrition) program. Based on review of the bid tabulation sheet, an appropriate vendor is recommended for approval.

REQUESTED ACTION:
Motion to approve the bid award for bulk catering services provided to the LunchPlus Club Program and to authorize the County Manager to execute the contract between the county and the approved vendor, subject to review or revision by the County Attorney.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:
Anthony Hodges, Program Administrator, Adult and Aging Services

BUDGET AMENDMENT REQUIRED:
No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:
This item was approved by the Board for inclusion on the Agenda as a Consent item.

ATTACHMENTS:

- Bid

ORIGINAL

May 1, 2019

SENIOR MEALS PROGRAM

Cabarrus County Department of Human Services
LunchPlus Club

PARTNERSHIP PROPOSAL

bateman Community Living

May 1, 2019

Cindy Hall
Nutrition Coordinator – Adult & Aging
Cabarrus County
1303 S. Cannon Blvd.
Kannapolis, NC 28083

Dear Cindy Hall:

Thank you for allowing us the opportunity to propose Bateman Community Living as a senior nutrition food services provider for the Cabarrus County seniors you serve. Our proposal outlines the capabilities we bring to the table along with our commitment to providing an honest and realistic structure based on our service standards and experience. Bateman is uniquely positioned to deliver your vision of Nutrition Services for this next contract term. If you choose to work with us, we will seek to cultivate a strong partnership through creative and innovative services so that Cabarrus County, North Carolina can reap the benefits of a flexible, cost effective and continually improving senior-based partnership.

Our system includes these core components:

- A "can do" approach to services, driving satisfaction
- Professional experienced leadership for all services at all locations
- Corporate and regional support for services
- Sustained innovation and best practices in the overall quality and consistency of service and meals
- Bateman's financial and operational tools
- Dietitians with the experience, knowledge, and ability to keep up with North Carolina's guidelines
- Over 50 years of working with Title III agencies under the Older Americans Act, bringing a deep understanding of details
- Uninterrupted services

Thank you for your time, and the opportunity to submit this proposal. We look forward to continuing our mutually beneficial partnership with you and your team.

Best regards,



Magi Brettler
Regional Vice President | Bateman Community Living
magi.brettler@batemanliving.com

elior
NORTH AMERICA

MISSION AND VALUES

Our extraordinary team of professionals deliver innovative culinary experiences uniquely tailored for each customer and local community that we serve.

E EMPLOYEE RECOGNITION

L LOYALTY

I INNOVATION

O OPERATIONAL EXCELLENCE

R RESPONSIBILITY





EXECUTIVE SUMMARY

Thank you for giving us the opportunity to put together a proposal so that we may support the growth and future of Cabarrus County, North Carolina. We have developed a customized plan that details the provision of freshly made meals that offer variety, quality ingredients and cooking methods to support your seniors. Our approach will result in a transparent and trust-based partnership that will complement Cabarrus County, North Carolina's vision and future goals.

Elior North America, through our regionally based brands of Bateman, Valley, and Lindley, is the largest provider of senior meals in the United States. We customize our systems to each senior meal program to meet the specific nutrition and operational requests in order to provide meals that senior adults are attracted to for taste, appearance, nutrition and variety. Our plan for Cabarrus County, North Carolina is to rely upon our 50+ years of experience and knowledge to bring you the right program for your organization. Our focus is based upon three key ingredients of success: Culinary Innovation, Exemplary Service, and Local Teams Supported by Global Resources. We will operate your program through Bateman Community Living, Inc.

At Elior North America, we are powered by our three keys to success:

CULINARY INNOVATION	Culinary creativity Prepared fresh Commitment to quality and consistency
EXEMPLARY SERVICE	Focused customer approach Flexibility and creativity at the business level A commitment to delivering what we promise Strong local partnerships
LOCAL SUPPORTED BY GLOBAL	Local market expertise Involvement in the community Global collaboration fueling innovation



CULINARY INNOVATION

Bateman will create an exciting culinary journey for the enjoyment and necessary nourishment of your seniors. We are committed to using fresh ingredients, local purchasing and sourcing, improving sustainability initiatives, and contributing a renewed focus on batch cooking. Our program is centered on creating meals that not only taste good and appeal to your seniors, but also meet all regulatory requirements to provide 1/3 DRI requirements. Our corporate chef, registered dietitian and local management team will continue to create custom menus that are nutritionally-balanced, yet rich in variety and flavor.



We have found that utilizing our quarterly menu meetings is still a great way to review and update our menus to best meet the needs and preferences of your seniors. Here at Bateman, we ensure that we provide customized menus for every client we serve every time. In addition, we will purchase all food and supplies while managing production in our kitchen. In partnership with your volunteers and staff, we will support their involvement in plating, packing, and delivering the meals to your seniors.

EXEMPLARY SERVICE



Exemplary Service inspires our team members to go beyond simply making a meal and to make a connection. We respect and appreciate the opportunity to create meals that your seniors will love daily. Serving today's seniors is a vital mission of both of our organizations. Our service is built on understanding and truly embracing this mission. Key areas that drive our exemplary service include the following:

Variety in food offerings	**Nutritional Focus**	**Communications**
Our culinary offerings will be designed to provide a high level of variety with our customized menus that appeal to seniors and are regionally aligned.	All our meals meet the 1/3 DRI standards that are required to receive federal funding, as well as meet the nutritional needs of our seniors. Our dietitians will design and develop menus for your seniors.	Open communication is key to our partnership and continually seek feedback from our seniors on their likes and dislikes. We will communicate with you on performance, and continually Seek feedback from our seniors on their likes and dislikes.



LOCAL TEAMS SUPPORTED BY GLOBAL RESOURCES

ONSITE LEADERSHIP TEAM

For Cabarrus County, North Carolina, we are recommending an onsite Food Service Director to lead the production of all meals. Our director will be led by our District Manager, Bob Santana, who will report directly to our Vice President of Operations, Magi Brettler. Our director will coordinate all menu development in partnership with you and manage our team for meal production. Elior North America will support our partnership through an extensive network of trained foodservice professionals to include our District Manager, Director of Operations, Registered Dietitian, Vice President of Operations, Director of Client Retention and many more team members who provide training, food safety and sanitation, IT, purchasing and other support functions to our local team in your kitchen.

MENU DEVELOPMENT & NUTRITION

Bateman's menu development process results in unique solution for your program. Because we believe food and great menus are the foundation of your program, we have created a custom solution for your program.
Your menus were created especially for your program by our Registered Dietitian, and we have included our proposed menu for your review at the end of this section. Key components of the menu development process that we customized for your meal program:

REGISTERED DIETITIAN

As our client, your continuous involvement in menu development is welcomed. Our Registered dietitians will meet with your team quarterly to ensure the menus meet your needs. Together we will consider your mission of the needs of your seniors as we work with you to create menus that nourish this sometimes-vulnerable population. As our partner, your involvement creates the best program to nourish seniors in your community.

Bateman will provide a complete menu and nutrient analysis that will be compliant with North Carolina nutrition standards. In addition, we will provide a certified registered dietitian menu substitution form that will be included with any substitutions to ensure compliance with nutrition standards.

NUTRITION CRITERIA

Sound information is the foundation for planning menus to meet nutritional requirements. Bateman's accurate nutrition database ensures we provide you with truthful nutritional. Additionally, we will provide you with the supporting nutrition documentation for your records. Bateman dietitians are registered by the Academy of Nutrition and Dietetics and are required to maintain continuing education. Cabarrus's Dietitian will be licensed in the state or North Carolina and will plan menus to align with your specific federal and state regulatory nutrition requirements.

NUTRITION EDUCATION MATERIALS

To increase the nutritional quality of the two daily meals that the seniors must plan for themselves, out dietitians provide nutritional education materials. The tips cover everything from reading food labels to understanding advertising claims to preserving nutrients in food preparations. Fitness tips describe simple exercise to help seniors maintain flexibility and strength. Our nutrition education materials will be provided monthly in an electronic format.



TRAINING

Our training approach is comprehensive and ongoing. We provide rigorous onboarding for our team and any volunteers that work in the kitchen. Training will include food safety training and SERV Safe classes for our management team. We will also conduct ongoing, in-service training sessions with our staff. Training sessions will focus on a wide variety of topics, including customer service, quality assurance, sanitation and food preparation. Development programs are delivered in a variety of educational formats and tailored to teach our team members the best way to accommodate the needs of your seniors.

OPERATIONAL PLAN

Elior North America will be providing the following for Cabarrus County, North Carolina:

- Preparation of fresh hot meals in our kitchen at 4808 Chesapeake Drive, Charlotte, NC
- Provide Registered Dietitian services to develop an agreeable 6 – month menu cycle
- Provide nutrition education materials electronically
- Preparation and delivery of regionally preferred meals to 6 Senior Centers in a new van
- Bateman will deliver meals in a van using thermal carriers with GPS tracking and optimal routing software
- Open lines of communication



95% of seniors participating in a congregate dining program say they would recommend Bateman to their friends.



OUR COMMITMENT

Elior North America's mission is to deliver experiences driven by Culinary Innovation, Exemplary Service, and Local Teams that are supported by Global Resources. To achieve this, it is critical to deliver the highest quality programs at the greatest possible value. Our extensive experience, in-depth expertise and wide-ranging resources allow us to maximize every dollar spent, offer cost savings while ensuring top performance, implement enhanced quality measures, and provide comprehensive solutions that meet your current and future needs. These factors allow us to achieve increased satisfaction among your seniors.

During developing the proposal for Cabarrus County, North Carolina, we have found we share a common philosophy. While performance and quality service are paramount, the cost of delivering programs must be central to the equation. The value and cost equation must be in balance to ensure satisfaction while being mindful of the resources to which we are entrusted. Our commitment to you is to provide a high-quality program for your seniors that will deliver the greatest benefit for every dollar spent.

The meal rate that we provide is guaranteed each year unless there are additional services that we are asked to provide and subject to CPI increases annually.

Elior North America, through our operating brand, Bateman Community Living, commits to delivering on specific key outcomes of a partnership. By using our key ingredients for success, we are well positioned in our partnership with Cabarrus County, North Carolina to exceed your goals and create a dining experience unlike any other. Our commitment to you is to provide you with a partnership that will allow for efficiency and growth. We will partner with you to ensure a sustainable and lasting impact in your community. We are committed to continuously engaging seniors through fresh meals prepared to their regional preferences, relevant nutrition education, and innovative delivery methods. Our teams stay at the forefront of serving seniors through education and experience in the market.









PRICING

Bateman's mission is to deliver experiences driven by Culinary Innovation, Exemplary Service, and Local Teams that are supported by Global Resources. To achieve this, it is critical to deliver the highest quality programs at the greatest possible value. Our extensive experience, in-depth expertise, and wide-ranging resources allow us to maximize every dollar spent, offering cost savings while ensuring top performance, enhanced quality measures, and comprehensive solutions that meet your current and future needs. This allows us to achieve increased satisfaction among your seniors.

During developing the proposal for Cabarrus County, we have found we share a common philosophy. While performance and quality service are paramount, the cost of delivering programs must be central to the equation. The value and cost equation must be in balance to ensure satisfaction while being mindful of the resources to which we are entrusted. Our commitment to you is to provide a high-quality program that will deliver the greatest benefit for every dollar spent.



PROJECTED PROGRAM COST

Bateman developed the project cost models from a zero-based position based upon the statistical data you have provided. Key assumptions include the following:

- Our program consists of purchasing and preparing meals for Cabarrus. We will deliver in bulk to your congregate centers.
- We utilized 132 as the daily population
- We assumed 250 operating days per year for Adult Meals.
- Bateman will operate the kitchen, produce all meals. We will have a Foodservice Director, who will be
- supported by our corporate leadership team. Bateman will employee all the production and delivery staff.
- We will operate our program on a sliding scale for which will guarantee our price per meal based upon meal volumes as outlined below. Bateman will utilize our procurement program to purchase all food and supplies needed for the execution of the program.
- Our price per meal at your current volume is $5.20 per meal.
- We assumed a 5-year contract term, including an annual CPI increase, and will include a mutual 30-day no-cause termination clause in our contract.

CABARRUS LUNCHPLUS SLIDING SCALE

MEAL LEVEL	RATE
170+	**$4.70**
160-169	**$4.80**
150-159	**$4.90**
140-149	**$5.05**
130-139*	**$5.20***
120-129	**$5.44**
110-119	**$5.71**
100-109	**$6.04**
90-99	**$6.44**

*Current Base Level

The meal level is determined by adding up the number of meals served per month and dividing it by the number of serving days in that month. Any closure day, whether it is a holiday or unexpected closure day, does not count as a serving day unless shelf stable meals are sent out in place of the hot meals.

A minimum of 15 meals is required per meal site to be delivered. The rates are based on one driver and van to deliver int the County to the current six sites. Should meal sites expand, we will work with Cabarrus staff to adjust delivery times to fit within one van/driver resource, which the rate is based upon.



WHY ELIOR NORTH AMERICA?

Bateman is the largest provider of senior meals in the United States with over 50 years of experience in providing proven systems. We will implement the full resources of our refined systems to Cabarrus County with our partnership.

RESOURCES

Bateman will support our partnership with Cabarrus County through an extensive network of trained foodservice professionals to include our west coast District Manager, Director of Operations, Registered Dietitian, Vice President of Operations, Executive Vice President of Key Accounts and many more team members who provide training, food safety and sanitation, IT, purchasing and other support functions to our local team in your kitchen.

COST EFFICIENCY AND CONTROLS

Bateman provides a guaranteed budget in our partnership with Cabarrus County each year. The meal rate that we provide is guaranteed each year unless there are additional services that we are asked to provide. Bateman's Operational Approach focusing on menu development, meal production and logistics provides you with the best senior nutrition program for quality and cost efficiency. Our on-site teams supported by global resources will effectively execute our customized plan for your program.

SYSTEMS

- HACCP food safety
- Procurement
- Sanitation
- Standard operating procedures
- Training



MENUS

DIETITIAN CREDENTIALS





BATEMAN Cabarrus, NC- Hot Bid Menu

WEEK 1 OF 4 **BEGINNING: October 1, 2019** **ENDING: March 31, 2020**

DAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
MONTH, DATE	10/28, 11/25, 12/23, 1/20,2/17, 3/16	10/1, 10/29, 11/26, 12/24, 1/21, 2/18, 3/17	10/2, 10/30 (SP), 11/27, 12/25, 1/22, 2/19, 3/18	10/3, 10/31, 11/28, 12/26, 1/23, 2/20, 3/19	10/4, 11/1, 11/29, 12/27, 1/24, 2/21, 3/20
ENTREE-3 OZ - 1 EACH (LADLES/TONGS/SCOOPS)	Pinto Beans (1 cup) WITH Chopped Onions	Sloppy Joe	Baked Chicken (Bone-in) WITH Poultry Gravy	Sliced Ham	Turkey & Cheese Sandwich
COMPLEX CHO-1/2 CUP	Macaroni & Cheese		Mashed Potatoes	Grits	Lays Baked Chips
BREAD-1 EACH (GLOVES/TONGS)	Cornbread	Hamburger Bun	Whole Wheat Bread	Biscuit	Croissant
2 SERVINGS FRUIT & VEGGIE - 1/2 CUP (SOLID/SLOTTED SPOODLE)	Fruit Juice 100% 6 oz	Whole Kernel Corn	Tossed Salad	O'Brien Potatoes	Cole Slaw
	Mustard Greens	Broccoli Salad	Green Beans	Orange-Tangerine 100% Juice 6 oz	Lettuce & Tomato Salad
FAT OPTIONAL(GLOVES)	Vinegar		Fat Free Ranch Dressing		
	Margarine				
REG DESSERT 1/2 CUP OR 1 EACH (SPOODLE/GLOVES)		Apple Crisp	Fruit Cup	Peaches	Chocolate Pudding
CALCIUM - 8 OZ(GLOVES)	Milk 1% 1/2 Pint	Milk 1% 1/2 Pint	Milk 1% 1/2 Pint	Milk 1% 1/2 Pint	Milk 1% 1/2 Pint
COMMENTS:					
NUTRITIONAL SUMMARY					
CALORIES:(700+)	788 CAL	797 CAL	717 CAL	742 CAL	829 CAL
FAT %(30% PREFERENCE)	26% FAT	31% FAT	28% FAT	18% FAT	39% FAT
SODIUM:(<1000 MG PREF)	593 MG NA	671 MG NA	761 MG NA	976 MG NA	1086 MG NA
PROTEIN:(21 GM+)	35 GM PRO	32 GM PRO	41 GM PRO	29 GM PRO	43 GM PRO

COUNTY REGION_____ TO BE USE[_____ 10/19-3/20 SIGNATURE PROGRAM DIRECTOR_____

CERTIFIED BY M. Lehman, RD, LDN DATE 4-15-19 RD 2651 REVIEWED BY_____

DIETITIAN/NUTRITIONIST AAA ADMINISTRATOR

BATEMAN Cabarrus, NC- Hot Bid Menu

WEEK 2 OF 4 **BEGINNING: October 1, 2019** **ENDING: March 31, 2020**

DAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
MONTH, DATE	10/7, 11/4, 12/2, 12/30, 1/27, 2/24, 3/23	10/8, 11/5, 12/3, 12/31, 1/28, 2/25, 3/24	10/9, 11/6, 12/4, 1/1, 1/29, 2/26, 3/25	10/10, 11/7, 12/5, 1/2, 1/30, 2/27, 3/26	10/11, 11/8, 12/6, 1/3, 1/31, 2/28, 3/27
ENTREE-3 OZ - 1 EACH (LADLES/TONGS/SCOOPS)	Meatball Hoagie WITH Marinara Sauce	Chicken w/Paprika Cream Sauce	Chili with Beans	Chicken Fettuccine	Meatloaf WITH Brown Gravy
COMPLEX CHO-1/2 CUP	Whole Kernel Corn	Oven Browned Potatoes	Fruit & Grain Bar	Pasta in Entrée	Mashed Potatoes
BREAD-1 EACH (GLOVES/TONGS)	Hoagie Bun	Whole Wheat Bread	Cornbread	Garlic Bread	White Dinner Roll
2 SERVINGS FRUIT & VEGGIE - 1/2 CUP (SOLID/SLOTTED SPOODLE)	Chopped Raw Onions	Broccoli	Spiced Peaches	Spinach Romaine Salad	Green Beans
	Tropical Mixed Fruit	Fresh Orange	Seasoned Collard Greens	Carrots	Pineapple Tidbits
FAT OPTIONAL(GLOVES)			Vinegar	Italian Dressing	Margarine
REG DESSERT 1/2 CUP OR 1 EACH (SPOODLE/GLOVES)	Orange-Tangerine 100% Juice 6 oz.	Gingerbread Cake		Brownie	
CALCIUM - 8 OZ(GLOVES)	Milk 1% 1/2 Pint	Milk 1% 1/2 Pint	Milk 1% 1/2 Pint	Milk 1% 1/2 Pint	Milk 1% 1/2 Pint
COMMENTS:					
NUTRITIONAL SUMMARY					
CALORIES:(700+)	744 CAL	787 CAL	755 CAL	785 CAL	778 CAL
FAT %(30% PREFERENCE)	21% FAT	22% FAT	25% FAT	29% FAT	35% FAT
SODIUM:(<1000 MG PREF)	707 MG NA	933 MG NA	895 MG NA	994 MG NA	961 MG NA
PROTEIN:(21 GM+)	33 GM PRO	45 GM PRO	35 GM PRO	46 GM PRO	37 GM PRO

COUNTY REGION_____ TO BE USEI _____ 10/19-3/20 SIGNATURE PROGRAM DIRECTOR_____

CERTIFIED BY M. Ashman, RD, LDN DATE 4-15-19 RD 2651 REVIEWED BY_____

DIETITIAN/NUTRITIONIST AAA ADMINISTRATOR

BATEMAN Cabarrus, NC- Hot Bid Menu

WEEK 3 OF 4 **BEGINNING: October 1, 2019** **ENDING: March 31, 2020**

DAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
MONTH, DATE	10/14, 11/11, 12/9, 1/6, 2/3, 3/2, 3/30	10/15, 11/12, 12/10, 1/7, 2/4, 3/3, 3/31	10/16, 11/13, 12/11, 1/8, 2/5, 3/4	10/17, 11/14, 12/12, 1/9, 2/6, 3/5	10/18, 11/15, 12/13, 1/10, 2/7, 3/6
ENTREE-3 OZ - 1 EACH (LADLES/TONGS/SCOOPS)	Country Beef Stew	Chile Lime Chicken	Spaghetti w/Meat Sauce(grd turkey)	Peach-Orange BBQ Chicken(Bone-in)	Hamburger WITH American Cheese
COMPLEX CHO-1/2 CUP	Steamed Rice	Spanish Rice		Baked Beans	Chuckwagon Corn
BREAD-1 EACH (GLOVES/TONGS)	Whole Wheat Bread	Whole Wheat Bread	White Dinner Roll	Texas Toast	Hamburger Bun
2 SERVINGS FRUIT & VEGGIE - 1/2 CUP (SOLID/SLOTTED SPOODLE)	Green Beans w/ Red Peppers	Winter Blend Vegetables	Romaine/Iceberg Salad (1 cup)	Cole Slaw	Carrot Raisin Salad
	Glazed Carrots	Grape Juice 6 oz.	California Blend Vegetables	Steamed Spinach	Lettuce/Tomato/Onion
FAT OPTIONAL(GLOVES)	Margarine	Margarine	Margarine		Mustard/Ketchup/Mayo
			Fat-Free Italian Dressing		
REG DESSERT 1/2 CUP OR 1 EACH (SPOODLE/GLOVES)	Mixed Fruit	Applesauce	Peach Crisp	Chocolate Chip Cookie	
CALCIUM - 8 OZ(GLOVES)	Milk 1% 1/2 Pint	Milk 1% 1/2 Pint	Milk 1% 1/2 Pint	Milk 1% 1/2 Pint	Milk 1% 1/2 Pint
COMMENTS:					
NUTRITIONAL SUMMARY					
CALORIES:(700+)	736 CAL	726 CAL	782 CAL	924 CAL	741 CAL
FAT %(30% PREFERENCE)	27% FAT	17% FAT	28% FAT	28% FAT	45% FAT
SODIUM:(<1000 MG PREF)	951 MG NA	1187 MG NA	1130 MG NA	1185 MG NA	727 MG NA
PROTEIN:(21 GM+)	42 GM PRO	33 GM PRO	37 GM PRO	43 GM PRO	41 GM PRO

COUNTY REGION_____ TO BE USE[_____ 10/19-3/20 SIGNATURE PROGRAM DIRECTOR_____

CERTIFIED BY M. Ashman, RD, LDN DATE 4-15-19 RD 2651 REVIEWED BY_____

DIETITIAN/NUTRITIONIST AAA ADMINISTRATOR

BATEMAN Cabarrus, NC- Hot Bid Menu

WEEK 4 OF 4

BEGINNING: October 1, 2019 **ENDING: March 31, 2020**

DAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
MONTH, DATE	10/21, 11/18, 12/16, 1/13, 2/10, 3/9	10/22, 11/19, 12/17, 1/14, 2/11, 3/10	10/23, 11/20, 12/18, 1/15, 2/12, 3/11	10/24, 11/21, 12/19 (SP), 1/16, 2/13, 3/12	10/25, 11/22 (SP), 12/20, 1/17, 2/14, 3/13
ENTREE-3 OZ - 1 EACH (LADLES/TONGS/SCOOPS)	Beef Stroganoff	White Beans & Sausage	BBQ Pulled Pork	Beef Tips WITH Mushroom Gravy	Oriental Shoyu Chicken
COMPLEX CHO-1/2 CUP	Pasta in entrée	Potato Salad	Baked Beans	Mashed Potatoes	Steamed Rice
BREAD-1 EACH (GLOVES/TONGS)	White Dinner Roll	Whole Wheat Bread	Hamburger Bun	Whole Wheat Roll	Rye Bread
2 SERVINGS FRUIT & VEGGIE - 1/2 CUP (SOLID/SLOTTED SPOODLE)	Green Peas	Steamed Spinach	Confetti Cole Slaw	Green Cabbage	Broccoli
	Capri Blend Vegetables	Apple Juice 6 oz.	Tossed Salad	Pickled Beets	Pineapple Tidbits
FAT OPTIONAL(GLOVES)	Margarine		Fat Free Ranch Dressing		Margarine
REG DESSERT 1/2 CUP OR 1 EACH (SPOODLE/GLOVES)	Fresh Orange		Spiced Peaches	Pumpkin Bar	Fortune Cookie
CALCIUM - 8 OZ(GLOVES)	Milk 1% 1/2 Pint	Milk 1% 1/2 Pint	Milk 1% 1/2 Pint	Milk 1% 1/2 Pint	Milk 1% 1/2 Pint
COMMENTS:					
NUTRITIONAL SUMMARY					
CALORIES:(700+)	723 CAL	763 CAL	848 CAL	767 CAL	733 CAL
FAT %(30% PREFERENCE)	32% FAT	30% FAT	25% FAT	22% FAT	22% FAT
SODIUM:(<1000 MG PREF)	884 MG NA	953 MG NA	914 MG NA	1263 MG NA	625 MG NA
PROTEIN:(21 GM+)	42 GM PRO	37 GM PRO	48 GM PRO	41 GM PRO	46 GM PRO

COUNTY REGION_____ TO BE USE[_____ 10/19-3/20 SIGNATURE PROGRAM DIRECTOR_____

CERTIFIED BY M. Ashman, RD, LDN DATE 4-15-19 RD 2651 REVIEWED BY_____

DIETITIAN/NUTRITIONIST AAA ADMINISTRATOR

SPECIALS

BEGINNING: October 1, 2019 **ENDING: March 31, 2020**

DAY	October Special	Thanksgiving Special	Christmas Special	0	0
MONTH, DATE	10/30	11/22	12/19		
ENTREE-3 OZ - 1 EACH (LADLES/TONGS/SCOOPS)	Baked Chicken (Bone-in) WITH Poultry Gravy	Sliced Roasted Turkey WITH Poultry Gravy	Roast Beef WITH Brown Gravy		
COMPLEX CHO-1/2 CUP	Rosemary Potatoes	Candied Sweet Potatoes	Mashed Potatoes		
BREAD-1 EACH (GLOVES/TONGS)	Bread Dressing	Cornbread Dressing	White Dinner Roll		
2 SERVINGS FRUIT & VEGGIE - 1/2 CUP (SOLID/SLOTTED SPOODLE)	Spinach / Romaine Salad	Grape Juice 6 oz.	Waldorf Salad		
	Green Beans w/ Red Peppers	Green Beans	Green Peas & Pearl Onions		
FAT OPTIONAL(GLOVES)	FF Raspberry Vinaigrtte	Cranberry Sauce			
REG DESSERT 1/2 CUP OR 1 EACH (SPOODLE/GLOVES)	Apple Pie	Baked Pumpkin Custard	Black Forest Cake		
CALCIUM - 8 OZ(GLOVES)	Milk 1% 1/2 Pint	Milk 1% 1/2 Pint	Milk 1% 1/2 Pint		
COMMENTS:					
NUTRITIONAL SUMMARY					
CALORIES:(700+)	966 CAL	979 CAL	930 CAL	0 CAL	0 CAL
FAT %(30% PREFERENCE)	37% FAT	14% FAT	24% FAT	0% FAT	0% FAT
SODIUM:(<1000 MG PREF)	1565 MG NA	1090 MG NA	1177 MG NA	0 MG NA	0 MG NA
PROTEIN:(21 GM+)	41 GM PRO	46 GM PRO	53 GM PRO	0 GM PRO	0 GM PRO

COUNTY REGION_____ TO BE USEI_____ 10/19-3/20 SIGNATURE PROGRAM DIRECTOR_____

CERTIFIED BY M. Workman, RD, LDN DATE 4-15-19 RD 2651 REVIEWED BY_____

DIETITIAN/NUTRITIONIST AAA ADMINISTRATOR

BATEMAN Cabarrus, NC- Hot Bid Menu

WEEK 1 OF 4 **BEGINNING: July 1, 2019** **ENDING: September 30, 2019**

DAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
MONTH, DATE	7/1, 7/29, 8/26, 9/23	7/2, 7/30, 8/27, 9/24	7/3 (SP), 7/31, 8/28, 9/25	7/4 (CL), 8/1, 8/29, 9/26	7/5, 8/2 (SP), 8/30, 9/27
ENTREE-3 OZ - 1 EACH (LADLES/TONGS/SCOOPS)	Beef Macaroni w/Tomato	Smothered Chicken	Hamburger WITH American Cheese	Chicken Salad	Roast Beef WITH Brown Gravy
COMPLEX CHO-1/2 CUP		Mashed Potatoes	Orange-Tangerine 100% Juice 6 oz.	Pasta Vegetable Salad (1/2 cup)	Rice Pilaf
BREAD-1 EACH (GLOVES/TONGS)	White Dinner Roll	Biscuit	Hamburger Bun	White Bread (2)	Whole Wheat Roll
2 SERVINGS FRUIT & VEGGIE - 1/2 CUP (SOLID/SLOTTED SPOODLE)	Tossed Salad	Grape Juice 6 oz.	Baked Beans	Carrot Raisin Salad	Carrots
	Mixed Vegetables	Green Peas	Lettuce & Tomato	Marinated Zucchini Salad	Fresh Orange
FAT OPTIONAL(GLOVES)	Margarine	Margarine	Ketchup		Margarine
	Fat Free Ranch Dressing				
REG DESSERT 1/2 CUP OR 1 EACH (SPOODLE/GLOVES)	Chocolate Pudding		Peach Cobbler		Peanut Butter Cookie
CALCIUM - 8 OZ(GLOVES)	Milk 1% 1/2 Pint	Milk 1% 1/2 Pint	Milk 1% 1/2 Pint	Milk 1% 1/2 Pint	Milk 1% 1/2 Pint
COMMENTS:					
NUTRITIONAL SUMMARY					
CALORIES:(700+)	760 CAL	790 CAL	937 CAL	716 CAL	882 CAL
FAT %(30% PREFERENCE)	33% FAT	22% FAT	26% FAT	33% FAT	30% FAT
SODIUM:(<1000 MG PREF)	1229 MG NA	1016 MG NA	1010 MG NA	800 MG NA	914 MG NA
PROTEIN:(21 GM+)	37 GM PRO	45 GM PRO	49 GM PRO	36 GM PRO	51 GM PRO

COUNTY REGION_____ **TO BE USED**_____ **7/19-9/19** **SIGNATURE PROGRAM DIRECTOR**_____

CERTIFIED BY M. Ashman, RD, LDN **DATE** 4-15-19 **RD** 2651 **REVIEWED BY**_____

DIETITIAN/NUTRITIONIST AAA ADMINISTRATOR

BATEMAN Cabarrus, NC- Hot Bid Menu

WEEK 2 OF 4 **BEGINNING: July 1, 2019** **ENDING: September 30, 2019**

DAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
MONTH, DATE	7/8, 8/5, 9/2	7/9, 8/6, 9/3	7/10, 8/7, 9/4	7/11, 8/8, 9/5	7/12, 8/9, 9/6
ENTREE-3 OZ - 1 EACH (LADLES/TONGS/SCOOPS)	Turkey Rice Bake	Beef Teriyaki	BBQ Chicken (Bone-in)	Beef & Rice Patty	Chef Salad w/Chicken, egg, cheese
COMPLEX CHO-1/2 CUP	Whole Kernel Corn	Steamed Rice	Macaroni & Cheese	Chantilly Potatoes	Green Pea Salad
BREAD-1 EACH (GLOVES/TONGS)	Whole Wheat Bread	Whole Wheat Bread	Biscuit	White Dinner Roll	Saltine Crackers
2 SERVINGS FRUIT & VEGGIE - 1/2 CUP (SOLID/SLOTTED SPOODLE)	Green Beans w/ Red Peppers	Winter Blend Vegetables	Okra & Tomatoes	Buttered Cabbage	Salad Greens for Chef Salad
	Fresh Banana	Pineapple Tidbits	Mandarin Oranges	Fresh Cantaloupe	Orange Juice 6 oz.
FAT OPTIONAL(GLOVES)	Margarine				Ranch Dressing
REG DESSERT 1/2 CUP OR 1 EACH (SPOODLE/GLOVES)		Royal Brownie		Coconut Bar	Cardinal Citrus Mold
CALCIUM - 8 OZ(GLOVES)	Milk 1% 1/2 Pint	Milk 1% 1/2 Pint	Milk 1% 1/2 Pint	Milk 1% 1/2 Pint	Milk 1% 1/2 Pint
COMMENTS:					
NUTRITIONAL SUMMARY					
CALORIES:(700+)	721 CAL	807 CAL	762 CAL	866 CAL	754 CAL
FAT %(30% PREFERENCE)	27% FAT	24% FAT	28% FAT	34% FAT	34% FAT
SODIUM:(<1000 MG PREF)	763 MG NA	810 MG NA	1069 MG NA	1036 MG NA	910 MG NA
PROTEIN:(21 GM+)	45 GM PRO	44 GM PRO	48 GM PRO	38 GM PRO	42 GM PRO

COUNTY REGION_____ **TO BE USED**_____ **7/19-9/19** **SIGNATURE PROGRAM DIRECTOR**_____

CERTIFIED BY M. Ashman, RD, LDN **DATE** 4-15-19 **RD** 2651 **REVIEWED BY**_____

DIETITIAN/NUTRITIONIST **AAA ADMINISTRATOR**

BATEMAN Cabarrus, NC- Hot Bid Menu

WEEK 3 OF 4

BEGINNING: July 1, 2019 **ENDING: September 30, 2019**

DAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
MONTH, DATE	7/15, 8/12, 9/9	7/16, 8/13, 9/10	7/17, 8/14, 9/11	7/18, 8/15, 9/12	7/19, 8/16, 9/13 (SP)
ENTREE-3 OZ - 1 EACH (LADLES/TONGS/SCOOPS)	Ham & Vegetable Frittata	Chicken Milano	Chef Salad w/Turkey, egg, cheese	Salisbury Steak	BBQ Pulled Pork
COMPLEX CHO-1/2 CUP	Grits	Green Peas	Pineapple Cobbler	Mashed Potatoes	
BREAD-1 EACH (GLOVES/TONGS)	English Muffin	Rye Bread	Whole Wheat Crackers	White Dinner Roll	Hamburger Bun
2 SERVINGS FRUIT & VEGGIE - 1/2 CUP (SOLID/SLOTTED SPOODLE)	Spiced Peaches	Spiced Apple Slices	Salad Greens for Chef Salad	Green Beans	Mustard Greens
	Orange Juice 6 oz.	Fruit Punch 100% Juice 6 oz	Tropical Mixed Fruit	Fresh Fruit	Baked Beans
FAT OPTIONAL(GLOVES)	Jelly	Margarine	Ranch Dressing	Margarine	
	Margarine				
REG DESSERT 1/2 CUP OR 1 EACH (SPOODLE/GLOVES)					Cookies & Cream Fluff
CALCIUM - 8 OZ(GLOVES)	Milk 1% 1/2 Pint	Milk 1% 1/2 Pint	Milk 1% 1/2 Pint	Milk 1% 1/2 Pint	Milk 1% 1/2 Pint
COMMENTS:					
NUTRITIONAL SUMMARY					
CALORIES:(700+)	794 CAL	759 CAL	727 CAL	733 CAL	803 CAL
FAT %(30% PREFERENCE)	22% FAT	23% FAT	31% FAT	31% FAT	24% FAT
SODIUM:(<1000 MG PREF)	1074 MG NA	851 MG NA	727 MG NA	1014 MG NA	1114 MG NA
PROTEIN:(21 GM+)	35 GM PRO	37 GM PRO	36 GM PRO	42 GM PRO	52 GM PRO

COUNTY REGION_____ TO BE USEI_____ 7/19-9/19 SIGNATURE PROGRAM DIRECTOR_____

CERTIFIED BY M. Fahman, RD, LDN DATE 4-15-19 RD 2651 REVIEWED BY_____

DIETITIAN/NUTRITIONIST AAA ADMINISTRATOR

BATEMAN Cabarrus, NC- Hot Bid Menu

WEEK 4 OF 4

BEGINNING: July 1, 2019 **ENDING: September 30, 2019**

DAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
MONTH, DATE	7/22, 8/19, 9/16	7/23, 8/20, 9/17	7/24, 8/21, 9/18	7/25, 8/22, 9/19	7/26, 8/23, 9/20
ENTREE-3 OZ - 1 EACH (LADLES/TONGS/SCOOPS)	Sliced Roasted Turkey WITH Poultry Gravy	Country Meatballs	Chicken Parmesan	Beef Tips WITH Mushroom Gravy	Sliced Ham WITH Swiss Cheese
COMPLEX CHO-1/2 CUP	Whipped Sweet Potatoes	Oven Browned Potatoes	with Pasta	Mashed Potatoes	Potato Salad
BREAD-1 EACH (GLOVES/TONGS)	White Dinner Roll	Whole Wheat Bread	Garlic Bread	Croissant	White Bread (2)
2 SERVINGS FRUIT & VEGGIE - 1/2 CUP (SOLID/SLOTTED SPOODLE)	Brussels Sprouts	Apple Juice 6 oz.	Spinach Salad	Succotash	Lettuce & Tomato
	Grape Juice 6 oz.	Harvard Beets	Italian Blend Vegetables	Broccoli Salad	Apple Juice 6 oz.
FAT OPTIONAL(GLOVES)	Margarine	Margarine	Fat-Free Italian Dressing	Margarine	Mayonnaise
REG DESSERT 1/2 CUP OR 1 EACH (SPOODLE/GLOVES)		Strawberry Crunch Bar	Pineapple Crisp		Mandarin Oranges
CALCIUM - 8 OZ(GLOVES)	Milk 1% 1/2 Pint	Milk 1% 1/2 Pint	Milk 1% 1/2 Pint	Milk 1% 1/2 Pint	Milk 1% 1/2 Pint
COMMENTS:					
NUTRITIONAL SUMMARY					
CALORIES:(700+)	707 CAL	820 CAL	750 CAL	712 CAL	799 CAL
FAT %(30% PREFERENCE)	21% FAT	30% FAT	18% FAT	32% FAT	35% FAT
SODIUM:(<1000 MG PREF)	857 MG NA	1157 MG NA	867 MG NA	1181 MG NA	1287 MG NA
PROTEIN:(21 GM+)	43 GM PRO	31 GM PRO	49 GM PRO	42 GM PRO	36 GM PRO

COUNTY REGION_____ TO BE USE[_____ 7/19-9/19 SIGNATURE PROGRAM DIRECTOR_____

CERTIFIED BY M. Ashman, RD, LDN DATE 4-15-19 RD 2651 REVIEWED BY_____

DIETITIAN/NUTRITIONIST AAA ADMINISTRATOR

SPECIALS

BEGINNING: July 1, 2019 **ENDING: September 30, 2019**

DAY	July 4 th Special	Summer Special	Fall Special	0	0
MONTH, DATE	7/3	8/2	9/13		
ENTREE-3 OZ - 1 EACH (LADLES/TONGS/SCOOPS)	Hot Dog w/ Chili WITH Chopped Raw Onions	Beef Fajitas	Roast Pork WITH Pork Gravy		
COMPLEX CHO-1/2 CUP	Baked Beans	Fiesta Vegetables	Rosemary Potatoes		
BREAD-1 EACH (GLOVES/TONGS)	Hot Dog Bun	Flour Tortilla	Whole Wheat Bread		
2 SERVINGS FRUIT & VEGGIE - 1/2 CUP (SOLID/SLOTTED SPOODLE)	Confetti Cole Slaw	Fresh Watermelon	Zucchini w/ Tomatoes		
	Fresh Watermelon	Lettuce & Tomato	Spinach / Romaine Salad		
FAT OPTIONAL(GLOVES)	Mustard & Ketchup		Fat-Free Italian Dressing		
			Margarine		
REG DESSERT 1/2 CUP OR 1 EACH (SPOODLE/GLOVES)		Almond Cookie	Rocky Road Pudding		
CALCIUM - 8 OZ(GLOVES)	Milk 1% 1/2 Pint	Milk 1% 1/2 Pint	Milk 1% 1/2 Pint		
COMMENTS:					
NUTRITIONAL SUMMARY					
CALORIES:(700+)	725 CAL	851 CAL	716 CAL	0 CAL	0 CAL
FAT %(30% PREFERENCE)	31% FAT	31% FAT	27% FAT	0% FAT	0% FAT
SODIUM:(<1000 MG PREF)	1198 MG NA	650 MG NA	864 MG NA	0 MG NA	0 MG NA
PROTEIN:(21 GM+)	34 GM PRO	45 GM PRO	46 GM PRO	0 GM PRO	0 GM PRO

COUNTY REGION_____ TO BE USEI _____ 7/19-9/19 SIGNATURE PROGRAM DIRECTOR_____

CERTIFIED BY M. Rahman, RD, LDN DATE 4-15-19 RD 2651 REVIEWED BY_____

DIETITIAN/NUTRITIONIST AAA ADMINISTRATOR



CLARIFICATIONS & CERTIFICATE OF INSURANCE

CONTRACT CLARIFICATIONS

The Cabarrus County Invitation to Bid for Food Services Contract contains provisions that Bateman would like to clarify. This serves as Bateman's respectful requests (but does not demand) that Cabarrus County consider the following terms for inclusion in the Agreement.

Indemnification

To the extent permissible under local, state and federal law, Bateman asks that all obligations to hold harmless and that all indemnification rights be mutually and equivalently applied to both parties in only those circumstances where a party (or its employee, agent or subcontractor) engages in negligent acts or omissions, willful misconduct, or otherwise fails to perform obligations under the contract. We believe this ensures that both parties are able to foster a mutually beneficial partnership.

Termination

Bateman asks that the any subsequent contract allows for mutual termination for convenience upon thirty (30) days' written notice and we believe this ensures that both parties are able to foster a mutually beneficial partnership.

CERTIFICATE OF LIABILITY INSURANCE

9/1/2019

DATE (MM/DD/YYYY): 1/31/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Lockton Companies
3280 Peachtree Road NE, Suite #250
Atlanta GA 30305
(404) 460-3600

CONTACT NAME:
PHONE (A/C, No, Ext):
FAX (A/C, No):
E-MAIL ADDRESS:

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Gemini Insurance Company	10833
INSURER B : Sentry Insurance a Mutual Company	24988
INSURER C : Sentry Casualty Company	28460
INSURER D : Landmark American Insurance Company	33138
INSURER E : XL Insurance America, Inc	24554
INSURER F :	

INSURED
1364746

COVERAGES CERTIFICATE NUMBER: 15862673 REVISION NUMBER: XXXXXXX

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
B	X COMMERCIAL GENERAL LIABILITY	Y	N	90-18840-06	9/1/2018	9/1/2019	EACH OCCURRENCE	$ 1,000,000
	CLAIMS-MADE X OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 1,000,000
							MED EXP (Any one person)	$ 5,000
							PERSONAL & ADV INJURY	$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 2,000,000
	X POLICY PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$ 2,000,000
	OTHER:							$
B	AUTOMOBILE LIABILITY	N	N	90-18840-04 (AOS)	9/1/2018	9/1/2019	COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
B	X ANY AUTO			90-18840-05 (MA)	9/1/2018	9/1/2019	BODILY INJURY (Per person)	$ XXXXXXX
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$ XXXXXXX
	HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$ XXXXXXX
A	X Drive Other			GVE1003079(1X1)	9/1/2018	9/1/2019	Excess Limit	$ 1,000,000
E	X UMBRELLA LIAB X OCCUR	N	N	US00000357LI18A	9/1/2018	9/1/2019	EACH OCCURRENCE	$ 10,000,000
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	$ 10,000,000
	DED RETENTION $ 0							$ XXXXXXX
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY		N	90-18840-01	9/1/2018	9/1/2019	X PER STATUTE OTH-ER	
C	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N N	N/A		90-18840-02 (Reps)	9/1/2018	9/1/2019	E.L. EACH ACCIDENT	$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	$ 1,000,000
B	Liquor Liability	N	N	90-18840-06	9/1/2018	9/1/2019	$1,000,000/$2,000,000	
D	Professional Liability			LHDM771450	9/1/2018	9/1/2019	$3,000,000/$3,000,000	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Clark County, Nevada is included as additional insured with regards to General Liability as required by written contract, provided the written contract was executed prior to the date of loss, and is subject to policy terms, conditions, and exclusions.

CERTIFICATE HOLDER
15862673

CANCELLATION
SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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THANK YOU

Thank you for the time you have taken to review our proposal. Our team is dedicated to providing you with a premier senior nutrition program. We are committed to supporting your mission and efforts to serve your community. We look forward to the future and creating a partnership with you.

elior NORTH AMERICA

Phone // 704.424.1071

Location // 300 S. Tryon St., Suite 400,

Charlotte, NC 28202

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

May 20, 2019
6:30 PM

AGENDA CATEGORY:
Consent Agenda

SUBJECT:
Emergency Management - Adoption of 2019 Emergency Operations Plan

BRIEF SUMMARY:
As required by state law and federal standards, Cabarrus County has developed and maintained an Emergency Operations Plan (EOP). The EOP is the over-arching plan that provides guidance for county-wide direction and operations during emergency events. Cabarrus County departments and community partners have reviewed and updated the plan. The attached plan is the final proposed EOP for your review and adoption. The adoption of the EOP does not require a public hearing.

REQUESTED ACTION:
Motion to approve 2019 Emergency Operations Plan and authorize the County Manager and Chairman to execute the Statement of Approval.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:
Jason Burnett, Emergency Planner
Bobby Smith, Emergency Management Director

BUDGET AMENDMENT REQUIRED:
No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

This item was approved by the Board for inclusion on the Agenda as a Consent item.

ATTACHMENTS:

- EOP Front Cover
- EOP Table of Contents
- EOP Non-Disclosure Statement
- EOP Statement of Approval
- EOP Foreward
- EOP Instructions for Use
- EOP Record of Changes
- EOP Record of Distribution
- EOP Section 1 - Introduction
- EOP Section 2 - Concept of Operations
- EOP Section 3 - Roles and Responsibilities
- EOP Section 4 - Direction and Control
- EOP Section 5 - Administration and Logistics
- EOP Section 6 - Plan Maintenance
- EOP Attachment A
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- EOP Attachment C
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- EOP Annex K
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- EOP Annex O
- EOP Annex P
- EOP Annex R
- EOP Annex S

CABARRUS COUNTY EMERGENCY OPERATIONS PLAN (EOP)



EMERGENCY MANAGEMENT

EFFECTIVE DATE: December 2000

REVISION DATE(S): May 2003, September 2008, April 2014, May 2019

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NON-DISCLOSE STATEMENT

Chapter 166A of the North Carolina General Statutes requires Cabarrus County government to organize and plan for the protection of life and property from the effects of an emergency.

When needed, the Cabarrus County Board of Commissioners may declare a “State of Emergency” as defined by Article III of Chapter 22, Civil Emergencies of the Code of Ordinances in Cabarrus County, North Carolina and Article IA of Chapter 166A of the North Carolina General Statutes. The Cabarrus County Board of Commissioners will issue this declaration to protect the citizens and property within the disaster area and to assist the emergency response agencies in carrying out their duties. A town or city can independently declare a “State of Emergency” within its municipal limits in the event of a disaster, or by resolution or municipal concurrence, can sign off on a County “State of Emergency” declaration.

Prior to any disclosure, publication, public release, or sharing of information contained in this plan, the resources, contacts, databases, or any of the plan annexes and appendices, written permission must be obtained from Cabarrus County Emergency Management hereinafter referred to as “Emergency Management”. Failure to obtain this required written permission and resultant unauthorized release may result in civil fines and/or penalties.

Public Access

Anyone may review this plan by contacting Emergency Management and requesting access. Those parts of the plan that deal with the preparations for and response to terrorism are “Classified” and will not be made available to the public. Copies of the plan may be obtained from Emergency Management at the fee charged by Cabarrus County for copies of public documents.

STATEMENT OF APPROVAL

The undersigned agree to the responsibilities assigned in this plan. This document is formally recognized as the Cabarrus County Emergency Operations Plan (EOP).

Chairman, Board of County Commissioners	Date
County Manager	Date
Emergency Management Coordinator	Date

National Incident Management System/Incident Command System Adoption: January 24th, 2005

FOREWORD

The May 2019 revision of this EOP addresses multiple hazards that could threaten our County and its citizens and supersedes all previous versions of this document. The EOP uses a functional format and employs the National Incident Management System (NIMS), a nationwide standardized approach to incident management and response. NIMS establishes a uniform set of processes and procedures that emergency responders will use to conduct response operations.

This EOP establishes a framework of policy and guidance for County disaster preparedness, response, recovery, and mitigation operations. The EOP consists of the basic plan and 18 functional annexes. These annexes define responsibilities and actions of County government personnel during emergency situations. The definition of the missions of each response agency reduces confusion and conflict during emergency operations and significantly decreases vulnerability of the public and their property to hazards that develop in emergency situations. This EOP (and annexes) consider planning and response activities related to children, those with functional needs, household pets, and service animals.

This EOP meets the requirements of the Department of Homeland Security (DHS) state and local planning guidance, and the legal responsibilities identified in Chapter 166A of the North Carolina General Statutes. This EOP provides all the necessary elements to ensure that the County can fulfill its legal responsibilities for emergency preparedness.

INSTRUCTIONS FOR USE

It is intended that this plan, when implemented, be used by the County response organizations to maximize use of existing resources, organizations, and systems in their response to emergencies and disasters that could and/or have occurred in the County.

Basic Plan: Used by Chief Executives and Policy Officials. Provides the intent of the County government leaders in responding to emergency situations.

Functional Annexes (Annexes): Address the specific functions for use by the Operational Managers. Appendices provide additional information on selected topics covered in the annex.

All individuals with assigned responsibilities should be familiar with the entire plan; however, added emphasis will be given to those sections for which they are responsible. While all circumstances cannot be addressed, County personnel will use this plan to guide their actions for those things that do occur but are not specifically addressed in the plan.

RECORD OF CHANGES

Change Number	Section	Date of Change	Individual Making Change	Description of Change
001	Various	December 2013	Bobby Smith	Various
002	Various	December 2018 – April 2019	Jason Burnett	Various

RECORD OF DISTRIBUTION

Department or Agency
Active Living and Parks
Arena and Events Center
Board of Elections
Board of County Commissioners
Cabarrus Health Alliance (CHA)
Communications and Outreach / Public Information Officer (PIO)
Cooperative Extension
County Attorney
County Manager
Deputy County Manager(s)
Emergency Management
Emergency Medical Services (EMS)
Emergency Operations Center (EOC)
Finance
Infrastructure & Asset Management (IAM)
Human Resources
Human Services
Information Technology Services (ITS)
Library System
Planning and Development
Register of Deeds
Sheriff's Office
Sheriff's Office – Animal Control Division
Sheriff's Office – Communications Division
Solid Waste Management
Tax Administration
Transportation

Department or Agency
Veterans Service
Volunteer (Combination) Fire Departments
Allen Fire Department
Cold Water Fire Department
East Gold Hill Fire Department
Flowes Store Fire Department
Georgeville Fire Department
Midland Fire Department
Mt. Mitchell Fire Department
Mt. Pleasant Fire Department
Northeast-Cabarrus Fire Department
Odell Fire Department
Richfield-Misenheimer Fire Department
Rimer Fire Department
American Red Cross – Southern Piedmont Chapter
Atrium Health Cabarrus
Cabarrus County Schools
Cardinal Innovations Healthcare
City of Concord
City of Kannapolis
Kannapolis City Schools
NC Emergency Management (NCEM) - Area 11 Coordinator
NCEM - Western Branch Office
NC Forest Service
NC State Highway Patrol
The Salvation Army
Town of Harrisburg

Department or Agency
Town of Locust
Town of Midland
Town of Mt. Pleasant
Water and Sewer Authority of Cabarrus County (WSACC)

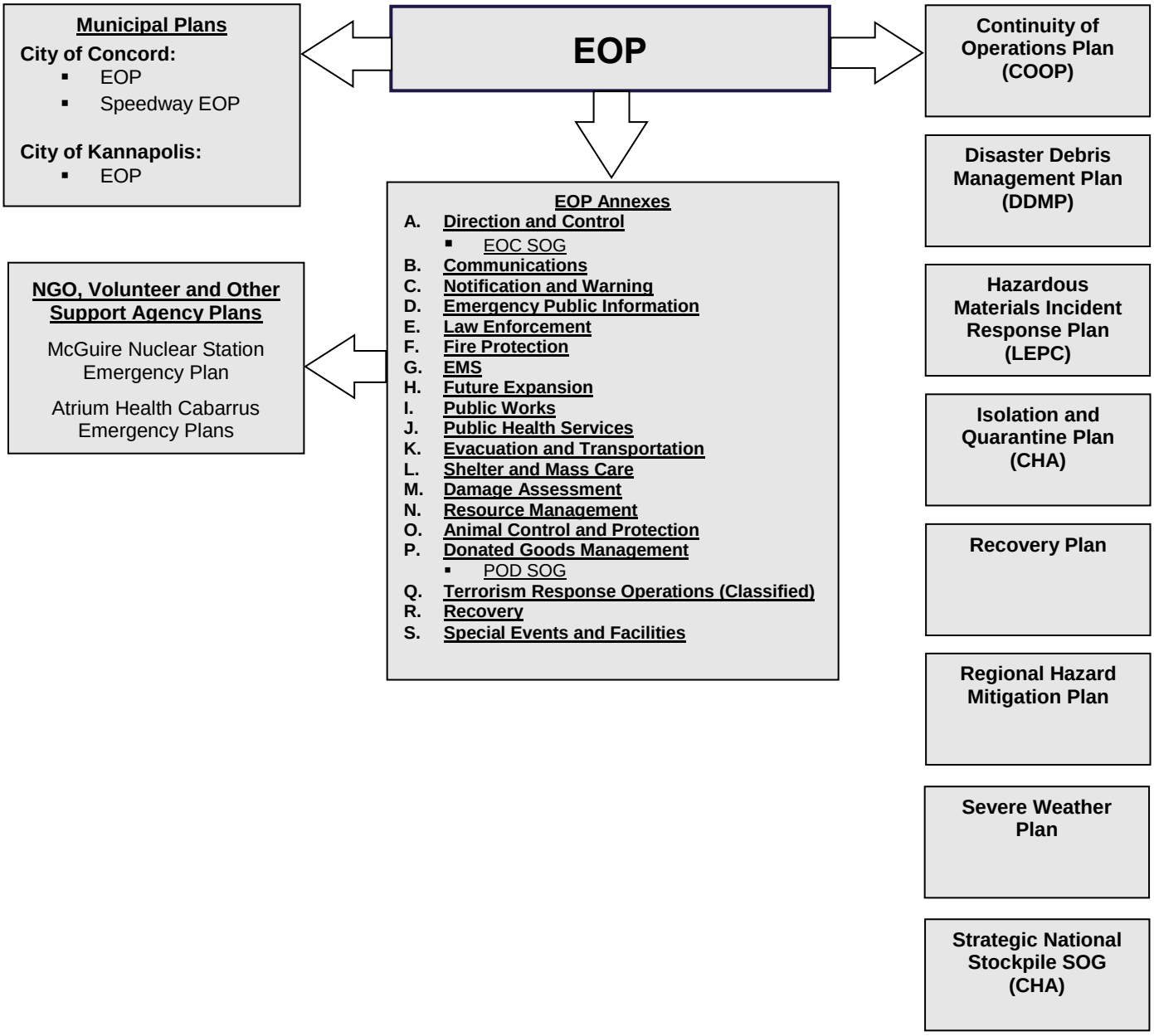
SECTION 1
INTRODUCTION

This EOP establishes a framework for emergency planning and response in the County. The plan adheres to NIMS, which integrates the capabilities and resources of various municipal jurisdictions, emergency response disciplines, nongovernmental organizations (NGO's), and the private sector. Incorporating an all-hazards approach, the EOP can be partially or fully implemented in anticipation of or in response to any event requiring multi-jurisdictional or multi-discipline coordination. Selective implementation through the activation of one or more of the plan components allows maximum flexibility in meeting the unique operational and information-sharing requirements of the situation at hand. The EOP, as the core operational plan for incident management, establishes county-level coordinating structures, processes, and protocols that will be incorporated into existing hazard-specific plans, policies, and procedures.

1.1 Purpose

This plan defines the actions that the County government departments/agencies and selected NGO's in the County will take to reduce the vulnerability of people and property to a disaster and establish the ability to respond effectively to any emergency. The plan takes a comprehensive, countywide, all-hazards approach to incident management across all phases of emergency management, including prevention, preparedness, response, and recovery. The plan describes capabilities and resources and establishes responsibilities, operational processes, and protocols to help plan for and respond to both natural and human-caused hazards. The EOP serves as the foundation for the development of detailed supplemental plans and procedures to effectively and efficiently implement incident management activities and assistance in the context of specific types of incidents and events. A number of plans are linked to the EOP but remain as stand-alone documents in that they also provide detailed protocols for responding to routine emergencies. Stand-alone documents and plans are referenced throughout the EOP. Refer to exhibit 1-1 for a graphic identifying the County Emergency Management Program

Exhibit 1-1
Cabarrus County Emergency Management Program



1.2 Scope

In this document, incidents include actual or potential emergencies or all-hazards events that range from accidents and natural disasters to actual or potential terrorist attacks. They include events wholly contained within a single jurisdiction and others that are catastrophic in nature. It is not always obvious at the outset whether a seemingly minor event might be the initial phase of a larger, rapidly growing threat. The EOP incorporates standardized organizational structures that promote on-scene initiative, innovation, and sharing of essential resources drawn from all levels of government, NGO's, and the private sector. Response must be quickly scalable, flexible, and adaptable. The EOP is also intended to accelerate the assessment and response to incidents that may require state or federal assistance.

The County provides the following services:

- Active Living and Parks (Senior Services)
- Animal Control (Sheriff's Office)
- Cooperative Extension Services
- Economic Development
- Education / Public Instruction; School Buildings / Grounds
- Elections Administration
- Emergency Communications (E-911)
- Emergency Management/Fire Services
- EMS
- Finance Department / Procurement Services
- Human Services
- Landfill/Recycling
- Law Enforcement (Sheriff's Office)
- Library
- Planning and Zoning Services (Building Inspections / Flood Damage Prevention)
- Register of Deeds
- Tax Administration
- Transportation Service
- Veterans Service

The County provides additional services by contract or agreement with these outside agencies or organizations:

- American Red Cross – Southern Piedmont Chapter
- Cabarrus Health Alliance (CHA)
- Cardinal Innovations Healthcare
- Volunteer (Combination) Fire Departments
- Water and Sewer Authority of Cabarrus County (WSACC)

- Private contractors provide sanitation services for unincorporated areas in Cabarrus County

The plan is applicable to all departments, agencies, and organizations with identified roles and responsibilities. Local jurisdictions participating in the development, implementation, and maintenance of this plan as well as the services they provide are listed below:

- City of Concord: Law Enforcement, Fire Department, Electric Utilities (ElectraCities Member), Public Works, Sanitation and Recycling (Contracted), Communications, Airport Operations, Parks and Recreation, Public Housing, Community Development.
- Town of Harrisburg: Fire Department, Water and Sewer, Sanitation and Recycling (Contracted), Street Maintenance; Law Enforcement is provided through the Sheriff's Office.
- City of Kannapolis: Law Enforcement, Fire Department, Public Works, Sanitation and Recycling (Contracted), Communications, City Schools, Parks and Recreation.
- Town of Locust: Contracts for services with the County or other contractors; Fire Services is provided by Midland Fire Department and Law Enforcement is provided through the Sheriff's Office.
- Town of Midland: Contracts for services with the County or other contractors; Fire Services is provided by Midland Fire Department and Law Enforcement is provided through the Sheriff's Office. The Town of Midland also has some private/contracted service providers.
- Town of Mt. Pleasant: Fire Department, Water & Sewer, Sanitation and Recycling (Contracted), Street Maintenance; Law Enforcement is provided through the Sheriff's Office.

1.3 Situation and Assumptions

This section of the EOP describes the geographic and demographic characteristics and hazard considerations unique to the County. It also describes specific planning assumptions regarding preparedness, response, recovery, and mitigation that were taken into consideration during the development of this plan.

1.3.1 Demographic and Geographic Characteristics

Demographic Characteristics

The County is located in the southern Piedmont region of North Carolina. It is bordered to the west by Mecklenburg County, to the southeast by Union County, to the north by Rowan County, to the northwest by Iredell County, and to the east by Stanly County. The County is just north of the state line with South Carolina and the City of Charlotte. There are (6) municipal areas in the County: City of Concord, Town of Harrisburg, City of Kannapolis, Town of Locust, Town of Midland and the Town of Mt. Pleasant. The County is located in Area 11 of the Western Branch, North Carolina Emergency Management and in Federal Emergency Management Association (FEMA) Region IV. The County encompasses approximately 365 square miles, most of which is land and a small portion of which is water. The County is also home to the Concord-Padgett Regional Airport, Charlotte Motor Speedway, and Concord Mills, which is the largest tourist attraction in the State of NC.

In 2017, the U.S. Census Bureau estimated the County's population was approximately 206,872. The County seat is the City of Concord. Some susceptible populations within Cabarrus County can be identified using census data. Over 7 percent of the population is under 5 years old and another 11.5 percent is over 65 years old. Over 9 percent of the population speaks a language other than English at home. Nearly 3,000

people in the County receive Medicaid for disabled adults and/or Medicaid for the blind. This plan works to incorporate and consider vulnerable populations and residents into the planning process.

Geographic Characteristics

Major traffic arteries:

- US Interstate 85 Highway: Runs northeast-southwest through northwest section of the County.
- US Highway 29: Runs north-southwest through the central section of the County.
- US Highway 601: Runs north-south through the central section of the County.
- NC Highway 3: Begins in Concord, runs north to Kannapolis, then west-northwest out of the County towards Mooresville.
- NC Highway 24/27: Runs east-west through the southern side of the County.
- NC Highway 49: Runs northeast-southwest through the eastern half of the County.
- NC Highway 52: Runs northwest-southeast through the northeastern corner of the County.
- NC Highway 73: Runs east-west through the central part of the County.
- NC Highway 200: Branches off US Highway 601 through the southeastern corner of the County.
- Kannapolis Parkway: Extends from NC Highway 3 in Kannapolis across US Interstate 85 Highway then converting to George W. Lyles Parkway across US Highway 29 then converting to Stough Road at Roberta Road and continuing to NC Highway 49.

Railroads:

- The North Carolina Railroad: Runs north to south through the middle of the County. This dual track railroad passes through the municipalities of Kannapolis, Concord, and Harrisburg. Norfolk Southern Railway has contracted with the North Carolina Railroad (NCRR) for rights to haul freight on this line. The NCRR operates daily passenger service, which stops in Kannapolis.
- The Aberdeen Carolina and Western Railroad operates the east-west rail line through the southern corner of the County, passing through the community of Midland. This line carries short-haul freight traffic.
- CSX Corporation operates the rail line that runs through the northeast corner of the County. This line carries freight traffic along the NC Highway 52 corridor.

Gas Pipelines:

- The Colonial Pipeline Company operates a hydrocarbon transmission line that enters the County near Shiloh Church Road from Mecklenburg County and extends into Rowan County near Alexander Road and Plum Road in the northwest section of the County.
- The Plantation Pipeline Company operates a hydrocarbon transmission line that enters the County from Poplar Tent Road in Mecklenburg County and extends into Rowan County near Tuckaseegee Road and Mill Creek in the northwest section of the County.
- Public Service Company of North Carolina operates a natural gas transmission line starting from Central Drive NW and Sign Drive NW (Concord) and extending into Iredell

Gas Pipelines (Continued):

County near Earnhardt Lake Road and Archer Road in the northwest section of the County.

- City of Monroe Natural Gas Department operates a natural gas transmission line entering into the County from Union County near Bethel Avenue Extension (Midland) and extending into Iredell County near Archer Road and Coddle Creek in the northwest section of the County.
- Piedmont Natural Gas Company, Inc. has transmission lines that run southeast from the northwestern section of the County along the Mecklenburg/Cabarrus boundary line to Harrisburg. This line then traverses the southwestern side of the County, passing north of Midland and exiting into Stanly County. Multiple different connection points from Mecklenburg County into Cabarrus County are noted along this line.

Water Distribution:

- Local municipalities obtain their water supplies locally, which is then treated and distributed to residents.
- The City of Concord receives raw water from Lake Don T. Howell and Lake Fisher.
- The Town of Harrisburg purchases water from the Cities of Concord and Charlotte.
- The City of Kannapolis receives raw water from Lake Don T. Howell and pumps this into the main water supply at Kannapolis Lake.
- The residents of the Town of Midland either purchase water from the City of Concord or utilize wells.
- The Town of Mt. Pleasant receives raw water from the Black Creek Run Reservoir.

Aviation:

- The Concord-Padgett Regional Airport, a general aviation facility, is located on Aviation Boulevard in the western section of the County. It is immediately west and parallel to US Interstate 85 Highway. The facility has two runways, one 7400 feet and the other 7000 feet long.
- There are also several small private airfields in the County.

Potential/Regional Cascading Threats:

- Charlotte Motor Speedway and zMax Dragway
  - The population can increase significantly during these events held at different intervals throughout the year. Refer to the Emergency Action Plan for the associated event and managed by the City of Concord for more information.
- City of Charlotte
  - Any large-scale incident or event in the City of Charlotte will also likely impact the County. Refer inquiries for additional information to Charlotte-Mecklenburg Emergency Management.

Potential/Regional Cascading Threats (Continued):

- Concord Mills Mall
  - Concord Mills Mall is the largest tourist attraction in the State of NC. During certain times of the year, the mall can have upwards of 110,000 visitors per day. Refer to Annex S: Special Events and Facilities for more detailed information.

- McGuire Nuclear Station (MNS)
  - The County is a host County for the reception and sheltering of evacuees from two evacuation zones within the MNS 10 mile Emergency Planning Zone (EPZ). Refer to the MNS Emergency Plan for more detailed information.

1.3.2 Hazard Analysis Summary

The County is exposed to many potential hazards, all of which could cause damage, create casualties, and disrupt the community. These potential hazards are characterized as natural or human-caused. The County hazards and possible impacts are fully described in the Cabarrus County Regional Hazard Mitigation Plan, 2015 revision.

Exhibit 1-2
Hazard Identification and Likelihood of Occurrence

Hazard	Likelihood	Potential Impacts
Severe Thunderstorms/Lightning	Highly Likely*	▪ Loss of electricity ▪ Damage to telephone/communications networks ▪ Fire ▪ Wind damage ▪ Storm debris ▪ Minimal mass care and feedings operations
Tornadoes	Likely*	▪ Damage to telephone/communications networks ▪ Fire ▪ Wind damage ▪ Storm debris ▪ Mass care and feedings operations ▪ Multiple injuries and fatalities ▪ Disruption of the road/highway system ▪ Loss of facilities ▪ Insufficient local resources to meet demands ▪ Evacuation/reentry ▪ Assistance to those with functional needs ▪ Damage assessment ▪ Coordination of resources and donations ▪ Response to presidential/state disaster declaration
Winter Storms	Likely*	▪ Extended loss of electricity ▪ Disruption of the road/highway system ▪ Damage to the telephone/communications network ▪ Loss of facilities (short-term) ▪ Storm debris ▪ Mass care and feedings operations
Flooding	Likely*	▪ Multiple injuries and fatalities ▪ Disruption of the road/highway system ▪ Isolation of population within Cabarrus County ▪ Increased number of vermin/vectors (recovery) ▪ Loss of facilities ▪ Mass care and feedings operations ▪ Evacuation/reentry ▪ Damage assessment ▪ Coordination of resources and donations
Drought	Likely*	▪ Mass care and feedings operations (minimal; water distribution) ▪ Failure of the water distribution system

Hazard	Likelihood	Potential Impacts
Hurricane/Tropical Storms	Possible*	▪ Damage to telephone/communications networks ▪ Wind damage ▪ Storm debris ▪ Mass care and feedings operations ▪ Multiple injuries and fatalities ▪ Disruption of the road/highway system ▪ Loss of facilities ▪ Insufficient local resources to meet demands ▪ Evacuation/reentry ▪ Assistance to those with functional needs ▪ Damage assessment ▪ Coordination of resources and donations ▪ Response to presidential/state disaster declaration
Major Fire (large structural, wildland, forest)	Possible*	▪ Mass care and feedings operations (minimal) ▪ Multiple injuries and fatalities ▪ Loss of facilities ▪ Evacuation/reentry
Hazardous Materials (spills/release)	Possible*	▪ Isolation of population within Cabarrus County ▪ Multiple injuries and fatalities ▪ Disruption of the road/highway system ▪ Evacuation/reentry
Mass Casualty/Fatality Incident	Possible*	▪ Damage to telephone/communications networks ▪ Mass care and feedings operations ▪ Multiple injuries and fatalities ▪ Disruption of the road/highway system ▪ Loss of facilities ▪ Insufficient local resources to meet demands ▪ Evacuation/reentry ▪ Assistance to those with functional needs ▪ Damage assessment ▪ Coordination of resources and donations ▪ Response to presidential/state disaster declaration
Bomb Threat/Explosion	Possible*	
Civil Disorder	Possible*	
Terrorism	Unlikely	
Aircraft Crash/Accident	Possible*	
Rail Accident	Unlikely*	
Fixed Nuclear Incident (50 Mile Ingestion Pathway for MNS)	Unlikely	
Dam Failures	Unlikely	
Earthquakes	Unlikely **minor tremor*	
Mudslides	Unlikely	

Note: An asterisk indicates at least one occurrence in the County.

1.3.3 Planning Assumptions

This EOP has been developed based on the following assumptions and considerations:

- Disasters may occur at any time, with little or no warning, resulting in casualties, fatalities, property loss, disruption of essential services, and damage to basic infrastructure and the environment.
- The County must continually plan for disasters and be prepared to conduct response and recovery operations utilizing local resources.
- Incidents and events are managed at the lowest possible organizational and jurisdictional level.
- Incidents and events may have significant regional impacts and/or require regional information sharing, resource coordination, and/or assistance.
- Incident management activities will be initiated and conducted using NIMS principles.
- Implementation of this EOP will reduce or prevent the loss of lives and/or damage to property.
- Individual departments and agencies have developed internal response plans and procedures in accordance with their capabilities.
- County government officials are aware of the possibility that an emergency situation or disaster may occur and are familiar with their identified roles and responsibilities.
- Emergency Management is responsible for the coordination of emergency planning and operations.

SECTION 2
CONCEPT OF OPERATIONS

The County utilizes the four phases of comprehensive emergency management to design and implement the Emergency Management Program.



2.1 General

The County provides many emergency services to the citizens on a daily basis. Some of the services overlap into city/town governments' jurisdictions. While the cities/towns within the County provide many services to their citizens, they also depend on the County for services such as building inspections, fire inspections, emergency medical services, social services, public health services, mental healthcare, shelters for those people evacuated from their homes, and emergency management.

Chapter 166A of the North Carolina General Statutes requires the County to organize and plan for the protection of life and property from the effects of an emergency.

When needed, the County Board of Commissioners may declare a "State of Emergency" as defined by Article III of Chapter 22, Civil Emergencies of the Code of Ordinances in Cabarrus County, North Carolina and Article IA of Chapter 166A of the North Carolina General Statutes. The County Board of Commissioners will issue this declaration to protect the citizens and property within the disaster area and to assist the emergency response agencies in carrying out their duties. A town or city can independently declare a "State of Emergency" within its municipal limits in the event of a disaster, or by resolution or municipal concurrence, can sign off on a County "State of Emergency" declaration.

Each city/town government in the County will continue to provide services during emergencies. However, if city/town government's resources prove to be inadequate during emergency response operations, that municipality may request County resources to help maintain public services and other critical operations. There are city/town governments in the County that will be able to remain completely functional without outside resources, but there are others that will be totally dependent on County resources.

To manage emergency response and recovery operations, Emergency Management may activate the EOC.

Exhibit 2-1
DECLARATION OF A STATE OF EMERGENCY
CABARRUS COUNTY, NORTH CAROLINA

WHEREAS, (*describe disaster event*)**;** and

WHEREAS, as a result of the above-described disaster, I have determined that there is an imminent threat of, or existing conditions have caused or will cause, widespread or severe damage, injury, or loss of life or property, and public safety authorities will be unable to maintain public order or afford adequate protection for lives or property; and

WHEREAS, declaring a State of Emergency and imposing the restrictions and prohibitions ordered herein is necessary to maintain order and protect public health, safety, and welfare, and to secure property.

NOW, THEREFORE, pursuant to the authority vested in me as the Chairman of the Board of County Commissioners of Cabarrus County under Article 1A of Chapter 166A of the North Carolina General Statutes and Article III of Chapter 22 of Civil Emergencies of the Cabarrus County Code of Ordinances:

Section 1. A State of Emergency is hereby declared within the jurisdiction of Cabarrus County.

Section 2. The emergency area covered by this state of emergency shall be the entire area of Cabarrus County, to include the City of Concord, City of Kannapolis, Town of Harrisburg, Town of Locust, Town of Midland and the Town of Mt. Pleasant.

Section 3. The following restrictions and prohibitions are imposed: *(choose the restrictions and prohibitions deemed necessary; do not include those that are not deemed necessary. If no restrictions or prohibitions are deemed necessary, delete this section and renumber the remaining sections accordingly)*

A. **Evacuation**: *(indicate whether evacuation is voluntary or mandatory, describe areas of jurisdiction to be evacuated and state times and dates for evacuation; include categories of essential personnel not subject to evacuation order)*

B. **Curfew**: *(describe areas of jurisdiction under curfew and specify times during which curfew is in effect; include categories of essential personnel, if any, not subject to curfew)*

C. **Restricted Access**: *(describe areas of jurisdiction under restricted access or limited entry; include categories of essential personnel, if any, not subject to restriction)*

D. **Business Operations**: *(describe limitations on operations of businesses and commercial establishments, such as restricted hours of operation)*

E. **Alcohol**: *(describe restrictions on the possession, transportation, sale, purchase, and consumption of alcoholic beverages)*

F. **Dangerous Weapons & Gasoline**: Except for lawfully possessed firearms (handgun, rifle, or shotgun) and ammunition, *(describe restrictions on the possession, transportation, sale, purchase, storage, and use of dangerous weapons and substances, and gasoline)*

G. **Other**: *(describe any other restrictions or prohibitions on other activities or conditions the control of which may be reasonably necessary to maintain order and protect lives or property during the state of emergency)*

Section 4. I hereby order all Cabarrus County law enforcement officers and employees and all other emergency management personnel subject to our control to cooperate in the enforcement and implementation of the provisions of this Declaration, all applicable local ordinances, state and federal laws, and the Cabarrus County Emergency Operations Plan.

Section 5. I hereby order this declaration: (a) to be distributed to the news media and other organizations calculated to bring its contents to the attention of the general public; (b) to be filed with Clerk to the Board of County Commissioners and (c) to be distributed to others as necessary to ensure proper implementation of this declaration.

Section 6. This declaration shall take effect on the _____ day of _____, _____ at _____ AM/PM and shall remain in effect until modified or rescinded.

DECLARED this the _____ day of _____, _____ at _____ AM/PM

_____
Chairman of the Cabarrus County Board of Commissioners

ATTEST:

_____
Cabarrus County Emergency Management Coordinator

Exhibit 2-2
TERMINATION OF STATE OF EMERGENCY
CABARRUS COUNTY, NORTH CAROLINA

WHEREAS, on the _____ day of _____, _____ at _____ AM/PM, as Chairman of the Board of County Commissioners of Cabarrus County, I determined and declared that a State of Emergency existed within Cabarrus County.

WHEREAS, I have determined that the conditions constituting the State of Emergency no longer exist in Cabarrus County.

NOW, THEREFORE, I hereby terminate the above referenced Declaration of a State of Emergency and all the restrictions and orders contained therein.

This declaration is effective immediately.

DECLARED this the _____ day of _____, _____ at _____ AM/PM

_____
Chairman of the Cabarrus County Board of Commissioners

ATTEST:

_____
Cabarrus County Emergency Management Coordinator

Exhibit 2-3
MUNICIPAL CONCURRENCE TO CABARRUS COUNTY DECLARATION OF A STATE OF EMERGENCY

WHEREAS, in concurrence with the Declaration of a State of Emergency issued by the Chairman of the Cabarrus County Board of Commissioners effective as of the _____ day of _____, _____ at _____ AM/PM.; the (City/Town) of _____ formally requests this Declaration of a State of Emergency also apply within the corporate limits of the (City/Town) of _____.

WHEREAS, this Declaration of a State of Emergency is a result of the potential impacts from _____ as outlined in the declaration, and, as Mayor of the (City/Town) of _____, I hereby authorize Cabarrus County to enact any and all provisions of this declaration as needed for the immediate safety and welfare of the citizens of the (City/Town) of _____.

DECLARED this the _____ day of _____, _____ at _____ AM/PM.

_____

Mayor, City/Town of _____

ATTEST:

_____
(Title)

2.2 Alert and Notification

The Sheriff's Office operates the primary dispatch center for County emergency services. The Communications Center operates on a continuous basis. The Communications Center dispatches Sheriff's Office personnel, EMS, and volunteer (combination) fire departments for the entire County area. The Cities of Concord and Kannapolis provide continuous dispatch services for their emergency services. Upon activation of the EOC, key personnel are notified to report to the EOC to support County response and recovery operations. For detailed information on alert and notification procedures, refer to Annex C: Notification and Warning.

2.3 EOC

The County maintains a primary and alternate(s) EOC locations. The EOC is designed to provide a facility in which government can continue to function and provide interagency coordination and executive decision making for managing disaster response and recovery operations. For detailed information on the EOC, refer to Annex A: Direction and Control.

The EOC provides the following primary functions:

- Command and control of emergency response and recovery operations
- Communications and early warning
- Damage assessment and reporting
- Radiological monitoring and analysis
- Containment and/or control of hazardous material incidents or emergencies
- Dissemination of severe weather watches and warnings
- Coordination and planning with the State EOC in Raleigh, NC
- Actions to protect the health and safety of the general public, to include:
    - Public information, instruction, and directions
    - Evacuation of people from hazardous or damaged areas
    - Control of shelter operations

2.3.1 EOC Locations

Primary Location:

Cabarrus County Sheriff's Office Administration Building
30 Corban Avenue, SE Suite EOC 611
Concord, NC 28025

Alternate/Continuity Location(s):

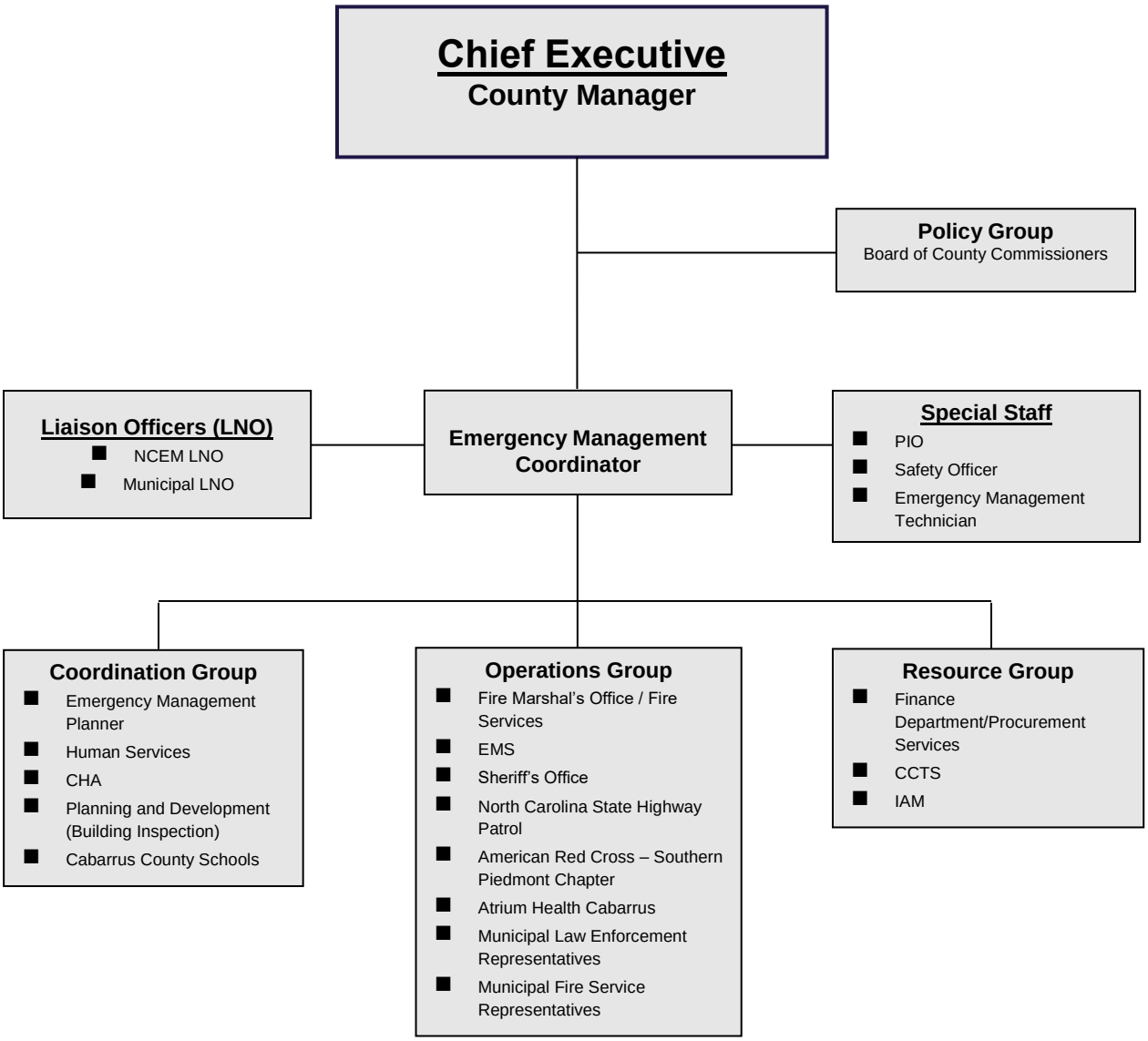
Cabarrus County Human Services
1303 S Cannon Blvd
Kannapolis, NC 28083

Cabarrus Arena & Events Center
4751 NC Highway 49 North
Concord, NC 28025

2.3.2 EOC Organization

The EOC is organized using the structure below.

Exhibit 2-4
EOC Organization



2.4 Requesting State and Federal Assistance

Once local resources are exhausted, the County coordinates with adjoining counties for additional available assistance and resources using existing mutual aid agreements through the EOC. Additionally, the County may obtain assistance from NCEM when local capabilities are exhausted.

The County requests assistance through the NCEM Western Branch Office from the State EOC. If state resources have been exhausted, NCEM coordinates with DHS and FEMA by requesting external assistance through the Emergency Management Assistance Compact (EMAC) to provide the needed resources and assistance using the Emergency Support Functions (ESFs) as described in the National Response Framework (NRF). The County has linked critical missions to corresponding ESFs.

When the demands of an emergency situation exceed the capacity of the local and state governments to respond, the federal government commits resources from various federal departments and agencies to assist.

During emergency situations, the Governor appoints a state coordinating officer (SCO) to oversee state response and recovery efforts. Under the provisions of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, a federal coordinating officer is appointed as the President's representative to coordinate overall delivery of federal assistance. The federal coordinating officer represents the FEMA administrator and coordinates federal activities in support of the state.

SECTION 3
ROLES AND RESPONSIBILITIES

This section provides an overview of the roles and responsibilities identified for County departments and agencies as well as other key state, federal, and private partners. This section identifies who is involved with the EOP and what must be done to effectively respond to and recover from disaster.

3.1 Organization

The departments and agencies within County government have emergency functions and responsibilities in addition to their normal duties. County government does not close during emergencies, and all employees should report to work unless they are unable to travel to their workplace and/or instructed to stay home by a supervisor. Additionally, in some cases, County employees may be instructed to report to an alternate work location. Each department and agency is responsible for developing and maintaining internal emergency management and continuity procedures to support the EOP. Internal department and agency emergency plans and documents are identified in Attachment 1: Authorities and References. The County Manager and Department Directors may assign various tasks to County employees to support County response and recovery operations. These tasks may be very different from normal job requirements. Listed below are the specific duties and responsibilities for selected County government departments and agencies.

3.2 Assignment of Responsibilities

3.2.1 Primary Agencies

Primary agencies are those agencies identified with lead roles and responsibilities in one (or multiple) EOP Annexes.

Chairman, Board of County Commissioners

a. Assume executive direction of emergency operations and monitor the overall situation.

b. As required, declare a State of Emergency at the county level.

c. If needed, request assistance from state government agencies through the Emergency Management Coordinator.

d. Ensure that damage assessments and other necessary reports are forwarded to NCEM.

- Municipalities submit reports to the Emergency Management Coordinator.

e. In consultation with the members of the Board of County Commissioners, carry out appropriate provisions of state general statutes, in addition to local ordinances relating to emergencies, as the situation requires.

Primary and Support Roles of Chairman, Board of County Commissioners

County Mission	Direction and Control	Public Information	Public Health	Evacuation	Shelter and Mass Care	Damage Assessment	Resource Management
National Response Framework	ESF 5 - Emergency Management	ESF 15 - External Affairs	ESF 8 - Public Health and Medical Services	ESF 5 - Emergency Management	ESF 6 - Mass Care, Emergency Assistance, Housing and Human Services	ESF 3 - Public Works and Engineering	ESF 7 - Logistics Management and Resource Support
Chairman, Board of County Commissioners	Primary Agency	Support Agency	Support Agency	Primary Agency	Support Agency	Support Agency	Support Agency

County Manager

a. Ensure that government agencies develop and maintain internal SOG's to respond to emergencies. This includes review and revision of the procedures listed in the annexes to the EOP.

b. Ensure that exercises and tests of the emergency systems are conducted on a regular scheduled basis.

c. Ensure that representatives from the various departments are designated to report to the EOC upon activation to assist with direction and control.

d. Develop a roster of key personnel who must remain on duty during an emergency or return subsequent to an evacuation to relieve other key workers.

e. When directed, the County Manager acts on behalf of the Board of County Commissioners in the control of emergency operations and the implementation of emergency policies/ordinances, as required.

f. Monitor and approve the expenditure of funds to support emergency operations.

g. Ensure all agencies (including the EOC) maintain administrative and financial records during emergency operations.

h. Monitor the activities of the Cabarrus County Local Emergency Planning Committee (LEPC). Ensure that Chairman of the LEPC collects and maintains required reports from facilities having hazardous materials.

i. Report to the EOC upon activation.

Primary and Support Roles of County Manager

County Mission	Direction and Control	Public Information	Evacuation	Resource Management
National Response Framework	ESF 5 - Emergency Management	ESF 15 - External Affairs	ESF 5 - Emergency Management	ESF 7 -Logistics Management and Resource Support
County Manager	Support Agency	Support Agency	Support Agency	Support Agency

Emergency Management

a. Cabarrus County Emergency Management is responsible for the planning, preparation, and execution of County emergency response operations. The Emergency Management Coordinator reports to the Chairman of the Board of County Commissioners and the County Manager. The Coordinator performs assigned duties according to state statutes and local ordinances.

b. Emergency Management has incorporated NIMS and the Incident Command System (ICS) into all emergency planning and operations.

c. Prior to emergency situations, the department develops plans and procedures to prepare the county for possible hazards. This includes:

(1) Develop, coordinate, and update the EOP in accordance with State and Federal guidelines.

(2) The Emergency Management Coordinator serves as the Community Emergency Coordinator for Hazardous Materials as defined by SARA Title III. The Coordinator maintains liaison with the Facility Emergency Coordinators through the LEPC.

(3) Coordinate planning and response efforts with other county municipalities for incidents that could affect multiple jurisdictions.

(4) Establish and equip the EOC:

- Organize the EOC to provide the command, control, and communications for response operations on a continuous basis.
- Acquire maps, status boards and other display devices to assist command and control efforts.
- Obtain stocks of food, water, and other equipment necessary for the effective operations of the EOC and staff.
- Coordinate the use of the Sheriff's Office kitchen to feed EOC personnel during emergencies.

(5) Develop communications and information technology systems to provide primary and secondary communications systems to the EOC staff (both fixed and mobile, if necessary).

(6) Develop and implement a system to manage information during emergencies (including internal messages) and to disseminate it to other levels of government and non-government organizations.

(7) Train emergency management personnel in all aspects of their duties and provide training opportunities to all personnel for professional development within their assigned areas of responsibility.

(8) Develop a reserve of trained radiological monitors to support radiological tracking operations within the county.

(9) Identify those personnel and agencies required to support emergency response operations.

- Develop and maintain alert roster(s) of key county personnel that are notified and called to duty during emergencies. Develop contact list for city/town public safety agencies.

(10) Develop and maintain mutual aid agreements with local municipalities and neighboring jurisdictions to support county emergency operations.

(11) Analyze personnel and equipment requirements to meet potential hazards. Create and maintain a current inventory of available resources and facilities in the County that could be used to support emergency operations. This includes government and non-government assets that may be called in to assist county efforts.

(12) Identify and arrange the survey of potential shelter locations within Cabarrus County.

(13) Identify potential evacuation areas using the County's hazard analysis. Develop warning and evacuation procedures and exit routes. Include plans for the relocation of county residents into other jurisdictions.

(14) Identify those with functional needs or groups that will require assistance during an evacuation. Verify that any institutions housing those with functional needs have written evacuation and relocation procedures on hand.

(15) Develop a schedule to test and maintain the EOC facility and other emergency equipment.

(16) Coordinate exercises to test the emergency plans within the county.

d. During emergency situations, the Emergency Management Coordinator acts as the EOC Manager coordinating county response operations. To accomplish these tasks the Emergency Management Coordinator/EOC Management performs the following duties:

(1) Alert staff and activate the EOC when notified of impending or existing emergency situations. Plan for continuous operations.
(2) Contact IAM to maintain the Sheriff's Office generator for back-up power to the EOC.
(3) Maintain an operational journal/event log during the emergency. Monitor and authenticate reports to and from the EOC.
(4) Conduct scheduled briefings and periodic updates as required.
(5) Receive requests for assistance from municipalities and agencies within the County and direct aid to areas where needed. Set priorities for available resources and implement controls on these resources while restoring essential services.
(6) As necessary, request additional assistance from the North Carolina Division of Emergency Management. Disseminate information through Public Information Officer (PIO) during emergency situations. Assist the PIO in developing and maintaining a public information/education program.
(7) Coordinate with the American Red Cross – Southern Piedmont Chapter representative to activate reception and shelter areas within the county. Also, coordinate with adjoining counties for additional shelter support as needed.

e. After the emergency situation has subsided or passed, recovery operations begin. The Emergency Management Coordinator directs local recovery operations and coordinates the activities of private, State, and Federal agencies/organizations.

(1) Train, equip, and deploy trained damage assessment teams during recovery operations.

(2) Oversee recovery operations at hazardous materials incidents to insure the safety of the public and protection of the environment.

(3) At the direction of the Chairman of the Board of County Commissioners, initiate the return of evacuees to homes when safe to do so. Monitor the progress and modify evacuation procedures when needed.

(4) Work with the Western Branch Office of NCEM to organize and equip DHS/FEMA Disaster Assistance Centers within the county.

(5) Assist with identification and notification of applicants eligible for Public Assistance programs (Federal, State, and local government entities, private non-profit organizations, etc.).

f. In the event of an emergency involving the MNS, the existing response procedures remain in effect. The Emergency Management Coordinator serves as the principal contact for emergency notification of incidents involving the MNS and informs the appropriate local officials. The Emergency Management Coordinator maintains contact with the Western Branch Office during a Fixed Nuclear Facility Incident. The Emergency Management Coordinator activates the EOC should the incident escalate to a Site Area Emergency or General Emergency.

Primary and Support Roles of Emergency Management

County Mission	Emergency Management is either a support or primary agency for each of the identified County Missions and ESF's
National Response Framework	
Emergency Management	

County Fire Marshal

a. Analyze fire potential and plan for coordination of structural firefighting operations throughout the County.

b. Serve as a technical advisor to county agencies and county leadership on potential hazards created by fires and hazardous materials accidents.

c. Develop mutual aid agreements between all county fire departments.

d. Prepare inventories of fire equipment and personnel.

e. Report to the county EOC upon activation. The County Fire Marshal is assigned to the Operations Group in the EOC.

f. Coordinate fire department operations and activate mutual aid agreements with surrounding counties or municipalities as needed.

g. Coordinate additional support personnel to assist in traffic control and damage assessment operations.

h. During recovery operations, conduct fire inspections of vital facilities and shelter sites.

i. Supervises the County Radiological Officer during any emergency situation involving radioactive materials.

j. Develop and maintain a Radiological Protection System in accordance with Federal/State laws and guidelines. Establish a distribution system for radiological protection equipment.

k. Ensures that the County Radiological Officer conducts annual training of key personnel involved with radiological monitoring or response.

l. During an emergency situation involving the MNS; the County Radiological Officer performs the following duties:

- Establish and operate the County Reception Center.
- Provide radiological monitoring support to hazardous materials response teams as needed.

- Coordinate with the PIO to prepare information briefings during radiological emergencies.

Primary and Support Roles of County Fire Marshal

County Mission	Direction and Control	Communications	Notification and Warning	Fire Protection	Emergency Medical Services	Search and Rescue	Evacuation	Damage Assessment	Resource Management
National Response Framework	ESF 5 – Emergency Management	ESF 2 - Communications	ESF 5 – Emergency Management ESF 13 – Public Safety and Security	ESF 4 - Firefighting	ESF 8 – Public Health and Medical Services	ESF 9 – Search and Rescue	ESF 5 – Emergency Management	ESF 3 – Public Works and Engineering	ESF 7 – Logistics Management and Resource Support
County Fire Marshal	Support Agency	Support Agency	Support Agency	Primary Agency	Support Agency	Support Agency	Support Agency	Support Agency	Support Agency

Cabarrus Health Alliance (CHA) (Public and Environmental Health)

a. Report to the EOC upon activation. The CHA Director is assigned to the Coordination Group.

b. Develop and maintain procedures for emergency public health operations during emergency operations.

c. Coordinate activities to evaluate, detect, prevent, and control communicable disease, monitor waste disposal, and conduct vector/vermin control. If practicable, continue inspection of public restaurants/food handling sites during emergency situations.

d. Maintain mutual aid agreements with surrounding counties to supplement local public health services support in emergency situations.

e. Coordinate with laboratory facilities to assist with evaluation of potential contamination.

f. Support shelter operations throughout the County. Inspect food, water, and sanitation facilities in shelters.

g. Provide nursing staff to assist with medical care and medication needs in County shelters, as available.

h. Eliminate public health nuisances and imminent hazards pursuant to G.S. 130A-19 and 130A-20.

i. As required, exercise isolation and quarantine authority pursuant to G.S. 130A-145.

j. Coordinate with the PIO on emergency health awareness and public information programs. This function is carried out by the CHA PIO.

k. During a hazardous materials or radiological release incident, be prepared to provide personnel to assist state agencies in monitoring and gathering of samples from food handling/processing facilities.

l. Maintain the County supply of thyroid blocking agent Potassium Iodide (KI) for use by emergency responders, County residents, evacuees, and institutionalized persons. Issue this medication when advised by the State Health Director to those personnel designated by the Emergency Management Coordinator.

m. Maintain the Cabarrus County Pandemic Disease Plan for the response to a pandemic disease event. As needed, execute the plan within the County and control the medical-technical aspects of the response operations.

n. The CHA Director is responsible for the Strategic National Stockpile supplies when this asset is provided to Cabarrus County. The CHA Director will provide for the reception, storage, and employment of the medications and equipment during the response. The distribution of Strategic National Stockpile (SNS) supplies occurs through the use of points of dispensing.

o. The agency is equipped with points of dispensing trailers and resources that can be deployed across the County. This includes a stockpile of N95 masks and fit testing capabilities.

Primary and Support Roles of CHA

County Mission	Emergency Medical Services	Public Health	Shelters and Mass Care	Animal Control	Mortuary Services
National Response Framework	ESF 8 – Public Health/Medical Services	ESF 8 – Public Health/Medical Services	ESF 6 – Mass Care, Emergency Assistance, Housing/Human Services	ESF 11 – Agriculture and Natural Resources	ESF 8 – Public Health/Medical Services
CHA	Support Agency	Primary Agency	Support Agency	Support Agency	Support Agency

EMS

a. EMS holds the primary responsibility for Advanced Life Support (ALS) and emergency medical care for the County. EMS performs the following duties:

b. The EMS Director or designee reports to the EOC upon activation. The EMS Director is assigned to the Operations Group in the EOC.

c. Maintain procedures for the dispatch and operations of EMS units during emergency situations.

d. Provide paramedic level response and will accompany patients requiring ALS intervention to the hospital.

e. Coordinate on-scene patient care, triage, and transportation with other County and municipal emergency response organizations.

f. Maintain mutual aid agreements with surrounding counties to supplement local EMS support during emergency situations.

- For initial incidents, surrounding counties can provide ambulance support within two (2) hours.
- For larger incidents, there are cross-county agreements in place for EMS personnel to assist in response (with an Emergency Declaration in place).

g. In the event of a mass casualty incident, coordinate triage, treatment, hospital destination determinations, specialty paramedic deployment, and supervision of all medical personnel on-scene.

h. Coordinate with Atrium Health Cabarrus on the use of medical facilities during mass casualty incidents.

i. Assist the regional medical examiner during a mass fatality incident, as needed.

j. Maintain policy and procedures for the triage, treatment, transportation, and secondary role of decontamination of casualties resulting from accidents involving radiological or hazardous materials.

k. During emergency situations, establish a liaison with Atrium Health Cabarrus and maintain communications with other emergency response units in the field.

l. Coordinate with CHA and Human Services to establish a system to check on residents with functional needs during emergency situations. Be prepared to assist with the transport of medical supplies, oxygen, etc. to those with functional needs.

- The ability to perform this function is based on the scope of the incident/event.

m. Maintain liaison with American Red Cross – Southern Piedmont Chapter and other NGO's during emergencies. As needed, be prepared to treat minor casualties arriving at shelters and provide additional medical resources to these shelters.

n. Assist with the distribution of mass vaccinations and prophylaxis throughout the County.

o. Provide medical support and surveillance for emergency workers at incidents involving tactical, collapse, radiological or hazardous materials.

p. Specialized care and patient movement equipment is available from the EMS Disaster Medical Unit and Cabarrus EMS SMAT 3.

- Additional resources are available through Concord Fire Department.

Primary and Support Roles of EMS

County Mission	Fire Protection	Emergency Medical Services	Search and Rescue	Public Health	Evacuation	Transportation	Shelter/Mass Care	Mortuary Services
National Response Framework	ESF 4 – Firefighting	ESF 8 – Public Health/ Medical Services	ESF 9 – Search/Rescue	ESF 8 – Public Health/ Medical Services	ESF 5 – Emergency Management	ESF 1 – Transportation	ESF 6 – Mass Care, Emergency Assistance, Housing/ Human Services	ESF 8 – Public Health/ Medical Services
EMS	Support Agency	Primary Agency	Support Agency	Support Agency	Support Agency	Support Agency	Support Agency	Support Agency

Cabarrus County Transportation Service (CCTS)

a. Report to the EOC upon activation. The Director of CCTS or designee is assigned to the Resource Group.

b. Provide vehicles from the CCTS to support emergency transportation requirements.

- During emergency response and recovery operations, all transportation resources are managed through the EOC.
- Vehicles include handicapped-accessible vehicles for those with functional needs.

c. Maintain notification/activation procedures for CCTS personnel and facilities during emergency operations.

d. Provide shuttle service for key personnel during emergency operations, as needed.

e. Coordinate with law enforcement and other emergency services to identify transportation routes for drivers.

f. Transport supplies and equipment from the County Receiving and Distribution Point (CRDP) to locations designated by the EOC.

g. Transport damage assessment teams throughout the County, as requested.

h. Assist with the transportation of shelter residents to see/care for their pets, as available and requested.

i. CCTS maintains a fenced (secure) parking lot for transportation resources that could be used during emergency response and recovery operations.

Primary and Support Roles of CCTS

County Mission	Evacuation	Transportation	Damage Assessment	Donations Management	Animal Control
National Response Framework	ESF 5 – Emergency Management	ESF 1 - Transportation	ESF 3 – Public Works	ESF 7 – Logistics Management/Resource Support	ESF 11 – Agriculture/Natural Resources
CCTS	Support Agency	Primary Agency	Support Agency	Support Agency	Support Agency

Finance Department/Procurement Services

a. The Finance Director or designee reports to the EOC upon activation to serve as the County Finance Officer. The Finance Officer is assigned to the Resource Group.

b. The Finance Department/Procurement Services is responsible for accounts payable and payroll, budgeting, purchasing, general accounting, and grants for the County.

c. Provide finance and accounting support to County agencies during emergency operations.

d. Facilitate the acquisition of resources for emergency response and recovery.

e. Develop procedures for the timely procurement and delivery of essential resources and supplies through Emergency Purchase Orders.

f. The Finance Department/Procurement Services manages the County P-cards system. Approximately 200 County employees have County issued P-cards with differing spending limits. The Finance Department/Procurement Services can increase spending limits on specific P-cards remotely.

g. As an incident or event unfolds, develop financial accounting record procedures for all County agencies and relevant partners to report emergency expenses.

h. Following an incident or event, create a separate account for emergency-related expenditures and expenses. All emergency response and recovery agencies document all costs incurred during emergency operations.

i. Assist Emergency Management in incident/event documentation and FEMA reimbursement issues.

Primary and Support Roles of Finance Department/Procurement Services

County Mission	Recovery	Resource Management
National Response Framework	ESF 14 – Long Term Community Recovery	ESF 7 – Logistics Management/Resource Support
Finance Department/Procurement Services	Primary Agency	Primary Agency

IAM

IAM consists of the following divisions: Building Maintenance, Sign Maintenance, Facility Services, Fleet Maintenance, and Grounds Maintenance. IAM also includes Solid Waste services and the County Landfill. IAM is responsible for planning, directing, and providing maintenance and repair to County-leased and owned facilities, grounds, and vehicles. IAM performs the following duties:

a. Upon activation, the IAM Director or designee reports to the EOC. The IAM Director is assigned to the Resource Group.

b. Conduct damage assessment at County government facilities.

c. During a debris-generating event, IAM assists the County in a variety of areas.

- Direct debris clearance and removal at County facilities.
- During the recovery operations following an emergency, prepare to accept debris at local landfill sites.
- Dispose of debris collected during recovery at the landfill.
- Refer to the DDMP for additional roles and responsibilities during debris-generating events.

d. Prepare for emergency repair of vital County facilities during emergency operations.

- Check generator operations and fuel.
- Check HVAC systems.
- Fuel vehicles.

e. Organize and equip IAM teams to provide continuous maintenance and repair support for all emergency vehicles and equipment.

f. Provide emergency power sources to key facilities and response operations.

- Operate and maintain all fixed-site and mobile generators.
- Coordinate with the EOC for the priority of issue for all portable generators.

g. Assist Human Services and the ARC with establishment and maintenance of shelters.

h. Coordinate with EOC on the need to activate mutual aid agreements with the municipalities in the County to provide auxiliary equipment for response and recovery operations.

Primary and Support Roles of IAM

County Mission	Public Works	Shelters/Mass Care	Damage Assessment	Recovery
National Response Framework	ESF 3 – Public Works/Engineering	ESF 6 – Mass Care, Emergency Assistance, Housing/Human Services	ESF 3 – Public Works/Engineering	ESF 14 – Long Term Community Recovery
IAM	Primary Agency	Support Agency	Support Agency	Primary Agency

Human Services

a. The Human Services Director reports to the EOC upon activation. The Human Services Director is assigned to the Coordination Group in the EOC.

b. Coordinate the continuation of Human Services (social services) to County residents during emergency situations (emergency food stamps, crisis intervention money, etc.). Be prepared to provide emergency benefits within the resources of Human Services.

c. Coordinate with the CHA, Cardinal Innovations Healthcare and other government and NGO's to provide support personnel during emergency situations.

d. Develop and maintain mutual aid agreements with surrounding counties to support local human services in emergency situations.

e. Coordinate with Adult Care homes to ensure development of emergency procedures and policies. All plans will be coordinated with Emergency Management.

f. Prepare to assist in ARC shelter operations. Coordinate with ARC, Salvation Army, and other NGO's to provide resources and personnel to support shelters throughout the County.

g. Provide personnel trained to support ARC shelter operations. Be prepared to assist with sheltering, feeding, and distributing supplies as needed.

Primary and Support Roles of Human Services

County Mission	Notification and Warning	Public Information	Evacuation	Shelter and Mass Care	Recovery
National Response Framework	ESF 5 – Emergency Management ESF 13 – Public Safety and Security	ESF 15 – External Affairs	ESF 5 – Emergency Management	ESF 6 – Mass Care, Emergency Assistance, Housing and Human Services	ESF 14 – Long Term Community Recovery
Human Services	Support Agency	Support Agency	Support Agency	Primary Agency	Primary Agency

Planning and Development

a. Planning and Development is responsible for a number of Cabarrus County service areas, including 911 addressing, planning and zoning, construction standards, and soil and water conservation.

b. Planning and Development provides assistance with mapping and data for land search and rescue operations as well as other Geographic Information System (GIS) related tasks.

c. Planning and Development also assists with community development and recovery activities (coordinating volunteers, etc.) and provides planning and technical support to the EOC.

Planning and Development remains engaged through the recovery phase through permitting and technical assistance.

Primary and Support Roles of Planning and Development

County Mission	Direction and Control
National Response Framework	ESF 5 – Emergency Management
Planning and Development	Support Agency

Planning and Development - Chief Building Inspector

a. Report to the EOC upon activation to coordinate use of damage assessment teams. The Chief Building Inspector is designated as the County Damage Assessment Officer (DAO) when the EOC is activated.

b. Deploy damage assessment teams when directed by the Emergency Management Coordinator.

c. Maintain organization and procedures for damage assessment, reporting, and accounting.

   - Review and update these procedures annually.

d. Compile incoming damage reports from all sources in the field.

e. The EOC staff will transmit these reports to the NCEM Western Branch Office.

f. Advise the Emergency Management Coordinator and other officials on prioritizing repairs and restoration of vital government facilities during recovery operations.

g. Train personnel to serve on damage assessment teams within appropriate jurisdictions.

Primary and Support Roles of Planning and Development – Chief Building Inspector

County Mission	Damage Assessment	Recovery
National Response Framework	ESF 3 – Public Works/Engineering	ESF 14 – Long Term Community Recovery
Planning and Development - Chief Building Inspector	Primary Agency	Primary Agency

Public Information Officer

a. Report to the EOC upon activation.

b. Coordinate gathering, verifying, preparing, approving, and disseminating information to the public during emergency response and recovery operations.

c. Coordinate messages and information with other PIOs (agency, jurisdiction, states, etc.).

d. Manage the Joint Information System (JIS) when the County maintains control of the incident/event.

e. Maintain a current inventory of public information resources.

f. Establish and maintain a working relationship with the local media.

g. Provide emergency information materials for the public including the hearing- impaired and non-English speaking groups.

h. Develop media advisories for the public as required by the situation.

i. In the event of a Fixed Nuclear Facility incident, participate in the Joint Information System (JIS) to obtain information for news releases. All other PIO procedures will remain in effect.

j. Provide information on Federal Disaster Assistance Centers when these locations are opened.

Primary and Support Roles of PIO

County Mission	Communications	Notification and Warning	Public Information	Fire Protection	Evacuation	Shelter and Mass Care
National Response Framework	ESF 2 – Communications	ESF 5 – Emergency Management ESF 13 – Public Safety and Security	ESF 15 – Public Affairs	ESF 4 – Firefighting	ESF 5- Emergency Management	ESF 6 – Mass Care, Emergency Assistance, Housing and Human Services
Public Information Officer	Primary Agency	Primary Agency	Primary Agency	Support Agency	Primary Agency	Support Agency

American Red Cross – Southern Piedmont Chapter

a. Report to the EOC or other designated operations areas, upon activation. The Red Cross representative is assigned to the Operations Group.

b. Conduct shelter and mass care operations during emergency situations.

c. Provide trained Shelter Managers and supplies for shelter operations.

d. Identify citizens with functional needs arriving at shelter locations and notify Human Services.

e. Provide basic equipment for functional needs, as available.

f. The Cabarrus Chapter has access to a feeding trailer stocked with commercial pots and pans, gas burners, and other capabilities.

- The trailer is housed in Stanly County.

g. The Cabarrus Chapter has access to a trailer stocked with cots for shelter locations.

- Additional cots can be requested from the Charlotte Chapter.

h. Assist County damage assessment activities, if needed.

i. Assist in recovery operations, as requested.

Primary and Support Roles of American Red Cross – Southern Piedmont Chapter

County Mission	Evacuation	Shelter and Mass Care	Donations Management	Animal Control
National Response Framework	ESF 5 – Emergency Management	ESF 6 – Mass Care, Emergency Assistance, Housing/Human Services	ESF 7 – Logistics Management/Resource Support	ESF 11 – Agriculture and Natural Resources
American Red Cross – Southern Piedmont Chapter	Support Agency	Primary Agency	Support Agency	Support Agency

Sheriff's Office

a. Maintain current internal notification/recall rosters and communications systems.

b. Assist in notification and warning to the local population of an impending or existing emergency situation.

c. Develop and maintain mutual aid agreements with law enforcement agencies within the county and adjacent counties.

d. Conduct law enforcement operations in the County during the emergency period (see Annex E).

e. Coordinate additional law enforcement support with municipalities within the county, other counties, and the North Carolina State Highway Patrol during response operations. If the situation requires National Guard support, request this support through the county Emergency Management Coordinator.

f. Provide emergency communications systems (primary and backup) to the county EOC. Upon activation, the communications section notifies all municipalities by radio that the county EOC is open.

g. The Sheriff's Office or his/her designee is part of the Operations Group in the EOC and coordinates law enforcement operations from the EOC during emergency situations. Additionally, the Sheriff's Office directs the kitchen to prepare meals to support EOC personnel as needed.

h. Provide transportation resources for critical emergency personnel and equipment, as necessary.

i. Conduct traffic control to facilitate the movement of evacuees to shelters.

j. Relocate and house jail prisoners during an evacuation of the Detention Center

k. Provide security and protection of the damaged/evacuated area(s) and critical facilities. Also, control access and movement into these areas.

l. Provide security for the EOC, County Receiving and Distribution Point, reception centers, shelters, other lodging and feeding facilities during emergency operations.

m. In accordance with the Cabarrus County Land Search Directive, the Sheriff's Office is the lead agency for the activation and coordination of search operations within the unincorporated areas of the county.

Primary and Support Roles **of Sheriff's Office**

County Mission	Direction and Control	Communications	Notification and Warning	Public Information	Law Enforcement	Fire Protection	Evacuation	Shelter and Mass Care	Damage Assessment	Recovery	Resource Management
National Response Framework	ESF 5 – Emergency Management	ESF 2 - Communications	ESF 5 – Emergency Management ESF 13 – Public Safety and Security	ESF 15 – External Affairs	ESF 13 – Public Safety and Security	ESF 4 - Firefighting	ESF 5 – Emergency Management	ESF 6 – Mass Care, Emergency Assistance, Housing and Human Services	ESF 3 – Public Works and Engineering	ESF 14 – Long Term Community Recovery	ESF 7 – Logistics Management and Resource Support
Sheriff's Office	Support Agency	Support Agency	Support Agency	Support Agency	Primary Agency	Support Agency	Primary Agency	Support Agency	Support Agency	Support Agency	Support Agency

Sheriff's Office – Animal Control Officer

a. Provide animal control facilities and equipment to care for domestic animals belonging to people evacuated to public shelters.

b. Advise the Emergency Management Coordinator on all issues dealing with animal control during emergency situations.

c. Request assistance from the local humane society.

   - Coordinate this support with the overall animal control plan.

d. Continue animal and rabies control during emergency operations.

e. Provide shelter for pets and livestock at the animal control facility or other facilities provided by private agencies and/or citizens.

f. Control and assist personnel reentering damaged/hazardous areas to feed livestock and other animals left behind during evacuations.

g. Refer to Annex O – Animal Control and Protection for additional roles and responsibilities.

Primary and Support Roles **– Sheriff's Office –** Animal Control Officer

County Mission	Shelter and Mass Care	Animal Control
National Response Framework	ESF 6 – Mass Care, Emergency Assistance, Housing and Human Services	ESF 11 – Agriculture and Natural Resources
Animal Control Officer	Support Agency	Primary Agency

Sheriff's Office - Communications Division

a. Develop procedures for direction of communications and warning systems throughout the County.

   - These procedures must maintain communications between the EOC, field units, shelter facilities, adjacent jurisdictions, and State EOC.

b. Maintain current internal notification/recall rosters.

c. Coordinate warning procedures for special locations such as schools, hospitals, nursing homes, major industries, and institutions.

d. Develop emergency notification and warning procedures to alert the general public to

impending or existing hazards.

e. Receive and disseminate warning information and ensure information related to emergency situations is provided to emergency workers, key officials, special locations and the EOC.

f. Coordinate communications network with surrounding counties and State of North Carolina agencies.

g. Develop procedures for maintaining and restoring telephone and 911 services during emergencies.

h. Develop agreements to provide radio repair and maintenance under emergency conditions.

i. Provide an alternate communications capability in the event the main system fails.

j. Report to the EOC upon activation and provide direction and control for communications operations. Notify all emergency services in the County when the EOC is opened.

k. Provide for testing and exercising of the communications, warning, and alerting systems on a monthly basis.

Primary and Support Roles **of Sheriff's Office –** Communications Division

County Mission	Direction and Control	Communications	Notification and Warning	Public Information	Law Enforcement	Emergency Medical Services	Search and Rescue	Evacuation	Shelter and Mass Care
National Response Framework	ESF 5 – Emergency Management	ESF 2 – Communications	ESF 5 – Emergency Management ESF 13 – Public Safety and Security	ESF 15 – External Affairs	ESF 13 – Public Safety and Security	ESF 8 – Public Health and Medical Services	ESF 9 – Search and Rescue	ESF 5 – Emergency Management	ESF 6 – Mass Care, Emergency Assistance, Housing and Human Services
Sheriff's Office Communications Division	Support Agency	Primary Agency	Primary Agency	Support Agency	Support Agency	Support Agency	Support Agency	Support Agency	Support Agency

Tax Administration

Tax Administration's responsibility is the listing, assessment, and collection of County property taxes and the administration of incentive grants. Tax Administration is composed of four divisions: Personal Property, Real Property, Land Records, and Tax Collections.

a. Departmental representative(s) report to the EOC and/or a CRDP, upon activation. The Tax Administration representative is assigned to the Resource Group in the EOC.

b. Assist with damage assessment activities.

- Tax Administration has generated property record cards that can be used to estimate the level of damage for certain properties.

c. Coordinate the receiving, management, and distribution of donated goods throughout the County at CRDPs.

d. Assist with receiving, management, and distribution of cash donations following an incident or event.

e. Register volunteers from the general public ready to assist the County in recovery activities.

- Provide updates to the EOC on registered volunteers.

Primary and Support Roles of Tax Administration

County Mission	Donations Management	Damage Assessment	Recovery
National Response Framework	ESF 7 – Logistics Management/Resource Support	ESF 3 – Public Works/Engineering	ESF 14 – Long Term Community Recovery
Tax Administration	Primary Agency	Support Agency	Support Agency

3.2.2 Support Agencies

Support agencies are those agencies identified with support roles and responsibilities in one (or multiple) Cabarrus County EOP Annexes.

Active Living and Parks

a. Be prepared to open park facilities for response and recovery operations (storage, equipment staging areas, etc.), as needed.

b. Provide damage assessment for County parks to the EOC or the Emergency Management Coordinator.

c. During debris-generating events, the Active Living and Parks Department provides support to the County in a number of areas. Refer to the DDMP for additional information on roles and responsibilities.

d. The Active Living and Parks Department operates two (2) senior centers that offer daily classes and education programs.

- The Mt. Pleasant facility offers a daily meals program through Human Services. The service feeds approximately 45 people per day.

Primary and Support Roles of Active Living and Parks

County Mission	Public Works	Damage Assessment
National Response Framework	ESF 3 – Public Works	ESF 3 – Public Works
Active Living and Parks	Support Agency	Support Agency

Cabarrus Amateur Radio Emergency Service (ARES)

a. Report to the EOC, as requested.

- A radio room is located next to the EOC and available for ARES operations.
- ARES has additional space available at Atrium Health Cabarrus.

b. Coordinate with the Sheriff's Office Communications Division to provide supplemental radio communications during emergency response and recovery.

c. Provide back-up communications in case of failure of County Communications system.

d. Provide support across a number of different modes of communications (voice, digital video, satellite).

e. Provide amateur radio support for the following:

- Outlying areas of the County
- ARC shelters
- Points of distribution
- Points of dispensing
- CRDP

f. ARES has a club trailer with HF (digital), UHF, and VHF capabilities. The Charlotte ARES group has an ATV repeater that could be requested.

g. For larger scale events, ARES assists the EOC in requesting and coordinating support from the *Military Auxiliary Radio System (MARS),* through the State EOC.

Primary and Support Roles of ARES

County Mission	Communications	Notification and Warning	Shelter & Mass Care
National Response Framework	ESF 2 - Communications	ESF 5 – Emergency Management ESF 13 – Public Safety and Security	ESF 6 – Mass Care, Emergency Assistance, Housing and Human Services
ARES	Support Agency	Support Agency	Support Agency

Cabarrus Arena and Events Center

a. Prepare the facility(ies) to support emergency response and recovery. Be prepared to remove personnel and equipment from the facility(ies) in order to clear the site for emergency support operations.

Note – In some cases the arena may not be immediately available following certain planned events (fair, monster trucks (dirt floors), etc.).

b. On-site facilities include:

- 6,000 seat arena
- 70,000 sq. ft. event center
- 30,000 sq. ft. hall
- 5,000 sq. ft. banquet room
- 10,000 sq. ft. storage facility
- 11 acre midway

c. Other on-site capabilities, resources, and equipment:

- Full water, sewer hook ups for 140 campers
- 2,500 parking spots
- Full kitchens and kitchen equipment
- 2 locker rooms with 6 showers each (4 Americans With Disabilities Act [ADA] accessible, family friendly)

- Forklifts, pallet jacks, scissor lift, flatbed golf carts, bobcats, riding lawnmowers

d. Operate and maintain fixed generators to provide emergency power to the facility.

e. Assist in establishing the CRDP and the donated goods management area at the Events Center.

f. Once established, support CRDP operations:

- Provide forklift and operators.
- Provide communications support to CRDP staff.
- Provide a liaison to the CRDP Manager to address any issues on the facility.

g. Prepare the Cabarrus Arena for use in shelter operations. Shelter operations require the floor space to be clear of all equipment, displays, etc., to permit the use of cots, hospital beds, medical equipment, etc.

h. Clear the Fair Midway area of all equipment, vehicles, and personnel in order to establish a helicopter landing zone.

Primary and Support Roles of Cabarrus Arena and Events Center

County Mission	Shelter & Mass Care	Resource Management	Donations Management
National Response Framework	ESF 6 – Mass Care, Emergency Assistance, Housing and Human Services	ESF 7 – Logistics Management and Resource Support	ESF 7 – Logistics Management and Resource Support
Cabarrus Arena and Events Center	Support Agency	Support Agency	Support Agency

Cabarrus County Schools

a. Provide Liaison Officer(s) to the EOC for the duration of the emergency, as requested.

b. Maintain notification, warning, and school evacuation procedures for emergency situations.

c. Identify protected areas in each school to be used as safety rooms if time does not permit evacuation of school population.

d. Be prepared to provide school facilities to be used as shelters or other emergency operations facilities (staging areas, points of distribution, points of dispensing, Disaster Assistance Center, etc.).

e. Provide resources from the County school system to support emergency response and recovery operations. The school system will:

- Provide support personnel (school custodians, cafeteria staff, counselors, bus drivers, administrators) to assist, as available.
- Provide buses and drivers to support transportation operations.
- Provide fuel support for vehicles used in emergency operations, as necessary and requested.
- Fuel station locations:

Primary and Support Roles of Cabarrus County Schools

County Mission	Evacuation	Transportation	Shelters/Mass Care
National Response Framework	ESF 5 – Emergency Management	ESF 1 – Transportation	ESF 6 – Mass Care, Emergency Assistance, Housing/Human Services
Cabarrus County Schools	Support Agency	Support Agency	Support Agency

Water and Sewer Authority of Cabarrus County (WSACC)

a. WSACC is an independent, incorporated public body supporting five jurisdictions (Cabarrus County, City of Concord, Town of Harrisburg, City of Kannapolis and Town of Mt. Pleasant).
b. WSACC is the primary planning agent for water and sewer facilities, provides wholesale wastewater transportation and treatment for its organizing jurisdictions, and provides reservoir management for some, or all, of its jurisdictions.
c. Additionally, WSACC plans for the provision of wholesale water and may, when tasked by its organizing jurisdictions, provide retail water and sewer service. There are three wastewater treatment plants in the County: Rocky River, Muddy Creek, and Mt. Pleasant.
d. WSACC controls the system accumulating and treating wastewater. This includes wastewater treatment for municipalities within the County, management of the Mt. Pleasant Water Treatment Plan and the Coddle Creek Reservoir.
e. Maintain and make available equipment to support emergency response and recovery, as available. Authority equipment includes:
    - Dump trucks, excavators, standard trucks and large generators
f. Advise the Emergency Management Coordinator on the status of the water supply, water storage areas, and treatment facilities.
g. If needed, provide a Liaison Officer to the County EOC for the duration of the emergency.

Primary and Support Roles of WSACC

County Mission	Public Works
National Response Framework	ESF 3 – Public Works and Engineering
WSACC	Support Agency

Cardinal Innovations Healthcare

Cardinal Innovations Healthcare is the regional mental health care management authority that coordinates mental health care for Cabarrus, Mecklenburg, Davidson, Rowan, Stanly, Union, Alamance, Caswell, Franklin, Granville, Halifax, Vance, Warren, Orange, Person, and Chatham Counties.

a. Provide assistance in the form of linking County residents with the correct service provider.
b. During shelter operations, the ARC makes the determination on whether mental health services are needed and Cardinal Innovations Healthcare links the individual to a service provider.
c. Provide crisis counseling assistance to emergency response personnel and volunteers during emergency response and recovery operations.

Primary and Support Roles of Cardinal Innovations Healthcare

County Mission	Public Health	Shelter and Mass Care
National Response Framework	ESF 8 – Public Health and Medical Services	ESF 6 – Mass Care, Emergency Assistance, Housing and Human Services
Cardinal Innovations Healthcare	Support Agency	Support Agency

Cooperative Extension

a. Act as liaison to the agricultural community during emergency response and recovery.

b. Maintain contact with the N.C. State University Cooperative Extension Service representative at the State EOC.

c. In the event of a nuclear material release, report to the EOC to advise on possible impacts on agriculture.

d. The agency can assist in identifying agricultural and farmland areas throughout the County.

e. Assist sampling teams operating in the County during radiological or hazardous materials incidents that would affect livestock or crops.

f. Provide trained personnel to assist agricultural damage assessment teams in the County.

g. Assist the Emergency Management Coordinator in identifying and coordinating assistance needed by farmers/agricultural workers during recovery operations.

h. The agency provides information to the PIO for dissemination to the public, as necessary.

i. The Department of Water Quality (DWQ) ensures that swine lagoons are designed and built appropriately.

j. Assist with food safety issues.

- Answer food safety questions
- Provide information on food storage

k. Assist with disposal of dead animal carcasses, as necessary.

l. Can provide assistance in lining County residents up with other agencies and organizations for specific service needs. For example, lining a farm up with animal care/veterinary services following an emergency.

m. Provide personnel to assist in the EOC, as requested.

Primary and Support Roles of Cooperative Extension

County Mission	Damage Assessment	Animal Control
National Response Framework	ESF 3 – Public Works/Engineering	ESF 11 – Agriculture/Natural Resources
Cooperative Extension	Support Agency	Support Agency

Human Resources

a. Human Resources personnel can assist with administrative and computer related tasks. During longer duration incidents or events, Human Resources may provide personnel to assist in the EOC.

b. Human Resources assists in hiring of necessary auxiliary employees to support with emergency response and recovery.

c. Provide assistance with County Connect system and coordinating departments following an emergency.

   - This includes gathering and disseminating contact information for County departments and agencies.

Primary and Support Roles of Human Resources

County Mission	Direction and Control
National Response Framework	ESF 5 – Emergency Management
Human Resources	Support Agency

ITS

ITS supports internal and external users by promoting enterprise information processes, providing access to information resources, and protecting information integrity.

a. Report to the EOC upon activation. The Director of ITS or designee is assigned to the Coordination Group.

b. Maintain the County 911 system.

c. Maintain the CAD system.

d. Maintain telephones and computers

e. ITS is responsible for two (2) data centers that support County government operations.

f. Work with the Emergency Management Coordinator to determine available computers and other IS-related equipment for emergency response and recovery operations.

g. Through the GIS function, develop maps and other graphics and data, as requested.

h. Manage the County website homepage.

i. ITS has the ability to activate “red” messages to provide critical information to other departments and citizens.

j. ITS also has a “dark site” in place for emergency situations.

Primary and Support Roles of ITS

County Mission	Direction and Control
National Response Framework	ESF 5 – Emergency Management
ITS	Support Agency

Library System

a. Libraries have a number of personnel who can assist the /EOC following an incident or event.
    - This includes help with administrative and computer tasks.
b. Library personnel can also assist with research and documentation.
c. Following an incident or event, library locations could be used in a number of capacities:
    - Disaster recovery center
    - Points of distribution/points of dispensing
    - Personal comfort sites (warm up/cool down, charge phones, internet access, etc.)
d. There are (4) libraries in the County:
    - Concord Branch – 26,000 sq.ft.
    - Harrisburg Branch – 10,000 sq.ft.
    - Kannapolis Branch – 15,000 sq.ft.
    - Mt. Pleasant Branch – 3,500 sq.ft.
e. Each library has a conference room and other space available.

Primary and Support Roles of Library System

County Mission	Direction and Control
National Response Framework	ESF 5 – Emergency Management
Library System	Support Agency

Medical Examiner

a. Cabarrus County does not have a designated ME. A mass fatality event would require medical examiner support. The North Carolina Office of the Chief Medical Examiner (OCME) a division of the North Carolina Department of Health and Human Services (NCDHHS), maintains the North Carolina Medical Examiner System, a network of over 600 medical doctors throughout North Carolina who investigate deaths of a suspicious, unusual or unnatural nature.
b. The Emergency Management Coordinator requests this support through Atrium Health Cabarrus. OCME assigns personnel to support the county, which initially comes from the regional OCME office in Charlotte.
c. When activated, the medical examiner develops procedures to recover, identify, and register fatalities during emergency situations.
d. The medical examiner determines the cause of death, notifies next-of-kin, and releases the remains and personal effects to proper representatives. The medical examiner issues death certificates and supervise the location and transportation of remains.
e. The medical examiner identifies the resources needed to establish an adequate morgue system in the event of mass fatalities.

f. The medical examiner directs the expansion of any fixed and temporary morgue capability. The ME coordinates with EMS, funeral directors, ambulance services, pathologists, American Red Cross, dentists, X-ray technicians and law enforcement agencies to provide support to mortuary operations as needed.

g. If needed, the medical examiner requests assistance from a Disaster Mortuary Team (DMORT). The Emergency Management Coordinator requests this support through NCEM.

h. The medical examiner coordinates all press releases with the PIO prior to release to the media.

Primary and Support Roles of Medical Examiner

County Mission	Public Health	Mortuary Affairs
National Response Framework	ESF 8 – Public Health and Medical Services	ESF 8 – Public Health and Medical Services
Medical Examiner	Support Agency	Primary Agency

Register of Deeds

a. Following an incident or event, the Register of Deeds will continue to assist County residents with a variety of records and documentation:

- Birth certificates
- Death certificates
- Land and records
- Marriage licenses

b. During longer duration incidents or events, the Register of Deeds can provide personnel to assist in the EOC.

Primary and Support Roles of Register of Deeds

County Mission	Direction and Control
National Response Framework	ESF 5 – Emergency Management
Register of Deeds	Support Agency

Risk Management

a. A member of Risk Management will serve as the Safety Officer in the EOC.

b. Following an emergency, Risk Management will continue to provide a variety of assistance and support to the County through the following:

- Oversee insurance for the County (property and liability).
- Ensure continued Occupational Safety and Health Administration (OSHA) compliance.

- Oversee the indemnification of contracts (proper insurance, etc.).
- Continue to ensure ADA compliance in County facilities (may include shelter locations).
- Conduct safety inspections.
- Conduct accident review (County employees in work, citizens on County properties).

c. Risk Management maintains a master list of trainings for all County employees.

d. Risk Management maintains a master list of all County-owned equipment and vehicles.

e. Risk Management is prepared to assist the EOC in a variety of tasks, as requested.

Primary and Support Roles of Risk Management

County Mission	Direction and Control
National Response Framework	ESF 5 – Emergency Management
Risk Management	Support Agency

Veterans Service

a. The Veterans Service Director is prepared to assist the EOC following an incident or event. The Veterans Service Director will be rolled into the Emergency Management functions/tasks.

b. During catastrophic/countywide events, other Veterans Service employees are available to assist, as necessary.

Primary and Support Roles of Veterans Service

County Mission	Direction and Control
National Response Framework	ESF 5 – Emergency Management
Veterans Service	Support Agency

3.3 State and Federal Departments and Agencies

State Agencies

- North Carolina Department of Agriculture and Consumer Services (NCDA&CS)
- North Carolina Department of Environmental Quality (NCDEQ)
- North Carolina Department of Health and Human Services (NCDHHS)
- North Carolina Department of Labor
- North Carolina Department of Public Safety (NCDPS)

State Agencies (Continued)

- North Carolina Department of Transportation (NCDOT)
- North Carolina Division of Public Health
- North Carolina Emergency Management (NCEM)
- North Carolina Office of Emergency Medical Services (OEMS)
- North Carolina Office of the State Fire Marshal (OSFM)
- North Carolina State Bureau of Investigation (SBI)
- North Carolina State Highway Patrol (SHP)

Federal Agencies

- Federal Emergency Management Agency (FEMA)

SECTION 4
DIRECTION AND CONTROL

This section describes the systems used in Cabarrus County to facilitate direction and control operations. Cabarrus County adheres to NIMS and ICS. Additionally, County emergency operations missions (functions and tasks) are linked to a corresponding ESF identified in the NRF. Annex A – Direction and Control provides a detailed description of emergency direction and control for Cabarrus County.

4.1 NIMS

NIMS provides a systematic, proactive approach to guide departments and agencies at all government levels, in NGO's, and in the private sector to work seamlessly to prevent, protect against, respond to, recover from, and mitigate the effects of incidents—regardless of cause, size, location, or complexity—in order to reduce the loss of life and property and harm to the environment. NIMS represents a core set of doctrine, concepts, principles, terminology, and organizational processes that enables effective, efficient, and collaborative incident management. FEMA requires emergency management personnel to possess a baseline understanding of NIMS concepts and principles.

Five Components of NIMS:

- Preparedness
- Communications and Information Management
- Resource Management
- Command and Management
- Ongoing Management and Maintenance

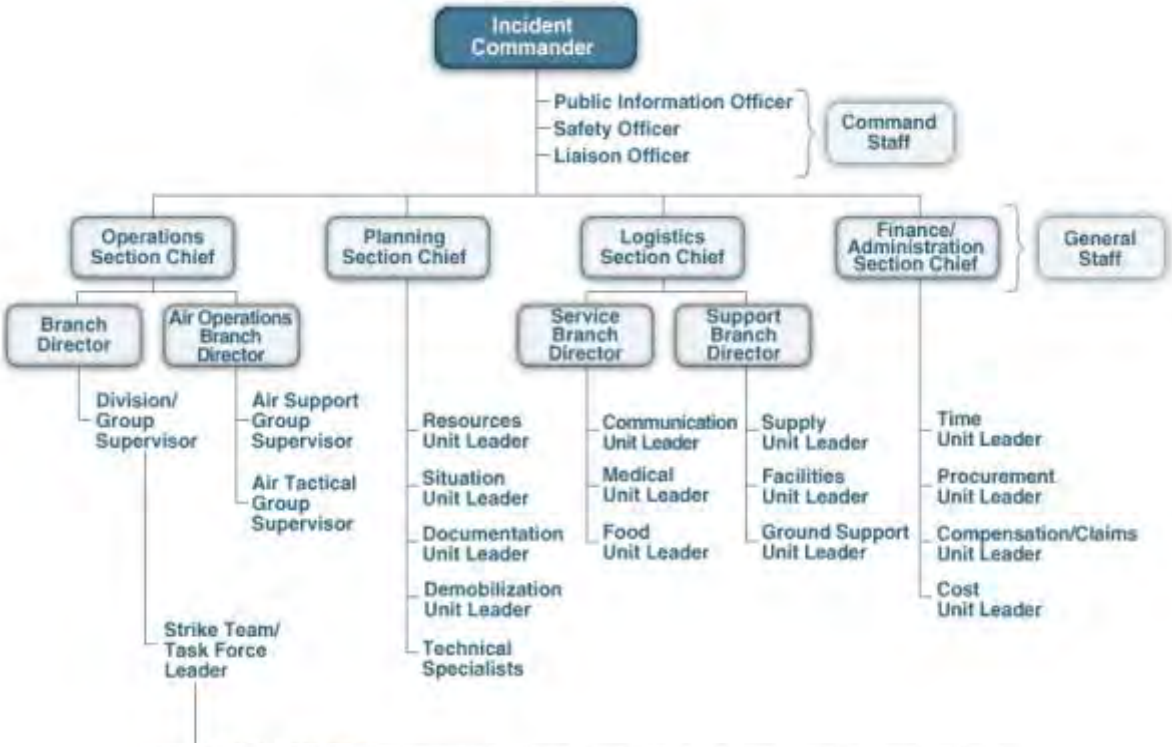
4.1.1 ICS

ICS is applicable across a wide spectrum of incidents that may differ in terms of size, scope, and complexity. ICS is a standardized, on-scene, all-hazards incident management approach that:

- Allows for the integration of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure
- Enables a coordinated response among various jurisdictions and functional agencies, both public and private
- Establishes common processes for planning and managing resources

ICS is usually organized around five major functional areas: Command, Operations, Planning, Logistics, and Finance/Administration.

Exhibit 4-1
ICS Organizational Chart



- **Command Staff:** The Command Staff consists of the Public Information Officer, Safety Officer, and Liaison Officer. They report directly to the Incident Commander.
- **Section:** The organization level having functional responsibility for primary segments of incident management (Operations, Planning, Logistics, Finance/Administration). The Section level is organizationally between Branch and Incident Commander.
- **Branch:** That organizational level having functional, geographical, or jurisdictional responsibility for major parts of the incident operations. The Branch level is organizationally between Section and Division/Group in the Operations Section, and between Section and Units in the Logistics Section. Branches are identified by the use of Roman Numerals, by function, or by jurisdictional name.
- **Division:** That organizational level having responsibility for operations within a defined geographic area. The Division level is organizationally between the Strike Team and the Branch.
- **Group:** Groups are established to divide the incident into functional areas of operation. Groups are located between Branches (when activated) and Resources in the Operations Section.
- **Unit:** That organization element having functional responsibility for a specific incident planning, logistics, or finance/administration activity.
- **Task Force:** A group of resources with common communications and a leader that may be pre-established and sent to an incident, or formed at an incident.
- **Strike Team:** Specified combinations of the same kind and type of resources, with common communications and a leader.
- **Single Resource:** An individual piece of equipment and its personnel complement, or an established crew or team of individuals with an identified work supervisor that can be used on an incident.

4.2 NRF

The NRF presents the guiding principles that enable all response partners to prepare for and provide a unified national response to disasters and emergencies, from the smallest incident to the largest catastrophe. The NRF also defines the federal government's role in providing response and recovery assistance to the states and local governments during and after emergencies. The NRF is always in effect, and elements can be implemented at any level at any time.

Under the NRF, County departments and agencies have been assigned primary and support agency responsibilities for various County missions linked to the 15 ESF's. Refer to exhibit 4-2 for a County Mission to ESF Matrix.

Exhibit 4-2
County Mission to ESF Matrix

NRF & ESF	County Missions
ESF #1 – Transportation	Transportation
ESF #2 – Communications	Communications
ESF #3 – Public Works and Engineering	Public Works
	Damage Assessment
	Recovery
ESF #4 – Firefighting	Fire Protection
ESF #5 –Emergency Management	Direction and Control
	Notification
	Evacuation
ESF #6 – Mass Care, Emergency Assistance, Housing and Human Services	Shelter and Mass Care
ESF #7 – Logistics Management and Resource Support	Resource Management
	Donations Management
ESF #8 – Public Health and Medical Services	Emergency Medical Services
	Public Health
	Mortuary Affairs
ESF #9 – Search and Rescue	Search and Rescue
ESF #10 – Oil and Hazardous Materials Response	LEPC
	Fire Departments
ESF #11 – Agriculture and Natural Resources	Animal Control

NRF & ESF	County Missions
ESF #11 – Agriculture and Natural Resources (Continued)	Cooperative Extension
	Lomax Farm Manager
ESF #12 - Energy	Public Works
ESF #13 – Public Safety and Security	Warning
	Law Enforcement
ESF #14 – Long Term Community Recovery	Community Recovery
ESF #15 – External Affairs	Public Information

4.3 Continuity of Government

4.3.1 General

Emergency situations could result in disruption of government functions. This possibility requires that all levels of local government and their departments develop and maintain procedures to ensure continuity of government. These procedures include the chain of command should an elected official or department head not be available to perform his/her duties.

- Refer to COOP for additional information on continuity planning and procedures.

4.3.2 Preservation of Vital Records

Each department and agency is responsible for the preservation of essential records to ensure continuity of normal operations during an emergency incident or event.

4.3.3 Order of Succession

Each annex to this plan identifies the orders of succession (specific to the annex/County mission) for identified primary agencies.

Individual departments and agencies have established internal order of succession.

Order of succession for the Board of County Commissioners proceeds from the Chairman to the members of the Board in accordance with County policy.

4.3.4 Relocation of Government

Key County government personnel operate from the EOC (or other designated location) if the situation does not permit the normal use of County government facilities.

If the primary EOC is uninhabitable, emergency operations are relocated to the secondary EOC.

For detailed information on the relocation of government and continuity of operations, refer to the COOP.

Municipal governments relocate to facilities within their jurisdiction capable of providing required support during emergency operations. The County may be able to provide limited space to other municipal governments during emergencies, as available.

SECTION 5
ADMINISTRATION AND LOGISTICS

5.1 General

Non-discrimination. There will be no discrimination on the grounds of race, color, religion, nationality, sex, age, or economic status in the execution of disaster preparedness or disaster relief and assistance functions. This policy applies equally to all levels of government, contractors, and labor unions.

Consumer protection. The EOC refers consumer complaints pertaining to alleged unfair or illegal business practices during emergencies to the State Attorney General's Consumer Protection Division.

5.2 Incident/Event Financing

Large-scale spending is authorized by the Board of County Commissioners, as requested by the EOC and/or Emergency Management Coordinator.

The Emergency Management Coordinator, the Contracting Officer, and the Deputy County Manager are authorized to release funds for immediate emergency use.

Spending limits are set by the Board of County Commissioners or Finance Director based on the situation and funds available.

5.3 Records and Reports

Agreements and Understandings Response and recovery missions are assigned and tracked by Emergency Management from the EOC.

Once a mission is assigned by the EOC, the Finance Department/Procurement Services tracks and maintains all expenditures and obligations during emergency operations. This includes any contract labor, contract equipment, employee overtime hours, County equipment usage, and supplies used during operations.

The Finance Department/Procurement Services tracks and records all data relevant for FEMA reimbursement.

5.4 Agreements and Understandings

Agreements and understandings are entered into only by duly authorized County officials and are to be formalized in writing whenever possible prior to emergency situations.

The Emergency Management Coordinator will request assistance from other jurisdictions should local government resources prove to be inadequate during emergency operations.

These requests will be made to other jurisdictions, higher levels of government, and other agencies in accordance with existing or temporary mutual aid agreements and understandings.

Local municipalities will request state and federal resources only through the Emergency Management Coordinator or EOC. The EOC staff will then forward these requests to NCEM.

Organizations tasked with responsibilities in the implementation of this plan provide their own administrative and logistical support.

In addition, these organizations maintain a resource list needed to carry out their emergency missions.

If state resources have been exhausted, NCEM coordinates with DHS and FEMA by requesting external assistance through the EMAC to provide the needed resources and assistance using the ESF(s) as described in the NRF.

SECTION 6
PLAN MAINTENANCE

This EOP is developed under the authority of the County, Emergency Management, and the departments and agencies identified in the plan. Maintaining a viable plan includes constant revisions, trainings, and exercises as well as after action reporting. The information presented below identifies plan updates, testing and exercises, as well as after action reporting.

6.1 Plan Updates

The EOP should be reviewed and revised on an annual basis as well as after an exercise, training, or an actual incident requiring plan activation. Emergency Management is the lead department in plan review and revision. It is recommended that the plan be reviewed and revised in coordination with other plans and documents included in the emergency management program (refer to exhibit 1-1). During the periods between the formal review and approval process there will likely be a number of minor changes to items such as personnel information, contact numbers, etc., that should proceed without approval by the Board of County Commissioners. Additionally, changes in authorities, references and best practices should also be considered. The Emergency Management Coordinator is responsible for coordinating and making such revisions.

6.2 Plan Testing, Training, and Exercises

The plan should be exercised on an annual basis according to policies and principles identified by the Homeland Security Exercise and Evaluation Program (HSEEP). It is recommended that the exercise planning team utilize the building block approach identified by HSEEP to train, test, and exercise the plan. Refer to Attachment F for information on exercises and after action reporting.

6.3 After Action Review and Reporting

Following a training, test, exercise, or plan activation, an after action report identifying strengths as well as area for improvements should be completed. During the next plan review, findings identified in the after action report should be considered for incorporation into the updated plan.

Attachment A
AUTHORITIES AND REFERENCES

The following authorities and references are listed for reference purposes only and are not included in this planning document. Request for specific authorities and references listed should be directed to the publishing entity.

Local:

- Cabarrus County Emergency Planning and Sheltering, University of North Carolina at Chapel Hill Capstone 2012
- Cabarrus County Fire Protection Study, 2012
- Cabarrus County Pandemic Influenza Plan. March, 2007
- Code of Ordinances, Cabarrus County, Chapter 22, Article II, Emergency Management
- Code of Ordinances, Cabarrus County, Chapter 22, Article III, State of Emergency
- Code of Ordinances, Cabarrus County, Chapter 26, Emergency Services
- Code of Ordinances, Cabarrus County, Chapter 38, Article I, Flooding
- Local Mutual Aid Agreements and Understandings
- McGuire Nuclear Station Emergency Plan, Duke Power Company, December, 2012
- Strategic National Stockpile Standard Operating Guide, Cabarrus Health Alliance, August 2005

State:

- North Carolina General Statutes Chapter 166-A, North Carolina Emergency Management Act of 1977; Amended October 1, 2012
- North Carolina Emergency Operations Plan, North Carolina Emergency Management, December 2017.
- North Carolina Executive Order 37, Promulgation and Implementation of the North Carolina Emergency Operations Plan, January 26, 2018.
- North Carolina General Statutes Chapter 104E, North Carolina Radiation Protection Act.
- North Carolina General Statutes Chapter 14, Article 36A, Riots and Civil Disorders and Emergencies.
- North Carolina General Statutes Chapter 143B-1331, Article 15, Department of Information Technology, Business Continuity Planning.
- North Carolina General Statutes Chapter 95, Article 18; Identification of Toxic of Hazardous Substances, Hazardous Chemicals Right to Know Act.
- North Carolina General Statutes, Chapter 115C-242, Article 17, Supporting Services; Use and Operation of School Buses.
- State of North Carolina Radiological Emergency Response Plan for Nuclear Power Facilities, North Carolina Emergency Management, September 2015.
- Statement of Understanding between the State of North Carolina and the American Red Cross.

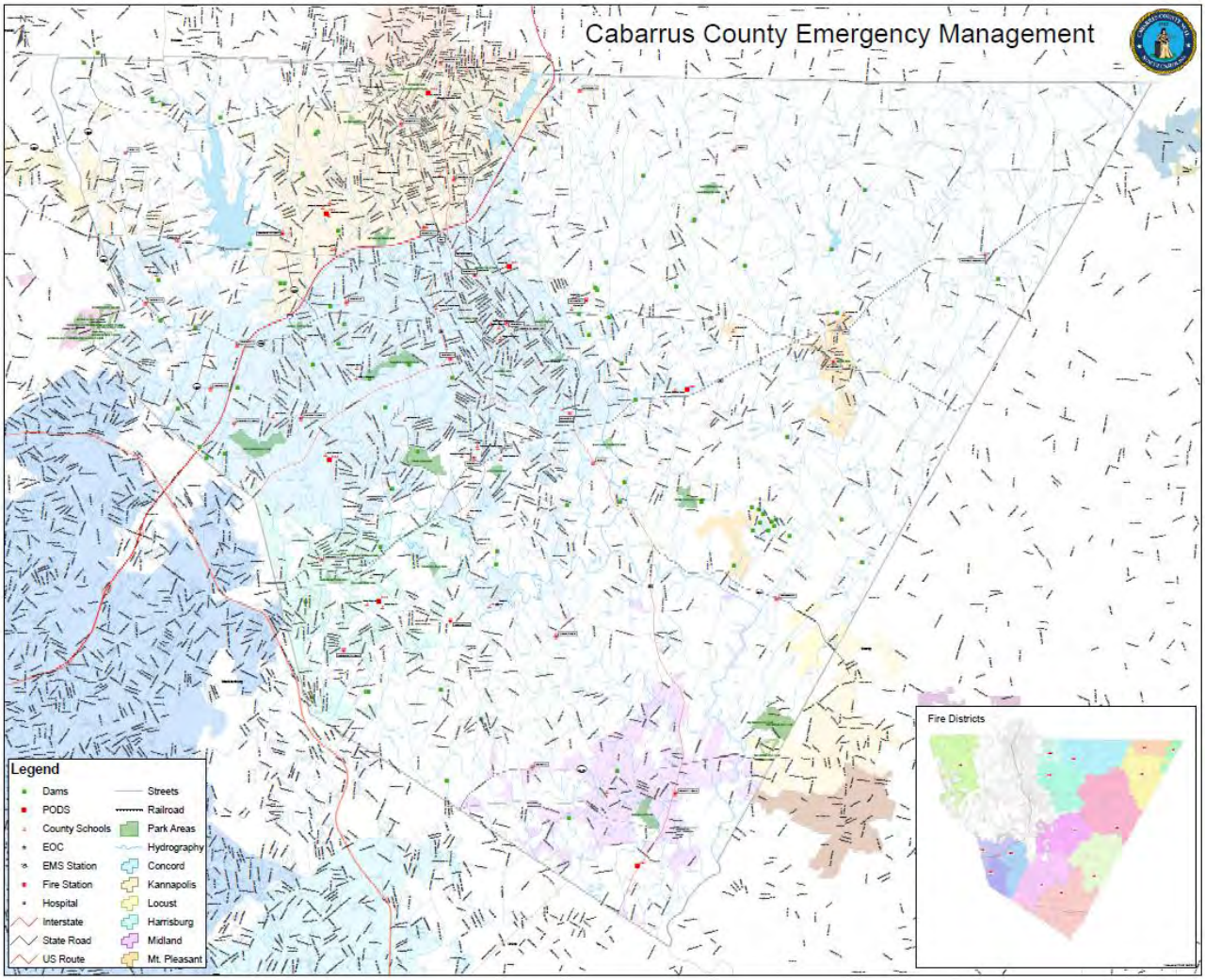
Federal:

- American Red Cross 3000 Series Disaster Regulations.
- Code of Federal Regulations, Title 44, as amended
- Developing and Maintaining Emergency Operations Plans, Comprehensive Preparedness Guide (CPG) 101, Version 2.0, November 2010
- Federal Communications Commission (FCC) Rules and Regulations. Part 73, Subpart G and H

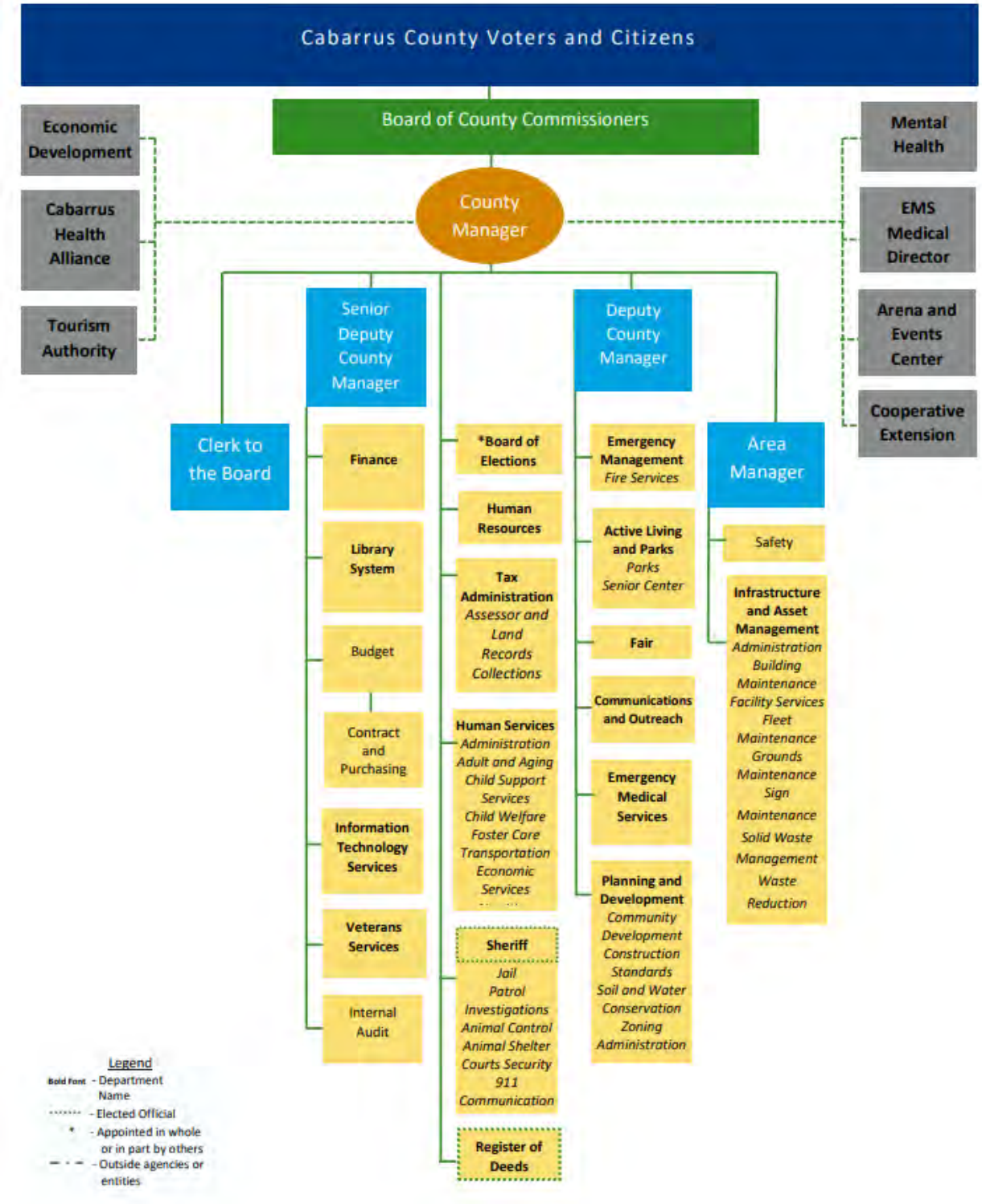
Federal (Continued):

- Federal Emergency Management Agency. Guidance for Developing State, Tribal, and Local Radiological Emergency Response Planning and Preparedness for Transportation Accidents, FEMA-REP-5. Rev 1, 1992
- Homeland Security Presidential Directive 10, “Biodefense for the 21st Century”, April 28, 2004
- Homeland Security Presidential Directive 3, “Homeland Security Advisory System”, March 11, 2002
- Homeland Security Presidential Directive 5, “Management of Domestic Incidents”, February 28, 2003
- Homeland Security Presidential Directive 8, “National Preparedness”, December 17, 2003
- Local and Tribal NIMS Integration, Department of Homeland Security, Version 1.0
- National Incident Management System (NIMS) Guide for County Officials, National Association of Counties, October 2006
- National Incident Management System, Department of Homeland Security, December 2008
- National Response Framework, Department of Homeland Security, 2013
- Presidential Decision Directive (PDD) PDD-39 "US Policy on Counter-Terrorism”, May 1998.
- Presidential Decision Directive (PDD) PDD-62, “Protection Against Unconventional Threats to the Homeland and Americans Overseas," May 22, 1998.
- Presidential Executive Order 12148 – Federal Emergency Management
- Public Assistance, Applicant Handbook, FEMA 323, June 2007
- Public Assistance, Policy Digest, FEMA 321, January 2008
- Public Assistance, Public Assistance Guide, FEMA 322, June 2007
- Robert T. Stafford Disaster Relief and Emergency Assistance Act, PL 100-707, signed into law November 23, 1988; amended the Disaster Relief Act of 1974, PL 93-288.
- US Code, Title 42, Chapter 103, Comprehensive Environmental Response, Compensation, and Liability (CERCLA) and Title III of Superfund Amendments and Reauthorization Act of 1986 (SARA)

Attachment B
COUNTY MAP



Attachment C
COUNTY ORGANIZATIONAL CHART



Attachment D
FUNCTIONAL RESPONSIBILITIES MATRIX

County Missions	Direction and Control	Communications	Notification and Warning	Emergency Public Information	Law Enforcement	Fire Protection	EMS	Public Works	Public Health Services	Evacuation & Transportation	Shelter & Mass Care	Damage Assessment	Recovery	Resource Management	Donated Goods Management	Animal Control & Protection
National Response Framework Emergency Support Function	ESF 5 Emergency Management	ESF 2 Communications	ESF 5 Emergency Management ESF 13 Public Safety and Security	ESF 15 External Affairs	ESF 13 Public Safety and Security	ESF 4 Firefighting	ESF 8 Public Health and Medical Services	ESF 3 Public Works and Engineering	ESF 8 Public Health and Medical Services	ESF 5 Emergency Management ESF 1 Transportation	ESF 6 Mass Care, Emergency Assistance, Housing & Human Services	ESF 3 Public Works and Engineering	ESF 14 Long Term Community Recovery	ESF 7 Logistics Management and Resource Support	ESF 7 Logistics Management and Resource Support	ESF 11 Agriculture and Natural Resources
Active Living and Parks								S				S				
American Red Cross – Southern Piedmont Chapter										S	P		S		S	S
ARES		S	S								S					
Atrium Health Cabarrus							S		P							
Board of County Commissioners	P			S					S	P	S	S		S		
Cabarrus Arena and Events Center											S			S	S	
CHA				S			S		P		S					S

Attachment D
FUNCTIONAL RESPONSIBILITIES MATRIX

County Missions	Direction and Control	Communications	Notification and Warning	Emergency Public Information	Law Enforcement	Fire Protection	EMS	Public Works	Public Health Services	Evacuation & Transportation	Shelter & Mass Care	Damage Assessment	Recovery	Resource Management	Donated Goods Management	Animal Control & Protection
National Response Framework Emergency Support Function	ESF 5 Emergency Management	ESF 2 Communications	ESF 5 Emergency Management ESF 13 Public Safety and Security	ESF 15 External Affairs	ESF 13 Public Safety and Security	ESF 4 Firefighting	ESF 8 Public Health and Medical Services	ESF 3 Public Works and Engineering	ESF 8 Public Health and Medical Services	ESF 5 Emergency Management ESF 1 Transportation	ESF 6 Mass Care, Emergency Assistance, Housing & Human Services	ESF 3 Public Works and Engineering	ESF 14 Long Term Community Recovery	ESF 7 Logistics Management and Resource Support	ESF 7 Logistics Management and Resource Support	ESF 11 Agriculture and Natural Resources
Cardinal Innovations Healthcare									S		S					
CCTS										P		S			S	
Cooperative Extension												S				P
County Manager	P			S						S			S	S		
Emergency Management	P	S	S	S	S	S	S	S	S	P	S	S	S	S	S	P
EMS						S	P		S	S	S					
Finance Department/Procurement Services													P	P		

Attachment D
FUNCTIONAL RESPONSIBILITIES MATRIX

County Missions	Direction and Control	Communications	Notification and Warning	Emergency Public Information	Law Enforcement	Fire Protection	EMS	Public Works	Public Health Services	Evacuation & Transportation	Shelter & Mass Care	Damage Assessment	Recovery	Resource Management	Donated Goods Management	Animal Control & Protection
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Fire Marshal's Office/Fire Services	S	S	S			P	S			S		S		S		
IAM								P			S	S	P			
IAM – Sustainability – Solid Waste								S								
Human Resources	S															
Human Services			S	S						S	P		P		S	
ITS	S															
Library System	S															

Attachment D
FUNCTIONAL RESPONSIBILITIES MATRIX

County Missions	Direction and Control	Communications	Notification and Warning	Emergency Public Information	Law Enforcement	Fire Protection	EMS	Public Works	Public Health Services	Evacuation & Transportation	Shelter & Mass Care	Damage Assessment	Recovery	Resource Management	Donated Goods Management	Animal Control & Protection
National Response Framework Emergency Support Function	ESF 5 Emergency Management	ESF 2 Communications	ESF 5 Emergency Management ESF 13 Public Safety and Security	ESF 15 External Affairs	ESF 13 Public Safety and Security	ESF 4 Firefighting	ESF 8 Public Health and Medical Services	ESF 3 Public Works and Engineering	ESF 8 Public Health and Medical Services	ESF 5 Emergency Management ESF 1 Transportation	ESF 6 Mass Care, Emergency Assistance, Housing & Human Services	ESF 3 Public Works and Engineering	ESF 14 Long Term Community Recovery	ESF 7 Logistics Management and Resource Support	ESF 7 Logistics Management and Resource Support	ESF 11 Agriculture and Natural Resources
ME (Local ME, OCME)							S		S							
Municipal Fire Departments			S	S		S	S					S	S			
Municipal Law Enforcement			S		S									S		
Municipal Public Works								S								
NGO	S			S											S	S
Planning and Development	S															
Planning and Development - Chief Codes Enforcement Officer (Damage Assessment Officer)												P	P			

Attachment D
FUNCTIONAL RESPONSIBILITIES MATRIX

County Missions	Direction and Control	Communications	Notification and Warning	Emergency Public Information	Law Enforcement	Fire Protection	EMS	Public Works	Public Health Services	Evacuation & Transportation	Shelter & Mass Care	Damage Assessment	Recovery	Resource Management	Donated Goods Management	Animal Control & Protection
National Response Framework Emergency Support Function	ESF 5 Emergency Management	ESF 2 Communications	ESF 5 Emergency Management ESF 13 Public Safety and Security	ESF 15 External Affairs	ESF 13 Public Safety and Security	ESF 4 Firefighting	ESF 8 Public Health and Medical Services	ESF 3 Public Works and Engineering	ESF 8 Public Health and Medical Services	ESF 5 Emergency Management ESF 1 Transportation	ESF 6 Mass Care, Emergency Assistance, Housing & Human Services	ESF 3 Public Works and Engineering	ESF 14 Long Term Community Recovery	ESF 7 Logistics Management and Resource Support	ESF 7 Logistics Management and Resource Support	ESF 11 Agriculture and Natural Resources
PIO		P	P	P		S				P					S	
Register of Deeds	S															
Risk Management	S															
School System (Cabarrus County & Kannapolis City)										S	S					
Sheriff's Office	S	S	S	S	P	S			S	P	S	S	S	S		
Sheriff's Office – Animal Control Division																P
Sheriff's Office – Communications Division.	S	P	P	S			S			S						

Attachment D
FUNCTIONAL RESPONSIBILITIES MATRIX

County Missions	Direction and Control	Communications	Notification and Warning	Emergency Public Information	Law Enforcement	Fire Protection	EMS	Public Works	Public Health Services	Evacuation & Transportation	Shelter & Mass Care	Damage Assessment	Recovery	Resource Management	Donated Goods Management	Animal Control & Protection
National Response Framework Emergency Support Function	ESF 5 Emergency Management	ESF 2 Communications	ESF 5 Emergency Management ESF 13 Public Safety and Security	ESF 15 External Affairs	ESF 13 Public Safety and Security	ESF 4 Firefighting	ESF 8 Public Health and Medical Services	ESF 3 Public Works and Engineering	ESF 8 Public Health and Medical Services	ESF 5 Emergency Management ESF 1 Transportation	ESF 6 Mass Care, Emergency Assistance, Housing & Human Services	ESF 3 Public Works and Engineering	ESF 14 Long Term Community Recovery	ESF 7 Logistics Management and Resource Support	ESF 7 Logistics Management and Resource Support	ESF 11 Agriculture and Natural Resources
Tax Administration												S	S		P	
Veterans Services	S															
Volunteer (Combination) Fire Departments						P	S						S			
WSACC								S								

P = Primary Agency
S = Support Agency

Attachment E
LOCAL RESOLUTIONS

Emergency Management is responsible for emergency preparedness in the County. The City of Concord and the City of Kannapolis have developed municipal emergency response plans and documents. The Town of Harrisburg, Town of Locust, Town of Midland and the Town of Mt. Pleasant are all covered under the EOP and program.

Attachment F
EXERCISE AFTER ACTION REPORTS

Exercise after action report information is available through Emergency Management.

ANNEX A
DIRECTION AND CONTROL

Primary Agencies

- Board of County Commissioners
- County Manager
- Emergency Management

Support Agencies

- Fire Marshal's Office/Fire Services
- Human Resources
- ITS
- Library System
- NGO's
- Planning and Development
- Register of Deeds
- Risk Management
- Sheriff's Office
- Sheriff's Office – Communications Division
- Veterans Services

I. PURPOSE

This annex outlines the direction and control procedures for emergency operations and identifies the personnel, facilities, and resources that will be utilized during emergency response activities.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. The senior emergency responder on the scene (i.e., law enforcement, fire, EMS) conducts direction and control during low-level emergencies. Personnel employ ICS, in addition to local ordinances, policies, and procedures to guide the control of the response.

2. The recurring threat of severe weather and the potential hazards that exist within or near the County have the potential to cause emergencies of such magnitude as to warrant centralization of the direction and control of the response.

3. The EOC may be activated to direct and control emergency response operations throughout the County.

4. Municipalities within the County may exercise independent direction and control of their own emergency resources, outside resources assigned to the municipality by the EOC, and resources secured through existing mutual aid agreements with other municipalities. Requests for state/federal government assistance are directed to the Emergency Management Coordinator.

5. Centralized countywide direction and control is desirable when one or more of the following situations occur:

   a. There exists an imminent threat to the public safety/health.

   b. An extensive multi-agency/multi-jurisdiction response and coordination is necessary to respond to or recover from the emergency situation.

   c. Local resources are inadequate/depleted and significant mutual aid, state, and/or federal resources must be used to resolve the emergency situation.

   d. The emergency affects multiple political jurisdictions within the County, which rely on the same resources to respond to the situation.

   e. Local governments implement emergency ordinances to control the situation.

6. The EOC serves as the central direction and control point for countywide emergency response activities.

B. Assumptions

1. The EOC will be activated upon the threat or occurrence of a major emergency situation and designated personnel will report to the EOC within one hour of notification.

2. The EOC facility and equipment is adequate for coordinating countywide emergency operations.

3. Sufficient procedures have been developed to effectively direct and control emergency response and recovery operations.

4. Emergency operations and coordination at all levels of government will be carried out according to existing plans and procedures.

III. CONCEPT OF OPERATIONS

A. General

1. Emergency operations include all activities that are directed toward reducing the immediate hazard, establishing control of the situation, and restoring normal conditions within the County.

2. The responsibility for the direction and control of emergency situations is vested in the Board of County Commissioners and is routinely exercised through the County Manager and the Emergency Management Coordinator. The organization of County government for direction and control during emergency operations is found in Appendix 1 to Annex A.

3. The EOC is organized and operated according to NIMS and the standard operating procedures for the facility.

   a. The EOC is a multiagency coordination center that provides direction, coordination, and support for response and recovery operations. The Emergency Management Coordinator and the EOC staff implement the decisions of the Board of County Commissioners and the

County Manager, direct County response operations, gather and provide information to support the response, obtain resources, and identify resource shortages and other issues.

b. The situation may require modification of this organization according to the type of incident, agencies, and/or jurisdictions involved. If necessary, the EOC will transition into an Area Command organization. Municipalities provide Liaison Officers to the EOC for inter-jurisdictional coordination when the event affects the jurisdiction or if the jurisdiction requests to send this representative.

c. The operations of all County emergency response personnel are conducted utilizing the ICS and NIMS.

4. The Emergency Management Coordinator activates, organizes, and operates the EOC based on the magnitude of the situation. The EOC has two levels of activation:

a. Partial activation occurs in any emergency that is likely to require the assistance of several County agencies. The EOC is opened and staffed with Emergency Management personnel and other County personnel as needed.

b. Full activation occurs in any emergency/disaster that will require a large-scale County response and will require continued involvement of all designated County departments, supporting local and state government agencies, and NGO's during both the response and the recovery period following the event (e.g., hurricane, winter storm). The EOC is fully activated with 24-hour staffing until no longer needed.

5. The Emergency Management Coordinator notifies the County Manager and Chairman of the Board of County Commissioners when the EOC is activated. The Chairman notifies the other members of the Board of County Commissioners.

B. Organization and Staffing

1. Personnel assigned to the EOC are assigned into a functional group by the Emergency Management Coordinator. The EOC is organized by major management activities. These groups are further defined in the EOC SOG.

IV. DIRECTION AND CONTROL

A. During large-scale emergencies, direction and control of the situation is managed through the County EOC. For detailed information on EOC operations, refer to the EOC SOG.

V. CONTINUITY OF GOVERNMENT

A. Staffing assignments for positions in the EOC allow for continuous operations.

B. Selection and assignment of personnel is the responsibility of the agencies represented.

C. Once assigned to the EOC, the Emergency Management Coordinator (EOC Manager) supervises these personnel.

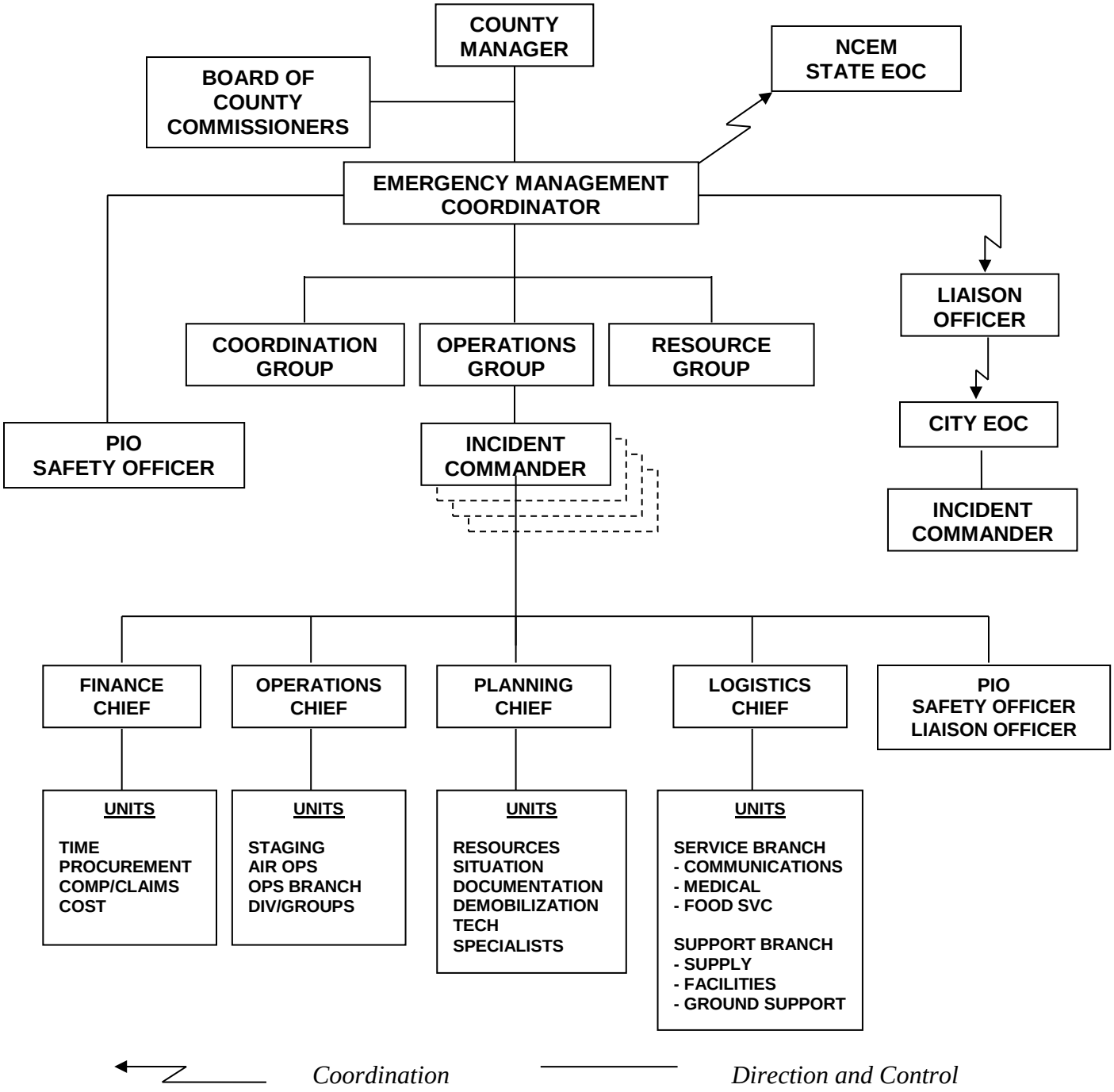
D. In the event that the primary EOC is not functional, the Emergency Management Coordinator activates an alternate EOC and notifies the Board of County Commissioners of this change. Transportation is provided to any County Commissioner(s) that cannot reach the EOC location.

E. Order of Succession:

1. Board of County Commissioners
2. County Manager
3. Emergency Management Coordinator
4. County Fire Marshal

F. Order of succession for departments and agencies that support direction and control are in accordance with their internal standard operating procedures.

EXHIBIT A-1A
COUNTY GOVERNMENT ORGANIZATION FOR DIRECTION AND CONTROL



NOTE: Municipalities within the County will develop the organization best suited to direction and control of their internal operations during emergency situations.

ANNEX B
COMMUNICATIONS

Primary Agencies

- Sheriff's Office – Communications Division
- PIO

Support Agencies

- ARES
- Emergency Management
- Fire Marshal's Office/Fire Services
- Sheriff's Office

I. PURPOSE

This annex describes the County communications systems and presents available communications sources, policies, and procedures to be used by county government agencies during emergency situations. This annex coordinates employment of all communications systems during an emergency situation.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. Communications play a critical role in emergency operations.

2. Several communications networks and facilities exist and operate throughout the county.

3. Properly coordinated, these facilities provide effective communications for the direction and control of emergency response activities.

B. Assumptions

1. The communications system will withstand and survive the effects of an emergency/disaster.

III. CONCEPT OF OPERATION

A. General

1. The Sheriff's Office controls emergency communications systems and services used by the County.

2. The Sheriff's Office Communications Center is the Emergency Communications Center. The facility serves as the County Warning Point and operates on a continuous basis.

3. Emergency calls are generally received through the E-911 telephone service and dispatched according to standard operating procedures.

4. Should the emergency situation become more complex, the Sheriff assigns additional personnel and equipment, as required to meet demands.

5. The Communications Lieutenant implements emergency communications procedures and activates backup capabilities, as necessary.

6. The Communications Lieutenant notifies backup communications personnel when needed for the expansion of communications capability.

7. As necessary, the Communications Lieutenant coordinates transportation for these personnel to and from the facility.

B. Specific

1. Telephone Service

a. Telephone service in the County is provided by a variety of private carries.

b. ITS coordinates telephone support from service providers and will be the point of contact for system repairs and modification.

c. The Emergency Management Coordinator provides ITS and service providers a prioritized list of County leaders and departments that must have telephone service during emergencies. These users receive priority for telephone service and restoration if service is disrupted.

2. Radio Systems

a. The County 800 Megahertz (MHz) radio system is designated the principal system to be used for direction and control of emergency response activities. It provides voice communications between all mobile units, department heads or chiefs of emergency services and the County Emergency Communications Center. The principal operators are:

- Emergency Management Coordinator
- EMS
- Fire Marshal's Office/Fire Services
- Municipal Law Enforcement Agencies
- Public Works
- Sheriff's Office

b. The following City/County departments, agencies and non-government organizations operate radio systems/networks:

- Active Living & Parks
- American Red Cross – Southern Piedmont Chapter
- CCTS
- Atrium Health Cabarrus
- Emergency Management
- EMS
- IAM
- Municipal Fire Departments
- Municipal Police Departments
- Municipal Public Works Departments
- Sheriff's Office
- Volunteer (Combination) Fire Departments

c. The following County volunteer organization operates a two-way radio system:

- ARES

d. Other communications systems that may be used to communicate with the State EOC or Federal authorities during emergencies include:

- NCEM crisis information management system
- ARES
- Commercial Telephone (both landline and cellular systems)
- Division of Criminal Information Network (DCIN)
- National Criminal Information Center (NCIC)
- National Warning System (NAWAS)
- Satellite Phone (Communication Center)
- Voice Interoperability Plan for Emergency Responders (VIPER)

e. The following communications systems can be accessed from the County Communications Center:

- Duke Energy Decision Line and Selective Signaling Line
- EMS
- IAM
- Other Cabarrus County government agencies
- Sheriff's Office 800 MHz Radio System

f. For detailed information on interoperable communications policies, directions, and equipment refer to the Regional Interoperable Communications Plan/Tactical Interoperable Communications Plan (RICP/TICP) developed for the North Carolina Domestic Preparedness Region 7 (DPR 7).

3. Other Communications Systems.

a. The EOC operates on the NCEM crisis information management system. This web-based program provides secure real-time information sharing between the County and NCEM. This link to the State EOC provides a rapid and accurate means to pass situation reports and request/track resource requests.

b. Amateur radio operators may provide assistance if the primary county radios network fail or are over tasked. These civilian operators provide information and relay messages from their homes, vehicles or other facilities. Amateur radio links are generally not operated from the Communications Center. However, there is a set of amateur radio equipment located in the Communications Center that these volunteers may be asked to operate in an emergency situation.

IV. DIRECTION AND CONTROL

A. The Sheriff's Office – Communications Division notifies the Emergency Management Coordinator when a major emergency situation has occurred or is imminent. The Emergency Management Coordinator then notifies county government officials. If this occurs after normal business hours, the Emergency Management Coordinator uses the Alert Roster and the mass notification system to make contact with key leaders.

B. The Sheriff, in consultation with the Emergency Management Coordinator, provides assistance in providing the communications system configuration that will permit a specific emergency response capability. The Communications Lieutenant coordinates and supervises the actual use of the systems.

V. CONTINUITY OF GOVERNMENT

A. Staffing assignments for positions in the EOC allow for continuous operations.

B. Selection and assignment of personnel is the responsibility of the agencies represented.

C. Once assigned to the EOC, the Emergency Management Coordinator (EOC Manager) supervises these personnel.

D. In the event that the primary EOC is not functional, the Emergency Management Coordinator activates an alternate EOC and notifies the Board of County Commissioners of this change. Transportation is provided to any County Commissioner(s) that cannot reach the EOC location.

E. Order of Succession for Emergency Communications:

1. Sheriff
2. Chief Deputy
3. Communications Lieutenant
4. Emergency Management Coordinator

F. Order of succession for departments and agencies that support communications are in accordance with their internal standard operating procedures.

ANNEX C
NOTIFICATION AND WARNING

Primary Agencies

- Sheriff's Office - Communications Division
- PIO

Support Agencies

- ARES
- Emergency Management
- Fire Marshal's Office/Fire Services
- Human Services
- Municipal Fire Departments
- Municipal Law Enforcement
- Sheriff's Office

I. PURPOSE

This annex describes the process for staffing, operating, and maintaining the emergency warning system. It also provides instructions for dissemination of warning information to emergency response agencies and the general public throughout the County.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. The County Warning Point normally initiates notification and warning for emergency situations.
2. Broadcast media is relied upon to assist in the dissemination of warning to the general public.
3. The PIO contacts broadcast media to provide information for broadcast.
4. Operational telephone and/or radio communications is utilized to notify public officials, EOC staff, emergency response personnel, and others as required.
5. Emergency service vehicles are available for warning the general public.
6. Those with functional needs and/or persons in group homes may require special warning and notification.

B. Assumptions

1. County Government may require additional forms of warning to augment the current systems in order to provide sufficient warning to the general public and those with functional needs.
2. Use of mobile public address systems and/or house-to-house warnings may be necessary when the urgency of the particular hazard requires immediate evacuation actions or when there is a failure of other fixed warning systems.

III. CONCEPT OF OPERATIONS

A. Emergency warning may originate at the national, state, or local levels of government.

B. The County may receive warnings from the following sources:

1. NAWAS
2. National Oceanic & Atmospheric Administration (NOAA) / National Weather Service (NWS) Weather Radio Service
3. Emergency Alerting System (EAS)
4. State Operated Radio Systems
5. DCIN
6. Duke Energy Decision Line and Selective Signaling Line
7. Local government radios
8. Sirens, horns, or mobile public address systems
9. Telephone
10. Personal contact

C. The following methods are used for receipt and dissemination of warning:

1. SHP serves as the State Warning Point (SWP) at the Raleigh Communications Center.
2. NCEM operates an EOC on a 24-hour basis.
3. NAWAS and NWS alerts are received from federal agencies and, on occasion, from the public.
4. A warning message received from the site of an emergency is normally reported to the County Warning Point.
5. Notification of government officials and emergency response personnel from the County Warning Point follows established alerting procedures.
6. If an incident occurs within the County that may cause adverse affects across jurisdictional lines, those jurisdictions adjoining the County are notified through the communications center or by other expedited methods, if necessary.

D. Timely warning requires dissemination to the public by all available means.

E. Notification of the public will be conducted by the following methods:

1. EAS
2. IPAWS

3. Mass notification system

4. Weather alert radios (public and privately owned)

5. Mobile public address systems as appropriate

6. House-to-house alert by emergency services personnel

F. The following methods are used for dissemination of warning to those with functional needs:

1. There are groups of citizens that will require special efforts to ensure that they are properly warned.

2. Typically, emergency warning messages ask citizens to warn and assist in the evacuation of those who require additional help.

3. These groups can include, but are not limited to:

- Hearing-impaired
- Function needs
- Persons in group-care homes
- Non-English speaking
- Visually impaired

4. Human Services assists with the warning of non-English speaking Hispanic residents, as necessary.

5. The American Red Cross – Southern Piedmont Chapter and local churches may also assist with this task.

6. Public schools, Atrium Health Cabarrus, medical facilities, and other special warning locations are notified by the mass notification system, emergency personnel at the County Warning Point and/or by local emergency management personnel.

IV. DIRECTION AND CONTROL

A. The Chairman of the Board of County Commissioners or his/her designee has the authority to direct and control the County warning system.

B. The Sheriff is designated as the County Warning Coordinator and will follow established County warning procedures.

V. CONTINUITY OF GOVERNMENT

A. Staffing assignments for positions in the EOC allow for continuous operations.

B. Selection and assignment of personnel is the responsibility of the agencies represented.

C. Once assigned to the EOC, the Emergency Management Coordinator (EOC Manager) supervises these personnel.

D. In the event that the primary EOC is not functional, the Emergency Management Coordinator activates an alternate EOC and notifies the Board of County Commissioners of this change. Transportation is provided to any County Commissioner(s) that cannot reach the EOC location.

E. Order of Succession for Notification and Warning:

1. Board of County Commissioners
2. County Manager
3. Deputy County Manager
4. Sheriff
5. Emergency Management Coordinator

F. Order of succession for departments and agencies that support notification and warning are in accordance with their internal standard operating procedures.

APPENDIX 1 TO ANNEX C
EAS

I. PURPOSE

This appendix provides instructions and procedures for designated County government officials to follow in the dissemination of emergency alert and warning information and protective action instructions to the citizens of the County over the EAS.

II. SITUATION AND ASSUMPTIONS

A. An integrated national network for emergency warning exists. This network consists of the following components:

1. EAS: The EAS is composed of AM/FM radio stations, regional television broadcast stations, cable television, local industries, and other non-governmental agencies organized into a network during emergency situations.

2. Primary Station: This station broadcasts or rebroadcasts a common emergency program for the duration of the emergency. The EAS transmission of emergency warnings and information are intended for direct public reception as well as inter-station programming.

3. Common Program Control Station (CPCS): This is a primary station in the local operational area that is responsible for originating and coordinating the broadcast of an emergency notification for its area.

III. CONCEPT OF OPERATIONS

A. Federal, state, business, industry, and utility officials should promptly report emergency information and recommended protective actions to the County Warning Point. Other typical notifications include severe weather watches or warnings and any other emergency situations.

B. Emergency service personnel or others at the scene of the emergency may also report emergency warnings and recommended protective actions to the County Warning Point.

C. County government leaders determine when to disseminate emergency alerting, warning, and protective actions instructions over the CPCS-l (or over the primary stations within Cabarrus County).

D. The County Warning Point disseminates information in written form by fax and email to supplement the verbal notification to the various stations.

E. To activate the EAS procedure, the County Warning Point notifies the Emergency Management Coordinator of any emergency situation. The Emergency Management Coordinator determines if the situation requires activation of the EAS and directs the County Warning Point to contact the CPCS to broadcast the warning.

F. The Emergency Management Coordinator terminates the warning procedure when it is no longer required.

IV. DIRECTION AND CONTROL

A. The Chairman of the Board of County Commissioners or his/her designee has the authority to direct and control the notifications and warnings.

B. The Sheriff is designated as the County Warning Point Coordinator and follows established County warning procedures.

V. CONTINUITY OF GOVERNMENT

A. Order of succession:

1. Board of County Commissioners
2. County Manager
3. Deputy County Manager
4. Sheriff
5. Emergency Management Coordinator

B. Order of succession for departments and agencies that support notification and warning are in accordance with their internal standard operating procedures.

ANNEX D
EMERGENCY PUBLIC INFORMATION

Primary Agencies

- PIO

Support Agencies

- Board of County Commissioners
- CHA
- County Manager
- Emergency Management
- Human Services
- Municipal Fire Departments
- NGOs
- Sheriff's Office
- Sheriff's Office – Communications Division

I. PURPOSE

This annex provides guidance on preparation and distribution of emergency information to the public during emergency situations.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. During emergency situations, the public needs detailed information regarding protective actions they should take to minimize loss of life and property. The rapid onset of an emergency, such as a tornado or hazardous material release, limits the warning time available.

2. Emergency Management personnel use official County communication channels, including the website, mass notification system, local government channel and social media, in addition to the various media outlets that serve the County, to inform the general population of an emergency situation and the actions they should take to best respond to the event. It should be noted County social media platforms are not considered a primary means of dissemination for notifications and information.

3. In some cases, the public information system cannot react rapidly enough to properly warn the public about the hazard. For this reason, it is important that prior to the occurrence of an emergency, the public is made aware of potential hazards and the protective measures they need to know.

B. Assumptions

1. Local media outlets cooperate in broadcasting and publishing detailed emergency-related instructions to the public.

2. A severe emergency situation may disrupt digital communications, telephone service and public utilities.

3. Local and regional radio/television stations without emergency power may be off the air. If this occurs, County emergency services, such as the Sheriff's Office and volunteer (combination) fire departments, use public address systems on emergency vehicles and door-to-door sweeps to warn citizens of hazards related to the emergency.

4. The public may accept rumors, hearsay and half-truths as valid information, which may cause unnecessary fear and confusion.

5. Non-official communication channels including personal social media accounts should not be accepted as official notifications from the County.

III. CONCEPT OF OPERATIONS

A. General

1. Emergency public information efforts focus on specific, event-related information. This information generally focuses on critical topics such as warning, evacuation and shelter.

2. It is also important to keep the public informed of the general progress of events in a timely manner.

3. The PIO and Emergency Management report the facts of the hazard as accurately as possible and provide advice concerning necessary protective actions.

4. Rumor control is a major aspect of the information program.

5. The PIO acts quickly to correct erroneous information wherever discovered, but especially any incorrect reports that originate from the media.

B. Execution

1. The PIO and the Emergency Management Coordinator develop and conduct public education and information programs to increase public awareness of potential hazards and the steps citizens should take to protect themselves.

2. The PIO prepares emergency public information documents addressing major emergencies and maintains these base documents on file for use.

3. When an evacuation is imminent, the PIO responds to public inquiries and prepares new or modified public announcements.

4. The PIO prepares all news releases and public information disseminated at the County level.

5. The PIO coordinates locations and times for press briefings and releases.

6. A media/press briefing room will be established at the Sheriff's Office or Governmental Center. Media representatives (i.e., reporters, photojournalists, etc.) are not permitted in the EOC without the expressed permission of the Emergency Management Coordinator. If allowed to visit the EOC, media representatives are escorted at all times by the PIO or the assistant PIO.

7. Additional personnel to support the PIO come from different County government departments and agencies, as needed. The heads of those departments and agencies detail and reassign individuals to temporary duties.

8. The PIO coordinates a telephone bank to assist County residents in reporting and responding to problems associated with an emergency situation, as necessary. Personnel to operate these telephones come from County government departments.

9. Through established SOG's; the PIO will work to establish a JIC/JIS, monitor the NCEM crisis information management system and provide a PIO to the incident scene as requested.

IV. DIRECTION AND CONTROL

A. The County Manager or Emergency Management Coordinator approves all press releases prior to dissemination.

B. The PIO operates from the EOC and a media/press area located outside of the EOC.

C. The PIO provides the public and the media with information on new developments affecting emergency management in the County. The PIO also utilizes other types of programs to increase awareness of emergency management and response, such as web- and social media-based campaigns, lectures or presentations on emergency preparedness, distributing educational brochures and developing programs for the local government channel.

V. CONTINUITY OF GOVERNMENT

A. Staffing assignments for positions in the EOC allow for continuous operations.

B. Selection and assignment of personnel is the responsibility of the agencies represented.

C. Once assigned to the EOC, the Emergency Management Coordinator (EOC Manager) supervises these personnel.

D. In the event that the primary EOC is not functional, the Emergency Management Coordinator activates an alternate EOC and notifies the Board of County Commissioners of this change. Transportation is provided to any County Commissioner(s) who cannot reach the EOC location.

E. Order of Succession:

1. PIO

2. Assistant PIO

3. Emergency Management Coordinator

4. County Manager

F. Order of succession for departments and agencies that support emergency public information are in accordance with their internal standard operating procedures.

ANNEX E
LAW ENFORCEMENT

Primary Agencies

- Sheriff's Office

Support Agencies

- Emergency Management
- Municipal Law Enforcement

I. PURPOSE

This annex provides guidance for crime prevention, maintenance of law and order, and traffic control during emergency situations.

II. II. SITUATION AND ASSUMPTIONS

A. Situation

1. Law enforcement agencies must expand their operations to provide the increased protection and support required during emergency conditions.

2. Numerous federal, state, and county law enforcement agencies are available through mutual aid agreements to support local law enforcement agencies within the County.

B. Assumptions

1. Activities of local law enforcement agencies increase significantly during emergency operations.

2. Adequate law enforcement resources and services are available through existing mutual aid agreements.

3. Local law enforcement agencies obtain additional support from state and federal agencies when all the local capabilities committed are not sufficient to control the situation.

III. CONCEPT OF OPERATIONS

A. Emergency law enforcement operations are an expansion of normal functions and responsibilities.

B. These responsibilities include maintenance of law and order, traffic control, crowd control, and area security.

C. Law enforcement activities remain under the control of the senior law enforcement officer for the jurisdiction in which the emergency operation is taking place. The Sheriff's Office is this authority within the County.

D. Records vital to law enforcement functions are protected during emergency situations.

E. Law enforcement agencies within the County are responsible for directing emergency response operations within their jurisdictions. They develop and maintain mutual aid agreements with surrounding law enforcement agencies. During emergency response operations, these agencies ensure that the following actions are taken:

1. Maintain current internal notification/recall rosters and communications systems.

2. Assist in warning and notifying the local population of an impending or existing emergency situation. Provide specific information on emergency situations to emergency services, key officials, and special locations such as schools, hospitals, nursing homes, etc.

3. Conduct law enforcement operations within jurisdiction during the emergency period.

4. Coordinate additional law enforcement support with other municipalities within the County, other counties, and the SHP during response operations. If the situation requires National Guard support, request this support through the Emergency Management Coordinator.

5. If needed, provide a representative to the EOC to assist with law enforcement coordination.

6. Provide transportation resources for critical emergency personnel and equipment, as necessary.

7. Conduct traffic control to facilitate the movement of evacuees to shelters.

8. Provide security for the damaged/evacuated area(s) and critical facilities. Control access to and movement within these areas.

9. Provide security for reception centers, shelters, feeding facilities, and the CRDP during emergency operations. If SNS medications are deployed to the County, be prepared to escort movement of these supplies and provide security and crowd control at the dispensing sites.

10. Municipal law enforcement agencies serve as the lead agency for the activation and coordination of land search operations within their jurisdictions.

IV. DIRECTION AND CONTROL

A. The Sheriff is responsible for the direction and control of law enforcement activities during emergencies.

B. The Sheriff or his designee are part of the Operations Group in the EOC and coordinate law enforcement operations from the EOC during emergency situations.

C. The municipal Chief(s) of Police direct law enforcement operations in their respective municipalities and coordinate these operations with the other law enforcement agencies in the County.

V. CONTINUITY OF GOVERNMENT

A. Staffing assignments for positions in the EOC allow for continuous operations.

B. Selection and assignment of personnel is the responsibility of the agencies represented.

C. Once assigned to the EOC, the Emergency Management Coordinator (EOC Manager) supervises these personnel.

D. In the event that the primary EOC is not functional, the Emergency Management Coordinator activates an alternate EOC and notifies the Board of County Commissioners of this change. Transportation is provided to any County Commissioner(s) who cannot reach the EOC location.

E. Order of Succession:

1. Sheriff
2. Chief Deputy
3. Operations Captain

F. Order of succession for departments and agencies that support law enforcement are in accordance with their internal standard operating procedures.

ANNEX F
FIRE PROTECTION

Primary Agencies

- Fire Marshal's Office/Fire Services
- Volunteer (Combination) Fire Departments

Support Agencies

- Emergency Management
- EMS
- Municipal Fire Departments
- PIO
- Sheriff's Office

I. PURPOSE

This annex describes the coordination of fire protection activities during emergency situations.

II. II. SITUATION AND ASSUMPTIONS

A. Situation

1. Fire prevention and fire-fighting present hazards to both fire service personnel and citizens.

2. These hazards become more significant during emergency situations, especially during civil disturbances and hazardous materials accidents.

B. Assumptions

1. Fire service personnel and equipment are able to cope with most emergency situations through the use of existing mutual aid agreements.

2. When additional support is required, the County Fire Marshal requests assistance from state and federal agencies.

III. CONCEPT OF OPERATIONS

A. During emergency situations, fire departments use normal equipment, manpower, and procedures to respond to incidents. Should these units need additional support or special equipment, they request these items through their chain of command.

B. In a response to an emergency situation that involves different emergency services (e.g., fire, rescue, law enforcement, etc.), the Incident Commander coordinates all units, regardless of service.

C. If a fire or threat of fire exists during an emergency, the Fire Chief or a designee of the district affected becomes the Incident Commander. The Incident Commander coordinates all activities on-site and remains in contact with the EOC. The initial Incident Commander is the ranking fire officer from the affected area.

D. The local fire services and the NC Forest Service establish a unified command when a wildland fire threatens structures.

E. If no fire or threat of fire exists, the Chiefs of emergency services on the scene determine incident command. Normally, the agency with the most involvement in the emergency response operation assumes command at the site.

F. Under the provisions of the North Carolina Hazardous Material Right-to-Know Law, local Fire Chiefs survey facilities within their jurisdictions to identify types and volumes of hazardous materials located there. The County Fire Marshal maintains this data for all the facilities within the County. Fire service leaders use this information to develop response plans for hazardous materials accidents within the district.

G. The County Fire Marshal coordinates the local facility emergency response plans with the EOP and provides this information to the appropriate fire departments.

H. The LEPC has the responsibility for the development of the County response plan for a hazardous material release. The LEPC also reviews site-specific plans for industries that pose a significant hazard to the community because of the extremely hazardous materials (EHS) on site.

I. When responding to a situation involving hazardous materials, the fire departments take all necessary precautions to protect fire service personnel and the other emergency workers involved at the site. The units responding observe department standard operating procedures and react based on their level of training for that type of event.

J. The facility using the hazardous material or the company transporting such material provides the initial alert that a release of hazardous material has occurred. The facility or company involved notifies the 911 communications center and gives the type and quantity of the material released, if known. As the emergency response develops, emergency services personnel on the scene determine the amount and extent of the release and confirm identification of the material released.

IV. DIRECTION AND CONTROL

A. Direction and control of local fire departments is supervised by the County Fire Marshal, based on guidance provided from the executive branch of the local government.

B. Each volunteer (combination) fire department in the County exercises control over its personnel through officers appointed by a board of directors.

C. The County Fire Marshal coordinates fire services in an emergency situation. The County Fire Marshal utilizes mutual aid agreements with local units and then request assistance from NCEM through the State Emergency Response Team (SERT).

D. The County Fire Marshal is part of the Operations Group in the EOC. The County Fire Marshal normally coordinates fire-fighting operations from the incident command post during small-scale emergencies. During larger scale and/or countywide emergencies the County Fire Marshal coordinates operations from the EOC.

E. During emergency response operations within the County, municipal and volunteer fire departments are responsible for the following tasks:

1. Assist in warning and notifying the affected population of an existing or impending emergency.

2. Deploy fire-fighting personnel and equipment to conduct fire-fighting and other life-saving operations during emergency situations.

3. In conjunction with the County Fire Marshal, designate staging areas for mutual aid and volunteer forces responding from other areas.

4. Provide rescue and medical support operations to the community during emergency operations.

5. Provide personnel and equipment to support public warning and traffic control missions.

6. Support the evacuation of extended care facilities and those with functional needs, as the situation permits.

7. Prevent fires or further damage from fires within evacuated areas.

8. Assist in debris clearance for emergency access to damaged areas.

9. Assist land search and rescue operations. Along with other emergency services, be prepared to conduct or assist in rescue operations of lost individuals and injured/entrapped victims during emergency operations, to include water, low/high level, trench, and confined space rescues.

10. Be prepared to conduct victim recovery.

V. CONTINUITY OF GOVERNMENT

A. Staffing assignments for positions in the EOC allow for continuous operations.

B. Selection and assignment of personnel is the responsibility of the agencies represented.

C. Once assigned to the EOC, the Emergency Management Coordinator (EOC Manager) supervises these personnel.

D. In the event that the primary EOC is not functional, the Emergency Management Coordinator activates an alternate EOC and notifies the Board of Commissioners of this change. Transportation is provided to any County Commissioner(s) that cannot reach the EOC location.

E. Order of Succession:

1. County Fire Marshal

2. Assistant County Fire Marshal(s)

3. Emergency Management Coordinator

F. Order of succession for departments and agencies that support fire protection are in accordance with their internal standard operating procedures.

Primary Agencies

- EMS

Support Agencies

- Atrium Health Cabarrus
- CHA
- Emergency Management
- Fire Marshal's Office/Fire Services
- Medical Examiner's Office
- Municipal Fire Departments
- Sheriff's Office – Communications Division
- Volunteer (Combination) Fire Departments

I. PURPOSE

This annex provides information on employment of EMS during emergency situations.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. Emergency situations can endanger the health and safety of citizens and emergency responders.

2. A well-planned medical services support network is essential during emergency situations.

B. Assumptions

1. A large-scale emergency increases demands on hospitals, medical facilities, and emergency medical transport services.

2. EMS personnel are trained to respond to a variety of injuries and other medical problems.

3. Many injuries, both minor and relatively severe, will be self-treated by the public.

4. People other than medical personnel will transport many casualties to medical facilities.

5. The EMS medical response is most critical within the first 30 minutes of an emergency. Mutual aid assistance usually arrives after this critical period.

6. The EMS Director coordinates for additional resources through mutual aid agreements with area and regional medical services.

7. When local resources can no longer meet the demand of the situation, the Emergency Management Coordinator contacts state agencies to provide additional resources.

8. A widespread disaster may affect large areas of the County and disrupt EMS support.

9. Medical facilities and other resources may be damaged, destroyed, or unavailable.

III. CONCEPT OF OPERATIONS

A. EMS emergency response operations are an extension of normal EMS duties.

B. EMS provides field medical care as needed during emergency situations.

C. EMS also coordinates medical evacuation of casualties.

D. EMS units are prepared to respond to all situations. This includes mass casualty situations at multiple locations.

E. Volunteer (combination) fire departments assist EMS units with casualty treatment and evacuation.

F. During mass casualty incidents, EMS operates areas to conduct patient triage and treatment, holding areas for casualties awaiting treatment, and transportation loading areas.

G. An EMS leader will be located at the incident command post to coordinate responding medical units and establish communication links with hospitals and the EOC. This leader controls all EMS assets responding to the emergency. Transfer of authority on-scene is in accordance with established ICS procedures.

H. The EMS Director, in cooperation with the Emergency Management Coordinator, maintains and enhances SOG's to guide EMS personnel involved with radiological and hazardous materials incidents. This SOG addresses personnel safety procedures and the treatment and handling of casualties contaminated during the incident.

IV. DIRECTION AND CONTROL

A. The EMS Director initially directs and controls EMS operations from the EOC.

B. The EMS Director is assigned to the Operations Group in the EOC.

C. The senior EMS leader on the scene assumes direction and control of units responding to the emergency situation.

D. Should the EMS Director move forward to control operations at the emergency response site, a replacement at the EOC is assigned.

E. The EMS Director maintains communications with all EMS units in the field and keeps the Emergency Management Coordinator informed of all activities.

F. The EMS Director coordinates for additional personnel and equipment needed with the Emergency Management Coordinator.

V. CONTINUITY OF GOVERNMENT

A. Staffing assignments for positions in the EOC allow for continuous operations.

B. Selection and assignment of personnel is the responsibility of the agencies represented.

C. Once assigned to the EOC, the Emergency Management Coordinator (EOC Manager) supervises these personnel.

D. In the event that the primary EOC is not functional, the Emergency Management Coordinator activates an alternate EOC and notifies the Board of County Commissioners of this change. Transportation is provided to any County Commissioner(s) that cannot reach the EOC location.

E. Order of Succession:

1. EMS Director

2. Assistant EMS Director

3. EMS Shift Supervisor

F. Order of succession for departments and agencies that support EMS are in accordance with their internal SOG.

ANNEX H
FUTURE EXPANSION

Future Expansion.

ANNEX I
PUBLIC WORKS

Primary Agencies

- IAM

Support Agencies

- Active Living and Parks
- Emergency Management
- IAM – Sustainability – Solid Waste
- Municipal Public Works
- WSACC

I. PURPOSE

This annex describes the actions necessary to provide essential public works services during an emergency situation.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. In non-emergency periods, the role of IAM is the maintenance of County-owned/leased buildings and grounds, County vehicle fleets, generators, and other equipment.

2. IAM maintains the grounds for all County recreation facilities.

3. County government facilities must remain open during emergency situations. Any damage to these facilities or the entry and exit routes to them must be repaired or contained to permit the staff to conduct recovery operations and resume normal operations.

4. There is frequently an immediate need for manpower and equipment to remove obstructions or debris from roads and government facilities.

5. The municipalities within the County that have public works capabilities conduct similar tasks to restore services. The County may call upon these agencies to assist in response and recovery operations during an emergency.

B. Assumptions

1. IAM has a limited capability to repair damage, restore utilities, and remove debris at County government facilities.

2. As required, these department personnel can repair and improve shelter facilities.

3. The landfill has sufficient capacity to hold and dispose the collected debris.

III. CONCEPT OF OPERATIONS

A. During emergency situations, IAM continues its normal duties and expands its support to provide the necessary service to the County agencies responding to the emergency.

B. IAM is prepared to operate and repair all power generation equipment, provide recovery and repair of County vehicles damaged during emergency response operations, and repair and modify facilities to meet emergency requirements. This includes shelter sites as needed.

C. IAM provides support for emergency response agencies and coordinates with the Finance Department and local businesses to provide the materials, equipment, and labor necessary to accomplish the required tasks. As needed, the IAM Director requests additional support from local municipalities through the Emergency Management Coordinator.

D. The IAM Director coordinates and conducts debris removal at County facilities. The Landfill Supervisor assists with this task by providing additional vehicles, equipment, and personnel.

E. Damage assessment teams provide information on the locations, amount, and types of debris encountered during their operations to the IAM Director (see Annex M - Damage Assessment, Annex R – Recovery, and the DDMP).

F. The Landfill Supervisor organizes the landfill to receive the incoming debris and ensures that no hazardous wastes are included in the debris brought to the site. The landfill staff identifies a separate area for hazardous materials and clearly marks it for incoming traffic. The Emergency Management Coordinator provides for additional personnel and equipment support to dispose of the debris quickly and safely.

G. The IAM Director notifies the Emergency Management Coordinator when County resources are inadequate for the mission(s) at hand.

H. The Emergency Management Coordinator requests assistance from other municipalities' response organizations and from NCEM.

I. Each municipality serves its own community during the initial response to the emergency. When municipal capabilities are exhausted, additional support is requested under existing mutual aid agreements. If needed, the Emergency Management Coordinator can assist these operations by requesting state or federal assistance.

J. The State of North Carolina maintains state roads within the County and keeps these routes clear during emergency situations. NCDOT clears and removes debris on the right-of-ways on state roads.

K. Within the municipalities in the County, there is a mixture of state-maintained roads and city/town maintained streets and roads. The County and municipalities coordinate agreements with the NCDOT to specify responsibility for debris removal and repair of these roads.

L. The EOC provides information and coordinates with the NCDOT to clear critical roadways and other areas to provide access for emergency vehicles if needed to respond to specific situations.

IV. DIRECTION AND CONTROL

A. When notified of an emergency situation, the IAM Director determines the County resources required for the response and alerts appropriate personnel.

B. The IAM Director operates initially from the EOC and is assigned to the Resource Group.

C. The landfill supervisor controls disposal operations at the County landfill.

D. The IAM Director controls maintenance activities during emergencies. The IAM Director maintains direct communication with maintenance and other repair teams at all times.

E. The Assistant IAM Director or the individual designated by the IAM Director coordinates control of on-site maintenance and debris removal.

F. Within local municipalities, the Director of Public Works assumes control of these operations.

G. The NCDOT County Road Supervisor controls debris removal on state roadways.

V. CONTINUITY OF GOVERNMENT

A. Staffing assignments for positions in the EOC allow for continuous operations.

B. Selection and assignment of personnel is the responsibility of the agencies represented.

C. Once assigned to the EOC, the Emergency Management Coordinator (EOC Manager) supervises these personnel.

D. In the event that the primary EOC is not functional, the Emergency Management Coordinator activates an alternate EOC and notifies the Board of County Commissioners of this change. Transportation is provided to any County Commissioner(s) who cannot reach the EOC location.

E. Order of Succession (IAM):

1. IAM Director
2. Assistant IAM Director
3. Building Maintenance Supervisor
4. Grounds Maintenance Supervisor

Order of Succession (Landfill):

1. Landfill Supervisor
2. Automotive Mechanic
3. Lead Heavy Equipment Operator

F. Order of succession for departments and agencies that support public works are in accordance with their internal standard operating procedures.

ANNEX J
PUBLIC HEALTH SERVICES

Primary Agencies

- Atrium Health Cabarrus
- CHA

Support Agencies

- Board of County Commissioners
- Cardinal Innovations Healthcare
- Emergency Management
- EMS
- Medical Examiner
- Sheriff's Office

I. PURPOSE

This annex provides guidance for the protection of public health during emergency situations.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. CHA is the public health authority for the County.

2. Emergency situations can create a variety of public health problems. Depending on the nature of the incident, problems may include the spread of communicable diseases, contamination of food and water supplies, and widespread injuries.

3. The lack of medical assistance and the stress of the situation may cause an increase in general health and behavioral health problems.

4. A well-coordinated health support network is essential during emergency situations.

5. Emergency response operations may require an expansion of services provided by CHA and supporting agencies.

6. Health services agencies must be prepared to meet an array of threats to public health. Of particular concern are the hazards caused by the release of toxic or hazardous materials and the resulting contamination of the air, water, or soil over a large area.

B. Assumptions

1. A large-scale emergency increases the demands on health services personnel and resources.

2. Citizens will administer first aid and self-treat many types of injuries regardless of severity.

3. Resources are available through area and regional medical, behavioral, healthcare, and mortuary services mutual aid agreements.

4. The Emergency Management Coordinator requests assistance from state and federal agencies when local resources can no longer meet the demands of the situation. If necessary, state or federal agencies may assume control of the response.

5. A widespread disaster could affect large areas of the County and disrupt, damage, or destroy public health services and resources.

III. CONCEPT OF OPERATIONS

A. General

1. Emergency operations for public health services are an expansion of normal agency and facility duties.

2. Coordination between public health officials and medical providers is required for emergency operations readiness.

B. Public Health

1. The primary concern of public health services is disease control.

2. CHA implements effective environmental health, nursing, and related services to minimize the occurrence and spread of disease. This service is unique to County government, which provides this service to the municipalities within the County.

3. As necessary, CHA personnel conduct frequent inspections of damaged housing and emergency shelters to determine the need for emergency repairs, pest control, sanitation, or other protective procedures.

4. As necessary, CHA inspectors examine and test private water supplies in close proximity to flooded areas or a hazardous materials release. CHA staff identifies areas that may need mandatory inspection during pre-emergency planning and respond to requests for water testing from residents as needed.

5. The Public Health Director of the CHA makes recommendations for immunizations or other preventive measures during emergency response operations.

C. Pandemic Disease Planning

1. CHA employs its Isolation and Quarantine Plan when the Public Health Director determines it is needed or is advised to do so by the NCDHHS or the United States Department of Health and Human Services.

2. CHA Isolation and Quarantine Plan guides the preparation for and response to a pandemic influenza outbreak in the County.

3. The Isolation and Quarantine Plan provides guidance to the County, CHA, and County/regional partners regarding detection, response, and recovery from an influenza pandemic. This plan can be modified to react to pandemic disease events of varying magnitude.

4. During a pandemic disease event within the County, CHA focuses its efforts on the health and safety of the citizens of the County. The objectives of this effort are to reduce mortality, reduce morbidity, and minimize social disruption.

5. The Isolation and Quarantine Plan supplements the EOP and the CHA All-Hazards Plan. The Isolation and Quarantine Plan identifies the coordinating and cooperating agencies involved in preparedness for a pandemic flu event and their respective response roles in the event of a pandemic.

D. SNS

1. CHA is responsible for the use of the SNS.

2. The SNS consists of medications, vaccines, and medical equipment to be used in response to an incident involving an attack using biological or chemical agents.

3. The SNS is pre-positioned in the region and is used only when local/regional resources have been expended. If necessary, additional SNS supplies may be sent to the County to supplement current stocks.

4. CHA manages the reception, storage, and employment of the SNS.

5. Upon activation, CHA personnel organize one or more dispensing sites in the County.

6. At the point(s) of dispensing, County residents are given the vaccinations or medications and necessary supplemental information.

E. Mental Health

1. The County is required to provide mental health care for County residents.

2. The County has a contract with Cardinal Innovations Healthcare to obtain mental health care for residents who need assistance. This support continues during emergencies.

3. Cardinal Innovations Healthcare provides mental health care to disaster victims at shelter sites and other locations throughout the County, as necessary. Cardinal Innovations Healthcare locates space in mental health facilities for victims needing critical behavioral health care.

4. Cardinal Innovations Healthcare provides crisis counseling and Critical Incident Stress Debriefing Teams for emergency workers and other support staff during an emergency situation, as needed.

5. Cardinal Innovations Healthcare maintains a Disaster Services Contact, who is available through its call center. This call center operates continuously.

6. The Emergency Management Coordinator contacts Cardinal Innovations Healthcare to request assistance during an emergency.

7. The Cardinal Innovations Healthcare Disaster Services Contact coordinates with its service providers to obtain the requested support.

8. The Disaster Services Contact reports all Cardinal Innovations Healthcare activities to the EOC and provides daily status reports on mental health services and supporting personnel to the EOC.

F. Mortuary Services

1. During an emergency, the County establishes a central morgue site to collect and process human remains.

2. The County mortuary efforts are supported by the morticians in the area, who also provide the initial supply of the items needed to handle these tasks.

3. Emergency Management maintains a roster of the funeral directors available for this mission.

4. The County will utilize Administrative Supervisors through Atrium Health Cabarrus to serve in the capacity of the Medical Examiner. Atrium Health Cabarrus has the capability to process a small number of requests for this service. Once this capacity is exceeded, the County will request assistance from OCME, a division of NCDHHS.

5. A mass fatality event would require additional Medical Examiner support. OCME maintains the North Carolina Medical Examiner System, a network of over 600 medical doctors throughout North Carolina who investigate deaths of a suspicious, unusual, or unnatural nature.

6. The Emergency Management Coordinator requests North Carolina Medical Examiner System support through Atrium Health Cabarrus.

7. OCME assigns personnel to support the County, which initially come from the regional OCME office in Charlotte, NC.

8. When activated, the Medical Examiner develops procedures to recover, identify, and register fatalities during emergency situations.

9. The Medical Examiner determines the cause of death, notifies next-of-kin, and releases the remains and personal effects to proper representatives.

10. The Medical Examiner issues death certificates and supervises the location and transportation of remains.

11. The Medical Examiner identifies the resources needed to establish an adequate morgue system in the event of mass fatalities.

12. The Medical Examiner directs the expansion of any fixed and temporary morgue capability.

13. The Medical Examiner coordinates with EMS, funeral directors, ambulance services, pathologists, American Red Cross – Southern Piedmont Chapter, dentists, X-ray technicians, and law enforcement agencies to provide support to mortuary operations, as needed.

14. If needed, the Medical Examiner requests assistance from a DMORT through the EOC. The Emergency Management Coordinator requests this support through NCEM.

15. The Medical Examiner coordinates all press releases with the PIO prior to release to the media.

IV. DIRECTION AND CONTROL

A. The Public Health Director of CHA is part of the Coordination Group in the EOC.

B. The Public Health Director coordinates all medical-technical aspects of the County emergency response under the supervision of the Emergency Management Coordinator.

C. The Public Health Director normally directs operations from the EOC. If the Public Health Director is not available, a representative from CHA represents the agency in the EOC.

D. The Medical Examiner controls all activities connected with identification of the deceased and mortuary services. The OCME may assume control of this activity if necessary.

E. The Public Health Director maintains communications with all CHA teams or sites around the County keeping the EOC informed of all activities, personnel, and equipment.

F. Additional resources are requested through the Emergency Management Coordinator.

G. CHA directs the administration and use of the SNS, when needed. The Public Health Director controls and directs the medical-technical use of the SNS. SNS Operations are coordinated with the Emergency Management Coordinator.

V. CONTINUITY OF GOVERNMENT

A. Staffing assignments for positions in the EOC allow for continuous operations.

B. Selection and assignment of personnel is the responsibility of the agencies represented.

C. Once assigned to the EOC, the Emergency Management Coordinator (EOC Manager) supervises these personnel.

D. In the event that the primary EOC is not functional, the Emergency Management Coordinator activates an alternate EOC and notifies the Board of County Commissioners of this change. Transportation is provided to any County Commissioner(s) who cannot reach the EOC location.

E. Order of Succession (Public Health Services):

1. CHA Public Health Director
2. CHA Chief Operating Officer
3. CHA Chief Technology Officer

Orders of Succession (Mortuary):

1. Local Medical Examiner
2. OCME Medical Examiner
3. Assistant OCME Medical Examiner

F. Order of succession for departments and agencies that support public health services are in accordance with their internal standard operating procedures.

ANNEX K
EVACUATION AND TRANSPORTATION

Primary Agencies

- Board of County Commissioners
- CCTS
- Emergency Management
- PIO
- Sheriff's Office

Support Agencies

- American Red Cross – Southern Piedmont Chapter
- Cabarrus County Schools
- Fire Marshal's Office/Fire Services
- County Manager
- EMS
- Human Services
- Kannapolis City Schools
- Sheriff's Office – Communications Division

I. PURPOSE

This annex provides guidance for the orderly, coordinated evacuation of the population during an emergency situation.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. Emergency situations may require evacuation of all or part of the population of the County. A hazardous materials release, major fire, or other localized incident may require a small-scale evacuation. A widespread emergency situation could require an evacuation on a larger scale, requiring the cooperation and combined resources of the County and the municipalities.

2. Emergency Management has completed a hazard analysis that identifies the types of threats and the areas in the County that are most vulnerable to these threats.

3. Large-scale emergencies may necessitate the rapid evacuation of hospitals, nursing homes, and non-ambulatory populations. Emergency Management has identified facilities and populations within the County that pose special evacuation problems.

4. An evacuation may require substantial public and private resources for transportation, communications, and traffic control.

B. Assumptions

1. Sufficient warning time will normally be available to evacuate the threatened population.

2. The principal mode of transportation for evacuations will likely be privately owned vehicles (POV).

3. Particular areas of the County or special populations within the County will need additional time and resources to accomplish an evacuation.

4. The public will receive and understand official information related to evacuation.

5. The public will act in its own interest and will evacuate dangerous areas promptly when advised to do so.

6. If there is sufficient advanced warning, some residents may evacuate prior to being advised to do so by public officials.

7. Most evacuees will seek shelter with relatives or friends rather than accept public shelter.

8. Some residents may refuse to evacuate regardless of warnings.

9. Some people will lack transportation. Others who are ill or disabled may require vehicles with special transportation capabilities to move them to a shelter.

III. CONCEPT OF OPERATIONS

A. General

1. Local government has the responsibility and authority to order an evacuation.

   a. If only one municipality in the County is to be evacuated, the Mayor issues the order.

   b. If the evacuation involves more than one jurisdiction or an area outside of a municipality, the Chairman of the Board of County Commissioners or his/her designated elected representative issues the order.

2. The Emergency Management Coordinator monitors the progress of the evacuation and modifies the planned evacuation as the situation develops.

3. The County maintains continuous operations during emergency situations.

B. Specific

1. Movement Control and Guidance

   a. The conditions at the time of the emergency determine the size and scope of the evacuation.

   b. Traffic movement during evacuation follows designated routes directed by law enforcement personnel at traffic control points. The evacuation area will include at least two designated exit routes. One lane of each route is kept open to permit passage of emergency vehicles.

   c. Evacuation traffic follows the exit routes to the designated reception areas and shelters within the County and adjacent counties if necessary.

   d. Emergency response personnel ensure that the route remains clear for traffic and will move any vehicles experiencing mechanical problems during the evacuation off the roads.

Emergency response personnel and vehicles will pick up stranded evacuees or direct other evacuees to transport stranded evacuees to the nearest shelter, if resources are available.

e. IAM will coordinate with other agencies to tow damaged or inoperative vehicles off the evacuation routes. Municipal public works vehicles may assist with this mission. The Emergency Management Coordinator organizes the towing and recovery assets to provide coverage along the entire evacuation route.

2. Staging Areas, Pick-up Points, and Routes

a. The Emergency Management Coordinator determines staging areas for the emergency response personnel and equipment entering from areas outside the County. The EOC Operations Group leader controls the arrival and release of these personnel and their equipment to the Incident Commander that needs the assistance. These mutual aid personnel and equipment will not leave the staging area without the permission of the Operations Chief, the Emergency Management Coordinator, or their representative. The Emergency Management Coordinator may delegate control of certain assets directly to the County agency that needs them and has the direction and control system in place to adequately supervise the employment of this mutual aid support.

b. The evacuation plan includes pick-up points and routes. Evacuees without vehicles will be instructed to go to the nearest pick-up point and wait for a vehicle to take them to a shelter. This may be a designated emergency vehicle or other evacuees in POV. Pick-up routes are designated for the rural areas within the County. Emergency vehicles travel the complete length of these routes at least twice during the evacuation to ensure all evacuees without vehicles are moved to shelters. Refer to Appendix 1 for an Evacuation Route Map.

3. Functional Needs Evacuation

a. Institutions within the County are responsible for developing procedures for evacuation of their facilities. These plans include procedures for the rapid evacuation of a facility or in-place sheltering. The evacuation plans must include the numbers and types of vehicles, the vehicles available at the facility, the total number of patients/residents at full capacity, any special needs for transportation (such as wheelchair lifts), and the medical supplies and equipment needed to assist the patients. The staff of the facility evacuates with the patients/residents and remains with them at the shelter.

b. The County and local jurisdictions make every effort to provide vehicles and personnel to assist with the evacuation. Ambulatory patients and the staff of the medical facilities in the County will be evacuated in buses or vans. Ambulances and vans will be provided for evacuation of non-ambulatory individuals, if available, but these patients may be carried in other vehicles if the situation requires it.

c. A widespread emergency will force emergency responders to prioritize evacuation efforts based on the threat to life and public safety. This may delay the evacuation of those with functional needs. The Incident Commander or his representative informs the facility staff of this and they prepare to continue care during this period.

d. The County and municipal school systems have developed evacuation procedures and routes for each school. Designated buses will be utilized for students at all facilities and for those students without their own vehicles at high schools. Schools within the danger zone for a hazardous material release have developed procedures for in-place sheltering and "walk-away" evacuations. The PIO for the respective school system and the County coordinate their

efforts and advise parents of the designated reception centers for the students. Private schools and state-licensed childcare/preschool facilities develop similar plans for their facilities.

e. During incidents involving hazardous material release or criminal activity at or near the school, parents will not be allowed to enter the area and pick up their children. Law enforcement personnel on the scene will prevent personnel not involved in the incident response to enter the area or disrupt the evacuation.

f. The PIO will provide a telephone number(s) to the public for physically handicapped or disabled persons without transportation. The CCTS Transportation Manager will arrange pick-up of these individuals and move them to a shelter or reception area. Human Services and Emergency Management will advise the CCTS Transportation Manager of individuals known to need transportation assistance.

g. The CCTS Transportation Manager will ensure that all vehicles are ready for operations and have sufficient drivers for continuous operations. As necessary, the CCTS Transportation Manager will coordinate with the EOC for additional drivers, vehicles, maintenance and recovery support, fuel, and maps.

h. The detention center (jail) within the County has developed procedures for the relocation of prisoners to jails outside of the threatened area. These plans include procedures for secure transport of prisoners when prison system vehicles are not available for the task.

i. The Sheriff's Office or municipal police department(s) coordinate evacuation from County parks and recreation areas. County representatives routinely advise the Emergency Management Coordinator of any scheduled special events that may draw crowds to the parks or recreation areas.

j. Businesses within the County that have large numbers of employees are responsible for developing plans for the evacuation of their employees during emergencies. The procedures should include, if needed, the instructions for the temporary shutdown of their facilities and operations. If the facility is directly involved in the incident, the Senior Manager on the site should account for all employees and remain to assist the Incident Commander as needed. Facility management should assist with evacuation of all employees.

4. Emergency Public Information

For other emergencies, warnings to the public and information concerning evacuation will be broadcast over the emergency alert system (EAS) network and by emergency vehicles equipped with sirens, warning lights, and loudspeakers moving through the threatened areas. For localized evacuations, emergency responders will provide warning and evacuation instructions door-to-door in the affected area.

IV. DIRECTION AND CONTROL

A. Direction and control of any evacuation is the responsibility of the Chairman of the Board of County Commissioners. In the Chairman's absence, the Commissioner next in line of succession serves as a replacement. The Emergency Management Coordinator supervises the evacuation based on the guidance from the Board of County Commissioners and the County Manager.

B. During large-scale evacuations involving the relocation of the population from an entire municipality, the County, or several counties, the Governor may declare a State of Disaster. At that point, the

Governor assumes direction and control of the situation and the SERT coordinates evacuation operations upon activation of the State EOC.

C. When an emergency situation requires timely evacuation before the EOC can be activated, the Incident Commander on the scene can call for a limited evacuation to protect public safety. Only those persons in immediate danger are moved away from the area. If the situation continues, the Board of County Commissioners issues the order for an evacuation.

D. An emergency situation may force evacuees to a reception area outside of the County. The County Manager appoints a representative from County government to act as a liaison between the County and the reception area government. The evacuees are subject to all the laws and ordinances of the jurisdiction operating the reception area.

V. CONTINUITY OF GOVERNMENT

A. Staffing assignments for positions in the EOC allow for continuous operations.

B. Selection and assignment of personnel is the responsibility of the agencies represented.

C. Once assigned to the EOC, the Emergency Management Coordinator (EOC Manager) supervises these personnel.

D. In the event that the primary EOC is not functional, the Emergency Management Coordinator activates an alternate EOC and notifies the Board of County Commissioners of this change. Transportation is provided to any County Commissioner(s) that cannot reach the EOC location.

E. Order of Succession (evacuation):

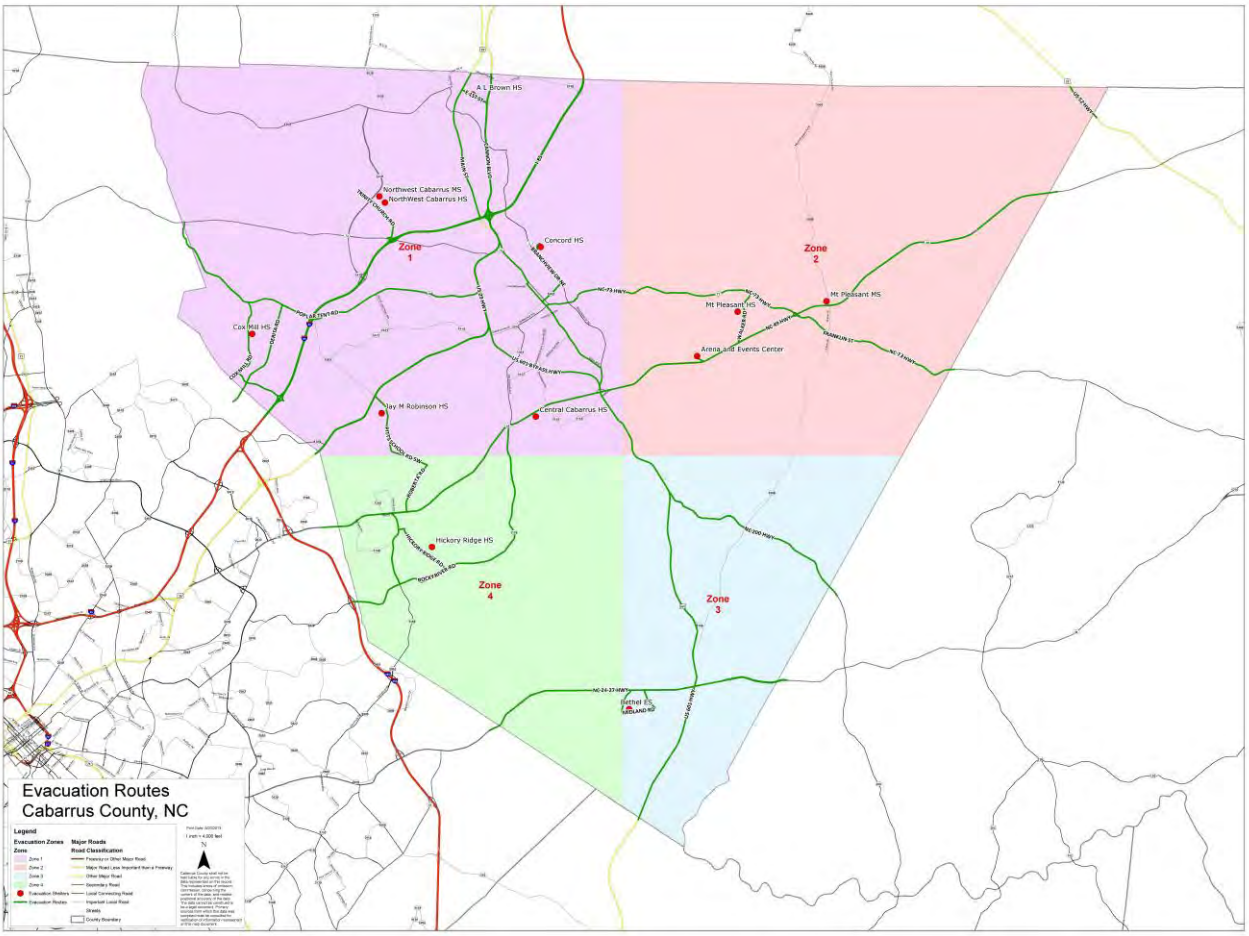
1. Chairman, Board of County Commissioners
2. County Manager
3. Emergency Management Coordinator

F. Order of Succession (transportation):

1. CCTS Transportation Manager
2. CCTS Operations and Training Coordinator
3. CCTS Driver Supervisor(s)

G. Order of succession for departments and agencies that support evacuation and transportation are in accordance with their internal standard operating procedures.

Appendix 1 to Annex K: Evacuation Routes Map



ANNEX L
SHELTER AND MASS CARE

Primary Agencies

- American Red Cross - Southern Piedmont Chapter
- Human Services

Support Agencies

- ARES
- Board of County Commissioners
- Cabarrus Arena and Events Center
- Cabarrus County Schools
- Cardinal Innovations Healthcare
- CHA
- Emergency Management
- EMS
- Kannapolis City Schools
- IAM
- Sheriff's Office

I. PURPOSE

The purpose of this annex is to facilitate shelter and mass care activities in the County following a disaster. The annex also addresses shelter and mass care for those with functional needs as well as pets.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. The County is subject to a variety of natural, technological, and human-caused incidents that may result in the need for the public to evacuate their place of residence and seek shelter.

2. There are emergency situations that may require the County to provide public shelters. The County also provides shelter for evacuees from Mecklenburg County in the event of problems at MNS.

3. The County has recognized the need for a plan to facilitate a single and effective shelter concept of operations (CONOPS) to facilitate the coordinated implementation of mass care and shelter for the public.

4. A uniform and baseline CONOPS allows the County to establish a standardized approach within shelter planning and operations efforts that enable the usage of the most capable shelter facilities, reduce duplication of efforts or the over-use of limited resources, and increase operational efficiency.

5. Emergency Management and the American Red Cross – Southern Piedmont Chapter have identified and surveyed potential shelters in the County and have determined which would be appropriate to use during emergency situations.

6. The population of the County contains individuals and groups with functional needs that will require individual or special assistance during emergency situations. Shelter and mass care services to those with functional needs requires additional planning, coordination, and resources.

7. Those persons with functional needs requiring constant care and/or life support systems will require care at a medical facility.

B. Assumptions

1. Sufficient facilities exist in the County to shelter personnel during emergency situations. The normal planning figure for maximum shelter requirements is 20 percent of the County population.

2. County, municipal departments and agencies assume the responsibility for emergency management operations and will commit available resources to save lives and to minimize personal injury and property damage.

3. Sufficient shelter capacity exists in adjacent counties for out-of-county evacuation and these locations are available for use after coordination.

4. A high percentage of evacuees will seek shelter with friends or relatives rather than go to public shelter.

5. Any person(s) with functional needs who is self-sufficient or who has a caregiver that can provide assistance will be accepted into the shelter serving the individual, his/her family, and his/her community.

III. CONCEPT OF OPERATIONS

A. DHHS is responsible for shelter and mass care during emergencies in the state. Human Services manages mass care operations in the County. The American Red Cross – Southern Piedmont Chapter operates the shelter locations. This service is provided through written agreements between the American Red Cross – Southern Piedmont Chapter, the State of North Carolina, and Emergency Management.

B. DHHS supports County efforts with the following: arrange for shelter at DHHS institutions and transfer social services personnel to the affected area as needed. DHHS works in conjunction with the American Red Cross – Southern Piedmont Chapter, Salvation Army, and volunteer organizations to provide care for those affected by emergency situations.

C. Divisions under DHHS that operate residential care facilities are required to have current plans in place for the evacuation and sheltering of those with functional needs. DHHS approves all emergency plans for local residential facilities.

D. Public and private providers of institutional care (medical and residential) are responsible for having shelter plans for continued care of their patients/residents when evacuated to shelters. The staff of the facility evacuates with the patients/residents and remains with them at the shelter. Human Services ensures plans have been developed and Emergency Management reviews them.

E. Private and government-operated facilities caring for groups for less than 24 hours, such as daycare facilities, pre-schools, and day health facilities, are responsible for the continual care of their clients during the entire period of the evacuation. This requirement ends when the client is released to a parent or a responsible adult.

F. Private facilities with functional needs residents are responsible for the evacuation and transportation of their clients to shelters and/or medical facilities. Public and private providers of institutional care (medical and residential) remain responsible for the continued care of their patients/residents when evacuated. The staff of the facility evacuates with the patients/residents and remains with them at the shelter/medical facility.

G. Private facilities must plan to move patients, staff, and equipment during an emergency and use their vehicles to conduct this movement. As directed by the Emergency Management Coordinator, CCTS provides assistance with the movement of patients, staff, and equipment from other facilities to the designated shelter locations. This support is based on the availability of vehicles and drivers not committed to higher priority tasks.

H. Local sheltering entails a systematic approach that seeks the best and most effective shelter solution to meet the shelters need.

I. A shelter solution is implemented that requires the least amount of personnel and equipment resources to provide the most appropriate aid and comfort to the greatest number of shelter residents.

J. The County uses the following sequence of activities associated with this CONOPS:

- Triggering conditions occur.
- Determine local shelter need:
  - Determine type of facility to activate to meet shelter need.
  - Determine specific facility to activate based on impact of incident.
- Notify shelter agencies to activate local shelter(s).
- Staff and open local shelter(s).
- Notify public of local shelter(s) activation.
- Operate local shelter(s).
- Conduct shelter(s) demobilization and restoration.

1. Triggering Conditions

   a. The County has established a Shelter Coordination Team to assess the situation in anticipation of or in response to an emergency and determine the appropriate course of action as it pertains to mass care and shelter needs. The Shelter Coordination Team is composed of representatives from the following departments and agencies:

      - American Red Cross - Southern Piedmont Chapter
      - Emergency Management
      - Human Services
      - Sheriff's Office

- Sheriff's Office – Animal Control Division

b. To help determine need, the County agencies will use predetermined triggers that have been established and based on general understandings of types of emergencies and their expected impacts on the community. A Shelter Activation Flow Chart that is utilized to make the shelter activation decision is located in Appendix A.

2. Determine Local Sheltering Need

   a. The Shelter Coordination Team assesses the emergency in anticipation of or in response to an emergency. Upon recognition of the type of event, and the expected or actual impact, the Shelter Coordination Team in coordination with each other determine the type of shelter needed, shelter facility/location, staffing, services, and resources required to adequately respond to the incident/event.

   b. Once the need has been established and the Shelter Coordination Team has made the determination to activate a specific shelter or shelters, the facility must be evaluated by the Cabarrus Health Alliance for the final approval on the site before the shelter(s) doors can be opened.

      Shelters expected to deliver a wider range of shelter services will follow American Red Cross – Southern Piedmont Chapter and Americans with Disabilities Act (ADA) guidelines and standards.

3. Notify Shelter Agencies to Activate Local Shelter(s)

   a. County departments and agencies tasked with shelter operations and providing support staff are notified by Emergency Management immediately after a decision has been made to activate a shelter(s).

   b. Once notification from Emergency Management is received, the County departments and agencies tasked with support initiate notification of the need to mobilize to their own staff.

   c. The mobilization of shelter operations support staff will vary depending upon the type of shelter(s) facility that is to be activated.

4. Staff/Open Local Shelter

   a. After staff is in place, the Shelter Manager conducts a briefing that includes information pertaining to the emergency, expected or actual impact on the community, and anticipated evacuee shelter needs/services.

   b. All County shelters will incorporate NIMS and ICS guidance for implementation.

   c. Once the appropriate shelter operations support staff and equipment assets have been fully activated and mobilized, the shelter formally opens to the public.

   d. All shelter staff are trained and knowledgeable of the specific functions they are responsible for as well as the organizational and command structure that is used to manage the overall shelter operation.

e. The following shelter staff, shelter support personnel, and public safety partners may be used in support of the following functions:

- Shelter registration and intake processing
- Assessment and provision of functional needs support services
- Facilitation of shelter resident reunification
- Provision of dormitory and housing services
- Provision of food and beverage services
- Social and community program services
- Health/medical support services
- Animal/pet shelter support services
  - Law enforcement support services
  - Transportation support services
  - Management, request, and acquisition of shelter resources

5. Notify Public of Local Shelter Activation

a. As operations begin, the Shelter Coordination Team implements formal notification concerning the activation of the shelter(s).

b. Notification to the public includes the status of the emergency, the community's actions, and the location and time in which the shelter facility will be available to the public for the provision of shelter services and the services provided at the selected shelter(s).

c. Notification also includes the types of services that will be made available at the shelter location and reminders to bring key items individuals with specific needs normally depend upon.

d. To reach the general population, the Shelter Coordination Team uses various media outlets for notification through a diverse set of existing public communication capabilities and tools. Crisis communications flows through the JIC, in accordance with the existing crisis communications plans.

6. Operate Local Shelter(s)

a. Actual shelter activation occurs at the established time set forth by the Shelter Coordination Team.

b. Upon the completion of staff and equipment mobilization at the shelter facility, a designated Shelter Manager manages all facets of the shelter operation.

c. Shelter residents seeking shelter either self-present or arrive via transportation assistance to the shelter facility.

d. As shelter residents arrive, they are processed via a shelter registration and intake area, where their additional and/or specific needs are further noted. Information concerning the emergency status, services located at the shelter, and/or other relevant information is passed along to shelter residents as they are processed.

e. During shelter operations, activity continues to be monitored by all shelter staff on an ongoing basis. Any gaps in services or equipment are monitored, noted, and addressed through appropriate mutual aid channels.

f. Shelter staff updates shelter residents of the status of the emergency and when shelter residents will be able to transition back to their homes.

g. During shelter operations, the following activities and tasks take place:

1) Shelter Registration and Intake Processing

- Set-up and implement the shelter registration and intake area equipment and support using predetermined staffing models.
- Receive and process shelter residents as they self-present at the shelter location.
- Triage any medical, functional needs, non-English speaking needs, animal/pet, and assess for any communicable diseases.
- Provide media and public information to shelter residents so they remain informed of the current emergency and the types of services that are available at the shelter location.
- Integrate law enforcement services into the registration and intake area as needed/required.
- Conduct a resource gap analysis and request additional mass care/emergency resources or support as needed and identified via the registration and intake processing.

2) Assessment and Provision of Functional Needs Support Services

- Provide replacement or loaned durable medical equipment if needed.
- Provide additional assistance due to limited English proficiency or functional needs.
- Provide care to individuals unable to care for themselves until reunification or other options become available.
- Support service animal areas and feeding.
- Arrange and provide resource/supplies for special dietary needs, as needed.

- Provide para-transit transportation resources, as needed.
- Provide information in alternative formats on functional needs support available and on impact area conditions and status to those in shelters and medical facilities and in the community.

3) Facilitation of Shelter Resident Reunification

- Upon registration, assist shelter residents with missing family members or friends. Record information pertaining to missing persons.
- Coordinate within shelter to determine if missing parties are already present within the existing shelter.
- Coordinate with other shelters to determine if missing parties self-presented at other shelters.
- Coordinate with law enforcement personnel to broadcast information regarding missing parties.
- Use the American Red Cross Reunification Checklist for support and information sharing concerning missing persons.

4) Provision of Dormitory and Housing Services

- Deploy dormitory/housing equipment (cots, (2) blankets and other comfort items, etc.) to dormitory/housing space within shelter.
- Identify and support shelter residents with dormitory/housing needs and assist as needed.
- Provide public information, including situational updates to affected populations. Include a time line for returning to their homes, if available.
- Coordinate and integrate outside mass care/emergency assistance resources in local operations as determined by need or identified resource gaps.

5) Provision of Food and Beverage Services

- Use kitchen area to provide food and beverage services for shelter residents.
- Public Health guidelines must be adhered to at all times during shelter operations for food and beverage services.
- If kitchen area is not available, contact a feeding provider (NGO's), feeding/catering vendor).
- Deploy kitchen or catering services, including staff required to support this operation during the emergency.
- Coordinate with feeding providers for kitchen sites and support resources if any gaps

are identified.

- Provide public information on the location, hours, and process followed for the feeding schedule.

6) Social and Community Program Services

- Provide crisis counseling and referral services to long-term behavioral health resources during and after an emergency.

- Provide community information such as laundry facilities, pharmacies, employment, schools, transportation, social services, faith-based organizations, banking, financial assistance, and support groups. This will be important for shelter residents who are unfamiliar with the area in which they are currently seeking shelter and/or if their previous homes have become uninhabitable due to damage caused by the emergency.

- Direct shelter residents to social/human service agencies for replacement of identification and transfer of pre-existing benefits and services (Social Security, food stamps, driver's licenses, etc.).

- Contact local law firms and legal services organizations to seek support in donated time and services to legal clinics prior to an emergency and offer these services to shelter residents upon initiating case management at the shelter.

7) Health/Medical Support Services

- Activate health and medical services as needed to support shelter residents upon shelter activation.

- Ensure regular health department inspections of shelter and feeding sites are conducted.

- Provide information on local healthcare resources to shelter residents upon completing registration.

- Activate and use a transportation plan for moving shelter residents to hospitals or other healthcare facilities.

- Request and coordinate the need for additional health/medical support services as needed.

- Coordinate and transfer medical records.

- Review medical and mortuary support system for surge capacity/needs.

- Provide expanded behavioral health support.

- Communicate regarding health issues at shelter facilities.

- Coordinate medical transport resources (for example, quantity, type, location,

capacity).

- Coordinate care of service animals in shelters and/or facilities.
- Activate pharmacy support and requests.

8) Animal/Pet Shelter Support Services

- Provide technical assistance, resource coordination, and management of a variety of response activities targeted to handle animal issues prior to and during emergencies.
- Provide pet evacuation, sheltering, and unification with owners as available.
- Provide pet care, which may include support of owner-based pet care as available.
- Manage aggressive household pets.
- Track and reunify household pets with their owners as available.
- Provide veterinary care throughout response and recovery operations to animals/pets as available.
- Dispose of deceased animals/pets as available.
- Dispose of abandoned and/or unclaimed animals.
- Transfer household pet records upon the return of pets to their owners.
- Quarantine animals identified as having infectious diseases or that have bitten people.
- Request animal/pet support as needed.
- Provide basic household pet supplies and tracking equipment.
- Initiate set-up of household pet shelters and deploy necessary resources as available.
- Coordinate transportation of household pets to appropriate shelter facilities as needed.
- Coordinate transportation of household pets from shelter facilities to owners during reunification.
- Disseminate household pet reunification information and requirements to the public.
- Provide fostering and adoption information to the public for unclaimed or abandoned animals after a predetermined waiting period and efforts to reunite owners and household pets.

9) Law Enforcement Support Services

- Determine if local law enforcement services will be required at the shelter(s) prior to shelter activation.
- Coordinate law enforcement operations at sites sheltering or processing shelter residents.
- Conduct facility screening, secure the perimeter, control access, and evaluate the need for a roving patrol and monitor community influence in and around shelter.
- Screen shelter residents for security issues, possession of illegal drugs, etc.
- Use a badging/credentialing system if needed.
- Manage the collection/securing of weapons and illegal drugs, if applicable.
- Implement procedures for managing shelter residents subject to judicial and/or administrative orders restricting their freedom of movement (for example, parolees, sex offenders, individuals with outstanding warrants). Conduct criminal history records search as needed.
- Request and coordinate with Emergency Management regarding the need for additional security support.

10) Transportation Support Services

- Notify and activate transportation resources required for support upon activation of the shelter.
- Arrange for transportation for transportation-assisted shelter residents. This may be from an emergency impact or non-emergency impact area of operations.
- Coordinate with law enforcement function concerning any road closures and traffic patterns.
- Provide return/reentry upon emergency stabilization and/or shelter demobilization.

11) Management, Request, and Acquisition of Shelter Resources

- Deploy resources based on need, type of shelter facility being activated, and functional resources present at the shelter.
- Use best practices resource checklists that were developed in shelter pre-planning efforts.
- Monitor equipment usage; restock as needed.
- Identify resource shortfalls and gaps.
- Notify Emergency Management.
- Request mutual aid support through established mutual aid partners and/or NCEM.

7. Demobilization and Restoration of Local Shelter

   a. Once an emergency has stabilized and shelter operations are no longer necessary, the shelter facility is deactivated and staff is demobilized.

   b. The Shelter Coordination Team, in conjunction with other local officials and the Shelter Manager, meet prior to the de-escalation of the emergency to determine the appropriate trigger point in which to initiate formal demobilization of the shelter.

   c. Once the need to demobilize the shelter has been established, the Shelter Manager announces the plan to demobilize to all staff.

   d. Staff then informs shelter residents still present at the shelter of the plan to deactivate, which includes the time when deactivation will begin/conclude and continuation of certain services.

   e. When demobilization commences, staff begin to restore the shelter facility to normal operations by breaking down functional service areas and cleaning the facility.

8. County Shelter Functional Needs Support Services Considerations

   The County has incorporated recent functional needs support services guidance into their mass care and shelter planning efforts. To comply with this guidance, the County will shelter those with functional needs together with the general population, with no separation.

   Shelters will be managed by the American Red Cross – Southern Piedmont Chapter, and staffed by Human Services and the American Red Cross – Southern Piedmont Chapter. CHA assists as necessary to coordinate external medical resources to meet client needs and assist in the coordination of functional needs services.

   CHA and the American Red Cross – Southern Piedmont Chapter have developed relationships with service providers that can provide appropriate levels of care for shelter residents whose needs may exceed the capabilities of a local shelter. No formal agreements with these providers are in place at this time.

   It is possible that staffing resources may be quickly overwhelmed in a large-scale disaster event. Supplemental staffing resources may be available through home health care, independent living centers, acute medical care centers, and similar medical service providers. Staffing resources will be requested via established processes through Emergency Management to NCEM.

   No individuals seeking shelter will be denied access. Individuals arriving at the shelter without a caregiver will be accepted and supporting agencies will work to locate a caregiver through available staff and resources. Service animals will also be permitted to enter the shelter with their owner.

   Minor modifications may be made to the dormitory area of the shelter as needed to meet the needs of shelter residents and limit the potential for separation from the general population (for example, low lighting at night to allow easy access to restrooms, allocating an area for service animals to limit the impacts on those with allergies).

9. County Pet Shelter Considerations

   The Sheriff's Office - Animal Control Division is responsible for County pet shelter operations. FEMA defines household pets as a domesticated pet (such as a dog, cat, bird, rabbit, rodent, or

turtle) that is traditionally kept in the home for pleasure rather than for commercial purposes and can travel in commercial carriers and be housed in temporary facilities. Household pets do not include reptiles (with the exception of turtles), amphibians, fish, insects/arachnids, farm animals (including horses), and animals kept for racing purposes. The Sheriff's Office - Animal Control Division plans to accept all pets that can be accommodated or make arrangements as needed for larger animals (for example, cattle, horses) as available.

Service animals will be permitted to remain with their owner in the shelter. FEMA defines a service animal as any animal that is individually trained to provide assistance to a person with a disability.

In an ideal situation, pet sheltering will be able to co-locate with human sheltering. This would allow owners to remain with their animals and provide necessary feeding and waste disposal, easing the strain on staffing resources. At this time, it is undetermined as to whether or not shelter facility owners will permit the co-location of pet sheltering. In the event that co-location is not possible, the Sheriff's Office – Animal Control Division.

The Sheriff's Office – Animal Control Division maintains a small cache of equipment and supplies, including vehicles for transport, pet food, and cleaning supplies. It is likely that these resources may be overwhelmed in a significant event. The Sheriff's Office – Animal Control Division can access external staffing and other resources to support pet sheltering by requesting them via established processes through Emergency Management to NCEM. The Sheriff's Office – Animal Control Division has established relationships with local and national Humane Society agencies, and private sector entities that may be able to provide supplemental supplies and staffing.

Tasks assigned to the Sheriff's Office – Animal Control Division as part of the pet sheltering mission may include the following, depending on the scope of the incident:

- Provide technical assistance, resource coordination, and management of a variety of response activities targeted to handle animal issues prior to and during emergencies.
- Provide pet evacuation, sheltering, and unification with owners.
- Provide pet care, which may include support of owner-based pet care.
- Manage aggressive household pets.
- Track and reunify household pets with their owners.
- Provide veterinary care throughout response and recovery operations to animals.
- Dispose of deceased animals.
- Dispose of abandoned and/or unclaimed animals.
- Transfer household pet records upon the return of pets to their owners.
- Quarantine animals identified as having infectious diseases or that have bitten people.
- Request for animal/pet support as needed.
- Provide basic household pet supplies and tracking equipment.

- Initiate set-up of household pet shelters and deploy necessary resources.
- Coordinate transportation of household pets to appropriate shelter facilities as needed.
- Coordinate transportation of household pets from shelter facilities to owners during reunification.
- Disseminate household pet reunification information and requirements to the public.
- Provide fostering and adoption information to the public for unclaimed or abandoned animals after a predetermined waiting period and efforts to reunite owners and household pets.

IV. DIRECTION AND CONTROL

A. DHHS provides overall management for mass care and shelter operations.

B. The American Red Cross - Southern Piedmont Chapter and Human Services directs and controls operations within shelters.

C. Additional support is provided by Emergency Management.

D. The figures below describe the mass care and shelter organization within the County.

Exhibit L-1A
Agency Roles and Responsibilities

Entity	Roles and Responsibilities
American Red Cross – Southern Piedmont Chapter	Provides shelter management and staffing and coordinates functional needs support services.
Cabarrus County Public Schools	Provides sheltering facilities and transportation services as needed.
CHA	Conducts shelter facility inspections, provides infection control, coordinates functional needs support services.
Emergency Management	Provides multi-agency coordination through the emergency operations center.
Human Services	Shelter staffing; provides first response assistance with overall health and safety for all families in an emergency shelter environment; provides staffing and supportive services to all agencies involved, including emergency federal financial assistance for all eligible families (for example, food stamps, Temporary Assistance for Needy Families [TANF], child care assistance). Coordinates functional needs support services.
Kannapolis City Schools	Provides sheltering facilities and transportation services as needed.
Sheriff's Office	Coordinates security and traffic control services.

Entity	Roles and Responsibilities
Sheriff's Office - Animal Control Division	Coordinates pet sheltering.

Exhibit L-2A
Shelter Organization Chart



Exhibit L-3A
Shelter Functions

Role	Responsibilities
Administrative Assistant	Assists the supervisory staff with administrative tasks. Supports other administrative needs throughout the shelter as appropriate.
Canteen/Dining Associate	Supports the set-up and serving of meals. Keep coffee and snacks available to staff around the clock.
Client Caseworkers	Works with shelter residents post to disaster to assist them in connecting to resources that will enable them to return home.
Disaster Behavioral Health Staff	Behavioral health staff provides emotional needs of shelter residents and staff.
Dormitory Management Staff	The supervisor has the overall responsibility for the set-up and maintenance of the sleeping areas and responsibility for management of the dormitory staff.
Feeding Supervisor	Ensures that meals are made and available for staff and shelter residents. Supervises the feeding of staff.
Functional Needs Supervisor	Assists with all functional needs requirements. Coordinates all functional needs identified at shelters.
Health Services Staff	Provides basic health-related services to shelter residents and staff. Secure replacement medications, provide information, give first aid care, refer to medical services, and obtain medical supplies.
Health Services Supervisor	Provides overall management of health services at the shelter. This includes management of health services staff.
Information Management Associate	Coordinates necessary disaster information, including demographics, weather reports, maps, damage assessment information, etc. In the shelter

Role	Responsibilities
	environment, the information management staff will provide caseworkers with damage assessment information specific to shelter residents' homes and provide shelter staff and shelter residents with weather information.
Information Staff (help desk)	Gathers and disseminates information for shelter residents. Information dissemination can be done in many ways, including communications boards, flyers, posters, etc.
Pet Shelter Manager	Maintains overall responsibility for pet shelter operations 24 hours a day.
Registrar	Provides registration, which also includes the discharge of shelter residents. Supervises registration and triage staff.
Security Staff (usually non-ARC)	Maintain the safety and security of the shelter. Work with local law enforcement to maintain a safe environment for the shelter.
Shelter Manager	Maintains overall responsibility for the entire shelter operation 24 hours a day. Provides leadership in all areas of the shelter reports to the Shelter Manager through the shift supervisors.

V. CONTINUITY OF GOVERNMENT

A. Staffing assignments for positions in the emergency operations center allow for continuous operations.

B. Selection and assignment of personnel is the responsibility of the agencies represented.

C. Once assigned to the EOC, the Emergency Management Coordinator (EOC Manager) supervises these personnel.

D. In the event that the primary EOC is not functional, the Emergency Management Coordinator activates an alternate EOC and notifies the Board of County Commissioners of this change. Transportation is provided to any County Commissioner(s) who cannot reach the EOC location.

E. Order of Succession:

1. Human Services Director

2. Disaster Program Manager, American Red Cross – Southern Piedmont Chapter

3. Emergency Management Coordinator

F. Order of succession for County agencies that support shelter and mass care operations are in accordance with their internal standard operating procedures.

APPENDICES

This section includes several documents that are essential to the annex. The following appendices are recommended for inclusion in this section:

Appendix 1 to Annex L – Shelter Activation Decision Flow Chart and Call Agenda

Appendix 2 to Annex L – Detailed Shelter Registration Information

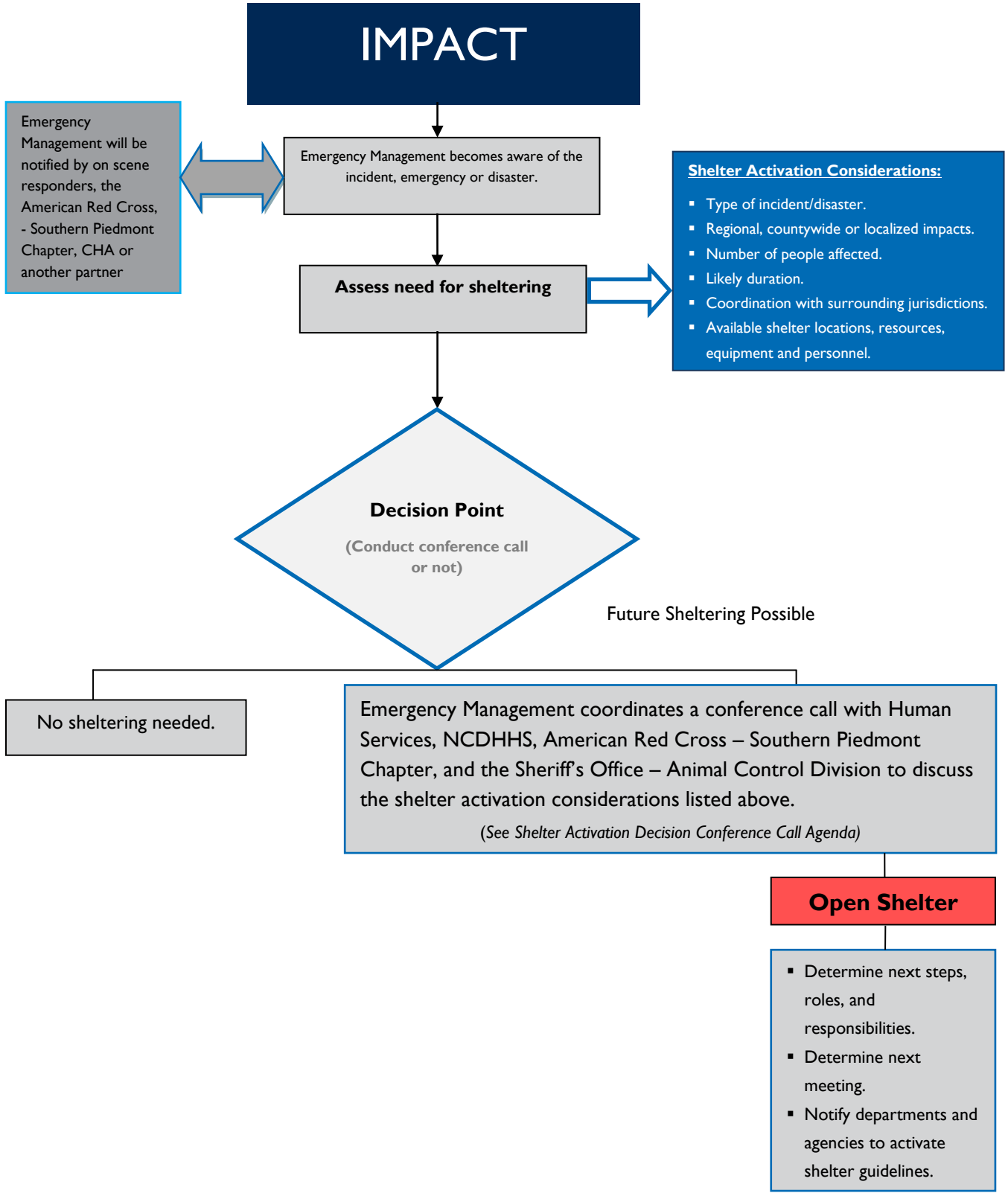
Appendix 3 to Annex L – Shelter Job Roles and Responsibilities

Appendix 4 to Annex L – Shelter Overviews

Appendix 5 to Annex L – Definitions

Appendix 6 to Annex L – Durable Medical Equipment Providers

APPENDIX 1 TO ANNEX L – SHELTER ACTIVATION DECISION FLOW CHART AND CALL AGENDA



SHELTER ACTIVATION CONFERENCE CALL AGENDA

Shelter Activation Decision
Conference Call Agenda

[INSERT MONTH AND DAY, 20XX]

Introductions

- Brief opening remarks
- Call participant introductions (identification of call participants)

Call Purpose

- Incident/situational overview
  - Type of incident and impacts
  - Area(s) impacted (widespread v. Localized)
  - Estimated number of people, businesses, homes, infrastructure, etc., impacted (as information is available)
  - Likely duration of incident
- Assess the need for sheltering
  - Estimation of those seeking shelter?
  - Long-term or short term shelter and mass care needs?
  - Multiple shelter locations needed?

Determine Shelter Locations

- Discuss and determine available shelter locations
- Discuss the following shelter considerations
  - Staffing
  - Timing
  - Resources and equipment
  - Transportation
  - Pets and animals

Roles and Responsibilities

- Discuss the resources, equipment, and tasks each department/agency will be responsible for

Next Steps

- Discuss the next steps following this call
- Determine a time and agenda for next conference call

Questions and Answers Adjourn

APPENDIX 2 TO ANNEX L - DETAILED SHELTER REGISTRATION INFORMATION

The below forms are housed and maintained by the American Red Cross – Southern Piedmont Chapter.

- American Red Cross Shelter Registration Form
- Functional Needs Assessment Form
- Pet Shelter Registration and Agreement Form
- Shelter Confidentiality Agreement

APPENDIX 3 TO ANNEX L – SHELTER JOB ROLES AND RESPONSIBILITIES

SHELTER MANAGER JOB ACTION SHEET

REPORTS TO: Sheltering or Mass Care Lead at ARC EOC

JOB DESCRIPTION:

- **Responsible for all aspects of the shelter operations for the shelter location**
- **Ensures the provision of all shelter services and the health and safety of all staff and shelter residents**
- **Collects, maintains, and submits all reports**

INITIAL RESPONSE ACTIONS			
Task Completed		Action	Notes
	☐	Plan for shelters needs with the Incident Command/EOC.	
	☐	Conduct opening the facility walk-through with Facility Manager/Representative.	
	☐	Supervise shelter set-up.	
	☐	Ensure continuous communications with the Incident Command/EOC.	
	☐	Confirm shelter set-up with Shelter Coordination Team.	
	☐	Obtain approval for all shelter expenditures from the Incident Command/EOC.	
DAILY SHELTER OPERATION ACTIONS			
Task Completed		Action	Notes
	☐	Ensure continuous communications with the Incident Command/EOC.	
	☐	Monitor shelter capacity with ARC/EOC.	
	☐	Address any shelter service issues as needed.	
CLOSING THE SHELTER ACTIONS			
Task Completed		Action	Notes
	☐	Receive closing orders from Incident Command/EOC.	
	☐	Coordinate closing announcement with JIC.	
	☐	Supervise and assist with facility cleaning.	
	☐	Conduct facility closing walk-through with Facility Manager/Representative.	
	☐	Collect all reports at the debriefing to keep as record of shelter actions.	
	☐	Work with Finance Officer as needed to get invoices and reimbursement forms out the door.	

EQUIPMENT RECOMMENDATIONS

	Item	Description	Quantity	Notes
☐	Job Action Sheets for All Positions		At least one copy of each	
☐	Resource Request Forms			
☐	ARC Shelter Manager Opening Kit			
☐	Pens/Pencils			

Every Shelter Manager should have an ARC shelter Manager's Kit that contains the following:

Supply
100 registration forms
5 sign strips
5 directional arrows
5 utility pole ids
2- temporary name badges and holders
12 pencils and pens
1 package 3x5" index cards
2 clip boards
4 paper tablets
1 pencil sharpener
2 staples
1 box staples
2 boxes paper clips
1 packages of carbon paper
1 manual hole punch
2 large black magic markers
1 box of trash bags
2 rolls paper towels
1 package paper napkins
6 roles toilet tissue
1 box safety pins
1 bottle of all purpose cleaner
1 box thumb tacks
2 rolls masking tape
1 roll clear tape
1 package rubber bands
1 pair scissors
24 file folders/labels
1 pad of easel paper
1 3-ring binder with tab dividers
1 whistle
1 roll orange table for traffic control
1 flashlight/battery
1 electric lantern/battery
1 battery operated radio
1 package disposable diapers
1 box sanitary napkins
2 boxes facial tissue
1 package antiseptic
50 pre-moistened towelettes

PUBLIC HEALTH OFFICER Job Action Sheet

REPORTS TO: Shelter Manager
JOB DESCRIPTION:

- **Monitors shelter environment health and safety, including air, water, food, sanitation, structural, contamination, wastes, etc.**
- **Addresses and advises on public health issues as needed**
- **Works closely with local Boards of Health, the Department of Public Health and the Center for Disease Control to monitor public health.**
-

INITIAL RESPONSE ACTIONS:			
Task Completed		Action	Notes
	☐	Determine the public health needs of the shelter population and take appropriate protective measures.	
	☐	Conduct an environmental health assessments and food inspections of the shelter.	
	☐	Monitor and communicate with Boards of Health, the Department of Public Health and the Center for Disease Control.	
DAILY SHELTER OPERATION ACTIONS:			
Task Completed		Action	Notes
	☐	Monitor public health and communicate with Boards of Health, the Department of Health and the Center for Disease Control.	
	☐	Take protective and preventative measures and issue orders as needed to ensure public health.	
	☐	Conduct daily environmental health assessments and food inspections. *Recommended twice daily*	
CLOSING THE SHELTER ACTIONS:			
Task Completed		Action	Notes
	☐	Communicate with Boards of Health, the Department of Health and the Center for Disease Control on shelter closure.	
	☐	Continue to monitor public health status.	
	☐	Turn in all environmental health inspection forms to the Shelter Manager.	

PUBLIC HEALTH OFFICER RECOMMENDED EQUIPMENT

	Item	Description	Quantity	Notes
☐	Thermometers (digital/manual)		1	
☐	Batteries		1	
☐	Alcohol wipes		1 container	
☐	Hand sanitizer		1 bottle	
☐	Disposable gloves		1 box	May need more for extended sheltering situations
☐	Measuring tape	25ft length		
☐	Clipboard, pens, paper		several of each	
☐	Masking tape		1 roll	
☐	Markers		1 set	
☐	Sanitizer test strips			Enough to do walk-through twice per day for one week
☐	Electrical outlet tester		1	

FUNCTIONAL NEEDS SUPERVISOR JOB ACTION SHEET

REPORTS TO: SHELTER MANAGER

JOB DESCRIPTION:

- **Ensures the needs of the entire shelter population are met (including dietary, ADA compliance, limited mobility, etc.)**
- **Consults with other shelter staff as needed to address specific functional, daily living needs**

INITIAL RESPONSE ACTIONS:			
Task Completed		Action	Notes
	☐	Review Functional Needs Support Services (FNSS) shelter policies and procedures.	
	☐	Walk-through facility after set-up to see if there are additional FNSS issues to be addressed.	
	☐	Make sure to provide the Registration Team with copies of the FNSS Intake Form and the Shelter Confidentiality Agreement Form.	
	☐	Address any FNSS issues and then confirm shelter set-up with Shelter Manager.	
DAILY SHELTER OPERATION ACTIONS:			
Task Completed		Action	Notes
	☐	Keep track of all FNSS issues and requests and how they were addressed.	
	☐	Coordinate accommodations for FNSS issues as needed.	
	☐	Assist with the transition of shelter residents who have functional service needs.	
CLOSING THE SHELTER ACTIONS:			
Task Completed		Action	Notes
	☐	Assist with the transition of shelter residents who have functional or support service needs.	
	☐	Continue to keep track of all FNSS issues and requests.	
	☐	Assist with shelter clean-up as needed.	

FNSS ADVISOR RECOMMENDED EQUIPMENT

	Item	Description	Quantity	Notes
☐	Pens/Pencils			
☐	FNSS Request Forms			
☐	FNSS Intake Form			
☐	Shelter Confidentiality Agreement Form			
☐	Folders			

FUNCTIONAL NEEDS INTAKE FORM

Date/Time:	Shelter Name/City/State		
Family Last Name:			
Primary language spoken in home:	**Intake Interviewer may need assistance with language/interpreter YES / NO**		
Names/ages/genders of all family members present: ***Continue on other side if more room is needed.***		**Age:**	**□ male □ female**
		Age:	**□ male □ female**
		Age:	**□ male □ female**
		Age:	**□ male □ female**
If alone and under 18, location of next of kin/parent/guardian: ***If unknown, notify Shelter Manager & interviewer initial here:***			
Home Address:			
Client Contact Number:	**Interviewer Name (print name):**	**Signature:**	

DO YOU HAVE A MEDICAL OR SAFETY CONCERN OR ISSUE RIGHT NOW? If yes, STOP and call for assistance NOW! Or Call 911

COMMUNICATIONS	Circle	Actions to be taken	Name of Individual with Need / Additional Info
Will you need assistance with understanding or answering these questions?	YES / NO	If yes, notify Shelter Manager; refer to Additional Assistance.	
HEARING	**Circle**	**Actions to be taken**	
Do you use a hearing aid? Is it with you?	YES / NO	If yes to either, ask the next two questions.	
Is the hearing aid working?	YES / NO	If no, identify replacements.	
Do you need a battery?	YES / NO	If yes, identify replacements.	

LANGUAGES	Circle	Actions to be taken	Name of Individual with Need / Additional Info
How do you best communicate with others?	YES / NO	Languages? Sign language? Smartphone? Computer? Other?	
What languages can you communicate in?		Speak:	
		Read:	
		Write:	
Do you need a sign language interpreter?	YES / NO	If yes, notify Interpreter Strike Team Leader.	
VISION/SIGHT	**Circle**	**Actions to be taken**	**Name of Individual with Need / Additional Info**
Do you wear eyeglasses? Are they with you?	YES / NO	If no, ask if they need a replacement?	
Do you have difficulty seeing, even with glasses?	YES / NO	If no, skip to the next section.	
Do you use a white cane? Is it with you?	YES / NO	If yes, ask next questions.	
Do you need help getting around, even with your white cane?	YES / NO	If yes, collaborate with FNSS Advisor and Regional Shelter Supervisor.	
MEDICAL	**Circle**	**Actions to be taken**	**Name of Individual with Need / Additional Info**
Do you have any severe allergies? Environmental, food, medication?	YES / NO	If yes, refer to Health Services/Food Services. List:	
Do you use special medical equipment or supplies? (Epi-pen, diabetes supplies, respirator, oxygen, dialysis, ostomy, etc.)	YES / NO	List:	
Do you have it with you?	YES / NO	If no, list potential sources.	
Have you been in the hospital or under the care of a doctor in the past month?	YES / NO	If yes, list reason.	
Do you take any medicine(s) regularly?	YES / NO		
When did you last take your medicine?		Date/Time	
When should you take your next dose?		Date/Time	

Do you have the medicine with you?	**YES / NO**	**If no, identify medications and process for replacement.**	
Do you have your prescription with you?	**YES / NO**		
Do you have any other medical needs:	**YES / NO**	**List:**	
INDEPENDENCE FOR DAILY LIVING	**Circle**	**Actions to be taken**	**Name of Individual with Need / Additional Info**
Do you use medicine, equipment, or electricity to operate medical equipment or other items for daily living?	**YES / NO**	**If yes, refer to Heath Services.**	
Do you normally use a caregiver, personal assistant, or service animal?	**YES / NO**	**If yes, ask next question. If no, skip next question.**	
Is your caregiver, personal assistant, or service animal here or can they come?	**YES / NO**	**If no circle which one and refer to Health Services/ DART. If yes, list their name.**	
Do you need help getting dressed, bathing, eating, and/or toileting?	**YES / NO**	**If yes, specify and explain.**	
Do you need help with your medications?	**YES / NO**	**If yes, specify and explain.**	
Do you need help moving around or getting in and out of bed?	**YES / NO**	**If yes, explain.**	
Do you have a family member, friend, or caregiver with you to help with these activities?	**YES / NO**	**If no, consult Shelter Manager to determine if general population shelter is appropriate.**	
Do you rely on a mobility device such as a cane, walker, wheelchair or transfer board?	**YES / NO**	**If no, skip the next question. If yes, list.**	
Do you have the mobility device/equipment with you?	**YES / NO**	**If no, identify potential resources for replacement.**	
Do you wear dentures? Do you have them with you?	**YES / NO**	**If needed, identify potential resources for replacement.**	
Are you on any special diet?	**YES / NO**	**If yes, list special diet and notify feeding staff.**	

Do you have food allergies?	**YES / NO**	**If yes, list food allergies and notify feeding staff.**	
SUPERVISION AND SUPPORT	**CIRCLE**	**ACTIONS**	**Name of Individual with Need / Additional Info**
Do you or any of your family members require additional support or supervision?	**YES / NO**	**If yes, list type and frequency.**	
Are you presently receiving any benefits (Medicare/Medicaid) or do you have other health insurance coverage?	**YES / NO**	**If yes, list type and benefit number(s) if available. Make photocopy of card.**	
Do you need access to a 12-step program? Which one?	**YES / NO**	**List program type.**	
Would you like to register on the Red Cross SAFE and WELL website to let loved ones know you are OK?	**YES / NO**	**If yes, provide registration form.**	
Would you be able or willing to help others in the shelter?	**YES / NO**	**How? Serve food, supervise children, organize service teams, etc**	
TRANSPORTATION	**Circle**	**Actions to be taken**	**Name of Individual with Need / Additional Info**
Do you need assistance with transportation?	**YES / NO**	**If yes, list destination and date/time.**	
ADDITIONAL QUESTIONS			
Would this person benefit from a more detailed health or behavioral health assessment?	**YES / NO**	**If yes, refer to Behavioral Health.**	
Does the client appear to be overwhelmed, disoriented, agitated or a threat to self or others? Interviewer Initial ____	**REFER to: HS YES / NO DMH YES / NO**	**If life threatening, call 911. If yes or unsure, refer immediately to Behavioral Health.**	
Can this shelter provide the assistance and support needed?	**YES / NO**	**If no, work with Behavioral Health & Shelter Manager.**	
Has the person been able to express his/her needs and make choices?	**YES / NO**	**If no or unsure, consult with Behavioral Health & Shelter Manager.**	
HS/DMH signature:			**Date:**

DORMITORY TEAM LEADER JOB ACTION SHEET

REPORTS TO: SHELTER MANAGER

JOB DESCRIPTION:

- **Provide adequate dormitory services to shelter residents**
- **Oversight of Child Care Unit**

INITIAL RESPONSE ACTIONS:			
Task Completed		**Action**	**Notes**
	☐	**Review dormitory policies and procedures.**	
	☐	**Designate and activate Child Care Unit and dormitory staff.**	
	☐	**Hold staff briefing – distribute Job Action Sheets.**	
	☐	**Determine staffing schedule with the Shelter Manager.**	
	☐	**Oversee and assist with dormitory and childcare areas set-up.**	
	☐	**Confirm set-up with Shelter Manager.**	
DAILY SHELTER OPERATION ACTIONS:			
Task Completed		**Action**	**Notes**
	☐	**Determine staffing schedule with the Shelter Manager.**	
	☐	**Oversee the dormitory and childcare area.**	
	☐	**Hold shift change briefing with staff.**	
	☐	**Address dormitory Issues as needed.**	
CLOSING THE SHELTER ACTIONS:			
Task Completed		**Action**	**Notes**
	☐	**Hold shelter closing procedure briefing with dormitory and childcare staff.**	
	☐	**Assist with the transition of shelter residents as needed.**	
	☐	**Oversee take-down and cleaning of dormitory area.**	
	☐	**Hold debriefing with staff to collect reports, recap shelter operations and identify areas for improvement.**	

REGISTRATION TEAM LEADER JOB ACTION SHEET

REPORTS TO: Shelter Manager

JOB DESCRIPTION:

- **Oversight of all shelter intake, check-in, check-out and leaving activities**
- **Monitor shelter capacity**
- **Referral of shelter residents to FNSS Advisor, Medical Team or Animal Shelter Manager as needed**
- **Responsible for the distribution of shelter information (including rules, procedures and policies)**

INITIAL RESPONSE ACTIONS:			
Task Completed		**Action**	**Notes**
	☐	**Review of shelter registration policies and procedures.**	
	☐	**Activate registration team staff.**	
	☐	**Hold briefing with staff – distribute any paperwork required by staff.**	
	☐	**Oversee set-up of registration area by Registration Team staff.**	
	☐	**Confirm set-up with Shelter Manager.**	
	☐	**Coordinate security screening and bag checking with the law enforcement (as needed).**	
DAILY SHELTER OPERATION ACTIONS:			
Task Completed		**Action**	**Notes**
	☐	**Hold shift change briefing with Registration Team staff.**	
	☐	**Oversee shelter registration activities (intake, check-in, checkout, and leaving) to monitor shelter capacity.**	
	☐	**Refer shelter residents to additional services as needed (FNSS, medical, dietary, translators, etc.).**	
CLOSING THE SHELTER ACTIONS:			
Task Completed		**Action**	**Notes**
	☐	**Hold shelter closing briefing with Registration Team staff.**	
	☐	**Oversee and assist with shelter resident transition.**	
	☐	**Oversee registration area take-down and clean-up.**	
	☐	**Hold debriefing with Registration Team staff; collect any reports feedback.**	

ANIMAL SHELTER MANAGER

REPORTS TO: Shelter Manager

JOB DESCRIPTION:

- **Oversight and coordination of all animal shelter services**
- **Monitors animal shelter capacity and needs**

INITIAL RESPONSE ACTIONS:			
Task Completed		**Action**	**Notes**
	☐	**Review Animal Shelter Guidelines and determine the animal shelter needs.**	
	☐	**Participate in Shelter Opening Assessment with the Shelter Manager and staff.**	
	☐	**Activate Animal Shelter staff for the following roles:** • **Registration Team** • **Kennel Team** • **Veterinary Team**	
	☐	**Hold shelter opening briefing with animal shelter staff to review animal shelter needs and review animal shelter guidelines. Distribute Job Action Sheets.**	
	☐	**Coordinate and assist with the animal shelter area set-up.**	
DAILY SHELTER OPERATION ACTIONS:			
Task Completed		**Action**	**Notes**
	☐	**Hold shift change briefings with staff.**	
	☐	**Address animal shelter issues as needed.**	
	☐	**Monitor animal shelter capacity and needs.**	
CLOSING THE SHELTER ACTIONS:			
Task Completed		**Action**	**Notes**
	☐	**Hold briefing on animal shelter closure procedures with staff.**	
	☐	**Coordinate and assist with animal shelter area take-down and clean-up.**	
	☐	**Hold debriefing with staff and collect all reports at shelter closure.**	

ANIMAL REGISTRATION TEAM JOB ACTION SHEET

REPORTS TO: ANIMAL SHELTER MANAGER

JOB DESCRIPTION:

- **Responsible for animal intake, check-in and check-out**
-

INITIAL RESPONSE ACTIONS:			
Task Completed		**Action**	**Notes**
	☐	**Set-up animal shelter registration, check-in, and check-out areas.**	
	☐	**Review animal shelter registration protocols and animal shelter guidelines.**	
	☐	**Confirm set-up with Animal Shelter Branch Manager.**	
DAILY SHELTER OPERATION ACTIONS:			
Task Completed		**Action**	**Notes**
	☐	**Provide staffing for animal shelter intake, check-in, and check-out areas.**	
	☐	**Monitor animal shelter intake, check-in, and check-out areas.**	
	☐	**Assist with the transition of shelter animals to other identified locations.**	
CLOSING THE SHELTER ACTIONS:			
Task Completed		**Action**	**Notes**
	☐	**Assist with the transition and check-out of shelter animals.**	
	☐	**Coordinate take-down and cleaning of animal shelter area.**	

KENNEL TEAM JOB ACTION SHEET

REPORTS TO: ANIMAL SHELTER MANAGER

JOB DESCRIPTION:

- **Responsible for animal living, supply storage, outdoor and food preparation areas for the animal shelter**

INITIAL RESPONSE ACTIONS:			
Task Completed		**Action**	**Notes**
	☐	**Set-up of animal living, supply storage, outdoor and food preparation areas.**	
	☐	**Review animal shelter guidelines and kennel protocols.**	
	☐	**Confirm set-up with Animal Shelter Branch Manager.**	
DAILY SHELTER OPERATION ACTIONS:			
Task Completed		**Action**	**Notes**
	☐	**Provide staffing for animal living, supply storage, outdoor and food preparation areas.**	
	☐	**Review animal care sheets for each animal shelter resident.**	
	☐	**Assist with the transition of shelter animals to other identified locations.**	
CLOSING THE SHELTER ACTIONS:			
Task Completed		**Action**	**Notes**
	☐	**Assist with the transition of shelter animals as needed.**	
	☐	**Coordinate take-down and cleaning of animal shelter area.**	

VETERINARY TEAM JOB ACTION SHEET

REPORTS TO: ANIMAL SHELTER MANAGER

JOB DESCRIPTION:

- **Provide basic medical care services for shelter animals**

INITIAL RESPONSE ACTIONS:			
Task Completed		**Action**	**Notes**
	☐	**Set-up the veterinary services area.**	
	☐	**Review animal shelter guidelines and veterinary protocols.**	
	☐	**Confirm set-up with Animal Shelter Manager.**	
DAILY SHELTER OPERATION ACTIONS:			
Task Completed		**Action**	**Notes**
	☐	**Provide animal shelter staffing for veterinary services area.**	
	☐	**Review Daily Animal Care Sheets for each animal shelter resident.**	
	☐	**Assist with the transition of shelter animals.**	
CLOSING THE SHELTER ACTIONS:			
Task Completed		**Action**	**Notes**
	☐	**Assist with the transition of shelter animals as needed.**	
	☐	**Coordinate take-down and cleaning of animal shelter area.**	

FOOD UNIT JOB ACTION SHEET

REPORTS TO: Shelter Manager

JOB DESCRIPTION:

- **Responsible for providing all food preparation, feeding, and clean-up**
- **Coordinate with Public Health Officer the daily Environmental Health Assessments**

INITIAL RESPONSE ACTIONS:			
Task Completed		**Action**	**Notes**
	☐	**Set-up the hand washing, sanitation, food preparation, feeding, and food waste disposal areas.**	
	☐	**Determine a feeding schedule with the Shelter Manager:** **What times will meals be available?** **What times will snacks be available?**	
	☐	**Determine the number of meals and snacks that will be served per day.**	
	☐	**Confirm area set-up with Shelter Manager.**	
	☐	**Check to make sure food inspections have occurred.**	
	☐	**Coordinate with Public Health Officer the daily Environmental Health Assessments.**	
DAILY SHELTER OPERATION ACTIONS:			
Task Completed		**Action**	**Notes**
	☐	**Prepare meals and snacks.**	
	☐	**Provide feeding services.**	
	☐	**Clean kitchen, feeding, sanitation and food waste disposal areas.**	
	☐	**Coordinate with Public Health Officer the daily Environmental Health Assessments.**	
CLOSING THE SHELTER ACTIONS:			
Task Completed		**Action**	**Notes**
	☐	**Attend shelter closing briefing by Shelter Manager.**	
	☐	**Clean and take-down the kitchen, feeding, and food waste disposal areas.**	

APPENDIX 4 TO ANNEX L – COUNTY SHELTER LOCATIONS

Current shelter locations list on file with NCEM WebEOC software platform.

APPENDIX 5 TO ANNEX L – DEFINITIONS

This section identifies terms and acronyms in the mass care and shelter annex.

Activation Trigger – A predetermined decision point that officials will use in shelter planning and operations efforts to identify when to initiate shelter services for an affected population.

American Red Cross – An NGO that provides mass care support during minor to major emergencies.

Americans with Disabilities Act (ADA) – A law enacted by the U.S. Congress in 1990 and later amended in 2009. It is a wide-ranging civil rights law that prohibits discrimination based on disability. A shelter facility that complies with the ADA has met standards that allow reasonable accommodation for individuals with disabilities.

Anticipatory Sheltering Mode – A mode used when shelter facilities are activated before an emergency in order to mobilize staff and equipment to the shelter ahead of the anticipated impact of the incident that might prevent or limit staff/equipment mobilization (for example, loss of power, road closures, debris, limited visibility).

Concept of Operations (CONOPS) – A document describing a proposed system from the perspective of the stakeholder or stakeholders that will use that system. A CONOPS evolves from a general concept and describes how a set of capabilities may be employed to achieve predetermined objectives.

Family Assistance Center – A location designed to assist families during emergencies and serve as a resource center to provide various familial assistance, behavioral support, or other general group needs.

Functional Needs Support Services (FNSS) – Services that enable individuals to maintain their independence in a general population shelter. FNSS includes the following:

- Reasonable modification to policies, practices, and procedures
- Durable medical equipment (DME)
- Consumable medical supplies (CMS)
- Personal assistance services (PAS)
- Other goods and services as needed

Children and adults requiring FNSS may have physical, sensory, mental health, and cognitive and/or intellectual disabilities affecting their ability to function independently without assistance.

Others who may benefit from FNSS include women in late stages of pregnancy, the elderly, and people who need bariatric equipment.

Hospice Care – End-of-life care provided by health professionals and volunteers. Medical, psychological, and spiritual support is often provided.

ICS – An incident management tool for the command, control, and coordination of emergency response. ICS is widely used within agencies responsible for providing for public safety and public health during

emergencies.

Local Sheltering – A method of sheltering that entails activating sheltering facilities within the community during emergencies.

Mass Notification System – A communication tool used by local communities to notify and inform residents of an emergency, protective actions, or general information.

Medical Reserve Corps (MRC) – A community-based volunteer group generally comprising medical and public health practitioners (for example, public health officials, doctors, nurses, interpreters). MRC volunteers can help support medical functions or general shelter operations during shelter activations.

Medical Surge – The ability to provide adequate medical evaluation and care during incidents that exceed the limits of the normal medical infrastructure of an affected community.

Memorandum of Understanding (MOU) – A document that describes two-sided or multiple-sided agreement(s) between parties.

NGO – A nonprofit or voluntary group that is organized on a local, national, or international level driven by people with common interests. In relation to sheltering, NGOs assist by providing service and humanitarian functions in mass care missions.

Operational Guidance – Strategies based on analysis of identified planning assumptions. Operational guidance is the guidelines based on best practices for emergency managers to keep in mind when devising operational plans and objectives.

Palliative Care – A specialized form of care focused on the pain, symptoms, and stress of serious illness. Relieving and preventing the suffering of patients is the focus.

Planning Assumption – An influencing statement related to a particular issue that will help drive operational decision making in order to provide a set of guidance to alleviate the issue.

Project Planning Team (PPT) – The PPT provides oversight and guidance of the overall project in the context of the County mass care and sheltering planning project. Team members are representatives from a variety of Cabarrus County departments and agencies.

Portable Vehicle Message Signs – A gas, oil, or solar powered message tool that is generally used by transportation agencies to notify drivers of transportation-specific information (for example, road closures, construction). These signs can be used during emergencies to display information to the public (for example, shelter location and hours, directional signage).

Quarantine – A method of isolation, typically to contain the spread of something considered dangerous (often a disease or infection).

Response Sheltering Mode – A mode used when shelters are activated in response to a need in order to conserve resources and mobilize staff and equipment.

Shelter – A facility that is activated to provide basic needs to an affected population as the result of an emergency.

Shelter Activation – The commencement of shelter authorization for operation in anticipation of or in response to an emergency. The decision to activate a shelter is made by Emergency Management (depending

on the type of shelter solution being used).

Shelter Demobilization – The deactivation of shelter staff and assets once the emergency has been stabilized and shelter residents are able to return to their homes.

Shelter Operations – All of the activities required for the shelter to successfully provide services and attend to the needs of an evacuating population. Shelter operations are conducted by shelter staff and are managed by the Shelter Manager and Emergency Management Coordinator.

Shelter Resident - A term given to an individual or individuals evacuated from a dangerous area due to some type of emergency impact and housed at a shelter facility.

Shelter Resident Reunification – A term given to the process of reunifying family or friends that have temporarily been separated due to incidents experienced upon impact of an emergency. Evacuee reunification services are generally required when large-scale emergencies or evacuations have occurred.

Shelter Restoration – The process of returning a facility to its original state prior to shelter activation.

Social Media – Web- and mobile-based technology used to communicate or contribute to the exchange of ideas or information. Examples include Facebook, Twitter, Instagram, etc.

Voluntary Organizations Active in Disaster (VOAD) – A collection of voluntary organizations that coordinate with each other to help provide various operational needs during emergencies.

WebEOC – A computer software tool that provides situational awareness during emergencies. It is widely used by agencies responsible for emergency management functions within the County.

APPENDIX 6 TO ANNEX L – DURABLE MEDICAL EQUIPMENT PROVIDERS

Current list on file with Emergency Management and American Red Cross – Southern Piedmont Chapter.

ANNEX M
DAMAGE ASSESSMENT

Primary Agencies

- Planning and Development – Chief Codes Enforcement Officer

Support Agencies

- Active Living and Parks
- Board of County Commissioners
- CCTS
- Cooperative Extension
- Emergency Management
- Fire Marshal's Office/Fire Services
- IAM
- Municipal Fire Departments
- Sheriff's Office
- Tax Administration

I. PURPOSE

This annex provides guidance for the organization and coordination of damage assessment and reporting following an emergency incident or event.

II. II. SITUATION AND ASSUMPTIONS

A. Situation

1. Any emergency situation has the potential to cause damage.

2. A damage assessment program is essential to effective response and recovery operations following an emergency.

3. The Emergency Management Coordinator oversees a Preliminary Damage Assessment (PDA) to determine the severity and magnitude of the damages and identifies the actions necessary to respond and recover from the impacts.

4. If an emergency situation results in a Presidential Declaration of an "emergency" or "major disaster", the Emergency Management Coordinator oversees a countywide PDA of public and private property. This process includes the following steps:

   a. Determine the procedures and resources the County needs for response and recovery operations.

   b. Establish the priorities for types of resources.

   c. Guide the allocation of local government resources.

   d. Provide an estimate of what outside assistance is necessary to restore the impacted area to pre-disaster condition.

B. Assumptions

1. The effects of the emergency situation may continue to pose a threat of damage to public and private property.

2. Prompt implementation of damage assessment procedures expedites relief and assistance for those people adversely affected by the emergency.

3. Information and data gathered from the PDA and other damage assessment activities are used in determining the extent of state and federal government assistance, including the likelihood of a Presidential Declaration.

III. CONCEPT OF OPERATIONS

A. General

1. The County and local municipal governments conduct damage assessment operations.

B. Damage Assessment

1. The Emergency Management Coordinator coordinates initial response from the EOC.

2. Local municipalities operate from their city/town EOC(s).

3. The Coordination Group of the EOC manages damage assessment within the County.

4. The municipalities coordinate their damage assessment with the EOC and submit all damage reports to the EOC. All requests for assistance with damage assessment go the EOC for action.

5. Planning and Development and the Tax Assessor's Office form damage assessment teams to examine and report on the extent of damage throughout the County.

6. The Chief Codes Enforcement Officer becomes the County Damage Assessment Officer (DAO).

   a. The DAO supervises the operations of the damage assessment teams and coordinates for any additional support needed to conduct damage assessment.

   b. Once notified by the Emergency Management Coordinator, the DAO notifies trained damage assessment personnel; designates an assembly area; and organizes, equips, and assigns the teams to the affected areas to conduct the PDA.

   c. The DAO compiles the damage survey data, prepares damage assessment reports for the Emergency Management Coordinator, and provides information for EOC staff to plot damaged areas on the situation map.

7. The Emergency Management Coordinator reviews the damage assessment report(s) to determine if any outside assistance is necessary during response and recovery. The Emergency Management Coordinator briefs these reports to the Board of County Commissioners and government leaders.

8. The Emergency Management Coordinator forwards damage assessment reports and any requests for assistance to the NCEM Western Branch Office by the quickest means available.

9. The Safety Officer advises the DAO on personnel safety issues during damage assessment operations. Based on information received from the DAO, the Safety Officer makes recommendations to the County Manager and Board of County Commissioners on the use of any damaged County facilities.

10. The County Cooperative Extension Office provides a damage assessment team to determine the extent of damage to farms, crops, and livestock.

IV. DIRECTION AND CONTROL

A. The DAO is a member of the EOC staff and coordinates damage assessment operations.

B. Any County department may be called on to provide personnel and resources to support the damage assessment effort as needed.

C. Personnel from departments assigned damage assessment missions remain under the control of their own departments, but function under the technical supervision of the DAO.

V. CONTINUITY OF GOVERNMENT

A. Staffing assignments for positions in the EOC allow for continuous operations.

B. Selection and assignment of personnel is the responsibility of the agencies represented.

C. Once assigned to the EOC, the Emergency Management Coordinator (EOC Manager) supervises these personnel.

D. In the event that the primary EOC is not functional, the Emergency Management Coordinator activates an alternate EOC and notifies the Board of County Commissioners of this change. Transportation is provided to any County Commissioner(s) who cannot reach the EOC location.

E. Order of Succession:

1. Chief Codes Enforcement Officer

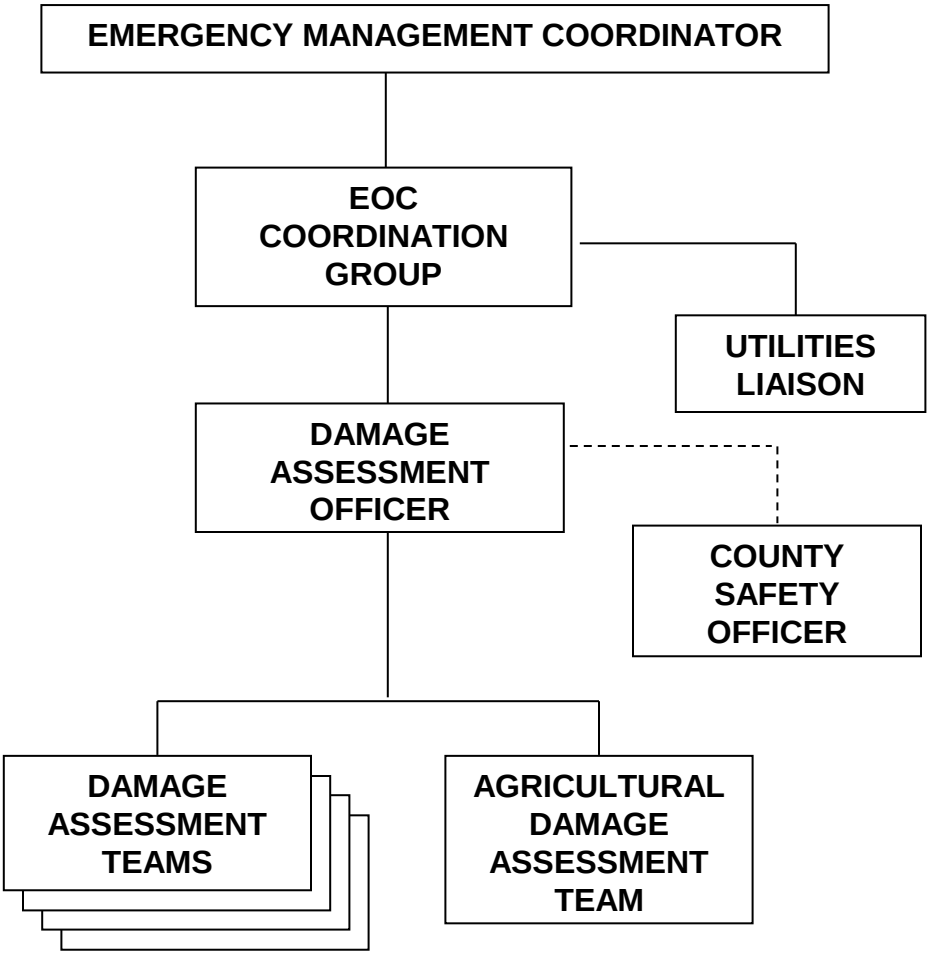
2. Deputy Chief Codes Enforcement Officer

3. Codes Facilitator(s)

4. County Tax Appraiser

F. Order of succession for departments and agencies supporting damage assessment are in accordance with the established procedure for those departments and agencies.

APPENDIX 1 TO ANNEX M
ORGANIZATIONAL STRUCTURE FOR DAMAGE ASSESSMENT



Primary Agencies

- Finance Department/Procurement Services

Support Agencies

- Board of County Commissioners
- Cabarrus Arena and Events Center
- County Manager
- Emergency Management
- Fire Marshal's Office/Fire Services
- Municipal Law Enforcement
- Sheriff's Office

I. PURPOSE

This annex describes the system to identify, locate, and acquire resources for emergency response operations within the County.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. The County has many public and private resources available for emergency response operations.

2. Each municipality within the County has resources available for emergency response operations. When not directly impacted, these jurisdictions may respond to requests for assistance.

B. Assumptions

1. The resources required for response and recovery operations will be available.

III. CONCEPT OF OPERATIONS

A. County departments and agencies use and control their own resources and equipment during response and recovery operations.

B. Municipal departments and agencies use and control their resources and equipment during emergencies. Use of these resources outside of the incorporated limits occurs by request from other municipalities and/or the Emergency Management Coordinator.

C. The EOC is the central control element for resource management in the county.

D. The Emergency Management Coordinator and the EOC staff coordinate all additional resources requested for county departments during emergencies.

E. The Finance Director (Finance Officer) has developed procedures to expedite the purchase of expendable supplies during emergency situations.

F. The Finance Officer trains Finance Department/Procurement Services personnel assigned to the EOC to perform emergency tasks.

G. The Finance Officer in the EOC tracks all costs related to the resource requests. These costs include equipment and supplies, equipment operating costs, personnel overtime costs, and all contracted goods, labor, and services.

H. The Finance Officer accounts for all funds spent and prepares daily summaries of the resources provided for emergency operations. The summaries are used to prepare any Public Assistance (PA) requests to DHS following the conclusion of the emergency.

I. The Emergency Management Coordinator maintains a resource manual. This manual identifies the resource, the responsible agency, and the procedures to obtain resources during an emergency situation.

J. The Emergency Management Coordinator identifies those resources and capabilities that are available at local businesses, industrial facilities, and other organizations for use in emergency situations.

K. The Emergency Management Coordinator develops mutual aid agreements or memorandums of agreement with these organizations to quickly acquire those resources during emergencies. The Emergency Management Coordinator reviews these agreements annually.

L. Once local resources are exhausted, the County coordinates with adjoining counties for additional available assistance and resources using existing mutual aid agreements through the EOC. Additionally, the County may obtain assistance from NCEM when local capabilities are exhausted.

    1. The County requests assistance through the NCEM Western Branch Office from the State EOC. If state resources have been exhausted, NCEM coordinates with DHS and FEMA by requesting external assistance through the EMAC to provide the needed resources and assistance using the ESFs as described in the NRF.

IV. DIRECTION AND CONTROL

A. The County Manager directs the overall employment of emergency response assets and requests for additional assistance.

B. The Emergency Management Coordinator controls the utilization of all resources and support during emergency situations.

C. The on-site Incident Commander has operational control of all resources assigned to the scene.

D. The Emergency Management Coordinator has the authority to reassign and divert any resources based on his/her estimate of the overall situation.

E. Established mutual aid agreements determine who will move, operate, maintain, and fund the operation of any additional equipment provided to the county during emergency response operations.

V. CONTINUITY OF GOVERNMENT

A. Staffing assignments for positions in the EOC allow for continuous operations.

B. Selection and assignment of personnel is the responsibility of the agencies represented.

C. Once assigned to the EOC, the Emergency Management Coordinator (EOC Manager) supervises these personnel.

D. In the event that the primary EOC is not functional, the Emergency Management Coordinator activates an alternate EOC and notifies the Board of County Commissioners of this change. Transportation is provided to any County Commissioner(s) who cannot reach the EOC location.

E. Order of Succession:

1. Emergency Management Coordinator

2. Finance Director/Contract and Risk Coordinator

3. Deputy County Manager – Operations

F. Order of succession for departments and agencies supporting resource management are in accordance with the established procedure for those departments and agencies.

ANNEX O
ANIMAL CONTROL AND PROTECTION

Primary Agencies

- Sheriff's Office - Animal Control Division
- Emergency Management
- Cooperative Extension Office

Support Agencies

- American Red Cross – Southern Piedmont Chapter
- CHA
- Humane Society of Concord
- Local Animal Shelter(s)
- Municipal Animal Control
- Veterinarian Association

I. PURPOSE

This annex describes the system to protect, control, and care for animals during emergency situations.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. Any emergency situation that threatens humans also threatens both domestic and wild animals.

2. It is necessary to provide water, shelter, food, and medical treatment for pets, livestock, and wildlife affected during an emergency situation.

3. Relocation, sheltering, and relief efforts for pets and livestock may be required to protect them.

4. Domestic pets will be permitted at County shelter locations. Pet owners are responsible for the care of these animals while they remain at the shelter site.

5. Farm families must continue to care for livestock left behind in evacuated areas.

6. The Emergency Management Coordinator prepares procedures to allow the reentry of those with farm animals to care for livestock. This effort requires animal feed, water, transportation, and veterinary treatment for injured animals.

B. Assumptions

1. The owners of pets or livestock, when notified of an upcoming emergency, will take reasonable steps to shelter and provide care for their animals.

2. The County can expect to receive outside assistance from the state agencies and the private sector.

3. Personnel with proper training and protective equipment will be available to re-enter evacuated areas to rescue and care for livestock or domestic animals.

III. CONCEPT OF OPERATIONS

A. The sheltering and protection of pets and livestock during an emergency is the responsibility of their owners. Animal owners must include plans for animal care as they prepare their emergency preparedness plans.

B. The County provides food and medical treatment to stranded animals when the situation prevents evacuation to a shelter and resources are available.

C. The Sheriff's Office is the lead agency for animal control during emergencies.

D. Animal control and protection operations includes rescue, shelter, control, feeding, and preventive immunization of animals left homeless, lost, or strayed as a result of the emergency. The Animal Control Officer (ACO) supervises this effort and determines resource requirements.

E. The ACO maintains a record of all animals placed into shelters to assist in returning these animals to their owners during recovery. If the animals cannot be returned to their owners, local animal protection groups may be allowed to relocate any animals that are unclaimed to other shelters. These actions are coordinated with the ACO prior to the animal leaving the temporary shelter.

F. If necessary, the ACO supervises the disposal of animal remains in accordance with established control procedures.

G. The Emergency Management Coordinator requests volunteers from the Humane Society of Concord and Greater Cabarrus County and similar organizations to assist with the care of animals during emergencies.

H. Personnel from the Cooperative Extension Office trains and assists these volunteers prior to deployment to local farms to care for livestock. No untrained volunteers are permitted to care for livestock.

I. The Emergency Management Coordinator coordinates all requests for animal protection assistance and resources such as food, medicine, shelter, specialized personnel, and additional veterinary medical support.

J. There are additional shelter and support resources available from private farms, feed stores, boarding kennels, stables, and dog and horse clubs. These businesses and/or groups may provide personnel, equipment, and facilities to shelter and care for pets belonging to evacuated citizens and those animals evacuated from established animal shelters when those facilities are full or destroyed by the incident.

K. The Sheriff's Office and personnel from the North Carolina Wildlife Resources Commission capture and confine any wild animals out of their natural habitats. This includes any wildlife endangered by the emergency situation or those that pose a threat to human life. These agencies return displaced wildlife to its natural habitat as soon as safely possible.

L. American Red Cross – Southern Piedmont Chapter-operated shelters permit pets to be housed in separate areas of the shelters. The pet care areas of the personnel shelters are not suitable for uncommon, exotic, or dangerous animals, and these animals are not allowed to remain at the shelter site. If the shelter site is not suited to animal care or is unable to accommodate additional animals, the ACO supervises the movement of animals to an animal shelter. Livestock animals are not permitted at personnel shelters.

M. The PIO provides information on the care of pets and livestock during emergencies. This includes animal shelter locations for pets, livestock, and wildlife during emergency situations.

N. The PIO coordinates all media activities and press releases associated with the protection of animals. Additionally, the PIO performs the following tasks:

1. Provides instructions on the preparation of pets and livestock for an impending emergency

2. Provides information on the location of temporary animal shelters to drop off lost or stray animals, animals that that people cannot care for, or animals that need immediate medical assistance

3. During response operations, develops a system to direct inquiries on lost pets and livestock to the appropriate animal shelters

O. The Emergency Management Coordinator requests veterinary support, when needed. The first contact is local Veterinarians and, if additional support is necessary, through the State EOC.

P. The ACO supervises the disposal of animal carcasses using normal procedures. Should the number of carcasses exceed local disposal capabilities, the Emergency Management Coordinator requests assistance from the State EOC. All disposal operations are coordinated with CHA to avoid any dangers to public health.

IV. DIRECTION AND CONTROL

A. The Sheriff's Office manages all activities related to animal protection and control during a disaster.

B. The ACO directs operations using ICS.

C. The Sheriff's Office coordinates all animal control efforts with the Emergency Management Coordinator. If necessary, the Emergency Management Coordinator authorizes the ACO to conduct direct liaison with appropriate state agencies.

V. CONTINUITY OF GOVERNMENT

A. Staffing assignments for positions in the EOC allow for continuous operations.

B. Selection and assignment of personnel is the responsibility of the agencies represented.

C. Once assigned to the EOC, the Emergency Management Coordinator (EOC Manager) supervises these personnel.

D. In the event that the primary EOC is not functional, the Emergency Management Coordinator activates an alternate EOC and notifies the Board of County Commissioners of this change. Transportation is provided to any County Commissioner(s) that cannot reach the EOC location.

E. Order of Succession:

1. Sheriff

2. Chief Deputy

3. Operations Captain

4. ACO

F. Order of succession for departments and agencies supporting animal control and protection are in accordance with the established procedure for those departments and agencies.

Primary Agencies

- Tax Administration

Support Agencies

- American Red Cross – Southern Piedmont Chapter
- Cabarrus Arena and Events Center
- CCTS
- Emergency Management
- Human Services
- PIO
- Salvation Army
- United Way
- Urban Ministries

I. PURPOSE

This annex describes the management of goods and services that are donated for relief of County residents in the aftermath of an emergency situation. This includes the collection of donated goods from the residents of the County for relief in other affected areas outside of the County.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. Historically, persons not directly affected by emergencies are eager to render aid to victims through donations of money, goods, and services.

2. Lack of an organized system of management for the receipt, identification, organization, and distribution of donated goods and services results in confusion and loss of resources.

3. It is essential the public receive timely information on the location(s) of donations sites as well as the type(s) and amount(s) of items needed.

4. At the national level, several organizations have established telephone numbers to provide information on disaster relief. These organizations include FEMA, the American Red Cross and the Salvation Army. NCEM also establishes a donations information center, if necessary.

5. The management and administration of the donated goods program requires suitable facilities, materials handling equipment, and trained personnel. The Emergency Management Coordinator and emergency management staff coordinate the distribution of donated goods to respond to identified needs.

6. When citizens of the County wish to assist the victims of emergencies elsewhere, the County government coordinates the collection, packaging, and shipment of goods to a distribution point in the affected area.

B. Assumptions

1. Existing supplies and service capabilities may be insufficient to meet local needs during an emergency situation.

2. Suitable covered storage space and materials handling equipment is available for the reception, sorting, and storage of incoming donated goods.

3. Personnel to handle, store, and issue donated resources is available.

4. Local transportation resources are available to ship the donated goods to other locations.

5. There will be a surplus of some donated goods that will require disposal.

6. Charitable and religious organizations will offer their assistance in managing and operating distribution centers.

7. Citizens and businesses in the County will elect to donate money and goods to disaster victims elsewhere and will seek guidance on methods of participation.

8. Some donors will seek to bypass the distribution system established by the County.

III. CONCEPT OF OPERATIONS

A. General

1. The goal in donations management is to control donated goods and services to ensure items reach the people most in need in a timely manner and in sufficient quantities.

2. The Emergency Management Coordinator, County government key leaders, and non-government volunteer organizations must assess requirements promptly and request donations to meet those requirements as needed.

3. The EOC notifies the State EOC that the County is accepting donated goods and services along with the location of the CRDP.

4. The CRDP is the main reception and distribution point for supplies provided to the County during emergency response and recovery operations.

5. The desire to assist those in need can result in a surplus of goods or a supply of unnecessary items. If the public information effort cannot discourage the continued donation of unneeded items, they are directed to a holding area away from the area of the emergency for sorting and storage.

B. Receipt of Donated Goods

1. Tax Administration is the lead agency for the reception and distribution of donated goods and services.

2. Upon activation of the CRDP, Tax Administration sends a representative to the EOC and is assigned to the Resource Group. These representatives must be prepared for continuous operations and will not be available for duty at the CRDP.

3. The County Manager details additional County government personnel not assigned emergency response tasks with their department to assist in this mission.

4. The magnitude and severity of the emergency dictates the amount of space and personnel required for the reception and distribution process.

5. Emergency Management coordinates with other relief agencies to avoid duplication of efforts.

6. The Emergency Management Coordinator establishes a central reception and sorting center for donated goods at the CRDP. Ideally, this facility is not in the area affected by the emergency. The Emergency Management Coordinator selects separate locations convenient to the affected area(s) as forward distribution centers.

7. The PIO coordinates the release of information regarding the locations of distribution and reception sites, the goods and services requested, assembly points for volunteers, and other pertinent matters. An aggressive public information effort expedites the distribution of goods to victims and limits the influx of unneeded goods.

8. The CRDP is a covered facility of sufficient size to store the donated items.

9. The Emergency Management Coordinator provides materials handling equipment, such as pallet jacks and forklifts, to the CRDP. The Emergency Management Coordinator prepares for expansion of the site with additional equipment suitable for outdoor storage use, such as pallets, tarpaulins, and tie-downs. If necessary, the Emergency Management Coordinator requests a CRDP management team from NCEM to assist operations at the CRDP.

10. The staff of the CRDP will sort, package, and store all donated goods to facilitate efficient distribution.

11. The CRDP staff disposes of surplus donated goods in a manner consistent with the donor's apparent intent. The Emergency Management Coordinator approves the final disposal of donated goods when the CRDP closes. Those items not retained for County use may be made available to the NCEM.

12. NCEM maintains a central warehouse stocked with some emergency supplies available for immediate shipment and uses this facility for organization and storage for donated supplies.

C. Designated donations

1. A designated donation is a donation made to a specific organization or a donation requested by an organization.

2. The PIO directs public inquiries concerning designated donations to an organization to that specific organization.

3. The organization accepting/receiving the donation follows its own policies and procedures for handling the details of the donation. The donation then belongs to that organization which is responsible for the distribution of those items.

D. Unsolicited/undesignated goods

1. Unsolicited/undesignated goods are those donations not requested by an agency that has arrived at the CRDP or other collection points.

2. The EOC and the CRDP staff make every effort to designate every shipment to a specific agency or organization to reduce the waste of time and storage space.

3. As a last resort, the Emergency Management Coordinator directs unsolicited or undesignated shipments to the CRDP.

4. The CRDP staff unloads, sorts, and stores unsolicited donations that cannot immediately be sent to a using organization.

E. Transportation

1. The donor transports goods to the receiving organization or the CRDP. The Emergency Management Coordinator may provide transportation for any donation items critical to recovery efforts.

2. The Emergency Management Coordinator provides transportation of donated goods from the CRDP to the forward distribution points. This effort employs all available County and municipal government vehicles. State and federal assets are used as available.

F. Voluntary Services

1. Persons may wish to volunteer their personal time and services to assist in the response to the emergency.

2. Volunteers are managed by the American Red Cross – Southern Piedmont Chapter in coordination with emergency management. All volunteers are vetted and credentialed before being assigned.

3. The PIO establishes a telephone bank to receive inquires from the public. The operators encourage individuals interested in volunteering services to affiliate with a recognized private voluntary NGO (American Red Cross, Salvation Army, etc.) or other organized group of their choice, such as church groups.

4. The Emergency Management Coordinator and County government department leaders identify potential volunteers who have specific technical skills needed during response operations.

5. Tax Administration registers volunteers from the general public. The Tax Administrator provides daily registration updates to the EOC and coordinates to provide volunteers to the agencies seeking particular skills.

6. The American Red Cross – Southern Piedmont Chapter coordinates the housing and feeding of public volunteers. Those government department and agencies employing volunteers provide a headcount to the American Red Cross – Southern Piedmont Chapter representative at the EOC each day to assist support planning.

IV. DIRECTION AND CONTROL

A. Tax Administration directs and controls Donations Management.

B. The Emergency Management Coordinator approves all shipments and deployments of volunteer labor or services.

V. CONTINUITY OF GOVERNMENT

A. Staffing assignments for positions in the EOC allow for continuous operations.

B. Selection and assignment of personnel is the responsibility of the agencies represented.

C. Once assigned to the EOC, the Emergency Management Coordinator (EOC Manager) supervises these personnel.

D. In the event that the primary EOC is not functional, the Emergency Management Coordinator activates an alternate EOC and notifies the Board of County Commissioners of this change. Transportation is provided to any County Commissioner(s) who cannot reach the EOC location.

E. Order of Succession:

1. Tax Administrator

2. Personal Property Manager

3. Emergency Management Coordinator

F. Order of succession for departments and agencies supporting donated goods management are in accordance with the established procedure for those departments and agencies.

APPENDIX 1 TO ANNEX P
CRDP

I. PURPOSE

This appendix describes the basic organization of the CRDP.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. During emergency response and recovery operations, the County may expend supplies and other assets available.

2. To sustain the recovery and response efforts, the County may seek assistance from other counties and municipalities, the State of North Carolina, and the federal government.

3. Additionally, private citizens and nongovernment organizations may offer assistance in the form of donations of needed supplies.

4. Emergency Management establishes a facility to receive, store, and account for the resources obtained from sources outside of the County government. All incoming supplies are sent to this location. This facility is the central point for receiving and then distributing supplies to throughout the County as directed by the Emergency Management Coordinator.

B. Assumptions

1. The County expends all available resources during response operations requests assistance from the state and other sources.

2. There are suitable locations within the County to establish a CRDP.

3. The County is able to obtain the use of these facilities.

4. The County has sufficient personnel available to operate the CRDP during continuous operations and can provide material handling equipment and operators to assist CRDP operations.

5. NCEM can supply trained staff to assist with and train County personnel on CRDP organization and operations.

III. CONCEPT OF OPERATIONS

A. The County has access to several County properties that can be used a CRDP.

1. The Cabarrus Arena and Events Center is the primary site for the CRDP.

2. The IAM Warehouse is the secondary site for the CRDP.

B. Organization

1. The Cabarrus Arena and Events Center building functions as both the CRDP and the Donated Goods Management Area. The building can be divided into two sections.

2. The forward section is used to receive and sort donated goods.

3. The rear section is used for receiving and distribution operations.

4. There is sufficient covered space and parking to conduct multiple CRDP missions simultaneously. The rear section of the Events Center has a loading dock that permits (3) standard tractor-trailers to be offloaded simultaneously.

5. The facility has the capability to support the necessary lighting, communications and data connections needed and is supported by an 80kW generator.

6. The facility has ample space for a landing zone (LZ) for UH60 aircraft in the midway and at another satellite parking area.

7. The existing lighting system should provide ample light for night operations at the LZ, if power is available.

Exhibit P-1
Cabarrus Arena and Events Center Site Plan Layout



C. Equipment

1. The County maintains (2) IAM forklifts at the Cabarrus Arena and Events Center and (1) IAM forklift at the IAM operations facility. One of the forklifts can be moved to the CRDP, if needed. The IAM operations facility and the Cabarrus Arena and Event Center have several pallet jacks.

2. At least (1) additional forklift (with operator), (6) pallet jacks, and other material handling equipment is necessary for rapid offloading of supply vehicles at the loading dock and movement of the supplies through the facility. The CRDP will need additional containers for bulk supplies and donated goods in order to prepare smaller loads for movement to issue points within the County.

3. Tax Administration uses its existing department computers for management of goods at the site.

4. ITS provides telephones and ensures that both telephone and data lines are operational in the Cabarrus Arena and Events Center.

5. If available, Emergency Management provides the CRDP staff with a portable 800MHz radio.

6. The Cabarrus Arena and Events Center provides communications equipment if no other department equipment is available.

D. Staffing

1. The County Manager diverts County employees from Tax Administration to operate the CRDP and donated goods area. However, none of these personnel are trained to operate the available forklifts. The County has several operators at the Cabarrus Arena and Event Center and at IAM, but not in the numbers to conduct continuous operations.

2. A CRDP overhead team from NCEM is needed upon activation to organize the site and transition the County personnel to operate the facility. A trained manager and additional forklift operators are critical to operations. Sufficient personnel are required in order to conduct continuous operations at the facility.

3. Upon activation of the CRDP, designated personnel from Tax Administration and the Cabarrus Arena and Events Center staff report to the CRDP site and establish communications with the EOC. These workers then organize the site and prepare to receive incoming supplies and donated goods. The department personnel are organized into at least two shifts and prepare for continuous operations until the site is closed. The staff for the CRDP is organized as follows:

   a. Management Section (3 Personnel): CRDP Manager, Assistant Manager and Communications/Administrative Assistant

   b. Incoming Supply Team (10 Personnel): Team Leader, Forklift Operator, (2) Accountability Technicians and (6) Laborers.

   c. Donated Goods Team (11 Personnel): Team Leader, (2) Accountability Clerks and (8) Laborers (4 receiving goods and 4 sorting goods).

   d. Distribution Team (11 Personnel): Team Leader, Forklift Operator, Dispatcher, (2) Accountability Clerks and (6) Laborers.

4. The Sheriff's Office provides continuous security for the CRDP and is prepared to increase the level of security as needed.

E. Alternate CRDP Site

1. Should the Cabarrus Arena and Events Center be damaged or inaccessible, an alternate CRDP is activated at the IAM Warehouse.

2. Additional locations are considered for the alternate CRDP site if those locations are more suitable for operations. The Emergency Management Coordinator determines the final locations for the alternate CRDP, the donated goods collection point, and any other distribution points.

3. All staffing, communications and security missions remain the same for the alternate CRDP.

IV. DIRECTION AND CONTROL

A. The Emergency Management Coordinator activates the CRDP and notifies NCEM of the location and time of opening.

B. The Tax Administrator manages the CRDP.

C. The EOC notifies the Director to move his personnel to the CRDP site, establish communications, and prepare the site for operations. The Director provides status reports twice daily to the EOC and requests all assistance from the EOC.

D. The Team Leaders are responsible for their personnel and their assigned missions. They keep the department director informed of their operational status and requests for assistance.

E. If NCEM provides a CRDP operations team to assist the County, the Tax Administrator is still responsible for the operations of the facility. The Tax Administrator incorporates the state personnel into the management section and coordinates their operations at the site.

V. CONTINUITY OF GOVERNMENT

A. Staffing assignments for positions in the EOC allow for continuous operations.

B. Selection and assignment of personnel is the responsibility of the agencies represented.

C. Once assigned to the EOC, the Emergency Management Coordinator (EOC Manager) supervises these personnel.

D. In the event that the primary EOC is not functional, the Emergency Management Coordinator activates an alternate EOC and notifies the Board of County Commissioners of this change. Transportation is provided to any County Commissioner(s) who cannot reach the EOC location.

E. Order of Succession:

1. Tax Administrator

2. Personal Property Manager

3. General Manager, Cabarrus Arena and Events Center

F. Order of succession for departments and agencies supporting the County receiving and distribution point are in accordance with the established procedure for those departments and agencies.

APPENDIX 2 TO ANNEX P
COMMODITY DISTRIBUTION SOG
SUMMARY

The Commodity Distribution SOG establishes a comprehensive framework of policy and guidance for the County, municipal, and other public and private nonprofit organizations for disaster relief commodity distribution operations. The Commodity Distribution SOG details capabilities, authorities, and responsibilities and is designed for worst-case scenarios, including catastrophic events.

The Commodity Distribution SOG describes a system for effective use of state and local government resources as well as private sector resources necessary to effectively distribute relief supplies. It is intended in all instances to be consistent with NIMS and NRF.

North Carolina General Statute § 166A establishes the authority and responsibilities of the Governor, state agencies, and local government for emergency management in North Carolina. Article II of Chapter 22, Emergency Management of the Code of Ordinances in Cabarrus County, North Carolina establishes the authority and responsibilities for emergency management within Cabarrus County. The Cabarrus County Emergency Management Coordinator is responsible to the County Manager for all emergency management activities.

The Commodity Distribution SOG establishes the duties and responsibilities for County departments and agencies, municipal governments, and nongovernment and volunteer organizations that assist with emergency response operations in the County.

- Attachment A to Annex P covers POD site organization and operations.
- Attachment B to Annex P lists the basic resources needed for each POD site.
- Attachment C to Annex P lists the POD sites in the County.

This SOG supports the tasks assigned in Annex P: Donated Goods Management to the EOP.

APPENDIX 3 TO ANNEX P
COMMODITY DISTRIBUTION SOG

I. INTRODUCTION

A. Purpose. The purpose of the Commodity Distribution SOG is to establish guidelines for systematic, coordinated, and effective distribution of disaster relief commodities in time of need.

B. Scope. The SOG applies to all County government departments and agencies as well as municipal governments that are tasked to provide assistance in a disaster or emergency situation. The SOG describes the fundamental policies, strategies, and general concept of operations to be used in commodity distribution.

C. Organization. This SOG consists of the following:

1. The SOG describes the purpose, scope, situation, policies, and concept of operations for commodity distribution in an emergency or disaster.

2. Attachment A to Annex P contains information on the organization and operation of (PODs) in the County.

3. Attachment B to Annex P contains a list of personnel and resources necessary to establish and operate a POD.

4. Attachment C to Annex P contains a list of POD locations in the County.

II. SITUATION AND ASSUMPTIONS

A. Situation

Major traffic arteries:

A. US Interstate 85 Highway: Runs northeast-southwest through northwest section of the County.

B. US Highway 29: Runs north-southwest through the central section of the County.

C. US Highway 601: Runs north-south through the central section of the County.

D. NC Highway 3: Begins in Concord, runs north to Kannapolis, then west-northwest out of the County towards Mooresville.

E. NC Highway 24/27: Runs east-west through the southern side of the County.

F. NC Highway 49: Runs northeast-southwest through the eastern half of the County.

G. NC Highway 52: Runs northwest-southeast through the northeastern corner of the County.

H. NC Highway 73: Runs east-west through the central part of the County.

I. NC Highway 200: Branches off US Highway 601 through the southeastern corner of the County.

J. Kannapolis Parkway: Extends from NC Highway 3 in Kannapolis across US Interstate 85 Highway then converting to George W. Lyles Parkway across US Highway 29 then converting to Stough Road at Roberta Road and continuing to NC Highway 49.

Railroads:

K. The North Carolina Railroad: Runs north to south through the middle of the County. This dual track railroad passes through the municipalities of Kannapolis, Concord, and Harrisburg. Norfolk Southern Railway has contracted with the North Carolina Railroad (NCRR) for rights to haul freight on this line. The NCRR operates daily passenger service, which stops in Kannapolis.

L. The Aberdeen Carolina and Western Railroad operates the east-west rail line through the southern corner of the County, passing through the community of Midland. This line carries short-haul freight traffic.

M. CSX Corporation operates the rail line that runs through the northeast corner of the County. This line carries freight traffic along the NC Highway 52 corridor.

B. Assumptions

1. For planning purposes, the County is responsible for delivering relief supplies to its citizens. This task is not the responsibility of the State of North Carolina or FEMA. During small incidents, the State will only send those commodities that the County requests. During large incidents or incidents that continue over a long period of time, Emergency Management and NCEM coordinates the distribution of supplies as needed. If requested by the County, the State of North Carolina provides a logistics liaison team to assist the County in monitoring commodity usage so that minimal resources remain at the end of the emergency period.

2. To effectively distribute commodities, PODs are established near the affected areas of the County based on the situation and the number of personnel that need assistance. In a countywide emergency response, the County initially activates one POD to support each municipality, and may add additional sites if the personnel and equipment needed are available.

3. Emergency Management uses a planning figure of twenty percent (20%) of the population to determine the numbers of residents that will need assistance.

III. CONCEPT OF OPERATIONS

A. General. Distribution of disaster relief supplies is the responsibility of Cabarrus County Government. All County departments and agencies provide resources to assist in commodity distribution.

1. When a small incident or event occurs within the County, the Emergency Management Coordinator will decide to open the CRDP for supply distribution. If opened, commodities are distributed from this central point to locations around the County using County or municipal transportation and personnel. Details on the location and operation of this site are found in Annex P, Donated Goods Management.

2. When a large-scale emergency occurs, the Emergency Management Coordinator opens the CRDP for single point distribution or to forward supplies to the POD sites. The Emergency Management Coordinator identifies those areas within the County that will require a POD to be established. The Emergency Management Coordinator notifies the State via WebEOC that the CRDP and POD sites are activated. Relief supplies coming into the County are delivered to the CRDP and then moved to the appropriate distribution point. Direct deliveries of supplies to a distribution point occur only at the request of the Emergency Management Coordinator or his representative.

3. There are three types of PODs: Type I, Type II, Type III. Types I and II are designed for larger populations and require a large number of personnel to operate and a large amount of equipment to support these operations. These are not normally employed in Cabarrus County unless the

state or federal government can provide the personnel and equipment to conduct the larger POD operations. The County utilizes the Type III POD organization as the standard type. There is an untyped POD, which is a small, temporary distribution site. The County employs this organization only as an exception to policy.

4. POD Locations

   a. The County has selected locations for POD sites within the County. The sites selected are easy to access and convenient for County residents (see Attachment C to Annex P).

   b. CHA does not collocate or establish a medical point of dispensing at or near a commodity POD unless the selected site can facilitate both commodity distribution and mass prophylaxis dispensing. At the present time, the designated POD sites do not support this combination.

   c. There could be a need for an agricultural POD with specific supplies to support the farming operations in the County. This is in addition to the PODs provided for the County residents. Any agricultural POD will not be established or collocated near a commodity POD. The County Extension Office coordinates the location and conducts the operations of this POD with the EOC. The County does not normally provide personnel or equipment support for the operation of this site.

5. Personnel Resources

   a. Due to the temporary nature of the POD requirement, personnel to operate the sites are determined when the need is identified. Those County departments and agencies not directly involved in response and recovery operations provide personnel and equipment to operate the PODs. These personnel will assist in collecting the necessary equipment for the site, moving that equipment to the site, and establishing the POD in accordance with the guidance in Attachment A.

   b. NGO or volunteer agencies may be called on to operate a POD or provide personnel to support County-operated PODs. Additionally, spontaneous public volunteers may be permitted to participate in POD operations with the approval of the Emergency Management Coordinator. All of these individuals must follow the rules and procedures established for the PODs and obey the instructions of the POD Site Manager.

6. POD Operations

   Based on the personnel and equipment available for Type III POD operations, the County activates and operates the PODs in the following manner:

   a. Notification. At the request of the Emergency Management Coordinator, the Cabarrus County Warning Point shall notify designated POD staff that the distribution point will be activated. The Emergency Management Coordinator notifies the State via WebEOC which CRDP and POD sites are activated and operational. The Emergency Management Coordinator provides the POD Managers the following information:

   - Location of the POD
   - Time and date POD will open
   - Type and quantities of commodities that will be delivered
   - Estimated date and time of the first supply shipment

- Amount and location of site support equipment

b. Activation. Within four hours of notification, POD staff report to their distribution point with all necessary equipment. The Distribution Site Manager notifies the EOC when the POD site is operational.

c. Operations

1) The CRDP and POD sites operate 24-hours a day until demobilized. POD sites are open to County residents between the hours of 0800 and 1700 hours, but these times may be increased if the demand requires it. Resupply is requested to arrive after 1700 hours daily, but this may occur around the clock to maintain adequate stocks at the POD. Separate travel lanes are created solely for resupply vehicles. Security is maintained at all times at all sites.

2) The POD normally provides the following items to the POD "customers", which are those County residents needing assistance:

- (2) meals ready-to-eat (MRE) per person per day
- (1) gallon of water per person per day
- (1) tarp per household if the house has been damaged
- (1) bag of ice per household per day if a member in the household has medications requiring refrigeration

3) The POD Manager conducts daily inventory reports of existing supplies and the projected requirements for the following day. This information is provided to the EOC staff no later than 1700 hours each day of operation. The POD Manager also reports on the status of the personnel and equipment at the site with this inventory report.

4) PODs are not established in those areas where commercial businesses are open and can supply needed items to the public. The Emergency Management Coordinator adjusts supply requirements based on estimated population densities of the impacted area at the time of activation.

d. Demobilization. Upon notification of demobilization, distribution to the County residents will cease. Those citizens currently in line will receive supplies. Inventory counts are taken and reported back to the EOC. Emergency Management staff then make arrangements for the handling of remaining supplies. Once these commodities are picked up at the site, staff clean up and clear the site. The Emergency Management Coordinator demobilizes the POD staff once the site is cleared. The staff remains on site until released.

IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. Organization. The departments within County government have emergency functions in addition to their normal duties. The County Manager and department directors may assign various tasks to County employees to support County response and recovery operations. This could include the establishment and operation of PODs. Listed below are the specific duties and responsibilities for selected County government personnel and for other government activities and nongovernmental organizations that participate in POD operations

B. Legal Immunities and Liabilities. Several provisions in North Carolina General Statute § 166A and Article II of Chapter 22, Emergency Management of the Code of Ordinances in Cabarrus County, North Carolina provide for the protection of individuals involved in training for and conducting emergency operations. Questions pertaining to these matters should be referred to the County Attorney.

C. Responsibilities

1. Emergency Management Coordinator

a. The Emergency Management Coordinator determines if there is a requirement to open PODs. While there are eight designated POD locations in the County, not every location may be opened.

b. The Emergency Management Coordinator alerts all departments and agencies in the County that are part of the POD activation and provides them with the information needed to activate the site.

c. The Emergency Management Coordinator directs the EOC staff in determining the initial quantities of commodities required; notifies NCEM of this information and provides daily updates and requests to NCEM based on reports from the POD Managers.

d. The Emergency Management Coordinator determines when the PODs are no longer needed and deactivates them as required.

2. Emergency Operations Center Staff

a. Alert all County departments and agencies that POD sites will be opened and how these organizations will support POD operations.

b. Determine the quantities of commodities that are required and request these supplies from the NCEM. The EOC staff routinely use WebEOC to pass on these requests. While the PODs are in operations, The EOC staff notifies NCEM of requirements each day.

c. Locate the necessary supplies and equipment needed to operate the PODs and move these items to the POD sites.

d. The EOC staff track POD operations and supply shipments into and within the County. The staff track commodity burn rates and compile daily reports on POD site expenditures and resupply requirements.

3. Directors of County Departments and Agencies

a. Provide personnel and equipment to operate the POD sites.

b. Provide transportation assets to distribute commodities within the County.

4. Sheriff's Office

a. Provide 24-hour security for all distribution points within the County.

b. Assist with traffic control at POD sites during daily operations. Coordinate support of traffic control with municipal police departments.

c. Develop a communications support SOG for POD site 800 MHz radio communications.

5. PIO

a. Disseminate information on the location and operations of the POD sites. This information must include the dates and times of POD operations and exactly what commodities are available at the PODs.

V. SUPPORTING AGENCY RESPONSIBILITIES

A. Organization. The County relies upon other government agencies and nongovernment organizations for support during emergency response operations. Listed below are the specific duties and responsibilities for those nongovernmental organizations that participate in POD operations.

B. Legal Immunities and Liabilities. Several provisions in North Carolina General Statute § 166A and Article II of Chapter 22, Emergency Management of the Code of Ordinances in Cabarrus County, North Carolina provide for the protection of individuals involved in training for and conducting emergency operations. Questions pertaining to these matters should be referred to the County Attorney.

C. Responsibilities

1. Cabarrus County Schools and Kannapolis City Schools

a. Be prepared to provide high school facilities to be used as POD sites.

b. Provide resources from the school systems to support POD operations. This may include:

1) Provide support personnel (school custodians, cafeteria staff, and counselors) as available to assist response and recovery operations.

2) Provide vehicles and drivers to support transportation of commodities within the County.

2. NGO's

a. Use their personnel to operate POD sites.

b. Distribute commodities to the County residents with special medical needs that cannot reach the POD sites.

c. If needed, use their facilities as temporary un-typed POD sites

d. Provide ARES for POD sites.

VI. SOG DEVELOPMENT AND MAINTENANCE

A. Planning. County, municipal, public, and private organizations share responsibility for safeguarding the public's health and safety. It is essential that commodity distribution activities of all parties be fully integrated to ensure the timely and efficient distribution of the necessary supplies. This SOG allows each organization to have a clear understanding of its role during emergencies and disasters.

B. Review. This SOG will be reviewed as necessary, but at least annually. Each County agency is responsible to keep applicable portions of the SOG, together with related annexes accurate and up to date.

C. Changes and Revisions. All users are invited to submit recommended changes to this SOG. Changes should be justified and keyed to page and paragraph numbers. Recommended changes should be made in the form of substitute language and forwarded to

Cabarrus County Emergency Management (Physical Address – Parcel Delivery)
Attn: Emergency Management Planner
30 Corban Avenue SE Suite FM601
Concord, NC 28025

Cabarrus County Emergency Management (Mailing Address – Standard Mail Delivery)
Attn: Emergency Management Planner
PO Box 707
Concord, NC 28026

Changes to the SOG will be published and distributed as necessary.

D. Cancellation. This SOG may be cancelled or superseded by direction of the Board of County Commissioners or the County Manager.

ATTACHMENT A OF APPENDIX 3 TO ANNEX P
COMMODITY DISTRIBUTION SOG
POD SITE ORGANIZATION AND OPERATIONS

I. PURPOSE

This appendix describes the basic organization and operations for the County POD.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. During emergency response and recovery operations, the County may be required to establish PODs within the County to provide basic supplies to residents. These PODs will be located near the areas most in need and will make available food and water and, if needed, ice and tarpaulins.

2. Those supplies available in County will expended first before requesting assistance. To sustain the recovery and response efforts, the County will seek assistance from other counties and municipalities, the State of North Carolina, and the federal government. Additionally, private citizens and nongovernment organizations may offer assistance in the form of donations of needed supplies.

3. Emergency Management will need to establish a CRDP to receive, store, and account for the resources obtained from sources out of the County. All incoming supplies will be sent to this location. This facility will be the central point for receiving and then distributing supplies to the County PODs.

B. Assumptions

1. The County will expend all available resources during response operations and will request assistance from the State and other sources.

2. There will be suitable locations within the County to establish PODs, and County government will be able to obtain the use of these facilities.

3. County government will have sufficient personnel available to operate the PODs during continuous operations and can provide material handling equipment and operators to assist POD operations.

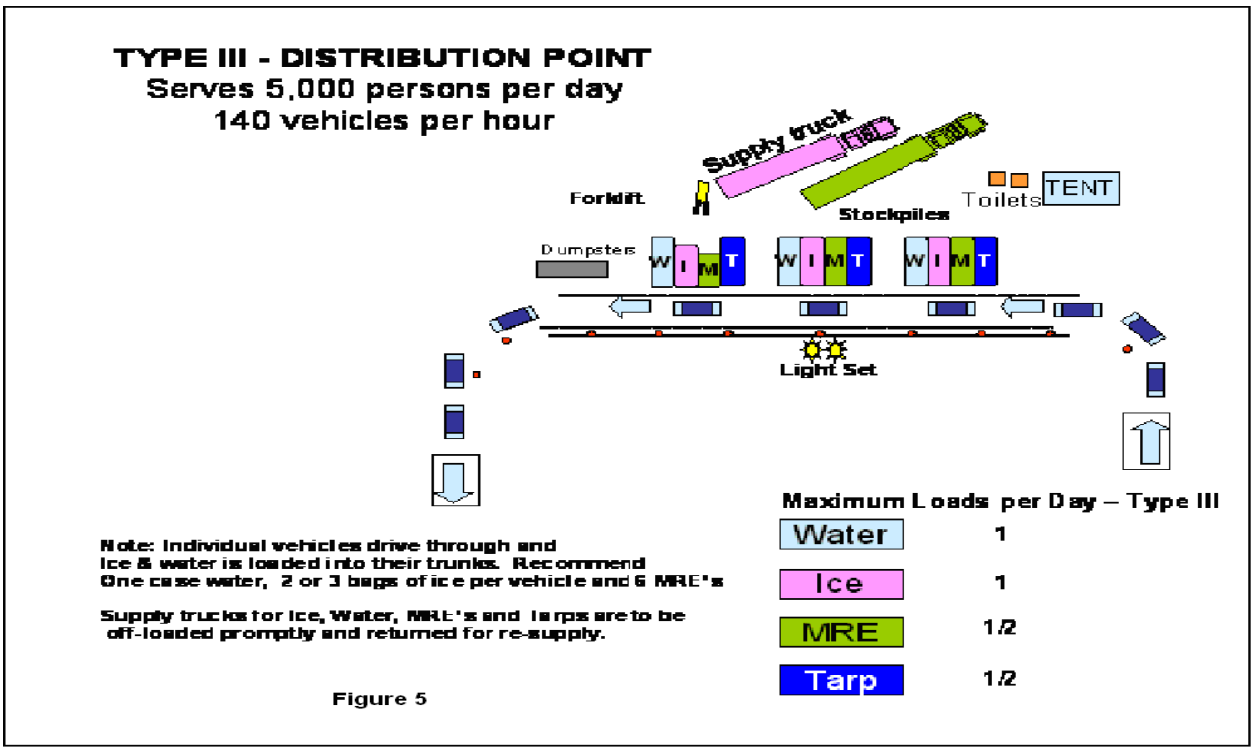
4. NCEM can provide and transport the commodities required to the County.

III. CONCEPT OF OPERATIONS

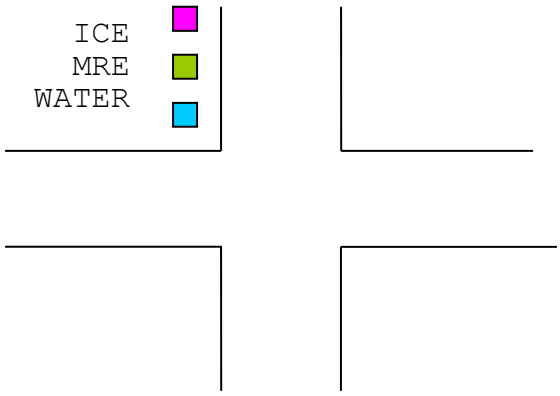
A. Organization of Type III Point of Distribution

1. The County will operate a Type III POD. The basic layout of the Type III POD is shown in the drawing below. The actual POD sites will follow this basic SOG, but each operation will be adapted to the sites selected and the personnel available to staff the site.

2. Type III POD Organization



3. Untyped POD Organization. This will be used only for temporary, short term sites.



B. POD Operations

1. **Determine Commodity Needs.** The Emergency Management Coordinator will determine what commodities are needed and the initial amount required for the County. This calculation will be on the overall situation, existing census data and estimated population densities.

2. **Determine POD Locations.** The Emergency Management Coordinator will determine which POD sites will be used. This decision is based on the Emergency Management Coordinator's estimate of the situation, which will consider the population affected, the location needed to effectively provide assistance, the access to that site, the ability to support operations efficiently and security issues.

3. Notification

a. The Emergency Management Coordinator will determine which County personnel, volunteer agencies, or NGO's are needed to activate and operate a POD.

b. The Emergency Management Coordinator will direct the EOC staff will notify those personnel and organizations to prepare to activate a POD site. The EOC staff will provide the following information to the individual designated as the Site Manager.

- Location of the POD
- Time and date POD will open
- Type and quantities of commodities that will be delivered
- Estimated date and time of the first supply shipment
- Amount and location of site support equipment.

c. If personnel needed for the POD operations do not belong to the Site Manager's organization, the EOC staff will notify those personnel where and when to report and the name of the Site Manager.

d. At the request of the Emergency Management Coordinator, the County Warning Point will notify designated POD staff that the distribution point will be activated.

e. The Emergency Management Coordinator will notify NCEM using WebEOC and report which POD sites are activated and operational.

4. POD Site Activation

a. Within four hours of notification, POD staff will report to their distribution point with all necessary equipment. The Site Manager will notify the EOC when the POD site is operational.

5. Site Operations

a. The POD sites will operate 24-hours per day until demobilized. POD sites will be open to County residents between the hours of 0800 and 1700 hours, but these times may be increased if the demand requires it. Resupply for the site will commence after 1700.

b. The POD sites will normally provide the following items to those County residents needing assistance:

- (2) meals ready-to-eat (MRE) per person per day
- (1) gallon of water per person per day
- (1) tarp per household if the house has been damaged
- (1) bag of ice per household per day if a member in the household has medications requiring refrigeration

c. Team members will determine the quantity to be issued based on the customer's statement of the number of people he is supporting. Team members place the water, MREs, and ice in the customer's vehicle. The Site Manager must have the site prepared to service to both drive-up and walk-up customers. For safety reasons, a separate area is needed to deliver supplies to walk-up clients.

d. The Site Manager will ensure that the customers continue to move directly through the distribution line and traffic flow is not impeded. Adequate space should be reserved to receive an inoperative vehicle or a customer needing medical attention.

e. While issuing supplies, the POD staff will ensure that no incorrect information on POD operations or recovery activities is passed on to the customers.

6. Supply Accountability

a. There will be a separate and secure lane established for the vehicles delivering supplies to the site.

b. At the arrival of the first shipment and for all subsequent shipments, the Site Manager will validate all Bills of Lading for the commodities delivered to the site.

c. All resupply shipments will be requested to arrive after 1700 hours daily but this may occur around the clock to maintain adequate stocks at the POD.

d. The Site Manager will inventory the supplies on hand each day prior to opening the POD. The Site Manager will report the amount of each commodity issued daily and request the items and quantity needed for the following day. This information will be provided to the EOC staff no later than 1700 hours each day of operation. The POD Manager will also report on the status of the personnel and equipment at the site with this inventory report.

e. Security will be maintained at all times at the POD. If additional law enforcement support is needed, the Site Manager will contact the EOC for assistance. If there is an emergency at the site, anyone may call 911 for immediate response. The POD staff will not argue with customers, but will refer any problems to the Site Manager for action.

f. Customers may feel the need to assist at the POD. These personnel can be utilized for tasks at the site should they volunteer and be approved by the Emergency Management Coordinator. All of these individuals must follow the rules and procedures established for the PODs and obey the instructions of the POD Site Manager. No people under the age of 18 will be allowed to work at the POD unless a parent or the legal guardian is present and working at that location.

7. Demobilization

a. Upon notification of demobilization, distribution to County residents will cease. The POD staff will finish servicing those customers currently in line.

b. The staff will take a final inventory of all commodities and report this information to the EOC. Team members will collect all remaining commodities for transport back to the CRDP or another POD.

c. The Site Manager will coordinate with the EOC for the pick up of the remaining supplies and all site equipment. The Site Manager will collect all documents (inventory sheets, bills of lading, ICS 214, etc.) and return them to the EOC.

d. The POD staff will ensure that the site is cleared of all debris, trash, pallets, etc. The site will be swept clean or washed down if water is available.

e. The Site Manager will not release any personnel until final cleaning is complete and the site is cleared.

ATTACHMENT B OF APPENDIX 3 TO ANNEX P
COMMODITY DISTRIBUTION SOG
POD RESOURCE LIST

RESOURCE TYPE FOR TYPE 3 PODs	QTY	SOURCES
Team Leader	1	Library System Tax Administration Volunteer (Combination) Fire Departments
Forklift Operator	2	Cabarrus Arena and Events Center Cabarrus County Schools IAM Kannapolis City Schools
Labor – Loading Point	20	Active Living and Parks Library System Register of Deeds Tax Administration Volunteer (Combination) Fire Departments
Labor – Loading Point Back-up	9	Active Living and Parks Library System Register of Deeds Tax Administration Department Volunteer (Combination) Fire Departments
Labor – Pallet Jacks	1	Active Living and Parks Library System Register of Deeds Tax Administration Volunteer (Combination) Fire Departments
Law Enforcement/Security	3	Municipal Law Enforcement Sheriff's Office
Community Relations	1	Human Services PIO
Forklifts	1	IAM R.S. Braswell Co. Sunbelt Rentals
Pallet Jacks	1	IAM
Power Light Sets	1	Sunbelt Rentals Volunteer (Combination) Fire Departments Municipal Fire Departments
Toilets	2	Al Lowder, Inc Rowan Septic Tanks
Tents	1	NGO's
Dumpsters	1	BFI –CMS Reliable Hauling
Traffic Cones	10	Sheriff's Office Volunteer (Combination) Fire Departments
County 800MHz Radio	1	Emergency Management Department. (1) from each POD, as needed

ATTACHMENT C OF APPENDIX 3 TO ANNEX P
COMMODITY DISTRIBUTION SOG
CRDP/POD LOCATIONS IN CABARRUS COUNTY

CRDP/POD SITE	SITE INFORMATION	SITE REPRESENTATIVE
CRDP	**Cabarrus Arena and Events Center** 4751 NC Highway 49 North Concord, NC 28025	Kenny Robinson General Manager (704) 920-3986
ALT CRDP	**IAM Warehouse** 103 Commercial Park Drive SW Concord, NC 28027	Michael Miller IAM Director (704) 920-3212
POD 1	**Concord High School** 481 Burrage Road Concord, NC 28025 Lat 35º 26' 2.71" N Lon 80º 34' 59" W	Principal (704) 786-0125 Land-use agreement: Yes
POD 2	**J.M. Robinson High School** 300 Pitts School Road Concord, NC 28027 Lat 35º 21' 40.20" N Lon 80º 39' 36.38" W	Principal (704) 788-4500 Land-use agreement: Yes
POD 3	**Northwest Cabarrus High School** 5130 Northwest Cabarrus Drive Concord, NC 28027 Lat 35º 27' 2.77" N Lon 80º 34' 51.91" W	Principal (704) 788-4111 Land-use agreement: Yes
POD 4	**A.L. Brown High School** 415 East 1st Street Kannapolis, NC 28083 Lat 35º 29' 44.84" N Lon 80º 37' 10.97" W	Principal (704) 932-6125 Land-use agreement: Yes
POD 5	**Hickory Ridge High School** 7321 Raging Ridge Road Harrisburg, NC 28075 Lat 35º 18' 36.77" N Lon 80º 38' 9.99" W	Principal (704) 454-7300 Land-use agreement: Yes
POD 6	**Mount Pleasant High School** 700 Walker Road Mt. Pleasant, NC 28124 Lat 35º 24' 30.65" N Lon 80º 28' 57.84" W	Principal (704) 436-9321 Land-use agreement: Yes
POD 7	**Corning, Inc.** 14556 US Highway 601 South Midland, NC, 28107-9245 Lat 35º 13' 1.70" N Lon 80º 31' 12.34" W	Security (704) 569-6310 Land-use agreement: Yes
POD 8	**Concord Motorsports Park** 7940 US Highway 601 South Concord, NC 28025 Lat 35º 18' 30.03" N Lon 80º 31' 9.27" W	Mr. David Laton (704) 782-4221 Land-use agreement: No

ANNEX R
RECOVERY

Primary Agencies

- Finance Department/Procurement Services
- Human Services
- IAM
- Planning and Development – Chief Codes Enforcement Officer

Support Agencies

- American Red Cross – Southern Piedmont Chapter
- County Manager
- Emergency Management
- Municipal Fire Departments
- Sheriff's Office
- Tax Administration
- Volunteer (Combination) Fire Departments

I. PURPOSE

This annex provides a framework and guidance for the organization and coordination of community recovery following a disaster. This includes both short-term recovery in the hours following the incident or event, and long-term recovery in the days, weeks, months, and years following an incident or event. Primary goals include the restoration of vital lifelines, critical infrastructure, the business of government, the environment, the local economy, and in some cases private property.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. Any emergency situation has the potential to cause damage to the County that may require both short-term and long-term recovery operations.

2. In most cases, recovery operations involve departments, agencies, and private sector entities that are not typically involved in the other phases of emergency management (preparedness, response, mitigation).

B. Assumptions

1. The effects of the emergency situation may continue to pose a threat of damage to public and private property after response operations have concluded.

2. Prompt implementation of recovery operations helps expedite relief and assistance for those adversely affected by the emergency.

3. The County may not have the resources and capabilities to engage in recovery operations, thus relying heavily on the state and local government for assistance.

4. Dependant on the scope and nature of the disaster, federal resources/funds may be available to for public and/or private assistance.

5. Dependent on the scope and nature of the disaster, the County may request both a state and Presidential Disaster Declaration in order to qualify for federal assistance.

III. CONCEPT OF OPERATIONS

A. General

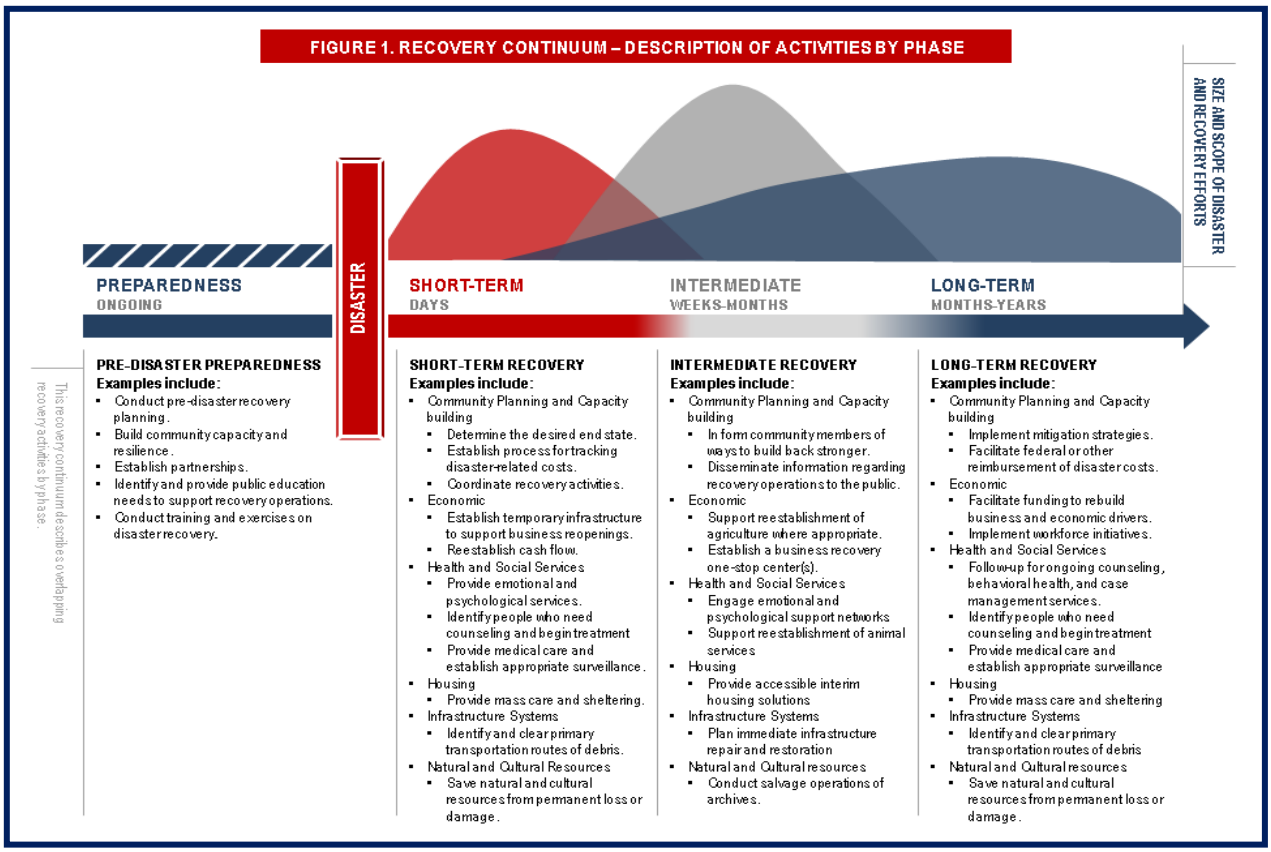
1. Immediately following a disaster, initial response activities are focused on life safety and protecting property and infrastructure. During the hours following an incident or event, it is also critical to consider the both the short-term and long-term impacts. In many cases the County begins the recovery process concurrently with response operations. It's important to consider recovery as early in the disaster as possible because state and federal funding/assistance is dependent on proper emergency declaration(s), PDA findings, and incident/event documentation.

2. The County is responsible for leading the recovery process, but in many cases requires assistance from surrounding jurisdictions, the state, federal government, and private sector partners.

3. The recovery process is split into two categories, short-term and long-term. However, some activities can occur in both and concurrently. In many cases there is no clear distinction between when short-term recovery ends and long-term recovery begins.

- Short-term recovery focuses on restoring critical lifelines and infrastructure such as utilities, roads, the economy and services that the public relies on for their immediate needs. Short-term recovery typically occurs in the hours and days following an incident or event.
- Long-term recovery builds on the activities taking place during short-term recovery, and focuses on the resumption of full services, larger-scale repairs and restoration, economic recovery, and maintaining all functions of the business of government. Long-term recovery usually takes into consideration mitigation activities in order to try to reduce or eliminate the impacts of a similar incident/event occurring in the future. Long-term recovery takes place in the days, weeks, months, and even years following the incident/event. Long-term recovery can often occur after the EOC has been closed.

Figure 1.1
Disaster Recovery Continuum



B. Cabarrus County Recovery Operations

1. The Emergency Management Coordinator coordinates initial recovery operations from the EOC. Local municipalities operate from their city/town EOC. The EOC staff maintains accurate records of both response and recovery operations, to include records of all expenditures for labor, equipment use and supplies expended during these operations.

2. The Coordination Group of the EOC manages recovery operations within the county. The municipalities coordinate their recovery activities with the EOC and submit all reports and documentation to the EOC. All requests for assistance go the EOC for action.

3. Often, the first step in the recovery process is completing a PDA. Planning and Development Department and the Tax Assessor's Office form damage assessment teams to examine and report on the extent of damage throughout the county. Refer to Annex M – Damage Assessment for additional information on damage assessment activities.

4. Following the completion of the damage assessment, the Emergency Management Coordinator forwards damage assessment reports and any requests for assistance NCEM Western Branch Office by the quickest means available. The Secretary, North Carolina Department of Public Safety is authorized to commit state resources to assist with the recovery efforts.

5. Under the provisions of North Carolina General Statue 166A, the existence of a state of disaster may be proclaimed by the Governor or by a resolution of the General Assembly if either of these finds that a

disaster threatens or exists. Upon receipt of the PDA, the Governor shall issue a proclamation defining the area subject to the state of disaster and proclaiming the disaster as a Type I, Type II, or Type III disaster. (See NC GS 166A-6 for details of each type).

6. The Governor may request a Presidential declaration of a "major disaster", "major emergency", or a specific federal agency disaster declaration (Small Business Administration, Department of Agriculture, Corps of Engineers, etc.) to augment state, local, and private recovery and relief efforts.

7. The President, under a "major emergency" declaration may authorize the use of any federal equipment, personnel and other resources to support local response and recovery operations.

8. The President, under a "major disaster" declaration may authorize two basic types of disaster relief assistance:

a. Individual Assistance (IA). This focuses on the individual and includes:

(1) Temporary housing

(2) Individual and family grants

(3) Disaster unemployment assistance

(4) Disaster loans to individuals, businesses, and farmers;

(5) Agricultural assistance

(6) Legal services to low-income families and individuals

(7) Consumer counseling and assistance in obtaining insurance benefits

(8) Social security assistance

(9) Veterans assistance

(10) Casualty loss tax assistance

b. Public Assistance (PA). This is employed to restore government functions and includes:

(1) Debris removal

(2) Emergency protective measures

(3) Permanent work to repair, restore or replace road systems, water control facilities, public buildings and equipment, public utilities, public recreational facilities, etc.

9. After a Presidential declaration:

a. The President appoints a Federal Coordinating Officer (FCO) that controls the Federal assistance efforts.

b. The Governor appoints a State Coordinating Officer (SCO) and Governor's Authorized Representative (GAR) to coordinate the state assistance.

c. FEMA establishes a Disaster Field Office (DFO) central to the damaged area to administer public assistance programs. FEMA opens Disaster Application Centers (DAC) for Individual Assistance, where individuals may apply for Federal assistance.

d. If FEMA determines the area eligible for Public Assistance programs, FEMA personnel conduct an Applicant's Briefing for officials of counties, cities, and private nonprofit (PNP) organizations to explain eligibility criteria. The Emergency Management Coordinator identifies and notifies eligible applicants. During this briefing, each agency or local government eligible for assistance submits a Notice of Interest.

e. Each public or private agency applying for public assistance appoints an Applicant's Agent to act as the point of contact with the FEMA PA staff. This agent collects documentation to support the claims and forward this information with the completed applications to the DFO.

10. Other recovery activities and operations that take place include the following:

    a. Animal control and sheltering

    b. Business resumption

    c. Communications restoration

    d. Continuity of operations/government

    e. Debris management

    f. Demolition

    g. Donations management

    h. Engineering/construction

    i. Environmental services

    j. Fatality management

    k. Financial management

    l. Public information

    m. Rezoning and land use

    n. Temporary and long-term housing

    o. Transportation

    p. Utility restoration

    q. Volunteer management

IV. DIRECTION AND CONTROL

A. The Board of County Commissioners directs the overall recovery effort. The Emergency Management Coordinator controls daily recovery activities from the EOC.

B. Coordination of recovery operations follows the same model as response operations.

C. All County departments provide personnel and resources to support the recovery effort as requested. Personnel from departments assigned with recovery missions remain under the control of their own departments, but function under the technical supervision of the EOC and/or Emergency Management.

V. CONTINUITY OF GOVERNMENT

A. Staffing assignments for positions in the EOC allow for continuous operations.

B. Selection and assignment of personnel is the responsibility of the agencies represented.

C. Once assigned to the EOC, the Emergency Management Coordinator (EOC Manager) supervises these personnel.

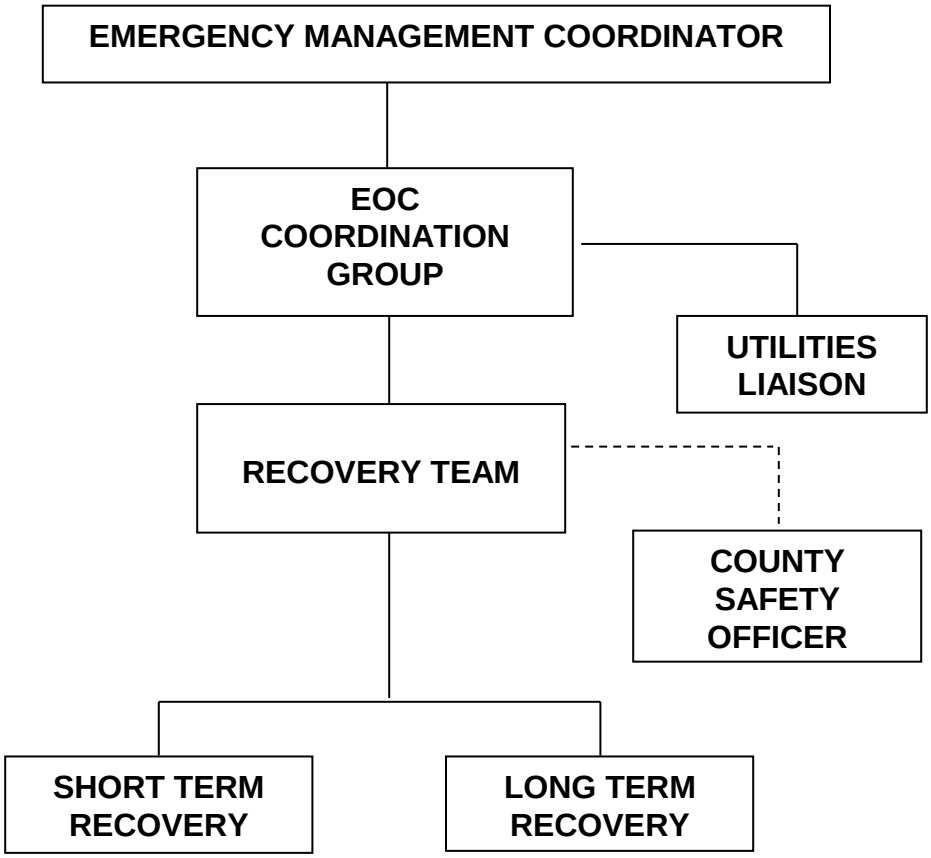
D. In the event that the primary EOC is not functional, the Emergency Management Coordinator activates an alternate EOC and notifies the Board of County Commissioners of this change. Transportation is provided to any County Commissioner(s) that cannot reach the EOC location.

E. Order of Succession:

1. County Manager
2. Human Services Director
3. Emergency Management

F. Order of succession for agencies supporting recovery are in accordance with the established procedure for those agencies.

APPENDIX 1 TO ANNEX R
ORGANIZATIONAL STRUCTURE FOR RECOVERY



ANNEX S
SPECIAL EVENTS AND FACILITIES

Primary Agencies

- Emergency Management

Support Agencies

- Dependant on the special event, facility and/or incident.

I. PURPOSE

This annex identifies special events and facilities that are located within (or in close proximity) to Cabarrus County. More specific information on response operations for incidents/events is located in the corresponding functional annexes. For example, a fire impacting one of the special events or facilities identified in this annex should be managed utilizing Annex F – Fire Protection. This annex is intended to provide information on special events and facilities and should not be used to coordinate or manage response operations

II. SITUATION AND ASSUMPTIONS

A. Situation

Cabarrus Arena and Events Center
The Cabarrus Arena and Events Center is one of the largest and most adaptable facilities in the County. The complex consists of a main Arena, Event Center A and B, Gold Halls 1 and 2 and the Cabarrus Rooms. The complex hosts hundreds of concerts, trade and consumer shows, local, regional and national sporting events, meetings and special events every year including the Cabarrus County Fair. The Cabarrus County Fair has up to 50,000 visitors per year. Additional information on the Cabarrus Arena and Events Center is listed in Annex P – Donated Goods Management.

Charlotte Motor Speedway and zMax Dragway
The population can increase significantly during these events held at different intervals throughout the year. Refer to the Emergency Action Plan for the associated event and managed by the City of Concord for more information.

City of Charlotte
Any large-scale incident or event in the City of Charlotte will also likely impact the County. Refer inquiries for additional information to Charlotte-Mecklenburg Emergency Management.

Concord-Padgett Regional Airport
The Concord-Padgett Regional Airport, a general aviation facility, is located on Aviation Boulevard in the western section of the County. It is immediately west and parallel to US Interstate 85 Highway. The facility has two runways, one 7400 feet and the other 7000 feet long.

Concord Mills Mall
Concord Mills Mall is the largest tourist attraction in the State of NC. During certain times of the year, the mall can have upwards of 110,000 visitors per day.

MNS
The County is a host County for the reception and sheltering of evacuees from two evacuation zones within the MNS 10 mile Emergency Planning Zone (EPZ). Refer to the MNS Emergency Plan for more detailed information.

B. Assumptions

1. Special events and facilities pose a unique threat within the County and in some cases may be more susceptible to an emergency.

2. Operational response information for special events and facilities is located in the corresponding annexes dependent on the event, facility, and/or incident.

3. Tactical response information for special events and facilities is located in departmental plans, policies, and procedures dependent on the event, facility, and/or incident.

III. CONCEPT OF OPERATIONS

A. General

1. The concept of operations for special events and facilities is dependent on the type of incident or event. In some cases a supplemental plan identifies the concept of operations (e.g. the Speedway Emergency Action Plan for events/incidents at the speedway), while others are determined by the type of emergency that has occurred and the concept of operations is identified in a functional annex (e.g. a terrorist attack at Concord Mills would require activation of Annex Q – Terrorism Response Operations (Classified)).

B. Organization and Staffing.

1. Organization and staffing for special events and facilities is dependent on the type of incident or event.

IV. DIRECTION AND CONTROL

A. During the preparedness phase, Emergency Management identifies and coordinates planning efforts in consideration of special events and facilities within the County.

B. In some cases, Emergency Management plays a support role in planning efforts of special events or facilities that are located outside of the County's jurisdiction, but could impact the County.

C. During the response phase, the department or agency with command and control responsibilities for the special event or facility determines direction and control. In many cases, the response will require EOC activation. For detailed information on direction and control when the EOC is activated refer to Annex A – Direction and Control.

V. CONTINUITY OF GOVERNMENT

A. Order of succession for departments and agencies that play a role in responding to an incident at one of the identified special events or facilities are in accordance with their internal SOG(s).

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

May 20, 2019
6:30 PM

AGENDA CATEGORY:
Consent Agenda

SUBJECT:
Finance - Approval of Maintenance and Repair Agreement Between Cabarrus County, Cabarrus County Schools and Kannapolis City Schools

BRIEF SUMMARY:
The County entered into an agreement with Cabarrus County Schools (CCS) and Kannapolis City Schools (KCS) in FY 1999 in order to provide specific funding for building and ground maintenance as well as to consolidate the operations of both school systems for this function. The current agreement will expire on June 30, 2019. The proposed agreement will extend the service for an additional five years: FY 2020 to FY 2024.

REQUESTED ACTION:
Motion to approve the revised contract subject to review of the County Attorney, County Manager and both school districts.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:
Susan Fearrington, Finance Director

BUDGET AMENDMENT REQUIRED:
No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:
This item was approved by the Board for inclusion on the Agenda as a Consent item.

ATTACHMENTS:

- Updated Draft Agreement

STATE OF NORTH CAROLINA)
) MAINTENANCE AND REPAIR AGREEMENT
CABARRUS COUNTY)

This MAINTENANCE AND REPAIR AGREEMENT (the "Agreement") is entered into pursuant to N.C. Gen. Stat. §160A-460 et seq. effective July 1, 2019 by and between the CABARRUS COUNTY BOARD OF EDUCATION (the "Cabarrus Board"), a school administrative unit of the State of North Carolina, the KANNAPOLIS CITY BOARD OF EDUCATION (the "Kannapolis Board"), a school administrative unit of the State of North Carolina (the Kannapolis Board and the Cabarrus Board may be jointly referred to as the "Boards" from time to time); and CABARRUS COUNTY, North Carolina (the "County") (the Boards and the County may be collectively referred to as the "Parties").

In consideration of the mutual promises and covenants contained herein the Parties agree as follows:

1. **Purpose** - The Boards have consolidated their individual maintenance staffs so that maintenance and repair activities with regard to their elementary, middle school and high school facilities, administrative facilities, maintenance, repair and storage facilities, and any other school related facilities, including both buildings and grounds attendant to such facilities (collectively "School Facilities"), as more fully described below, are provided more efficiently and economically. The costs and provision of utilities and janitorial services for any of the Parties are specifically excluded from this Agreement and shall remain the responsibility of each respective Party. The Cabarrus Board has also agreed to perform general maintenance and repairs to school park facilities at Cabarrus County and City of Kannapolis School sites. This Agreement will only apply to school park sites that are utilized by volunteer community organizations for youth athletic team sports, such as basketball, softball, baseball, soccer and football co-sponsored by the Cabarrus County Active Living and Parks Department (referred to as “ALPS”). Attached as Schedule 2 is the list of athletic school/park site facilities. This Agreement applies only to those parks listed on this Schedule.

2. **Duration** - This Agreement shall be for a term of five (5) years, commencing July 1, 2019, and terminating June 30, 2024 (the "Term"). This Agreement will continue thereafter for successive one year terms, unless either party provides notification on or before May 1 that the agreement will be terminated, which termination shall become effective June 30.

3. **Department Responsibilities/School Facilities** - The Facilities and Operations Department of the Cabarrus Board (the "Department") will have responsibility for providing maintenance and repair (as more fully defined below) for all School Facilities. The Department is authorized to enter into maintenance and repair contracts with third parties. The maintenance and repair services provided by the Department shall include, but are not limited to:

(a) Grounds work and landscaping - This service shall include but not be limited to, planting, seeding, fertilizing, soil treatment, irrigation, mowing (excluded per Kannapolis Board), weeding, leafing and trimming of all School Facilities real property. Grounds maintenance shall be performed in a manner as set forth in specifications in existing grounds maintenance contracts.

(b) Stadiums, playgrounds, athletic and recreational fields - This service shall include but not be limited to, playground equipment affixed to school grounds and maintenance and repair of tennis courts, basketball courts, tracks, scoreboards, maintaining and repairing athletic equipment used on the grounds (whether permanent or removable), and all buildings, grounds and facilities affiliated with any athletic program, including without limitation, restrooms, press boxes and bleachers or risers, whether permanent or moveable.

(c) Building Exteriors - This service shall include but not be limited to, painting, siding, roofing, windows, storage facilities, decking, ramps, steps, locks, doors, walls, fences, benches, brickwork, steps, skylights, mullions, louvers, culverts, gutters, sidewalks, parking lots, roads, sandblasting and pressure washing.

(d) Building Interiors - This service shall include but not be limited to, floors, walls, ceilings, ceiling tiles, glass, doors, door stops, door frames, thresholds, risers, steps, wood trim, ceramic tile, gym floors, partitions, cabinets, lockers, tiling, mirrors, windows, screens, carpet, white boards, chalk boards, bulletin boards, railings, bleachers, risers, seats, decks, chairs, casters, any athletic equipment, including without limitation indoor basketball goals, swimming pools, caulking, plaster, blinds, tables, shelves, carts, TV mounts, signs and hinges.

(e) Electrical - This service shall include but not be limited to, (whether indoor or outside), lighting, dishwashers, switches, ovens, stoves, drinking fountains, garbage disposals, heaters, boilers, slicers, fans, ballasts, exhaust fans, receptacles, washers, dryers (clothes or hand), mixers, shop equipment, relays, switches, breakers, ice machines, refrigerators, booster breakers, breakers, power strips and walk-in coolers.

(f) Plumbing - This service shall include but not be limited to, sinks, toilets, urinals, drains, flush valves, drinking fountains, floor drains, cove base, pipes, filters, pumps, waterlines, sewer lines, faucets, showers, tubs, water coolers and water heaters.

(g) HVAC - This service shall include but not be limited to, heating, air-conditioning, humidifiers, air cleaners, filters, thermostats, temperature problems, tanks, ventilators, compressors, boilers, furnaces, duct work, vents,

regulators, air handling units, fans, heat pumps, cooling towers, window A/C units and duct collectors.

(h) Safety - This service shall include but not be limited to, alarm systems, detection systems (metal or otherwise), monitoring systems, scanning systems, fire doors, fire alarms, panic bars, sprinkler systems, emergency lights, exit signage, fire extinguishers and any devices or equipment installed or used by any Party for purposes of insuring safety and security on School Facilities.

(i) Food Service/Refrigeration - This service shall include but not be limited to, boilers, coolers, ranges, refrigerators, walk-in coolers, cookers, ovens of any sort (including convection and microwave), garbage disposal and compaction, fryers, rotisseries, broilers, slicers, batter mixers, all kitchen appliances of whatever kind or nature, including warmers, chillers, braising pans, stoves and ice machines. The Child Nutrition Department of the County and the City of Kannapolis shall be invoiced separately for all parts (but not labor), repaired or replaced by that Department pertaining to this specific category.

All of the above maintenance and repair services shall hereafter be collectively referred to as the "Services." The Department's responsibility is only to provide Services to the extent that sufficient funding is available.

4. **Department Responsibilities/School Park Facilities:**

(a) The Director of the Facilities Maintenance Department for Cabarrus County Schools ("Director") will have responsibility for providing maintenance and repairs (as more fully defined below) for all school park facilities. The Director is also authorized to enter into agreements with third parties for maintenance and repair of school park facilities.

(b) Reimbursement Rate - All costs of maintenance and repairs completed at school park sites will be reimbursed to Cabarrus County Schools by the County for all materials and rental equipment expense for equipment not owned by Cabarrus County Schools. In the case of third party agreements, the County will be billed for actual invoice costs including all applicable taxes.

(c) The maintenance and repairs services provided by the Department shall include, but are not limited to:

1) Athletic Turf Improvement – This service shall include bi-annual seeding, fertilizing, irrigation repairs/winterization and associated irrigation wells/holding tanks, weeding, aerations and topdressing of all school/park athletic fields. Mowing and trimming turf elements are performed in the regular maintenance and repair agreement. This

Agreement does not include athletic field work, such as lining, dragging, care of bases, nets and goals, etc.

2) Athletic Facilities – This service shall include fencing, restrooms/concession buildings, press boxes, bleachers risers, scoreboards, athletic field lights, sidewalks, parking lots/roadway and utilities.

3) Buildings Exteriors – This service shall include dugouts, concession/restrooms and press box buildings, painting, siding, roofing, leaks, steps, locks, doors, walls, gutters, parking lots, roads and sidewalks, etc.

4) Interior to Buildings – This service shall include plumbing, HVAC, painting, repairs to ceilings, walls, and floors, electrical (whether indoors or outdoors) and safety equipment.

(d) County Responsibilities

1) All non-emergency work requests shall be submitted by work order request from ALPS to the Director via the Maintenance Management System (software application). All emergency and health and safety type work orders will be called in to the dispatch area of the Department.

2) A copy of all work orders and associated account invoices will be forwarded to ALPS within (30) thirty days for their record of expenditures from the Parks Maintenance Account.

3) The Department will be responsible for performing all inspections and monitoring of maintenance and repair needs on school park sites and will report needs via School Dude Program to assure work is being completed in a timely fashion.

5. **Department Employment/Director of Services** - The Department shall be under the control and supervision of the Director. The Director will report directly to the Superintendent (or designee) of the Cabarrus Board ("Cabarrus Superintendent").

6. **Annual Maintenance and Repair Plan** - The Director is charged with the responsibility of conducting a survey of the School Facilities and shall use this survey in preparing an annual Maintenance and Repair Plan (the "Plan") which covers the School Facilities and all responsibilities set forth herein, as well as the status of completing those responsibilities as of the date of the Plan. The Plan will contain the proposed Services schedule and budget for the upcoming fiscal year and shall prioritize all School Facilities repair projects. The Director will present the Plan to the Superintendents for the Boards

(the "Superintendents") as part of the “Budget Approval Process” each year of this Agreement. The Plan must receive approval by the Superintendents. The approved Plan will then be presented as a component of the school budget request to the County Manager and the County Board of Commissioners as part of their “Budget Approval Process” each year.

7. **School Park Facilities** - The intent of this Agreement is for general maintenance and repairs of current school/park sites only. No expansions or total replacement of any capital improvements will occur without written agreement by both parties prior to work performed. In some instances, it may be prudent to order the replacement of a facility element, instead of general maintenance or repairs; therefore, the two parties may elect to order total replacement of a facility item, such as new HVAC equipment unit, fencing, roofing, etc. All athletic game and initial field preparation, such as installing home plates, marking dust/paint, pitching rubbers, bases, and infield dirt will be performed by others (volunteer athletic association or City/County parks and recreation departments) and is not included in this Agreement.

8. **Funding** - During each year this Agreement is in effect, the Boards will each contribute to the Department funds for the Services (the "Fund"). The Fund will be used exclusively by the Department to provide the Services, including Department payroll. Kannapolis' payment contribution to the Fund shall include the same per pupil allocated by Cabarrus County for each pupil who resides in Rowan County.

The Fund allocations from each Board of Education will be divided into the below categories:

Maintenance for Buildings, Facilities and Grounds. For each fiscal year of this Agreement, the amount allocated to the Fund shall be a minimum of $11,345,534. Based upon a pro-rata share of projected 2019-2020 North Carolina ADM student numbers, the Cabarrus County Board of Education shall allocate a minimum of $10,032,822 to Cabarrus County Schools and a minimum of $1,204,032 to Cabarrus County Schools for Kannapolis City Schools. The remaining minimum allocation (currently $108,680) will be paid directly to Kannapolis City Schools to cover mowing contract expenditures. The contributions of each Board may increase in subsequent years, but in no event will it fall below the minimum amount established herein.

Furthermore, the Boards and the County agree that in the event square footage in School buildings increases, the Board and the County will reevaluate the funding needs for the Buildings and Facilities services, taking into consideration such increased square footage, regardless of whether or not ADM Numbers increase.

Attached hereto as Schedule 1 is a chart which sets forth total School Facility building space and total School Facility grounds, which shall be amended from time to time to incorporate changes in such figures.

School Park Facilities. Implementation of this agreement is contingent upon the Cabarrus County Board of Commissioners allocating funds in each Fiscal Year's Annual Budget. These funds once approved will be utilized exclusively for maintenance and repairs to school park facilities on Cabarrus County Schools and Kannapolis City School sites. The Cabarrus County Schools Director of Finance will maintain this fund and a report will be issued quarterly showing all disbursements. Parks will be provided the account balance and other details regarding this account at any time upon request. If the cost of repairs on any individual work order exceeds $2,000, the Director will notify the ALPS. Once the remaining budget balance reaches $5,000 or less, the Director will advise the ALPS so that additional funds can be requested if needed prior to the end of the contract year. A list of the current Athletic Field Sites/Facilities covered under this Agreement is listed on Schedule 2.

9. **Accounting** - The Cabarrus Board Finance Department will be responsible for establishing two separate internal accounting categories and will keep separate accounting records as to amounts actually spent for the Services provided for each of the Cabarrus Board and the Kannapolis Board with regard to the above. Within thirty (30) days after the end of each quarter, the Cabarrus Board Finance Department will prepare a report showing spending by the Department, which report will be sent to the County Manager and the Superintendents. At the end of each fiscal year, unspent funds in either Board's account, shall be reserved for subsequent years' budgets.

10. **Disputes** - In the event any disputes arise in connection with this Agreement, the Parties shall make an earnest, good faith attempt to resolve their differences prior to implementation of more formal measures for resolving such disputes.

11. **Termination** - This Agreement may be terminated without cause by any Party by providing written notice of termination as of June 30 of any year, provided such written notice is delivered to the remaining Parties at least six (6) months in advance.

12. **Severability** - If any portion of this Agreement is held invalid, illegal or unenforceable, such determination shall not impair the enforceability of the remaining terms and provisions, provided the purposes, intent and objects of this Agreement may be attained and achieved through the enforcement of such remaining terms and provisions.

13. **Governing Law** - This Agreement shall be governed by the laws of the State of North Carolina.

14. **Miscellaneous/Entire Agreement/Paragraph Headings** - This Agreement sets forth the entire understanding among the Parties and supersedes all previous agreements, arrangements and understandings among the Parties pertaining to this subject matter, whether written or oral, and may not be amended except in writing signed by all Parties. This Agreement is intended to be binding on and for the benefit of the Parties only and no term or condition is intended to benefit, nor may any term or condition be enforced by any other person. Paragraph headings are for convenience only and shall not be deemed a controlling part of this Agreement.

15. **Execution** - The signatures of the Chairs of the Kannapolis Board, the Cabarrus Board and the Cabarrus County Board of Commissioners constitutes approval of each Party. Resolutions of each Party ratifying this Agreement are attached to this Agreement.

WITNESS our hands and seals all as of the date set forth below.

CABARRUS COUNTY BOARD OF EDUCATION

_____ Date: _____
Cindy Fertenbaugh, Chair

Attest:

_____
Dr. Chris Lowder, Secretary

(SEAL)

KANNAPOLIS BOARD OF EDUCATION

_____ Date: _____
Todd Adams, Chair

Attest:

_____
Ashley Forrest, Board Specialist

(SEAL)

CABARRUS COUNTY

_____ Date: _____
Stephen M. Morris, Chair
Cabarrus County Board of Commissioners

Attest:

_____
Lauren E. Linker
Clerk to the Board

(SEAL)

SCHEDULE ONE

	FACILITY	OLDEST SECTION	ACREAGE	SQUARE FOOTAGE	
CCS	AT ALLEN ELEM (NEW)	2010	28	111,750	
CCS	BETHEL ELEM SCHOOL (NEW)	2004	36	110,000	
CCS	BEVERLY HILLS ELEM	1953	12	49,600	
CCS	BUS MAINTENANCE FACILTY	2009	24.3	60,255	
CCS	C E BOGAR ELEM	2007	26	111,570	
CCS	C C GRIFFIN MIDDLE	2002	52	163,000	
CCS	CARL A FURR ELEM	2007	16.3	111,750	
CCS	CCS EDUCAITON FACILITY CENTER	2004	28.7	60,000	
CCS	CENTRAL CABARRUS HUGH	1965	102	147,632	
CCS	COLTRANE WEBB ELEM	1937	10	58,200	
CCS	CONCORD HIGH	1967	63.2	173,961	
CCS	CONCORD MIDDLE	1999	65.9	169,185	**WMIE/CM ON SAME PROPERTY
CCS	COX MILL ELEM	2002	62.4	110,000	
CCS	COX MILL HIGH	2009	63.2	232,459	
CCS	EARLY COLLEGE HIGH	2009	0.5	2,304	
CCS	EARLY COLLEGE OF TECHNOLOGY	2016	1	17,824	
CCS	GLENN CENTER	1923	17	99,000	
CCS	HAROLD E WINKLER MIDDLE	2011	45	188,000	
CCS	HARRIS ROAD MIDDLE	2002	69	163,000	
CCS	HARRISBURG ELEM	2000	39.2	113,488	
CCS	HICKORY RIDGE HIGH	2007	106	224,000	
CCS	HICKORY RIDGE MIDDLE	2010	64.9	173,000	**MIDDLE/HIGH ON SAME PROPERTY
CCS	J N FRIES MIDDLE	1989	55	139,500	
CCS	JAY M ROBINSON HIGH	2001	76	256,060	
CCS	MARY FRANCES WALL CTR	1936	10	57,568	
CCS	MT PLEASANT ELEM	1972	32	73,800	
CCS	MT PLEASANT HIGH	1989	102	177,000	
CCS	MT PLEASANT MIDDLE	2017	27	155,540	
CCS	NORTHWEST CABARRUS HIGH	1966	87	180,896	
CCS	NORTHWEST CABARRUS MIDDLE	1979	87	118,800	
CCS	PATRIOTS ELEM	2010	24.4	111,750	
CCS	PERFORMANCE LEARNING CTR	2018	15	14,000	
CCS	PITTS SCHOOL ROAD ELEM	2005	22	110,000	
CCS	R BROWN MCALLISTER ELEM	1956	34	36,100	
CCS	ROCKY RIVER ELEM	1997	37	113,488	
CCS	ROYAL OAKS ELEM	2018	20.4	109,403	
CCS	W M IRVIN ELEM	1999	103	113,488	
CCS	W R ODELL ELEM	2007	26	96,117	
CCS	W R ODELL PRIMARY	2016	18	113,768	
CCS	WEDDINGTON HILLS ELEM	1996	62	111,404	
CCS	WINECOFF ELEM	1999	20	113,488	
CCS	WOLF MEADOW ELEM	1974	51.3	73,800	
	TOTAL		1841.7	4,925,948	

	FACILITY	OLDEST SECTION	ACREAGE	SQUARE FOOTAGE	
KCS	A L BROWN HIGH	1950	29	342,009	
KCS	EXPEDITIONS	1948		21,882	**EXPED/KI IN SAMPE PROPERTY
KCS	FOREST PARK ELEM	1998	25	83,023	
KCS	FRED L WILSON	1966	21	61,314	
KCS	JACKSON PARK ELEM	1991	7	77,525	
KCS	KANNAPOLIS INTERMEDIATE	1981	28	153,162	
KCS	KANNAPOLIS MIDDLE	2005	59	301,111	
KCS	KCS ADMIN	1968		12,248	**ADMIN/ALBH ON SAME PROPERTY
KCS	MCKNIGHT HEAD START	1948	9	23,386	* Rowan County
KCS	SHADY BROOK ELEM	2006	9	59,964	
KCS	WOODROW WILSON ELEM	1966	6	64,683	* Rowan County
	TOTAL		193	1,200,307	

SCHEDULE TWO - SCHOOL PARKS

	SITE	LIGHTED/ UNLIGHTED
CCS	BETHEL ELEM	3 L BB/SB, 1 L SOCC
CCS	COX MILL ELEM	3 L BB/SB, 3 L SOCC
CCS	HARRISBURG ELEM	4 L BB/SB, 1UL SOCC
CCS	MT PLEASANT MIDDLE	1 L FB, 2 L BB/SB
CCS	ROCKY RIVER ELEM	7 L BB/SB
CCS	WINECOFF ELEM	2 L BB/SB, 1 L SOCC
CCS	HARRIS ROAD MIDDLE	1 UL SOCC/FB
CCS	HICKORY RIDGE MIDDLE	1 UL BB/SB
CCS	WINKLER MIDDLE	1 UL BB/SB, 1 UL FB/SOCC
CCS	CONCORD HIGH	2 L BB /SB
CCS	WR ODELL	1 UL BB/SB
CCS	PITTS SCHOOL ROAD	2L BB/SB

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

May 20, 2019
6:30 PM

AGENDA CATEGORY:
Consent Agenda

SUBJECT:
Human Resources - Presentation of Salary Study Results and Recommendations

BRIEF SUMMARY:
The Employers Association has completed a salary review for the general government group which is comprised of 15 diverse departments and 82 position descriptions. The salary study results and recommendations were presented at the work session.

REQUESTED ACTION:
Motion to approve study recommendations and include in FY20 budget.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:
Lundee Covington, Human Resources Director
Ashley Allen, HR Generalist

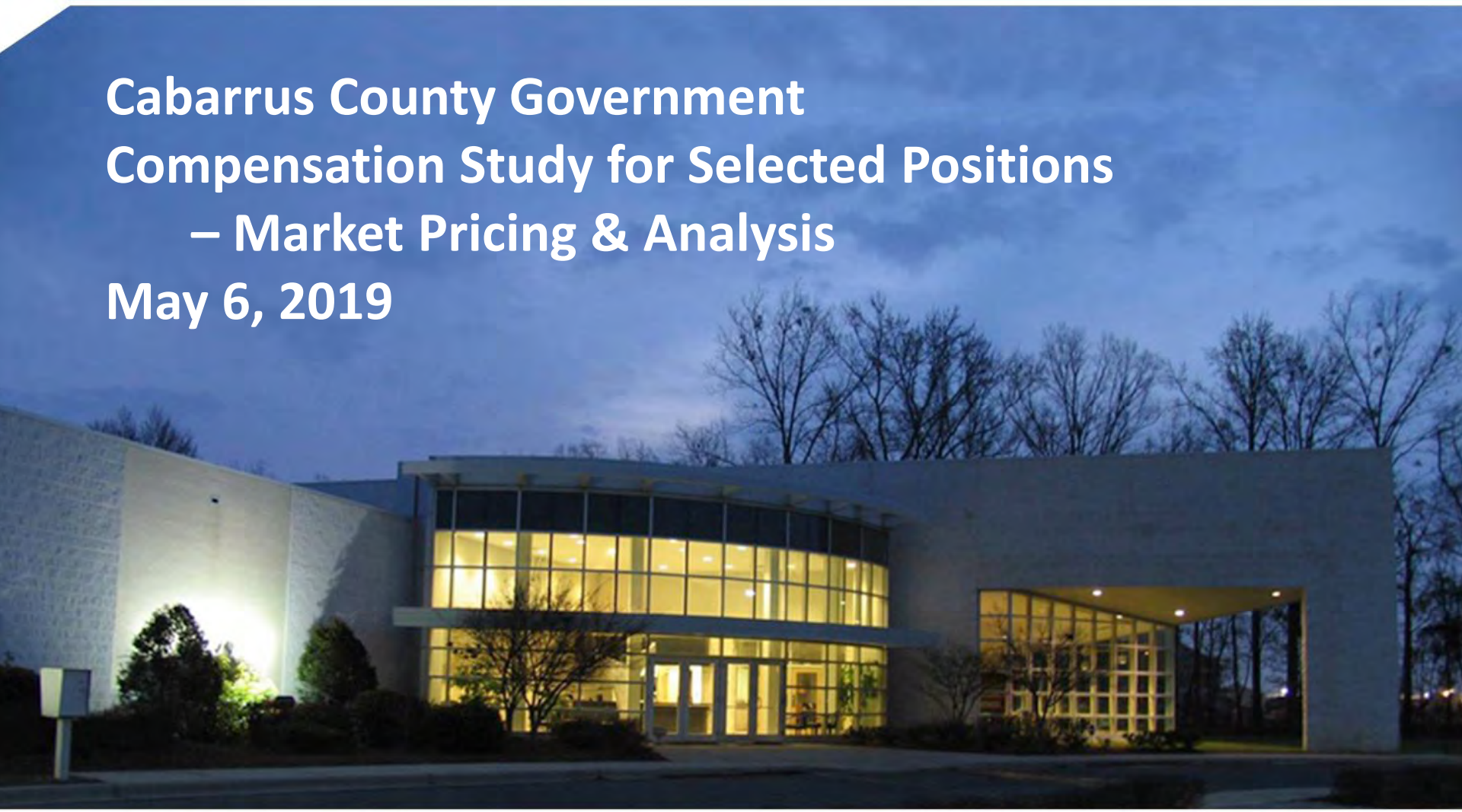
BUDGET AMENDMENT REQUIRED:
No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:
This item was approved by the Board for inclusion on the Agenda as a Consent item.

ATTACHMENTS:

- PowerPoint Presentation
- Salary Study Recommendation

Cabarrus County Government
Compensation Study for Selected Positions
– Market Pricing & Analysis
May 6, 2019



Presented by Becky Drozdz, TEA
Jean Gilreath, *JS Gilreath Consulting, Inc*.

THE EMPLOYERS ASSOCIATION

Introductions | The Employers Association

- Business association
- Started in 1958
- Over 930 member companies – all sizes & wide variety of industries: manufacturing, construction, distribution, health care, retail, services, non-profits, government, etc.
- Part of the Employers Associations of America (EAA): one of more than 40 sister associations around the nation

THE EMPLOYERS ASSOCIATION

Presentation Agenda

2019 Compensation Study - Market Pricing & Analysis

- **Methodology of Study**
- **Recommendations / Cost Implications**
- **Future Next Steps - Recommendations**

Market Pricing Methodology (1 of 2)

- Study was conducted for **90** selected Job Titles representing **325** employees in **15** departments
- **5** recognized statistically sound Salary Survey sources were used:
  - **Cabarrus County Sponsored Salary Study** – Customized salary survey of selected positions produced by TEA showcasing results from 23 participating County, City and Town governments in NC
  - **The Employers Association** – NC Wage and Salary Survey provides local and regional data for more than 400 jobs; includes government & NfP positions
  - **Economic Research Institute (ERI)** – National salary source with local, regional, and national data breakouts for over 2,500 jobs
  - **Willis Towers Watson** – National salary source representing 700 organizations and 1 million employees
  - **CompAnalyst** – National salary source representing 700,000 participating organizations and 10 million employees including government & NfP

Market Pricing Methodology (2 of 2)

- **100%** of the 90 selected positions were matched to survey sources; **94.4%** of jobs had **3** or more survey matches
- Salary data represents **Charlotte Metro Region** and Government, Not-for-Profit, All Industries
- Selected Positions for Project – demonstrated **Transferable Skills**
- **Median** (50th percentile) data points used
- **Market Average** – single market data point – gives equal weight to survey sources

Cabarrus County Sponsored Survey Participants

- Buncombe County
- Cabarrus County
- Catawba County
- City of Charlotte
- City of Concord
- City of Salisbury
- County of Davie
- County of Moore
- Cumberland County
- Forsyth County
- Gaston County
- Guilford County
- Iredell County
- Lincoln County Government
- Mecklenburg County
- Nash County
- New Hanover County
- Orange County
- Randolph County
- Rowan County
- Union County
- Wake County
- Wilson County

Recommendations (1 of 3)

Fiscal Year 2020 – Effective July 1, 2019

- **Salary Structure**
  - Adjust **Salary Structure** by 1.5%
  - No additional cost | Built into COLA

THE EMPLOYERS ASSOCIATION

Recommendations (2 of 3)

- **Grade Assignments**
  - Based on Market Average and Internal Equity, adjust grade assignment for 28 applicable jobs
    - Incumbents 'below minimum' of the NEW grade – bring salary up to minimum of grade for a one-time 'market adjustment' pay increase (12 employees)
      - Cost: $85,358.62
    - Incumbents 'above minimum' of the NEW – provide one-time 'market adjustment' increase of 3.0% (22 employees)
      - Cost: $53,526.72
  - Total cost of **$138,885.34**

Recommendations (3 of 3)

- **All Employees**
  - After recommended Market Adjustments to effected employees
  - Provide merit increase up to 2.5% to all employees (as budgeted)
  - Provide COLA to all employees (as budgeted)

THE EMPLOYERS ASSOCIATION

Future - Recommendations (1 of 3)

Fiscal Year 2021 (effective July 1, 2020)

- Continue practice to Benchmark Selected Job Titles / Departments every 3 years – rotating 1/3 each year
- Continue to use same Methodology (started for Fiscal Year 2019)
- Benchmark each year '**Hot Jobs**' and jobs with high turnover

Future - Recommendations (2 of 3)

- **Eliminate COLA** – build % into Merit
- **Customize Salary Structure** – expand Midpoint to Midpoint (to eliminate current compression)
  - **Reduce number of Grades**
  - **Realign** Salary Structure for consistency between Midpoints and Minimum-Midpoint-Maximum

THE EMPLOYERS ASSOCIATION

Future - Recommendations (3 of 3)

- In lieu of a merit increase, provide **Lump Sum 'Sustained Performance Award'** for employees at or above the Maximum of Salary Structure Range

Questions?



CONTACT US:
3020 W. Arrowood Road
Charlotte, NC 28273
P | (704) 522-8011
E | jean@jsgilreathconsulting.com
E I bdrozdz@employersassoc.com
www.employersassoc.com

Trusted HR Advice, Tools & Training

THE EMPLOYERS ASSOCIATION

PROPOSED RECLASSIFICATIONS - PAY GRADE CHANGES								
Current				Proposed - Ranges are Post-COLA				
Classification Title	Grade	Minimum	Maximum	Classification Retitle/Notes	Number	Grade	Minimum	Maximum
ACTIVE LIVING & PARKS								
Active Living Center Supervisor	8	28,371.20	44,283.20	Center Facility Operator	3	12	35,027.20	54,537.60
BOARD OF ELECTIONS								
Elections Clerk	8	28,371.20	44,283.20	No change to current pay - 3 employees		7	27,476.80	42,764.80
COMMUNICATIONS & OUTREACH								
Internal Communications Specialist	15	39,936.00	62,171.20		1	17	44,720.00	69,638.40
Outreach Coordinator	17	44,054.40	68,619.20		1	18	46,924.80	73,153.60
Multi-Media Journalist	17	44,054.40	68,619.20		1	19	49,296.00	76,793.60
Cable Television Producer	18	46,238.40	72,072.00		1	19	49,296.00	76,793.60
Communications & Outreach Manager	23	59,009.60	91,977.60	Communications & Outreach Director	1	26	69,326.40	108,076.80
COUNTY MANAGER								
Safety Officer	19	48,568.00	75,649.60		1	20	51,729.60	80,600.00
Management Analyst	20	50,960.00	79,414.40		1	24	62,899.20	98,072.00
Budget & Performance Manager	25	65,041.60	101,400.00		1	28	76,440.00	119,184.00
Area Manager of Operations	32	91,540.80	142,688.00		1	34	102,419.20	159,640.00
Area Manager Technology & Innovation	32	91,540.80	142,688.00		1	34	102,419.20	159,640.00
Deputy County Manager	35	105,976.00	165,193.60		1	36	112,944.00	176,072.00
FAIR								
Fair and Events Director	19	48,568.00	75,649.60		1	21	54,329.60	84,718.40
FINANCE								
Accountant	19	48,568.00	75,649.60		3	20	51,729.60	80,600.00
Financial Reporting Analyst	20	50,960.00	79,414.40		1	21	54,329.60	84,718.40
Senior Accountant	21	53,518.40	83,470.40		1	22	57,054.40	88,899.20
Accounting Supervisor	22	56,201.60	87,588.80		1	23	59,904.00	93,350.40
INFORMATION TECHNOLOGY								
Business System Analyst	22	56,201.60	87,588.80		2	24	62,899.20	98,072.00
Senior Analyst Programmer	22	56,201.60	87,588.80		1	27	72,800.00	113,464.00
Senior Business Systems Analyst	23	59,009.60	91,977.60		1	30	84,281.60	131,352.00
Network Engineer	24	61,963.20	96,616.00		1	26	69,326.40	108,076.80
Senior Systems Administrator	25	65,041.60	101,400.00		1	27	72,800.00	113,464.00
Network & Communications Supervisor	27	71,718.40	111,779.20		1	28	76,440.00	119,184.00
Cyber Security Administrator	25	65,041.60	101,400.00		1	29	80,288.00	125,132.80
Database Administrator	25	65,041.60	101,400.00		1	29	80,288.00	125,132.80
Enterprise Business Systems Supervisor	27	71,718.40	111,779.20		1	31	88,483.20	137,883.20

PROPOSED RECLASSIFICATIONS - PAY GRADE CHANGES								
Current				Proposed - Ranges are Post-COLA				
Classification Title	**Grade**	**Minimum**	**Maximum**	**Classification Retitle/Notes**	**Number**	**Grade**	**Minimum**	**Maximum**
Technical Architectural Services Supervisor	27	71,718.40	111,779.20		1	31	88,483.20	137,883.20
Deputy Chief Information Officer	29	79,102.40	123,281.60		1	32	92,913.60	144,830.40
Chief Information Officer	31	87,172.80	135,844.80		1	33	97,552.00	152,027.20
				TOTAL	34			

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

May 20, 2019
6:30 PM

AGENDA CATEGORY:
Consent Agenda

SUBJECT:
Infrastructure and Asset Management - Offer for Purchase of Tax Foreclosure Property

BRIEF SUMMARY:
An offer of $500 was received for purchase of a County owned foreclosed property located near Fox St. SW in Concord (PIN # 5620937474 0000). The 10-day upset bid process is now over and no upset bids were received.

REQUESTED ACTION:
Motion to accept the offer and proceed with the sale of subject property located near Fox St. (PIN # 5620937474 0000).

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:
Michael Miller, Infrastructure and Asset Management Director

BUDGET AMENDMENT REQUIRED:
No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:
This item was approved by the Board for inclusion on the Agenda as a Consent item.

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

May 20, 2019
6:30 PM

AGENDA CATEGORY:
Consent Agenda

SUBJECT:
Library - Policy Updates

BRIEF SUMMARY:
The library system has updated 2 policies that require approval: the Meeting Room Policy, and the Rules and Regulations for Conduct in the Library. Both have been approved by the Library Board of Trustees.

REQUESTED ACTION:
Motion to approve the revised policies as written.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:
Emery Ortiz, Library Director

BUDGET AMENDMENT REQUIRED:
No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:
This item was approved by the Board for inclusion on the Agenda as a Consent item.

ATTACHMENTS:

- Rules and Regulations for Conduct in the Library

- Meeting Room Policy

CABARRUS COUNTY PUBLIC LIBRARY RULES AND REGULATIONS FOR CONDUCT IN THE LIBRARY

The mission of Cabarrus County Public Library is connecting Cabarrus County citizens with information and resources that educate, enrich, and empower. Our facilities are designed to be safe spaces for all members of the public to pursue their literary, educational, and recreational needs without fear of harassment or harm. For individuals who refuse to comply with these rules, and/or directives of the library and its staff, law enforcement may be called to assist in mediation and/or removing the individual.

The Board of Library Trustees and the Cabarrus County Board of Commissioners have adopted the following regulations so that the Library may provide an atmosphere conducive to appropriate use of their services and facilities. The public is required to comply with all library policies, including these Rules and Regulations.

1. **Noise.** Creating loud, unreasonable, and/or disturbing noises by persons, electronic devices or cell phones is not allowed. Cell phone ringers, notifications, alerts, and alarms must be silenced. Cell phone or other electronic conversations must be conducted outside the library building. Adults with children will be asked to step outside in cases of prolonged disruption.

2. **Personal Conduct**. Disorderly conduct of any kind is not allowed. Alcohol and illegal drugs may not be possessed or consumed on library property. Sleeping is not allowed. Shirt and shoes must be worn at all times; clothing must be appropriately buttoned or zipped. Selling and/or soliciting of any kind is not permitted. Personal hygiene that constitutes a nuisance to other Library patrons and employees is not permitted. Blocking aisles, doorways, restrooms, stairways, elevators or ramps by people or property (including power cords) is prohibited. Large objects, such as carts, bicycles, and oversized luggage may not be brought into Library facilities, with the exception of baby strollers. Excessive personal belongings (generally, more than one backpack, bag, or other item(s) intended for storage) may not be brought into the library. Leaving personal property unattended is prohibited. All property must be within sight of the owner and kept clear of pathways, doors, and exits. Library staff are not responsible for the belongings of persons in the library.

3. **Interpersonal Conduct.** Inappropriate conduct, aggressive behavior, or harassment of other library patrons will not be tolerated. Examples include, but are not limited to: arguing, making threats, stalking behavior, using foul language, racial/ethnic or orientation-based slurs, aggressive behavior, sexual advances, inappropriate conversations, etc. Library staff may determine additional behaviors that violate this policy if they jeopardize the safety and well-being of other library users.

4. **Smoking.** Tobacco use of any kind is prohibited within 50 feet of any Cabarrus County owned facility, including all libraries. This includes eCigarettes, vaping devices, and smokeless tobacco.

5. **Children.** Children under the age of ten and any person in need of supervision must be attended by a responsible adult at all times. Children up to the age of 17 must not be left at the library after closing time. For the safety of children, adult use of the children's area of the library is limited to use by parents and caregivers acting on behalf of children. Adults requiring youth materials for educational, recreational, or research purposes should alert library staff when pursuing children's resources. Parents with continuously disruptive children will

be asked to leave in the event that the child's behavior is disturbing to other persons using the library, and if the parents and child refuse to cooperate with library staff.

6. **Food.** Food and beverages may not be consumed in the library. Exceptions: bottled water and bottles for infants are allowed.

7. **Animals.** Only service animals falling under ADA Title II and Title III guidelines may be brought into the building. Owners may be asked to identify the service that the animal provides. Any service animals causing a disruption or behaving outside the guidelines of a service animal will be asked to leave.

8. **Restrooms.** Library materials should not be taken into restrooms. Restrooms may not be used for changing clothes, washing clothes, washing hair, shaving or bathing. Congregating in restrooms for social or illegal purposes is not permitted. Cell phone conversations may not be conducted in restrooms.

9. **Library Property.** Furniture should not be moved or rearranged without prior permission from library staff. Mistreatment or destruction of any County property—including library facilities, furniture, and materials—is not allowed. Rollerblading or skateboarding is not permitted on library property.

10. **Library Staff.** The harassment and/or ill-treatment of any library employee, volunteer, or representative will not be tolerated. Examples include, but are not limited to, aggressive behavior, sexual advances, inappropriate conversations, stalking behavior, threats, etc. Library staff may determine additional behaviors that violate this policy if they jeopardize the safety and well-being of employees or other library representatives.

11. **Illegal Conduct or Activities.** Any other illegal acts or conduct in violation of Federal, State, or local law, ordinance or regulation including G.S.14-208.18 (Sex offender unlawfully on premises) is not permitted. Carrying weapons of any type with the exception of those allowed under NC General Statutes and Cabarrus County Ordinance is not permitted. Statutes and ordinances may be provided upon request.

Failure to comply with the Library's rules will result in exclusion from the Library based on the following process:

Warnings. When a violation of these regulations is observed by any library staff member, they will address the occurrence as a warning* and provide a copy of this document, identifying the specific violation. Upon issuing two warnings in any single library visit, any additional violations will result in dismissal from library property for the remainder of the day.

**As there is a zero tolerance policy in place for any acts of harassment, aggression, violence, and/or discriminatory behavior towards any individual on library property, violations of this nature will not receive a warning. Rather, this type of behavior will constitute an immediate and permanent ban until a hearing can be conducted between the offender, library administration, and/or County Management. This meeting will include a written statement that designates terms of future library use, if continued use of library services is permitted.*

Temporary Ban. Individuals who have gone through the warning process above but continue to violate policy will receive a temporary ban. This will occur once removal from the library has become necessary more than twice in a two-month period. A ban will include the individual's library card flagged as inactive for the length of

time the ban is scheduled. Temporary bans may range from one week to one year, depending on the severity of the behavior and the compliance of the offender. Bans lasting for one week or less may not be disputed. Bans in excess of a week may be appealed by the request of an evidentiary hearing with library administration and County Management.

Permanent Ban. Prolonged behavior that violates library policies and regulations, illegal activity, and/or any behavior that causes physical harm to another person on library property will constitute a permanent ban from all Cabarrus County Public Library facilities. The individual banned will receive a certified letter as official notice, reviewing their repeated violations and/or other terms that necessitated the ban. Law enforcement will be informed, and any attempt by the individual to return to a library will constitute as trespassing. Permanent bans may be appealed by the request of an evidentiary hearing with library administration and County Management.

Methods of Assessment. Library facilities may be monitored by security cameras, law enforcement officers, theft detection devices, or any combination of security methods that allow for the safety and well-being of employees, patrons, facilities, and collections. In determining appropriate disciplinary actions for violators of this policy, library staff and law enforcement may access data from these security measures, along with written accounts from any witnesses (both staff and non-employees).

Any behavior not specifically addressed in this document, but deemed a public hazard, safety violation, disruption, or nuisance is also subject to the listed penalties and actions at the discretion of Library management.

Any disputes of these regulations or actions may be addressed with the Library Director. Appeal of a ban will go before library administration and County Management, and must include a written statement. If further action to appeal is requested, the Board of Library Trustees will hear any grievances or appeals at the meeting that most immediately follows the incident(s) in question. Any disciplinary actions will be maintained until a decision is made by the Board of Library Trustees.

Adopted by the Cabarrus County Board of Commissioners 7/15/2010; Revised 9/2013; 11/9/2016; 12/18/2017; 3/22/2019

CABARRUS COUNTY
Public Library System

APPLICATION FOR USE OF THE CABARRUS COUNTY PUBLIC LIBRARY AUDITORIUM

(The agency must be in or serve Cabarrus County citizens to be eligible to use County facilities.)

All information is required to process application. Payment is due before reservations are considered complete. Please review the policy for room use prior to completing.

The Cabarrus County Public Library auditorium, located in the Concord Library, is available to agencies that are located in or serve Cabarrus County. Please check the boxes below to acknowledge the following:

☐ Auditorium capacity is 120

☐ Auditorium rental rate is $100 per 2-hour block* *(see policy for possible exceptions)*

☐ My agency/organization is located in or directly serves Cabarrus County

Date of Application: _____ **Name of Organization** *(if applicable)*:_____

Contact Name: _____ **Library Card Number**:_____

Position/Role *(if applying on behalf of an organization)*:_____

Address *(business address, if applying on behalf of an organization)*:

_____City/State:_____ Zip Code:_____

Phone:_____ **Email address**:_____

Date(s) Requested *(minimum of 28 days in future)*:_____

Meeting(s) will start at: _____**and end at**: _____**Estimated # of Attendees**: _____

(Please Note: All meetings must be held during normal library hours of operation and conclude at least fifteen minutes prior to the library's closing time, unless otherwise approved by the Manager/Director.)

Purpose of the Meeting (see policy for usage rules):

_____

_____

Will food and beverages be served: ☐yes ☐no Will you need access to the kitchen? ☐yes ☐no

Will you need to use Library equipment? If so, please check all that applies.

(Please note: you will be responsible for any damages incurred.)

☐ Projector (must supply own laptop)

☐ Easel

☐ Tables: indicate # ____ (12 available)

_____

CABARRUS COUNTY
Public Library System

On behalf of myself and/or organization, I have read the attached USAGE RULES and agree to comply with all regulations governing use of the library auditorium, and assume responsibility to assure that all regulations are met. Myself and/or the represented organization indemnifies and holds harmless the County from all claims for loss, damage or expense from Agency's usage of the County Facility and the usage of the County Facility by all persons attending the event. Agency' insurance shall be considered primary over any insurance coverage the County may have and shall comply with all federal, state, and local laws. Access to this County Facility may be controlled by a security system. If so, Agency personnel and guest will need to be escorted to and from County facility.

Signature:_____ Date:_____

CABARRUS COUNTY
Public Library System

POLICY FOR USE OF THE CABARRUS COUNTY PUBLIC LIBRARY AUDITORIUM AND FACILITIES

(The agency must be in or serve Cabarrus County citizens to be eligible to use County facilities.)

The library auditorium is primarily used for Library programming and meetings of Library support groups and staff. Library activities take precedence in scheduling. When the room is not in use for library-sponsored activities, it is available for community use for those who hold an active Library card (required for both an individual or representative of an organization). A fee of $100 per two hour block—due before reservations are considered confirmed and final—will apply to any individual or organization with exception to the following: Cabarrus County partnering agencies; Friends of the Library groups; individuals needing the room for educational purposes, as approved by library management. Non-profit organizations that are located in or serve Cabarrus County are entitled to one free auditorium reservation per year. Each applicant is required to have a library card in good standing to reserve meeting rooms.

An application form must be completed and submitted to the Library. Applications should be submitted no later than 1 month (28 days) prior to the event date. Rooms may be reserved no more than 90 days in advance. Reservations are made on a first-come, first-served basis. Events requiring multiple dates and/or recurring use must be pre-approved by library administration, and no individual or organization may have more than three reservations scheduled at any one time.

The Library auditorium and facilities are available for civic, educational, cultural or other nonprofit-sponsored meetings. They are not available for strictly social purposes, fundraising, recruiting (non-career related), sales or solicitation, proselytizing, or politically affiliated events. The Library Director/Branch Manager may deny the use of library facilities for violations of this rule, and/or upon determining the purpose of the event does not align with appropriate use. Organizations are not permitted to present programs for the public unless in direct partnership with the Library (for information on establishing a partnership, please contact 704-920-2050 or email library@cabarruscounty.us).

All meetings and/or events must be scheduled to begin during regular library hours and end at least 15 minutes before closing time, unless otherwise approved prior to the event. Failure to vacate on time, or to cancel an event without notice, will jeopardize the group's future use of the auditorium.

Events in the library facilities must not disrupt other uses of the library or disturb other library users.

Parents attending an event in the auditorium may not leave children under the age of 10 unattended in the Library.

No fees, including admission or donations, may be collected by any group other than Library support groups. Events sponsored by the Library or one of its support groups may allow sales by artists and writers.

In publicizing a meeting to be held in the auditorium, the sponsoring group must be clearly identified. Groups must not imply library sponsorship or endorsement of their program or organization in their publicity/marketing materials—including social media posts, printed materials, etc.—unless specifically cleared to do so in a collaborative or partnership event with the Library.

Organizations using library facilities are responsible for the cost necessary to repair any damage done to the facilities or contents of the rooms during the period of use.

Organizations using the auditorium may serve refreshments under the following conditions:

- Refreshments are limited to non-alcoholic beverages and finger food. No heated trays or small electronic appliances are allowed to be used for refreshments.
- The user is responsible for clean-up, including disposing of all unused food and beverages (garbage cans, vacuum cleaner/carpet sweeper will be provided).
- No remnants (i.e. stains, crumbs) of food/drink are left on library furniture, floors, or other surfaces.
- Failure to follow these conditions may result in the organization being banned from using the library facilities in the future.

Cabarrus County Government is a smoke free workplace. Smoking is not permitted in any library facility. Open flames, including candles, are also prohibited.

Some audiovisual equipment is available for use. See the Application for details. The library will provide limited instructions on use of equipment, and users must provide an individual who is capable of operating equipment.

Adopted by the Cabarrus County Public Library Board of Trustees 2-19-2014; rev 9-20-2012; rev 8-8-2017

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

May 20, 2019
6:30 PM

AGENDA CATEGORY:
Consent Agenda

SUBJECT:
Register of Deeds - Partial Refund of Excise Tax

BRIEF SUMMARY:
Morrison Law recorded a general warranty deed on March 14, 20019, Instrument # 5839 and paid excise tax of $803.00. Subsequently, on April 2,2019, Morrison Law recorded an affidavit asserting the excise tax due on that transaction to be $338.00.

REQUESTED ACTION:
Motion to authorize a refund to Morrison Law in the sum of $465.00, pursuant to NCGS 105-228.37.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:
Wayne Nixon, Register of Deeds

BUDGET AMENDMENT REQUIRED:
No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:
This item was approved by the Board for inclusion on the Agenda as a Consent item.

ATTACHMENTS:

Morrison Law Attachment

FILED ELECTRONICALLY
CABARRUS COUNTY NC
M. WAYNE NIXON

FILED	Apr 02, 2019
AT	04:20:00 PM
BOOK	13443
START PAGE	0223
END PAGE	0223
INSTRUMENT #	07717
EXCISE TAX	$0.00

Prepared by and Return to: Morrison Law, LLP, 167 Church Street, Concord, NC 28025

AFFIDAVIT

Giving notice of typographical or other minor omission pursuant to NCGS 47-36.1

Title of Original Instrument: North Carolina General Warranty Deed

Date of Recording: March 14, 2019

Recording Book and Page: Book 13413, Page 24, Cabarrus County Registry

Original Parties to the Instrument:

Grantor (s): Jessica Troutman Cochran and spouse Ryan Lee Cochran

Grantee: Stephen Hackney and wife Sophie Hackney

Now comes the undersigned as preparer and recorder being first duly sworn and does say the following:

The sole purpose of this deed is to correct the Excise Tax amount to $338.00.

Signature of Affiant: Anne W. Morrison
Print Name: Anne W. Morrison

State of North Carolina County of Cabarrus

Sworn to and subscribed before me this 1st day of April, 2019.

Notary Public: Candice L. Willis

My commission expires: 12/14/2021

Notary Seal

CANDICE L. WILLIS NOTARY PUBLIC CABARRUS COUNTY, NC

Submitted electronically by "Morrison Law, LLP"
in compliance with North Carolina statutes governing recordable documents
and the terms of the Memorandum of Understanding with
the Office of the Register of Deeds of Cabarrus County. NCGS 47-14(a1)(5).

FILED ELECTRONICALLY
CABARRUS COUNTY NC
M. WAYNE NIXON

FILED	Mar 14, 2019
AT	11:45:00 AM
BOOK	13413
START PAGE	0024
END PAGE	0025
INSTRUMENT #	05839
EXCISE TAX	$803.00

TAX STAMPS: $803.00
Prepared by H. L. Ruth, III, PA
TAX ID: 5682646307

NORTH CAROLINA

GENERAL WARRANTY DEED

CABARRUS COUNTY

THIS DEED, made this 1st day of March, 2019, by **JESSICA TROUTMAN COCHRAN f/k/a Jessica D. Troutman and spouse, RYAN LEE COCHRAN, whose mailing address is 1212 Union St., S, Concord, NC 28025**, Grantor, to **STEPHEN HACKNEY and wife, SOPHIE HACKNEY**, Grantee, whose mailing address is 35 Charing Pl., SW, Concord, NC 28025.

The designation Grantor and Grantee as used herein shall include said parties, their heirs, successors, and assigns, and shall include the singular, plural, masculine, feminine or neuter as required by context.

W I T N E S S E T H :

That the Grantors, for a valuable consideration paid by the Grantees, the receipt of which is hereby acknowledged, have and by these presents do grant, bargain, sell, and convey unto the Grantees in fee simple, all that certain tract or parcel of land, Lying and being in No. 11 Township, Cabarrus County, North Carolina and being more particularly described as follows:

Being all of Lot No. 2 of CHARING PLACE, a map of which is on file in the Office of the Register of Deeds for Cabarrus County, North Carolina in Map Book 27, page 76.

The property conveyed herein X does ____ does not include the primary residence of Grantors.

Submitted electronically by "Morrison Law, LLP"
in compliance with North Carolina statutes governing recordable documents
and the terms of the Memorandum of Understanding with
the Office of the Register of Deeds of Cabarrus County. NCGS 47-14(a1)(5).

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

May 20, 2019
6:30 PM

AGENDA CATEGORY:
Consent Agenda

SUBJECT:
Tax Administration - Refund and Release Reports - April 2019

BRIEF SUMMARY:
The Release Report contains taxpayers' names, bill numbers, valuations, tax amounts, along with the justifications for releasing the valuation/tax amounts for outstanding levies in accordance with N.C.G.S. 105-381. The Refund Report is a summary sheet which lists data from each refund request form, along with the justification for the refunds to the taxpayers in accordance with N.C.G.S. 105-381.
Note: Due to the transition of motor vehicles onto the new North Carolina Vehicle Tax System (NCVTS), motor vehicle-related refunds and releases will begin to be displayed on the new report generated by NCVTS.

REQUESTED ACTION:
Motion to approve the April 2019 Refund and Release Reports as submitted**,** including the NCVTS Refund Report, and grant authority to the Tax Collector to process the refunds and releases.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:
M. David Thrift, Tax Administrator

BUDGET AMENDMENT REQUIRED:
No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:
This item was approved by the Board for inclusion on the Agenda as a Consent item.

ATTACHMENTS:

- Release Refund Summary
- Release Refund Detail
- NCVTS Refund Report

Summary of Releases and Refunds for the Month Of April 2019

RELEASES FOR THE MONTH OF: APRIL 2019 **$9,275.24**

BREAKDOWN OF RELEASES:

COUNTY	$7,120.75
CITY OF CONCORD	$617.73
CITY OF KANNAPOLIS	$77.19
CITY OF LOCUST	$0.00
CITY OF STANFIELD	$0.00
CITY OF CONCORD DOWNTOWN	$0.00
TOWN OF HARRISBURG	$1,135.66
TOWN OF MIDLAND	$0.00
TOWN OF MT. PLEASANT	$0.00
ALLEN F/D	$0.00
COLD WATER F/D	$0.00
ENOCHVILLE F/D	$0.00
FLOWES STORE F/D	$1.58
GEORGEVILLE F/D	$0.00
GOLD HILL F/D	$0.00
HARRISBURG F/D	$0.00
JACKSON PARK F/D	$0.00
MIDLAND F/D	$0.00
MT MITCHELL F/D	$0.00
MT PLEASANT F/D	$0.78
NORTHEAST F/D	$319.70
ODELL F/D	$1.85
POPLAR TENT F/D	$0.00
RICHFIELD F/D	$0.00
RIMER F/D	$0.00
KANNAPOLIS RURAL F/D	$0.00
CONCORD RURAL F/D	$0.00

REFUNDS FOR THE MONTH OF: APRIL 2019 **$3,155.89**

BREAKDOWN OF REFUNDS:

COUNTY	$1,867.81
CITY OF CONCORD	$1,183.61
CITY OF KANNAPOLIS	$103.91
CITY OF LOCUST	$0.00
CITY OF STANFIELD	$0.00
CITY OF CONCORD DOWNTOWN	$0.00
TOWN OF HARRISBURG	$0.00
TOWN OF MIDLAND	$0.00
TOWN OF MT. PLEASANT	$0.00
ALLEN F/D	$0.00
COLD WATER F/D	$0.00
ENOCHVILLE F/D	$0.00
FLOWES STORE F/D	$0.00
GEORGEVILLE F/D	$0.00
GOLD HILL F/D	$0.00
HARRISBURG F/D	$0.00
JACKSON PARK F/D	$0.00
MIDLAND F/D	$0.00
MT. MITCHELL F/D	$0.00
MT. PLEASANT F/D	$0.00
NORTHEAST F/D	$0.00
ODELL F/D	$0.56
POPLAR TENT F/D	$0.00
RICHFIELD F/D	$0.00
RIMER F/D	$0.00
WINECOFF F/D	$0.00
KANNAPOLIS RURAL F/D	$0.00
CONCORD RURAL F/D	$0.00

APRIL 2019 RELEASE REPORT

Name	Bill#	Reason	District	Amount
BEAVER TONY L	2015-16843	Release attorney fee and	C TITLFEE	775.00
BEAVER TONY L	2015-16843	Release attorney fee and	C LEGLFEE	900.70
BEAVER TONY L	2018-17245		C ADVTFEE	1.50
BLISS REBECCA LEAH	2019-502864	PER RELEASE PPWK (NO	C ADVLTAX	173.16
BLISS REBECCA LEAH	2019-502864	PER RELEASE PPWK (NO	CI02ADVLTAX	115.44
BRUMIT RESTAURANT GROUP LLC	2019-201	DISCOVERY BILLS FOR YEARS	C ADVLTAX	824.64
BRUMIT RESTAURANT GROUP LLC	2019-201	DISCOVERY BILLS FOR YEARS	C PEN FEE	247.39
BRUMIT RESTAURANT GROUP LLC	2019-201	DISCOVERY BILLS FOR YEARS	CI01ADVLTAX	186.72
BRUMIT RESTAURANT GROUP LLC	2019-201	DISCOVERY BILLS FOR YEARS	CI01PEN FEE	56.02
BRUMIT RESTAURANT GROUP LLC	2019-202	DISCOVERY BILLS FOR YEARS	C ADVLTAX	892.69
BRUMIT RESTAURANT GROUP LLC	2019-202	DISCOVERY BILLS FOR YEARS	C PEN FEE	357.08
BRUMIT RESTAURANT GROUP LLC	2019-202	DISCOVERY BILLS FOR YEARS	CI01ADVLTAX	202.13
BRUMIT RESTAURANT GROUP LLC	2019-202	DISCOVERY BILLS FOR YEARS	CI01PEN FEE	80.85
BRUMIT RESTAURANT GROUP LLC	2019-203	DISCOVERY BILLS FOR YEARS	C ADVLTAX	1115.63
BRUMIT RESTAURANT GROUP LLC	2019-203	DISCOVERY BILLS FOR YEARS	C PEN FEE	557.82
BRUMIT RESTAURANT GROUP LLC	2019-203	DISCOVERY BILLS FOR YEARS	CI01ADVLTAX	252.61
BRUMIT RESTAURANT GROUP LLC	2019-203	DISCOVERY BILLS FOR YEARS	CI01PEN FEE	126.31
BRUMIT RESTAURANT GROUP LLC	2019-200	DISCOVERY BILLS FOR YEARS	C ADVLTAX	798.70
BRUMIT RESTAURANT GROUP LLC	2019-200	DISCOVERY BILLS FOR YEARS	C PEN FEE	159.74
BRUMIT RESTAURANT GROUP LLC	2019-200	DISCOVERY BILLS FOR YEARS	CI01ADVLTAX	180.85
BRUMIT RESTAURANT GROUP LLC	2019-200	DISCOVERY BILLS FOR YEARS	CI01PEN FEE	36.17
CARSWELL RALPH C IRREVOC TRUST	2018-25328		C ADVTFEE	1.50
CARSWELL RALPH C IRREVOC TRUST	2017-25333	ZLS PAID	C TITLFEE	1000.00
CARSWELL RALPH C IRREVOC TRUST	2017-25333	ZLS PAID	C LEGLFEE	303.93
CHILDRESS LISA D	2017-27092	Releasing previous GR fee	C GARNFEE	47.84
COPELAND SAMUEL MARTIN SR	2019-503211	VEH REG OUT OF STATE	C ADVLTAX	45.19
COPELAND SAMUEL MARTIN SR	2019-503211	VEH REG OUT OF STATE	CI02ADVLTAX	30.13
CRANFORD BRIAN EUGENE	2018-30664	Paid by new owner before	C GARNFEE	120.00
DIXIE NOVELTY INC	2019-82	DETERMINED CABCO DID NOT	C ADVLTAX	49.83
DIXIE NOVELTY INC	2019-82	DETERMINED CABCO DID NOT	C PEN FEE	19.93
DIXIE NOVELTY INC	2019-82	DETERMINED CABCO DID NOT	CI02ADVLTAX	34.17
DIXIE NOVELTY INC	2019-82	DETERMINED CABCO DID NOT	CI02PEN FEE	13.67
DIXIE NOVELTY INC	2019-83	DETERMINED CABCO DID NOT	C ADVLTAX	38.36
DIXIE NOVELTY INC	2019-83	DETERMINED CABCO DID NOT	C PEN FEE	11.51
DIXIE NOVELTY INC	2019-83	DETERMINED CABCO DID NOT	CI02ADVLTAX	26.30
DIXIE NOVELTY INC	2019-83	DETERMINED CABCO DID NOT	CI02PEN FEE	7.89
DIXIE NOVELTY INC	2019-84	DETERMINED CABCO DID NOT	C ADVLTAX	50.75
DIXIE NOVELTY INC	2019-84	DETERMINED CABCO DID NOT	C PEN FEE	10.15
DIXIE NOVELTY INC	2019-84	DETERMINED CABCO DID NOT	CI02ADVLTAX	33.84
DIXIE NOVELTY INC	2019-84	DETERMINED CABCO DID NOT	CI02PEN FEE	6.77
DIXIE NOVELTY INC	2019-80	DETERMINED CABCO DID NOT	C ADVLTAX	70.69
DIXIE NOVELTY INC	2019-80	DETERMINED CABCO DID NOT	C PEN FEE	42.41
DIXIE NOVELTY INC	2019-80	DETERMINED CABCO DID NOT	CI02ADVLTAX	48.47
DIXIE NOVELTY INC	2019-80	DETERMINED CABCO DID NOT	CI02PEN FEE	29.08
DIXIE NOVELTY INC	2019-81	DETERMINED CABCO DID NOT	C ADVLTAX	60.26
DIXIE NOVELTY INC	2019-81	DETERMINED CABCO DID NOT	C PEN FEE	30.13
DIXIE NOVELTY INC	2019-81	DETERMINED CABCO DID NOT	CI02ADVLTAX	41.32
DIXIE NOVELTY INC	2019-81	DETERMINED CABCO DID NOT	CI02PEN FEE	20.66
FAGGART GLENDA MAE	2018-38452	2003 DODGE WAS SOLD 2017	C ADVLTAX	18.36
FAGGART GLENDA MAE	2018-38452	2003 DODGE WAS SOLD 2017	C PEN FEE	1.84
FAGGART GLENDA MAE	2018-38452	2003 DODGE WAS SOLD 2017	CI02ADVLTAX	12.24
FAGGART GLENDA MAE	2018-38452	2003 DODGE WAS SOLD 2017	CI02PEN FEE	1.22
FAGGART HENRY HEIR	2014-36846	PER ZLS, REDUCE SUIT COSTS	C LEGLFEE	46.00
FAST TRACK PROPERTIES INC	2018-38768	BA in error	C GARNFEE	60.00
GIBSON JAMES W	2018-43357	PER DEED 12303/34 (2ND	C ADVTFEE	1.50
GIBSON JAMES W	2015-42069	PER DEED 12303/34 (2ND	C ADVLTAX	14.00
GIBSON JAMES W	2015-42069	PER DEED 12303/34 (2ND	CI04ADVLTAX	12.60
GIBSON JAMES W	2018-43357	PER DEED 12303/34 (2ND	C ADVLTAX	10.80
GIBSON JAMES W	2018-43357	PER DEED 12303/34 (2ND	CI04ADVLTAX	9.45
GIBSON JAMES W	2017-43137	PER DEED 12303/34 (2ND	C ADVTFEE	1.50
GIBSON JAMES W	2015-42069	PER DEED 12303/34 (2ND	C ADVTFEE	1.50
GIBSON JAMES W	2016-42589	PER DEED 12303/34 (2ND	C ADVLTAX	10.50
GIBSON JAMES W	2016-42589	PER DEED 12303/34 (2ND	CI04ADVLTAX	9.45
GIBSON JAMES W	2016-42589	PER DEED 12303/34 (2ND	C ADVTFEE	1.50
GIBSON JAMES W	2017-43137	PER DEED 12303/34 (2ND	C ADVLTAX	10.50
GIBSON JAMES W	2017-43137	PER DEED 12303/34 (2ND	CI04ADVLTAX	9.45
GOMEZ JULIE ANN	2016-410494	GR AGED OUT	C GARNFEE	60.00
HARRIS PHIL P	2018-48238	TP DIVORCED AND	C ADVLTAX	17.28
HARRIS PHIL P	2018-48238	TP DIVORCED AND	C PEN FEE	1.73
HARRIS PHIL P	2018-48238	TP DIVORCED AND	FR14ADVLTAX	1.44
HARRIS PHIL P	2018-48238	TP DIVORCED AND	FR14PEN FEE	0.14
HARRIS PHIL P	2018-48238		C GARNFEE	60.00
HARVELL GEORGE LOUIS	2018-48811	RELEASING GR FEE. POSTMARK	C GARNFEE	60.00
HONEYCUTT JAMES E JR	2018-52332	Terminated 1/18/19	C GARNFEE	60.00
HUNTER DONALD W	2009-51375	TAXPAYER DID NOT LIVE IN	C ADVLTAX	2.57
HUNTER DONALD W	2009-51375	TAXPAYER DID NOT LIVE IN	FR11ADVLTAX	0.13
HUNTER DONALD W	2010-12518	TAXPAYER DID NOT LIVE IN	C ADVLTAX	5.04
HUNTER DONALD W	2010-12518	TAXPAYER DID NOT LIVE IN	C PEN FEE	0.50
HUNTER DONALD W	2010-12518	TAXPAYER DID NOT LIVE IN	FR11ADVLTAX	0.24
HUNTER DONALD W	2010-12518	TAXPAYER DID NOT LIVE IN	FR11PEN FEE	0.02
HUNTER DONALD W	2011-51825	TAXPAYER DID NOT LIVE IN	C ADVLTAX	5.04
HUNTER DONALD W	2011-51825	TAXPAYER DID NOT LIVE IN	C PEN FEE	0.50
HUNTER DONALD W	2011-51825	TAXPAYER DID NOT LIVE IN	FR11ADVLTAX	0.40
HUNTER DONALD W	2011-51825	TAXPAYER DID NOT LIVE IN	FR11PEN FEE	0.04
HUNTER DONALD W	2012-51811	TAXPAYER DID NOT LIVE IN	C ADVLTAX	5.60
HUNTER DONALD W	2012-51811	TAXPAYER DID NOT LIVE IN	C PEN FEE	0.56
HUNTER DONALD W	2012-51811	TAXPAYER DID NOT LIVE IN	FR11ADVLTAX	0.46

HUNTER DONALD W	2012-51811	TAXPAYER DID NOT LIVE IN	FR11	PEN FEE	0.05
HUNTER DONALD W	2013-51648	TAXPAYER DID NOT LIVE IN	C	ADVLTAX	5.60
HUNTER DONALD W	2013-51648	TAXPAYER DID NOT LIVE IN	C	PEN FEE	0.56
HUNTER DONALD W	2013-51648	TAXPAYER DID NOT LIVE IN	FR11	ADVLTAX	0.46
HUNTER DONALD W	2013-51648	TAXPAYER DID NOT LIVE IN	FR11	PEN FEE	0.05
J J J F LLC	2018-54991	RELEASE ADV FEE-ORIGINAL	C	ADVTFEE	1.50
JADLOCKI JANICE DARLENE	2018-55255		C	GARNFEE	60.00
JONES DAVID G	2018-56662	RELEASE GR FEE-NEW OWNERS-	C	GARNFEE	120.00
JONES FRANK CONTRELL	2019-500094	VEH REG OUT OF STATE	C	ADVLTAX	83.41
JONES FRANK CONTRELL	2019-500094	VEH REG OUT OF STATE	CI02	ADVLTAX	55.61
KEYS AMANDA BLOODWORTH	2019-503094	VEH REG OUT OF STATE	C	ADVLTAX	28.40
KEYS AMANDA BLOODWORTH	2019-503094	VEH REG OUT OF STATE	CI01	ADVLTAX	14.00
LAGARDE STEVE	2009-57689		C	GARNFEE	60.00
LITTLE FELECIA	2018-63016		C	GARNFEE	60.00
LONG TOMMY	2018-63793	RELEASE GR FEE-WRONG	C	GARNFEE	60.00
MCCORMICK EDWARD ANTHONY	2018-67725		C	GARNFEE	120.00
MCLAUGHLIN JASON COREY	2018-68707		C	GARNFEE	60.00
MCRORIE FRED ALLEN JR	2019-502785	TAG TRANSFERRED - NO GAP	C	ADVLTAX	41.42
MCRORIE FRED ALLEN JR	2019-502785	TAG TRANSFERRED - NO GAP	CI04	ADVLTAX	36.24
MOORE ROBERT MARVIN JR	2019-503039	NO EVIDENCE OF GAP DURING	C	ADVLTAX	211.38
MOORE ROBERT MARVIN JR	2019-503039	NO EVIDENCE OF GAP DURING	CI02	ADVLTAX	140.92
MOOSE ALLAN LEE	2019-255	The property was conveyed	C	ADVLTAX	1.80
MOOSE ALLAN LEE	2019-255	The property was conveyed	FR16	ADVLTAX	0.26
MOOSE ALLAN LEE	2019-254	The property was conveyed	C	ADVLTAX	1.75
MOOSE ALLAN LEE	2019-254	The property was conveyed	FR16	ADVLTAX	0.26
MOOSE ALLAN LEE	2019-253	The property was conveyed	C	ADVLTAX	1.75
MOOSE ALLAN LEE	2019-253	The property was conveyed	FR16	ADVLTAX	0.26
MOOSE BARBARA K	2019-238	INCORRECTLY BILLED TO ACCT	C	ADVLTAX	799.63
MOOSE BARBARA K	2019-238	INCORRECTLY BILLED TO ACCT	FR15	ADVLTAX	141.05
MOOSE GERALD D	2019-217	INCORRECT DISCOVERY YEAR	FR15	ADVLTAX	141.05
MULLIS SHEILA C	2018-73591		C	GARNFEE	60.00
OXENDINE MICHAEL	2017-76677	GR AGED OUT	C	GARNFEE	60.00
PARKS PLUMBING	2018-1130	CORRECTED VALUES PER TO	C	ADVLTAX	23.80
PARKS PLUMBING	2018-1130	CORRECTED VALUES PER TO	C	PEN FEE	4.76
PARKS PLUMBING	2018-1130	CORRECTED VALUES PER TO	FR15	ADVLTAX	4.32
PARKS PLUMBING	2018-1130	CORRECTED VALUES PER TO	FR15	PEN FEE	0.86
PARKS PLUMBING	2018-1131	CORRECTED VALUES PER TO	C	ADVLTAX	30.80
PARKS PLUMBING	2018-1131	CORRECTED VALUES PER TO	C	PEN FEE	9.24
PARKS PLUMBING	2018-1131	CORRECTED VALUES PER TO	FR15	ADVLTAX	5.59
PARKS PLUMBING	2018-1131	CORRECTED VALUES PER TO	FR15	PEN FEE	1.68
PARKS PLUMBING	2018-1132	CORRECTED VALUES PER TO	C	ADVLTAX	37.10
PARKS PLUMBING	2018-1132	CORRECTED VALUES PER TO	C	PEN FEE	14.84
PARKS PLUMBING	2018-1132	CORRECTED VALUES PER TO	FR15	ADVLTAX	5.67
PARKS PLUMBING	2018-1132	CORRECTED VALUES PER TO	FR15	PEN FEE	2.27
PARKS PLUMBING	2018-1129	CORRECTED VALUES PER TO	C	ADVLTAX	17.28
PARKS PLUMBING	2018-1129	CORRECTED VALUES PER TO	C	PEN FEE	1.73
PARKS PLUMBING	2018-1129	CORRECTED VALUES PER TO	FR15	ADVLTAX	3.05
PARKS PLUMBING	2018-1129	CORRECTED VALUES PER TO	FR15	PEN FEE	0.31
PARKS PLUMBING	2018-1133	CORRECTED VALUES PER TO	C	ADVLTAX	43.40
PARKS PLUMBING	2018-1133	CORRECTED VALUES PER TO	C	PEN FEE	21.70
PARKS PLUMBING	2018-1133	CORRECTED VALUES PER TO	FR15	ADVLTAX	4.15
PARKS PLUMBING	2018-1133	CORRECTED VALUES PER TO	FR15	PEN FEE	2.08
PARKS PLUMBING	2018-1134	CORRECTED VALUES PER TO	C	ADVLTAX	49.70
PARKS PLUMBING	2018-1134	CORRECTED VALUES PER TO	C	PEN FEE	29.82
PARKS PLUMBING	2018-1134	CORRECTED VALUES PER TO	FR15	ADVLTAX	4.76
PARKS PLUMBING	2018-1134	CORRECTED VALUES PER TO	FR15	PEN FEE	2.86
PETERSON MELISSA JO	2018-79319		C	GARNFEE	60.00
RAYFIELD MELISSA	2018-83307	Terminated 12/28/19	C	GARNFEE	60.00
RUSSELL WILLIS JUNIOR	2018-87392	RELEASE GR FEES - TIME	C	GARNFEE	120.00
SIMMONS CATHERINE B	2014-410332	RELEASE GR FEE - CLOSED	C	GARNFEE	60.00
SMITH ROBERT V	2018-92796		C	GARNFEE	60.00
SUMMERLIN GARY L & WIFE ANN B	2018-96150	ALEVO OUT OF BUSINESS	C	GARNFEE	60.00
SUMMERLIN GARY L & WIFE ANN B	2018-96150		C	GARNFEE	120.00
TALLEY JERRY FRANKLIN	2017-96124		C	ADVTFEE	1.50
WELCH GREGORY J	2018-104174	Wells Fargo sent payment	C	GARNFEE	60.00
YARBOROUGH DAVID M SR	2018-107833		C	GARNFEE	60.00

North Carolina Vehicle Tax System

NCVTS Pending Refund report

Report Date 5/2/2019 9:34:17 AM

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description	Refund Reason	Create Date	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
ALBERINI, ROBERT LOUIS	ALBERINI, ROBERT LOUIS		3652 IVY GROVE CT NW	CONCORD, NC 28027	Adjustment < $100	0046640721	BBB1243	PENDING	155875800	Refund Generated due to adjustment on Bill #0046640721-2018-2018-0000-00	Adjustment	04/04/2019	C ADVL	Tax	($13.16)	$0.00	($13.16)
													CI02ADVL	Tax	($8.77)	$0.00	($8.77)
													CI02ADVL	Vehicle Fee	$0.00	$0.00	$0.00
																Refund	$21.93
ALLMAN, EMILY LEWIS	ALLMAN, EMILY LEWIS		8125 NC HIGHWAY 49 N	MOUNT PLEASANT, NC 28124	Adjustment >= $100	0047578393	EHL7743	PENDING	209978076	Refund Generated due to adjustment on Bill #0047578393-2018-2018-0000	Situs error	04/26/2019	C ADVL	Tax	$0.00	$0.00	$0.00
													CI02ADVL	Tax	($132.29)	$0.00	($132.29)
													CI02ADVL	Vehicle Fee	($15.00)	$0.00	($15.00)
													FR16ADVL	Tax	$28.39	$0.00	$28.39
																Refund	$118.90
ALLMAN, LARRY DEAN	ALLMAN, LARRY DEAN		685 HILLWAY DR	MOUNT PLEASANT, NC 28124	Proration	0018006049	WZL6777	PENDING	103680558	Refund Generated due to proration on Bill #0018006049-2017-	Vehicle Sold	04/01/2019	C ADVL	Tax	($1.49)	($0.08)	($1.57)
													FR15ADVL	Tax	($0.27)	($0.01)	($0.28)
																Refund	$1.85
ALPERI, AMY CATHERINE	ALPERI, AMY CATHERINE	ALPERI, STEVEN EDWARD	10769 SAPPHIRE TRL	DAVIDSON, NC 28036	Adjustment < $100	0029120195	ABM4580	PENDING	157483089	Refund Generated due to adjustment on Bill #0029120195-2018-2018-0000-00	Adjustment	04/26/2019	C ADVL	Tax	($12.89)	$0.00	($12.89)
													CI04ADVL	Tax	($11.28)	$0.00	($11.28)
													CI04ADVL	Vehicle Fee	$0.00	$0.00	$0.00
																Refund	$24.17
ANDERSON, SARIA JANNELLE	ANDERSON, SARIA JANNELLE	BELLAMY, MIRANDA JACQUELINE	833 CONCORDE CIR APT 5416	LINTHICUM HEIGHTS, MD 21090	Proration	0043395897	FEM6995	PENDING	103680846	Refund Generated due to proration on Bill #0043395897-2018-	Reg . Out of state	04/01/2019	C ADVL	Tax	($59.87)	$0.00	($59.87)
													CI01ADVL	Tax	($29.52)	$0.00	($29.52)
																Refund	$89.39
ANDERSON, SARIA JANNELLE	ANDERSON, SARIA JANNELLE		833 CONCORDE CIR, APT 5416	LINTHICUM HEIGHTS, MD 21090	Proration	0040502262	FCE4098	PENDING	103680840	Refund Generated due to proration on Bill #0040502262-2018-	Reg . Out of state	04/01/2019	C ADVL	Tax	($31.62)	$0.00	($31.62)
													CI01ADVL	Tax	($15.58)	$0.00	($15.58)
																Refund	$47.20
AUBE'S INC	AUBE'S INC		8005 NC HIGHWAY 49 N	MT PLEASANT, NC 28124	Adjustment < $100	0047593088	HAC5191	PENDING	210219464	Refund Generated due to adjustment on Bill #0047593088-2018-2018-0000	Situs error	04/29/2019	C ADVL	Tax	$0.00	$0.00	$0.00
													CI02ADVL	Tax	($20.98)	$0.00	($20.98)
													CI02ADVL	Vehicle Fee	($15.00)	$0.00	($15.00)
													FR16ADVL	Tax	$4.50	$0.00	$4.50
																Refund	$31.48
AUSTIN, JAMES JOHNSON	AUSTIN, JAMES JOHNSON		2509 S MAIN ST	KANNAPOLIS, NC 28081	Proration	0042131346	PJV4472	PENDING	155672760	Refund Generated due to proration on Bill #0042131346-2017-2017-0000-00	Vehicle Sold	04/02/2019	C ADVL	Tax	($3.85)	$0.00	($3.85)
													CI04ADVL	Tax	($3.46)	$0.00	($3.46)
													CI04ADVL	Vehicle Fee	$0.00	$0.00	$0.00
																Refund	$7.31
BARBEE, BARBARA FREEMAN	BARBEE, BARBARA FREEMAN		2075 CAL BOST RD	MIDLAND, NC 28107	Proration	0014314517	YTV7175	PENDING	104195818	Refund Generated due to proration on Bill #0014314517-2017-	Vehicle Sold	04/10/2019	C ADVL	Tax	($3.15)	$0.00	($3.15)
													FR14ADVL	Tax	($0.27)	$0.00	($0.27)
																Refund	$3.42
BARBEE, WAYNE CORNELIUS	BARBEE, WAYNE CORNELIUS		2075 CAL BOST RD	MIDLAND, NC 28107	Proration	0014317379	PWM2340	PENDING	104195810	Refund Generated due to proration on Bill #0014317379-2017-	Vehicle Sold	04/10/2019	C ADVL	Tax	($3.57)	$0.00	($3.57)
													FR14ADVL	Tax	($0.30)	$0.00	($0.30)
																Refund	$3.87
BARRINGER, EDWARD LEE	BARRINGER, EDWARD LEE		5320 ZION CHURCH RD	CONCORD, NC 28025	Adjustment < $100	0047428687	65261	PENDING	104988914	Refund Generated due to adjustment on Bill #0047428687-2018-	Adjustment	04/26/2019	C ADVL	Tax	($64.80)	$0.00	($64.80)
													FR02ADVL	Tax	($12.60)	$0.00	($12.60)
																Refund	$77.40
BEASLEY, DAISY XIOMARA	BEASLEY, DAISY XIOMARA		320 ELWOOD ST	KANNAPOLIS, NC 28081	Proration	0043332944	FEL5085	PENDING	156608772	Refund Generated due to proration on Bill #0043332944-2017-2017-0000-00	Vehicle Totalled	04/15/2019	C ADVL	Tax	($79.75)	$0.00	($79.75)
													CI04ADVL	Tax	($71.77)	$0.00	($71.77)
													CI04ADVL	Vehicle Fee	$0.00	$0.00	$0.00
																Refund	$151.52
BEAVER, DONNIE LINN	BEAVER, DONNIE LINN		3747 OLD SALIS-CONCORD RD	CONCORD, NC 28025	Adjustment < $100	0047528875	PLY8815	PENDING	209543112	Refund Generated due to adjustment on Bill #0047528875-2018-2018-0000	Situs error	04/23/2019	C ADVL	Tax	$0.00	$0.00	$0.00
													CI02ADVL	Tax	($4.32)	$0.00	($4.32)
													CI02ADVL	Vehicle Fee	($15.00)	$0.00	($15.00)
													FR03ADVL	Tax	$0.54	$0.00	$0.54
																Refund	$18.78
BELL, TROY WILLIAM	BELL, TROY WILLIAM		503 SUTRO FOREST DR NW	CONCORD, NC 28027	Proration	0030918246	ADM8472	PENDING	157664814	Refund Generated due to proration on Bill #0030918246-2017-2017-0000-00	Vehicle Sold	04/29/2019	C ADVL	Tax	($35.96)	$0.00	($35.96)
													CI02ADVL	Tax	($24.66)	$0.00	($24.66)
													CI02ADVL	Vehicle Fee	$0.00	$0.00	$0.00
																Refund	$60.62
BELL, TROY WILLIAM	BELL, TROY WILLIAM		503 SUTRO FOREST DR NW	CONCORD, NC 28027	Proration	0023114082	TSB3694	PENDING	157664808	Refund Generated due to proration on Bill #0023114082-2018-2018-0000-00	Vehicle Sold	04/29/2019	C ADVL	Tax	($75.36)	$0.00	($75.36)
													CI02ADVL	Tax	($50.24)	$0.00	($50.24)
													CI02ADVL	Vehicle Fee	$0.00	$0.00	$0.00
																Refund	$125.60
BLAKENEY, LEKEIA ANTANIA	BLAKENEY, LEKEIA ANTANIA		1130 THANET ST SW	CONCORD, NC 28025	Proration	0000913932	YRB3039	PENDING	157262607	Refund Generated due to proration on Bill #0000913932-2018-2018-0000-00	Vehicle Sold	04/24/2019	C ADVL	Tax	($16.32)	$0.00	($16.32)
													CI02ADVL	Tax	($10.88)	$0.00	($10.88)
													CI02ADVL	Vehicle Fee	$0.00	$0.00	$0.00
																Refund	$27.20
BRANHAM, RICHARD KYLE	BRANHAM, RICHARD KYLE		2761 TABITHA LN	CONCORD, NC 28025	Proration	0041530667	FDE9575	PENDING	103781756	Refund Generated due to proration on Bill	Vehicle Sold	04/02/2019	C ADVL	Tax	($12.25)	$0.00	($12.25)
													FR16ADVL	Tax	($1.80)	$0.00	($1.80)

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Payee Name	Primary Owner	Secondary Owner	Address 1	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description	Refund Reason	Create Date	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
										#0041530667-2017-						Refund	$14.05
BROOKS, MARC DANIEL	BROOKS, MARC DANIEL		10942 KINGSVIEW DR	DAVIDSON, NC 28036	Proration	0039952421	FCA2252	PENDING	156805056	Refund Generated due to proration on Bill #0039952421-2018-2018-0000-00	Vehicle Sold	04/17/2019	C ADVL	Tax	($28.64)	$0.00	($28.64)
													CI04ADVL	Tax	($25.07)	$0.00	($25.07)
													CI04ADVL	Vehicle Fee	$0.00	$0.00	$0.00
																Refund	$53.71
BROWN, BEVERLY JANE	BROWN, BEVERLY JANE		201 MAIDENS CHOICE RD	CONWAY, SC 29527	Proration	0041729125	CAN9842	PENDING	104536274	Refund Generated due to proration on Bill #0041729125-2017-	Reg . Out of state	04/17/2019	C ADVL	Tax	($19.37)	$0.00	($19.37)
													FR02ADVL	Tax	($2.77)	$0.00	($2.77)
																Refund	$22.14
BUNDY, DOUGLAS	BUNDY, DOUGLAS	BUNDY, BRENDA HARTSELL	319 WYOMING DR NW	CONCORD, NC 28027	Proration	0033352349	BFF4949	PENDING	157664523	Refund Generated due to proration on Bill #0033352349-2018-2018-0000-00	Vehicle Totalled	04/29/2019	C ADVL	Tax	($91.92)	$0.00	($91.92)
													CI02ADVL	Tax	($61.28)	$0.00	($61.28)
													CI02ADVL	Vehicle Fee	$0.00	$0.00	$0.00
																Refund	$153.20
CAMPBELL, ASHLEY NICOLE	CAMPBELL, ASHLEY NICOLE		11320 TRAILSIDE RD NW	CONCORD, NC 28027	Proration	0044561703	EEK5187	PENDING	157043052	Refund Generated due to proration on Bill #0044561703-2018-2018-0000-00	Vehicle Sold	04/22/2019	C ADVL	Tax	($73.67)	$0.00	($73.67)
													CI02ADVL	Tax	($49.11)	$0.00	($49.11)
													CI02ADVL	Vehicle Fee	$0.00	$0.00	$0.00
																Refund	$122.78
CAPEL, THEODORE BENTON III	CAPEL, THEODORE BENTON III		11512 BAYSTONE PL	CONCORD, NC 28025	Proration	0042431648	EMV5240	PENDING	104841544	Refund Generated due to proration on Bill #0042431648-2017-	Vehicle Sold	04/24/2019	C ADVL	Tax	($16.12)	$0.00	($16.12)
													FR14ADVL	Tax	($1.38)	$0.00	($1.38)
																Refund	$17.50
CARRIKER, RANDOLPH BAKER JR	CARRIKER, RANDOLPH BAKER JR		11760 FLOWES STORE RD	MIDLAND, NC 28107	Proration	0014304537	SSE7439	PENDING	104695744	Refund Generated due to proration on Bill #0014304537-2018-	Vehicle Sold	04/22/2019	C ADVL	Tax	($51.42)	$0.00	($51.42)
													FR14ADVL	Tax	($4.28)	$0.00	($4.28)
																Refund	$55.70
CAUBLE, JOHN MICHAEL	CAUBLE, JOHN MICHAEL		PO BOX 51	CONCORD, NC 28026	Proration	0044204940	HBYLVSME	PENDING	157262148	Refund Generated due to proration on Bill #0044204940-2018-2018-0000-00	Vehicle Sold	04/24/2019	C ADVL	Tax	($135.86)	$0.00	($135.86)
													CI02ADVL	Tax	($90.58)	$0.00	($90.58)
													CI02ADVL	Vehicle Fee	$0.00	$0.00	$0.00
																Refund	$226.44
CHRISTENBURY, PLASE MAXWELL	CHRISTENBURY, PLASE MAXWELL		5995 CONCORD PKWY S	CONCORD, NC 28027	Adjustment >= $100	0046476090	64871	PENDING	104195832	Refund Generated due to adjustment on Bill #0046476090-2018-	Adjustment	04/10/2019	C ADVL	Tax	($102.06)	$0.00	($102.06)
													CI01ADVL	Tax	($50.32)	$0.00	($50.32)
																Refund	$152.38
CLARK, CHARMAINE	CLARK, CHARMAINE		4996 WHEAT DR SW	CONCORD, NC 28027	Proration	0032987060	BLM7790	PENDING	155672733	Refund Generated due to proration on Bill #0032987060-2017-2017-0000-00	Vehicle Totalled	04/02/2019	C ADVL	Tax	($45.80)	$0.00	($45.80)
													CI02ADVL	Tax	($31.41)	$0.00	($31.41)
													CI02ADVL	Vehicle Fee	$0.00	$0.00	$0.00
																Refund	$77.21
COMER, TERRY MITCHELL	COMER, TERRY MITCHELL		123 MILLER AVE SW	CONCORD, NC 28025	Proration	0032398640	ITSAZTHG	PENDING	155521350	Refund Generated due to proration on Bill #0032398640-2017-2017-0000-00	Vehicle Sold	04/01/2019	C ADVL	Tax	($19.27)	$0.00	($19.27)
													CI02ADVL	Tax	($13.21)	$0.00	($13.21)
													CI02ADVL	Vehicle Fee	$0.00	$0.00	$0.00
																Refund	$32.48
CORL, DAVID LYNN	CORL, DAVID LYNN		5145 TUCKER AVE	KANNAPOLIS, NC 28081	Proration	0046221794	DCX6465	PENDING	157484016	Refund Generated due to proration on Bill #0046221794-2018-2018-0000-00	Vehicle Sold	04/26/2019	C ADVL	Tax	($128.79)	$0.00	($128.79)
													CI04ADVL	Tax	($112.69)	$0.00	($112.69)
													CI04ADVL	Vehicle Fee	$0.00	$0.00	$0.00
																Refund	$241.48
COVINGTON, ANN JOHNSON	COVINGTON, ANN JOHNSON		1330 HILLSIDE ST	MOUNT PLEASANT, NC 28124	Proration	0035274127	VSN3548	PENDING	104482258	Refund Generated due to proration on Bill #0035274127-2018-	Vehicle Sold	04/16/2019	C ADVL	Tax	($23.11)	$0.00	($23.11)
													CI03ADVL	Tax	($16.21)	$0.00	($16.21)
																Refund	$39.32
CRAIG, WILLIAM SCOTT	CRAIG, WILLIAM SCOTT		2100 SIMPLICITY RD	CONCORD, NC 28025	Proration	0041110382	FCY5836	PENDING	104695078	Refund Generated due to proration on Bill #0041110382-2017-	Vehicle Sold	04/22/2019	C ADVL	Tax	($19.56)	$0.00	($19.56)
													FR04ADVL	Tax	($1.54)	$0.00	($1.54)
																Refund	$21.10
CUNNINGHAM, REGINA KENNEY	CUNNINGHAM, REGINA KENNEY		14050 CULP RD	GOLD HILL, NC 28071	Proration	0009725179	TRM3526	PENDING	105229636	Refund Generated due to proration on Bill #0009725179-2018-	Vehicle Sold	04/30/2019	C ADVL	Tax	($26.42)	$0.00	($26.42)
													FR15ADVL	Tax	($4.66)	$0.00	($4.66)
																Refund	$31.08
CUSIMANO, RICHARD JOHN	CUSIMANO, RICHARD JOHN		10135 DUBLIN CT	CONCORD, NC 28027	Proration	0034569589	DLP8523	PENDING	155672865	Refund Generated due to proration on Bill #0034569589-2018-2018-0000-00	Vehicle Sold	04/02/2019	C ADVL	Tax	($227.38)	$0.00	($227.38)
													CI04ADVL	Tax	($198.95)	$0.00	($198.95)
													CI04ADVL	Vehicle Fee	($30.00)	$0.00	($30.00)
																Refund	$456.33
DANTISM, FRANK FARAHMAND	DANTISM, FRANK FARAHMAND		10117 BLOSSOM DR	CONCORD, NC 28025	Proration	0014342713	ABE8931	PENDING	104312002	Refund Generated due to proration on Bill #0014342713-2018-	Vehicle Sold	04/12/2019	C ADVL	Tax	($35.58)	$0.00	($35.58)
													FR14ADVL	Tax	($2.96)	$0.00	($2.96)
																Refund	$38.54
DAVIAU, CHRISTOPHER MATHEW	DAVIAU, CHRISTOPHER MATHEW		2411 SUTTERS RD	CONCORD, NC 28027	Proration	0041186308	6V9848	PENDING	157368903	Refund Generated due to proration on Bill #0041186308-2017-2017-0000-00	Vehicle Sold	04/25/2019	C ADVL	Tax	($26.28)	$0.00	($26.28)
													FR19ADVL	Tax	($4.94)	$0.00	($4.94)
													CI01ADVL	Tax	($5.95)	$0.00	($5.95)
																Refund	$37.17
DAVIS, JACOB LEE	DAVIS, JACOB LEE		2890 MOUNT PLEASANT RD	MOUNT PLEASANT, NC	Proration	0041560812	FCV1184	PENDING	210220200	Refund Generated due to proration on Bill	Processed in error	04/29/2019	C ADVL	Tax	($6.94)	$0.00	($6.94)
													CI02ADVL	Tax	($8.16)	$0.00	($8.16)

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Payee Name	Primary Owner	Secondary Owner	Address 1	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description	Refund Reason	Create Date	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
			S	28124						#0041560812-2017-2017-0000-01			CI02ADVL	Vehicle Fee	($15.00)	$0.00	($15.00)
													FR16ADVL	Tax	$0.73	$0.00	$0.73
																Refund	$29.37
DECONINCK, CARLY ANN	DECONINCK, CARLY ANN		1007 ROUSSEAU DR	WEBSTER, NY 14580	Proration	0038838933	LBNFGS	PENDING	104771006	Refund Generated due to proration on Bill #0038838933-2018-	Vehicle Sold	04/23/2019	C ADVL	Tax	($51.03)	$0.00	($51.03)
													CI01ADVL	Tax	($25.16)	$0.00	($25.16)
																Refund	$76.19
EARNHARDT, JAMES EDWARD	EARNHARDT, JAMES EDWARD		150 BERWICK CT NW	CONCORD, NC 28027	Adjustment >= $100	0046876370	65030	PENDING	155776620	Refund Generated due to adjustment on Bill #0046876370-2018-2018-0000-00	Adjustment	04/03/2019	C ADVL	Tax	($75.60)	$0.00	($75.60)
													CI02ADVL	Tax	($50.40)	$0.00	($50.40)
													CI02ADVL	Vehicle Fee	$0.00	$0.00	$0.00
																Refund	$126.00
ELDERS, WILLIAM LEE	ELDERS, WILLIAM LEE	ELDERS, LAURA RUSCH	3992 HARRISBURG DR	HARRISBURG, NC 28075	Proration	0031709643	EAH4138	PENDING	157483116	Refund Generated due to proration on Bill #0031709643-2017-2017-0000-00	Vehicle Sold	04/26/2019	C ADVL	Tax	($11.51)	$0.00	($11.51)
													FR19ADVL	Tax	($2.16)	$0.00	($2.16)
													CI01ADVL	Tax	($2.61)	$0.00	($2.61)
																Refund	$16.28
ESTATE OF DORIS C HURST	HURST, DORIS CLARK		1102 LANE ST	KANNAPOLIS, NC 28083	Proration	0044357609	FHF6786	PENDING	157664844	Refund Generated due to proration on Bill #0044357609-2018-2018-0000-00	Vehicle Sold	04/29/2019	C ADVL	Tax	($4.87)	$0.00	($4.87)
													CI04ADVL	Tax	($4.26)	$0.00	($4.26)
													CI04ADVL	Vehicle Fee	$0.00	$0.00	$0.00
																Refund	$9.13
FAGGART, DOROTHY HAGLER	FAGGART, DOROTHY HAGLER		2905 NELLIE BEAVER RD	MOUNT PLEASANT, NC 28124	Proration	0000777698	XZJ9876	PENDING	104695352	Refund Generated due to proration on Bill #0000777698-2017-	Vehicle Sold	04/22/2019	C ADVL	Tax	($22.54)	$0.00	($22.54)
													FR08ADVL	Tax	($2.19)	$0.00	($2.19)
																Refund	$24.73
FERRARA, VIRGINIA ISABEL	FERRARA, VIRGINIA ISABEL		7258 TROPICAL DR	WEEKI WACHEE, FL 34607	Proration	0000860785	AKZ7126	PENDING	157845033	Refund Generated due to proration on Bill #0000860785-2018-2018-0000-00	Reg . Out of state	04/30/2019	C ADVL	Tax	($37.15)	$0.00	($37.15)
													CI02ADVL	Tax	($24.77)	$0.00	($24.77)
													CI02ADVL	Vehicle Fee	$0.00	$0.00	$0.00
																Refund	$61.92
FERRARA, VIRGINIA ISABEL	FERRARA, VIRGINIA ISABEL		7258 TROPICAL DR	WEEKI WACHEE, FL 34607	Proration	0014313752	2M2520	PENDING	157845036	Refund Generated due to proration on Bill #0014313752-2018-2018-0000-00	Reg . Out of state	04/30/2019	C ADVL	Tax	($16.30)	$0.00	($16.30)
													CI02ADVL	Tax	($10.87)	$0.00	($10.87)
													CI02ADVL	Vehicle Fee	$0.00	$0.00	$0.00
																Refund	$27.17
FISHER, JERRY MICHAEL	FISHER, JERRY MICHAEL		PO BOX 462	MOUNT PLEASANT, NC 28124	Adjustment < $100	0047322713	7D1282	PENDING	209978084	Refund Generated due to adjustment on Bill #0047322713-2018-2018-0000	Situs error	04/26/2019	C ADVL	Tax	$0.00	$0.00	$0.00
													CI02ADVL	Tax	($65.28)	$0.00	($65.28)
													CI02ADVL	Vehicle Fee	($15.00)	$0.00	($15.00)
													FR16ADVL	Tax	$14.01	$0.00	$14.01
																Refund	$66.27
FLUHARTY, DONALD JAMES JR	FLUHARTY, DONALD JAMES JR		770 RUBENS RD SW	CONCORD, NC 28027	Proration	0023465137	1H5091	PENDING	156609462	Refund Generated due to proration on Bill #0023465137-2018-2018-0000-00	Vehicle Sold	04/15/2019	C ADVL	Tax	($10.32)	$0.00	($10.32)
													CI02ADVL	Tax	($6.88)	$0.00	($6.88)
													CI02ADVL	Vehicle Fee	$0.00	$0.00	$0.00
																Refund	$17.20
FOIL, LEE STEPHEN	FOIL, LEE STEPHEN		1401 DUTCH RD	MOUNT PLEASANT, NC 28124	Proration	0041650296	FCT9848	PENDING	104771458	Refund Generated due to proration on Bill #0041650296-2018-	Vehicle Sold	04/23/2019	C ADVL	Tax	($20.85)	$0.00	($20.85)
													FR15ADVL	Tax	($3.68)	$0.00	($3.68)
																Refund	$24.53
FORLEMU, KENNETH TSAMO	FORLEMU, KENNETH TSAMO	KOUAM KENGNE, LILIANE	1408 SANDY BOTTOM DR NW	CONCORD, NC 28027	Proration	0034520360	PFX6694	PENDING	157845024	Refund Generated due to proration on Bill #0034520360-2018-2018-0000-00	Vehicle Totalled	04/30/2019	C ADVL	Tax	($148.85)	$0.00	($148.85)
													CI02ADVL	Tax	($99.23)	$0.00	($99.23)
													CI02ADVL	Vehicle Fee	$0.00	$0.00	$0.00
																Refund	$248.08
GARMON, JESSICA WHITNEY	GARMON, JESSICA WHITNEY		4200 PONDEROSA LANE	CONCORD, NC 28025	Proration	0042807497	DJW7185	PENDING	104406242	Refund Generated due to proration on Bill #0042807497-2017-	Vehicle Sold	04/15/2019	C ADVL	Tax	($48.71)	$0.00	($48.71)
													FR03ADVL	Tax	($4.17)	$0.00	($4.17)
																Refund	$52.88
GLOVIER, JAMES BRETT	GLOVIER, JAMES BRETT	GLOVIER, SUSAN MORRIS	5444 SOMERSET LN	HARRISBURG, NC 28075	Proration	0000824439	YZD5134	PENDING	103781918	Refund Generated due to proration on Bill #0000824439-2018-	Vehicle Sold	04/02/2019	C ADVL	Tax	($53.73)	$0.00	($53.73)
													CI01ADVL	Tax	($26.49)	$0.00	($26.49)
																Refund	$80.22
GLOVIER, JAMES BRETT	GLOVIER, JAMES BRETT	GLOVIER, SUSAN MORRIS	5444 SOMERSET LN	HARRISBURG, NC 28075	Proration	0014345847	BHZ9012	PENDING	103781924	Refund Generated due to proration on Bill #0014345847-2018-	Vehicle Sold	04/02/2019	C ADVL	Tax	($39.66)	$0.00	($39.66)
													CI01ADVL	Tax	($19.56)	$0.00	($19.56)
																Refund	$59.22
GODS CHURCH OF FAITH	GODS CHURCH OF FAITH		PO BOX 1243	KANNAPOLIS, NC 28082	Adjustment < $100	0047392610	HAA9785	PENDING	156383097	Refund Generated due to adjustment on Bill #0047392610-2018-2018-0000-00	Exempt Property	04/11/2019	C ADVL	Tax	($15.05)	$0.00	($15.05)
													CI04ADVL	Tax	($13.17)	$0.00	($13.17)
													CI04ADVL	Vehicle Fee	($30.00)	$0.00	($30.00)
																Refund	$58.22
GOFF, GINA MINZENMAYER	GOFF, GINA MINZENMAYER	GOFF, DAVID NEWTON	4655 HIGHWAY 73 E	CONCORD, NC 28025	Adjustment < $100	0014340244	PINKP0NY	PENDING	103917976	Refund Generated due to adjustment on Bill #0014340244-2018-	Over Assessment	04/05/2019	C ADVL	Tax	($47.52)	$0.00	($47.52)
													FR03ADVL	Tax	($3.96)	$0.00	($3.96)
																Refund	$51.48
GRAY, DANNIE LEE	GRAY, DANNIE LEE		512 CHANNING CIR NW	CONCORD, NC 28027	Proration	0014306452	ZVT8117	PENDING	157262643	Refund Generated due to proration on Bill	Vehicle Sold	04/24/2019	C ADVL	Tax	($67.97)	$0.00	($67.97)
													CI02ADVL	Tax	($45.31)	$0.00	($45.31)

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Payee Name	Primary Owner	Secondary Owner	Address 1	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description	Refund Reason	Create Date	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
										#0014306452-2018-2018-0000-00			CI02ADVL	Vehicle Fee	($15.00)	$0.00	($15.00)
																Refund	$128.28
HARRIS, JOHN WALTER RODNEY	HARRIS, JOHN WALTER RODNEY	HARRIS, AMBER ALLMON	1028 LEE ANN DR NE	CONCORD, NC 28025	Adjustment >= $100	0047418535	YTV1425	PENDING	208623260	Refund Generated due to adjustment on Bill #0047418535-2018-2018-0000	Situs error	04/12/2019	C ADVL	Tax	$0.00	$0.00	$0.00
													CI02ADVL	Tax	($284.91)	$0.00	($284.91)
													CI02ADVL	Vehicle Fee	($15.00)	$0.00	($15.00)
													FR16ADVL	Tax	$61.14	$0.00	$61.14
																Refund	$238.77
HINSON, BEATRICE STEEN	HINSON, BEATRICE STEEN	HINSON, ERIC RYAN	305 WINDY RUSH RD	KANNAPOLIS, NC 28081	Proration	0030056886	VTX8514	PENDING	156804819	Refund Generated due to proration on Bill #0030056886-2018-2018-0000-00	Vehicle Sold	04/17/2019	C ADVL	Tax	($61.34)	$0.00	($61.34)
													CI04ADVL	Tax	($53.68)	$0.00	($53.68)
													CI04ADVL	Vehicle Fee	($30.00)	$0.00	($30.00)
																Refund	$145.02
HOSACK, JUDY USHER	HOSACK, JUDY USHER		1421 MCBETH DR	KANNAPOLIS, NC 28083	Proration	0032387231	PCW1187	PENDING	157043301	Refund Generated due to proration on Bill #0032387231-2017-2017-0000-00	Vehicle Sold	04/22/2019	C ADVL	Tax	($3.95)	$0.00	($3.95)
													CI04ADVL	Tax	($3.56)	$0.00	($3.56)
													CI04ADVL	Vehicle Fee	$0.00	$0.00	$0.00
																Refund	$7.51
JACKSON, DAVID WILLIAM	JACKSON, DAVID WILLIAM		147 EASTOVER DR SE	CONCORD, NC 28025	Proration	0046754134	CK26510	PENDING	156383376	Refund Generated due to proration on Bill #0046754134-2018-2018-0000-00	Vehicle Sold	04/11/2019	C ADVL	Tax	($165.15)	$0.00	($165.15)
													CI02ADVL	Tax	($110.10)	$0.00	($110.10)
													CI02ADVL	Vehicle Fee	$0.00	$0.00	$0.00
																Refund	$275.25
JARVIS, MARY KITTRELL	JARVIS, MARY KITTRELL		3700 TAYLOR GLEN LN NW	CONCORD, NC 28027	Proration	0008477384	RZX8709	PENDING	157844646	Refund Generated due to proration on Bill #0008477384-2018-2018-0000-00	Vehicle Sold	04/30/2019	C ADVL	Tax	($54.87)	$0.00	($54.87)
													CI02ADVL	Tax	($36.57)	$0.00	($36.57)
													CI02ADVL	Vehicle Fee	$0.00	$0.00	$0.00
																Refund	$91.44
JOHNSON, DAVID ALEXANDER	JOHNSON, DAVID ALEXANDER		1565 CRIDER RD SE APT 12A	MARIETTA, GA 30060	Proration	0032016977	PAZ5287	PENDING	157042533	Refund Generated due to proration on Bill #0032016977-2017-2017-0000-00	Reg . Out of state	04/22/2019	C ADVL	Tax	($15.08)	$0.00	($15.08)
													CI02ADVL	Tax	($10.34)	$0.00	($10.34)
													CI02ADVL	Vehicle Fee	$0.00	$0.00	$0.00
																Refund	$25.42
JONES, JOHNNIE RAY JR	JONES, JOHNNIE RAY JR		1516 BAY MEADOWS AVE NW	CONCORD, NC 28027	Proration	0043885063	FHE9412	PENDING	156883773	Refund Generated due to proration on Bill #0043885063-2018-2018-0000-00	Vehicle Sold	04/18/2019	C ADVL	Tax	($17.96)	$0.00	($17.96)
													CI02ADVL	Tax	($11.97)	$0.00	($11.97)
													CI02ADVL	Vehicle Fee	$0.00	$0.00	$0.00
																Refund	$29.93
KARRO, ISOLDE SOPHIA	KARRO, ISOLDE SOPHIA	REED, JERRY LEE JR	419 PINNACLE LN	HUNTERSVILLE, NC 28078	Proration	0028214802	CCK3325	PENDING	104311970	Refund Generated due to proration on Bill #0028214802-2018-	Vehicle Sold	04/12/2019	C ADVL	Tax	($72.11)	$0.00	($72.11)
													FR11ADVL	Tax	($6.81)	$0.00	($6.81)
																Refund	$78.92
KLUTTZ, LESA MORGAN	KLUTTZ, LESA MORGAN		309 BOST ST	KANNAPOLIS, NC 28081	Proration	0045596456	FLF7601	PENDING	156202803	Refund Generated due to proration on Bill #0045596456-2018-2018-0000-00	Vehicle Sold	04/09/2019	C ADVL	Tax	($28.08)	$0.00	($28.08)
													CI04ADVL	Tax	($24.57)	$0.00	($24.57)
													CI04ADVL	Vehicle Fee	$0.00	$0.00	$0.00
																Refund	$52.65
KRISHNAMURTHY, SAVITHRI MANNARGUDI	KRISHNAMURTHY, SAVITHRI MANNARGUDI		10141 FALLING LEAF DR NW	CONCORD, NC 28027	Proration	0039316490	ZZY7060	PENDING	157156842	Refund Generated due to proration on Bill #0039316490-2018-2018-0000-00	Vehicle Sold	04/23/2019	C ADVL	Tax	($118.80)	$0.00	($118.80)
													CI02ADVL	Tax	($79.20)	$0.00	($79.20)
													CI02ADVL	Vehicle Fee	$0.00	$0.00	$0.00
																Refund	$198.00
LOCKE, LAUREN LYNNE	LOCKE, LAUREN LYNNE		12253 JIM SOSSOMAN RD	MIDLAND, NC 28107	Adjustment < $100	0047386504	PJT8461	PENDING	208811916	Refund Generated due to adjustment on Bill #0047386504-2018-2018-0000	Situs error	04/15/2019	C ADVL	Tax	$0.00	$0.00	$0.00
													CI02ADVL	Tax	($98.93)	$0.00	($98.93)
													CI02ADVL	Vehicle Fee	($15.00)	$0.00	($15.00)
													CI06ADVL	Tax	$41.22	$0.00	$41.22
																Refund	$72.71
LOVE, JILL DELAINE	LOVE, JILL DELAINE		6308 BLUFFTON LN	MIDLAND, NC 28107	Proration	0034760450	EFT4358	PENDING	207703000	Refund Generated due to proration on Bill #0034760450-2018-2018-0000-00	Vehicle Totalled	04/03/2019	C ADVL	Tax	($27.27)	$0.00	($27.27)
													CI05ADVL	Tax	($13.63)	$0.00	($13.63)
													CI05ADVL	Vehicle Fee	$0.00	$0.00	$0.00
													FR05ADVL	Tax	($3.03)	$0.00	($3.03)
																Refund	$43.93
LOVE, ROGER DALE	LOVE, ROGER DALE		10889 CAMERON LN	MIDLAND, NC 28107	Adjustment < $100	0047302669	HAA9318	PENDING	104135020	Refund Generated due to adjustment on Bill #0047302669-2018-	SLVG or RBLT TTL	04/09/2019	C ADVL	Tax	($40.93)	$0.00	($40.93)
													CI06ADVL	Tax	($11.37)	$0.00	($11.37)
																Refund	$52.30
MARROW, FREDIA LYNNE	MARROW, FREDIA LYNNE		3741 SUNRISE DR	KANNAPOLIS, NC 28083	Proration	0032171364	DFY7453	PENDING	104912612	Refund Generated due to proration on Bill #0032171364-2017-	Vehicle Sold	04/25/2019	C ADVL	Tax	($9.30)	$0.00	($9.30)
													FR09ADVL	Tax	($1.10)	$0.00	($1.10)
																Refund	$10.40
MARSHALL, KEVIN LAMONT	MARSHALL, KEVIN LAMONT		474 WHITEWATER WAY NW	CONCORD, NC 28027	Proration	0035257195	ZNV3997	PENDING	157261956	Refund Generated due to proration on Bill #0035257195-2017-2017-0000-00	Vehicle Sold	04/24/2019	C ADVL	Tax	($18.61)	$0.00	($18.61)
													CI02ADVL	Tax	($12.76)	$0.00	($12.76)
													CI02ADVL	Vehicle Fee	$0.00	$0.00	$0.00
																Refund	$31.37
MITCHKE,	MITCHKE,	MITCHKE,	5043 TUCKER	KANNAPOLIS,	Proration	0042763654	PJF7791	PENDING	155520936	Refund Generated due to	Vehicle Sold	04/01/2019	C ADVL	Tax	($19.20)	$0.00	($19.20)

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Payee Name	Primary Owner	Secondary Owner	Address 1	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description	Refund Reason	Create Date	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
NICHOLAS ORION	NICHOLAS ORION	ASHLEY NICOLE	AVE	NC 28081						proration on Bill #0042763654-2017-2017-0000-00			CI02ADVL	Tax	($13.17)	$0.00	($13.17)
													CI02ADVL	Vehicle Fee	$0.00	$0.00	$0.00
																Refund	$32.37
NASH, KRISTIN STOKES	NASH, KRISTIN STOKES		12022 BETHEL CHURCH RD	MIDLAND, NC 28107	Proration	0035583705	PKZ5865	PENDING	104589186	Refund Generated due to proration on Bill #0035583705-2018-	Vehicle Sold	04/18/2019	C ADVL	Tax	($6.00)	$0.00	($6.00)
													CI06ADVL	Tax	($1.67)	$0.00	($1.67)
																Refund	$7.67
NORIEGA ALZAMORA, WILLY ANDRE	NORIEGA ALZAMORA, WILLY ANDRE	NORIEGA, SOPHIA ELIZABETH	2416 RED TIP DR SE	CONCORD, NC 28025	Proration	0046035935	EHP3751	PENDING	157156776	Refund Generated due to proration on Bill #0046035935-2018-2018-0000-00	Vehicle Totalled	04/23/2019	C ADVL	Tax	($110.88)	$0.00	($110.88)
													CI02ADVL	Tax	($73.92)	$0.00	($73.92)
													CI02ADVL	Vehicle Fee	$0.00	$0.00	$0.00
																Refund	$184.80
OLIVER, JONNY LYNN	OLIVER, JONNY LYNN		214 LONG AVE NE	CONCORD, NC 28025	Proration	0000910181	TRZ8000	PENDING	156105852	Refund Generated due to proration on Bill #0000910181-2018-2018-0000-00	Vehicle Sold	04/08/2019	C ADVL	Tax	($2.69)	$0.00	($2.69)
													CI02ADVL	Tax	($1.79)	$0.00	($1.79)
													CI02ADVL	Vehicle Fee	$0.00	$0.00	$0.00
																Refund	$4.48
OSTRANDER, VALERIE PATRICIA	OSTRANDER, VALERIE PATRICIA	OSTRANDER, JEFFREY STEPHEN	8972 CHERRYS FORD CT	HARRISBURG, NC 28075	Proration	0040017813	BHZ9091	PENDING	105110222	Refund Generated due to proration on Bill #0040017813-2018-	Vehicle Sold	04/29/2019	C ADVL	Tax	($343.66)	$0.00	($343.66)
													FR07ADVL	Tax	($71.60)	$0.00	($71.60)
																Refund	$415.26
OVERCASH, BRENDA WAYNE	OVERCASH, BRENDA WAYNE		819 EVERGREEN AVE	KANNAPOLIS, NC 28081	Proration	0034750040	AJW4235	PENDING	155521635	Refund Generated due to proration on Bill #0034750040-2018-2018-0000-00	Vehicle Sold	04/01/2019	C ADVL	Tax	($30.40)	$0.00	($30.40)
													CI04ADVL	Tax	($26.60)	$0.00	($26.60)
													CI04ADVL	Vehicle Fee	$0.00	$0.00	$0.00
																Refund	$57.00
PARKER, JEFFREY SCOTT	PARKER, JEFFREY SCOTT	PARKER, DEBRA ANNE	9662 BRANDYBUCK DR	CHARLOTTE, NC 28269	Proration	0041496072	EBW6117	PENDING	156804672	Refund Generated due to proration on Bill #0041496072-2017-2017-0000-00	Vehicle Sold	04/17/2019	C ADVL	Tax	($11.36)	$0.00	($11.36)
													CI02ADVL	Tax	($7.79)	$0.00	($7.79)
													CI02ADVL	Vehicle Fee	$0.00	$0.00	$0.00
																Refund	$19.15
PATEL, PERINA	PATEL, PERINA	PATEL, JOY PANKAJ	7387 MILLSTONE CIR SW	CONCORD, NC 28025	Proration	0043006288	FEY3079	PENDING	156383850	Refund Generated due to proration on Bill #0043006288-2017-2017-0000-00	Vehicle Totalled	04/11/2019	C ADVL	Tax	($20.08)	$0.00	($20.08)
													CI02ADVL	Tax	($13.77)	$0.00	($13.77)
													CI02ADVL	Vehicle Fee	$0.00	$0.00	$0.00
																Refund	$33.85
PATTISON, RACHAEL ANN	PATTISON, RACHAEL ANN		388 MAIDEN LN SW	CONCORD, NC 28025	Proration	0046749236	PLK2178	PENDING	156724149	Refund Generated due to proration on Bill #0046749236-2018-2018-0000-00	Vehicle Sold	04/16/2019	C ADVL	Tax	($58.35)	$0.00	($58.35)
													CI02ADVL	Tax	($38.89)	$0.00	($38.89)
													CI02ADVL	Vehicle Fee	$0.00	$0.00	$0.00
																Refund	$97.24
PEARSON, LORI ANN	PEARSON, LORI ANN		921 RED FOX LN	CONCORD, NC 28025	Proration	0014343732	4A3382	PENDING	104482376	Refund Generated due to proration on Bill #0014343732-2018-	Vehicle Sold	04/16/2019	C ADVL	Tax	($5.61)	$0.00	($5.61)
													FR02ADVL	Tax	($1.09)	$0.00	($1.09)
																Refund	$6.70
PHILLIPS, ANTHONY PETER	PHILLIPS, ANTHONY PETER		11415 CEDARVALE FARM PKWY	MIDLAND, NC 28107	Proration	0040295120	FCE3611	PENDING	104589406	Refund Generated due to proration on Bill #0040295120-2018-	Vehicle Sold	04/18/2019	C ADVL	Tax	($71.33)	$0.00	($71.33)
													FR14ADVL	Tax	($5.95)	$0.00	($5.95)
																Refund	$77.28
PLEASANT, MATTHEW EVAN	PLEASANT, MATTHEW EVAN		2019 WILBURN PARK LN	CHARLOTTE, NC 28269	Proration	0000879000	AJY3738	PENDING	157483818	Refund Generated due to proration on Bill #0000879000-2018-2018-0000-00	Vehicle Sold	04/26/2019	C ADVL	Tax	($47.61)	$0.00	($47.61)
													CI02ADVL	Tax	($31.75)	$0.00	($31.75)
													CI02ADVL	Vehicle Fee	$0.00	$0.00	$0.00
																Refund	$79.36
RAMANNA, NAGARAJ BETTADAPURA	RAMANNA, NAGARAJ BETTADAPURA		10428 FALLING LEAF DR NW	CONCORD, NC 28027	Proration	0039632352	6P7320	PENDING	157664904	Refund Generated due to proration on Bill #0039632352-2018-2018-0000-00	Vehicle Sold	04/29/2019	C ADVL	Tax	($27.11)	$0.00	($27.11)
													CI02ADVL	Tax	($18.07)	$0.00	($18.07)
													CI02ADVL	Vehicle Fee	$0.00	$0.00	$0.00
																Refund	$45.18
RAMSEY, ROMELIA ANN	RAMSEY, ROMELIA ANN		3105 MALLARD HILL DR APT	CHARLOTTE, NC 28269	Proration	0040837305	DKS7919	PENDING	157042764	Refund Generated due to proration on Bill #0040837305-2017-2017-0000-00	Vehicle Sold	04/22/2019	C ADVL	Tax	($21.94)	$0.00	($21.94)
													CI02ADVL	Tax	($15.05)	$0.00	($15.05)
													CI02ADVL	Vehicle Fee	$0.00	$0.00	$0.00
																Refund	$36.99
REYNOLDS, JON DOUGLAS	REYNOLDS, JON DOUGLAS		5304 BENDIX CT	HARRISBURG, NC 28075	Proration	0029718042	XXA7177	PENDING	105230012	Refund Generated due to proration on Bill #0029718042-2018-	Vehicle Totalled	04/30/2019	C ADVL	Tax	($21.98)	$0.00	($21.98)
													CI01ADVL	Tax	($10.83)	$0.00	($10.83)
																Refund	$32.81
ROBINSON, MARK HENRY	ROBINSON, MARK HENRY	ROBINSON, CYNTHIA LYNETTE	6369 CHAMAR CIR	KANNAPOLIS, NC 28081	Proration	0018020960	BBA1202	PENDING	156383667	Refund Generated due to proration on Bill #0018020960-2017-2017-0000-00	Vehicle Totalled	04/11/2019	C ADVL	Tax	($19.13)	$0.00	($19.13)
													CI04ADVL	Tax	($17.22)	$0.00	($17.22)
													CI04ADVL	Vehicle Fee	$0.00	$0.00	$0.00
																Refund	$36.35
ROBINSON, MARK HENRY	ROBINSON, MARK HENRY	ROBINSON, CYNTHIA LYNETTE	6369 CHAMAR CIR	KANNAPOLIS, NC 28081	Proration	0009838720	ZNV2015	PENDING	156383676	Refund Generated due to proration on Bill #0009838720-2018-2018-0000-00	Vehicle Sold	04/11/2019	C ADVL	Tax	($10.56)	$0.00	($10.56)
													CI04ADVL	Tax	($9.24)	$0.00	($9.24)
													CI04ADVL	Vehicle Fee	$0.00	$0.00	$0.00
																Refund	$19.80
RYAN, JAMES	RYAN, JAMES		5837 DOVE	CONCORD, NC	Proration	0029145117	DDF6974	PENDING	157664583	Refund Generated due to	Vehicle Sold	04/29/2019	C ADVL	Tax	($71.08)	$0.00	($71.08)

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Payee Name	Primary Owner	Secondary Owner	Address 1	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description	Refund Reason	Create Date	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
DAVIDSON	DAVIDSON		POINT DR SW	28025						proration on Bill #0029145117-2018-2018-0000-00			CI02ADVL	Tax	($47.39)	$0.00	($47.39)
													CI02ADVL	Vehicle Fee	$0.00	$0.00	$0.00
																Refund	$118.47
SANTI, SHIVAKESHAV	SANTI, SHIVAKESHAV		10880 TAILWATER ST	DAVIDSON, NC 28036	Proration	0042553436	CDL8850	PENDING	157042539	Refund Generated due to proration on Bill #0042553436-2018-2018-0000-00	Vehicle Sold	04/22/2019	C ADVL	Tax	($25.92)	$0.00	($25.92)
													CI04ADVL	Tax	($22.68)	$0.00	($22.68)
													CI04ADVL	Vehicle Fee	$0.00	$0.00	$0.00
																Refund	$48.60
SEAY, RICHARD SPENCER	SEAY, RICHARD SPENCER		4150 POPLAR TENT RD	CONCORD, NC 28027	Proration	0046482027	JA6595	PENDING	157156821	Refund Generated due to proration on Bill #0046482027-2018-2018-0000-00	Vehicle Sold	04/23/2019	C ADVL	Tax	($345.52)	$0.00	($345.52)
													CI02ADVL	Tax	($230.35)	$0.00	($230.35)
													CI02ADVL	Vehicle Fee	$0.00	$0.00	$0.00
																Refund	$575.87
SEAY, RICHARD SPENCER	SEAY, RICHARD SPENCER		4150 POPLAR TENT RD	CONCORD, NC 28027	Proration	0047027774	FKJ4278	PENDING	157844799	Refund Generated due to proration on Bill #0047027774-2018-2018-0000-00	Vehicle Sold	04/30/2019	C ADVL	Tax	($179.19)	$0.00	($179.19)
													CI02ADVL	Tax	($119.46)	$0.00	($119.46)
													CI02ADVL	Vehicle Fee	$0.00	$0.00	$0.00
																Refund	$298.65
SELVEY, STEVEN RAY	SELVEY, STEVEN RAY		5726 WINDWARD CT NW	CONCORD, NC 28027	Proration	0014334288	AJX3966	PENDING	156104841	Refund Generated due to proration on Bill #0014334288-2018-2018-0000-00	Vehicle Sold	04/08/2019	C ADVL	Tax	($42.96)	$0.00	($42.96)
													CI02ADVL	Tax	($28.64)	$0.00	($28.64)
													CI02ADVL	Vehicle Fee	$0.00	$0.00	$0.00
																Refund	$71.60
SEXTON, JACK LARION	SEXTON, JACK LARION		305 REAR TRIECE ST	KANNAPOLIS, NC 28081	Proration	0018034790	WZL1179	PENDING	156609000	Refund Generated due to proration on Bill #0018034790-2017-2017-0000-00	Vehicle Sold	04/15/2019	C ADVL	Tax	($1.10)	$0.00	($1.10)
													CI04ADVL	Tax	($0.99)	$0.00	($0.99)
													CI04ADVL	Vehicle Fee	$0.00	$0.00	$0.00
																Refund	$2.09
SHINN, BARRY GENE	SHINN, BARRY GENE	SHINN, DEBORAH MCCLARY	500 GRACE AVE	KANNAPOLIS, NC 28083	Proration	0018014291	CJP1455	PENDING	155521122	Refund Generated due to proration on Bill #0018014291-2017-2017-0000-00	Vehicle Sold	04/01/2019	C ADVL	Tax	($4.23)	$0.00	($4.23)
													CI04ADVL	Tax	($3.81)	$0.00	($3.81)
													CI04ADVL	Vehicle Fee	$0.00	$0.00	$0.00
																Refund	$8.04
SMITH, GAIL CHILDRESS	SMITH, GAIL CHILDRESS	WOLF, ALEXANDRIA RHEA	4106 PEPPERTREE AVE	CONCORD, NC 28027	Proration	0040517847	DLE9097	PENDING	156805053	Refund Generated due to proration on Bill #0040517847-2018-2018-0000-00	Vehicle Sold	04/17/2019	C ADVL	Tax	($47.04)	$0.00	($47.04)
													CI02ADVL	Tax	($31.36)	$0.00	($31.36)
													CI02ADVL	Vehicle Fee	$0.00	$0.00	$0.00
																Refund	$78.40
SPOONER, FRANCES KAY	SPOONER, FRANCES KAY		741 BURRAGE RD NE	CONCORD, NC 28025	Proration	0040590591	PHT2518	PENDING	156383841	Refund Generated due to proration on Bill #0040590591-2018-2018-0000-00	Vehicle Sold	04/11/2019	C ADVL	Tax	($30.30)	$0.00	($30.30)
													CI02ADVL	Tax	($20.20)	$0.00	($20.20)
													CI02ADVL	Vehicle Fee	$0.00	$0.00	$0.00
																Refund	$50.50
STANLEY, RITA GRASS	STANLEY, RITA GRASS		7601 FLOWES STORE RD	CONCORD, NC 28025	Proration	0041861257	EMR3985	PENDING	104311956	Refund Generated due to proration on Bill #0041861257-2017-	Vehicle Totalled	04/12/2019	C ADVL	Tax	($75.72)	$0.00	($75.72)
													FR14ADVL	Tax	($6.49)	$0.00	($6.49)
																Refund	$82.21
STEWART, STACEY	STEWART, STACEY		1475 REMINGTON LN NW	CONCORD, NC 28027	Proration	0046797966	PLK2203	PENDING	157664403	Refund Generated due to proration on Bill #0046797966-2018-2018-0000-00	Vehicle Sold	04/29/2019	C ADVL	Tax	($42.24)	$0.00	($42.24)
													CI02ADVL	Tax	($28.16)	$0.00	($28.16)
													CI02ADVL	Vehicle Fee	$0.00	$0.00	$0.00
																Refund	$70.40
STORY, EDWARD MAX	STORY, EDWARD MAX		3750 WINDY RD	CONCORD, NC 28027	Proration	0037567469	PDH7279	PENDING	103781672	Refund Generated due to proration on Bill #0037567469-2017-	Vehicle Sold	04/02/2019	C ADVL	Tax	($6.27)	$0.00	($6.27)
													FR11ADVL	Tax	($0.61)	$0.00	($0.61)
																Refund	$6.88
SUNG, KRISTIN ELIZABETH	SUNG, KRISTIN ELIZABETH	SUNG, WAY	9572 NUMENORE DR	CHARLOTTE, NC 28269	Proration	0032876449	EBZ5936	PENDING	155875968	Refund Generated due to proration on Bill #0032876449-2017-2017-0000-00	Vehicle Sold	04/04/2019	C ADVL	Tax	($15.06)	$0.00	($15.06)
													CI02ADVL	Tax	($10.33)	$0.00	($10.33)
													CI02ADVL	Vehicle Fee	$0.00	$0.00	$0.00
																Refund	$25.39
TAUBER, ANDREW	TAUBER, ANDREW		8750 SAVANNAH RD	HARRISBURG, NC 28075	Proration	0042892773	DJN7585	PENDING	156202656	Refund Generated due to proration on Bill #0042892773-2017-2017-0000-00	Vehicle Sold	04/09/2019	C ADVL	Tax	($61.88)	$0.00	($61.88)
													FR19ADVL	Tax	($11.62)	$0.00	($11.62)
													CI01ADVL	Tax	($14.01)	$0.00	($14.01)
																Refund	$87.51
THOMASON, ROYCE VAN	THOMASON, ROYCE VAN	THOMASON, CAROLYN TREXLER	406 CHANNING CIR NW	CONCORD, NC 28027	Proration	0000780838	RPB4568	PENDING	157368936	Refund Generated due to proration on Bill #0000780838-2018-2018-0000-00	Reg . Out of state	04/25/2019	C ADVL	Tax	($49.52)	$0.00	($49.52)
													CI02ADVL	Tax	($33.01)	$0.00	($33.01)
													CI02ADVL	Vehicle Fee	$0.00	$0.00	$0.00
																Refund	$82.53
TUCKER, MICHAEL DALE	TUCKER, MICHAEL DALE		6551 POINT VIEW CT	CONCORD, NC 28025	Proration	0025871535	WZL7192	PENDING	103917578	Refund Generated due to proration on Bill #0025871535-2017-	Vehicle Sold	04/04/2019	C ADVL	Tax	($35.35)	($1.76)	($37.11)
													FR13ADVL	Tax	($4.65)	($0.24)	($4.89)
																Refund	$42.00
TUCKER, MITCHELL BLAIR	TUCKER, MITCHELL BLAIR		3080 ROCKINGHAM CT SW	CONCORD, NC 28025	Proration	0045938219	FLE7395	PENDING	157262673	Refund Generated due to proration on Bill #0045938219-2018-	Reg . Out of state	04/24/2019	C ADVL	Tax	($39.00)	$0.00	($39.00)
													CI02ADVL	Tax	($26.01)	$0.00	($26.01)
													CI02ADVL	Vehicle Fee	$0.00	$0.00	$0.00

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Payee Name	Primary Owner	Secondary Owner	Address 1	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description	Refund Reason	Create Date	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
										2018-0000-00						Refund	$65.01
TURNER-LEDBETTER, CYNTHIA	TURNER-LEDBETTER, CYNTHIA		4263 MERRIVALE DR	LANCASTER, SC 29720	Proration	0044746846	FKP2132	PENDING	156804438	Refund Generated due to proration on Bill #0044746846-2018-2018-0000-00	Reg . Out of state	04/17/2019	C ADVL	Tax	($97.27)	$0.00	($97.27)
													CI02ADVL	Tax	($64.85)	$0.00	($64.85)
													CI02ADVL	Vehicle Fee	$0.00	$0.00	$0.00
																Refund	$162.12
TYSON, LORRAINE CREASON	TYSON, LORRAINE CREASON		329 WINDROSE LN SW	CONCORD, NC 28025	Proration	0032472198	PAT9782	PENDING	155672862	Refund Generated due to proration on Bill #0032472198-2017-2017-0000-00	Vehicle Sold	04/02/2019	C ADVL	Tax	($3.32)	$0.00	($3.32)
													CI02ADVL	Tax	($2.28)	$0.00	($2.28)
													CI02ADVL	Vehicle Fee	$0.00	$0.00	$0.00
																Refund	$5.60
WHITTINGTON, LEWIS WALTER	WHITTINGTON, LEWIS WALTER	WHITTINGTON, CATHY ROOKS	8044 EAGLE ST	MOUNT PLEASANT, NC 28124	Proration	0018018767	YNK5487	PENDING	103680818	Refund Generated due to proration on Bill #0018018767-2017-	Vehicle Totalled	04/01/2019	C ADVL	Tax	($35.38)	$0.00	($35.38)
													CI03ADVL	Tax	($25.53)	$0.00	($25.53)
																Refund	$60.91
WILKES, RONALD ALAN	WILKES, RONALD ALAN	VARGAS MORAGA, YENDRI	5840 HEARTWOOD CT	HARRISBURG, NC 28075	Proration	0044684105	CBD8328	PENDING	104196402	Refund Generated due to proration on Bill #0044684105-2018-	Vehicle Sold	04/10/2019	C ADVL	Tax	($41.29)	$0.00	($41.29)
													FR07ADVL	Tax	($8.60)	$0.00	($8.60)
																Refund	$49.89
WILLIAMSON, ASHLEY MEREDITH	WILLIAMSON, ASHLEY MEREDITH		133 HYDRANGEA CIR NW	CONCORD, NC 28027	Proration	0035962860	EJF5887	PENDING	157845015	Refund Generated due to proration on Bill #0035962860-2018-2018-0000-00	Vehicle Sold	04/30/2019	C ADVL	Tax	($109.29)	$0.00	($109.29)
													CI02ADVL	Tax	($72.87)	$0.00	($72.87)
													CI02ADVL	Vehicle Fee	$0.00	$0.00	$0.00
																Refund	$182.16
WITTMAN, KYLE CHARLES	WITTMAN, KYLE CHARLES		11085 HAT CREEK LN	DAVIDSON, NC 28036	Proration	0046038386	DBT3199	PENDING	157157388	Refund Generated due to proration on Bill #0046038386-2018-2018-0000-00	Vehicle Sold	04/23/2019	C ADVL	Tax	($53.79)	$0.00	($53.79)
													CI04ADVL	Tax	($47.07)	$0.00	($47.07)
													CI04ADVL	Vehicle Fee	$0.00	$0.00	$0.00
																Refund	$100.86
YATES, EDDIE EUGENE	YATES, EDDIE EUGENE		4731 ASHERTON PL NW	CONCORD, NC 28027	Adjustment >= $100	0047034588	64555	PENDING	156293757	Refund Generated due to adjustment on Bill #0047034588-2018-2018-0000-00	Adjustment	04/10/2019	C ADVL	Tax	($266.40)	$0.00	($266.40)
													CI02ADVL	Tax	($177.60)	$0.00	($177.60)
													CI02ADVL	Vehicle Fee	$0.00	$0.00	$0.00
																Refund	$444.00
YELVERTON, SHONDRA LYNELLE	YELVERTON, SHONDRA LYNELLE		4783 LAUREN GLEN ST NW	CONCORD, NC 28027	Proration	0045989656	FLE4199	PENDING	156608763	Refund Generated due to proration on Bill #0045989656-2018-2018-0000-00	Vehicle Sold	04/15/2019	C ADVL	Tax	($166.20)	$0.00	($166.20)
													CI02ADVL	Tax	($110.80)	$0.00	($110.80)
													CI02ADVL	Vehicle Fee	$0.00	$0.00	$0.00
																Refund	$277.00
																Refund Total	$9297.02

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

May 20, 2019
6:30 PM

AGENDA CATEGORY:
New Business

SUBJECT:
Finance - Resolution Relating to the Installment Financing Contract - Financing for School and Public Purpose Land - Public Hearing 6:30 p.m.

BRIEF SUMMARY:
Finance requests the Board of Commissioners approve the attached resolution enabling Cabarrus County to enter into one or more short and/or long-term installment financing contracts with the Cabarrus County Development Corporation or one or more third parties, for an amount not to exceed $11,000,000, to finance all or a portion of the cost of purchasing land for various school and public purposes.

N.C.G.S 160-A-20 requires a public hearing on the described installment financing contract for the projects described above.

REQUESTED ACTION:
Hold a Public Hearing.

Motion to approve the Financing Resolution.

EXPECTED LENGTH OF PRESENTATION:
5 Minutes

SUBMITTED BY:
Susan Fearrington, Finance Director

BUDGET AMENDMENT REQUIRED:
No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:
This item was approved by the Board for inclusion on the Agenda as a New Business item.

ATTACHMENTS:

- Installment Financing Resolution
- Public Hearing Notice - Newspaper
- Affidavit
- Public Hearing Notice - Website

EXTRACT FROM MINUTES OF BOARD OF COMMISSIONERS OF THE COUNTY OF CABARRUS, NORTH CAROLINA

The Board of Commissioners for the County of Cabarrus, North Carolina, met in regular session in the Commissioners' Meeting Room in the Cabarrus County Governmental Center in Concord, North Carolina, the regular place of meeting, at 6:30 p.m., on May 20, 2019, with Stephen M. Morris, Chairman, presiding. The following Commissioners were:

PRESENT: Chairman Stephen M. Morris, Vice Chairman Diane R. Honeycutt and Commissioners F. Blake Kiger, Elizabeth F. Poole and Lynn W. Shue.

ABSENT: None.

ALSO PRESENT: Michael K. Downs, County Manager; Pamela S. Dubois, Senior Deputy County Manager; Susan B. Fearrington, Finance Director; Richard M. Koch, Esq., County Attorney; and Lauren Linker, Clerk to the Board.

* * * * * * * * * * *

The Chairman announced that this was the date, place and hour fixed by the Board of Commissioners for a public hearing concerning a proposed plan of financing in an aggregate principal amount of up to $11,000,000, which plan would involve the entry by the County into (a) one or more long-term installment financing contract(s) with the Cabarrus County Development Corporation (the "Corporation") or one or more other third parties pursuant to North Carolina General Statutes 160A-20, as amended, the proceeds of which would be used to pay all or a portion of the costs of (i) the acquisition of numerous parcels of real property in the County, including any and all improvements located thereon, if any, to be used as the proposed sites of (A) a new public middle school facility, (B) a new public senior high school facility and (C) a new library/senior center facility; (ii) the acquisition of any necessary rights-of-way and easements related to each of the foregoing and (iii) various real and personal property improvements related to each of the foregoing (collectively, the "2019 Projects"), and under said one or more long-term installment financing contract(s) the County would secure the repayment by the County of the moneys advanced pursuant to such one or more long-term installment financing contract(s) by granting a security interest in and lien on all or some portion of the 2019 Projects and/or all or some portion of the real property upon which the 2019 Projects are located and/or (b) into one or more short-term installment financing contract(s) with one or more third parties pursuant to North Carolina General Statutes 160A-20, as amended, the proceeds of which would be used to provide interim financing for all or some portion of the 2019 Projects pending execution and delivery of said one or more long-term financing contract(s) and the related Limited Obligation Bonds and/or Certificates of Participation, if any, and under said one or more

short-term installment financing contract(s) the County would secure the repayment by the County of the moneys advanced pursuant to such short-term installment financing contract(s) by granting a security interest in and lien on all or some portion of the 2019 Projects and/or all or some portion of the real property upon which the 2019 Projects are located, which plan of financing and 2019 Projects were described in the notice of public hearing published in The Independent Tribune on May 4, 2019 (the "Notice").

The Board of Commissioners first ratified and approved the designation of the meeting as a public hearing on the proposed plan of financing, the call of the public hearing and publication of the Notice.

It was then announced that the Board of Commissioners would immediately hear anyone who might wish to be heard on such matter.

No one appeared, either in person or by attorney, to be heard on such matter or the advisability of the plan of financing and the Clerk to the Board of Commissioners announced that no written statement relating to said matters had been received by the Clerk or the Finance Director.

It was then announced that the public hearing was closed.

* * * * *

The Chairman introduced the following resolution, a summary of which had been provided to each Commissioner, a copy of which was available with the Clerk to the Board and which was read by title:

RESOLUTION RELATING TO LONG-TERM INSTALLMENT CONTRACT FINANCINGS OF VARIOUS PUBLIC PROJECTS IN AN AGGREGATE PRINCIPAL AMOUNT UP TO $11,000,000; INTERIM INSTALLMENT CONTRACT FINANCINGS FOR SUCH PROJECTS IN AN AGGREGATE PRINCIPAL AMOUNT UP TO $11,000,000; AND THE EXECUTION AND DELIVERY BY THE CABARRUS COUNTY DEVELOPMENT CORPORATION OF ONE OR MORE SERIES OF LIMITED OBLIGATION BONDS AND/OR CERTIFICATES OF PARTICIPATION RELATED THERETO

WHEREAS, the Board of Commissioners desires to undertake a proposed plan of financing in an aggregate principal amount of up to $11,000,000, which plan would involve the entry by the County into one or more long-term installment financing contract(s) with the Cabarrus County Development Corporation (the "Corporation") or one or more other third parties pursuant to North Carolina General Statutes §160A-20, as amended, the proceeds of which would be used to pay all or a portion of the costs of (i) the acquisition of numerous parcels of real property in the County, including any and all improvements located thereon, if any, to be used as the proposed sites of (A)

a new public middle school facility, (B) a new public senior high school facility and (C) a new library/senior center facility; (ii) the acquisition of any necessary rights-of-way and easements related to each of the foregoing and (iii) various real and personal property improvements related to each of the foregoing (collectively, the "2019 Projects"), and under said one or more long-term installment financing contract(s) the County would secure the repayment by the County of the moneys advanced pursuant to such one or more long-term installment financing contract(s) by granting a security interest in and lien on all or some portion of the 2019 Projects and/or all or some portion of the real property upon which the 2019 Projects are located;

WHEREAS, as part of said proposed plan of financing, the Corporation may also execute and deliver one or more series of Limited Obligation Bonds and/or Certificates of Participation in said one or more long-term installment financing contract(s) in an aggregate principal amount not exceeding $11,000,000 to finance the advancement of moneys to the County pursuant to said one or more long-term installment financing contract(s) between the County and the Corporation or one or more other third parties;

WHEREAS, as part of the proposed plan of financing for the 2019 Projects, the Board of Commissioners further desires to authorize interim financing for all or some portion of the 2019 Projects in an aggregate principal amount of up to $11,000,000, which would involve the entry by the County into one or more short-term installment financing contract(s) with one or more third parties pursuant to North Carolina General Statutes §160A-20, as amended, the proceeds of which would be used to provide interim financing for all or some portion of the 2019 Projects pending execution and delivery of said one or more long-term financing contract(s) and the related Limited Obligation Bonds and/or Certificates of Participation, if any, and under said one or more short-term installment financing contract(s) the County would secure the repayment by the County of the moneys advanced pursuant to such short-term installment financing contract(s) by granting a security interest in and lien on all or some portion of the 2019 Projects and/or all or some portion of the real property upon which the 2019 Projects are located; and

WHEREAS, as required by North Carolina General Statutes §160A-20, the Board of Commissioners has heretofore held the public hearing concerning the one or more short-term installment financing contract(s) and the one or more long-term installment financing contract(s)

to be executed and delivered by the County and the transactions contemplated thereby and associated therewith;

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

Section 1. The Board of Commissioners hereby finds and confirms that (i) the 2019 Projects and the financing thereof by one or more short-term contract(s) and one or more long-term contract(s) is necessary and expedient for the County; (ii) financing of the 2019 Projects by one or more short-term contract(s) and one or more long-term contract(s), under the circumstances, is preferable to a bond issue by the County; (iii) the sums to fall due under one or more short-term contract(s) and one or more long-term contract(s) are adequate and not excessive for their proposed purpose; (iv) the County's debt management procedures and policies are good and its debt will continue to be managed in strict compliance with law; (v) the increase in taxes, if any, necessary to meet the sums to fall due under one or more short-term contract(s) and one or more long-term contract(s) will not be excessive; and (vi) the County is not in default regarding any of its debt service obligations.

Section 2. The appropriate officers of the County are hereby authorized and directed to do any and all things necessary, appropriate or convenient to effectuate the foregoing and the proposed plan of financing, including without limitation filing one or more applications with the North Carolina Local Government Commission seeking approval of the plan of financing or any component thereof, the publication of any required notices related thereto, consideration and negotiation of proposals from one or more third parties regarding the one or more short-term installment financing contract(s) included in the proposed plan of financing, consideration and negotiation of proposals from one or more underwriters or one or more other third parties regarding the one or more long-term installment financing contract(s) included in the proposed plan of financing, and consideration and negotiation of the terms of the proposed plan of financing or any component thereof and the relevant legal documentation.

Section 3. This Resolution shall become effective immediately upon its adoption.

Thereupon, upon motion of Commissioner _____, seconded by Commissioner _____, the foregoing resolution entitled "RESOLUTION RELATING TO LONG-TERM INSTALLMENT CONTRACT FINANCINGS OF VARIOUS PUBLIC PROJECTS IN AN AGGREGATE PRINCIPAL AMOUNT UP TO $11,000,000; INTERIM INSTALLMENT CONTRACT FINANCINGS FOR SUCH PROJECTS IN AN

AGGREGATE PRINCIPAL AMOUNT UP TO $11,000,000; AND THE EXECUTION AND DELIVERY BY THE CABARRUS COUNTY DEVELOPMENT CORPORATION OF LIMITED OBLIGATION BONDS AND/OR CERTIFICATES OF PARTICIPATION RELATED TO LONG-TERM INSTALLMENT CONTRACT FINANCINGS" was adopted and passed by the following vote:

AYES: _____

_____

NOES: _____

* * * * * *

I, Lauren Linker, Clerk to the Board of Commissioners for the County of Cabarrus, North Carolina, DO HEREBY CERTIFY that the foregoing is a true copy of so much of the proceedings of said Board of Commissioners at a regular meeting held on May 20, 2019, as relates in any way to (i) the conduct of a public hearing and the adoption of the resolutions referenced above with respect to a proposed plan of financing for the acquisition of numerous parcels of real property/ 2019 Projects described therein, (a) utilizing one or more short-term installment financing contract(s) under North Carolina General Statutes Section 160A-20 with one or more third parties, and/or (b) utilizing one or more long-term installment financing contract(s) under North Carolina General Statutes Section 160A-20 with one or more third parties, and (ii) that said proceedings are recorded in Minute Book No. __ of the minutes of said Board of Commissioners, beginning at page ___ and ending at page ___.

I DO HEREBY FURTHER CERTIFY that the schedule of regular meetings of said Board of Commissioners has been on file in my office pursuant to North Carolina General Statutes §143-318.12 as of a date not less than seven (7) days before said meeting.

WITNESS my hand and the corporate seal of said County, this 20th day of May, 2019.

_____
Clerk to the Board of Commissioners
for the County of Cabarrus, North Carolina

[SEAL]

THE INDEPENDENT TRIBUNE

May 5, 2019

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Board of County Commissioners (the "Board") of the County of Cabarrus, North Carolina (the "County"), will conduct a public hearing on May 20, 2019 concerning the execution and delivery of (a) one or more short-term installment financing contract(s) with one or more third parties and/or (b) one or more long-term installment financing contract(s) with one or more third parties (collectively, the "Contracts") to finance all or a portion of the costs of (i) the acquisition of numerous parcels of real property in the County, including any and all improvements located thereon, if any, to be used as the proposed sites of (A) a new public middle school facility, (B) a new public senior high school facility and (C) a new library/senior center facility; (ii) the acquisition of any necessary rights-of-way and easements related to each of the foregoing and (iii) various real and personal property improvements related to each of the foregoing (collectively, the "2019 Projects").

The plan of financing for the 2019 Projects involves (i) the entry by the County into one or more short-term installment financing contract(s) with one or more third parties who will provide the County with up to $11,000,000 pursuant to the terms of the short-term installment financing contract(s), which amounts will be used to provide interim financing for the 2019 Projects pending execution and delivery of one or more long-term financing contract(s) and/or (ii) the entry by the County into one or more long-term installment financing contract(s) with one or more third parties who will provide the County with up to $11,000,000 pursuant to the terms of said one or more long-term installment financing contract(s), which amounts will be applied to provide long-term financing for the 2019 Projects. The County's obligations to any third party supplying short-term or long-term financing are authorized by North Carolina General Statutes §160A-20 and will be secured by a lien upon or security interest in all or some portion of the 2019 Projects and/or in all or some portion of the real property on which the 2019 Projects will be located.

The obligations of the County under the Contracts will not be deemed to be a pledge of the faith and credit of the County within the meaning of any constitutional debt limitation and the Contracts will not directly or indirectly or contingently obligate the County to make any payments beyond those appropriated in the sole discretion of the County for any fiscal year in which the Contracts are in effect. No deficiency judgment may be rendered against the County in any action for breach of the Contracts and the taxing power of the County is not and may not be pledged directly or indirectly or contingently to secure any moneys due under the Contracts.

PLEASE TAKE NOTICE THAT THE BOARD WILL HOLD A PUBLIC HEARING CONCERNING THE PLAN OF FINANCING AT 6:30 P.M., OR AS SOON THEREAFTER AS THE HEARING CAN BE HELD, ON MONDAY, MAY 20, 2019, IN THE COMMISSIONERS' MEETING ROOM IN THE CABARRUS COUNTY GOVERNMENTAL CENTER, CONCORD, NORTH CAROLINA, AT WHICH ANY PERSON MAY BE HEARD CONCERNING THE PLAN OF FINANCING. ANY PERSON WISHING TO COMMENT IN WRITING ON THE PLAN OF FINANCING MAY DO SO BY DELIVERING SUCH COMMENTS TO THE UNDERSIGNED AT 65 CHURCH STREET SE, CONCORD, NORTH CAROLINA, 28026, WITHIN 5 DAYS FROM THE DATE OF PUBLICATION OF THIS NOTICE.

Lauren Linker
Clerk to the Board of Commissioners
for the County of Cabarrus, North Carolina

Publish: May 5, 2019.

Independent Tribune

Advertising Affidavit

Account Number
3126824

PO Box 968
Hickory, NC 28603

Date
May 05, 2019

NEXSEN PRUET, PLLC
227 WEST TRADE STREET STE 1550
CHARLOTTE, NC 28202

Date	Category	Description	Ad Number	Ad Size
05/05/2019	Legal Notices	NOTICE OF PUBLIC HEARING NOTICE IS HEREBY GIVEN t	0000562804	2 x 63 L

Publisher of

Independent Tribune

Cabarrus County

Before the undersigned, a Notary Public of Iredell County, North Carolina, duly commissioned, qualified, and authorized by law to administer oaths, in said County and State; that he/she is authorized to make this affidavit and sworn statement; that the notice or other legal advertisement, a copy of which is attached hereto, was published in the Independent Tribune on the following dates:

05/05/2019

and that the said newspaper in which such notice, or legal advertisement was published, was a newspaper meeting all the requirements and qualifications of Section 1-597 of the General Statutes of North Carolina.

Assistant Bookkeeper

Newspaper reference: 0000562804

Sworn to and subscribed before me, this 6 day of May, 2019

Pamela Waddell
Notary Public

PAMELA WADDELL
Notary Public
Iredell County
NORTH CAROLINA

My Commission expires: May 27, 2022

THIS IS NOT A BILL. PLEASE PAY FROM INVOICE. THANK YOU

Please See Attached

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Board of County Commissioners (the "Board") of the County of Cabarrus, North Carolina (the "County"), will conduct a public hearing on May 20, 2019 concerning the execution and delivery of (a) one or more short-term installment financing contract(s) with one or more third parties and/or (b) one or more long-term installment financing contract(s) with one or more third parties (collectively, the "Contracts") to finance all or a portion of the costs of (i) the acquisition of numerous parcels of real property in the County, including any and all improvements located thereon, if any, to be used as the proposed sites of (A) a new public middle school facility, (B) a new public senior high school facility and (C) a new library/senior center facility; (ii) the acquisition of any necessary rights-of-way and easements related to each of the foregoing and (iii) various real and personal property improvements related to each of the foregoing (collectively, the "2019 Projects").

The plan of financing for the 2019 Projects involves (i) the entry by the County into one or more short-term installment financing contract(s) with one or more third parties who will provide the County with up to $11,000,000 pursuant to the terms of the short-term installment financing contract(s), which amounts will be used to provide interim financing for the 2019 Projects pending execution and delivery of one or more long-term financing contract(s) and/or (ii) the entry by the County into one or more long-term installment financing contract(s) with one or more third parties who will provide the County with up to $11,000,000 pursuant to the terms of said one or more long-term installment financing contract(s), which amounts will be applied to provide long-term financing for the 2019 Projects. The County's obligations to any third party supplying short-term or long-term financing are authorized by North Carolina General Statutes §160A-20 and will be secured by a lien upon or security interest in all or some portion of the 2019 Projects and/or in all or some portion of the real property on which the 2019 Projects will be located.

The obligations of the County under the Contracts will not be deemed to be a pledge of the faith and credit of the County within the meaning of any constitutional debt limitation and the Contracts will not directly or indirectly or contingently obligate the County to make any payments beyond those appropriated in the sole discretion of the County for any fiscal year in which the Contracts are in effect. No deficiency judgment may be rendered against the County in any action for breach of the Contracts and the taxing power of the County is not and may not be pledged directly or indirectly or contingently to secure any moneys due under the Contracts.

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Lauren Linker
Clerk to the Board of Commissioners
for the County of Cabarrus, North Carolina

Publish: May 5, 2019.

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Board of County Commissioners (the "Board") of the County of Cabarrus, North Carolina (the "County"), will conduct a public hearing on May 20, 2019 concerning the execution and delivery of (a) one or more short-term installment financing contract(s) with one or more third parties and/or (b) one or more long-term installment financing contract(s) with one or more third parties (collectively, the "Contracts") to finance all or a portion of the costs of (i) the acquisition of numerous parcels of real property in the County, including any and all improvements located thereon, if any, to be used as the proposed sites of (A) a new public middle school facility, (B) a new public senior high school facility and (C) a new library/senior center facility; (ii) the acquisition of any necessary rights-of-way and easements related to each of the foregoing and (iii) various real and personal property improvements related to each of the foregoing (collectively, the "2019 Projects").

The plan of financing for the 2019 Projects involves (i) the entry by the County into one or more short-term installment financing contract(s) with one or more third parties who will provide the County with up to $11,000,000 pursuant to the terms of the short-term installment financing contract(s), which amounts will be used to provide interim financing for the 2019 Projects pending execution and delivery of one or more long-term financing contract(s) and/or (ii) the entry by the County into one or more long-term installment financing contract(s) with one or more third parties who will provide the County with up to $11,000,000 pursuant to the terms of said one or more long-term installment financing contract(s), which amounts will be applied to provide long-term financing for the 2019 Projects. The County's obligations to any third party supplying short-term or long-term financing are authorized by North Carolina General Statutes §160A-20 and will be secured by a lien upon or security interest in all or some portion of the 2019 Projects and/or in all or some portion of the real property on which the 2019 Projects will be located.

The obligations of the County under the Contracts will not be deemed to be a pledge of the faith and credit of the County within the meaning of any constitutional debt limitation and the Contracts will not directly or indirectly or contingently obligate the County to make any payments beyond those appropriated in the sole discretion of the County for any fiscal year in which the Contracts are in effect. No deficiency judgment may be rendered against the County in any action for breach of the Contracts and the taxing power of the County is not and may not be pledged directly or indirectly or contingently to secure any moneys due under the Contracts.

PLEASE TAKE NOTICE THAT THE BOARD WILL HOLD A PUBLIC HEARING CONCERNING THE PLAN OF FINANCING AT 6:30 P.M., OR AS SOON THEREAFTER AS THE HEARING CAN BE HELD, ON MONDAY, MAY 20, 2019, IN THE COMMISSIONERS' MEETING ROOM IN THE CABARRUS COUNTY GOVERNMENTAL CENTER, CONCORD, NORTH CAROLINA, AT WHICH ANY PERSON MAY BE HEARD CONCERNING THE PLAN OF FINANCING. ANY PERSON WISHING TO COMMENT IN WRITING ON THE PLAN OF FINANCING MAY DO SO BY DELIVERING SUCH COMMENTS TO THE UNDERSIGNED AT 65 CHURCH STREET SE, CONCORD, NORTH CAROLINA, 28026, WITHIN 5 DAYS FROM THE DATE OF PUBLICATION OF THIS NOTICE.

Lauren Linker
Clerk to the Board of Commissioners
for the County of Cabarrus, North Carolina

Posted May 7, 2019

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

May 20, 2019
6:30 PM

AGENDA CATEGORY:
New Business

SUBJECT:
County Manager - Presentation of the Proposed FY20 Cabarrus County Budget and Scheduling of a Public Hearing

BRIEF SUMMARY:
The Cabarrus County Manager will present the proposed FY20 Cabarrus County budget to the Board of Commissioners on Monday, May 20, 2019. A copy of the proposed budget will be filed in the office of the Clerk to the Board on that same evening and will be available for public inspection at the Cabarrus County Governmental Center during regular business hours. The FY20 proposed budget will also be posted on the County website at https://www.cabarruscounty.us/resources/current-budget. Budget workshop meetings will be held in the Multipurpose Room at the Governmental Center at 65 Church Street S in Concord on May 21 and May 23 at 4:00 p.m. A public hearing on the proposed budget is required and citizens are encouraged to attend and to present written or oral comments. Adoption of the budget is scheduled for June 17, 2019.

REQUESTED ACTION:
Receive budget.

Schedule a public hearing on the proposed FY20 Cabarrus County budget for Monday June 17, 2019 at 6:30 p.m. or as soon thereafter as persons may be heard.

EXPECTED LENGTH OF PRESENTATION:
10 Minutes

SUBMITTED BY:
Mike Downs, County Manager

BUDGET AMENDMENT REQUIRED:
No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:
This item was approved by the Board for inclusion on the Agenda as a New Business item.

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

May 20, 2019
6:30 PM

AGENDA CATEGORY:
Reports

SUBJECT:
BOC - Receive Updates From Commission Members who Serve as Liaisons to Municipalities or on Various Boards/Committees

BRIEF SUMMARY:
This time is allotted during regular meetings to receive updates from commission members that serve as liaisons to local municipalities or that serve on various boards/committees, if needed. This opportunity allows the board as a whole to learn more about what is going on with the boards each commissioner is individually involved with.

REQUESTED ACTION:
Receive updates and discuss as needed.

EXPECTED LENGTH OF PRESENTATION:
1 Minute

SUBMITTED BY:
Lauren Linker, Clerk to the Board

BUDGET AMENDMENT REQUIRED:
No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:
This item was approved by the Board for inclusion on the Agenda.

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

May 20, 2019
6:30 PM

AGENDA CATEGORY:
Reports

SUBJECT:
BOC - Request for Applications for County Boards/Committees

BRIEF SUMMARY:
Vacant Positions on the Cabarrus County Boards & Committees are as follows:

Boards & Committees	Vacancies/Expiring/Expired Terms	Term Expiration and/or Position
Active Living & Parks Commission	n/a	*
Adult Care Home Community Advisory Committee	8	**
Agricultural Advisory Board	n/a	*
Animal Protection Advisory Board	1	*
Board of Equalization & Review	2	*
Cardinal Innovations Healthcare Solutions Community Oversight Committee	n/a	*
Centralina Workforce Development Board	2	*
Charlotte Douglas International Airport Commission	n/a	*
Concord Planning Commission (ETJ)	1	*
Early Childhood Task Force Advisory Board	n/a	*
Harrisburg Fire Advisory Board	2	*
Harrisburg Planning & Zoning Board	n/a	*

and Board of Adjustment (ETJ)		
Home & Community Care Block Grant Committee	1	*
Human Services Advisory Board	n/a	*
Industrial Facilities & Pollution Control Financing Authority	n/a	*
Jury Commission	1	*
Juvenile Crime Prevention Council	4	*
Library Board of Trustees	n/a	*
Mental Health Advisory Board	n/a	*
Mt. Pleasant Planning Board & Board of Adjustment	3	
Nursing Home Community Advisory Board	8	**
Planning & Zoning Commission	2	*
Public Health Authority of Cabarrus County	2	*
Region F Aging Advisory Committee	3	*
Rowan-Cabarrus Community College Board of Trustees	n/a	*
Senior Centers Advisory Council	n/a	*
Tourism Authority	4	*
Transportation Advisory Board	6	*
Water & Sewer Authority of Cabarrus County	n/a	*
Watershed Improvement Commission	1	*
Youth Commission	13	A.L. Brown, Central Cabarrus, Concord, Cox Mill, Hickory Ridge, Jay M. Robinson, Mt. Pleasant, Northwest Cabarrus & At-large high schools

*Term lengths and expirations vary per board roster.

**Initial terms are for one year. Additional terms are for three years.

A description of each board/committee is attached along with an application for appointment. Visit the County's website to complete the online application. For more information, contact the Clerk at 704-920-2109 or go to https://www.cabarruscounty.us/boards-and-committees.

REQUESTED ACTION:
Review the aforementioned list of County Boards/Committees for the benefit of the viewing audience and encourage citizens to participate.

EXPECTED LENGTH OF PRESENTATION:
1 Minute

SUBMITTED BY:
Lauren Linker, Clerk to the Board

BUDGET AMENDMENT REQUIRED:
No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:
This item was approved by the Board for inclusion on the Agenda.

ATTACHMENTS:

- Boards & Committees Descriptions
- Concord ETJ Map
- Harrisburg ETJ Map
- Application
- Youth Commission Application

CABARRUS COUNTY

BOARDS, COMMITTEES, COMMISSIONS AND AUTHORITIES

The Cabarrus County Board of Commissioners makes appointments to a number of boards, committees, commissions and authorities. All citizens of Cabarrus County are encouraged to volunteer to serve on these boards/committees. To obtain an application for appointment or for more information, please contact the Clerk to the Board, at the Governmental Center, 65 Church Street, SE, Concord, or call (704) 920-2109. The application may also be downloaded from the County's website at *www.cabarruscounty.us*.

A listing of the boards/committees is as follows:

ACTIVE LIVING AND PARKS COMMISSION

This commission advises on parks and recreation needs of County residents and assists the Parks Department in planning facilities and operational activities. The 11-member commission includes a representative from each of the 7 planning areas (Concord, Eastern, Kannapolis, Central, Midland, Northwest Cabarrus and Harrisburg), 2 at-large representatives, 1 representative from the Cabarrus School Board and 1 representative from the Kannapolis School Board. Appointments are for terms of three years.

ADULT CARE HOME COMMUNITY ADVISORY COMMITTEE

This committee seeks to maintain the intent of the Adult Care Home Residents Bill of Rights and to promote community involvement with the homes (homes for the aged, family care homes and homes for developmentally disabled adults). Members cannot be employed by an adult care home nor have any financial interest, directly or indirectly, in an adult care home. Immediate family of an adult care home resident in Cabarrus County cannot serve on the committee. Initial appointment is for a term of one year with successive appointments of three-year terms.

AGRICULTURAL ADVISORY BOARD

The Agricultural Advisory Board is designed to implement the provisions of the Voluntary Agricultural District Ordinance. The Board is charged with accepting applications to the voluntary agricultural districts, promoting the enhancement of agriculture in our county, and assisting the Cabarrus County Commissioners with information and positions regarding decisions impacting agricultural production in our county.

ANIMAL PRESERVATION & PROTECTION ADVISORY COMMITTEE

The committee's purposes are outlined as follows: (1) Review current operations of Cabarrus County Animal Control; (2) Provide educational materials in several languages to the Cabarrus County residents on Spay/Neuter, proper feeding, housing and healthcare for pets; (3) Establish a protocol for the availability for low cost spaying and neutering of pets belonging to indigent residents of Cabarrus County. Members serve two-year terms.

BOARD OF EQUALIZATION AND REVIEW

This board: (1) reviews the tax lists of the county for the current year to assure that all property is listed and appraised accurately; (2) hears any property owner's appeal concerning the value assigned to his property (or that of others); and (3) has the authority to make adjustments necessary to bring the valuation into line with the standards established by law. Members serve three-year terms.

CABARRUS COUNTY PLANNING AND ZONING COMMISSION

This commission serves a key role in shaping the future development of the county as it reviews subdivisions, assists in area plans, and makes land use decisions, some of which are forwarded to the Board of Commissioners. The commission also serves as the Board of Adjustment that hears and decides appeals of decisions by the Zoning Enforcement Officer, and grants special use permits/variances. Members include a representative from each of the 7 planning areas (Concord, Midland, Central, Eastern, Harrisburg, Kannapolis and Northwest Cabarrus), 2 at-large representatives and 3 Alternate members. Appointments are for terms of three years.

CARDINAL INNOVATIONS HEALTHCARE SOLUTIONS – Community Oversight Board

By resolution as a result of new legislation, the Boards of County Commissioners of Alamance, Cabarrus, Caswell, Chatham, Davidson, Franklin, Granville, Halifax, Orange, Person, Rowan, Stanly, Union, Vance and Warren Counties agreed to be served by a single Area Authority operating as a Managed Care Organization with a governance structure that will function under existing law, as well as under the new governance legislation. It is in the interest of the public health and welfare to create an Area Authority to operate North Carolina's 1915(b)/(c) Medicaid Waiver as a Managed Care Organization and to manage all public resources that may become available for mental health, intellectual and developmental disabilities, and substance abuse services, including federal block grant funds, federal funding for Medicaid and Health Choice, and all other public funding sources. The Community Oversight Board (COB) is part of Cardinal Innovations Healthcare Solutions' governance structure. The COB consists of three (3) members from each County, appointed by each County's Board of Commissioners, and will include a County Commissioner or designee, a consumer or family member, and another citizen or stakeholder; and one (1) member from the Local Consumer and Family Advisory Committee, either the Chair or other elected official. Appointments are for terms of three years.

CENTRALINA WORKFORCE DEVELOPMENT BOARD

This group serves as the governing body for a variety of programs and their plans, including the Job Training Partnership Act, Work First (JOBS) welfare and placement programs, the Older Worker Americans Act Job Training and Employment Program, etc. The County Commissioners appoint 4 persons representing Education, Organized Labor and the Private Sector (2) to serve on this six-county, 20-member board. Appointments are for terms of two years.

CONCORD PLANNING AND ZONING COMMISSION

The Commission guides, reviews and regulates land developments within and around the boundaries of the City of Concord. The County Commissioners appoint one member who resides in Concord's extraterritorial jurisdiction area for a term of three years.

HARRISBURG FIRE ADVISORY BOARD

The Harrisburg Fire Advisory Board advises the Town Council, Town Administrator and the Fire Chief on matters of policy, administration and operations. The board tracks the progress of the Harrisburg Fire Department's key objectives as outlined in the annual report, reviews the Department's By-Laws on an annual basis, and recommends changes to the Town Council for final approval.

HARRISBURG PLANNING AND ZONING BOARD

This board reviews, regulates development within and around the boundaries of the Town of Harrisburg and hears and decides on appeals of zoning within the Town's jurisdiction. The County Commissioners appoint one person who resides in the extraterritorial jurisdiction of the Town to serve for a term of three years.

HOME AND COMMUNITY CARE BLOCK GRANT ADVISORY COMMITTEE

This advisory committee assists the Department of Aging with the development of the County Aging Funding Plan through the Home and Community Care Block Grant for Older Adults. The committee is composed of potential public and private providers of aging services, elected county officials, older adults and representatives of other aging interests in the county.

HUMAN SERVICES ADVISORY BOARD

This board is appointed by the Board of Commissioners to advocate, advise and consult regarding services within the Department of Human Services. The board is composed of five members who are appointed for three-year terms.

In the first year of organization, the terms will be staggered with three members appointed to three-year terms and two members appointed to two-year terms.

INDUSTRIAL FACILITIES AND POLLUTION CONTROL FINANCING AUTHORITY

This authority provides for the issuance of revenue bonds to aid in financing (1) industrial and manufacturing facilities which provide job opportunities or better ways to help alleviate unemployment and raise below-average manufacturing wages and (2) pollution control facilities for industries. The 7-member authority meets as needed. Appointments are for terms of six years.

JURY COMMISSION

This commission is responsible for compiling the jury lists for the Courts. The Board of Commissioners appoints one member for a term of two years to the 3-member commission.

JUVENILE CRIME PREVENTION COUNCIL

The council plans for the needs of adjudicated and at-risk youth and assesses the need for delinquency treatment and prevention services in Cabarrus County. The 25-member council is made up of a variety of judicial and public agency representatives as well as seven at-large members. Appointments are for terms of two years.

LIBRARY BOARD OF TRUSTEES

The board advises the County Commissioners on matters relating to the Cabarrus County Library system, including the planning of programs, policies, facilities and budgetary matters. The seven-member board includes representatives selected from the areas of Concord (one member appointed by the Concord City Council and one member appointed by the County Commissioners), Mt. Pleasant, Harrisburg, Midland, and Kannapolis (2). Appointments are for terms of three years.

MOUNT PLEASANT PLANNING BOARD AND BOARD OF ADJUSTMENT

This board guides, reviews, regulates land development within and around the boundaries of the Town of Mt. Pleasant and hears and decides on appeals of zoning within the Town's jurisdiction. The Board of Commissioners appoints two persons who reside within the Town's extraterritorial jurisdiction area for terms of three years.

NURSING HOME COMMUNITY ADVISORY COMMITTEE

This committee seeks to maintain the intent of the Nursing Home Residents Bill of Rights for those persons residing in nursing homes, works to ensure appropriate conditions within the nursing homes and promotes community involvement with those homes. Members cannot be employed by a nursing home nor have any financial interest, directly or indirectly, in a nursing home. Also, no immediate family of a nursing home resident in Cabarrus County can serve on the committee. Initial appointments are made for terms of one year with successive appointments of three years.

PUBLIC HEALTH AUTHORITY OF CABARRUS COUNTY

The authority seeks to enhance public/private health care partnerships, stabilize county dollars going to support health services, and to provide consolidation and long range planning for health services. It also acts as the local board of health and is charged to protect and promote the public health of the citizens of Cabarrus County. Membership is as follows: Member or designee of the Board of County Commissioners; Member of the Cabarrus County Medical Society; Member of the Cabarrus Physicians Organization; Member or designee of the CMC-NorthEast Medical Center Board of Trustees; and three members from the general public not affiliated with the above organizations, but recommended by the nominees of those organizations.

REGION F AGING ADVISORY COMMITTEE

This committee advises the Centralina Council of Governments (COG) staff and COG Board on area plans for the aging within the nine-county region. County Commissioners appoint three members and one alternate to the 26-member regional committee. The appointments are for terms of two years except for the alternate appointment, which is a one-year term.

ROWAN-CABARRUS COMMUNITY COLLEGE (RCCC) BOARD OF TRUSTEES

This board governs the operation of the community college according to State law. The Cabarrus County Board of Commissioners makes two four-year appointments to the Board of Trustees.

SENIOR CENTERS ADVISORY COUNCIL

The Senior Centers Advisory Council aids in determining senior citizen activities to be provided by the County as well as activities and operations at the senior centers. The council is comprised of 11 members who work closely with the Active Living and Parks Department and Senior Center staff. Appointments are for three-year terms.

TOURISM AUTHORITY

This 9-member board is charged with the development of tourism, tourist-related events, facilities and other activities that serve to increase the amount of tourism in the County. The Board of Commissioners appoints membership as follows: Three members, including a County Commissioner and/or County Manager; three members from recommendations submitted by the Cabarrus County Tourism Authority; and three members from recommendations submitted by the Cabarrus Regional Chamber of Commerce. Appointments are for terms of three years.

TRANSPORTATION ADVISORY BOARD

This board works to advance coordination between the County and human service agencies, to monitor transportation services and to advise the Board on issues related to human service transportation policy matters. Members include representatives from the Department of Social Services, Cabarrus Health Alliance, Department of Aging, Cabarrus EMS, L.I.F.E. Center, Cabarrus Workshop, Healthy Cabarrus, Head Start, Piedmont Behavioral Healthcare and a representative of the visually impaired in the county.

WATER & SEWER AUTHORITY OF CABARRUS COUNTY

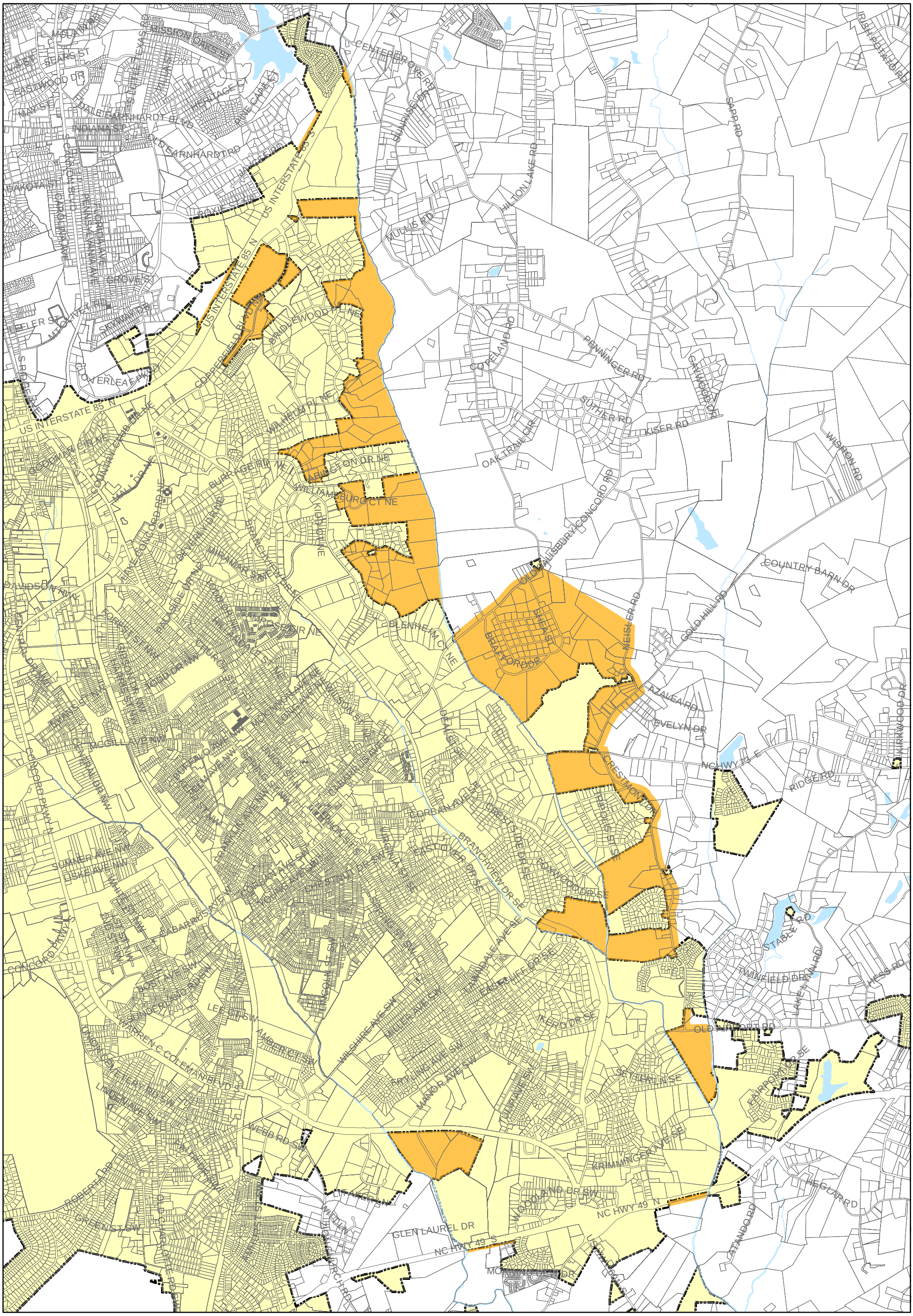
The Water and Sewer Authority (WSACC) was established in 1992 by Cabarrus County and the four municipalities for the purpose of planning, constructing, owning, operating and maintaining water and sewer facilities in Cabarrus County. Membership of the board is as follows: two members appointed by Cabarrus County; two members appointed by the City of Concord; two members appointed by the City of Kannapolis; one member appointed by the Town of Harrisburg; one member appointed by the Town of Mt. Pleasant; and one at-large member appointed by Cabarrus County with the advice of the municipalities. Appointments are for terms of three years.

WATERSHED IMPROVEMENT COMMISSION

This 3-member commission works closely with the Cabarrus County Soil and Water Conservation Office and seeks to improve the County's water resources. Activities include efforts to reduce flooding, improve water quality and quantity and to reduce future problems through erosion control, water storage, cover protection, and education. Appointments are for terms of six years.

YOUTH COMMISSION

The purpose of the Youth Commission is to provide teens in the community an opportunity to be active citizens. Through experiences and education, youth will be empowered in the community. The Youth Commission will expose teens to county government, allow teens an opportunity to discuss issues, and interact with county commissioners and employees through youth-adult partnerships.



ETJ

City of Concord

Parcels

Rivers

Lakes & Ponds

N

W E

S

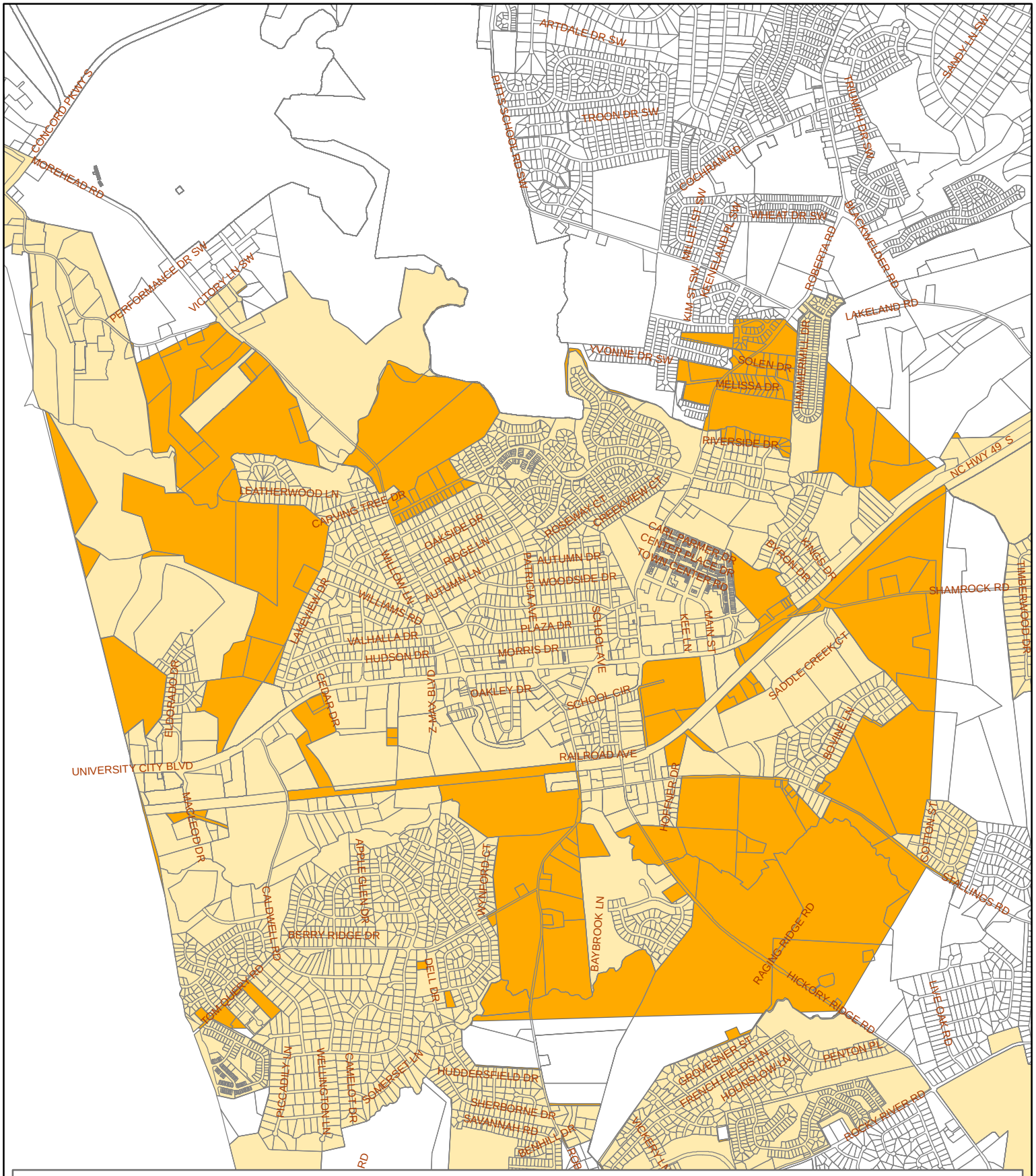
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Miles

Concord NORTH CAROLINA

City of Concord
Extraterritorial Jurisdiction (ETJ)

Map created: 6-3-2009


ARTDALE DR SW
TROON DR SW
PELTS SCHOOL RD SW
SANDY LN SW
CONCORD PKWY S
MOREHEAD RD
PERFORMANCE DR SW
VICTORY LN SW
COCHRAN RD
WHEAT DR SW
KIMMETT SW
WILLETT DR SW
GENELAND PL SW
ROBERTA RD
BLACKWELDER RD
LAKELAND RD
YVONNE DR SW
SOLEN DR
MELISSA DR
RIVERSIDE DR
NC HWY 49 S
LEATHERWOOD LN
CARVING TREE DR
OAKSIDE DR
RIDGE LN
ROSEWAY CT
CREEKVIEW CT
CARL PALMER DR
CENTER PLACE DR
TOWN CENTER BLVD
AUTUMN DR
WOODSIDE DR
PATRICIA ANN PLAZA DR
AUTUMN LN
WILLOW LN
WILLIAMS RD
LAKEVIEW DR
VALHALLA DR
HUDSON DR
MORRIS DR
MAIN ST
KEETH
SCHOOL CIR
OAKLEY DR
CEDAR DR
ORTEGA WAY
ELDORADO DR
UNIVERSITY CITY BLVD
RAILROAD AVE
SADDLE CREEK CT
BOWLINE LN
HOPPER DR
MAGEE DR
APPLE GLEN DR
CALDWELL RD
BERRY RIDGE DR
HOMEPLACE RD
DELL DR
WYNDHAM ST
BAYBROOK LN
RAGING RIDGE RD
HICKORY RIDGE RD
LITTLE OAK RD
SEALINGS RD
DENTON PL
GROVESNER ST
FRENCH FIELDS LN
HOUNSLOW LN
ROCKY RIVER RD
HUDDERSFIELD DR
SHERBORNE DR
SAVANNAH RD
KATHLEEN DR
CAMELOT DR
SOMERSET LN
WELLINGTON LN
RIDGEFIELD DR
Legend
Tax Parcels
Harrisburg Municipal Limits
Harrisburg ETJ Boundary
Miles
0
0.2
0.4
0.8
CabarrusCounty
The Center of American Motorsports
NORTH CAROLINA
Town of Harrisburg, NC
ETJ Boundary
Cabarrus County shall not be held liable for any errors in these data. This includes errors of omission, commission, errors concerning the content of the data, and relative and positional accuracy of the data. These data cannot be construed to be a legal document .Primary sources from which these data were compiled must be consulted for verification of information contained within the data.
Map Prepared by Cabarrus County Planning Services, June 2009.

Office Use Only
DATE RECEIVED:

Application for Appointment to Cabarrus County Advisory Boards and Committees

The Cabarrus County Board of Commissioners believes that all citizens should have the opportunity to participate in governmental decisions. One way of participating is by serving as a citizen member of one of the County's various advisory boards. If you wish to be considered for appointment to an advisory board, please complete the information below and return it to the CLERK TO THE BOARD OF COMMISSIONERS, P. O. BOX 707, CONCORD, NC 28026-0707, Fax (704) 920-2820. For more information about the various boards, you may contact the Clerk at (704) 920-2109.

Advisory Board(s) / Committee(s) Interested In: (Please list in order of preference)

1._____

2._____

3._____

XXXXXXXXXXXXXX

Name: _____

Home Address: _____

Mailing Address (if different):_____

City / State / ZIP: _____

Resident of Cabarrus County: ____ Yes ____ No

Telephone: Home: _____ Work: _____

Cell: _____ Fax: _____

Email Address: _____

Occupation:_____

Business Address: _____

City / State / Zip: _____

Do You Have a N. C. Driver's License? _____ Yes _____ No Age (optional): _____

Number hours available per month for this position: _____

Best time of day/or days available:_____

- over -

Educational Background: _____

_____

_____

_____

Business and Civic Experience: _____

_____

_____

_____

Areas of Interest / Skills: _____

_____

_____

_____

Other County Boards / Committees / Commissions presently serving on: _____

_____Term Expiration Date: _____

Have you ever been charged with and / or convicted of a criminal offense? _____ If so, please explain_____

_____

_____

References

List three persons who are not related to you and who have definite knowledge of your qualifications and fitness for the position for which you are applying.

Name	Business / Occupation	Address	Telephone

I understand that this application will be kept on active file for two years and I hereby authorize Cabarrus County to verify all information included in this application. I further understand this application is subject to the N. C. Public Records Law (NCGS 132-1) and may be released upon request. Meetings of the appointed boards and committees are subject to the N. C. Open Meetings Law (NCGS 143-318.10).

_____ ____ _____

Date Signature of the Applicant

BOC 001 (Revised 07/06)

Cabarrus County Youth Commission
Application

Full Name: _____ _____M _____F (check one)

Street Address: _____

City: _____ State: _____ Zip: _____

Telephone (home): (_____)_____ (cell): (_____)_____

E-mail: _____ Date of Birth: _____

Name(s) of Parents or Guardians: _____

High School: _____ Grade: _____

Cumulative High School GPA: _____ Year of Expected Graduation: _____

School groups/clubs/activities in which you participate: _____

_____

List other activities you have been involved in through church, clubs, community, etc. _____

_____

_____

What interests you about being a member of the Youth Commission?_____

_____

_____

What do you hope to accomplish though being a member of the Youth Commission? What do you hope to learn?

_____

_____

_____

_____

_____

_____

_____

10/2012

Are you available for evening meetings? _____

References:

Name: _____ Phone: _____

Relationship to you: _____

Name: _____ Phone: _____

Relationship to you: _____

Applicant Signature: _____ Date: _____

Parent/Guardian Signature: _____

Please return this application in person or via mail to:

Lauren Linker
Clerk to the Board
Cabarrus County
P.O. Box 707
Concord, NC 28026-0707
Fax: 704-920-2820
lelinker@cabarruscounty.us

10/2012

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

May 20, 2019
6:30 PM

AGENDA CATEGORY:
Reports

SUBJECT:
County Manager - Monthly Building Activity Reports

BRIEF SUMMARY:
The Board of Commissioners requested monthly reports of building and permit activities including information of plans under review.

REQUESTED ACTION:
For informational purposes. No action required.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:
Kelly Sifford, Planning and Development Director

BUDGET AMENDMENT REQUIRED:
No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:
This item was approved by the Board for inclusion on the Agenda.

ATTACHMENTS:

- Report
- Report

Cabarrus County Construction Standards Dodge Report 4/1/2019-4/30/2019

Jurisdiction: All

New Construction

Description	Const Code	Buildings	Housing Units	Estimated Cost
Single Family Houses Detached	101	236	235	$36,481,803.81
Manufactured Home (Mobile Homes)	106	8	4	$255,150.00
Churches and Other Religious Buildings	319	1	0	$94,730.00
Other Nonresidential Buildings	328	1	0	$22,000.00
Other	999	45	3	$1,098,578.00
Sub Total (New Construction)		291	242	$37,952,261.81

Addition, Alteration, and Conversion

Description	Const Code	Buildings	Housing Units	Estimated Cost
Additions, Alterations and Conversions - Residential	434	106	1	$2,188,532.90
Additions, Alterations and Conversions - Nonresidential and No housekeeping	437	28	0	$4,678,989.00
Additions of Residential Garages and Carports	438	2	0	$48,000.00
Sub Total (Addition, Alteration, and Conversion)		136	1	$6,915,521.90

Demolition of Buildings

Description	Const Code	Buildings	Housing Units	Estimated Cost
Single Family Houses	645	5	2	$12,500.00
All Other Buildings and Structures	649	8	0	$62,400.00
Sub Total (Demolition of Buildings)		13	2	$74,900.00
Grand Total		**440**	**245**	**$44,942,683.71**

Cabarrus County Commercial Building Plan Review Summary

Begin Date: 4/1/2019 through End Date: 4/30/2019

	File Date	Address	Application Name	Description	Est Cost	Est Sq Ft
BU2019-00974	4/1/2019	201 WINECOFF SCHOOL RD CONCORD, NC 28027	IKES CONSTRUCTION INC	remove walls, replace ceiling, move door, install cabinets and sink	$255,000	0
BU2019-00976	4/2/2019	8050 CONCORD MILLS BLVD CONCORD, NC 28027	BUILTECH SERVICES, LLC	Exterior Shell and Interior Demo former Toys R Us -- DEMO of exterior entry façade, canopy and fixture demolition. -- UPFIT of existing façade, interior partitions and equipment.****City Electric items to be addressed prior to issuing COC****	$3,500,000	49,038
BU2019-00980	4/2/2019	7704 SOSSAMON LN NW CONCORD, NC 28027	JC BUILDERS INC.	UPFIT EXISTING BUILDING FOR ENTERPRISE CAR RENTAL TO INCLUDE CANOPY	$1,140,000	3,040
BU2019-00981	4/2/2019	923 N CANNON BLVD KANNAPOLIS, NC 28083		Roof Repair	$133,455	0
BU2019-01059	4/5/2019	4025 NC HWY 49 S HARRISBURG, NC 28075		SAM'S MART #95 -- Re model existing food kitchen, add new walk in coolers to exterior of the building. Also replace counters and fixtures on existing Sales floor.	$900,000	408
BU2019-01066	4/5/2019	1044 COPPERFIELD BLVD NE CONCORD, NC 28025	GCL DEVELOPMENT, LLC	Kitchen equipment relocation, modify dining room arrangement. No change in electrical service or occupancy	$725,000	3,248
BU2019-01101	4/8/2019	14700 US HWY 601 S MIDLAND, NC 28107	CORNING	Change of Use Classification From S-2 to F-2	$25,000	0
BU2019-01117	4/9/2019	7801 GATEWAY LN NW CONCORD, NC 28027	KELLEY CONSTRUCTION INC.	ADDING A SEATING ADDITION, COOLER ADDITION AND RESTROOM ADDITION TO EXISTING RESTAURANT	$1,250,000	0
BU2019-01130	4/9/2019	2890 DERITA RD CONCORD, NC 28027	RITE LITE SIGNS INC	INSTALL ASPEN DENTAL SIGNAGE	$3,750	183
BU2019-01151	4/10/2019	350 S CANNON BLVD KANNAPOLIS, NC 28083	SUPERIOR SIGN SERVICES	REPLACE MENU BOARDS/SIGNS WITH FOOTINGS	$25,000	44
BU2019-01160	4/11/2019	309 CABARRUS ARMS DR KANNAPOLIS, NC 28081	SDR BUILDING, LLC	BURNED UNIT 3 BUILDING I	$190,000	0
BU2019-01162	4/11/2019	2420 SUPERCENTER DR NE KANNAPOLIS, NC 28083		Interior upfit of a previous McDonald's within a Walmart tenant space into a PDQ restaurant	$1,634,810	1,997
BU2019-01191	4/12/2019	6110 BAYFIELD PKWY CONCORD, NC 28027	CASCO SIGNS INC	Sign, canopy, awning and accent band installation.	$20,000	0
BU2019-01192	4/12/2019	8181 CONCORD MILLS BLVD CONCORD, NC 28027	RESICOM	Wiring for 8 new electrical outlets for new Sunglass Hut in the BassPro store. Circuits are existing.	$150,000	0
BU2019-01195	4/15/2019	5300 POPLAR TENT RD CONCORD, NC 28027	KANNAPOLIS CONSTRUCTION	Enlargement of existing equipment and adding of equipment. new finishes, HVAC	$473,650	760
BU2019-01199	4/15/2019	800 FLORENCE ST NW CONCORD, NC 28027	SHOLOM RUBASHKIN	We will be restoring and change the layout of the existing office areas of the building. The rest of the building will be the same and used for commercial warehousing.	$75,000	0
BU2019-01213	4/16/2019	8050 CONCORD MILLS BLVD CONCORD, NC 28027	BUILTECH SERVICES, LLC	The scope of work under this permit consists of an interior remodel including Architectural, Fire Protection, Plumbing, Mechanical and Electrical disciplines.	$7,500,000	0

Cabarrus County Commercial Building Plan Review Summary

Begin Date: 4/1/2019 through End Date: 4/30/2019

BU2019-01219	4/16/2019	2550 COLD SPRINGS RD MT PLEASANT, NC 28124		Sign	$1,500	0
BU2019-01223	4/16/2019	1121 N MAIN ST KANNAPOLIS, NC 28083	DAVID C ROWLAND	REPAIR AFTER CAR HIT BUILDING	$170,000	0
BU2019-01226	4/17/2019	4501 WEDDINGTON RD CONCORD, NC 28027	BARRS RECREATION LLC	install 4 footers, install 4 poles with base plates, install fabric for shade at school	$62,500	0
BU2019-01228	4/17/2019	5555 CONCORD PKWY S CONCORD, NC 28027	RENU ENERGY SOLUTIONS LLC	EXISTING CANOPY SUPPORTING SOLAR	$0	0
BU2019-01229	4/17/2019	5555 CONCORD PKWY S CONCORD, NC 28027	RENU ENERGY SOLUTIONS LLC		$0	0
BU2019-01247	4/17/2019	1495 BRIARFIELD DR NW CONCORD, NC 28027			$706,600	0
BU2019-01265	4/18/2019	6051 BAYFIELD PKWY CONCORD, NC 28027	SIGN CLINIC/ GREG HILL	Replace M sign on drive thru side of building.	$10,000	0
BU2019-01273	4/18/2019	280 CONCORD PKWY S CONCORD, NC 28027	RITE LITE SIGNS INC	CFA Wall Sign 67 qft	$1,000	0
BU2019-01274	4/18/2019	11223 DAVINCI DR DAVIDSON, NC 28036		Wall Sign	$2,500	0
BU2019-01275	4/18/2019	312 LOCUST ST KANNAPOLIS, NC 28081	RITE LITE SIGNS	replacing existing monument sign with 26.58 sq ft, 70" tall, electronic message center,	$5,000	0
BU2019-01276	4/18/2019	8230 POPLAR TENT RD CONCORD, NC 28027	RITE LITE SIGNS	Cafe sign	$1,000	0
BU2019-01277	4/18/2019	133 STONECREST CIR SW CONCORD, NC 28027	RELIABLE WOODWORKS INC	tearing out wall and adding door	$18,000	0
BU2019-01281	4/22/2019	2399 ROBERTA RD CONCORD, NC 28027	Roberta Ridge Amenity Pool	POOL	$375,000	2,743
BU2019-01289	4/22/2019	920 CHURCH ST N CONCORD, NC 28025	STUCTURE SERVICES INC	Replacement of existing Trauma Room Booms in the Emergency Department	$678,245	0
BU2019-01322	4/24/2019	1400 DALEY CIR NE CONCORD, NC 28025	FOUNDATION REPAIR SERVICES INC	Install tie-backs, reinforcement, shot-crete over existing retaining wall	$297,975	0
BU2019-01340	4/25/2019	7130 MISSION RD MT PLEASANT, NC 28124	BETACOM INCORPORATED	VERIZON IS REMOVING 3 SECTOR FRAMES, 3 ANTENNAS, AND 6 COAX CABLES AND REPLACING THOSE WITH 3 NEW SECTOR FRAMES, 6 NEW ANTENNAS, 6 RRUS, 2 HYBRID CABLES, AND 1 OVP	$75,000	1
BU2019-01357	4/25/2019	8111 CONCORD MILLS BLVD, SUITE# 140 CONCORD, NC 28027	ATLAS SIGN INDUSTRIES OF NC LLC	SUITE#140---AT&T SIGNS INSIDE OF CONCORD MILLS: 30' LETTER SET ILLUMINATED AND A DOUBLE FACE BLADE SIGN-ILLUMINATED	$15,500	0
BU2019-01379	4/29/2019	6104 GLEN AFTON BLVD CONCORD, NC 28027		EXISTING OFFICE AREA TO RECEIVE (4) NEW PRIVATE OFFICES (CURRENTLY OPEN OFFICE). ADD (1) BREAK COUNTER AND SINK ADD (4) SINGLE-HOLE RESTROOMS ADD (2) WAREHOUSE SHIPPING/RECEIVING OFFICES (1) NEW DEMISING PARTITION TO DECK FOR CONDITIONED STORAGE AREA.	$4,590,955	208,000

Cabarrus County Commercial Building Plan Review Summary

Begin Date: 4/1/2019 through End Date: 4/30/2019

BU2019-01387	4/30/2019	11303 MOORESVILLE RD DAVIDSON, NC 28036	BETACOM INCORPORATED	Emerson Branch -- add/replace antennas and RRUs on existing tower.	$75,000	0
				Total Plans Reviewed: 36	**$25,086,440**	**1,347,310**

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

May 20, 2019
6:30 PM

AGENDA CATEGORY:
Reports

SUBJECT:
County Manager - Monthly New Development Report

BRIEF SUMMARY:
The Board of Commissioners requested monthly reports of new development activities including information of plans under review.

REQUESTED ACTION:
For informational purposes. No action required.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:
Kelly Sifford, Planning and Development Director

BUDGET AMENDMENT REQUIRED:
No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:
This item was approved by the Board for inclusion on the Agenda.

ATTACHMENTS:

- Report

Jurisdiction	Subdivision	APF	Applicant	High School	Middle School	Elementary School	Intermediate School	Status	Subdivision Type	Last Permit	UnitsApproved	Units Issued	Units Remaining	Dev Order Approved	DO Leg Expiration	Elementary Students	Middle Students	High Students	Total Students	Remaining Elementary	Remaining Middle	Remaining High	Remaining Total
Concord	61 CABARRUS TOWNHOMES	APF2017-00015	OLD TOWNE DEVELOPMENT CORPORATION	Concord High School	Concord Middle School	Coltrane-Webb Elementary School		Pending	Townhouse	3/15/2018	6	3	3			0.828	0.414	0.552	1.794	0.414	0.207	0.276	0.897
Concord	9339 DAVIDSON HIGHWAY TOWNHOMES	APF2015-00007	TRITT HARLEY D AND	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Pending	Townhouse		100	0	100			13.8	6.9	9.2	29.9	13.8	6.9	9.2	29.9
Harrisburg	ABBINGTON PLACE	APF2008-00040	AVANTI PROPERTIES	Hickory Ridge High School	Hickory Ridge Middle School	Harrisburg Elementary School		Active Building Permitting	Single Family	2/7/2018	395	328	67		12/30/2015	151.68	76.235	101.12	329.035	25.728	12.931	17.152	55.811
Concord	ADDISON FIFTEEN20	APF2019-00007	SCOTT KIGER	Jay M Robinson High School	HD Winkler Middle School	Carl A Furr Elementary School		Pending	Multi Family		0	0	0			0	0	0	0	0	0	0	0
Harrisburg	ADDISON PARK	APF2016-00013	ATX LLC A NC LLC	Hickory Ridge High School	Hickory Ridge Middle School			Construction Drawing Review	Age Restricted		55	0	55			0	0	0	0	0	0	0	0
Kannapolis	AFTON RIDGE APARTMENTS	APF2011-00003	DARREN LUCAS	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Active Building Permitting	Multi Family	6/5/2014	414	122	292	11/13/2012		96.048	48.024	64.17	208.242	67.744	33.872	45.26	146.876
Cabarrus County	ALEXANDER ESTATES	APF2008-00035	BRIAN HUNTLEY	Hickory Ridge High School	Hickory Ridge Middle School	Patriots Elementary School		Expired	Single Family	4/16/2018	19	1	18			7.296	3.667	4.864	15.827	6.912	3.474	4.608	14.994
Harrisburg	ALLBURN	APF2017-00008	GeoScience Group	Hickory Ridge High School	J N Fries Middle School	Pitt School Road Elementary School		Pending	Single Family		60	0	60			22.272	11.194	14.848	48.314	23.04	11.58	15.36	49.98
Concord	ALLEN FARM SUBDIVISION	APF2008-00058	MIKE SHEA	Cox Mill High School	Harris Road Middle School	Cox Mill Elementary School		Active Platting	Single Family	4/22/2019	452	200	252	11/20/2007		173.568	87.236	115.712	376.516	96.768	48.636	64.512	209.916
Concord	ANNSBOROUGH PARK	APF2019-00010	CHAD LLOYD	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Pending	Single Family		0	0	0			0	0	0	0	0	0	0	0
Cabarrus County	ARBOR OAKS	APF2008-00138	KSIN PROPERTIES, LLC	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		All Lots Platted	Single Family	10/14/2016	20	9	11	10/21/2002		7.68	3.86	5.12	16.66	4.224	2.123	2.816	9.163
Concord	ARCHIBALD ROAD SUBDIVISION	APF2017-00016	PERRAULT MATTHEW MARK CO-TR	Central Cabarrus High School	C C Griffin Middle School	Rocky River Elementary School		Pending	Single Family		149	0	149			57.216	28.757	38.144	124.117	57.216	28.757	38.144	124.117
Concord	ARCHIBALD SUBDIVISION	APF2018-00019	CHRIS McINTYRE	Central Cabarrus High School	C C Griffin Middle School	Rocky River Elementary School		Pending	Single Family		84	0	84			32.256	16.212	21.504	69.972	32.256	16.212	21.504	69.972
Concord	ARENA COMMONS	APF2017-00029	Isaac Padgett	Mt Pleasant High School	Mt Pleasant Middle School	W M Irvin Elementary School		Pending	Multi Family		65	0	65			15.08	7.54	10.075	32.695	15.08	7.54	10.075	32.695
Cabarrus County	ASHEBROOK	APF2008-00139	DAN MOSER	Central Cabarrus High School	C C Griffin Middle School	A T Allen Elementary School		Closed-Built Out	Single Family	8/17/2009	105	96	9	5/21/1998		40.32	20.265	26.88	87.465	3.456	1.737	2.304	7.497
Kannapolis	AUBURN WOODS	APF2013-00007	FIFTH THIRD BANK	Concord High School	Concord Middle School	Royal Oaks Elementary School		Inactive	Single Family		256	0	256	4/22/2002		98.304	49.408	65.536	213.248	98.304	49.408	65.536	213.248
Kannapolis	AUSTIN CORNERS	APF2016-00023	DR Horton	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Pending	Single Family	4/25/2019	146	44	102			56.064	28.178	37.376	121.618	39.168	19.686	26.112	84.966
Kannapolis	AUTUMN CHASE	APF2014-00020	UNKNOWN	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Inactive	Single Family		28	0	28	3/6/1991		10.752	5.404	7.168	23.324	10.752	5.404	7.168	23.324
Kannapolis	AUTUMN CREST APARTMENTS	APF2014-00013	WYNNFIELD PROPERTIES	A L Brown High School	Kannapolis Middle School	Forest Park Elementary School		Pending	Multi Family		87	0	87	8/20/2014		20.184	10.092	13.485	43.761	20.184	10.092	13.485	43.761
Harrisburg	AUTUMN GLEN AT MOREHEAD	APF2016-00011	ELLEDGE JACK L	Hickory Ridge High School	Hickory Ridge Middle School	Pitt School Road Elementary School		Void	Single Family		150	0	150			57.6	28.95	38.4	124.95	57.6	28.95	38.4	124.95
Harrisburg	AUTUMN GLEN AT MOREHEAD	APF2016-00012	ELLEDGE JACK L	Hickory Ridge High School	Hickory Ridge Middle School	Pitt School Road Elementary School		Denied	Single Family		150	0	150			57.6	28.95	38.4	124.95	57.6	28.95	38.4	124.95
Cabarrus County	AVIGNON	APF2008-00122	JERRY R MCSORLEY	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Expired	Single Family		23	0	23			8.832	4.439	5.888	19.159	8.832	4.439	5.888	19.159
Kannapolis	AZALEA ESTATES	APF2008-00140	James M Hood	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Winecoff Elementary School		In Progress	Single Family	9/19/2017	42	40	2	10/2/2002	12/31/2010	16.128	8.106	10.752	34.986	0.768	0.386	0.512	1.666
Mt. Pleasant	BARRINGER'S TRACE	APF2014-00004	BARRINGER GRADY R CO-TRUSTEE	Mt Pleasant High School	Mt Pleasant Middle School	Mt Pleasant Elementary School		Closed-Built Out	Multi Family		64	0	64			14.848	7.424	9.92	32.192	14.848	7.424	9.92	32.192
Cabarrus County	BECKENHAM	APF2008-00029	Charles F McDonald	Mt Pleasant High School	Mt Pleasant Middle School	A T Allen Elementary School		Active Platting	Single Family	4/22/2019	20	8	12	2/15/2007	2/15/2013	7.68	3.86	5.12	16.66	4.608	2.316	3.072	9.996
Concord	BEDFORD FARMS	APF2008-00042	Niblock Development Corporation	Mt Pleasant High School	Mt Pleasant Middle School	W M Irvin Elementary School		Active (platting & permitting)	Single Family	3/8/2019	166	106	60	7/18/2006	3/18/2016	63.744	32.038	42.496	138.278	23.04	11.58	15.36	49.98
Concord	BEECHWOOD PLACE	APF2017-00039	ERVIN JOE H GRADING CO INC	Jay M Robinson High School	HD Winkler Middle School	Wolf Meadow Elementary School		Pending	Multi Family		80	0	80			18.56	9.28	12.4	40.24	18.56	9.28	12.4	40.24
Concord	BELVEDERE TOWNHOMES	APF2017-00012	WINDSWEPT FARMS LLC	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Winecoff Elementary School		Pending	Townhouse		39	0	39			4.554	2.277	3.036	9.867	5.382	2.691	3.588	11.661
Midland	BETHEL GLEN	APF2008-00141	TL HARRELL LAND DEVELOPMENT	Central Cabarrus High School	C C Griffin Middle School	Bethel Elementary School		All Lots Platted	Single Family	5/1/2019	193	158	35	10/16/2000		74.112	37.249	49.408	160.769	13.44	6.755	8.96	29.155
Midland	BETHEL PARK	APF2008-00136	UNKNOWN	Central Cabarrus High School	C C Griffin Middle School	Bethel Elementary School		Pending	Multi Family		149	0	149			34.568	17.284	23.095	74.947	34.568	17.284	23.095	74.947
Concord	BIRCHWOOD COMMONS	APF2014-00007	COOK FAMILY PARTNERSHIP	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Weddington Hills Elementary School		Pending	Multi Family	6/8/2018	98	100	-2			22.736	11.368	15.19	49.294	-0.464	-0.232	-0.31	-1.006
Harrisburg	BLUME FAMILY FARM	APF2013-00001	Blume Family Farm, LLC/MI Homes	Hickory Ridge High School	Hickory Ridge Middle School	Patriots Elementary School		Active Building Permitting	Single Family	4/22/2019	297	299	-2		10/14/2015	114.048	57.321	76.032	247.401	-0.768	-0.386	-0.512	-1.666
Cabarrus County	BRANDON RIDGE	APF2008-00030	Craft Homes	Central Cabarrus High School	C C Griffin Middle School	A T Allen Elementary School		Closed-Built Out		6/17/2008	321	322	-1	11/18/2002		102	45	40	0	-0.232	-0.116	-0.155	-0.503
Kannapolis	BRANTLEY CREEK	APF2014-00014	UNKNOWN	A L Brown High School	Kannapolis Middle School	Jackson Park Elementary School		All Lots Platted	Single Family	12/18/2017	74	64	10	5/5/1999		28.416	14.282	18.944	61.642	3.84	1.93	2.56	8.33
Kannapolis	BRANTLEY WOODS	APF2014-00018	UNKNOWN	Concord High School	Concord Middle School	Royal Oaks Elementary School		Closed-Built Out	Single Family	9/29/2008	79	64	15			30.336	15.247	20.224	65.807	5.76	2.895	3.84	12.495
Harrisburg	BRIDGE POINTE	APF2008-00039	BILL WHITLEY	Hickory Ridge High School	Hickory Ridge Middle School	Harrisburg Elementary School		Active Building Permitting	Single Family	2/19/2016	199	189	10	9/20/2004	11/28/2014	76.416	38.407	50.944	165.767	3.84	1.93	2.56	8.33
Harrisburg	BRIDGE POINTE PHASE 6	APF2008-00174	Ric Killian	Hickory Ridge High School	Hickory Ridge Middle School	Harrisburg Elementary School		Active (platting & permitting)	Single Family	2/17/2016	45	15	30	5/16/2006	5/16/2012	17.28	8.685	11.52	37.485	11.52	5.79	7.68	24.99
Kannapolis	BRIDGES OF CABARRUS APARTMENTS	APF2016-00024	KLK Properties	Concord High School	Concord Middle School	Royal Oaks Elementary School		Pending	Multi Family		144	0	144			33.408	16.704	22.32	72.432	33.408	16.704	22.32	72.432
Harrisburg	BROOKDALE COMMONS	APF2012-00001	Stephen Pace	Hickory Ridge High School	Hickory Ridge Middle School	Harrisburg Elementary School		Active Platting	Single Family	8/3/2015	230	230	0		6/25/2016	88.32	44.39	58.88	191.59	0	0	0	0
Harrisburg	BROOKDALE VILLAGE	APF2008-00032	EVOLVE CONSTRUCTION LLC	Hickory Ridge High School	Hickory Ridge Middle School	Patriots Elementary School		Approved	Townhouse	10/15/2013	72	1	71	9/12/2016	9/12/2018	9.936	4.968	6.624	21.528	9.798	4.899	6.532	21.229
Concord	BROOKE POINTE MANOR RETIREMENT COMMUNITY	APF2011-00002	CATHERINE F. CONNORS	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Winecoff Elementary School		Closed-Built Out	Age Restricted		66	0	66	12/20/2011		0	0	0	0	0	0	0	0
Concord	BROOKVUE	APF2008-00056	BROOKVUE	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Active (platting & permitting)	Single Family	5/4/2017	342	261	81	10/20/2009	12/31/2015	131.328	66.006	87.552	284.886	31.104	15.633	20.736	67.473
Concord	BROWN MILL LOFTS	APF2016-00015	Mark T. Wright	Jay M Robinson High School	HD Winkler Middle School	Weddington Hills Elementary School		Pending	Multi Family		131	0	131			30.392	15.196	20.305	65.893	30.392	15.196	20.305	65.893
Concord	BUFFALO RANCH SITE	APF2008-00065	BUFFALO RANCH LLC	Mt Pleasant High School	Mt Pleasant Middle School	W M Irvin Elementary School		Approved	Single Family		190	0	190	3/20/2007	9/22/2010	72.96	36.67	48.64	158.27	72.96	36.67	48.64	158.27
Concord	BUFFALO TERRACE	APF2017-00013	TROUTMAN LAND INVESTMENTS INC	Concord High School	HD Winkler Middle School	Weddington Hills Elementary School		Pending	Multi Family		80	0	80			18.56	9.28	12.4	40.24	18.56	9.28	12.4	40.24
Cabarrus County	BURNT MILL	APF2008-00127	GRACE M MYNATT	Concord High School	Concord Middle School	W M Irvin Elementary School		Expired	Single Family		25	0	25			9.6	4.825	6.4	20.825	9.6	4.825	6.4	20.825
Cabarrus County	CABARRUS CROSSING	APF2008-00089	STEVEN MOORE	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Closed-Built Out	Single Family	3/24/2006	290	286	4	8/21/2001		111.36	55.97	74.24	241.57	1.536	0.772	1.024	3.332
Concord	CABARRUS HOMES DUPLEX AND TRIPLEX DEVELOPMENT	APF2018-00021	JOSEPH TAYLOR	Concord High School	Concord Middle School	W M Irvin Elementary School		Pending	Multi Family	2/5/2019	20	1	19			4.64	2.32	3.1	10.06	4.408	2.204	2.945	9.557
Harrisburg	CALDWELL COMMONS	APF2011-00001	CROSLAND CALDWELL COMMONS LLC	Hickory Ridge High School	Hickory Ridge Middle School	Harrisburg Elementary School		All Lots Platted	Single Family	6/10/2015	9	4	5			3.456	1.737	2.304	7.497	1.92	0.965	1.28	4.165
Harrisburg	CALDWELL TOWNHOMES	APF2017-00007	Marc Houle	Hickory Ridge High School	C C Griffin Middle School	Harrisburg Elementary School		Construction Drawing Review	Townhouse		68	0	68			9.384	4.692	6.256	20.332	9.384	4.692	6.256	20.332
Concord	CAMBRIDGE CORNERS TOWNHOMES	APF2019-00009	BOB DAVIS	Mt Pleasant High School	Mt Pleasant Middle School	A T Allen Elementary School		Pending	Townhouse		0	0	0			0	0	0	0	0	0	0	0
Harrisburg	CAMELLIA GARDENS	APF2018-00030	ASSOCIATES	Hickory Ridge High School	Hickory Ridge Middle School	Harrisburg Elementary School		Pending	Single Family		95	0	95			36.48	18.335	24.32	79.135	36.48	18.335	24.32	79.135
Concord	CAMPBELL FAMILY FARM	APF2016-00018	CAMPBELL JEFFREY S	Central Cabarrus High School	C C Griffin Middle School	A T Allen Elementary School		Pending	Single Family		140	0	140			53.76	27.02	35.84	116.62	53.76	27.02	35.84	116.62
Concord	CANNON CROSSING	APF2008-00036	RHEIN INTEREST OF CHARLOTTE, LLC	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Active (platting & permitting)	Single Family	12/18/2014	207	209	-2	5/20/2004	3/15/2016	79.488	39.951	52.992	172.431	-0.768	-0.386	-0.512	-1.666
Concord	CANNON RUN SINGLE FAMILY	APF2018-00029	MARK SWARTZ	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Pending	Single Family		203	0	203			77.952	39.179	51.968	169.099	77.952	39.179	51.968	169.099
Concord	CANNON RUN TOWNHOMES	APF2018-00028	MARK SWARTZ	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Pending	Townhouse		131	0	131			18.078	9.039	12.052	39.169	18.078	9.039	12.052	39.169
Cabarrus County	CANTERFIELD ESTATES	APF2008-00170	Canterfield Estates	Hickory Ridge High School	Hickory Ridge Middle School	Patriots Elementary School		Closed-Built Out	Single Family	11/21/2017	501	431	70			192.384	96.693	128.256	417.333	26.88	13.51	17.92	58.31
Harrisburg	CARRIKER PROPERTY MI HOMES	APF2017-00026	CARRIKER FAMILY LLC	Hickory Ridge High School	Hickory Ridge Middle School	Patriots Elementary School		Pending	Single Family		67	0	67			25.728	12.931	17.152	55.811	25.728	12.931	17.152	55.811
Cabarrus County	CASCADES AT SKYBROOK	APF2008-00142	NO APPLICANT	Cox Mill High School	Harris Road Middle School	Cox Mill Elementary School		Closed-Built Out	Townhouse	11/18/2011	76	75	1	11/11/2007	11/10/2013	10.488	5.244	6.992	22.724	0.138	0.069	0.092	0.299
Kannapolis	CASTLEBROOK MANOR	APF2008-00121	jim a brodnik	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Active (platting & permitting)	Single Family	4/29/2019	230	163	67	10/18/2007	5/30/2016	88.32	44.39	58.88	191.59	25.728	12.931	17.152	55.811
Cabarrus County	CEDARVALE FARM	APF2008-00120	PIONEER MILL(CHARLOTTE) AIP IV, LLP	Hickory Ridge High School	Hickory Ridge Middle School	Bethel Elementary School		Active (platting & permitting)	Single Family	4/12/2019	363	255	108	1/20/2005	10/8/2012	139.392	70.059	92.928	302.379	41.472	20.844	27.648	89.964
Kannapolis	CENTRAL PARK	APF2008-00054	NO APPLICANT	Concord High School	Concord Middle School	Royal Oaks Elementary School		All Lots Platted	Single Family	9/7/2016	126	125	1	10/16/2000		40.068	17.514	15.624	73.206	0.384	0.193	0.256	0.833
Kannapolis	CHARTER KANNAPOLIS	APF2018-00005	REO FUNDING SOLUTIONS III LLC	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Pending			425	0	425			0	0	0	0	98.6	49.3	65.875	213.775
Concord	CHRISTENBURY COMMONS - MULTI-FAMILY	APF2019-00005	JUSTIN MUELLER	Cox Mill High School	Harris Road Middle School	Cox Mill Elementary School		Pending			268	0	268			0	0	0	0	62.176	31.088	41.54	134.804
Concord	CHRISTENBURY COMMONS - TOWNHOMES	APF2019-00004	JUSTIN MUELLER	Cox Mill High School	Harris Road Middle School	Cox Mill Elementary School		Pending			82	0	82			0	0	0	0	19.024	9.512	12.71	41.246
Concord	CHRISTENBURY VILLAGE	APF2008-00062	Scott H. Binder	Cox Mill High School	Harris Road Middle School	Cox Mill Elementary School		Active Building Permitting	Single Family	9/29/2015	485	526	-41	2/15/2005	1/5/2016	186.24	93.605	124.16	404.005	-15.744	-7.913	-10.496	-34.153
Concord	CHRISTENBURY VILLAGE MULTI-FAMILY	APF2017-00038	CHRISTENBURY INVESTORS LLC	Cox Mill High School	Harris Road Middle School	Cox Mill Elementary School		Pending	Multi Family		120	0	120			27.84	13.92	18.6	60.36	27.84	13.92	18.6	60.36
Harrisburg	CHURCHILL FARMS	APF2014-00001	Meritage Homes	Hickory Ridge High School	Hickory Ridge Middle School	Harrisburg Elementary School		In Progress	Single Family	1/8/2018	110	105	5			42.24	21.23	28.16	91.63	1.92	0.965	1.28	4.165
Kannapolis	COLDWATER RIDGE APARTMENTS	APF2016-00026	DFB COMMERCIAL	Concord High School	Concord Middle School	Royal Oaks Elementary School		Pending	Multi Family		60	0	60			13.92	6.96	9.3	30.18	13.92	6.96	9.3	30.18
Cabarrus County	COLONIAL HILLS	APF2008-00143	PACAJERY REALTY, LLC	Central Cabarrus High School	C C Griffin Middle School	Rocky River Elementary School		All Lots Platted	Single Family	6/1/2017	144	104	40	6/20/1996		55.296	27.792	36.864	119.952	15.36	7.72	10.24	33.32
Concord	CONCORD HEIGHTS	APF2017-00028	THOMAS GROUP	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Weddington Hills Elementary School		Active Building Permitting	Multi Family	10/5/2016	174	120	54			40.368	20.184	26.97	87.522	12.528	6.264	8.37	27.162
Concord	CONCORD RIDGE	APF2008-00185	Robert Nixon	Jay M Robinson High School	HD Winkler Middle School	Pitt School Road Elementary School		Active Building Permitting	Multi Family	11/21/2017	360	288	72		3/29/2013	83.52	41.76	55.8	181.08	16.704	8.352	11.16	36.216
Concord	COPPERFIELD APARTMENTS	APF2016-00021	SYCAMORE DEVELOPMENT LLC	Concord High School	Concord Middle School	Beverly Hills Elementary School		Pending	Multi Family		360	0	360			83.52	41.76	55.8	181.08	83.52	41.76	55.8	181.08

Jurisdiction	Subdivision	APF	Applicant	High School	Middle School	Elementary School	Intermediate School	Status	Subdivision Type	Last Permit	UnitsApproved	Units Issued	Units Remaining	Dev Order Approved	DO Leg Expiration	Elementary Students	Middle Students	High Students	Total Students	Remaining Elementary	Remaining Middle	High Remaining	Remaining Total
Concord	COPPERFIELD TOWNHOMES	APF2017-00027	SYCAMORE DEVELOPMENT LLC	Concord High School	Concord Middle School	Beverly Hills Elementary School		Pending	Townhouse		64	0	64			8.832	4.416	5.888	19.136	8.832	4.416	5.888	19.136
Kannapolis	COTTAGE COVE PARK	APF2008-00153	NO APPLICANT					Void			0	0	0			0	0	0	0	0	0	0	0
Harrisburg	COURTYARDS AT HARRISBURG	APF2014-00009	CH LAND NO 2 (ROBINSON CH RD)	Hickory Ridge High School	Hickory Ridge Middle School	Harrisburg Elementary School		Age Restricted Development	Age Restricted	3/23/2015	23	19	4			0	0	0	0	0	0	0	0
Harrisburg	COURTYARDS AT HARRISBURG PHASE 2	APF2015-00003	ADAM FIORENZA	Hickory Ridge High School	Hickory Ridge Middle School	Harrisburg Elementary School		Age Restricted Development	Age Restricted		24	0	24			0	0	0	0	0	0	0	0
Harrisburg	COURTYARDS AT HARRISBURG PHASE III	APF2017-00003	NEWSTYLE COMMUNITIES	Hickory Ridge High School	C C Griffin Middle School	Harrisburg Elementary School		Age Restricted Development	Single Family		4	0	4			1.536	0.772	1.024	3.332	1.536	0.772	1.024	3.332
Harrisburg	COVENTRY	APF2008-00154	CROSLAND COVENTRY, LLC	Hickory Ridge High School	Hickory Ridge Middle School	Harrisburg Elementary School		Closed-Built Out	Single Family	1/11/2005	137	128	9	6/12/2000	6/21/2002	52.608	26.441	35.072	114.121	3.456	1.737	2.304	7.497
Concord	COX MILL ROAD SUBDIVISON	APF2016-00006	HOOKS BEVERLY D	Cox Mill High School	Harris Road Middle School	Bethel Elementary School		Pending	Single Family		106	0	106			40.704	20.458	27.136	88.298	40.704	20.458	27.136	88.298
Concord	COX MILL SITE LENNAR	APF2017-00019	HEFNER ERIC VONN & WF	Cox Mill High School	Harris Road Middle School	Cox Mill Elementary School		Pending	Single Family		101	0	101			38.784	19.493	25.856	84.133	38.784	19.493	25.856	84.133
Kannapolis	CRESCENT APARTMENTS AT KANNAPOLIS	APF2008-00119	C. JASON MC ARTHUR	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Inactive	Multi Family		580	0	580	2/2/2007		134.56	67.28	89.9	291.74	134.56	67.28	89.9	291.74
Concord	CRESCENT CIRCLE @ CONCORD MILLS	APF2008-00060	JACK SIDARI	Cox Mill High School	Harris Road Middle School	Carl A Furr Elementary School		Closed-Built Out	Multi Family	7/6/2012	624	624	0	1/16/2007		144.768	72.384	96.72	313.872	0	0	0	0
Kannapolis	CRESCENT RESOURCES AT KANNAPOLIS SINGLE FAMILY	APF2013-00012	CRESENT RESOURCES	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Inactive	Single Family		119	0	119	2/2/2007		45.696	22.967	30.464	99.127	45.696	22.967	30.464	99.127
Kannapolis	CRESCENT RESOURCES AT KANNAPOLIS TOWNHOMES	APF2013-00011	CRESENT RESOURCES	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Inactive	Townhouse		145	0	145	2/2/2007		20.01	10.005	13.34	43.355	20.01	10.005	13.34	43.355
Concord	CRYSTAL CREEK PHASE 2	APF2009-00010	CRYSTAL CREEK	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Void	Single Family		226	0	226		12/31/2013	86.784	43.618	57.856	188.258	86.784	43.618	57.856	188.258
Concord	DALTON WOODS	APF2017-00043	CHRIS MCINTYRE	Cox Mill High School	Harris Road Middle School	Cox Mill Elementary School		Pending			26	0	26			0	0	0	0	6.032	3.016	4.03	13.078
Concord	Davco Multi-family Project	APF2010-00008	Jeff Carpenter	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Weddington Hills Elementary School		Withdrawn	Multi Family		336	0	336			77.952	38.976	52.08	169.008	77.952	38.976	52.08	169.008
Concord	DAVIDSON VILLAGES	APF2018-00015	SUSHANTH CHARABUDDI	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Winecoff Elementary School		Pending			61	0	61			0	0	0	0	14.152	7.076	9.455	30.683
Harrisburg	DAVIS CREEK	APF2017-00047	ANDREW STRONG	Hickory Ridge High School	Hickory Ridge Middle School	Pitt School Road Elementary School		Pending			48	0	48			0	0	0	0	11.136	5.568	7.44	24.144
Midland	DEER RUN	APF2008-00181	David Eudy	Central Cabarrus High School	C C Griffin Middle School	Bethel Elementary School		Active (platting & permitting)	Single Family	6/8/2017	59	24	35	6/3/2008	12/31/2012	22.656	11.387	15.104	49.147	13.44	6.755	8.96	29.155
Kannapolis	DEMONSTRATION PROJECT	APF2016-00027	CITY OF KANNAPOLIS					Pending	Multi Family	7/25/2017	0	280	-280			0	0	0	0	-64.96	-32.48	-43.4	-140.84
Concord	DILEEN DRIVE SUBDIVISION	APF2017-00031	BLUE PURE LIFE LLC	Central Cabarrus High School	C C Griffin Middle School	Rocky River Elementary School		Pending	Single Family		90	0	90			34.56	17.37	23.04	74.97	34.56	17.37	23.04	74.97
Concord	DOUGLAS AVENUE TOWNHOMES	APF2019-00003	DOOBAY SANGSTER	Concord High School	Concord Middle School	Coltrane-Webb Elementary School		Pending			11	0	11			0	0	0	0	2.552	1.276	1.705	5.533
Harrisburg	DR HORTON LOWER ROCKY RIVER	APF2016-00010	DR HORTON	Hickory Ridge High School	Hickory Ridge Middle School	Patriots Elementary School		Void	Single Family		458	0	458			175.872	88.394	117.248	381.514	175.872	88.394	117.248	381.514
Midland	EDEN ROCK	APF2008-00155	LEONARD STOGNER	Central Cabarrus High School	C C Griffin Middle School	Bethel Elementary School		Void	Single Family	11/15/2006	5	5	0			1.92	0.965	1.28	4.165	0	0	0	0
Concord	EDISON SQUARE	APF2008-00183	Mike Shea	Cox Mill High School	Harris Road Middle School	Cox Mill Elementary School		Active (platting & permitting)	Townhouse	5/8/2018	168	156	12	6/20/2006	3/18/2016	23.184	11.592	15.456	50.232	1.656	0.828	1.104	3.588
Harrisburg	ELLEDGE MOREHEAD ROAD SUBDIVISION	APF2016-00009	ELLEDGE JACK L	Hickory Ridge High School	Hickory Ridge Middle School	Pitt School Road Elementary School		Void	Single Family		181	0	181			69.504	34.933	46.336	150.773	69.504	34.933	46.336	150.773
Concord	ELLENWOOD CONCEPTUAL PLAN	APF2018-00007	PETE ELMER	Cox Mill High School	Harris Road Middle School	Cox Mill Elementary School		Sketch			35	0	35			0	0	0	0	8.12	4.06	5.425	17.605
Kannapolis	ELOISE B FREEZE (ROWAN)	APF2018-00001	ELOISE B FREEZE	A L Brown High School	Kannapolis Middle School	Jackson Park Elementary School		Pending			6	0	6			0	0	0	0	1.392	0.696	0.93	3.018
Concord	EMERY VILLAGE APARTMENTS	APF2018-00006	LOUKOS CHRISTOPHER A	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Winecoff Elementary School		Pending			90	0	90			0	0	0	0	20.88	10.44	13.95	45.27
Harrisburg	ESSEX HOMES	APF2017-00040	ESSEX HOMES	Hickory Ridge High School	Hickory Ridge Middle School	Patriots Elementary School		Pending	Age Restricted		84	0	84			0	0	0	0	0	0	0	0
Concord	EUDY CONSTRUCTION	APF2017-00037	PHILIP EUDY	Concord High School	Concord Middle School	Weddington Hills Elementary School		Pending	Single Family		7	0	7			2.688	1.351	1.792	5.831	2.688	1.351	1.792	5.831
Harrisburg	FARMINGTON PATIO HOMES	APF2017-00011	ROCKY RIVER ROAD ASSOC LLC	Hickory Ridge High School	Hickory Ridge Middle School	Harrisburg Elementary School		Pending	Single Family		50	0	50			19.2	9.65	12.8	41.65	19.2	9.65	12.8	41.65
Harrisburg	FARMINGTON RIDGE	APF2008-00095	HINSHAW-PEARSON	Hickory Ridge High School	Hickory Ridge Middle School	Harrisburg Elementary School		Closed-Built Out	Single Family	9/27/2006	137	136	1	8/21/2001	1/1/2012	52.608	26.441	35.072	114.121	0.384	0.193	0.256	0.833
Harrisburg	FARMINGTON TOWNHOMES	APF2017-00010	ROCKY RIVER ROAD ASSOC LLC	Hickory Ridge High School	Hickory Ridge Middle School	Harrisburg Elementary School		Pending	Townhouse		190	0	190			26.22	13.11	17.48	56.81	26.22	13.11	17.48	56.81
Harrisburg	FENTON DELL	APF2008-00080	CF LITTLE DEVELOPMENT CORPORATION	Hickory Ridge High School	Hickory Ridge Middle School	Harrisburg Elementary School		Closed-Built Out	Single Family	1/10/2019	95	84	11	9/20/2004	5/15/2014	36.48	18.335	24.32	79.135	4.224	2.123	2.816	9.163
Harrisburg	FENTON DELL PHASES 2 & 3	APF2008-00173	Little	Hickory Ridge High School	Hickory Ridge Middle School	Harrisburg Elementary School		Active Platting	Single Family	11/23/2015	55	2	53	9/20/2004	5/29/2016	21.12	10.615	14.08	45.815	20.352	10.229	13.568	44.149
Cabarrus County	FIELDSTONE SUBDIVISION	APF2008-00086	DAVID MCDONALD	Mt Pleasant High School	Mt Pleasant Middle School	A T Allen Elementary School		All Lots Platted	Single Family	4/26/2019	108	65	43	1/20/2005		41.472	20.844	27.648	89.964	16.512	8.299	11.008	35.819
Kannapolis	Forest Park Crossing	APF2010-00005	Traci Dusenbury	A L Brown High School	Kannapolis Middle School	Forest Park Elementary School	Kannapolis Intermediate School	Closed-Built Out	Multi Family	12/22/2010	56	56	0			12.992	6.496	8.68	28.168	0	0	0	0
Harrisburg	FOUNDERS RESERVE	APF2008-00131	PARK STONE WEST, LLC	Hickory Ridge High School	Hickory Ridge Middle School	Pitt School Road Elementary School		Active Platting	Single Family	4/17/2017	43	44	-1		5/20/2015	16.512	8.299	11.008	35.819	-0.384	-0.193	-0.256	-0.833
Harrisburg	FOUNDERS RESERVE PHASE 2	APF2014-00006	RYAND HOMES	Hickory Ridge High School	Hickory Ridge Middle School	Pitt School Road Elementary School		Active Building Permitting	Single Family	9/22/2016	15	7	8			5.76	2.895	3.84	12.495	3.072	1.544	2.048	6.664
Midland	FOX CREEK	APF2017-00001	B & C Land Holdings	Central Cabarrus High School	C C Griffin Middle School	Bethel Elementary School		Active Platting	Single Family	4/25/2019	207	125	82			79.488	39.951	52.992	172.431	31.488	15.826	20.992	68.306
Harrisburg	FRANCES HAVEN	APF2008-00038	ALBIZA FORTUNE BUILDERS INC	Hickory Ridge High School	Hickory Ridge Middle School	Harrisburg Elementary School		All Lots Platted	Single Family	3/20/2019	20	19	1	9/19/2006	1/1/2013	7.68	3.86	5.12	16.66	0.384	0.193	0.256	0.833
Cabarrus County	FRAZIER ACRES	APF2008-00156	JIMMY FRAZIER	Cox Mill High School	Harris Road Middle School	Charles A Boger Elementary School		Closed-Built Out	Single Family	8/20/2002	67	1	66			25.728	12.931	17.152	55.811	25.344	12.738	16.896	54.978
Concord	FULLERTON PLACE	APF2008-00052	LENNAR CAROLINAS, LLC	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Active (platting & permitting)	Single Family	2/4/2016	201	198	3	12/15/2005	5/17/2016	77.184	38.793	51.456	167.433	1.152	0.579	0.768	2.499
Cabarrus County	GLEN LAUREL	APF2008-00157	NO APPLICANT	Central Cabarrus High School	C C Griffin Middle School	Rocky River Elementary School		Active Building Permitting	Single Family	7/28/2014	260	5	255			99.84	50.18	66.56	216.58	97.92	49.215	65.28	212.415
Concord	GLENGROVE	APF2008-00050	UNKNOWN	Hickory Ridge High School	Hickory Ridge Middle School	Pitt School Road Elementary School		Closed-Built Out	Single Family	6/30/2014	325	198	127		6/8/2016	124.8	62.725	83.2	270.725	48.768	24.511	32.512	105.791
Concord	GRANARY OAKS	APF2017-00006	Rick Jasinski	Northwest Cabarrus High School	Harris Road Middle School	Cox Mill Elementary School		Pending	Single Family	5/7/2018	229	2	227			87.936	44.197	58.624	190.757	87.168	43.811	58.112	189.091
Kannapolis	Grand Sabana	APF2008-00184	Ejlali Hamid	A L Brown High School	Kannapolis Middle School	Jackson Park Elementary School	Kannapolis Intermediate School	Closed-Built Out	Single Family	12/19/2007	5	5	0			1.92	0.965	1.28	4.165	0	0	0	0
Harrisburg	GRANTHAM	APF2015-00001	SOUTH CABARRUS CORPORATION	Hickory Ridge High School	Hickory Ridge Middle School	Patriots Elementary School		Active (platting & permitting)	Single Family	4/8/2019	275	64	211			105.6	53.075	70.4	229.075	81.024	40.723	54.016	175.763
Mt. Pleasant	GREEN ACRES	APF2017-00030	GREEN ACRES REALTY LLC A NCLLC	Mt Pleasant High School	Mt Pleasant Middle School	W M Irvin Elementary School		Construction Drawing Review	Single Family		38	0	38			14.592	7.334	9.728	31.654	14.592	7.334	9.728	31.654
Concord	HACKBERRY PLACE	APF2008-00100	RICHARD GOODMAN	Jay M Robinson High School	HD Winkler Middle School	Pitt School Road Elementary School		Active Building Permitting	Single Family	6/13/2014	64	46	18	10/19/2004		24.576	12.352	16.384	53.312	6.912	3.474	4.608	14.994
Concord	Hallstead 237 D R Horton	APF2008-00113	CROSLAND LAND	Central Cabarrus High School	C C Griffin Middle School	Rocky River Elementary School		Approved	Single Family	4/25/2019	475	446	29	11/18/2004	12/31/2015	182.4	91.675	121.6	395.675	11.136	5.597	7.424	24.157
Cabarrus County	HAMILTON CREST	APF2008-00163	Terry Bluto	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Closed-Built Out	Single Family	7/16/2018	55	49	6	3/26/2001		21.12	10.615	14.08	45.815	2.304	1.158	1.536	4.998
Concord	Hampden Village	APF2008-00053	METRO DEVELOPMENT GROUP, LLC	Central Cabarrus High School	C C Griffin Middle School	Wolf Meadow Elementary School		Active (platting & permitting)	Single Family	9/13/2017	193	173	20	12/15/2005	12/14/2014	61.374	26.827	23.932	112.133	7.68	3.86	5.12	16.66
Concord	HARRIS ROAD SINGLE FAMILY ATTACHED SUBDIVISION	APF2017-00036	DONALD EDWARD	Cox Mill High School	Harris Road Middle School	Cox Mill Elementary School		Pending	Townhouse		90	0	90			12.42	6.21	8.28	26.91	12.42	6.21	8.28	26.91
Harrisburg	HARRISBURG HEIGHTS	APF2015-00006	LAMBERT RHONDA A	Hickory Ridge High School	Hickory Ridge Middle School	Pitt School Road Elementary School		Void	Age Restricted		62	0	62			0	0	0	0	0	0	0	0
Harrisburg	Harrisburg Town Center	APF2008-00165	J&B Development Management, Inc.	Hickory Ridge High School	Hickory Ridge Middle School	Pitt School Road Elementary School		Closed-Built Out	Townhouse	9/12/2005	243	315	-72		9/15/2007	33.534	16.767	22.356	72.657	-9.936	-4.968	-6.624	-21.528
Harrisburg	HARRISBURG VILLAGE SINGLE FAMILY	APF2016-00003	LAMBERT RHONDA A	Hickory Ridge High School	Hickory Ridge Middle School	Pitt School Road Elementary School		Construction Drawing Review	Single Family		51	0	51			19.584	9.843	13.056	42.483	19.584	9.843	13.056	42.483
Harrisburg	HARRISBURG VILLAGE TOWNHOMES	APF2016-00002	LAMBERT RHONDA A	Hickory Ridge High School	Hickory Ridge Middle School	Pitt School Road Elementary School		Construction Drawing Review	Townhouse		207	0	207			28.566	14.283	19.044	61.893	28.566	14.283	19.044	61.893
Concord	HAVEN AT ROCKY RIVER	APF2015-00009	LICARI JOHN MARSHALL	Central Cabarrus High School	C C Griffin Middle School	A T Allen Elementary School		Pending	Single Family		140	0	140			53.76	27.02	35.84	116.62	53.76	27.02	35.84	116.62
Concord	HAVENBROOK	APF2008-00046	unkown	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Winecoff Elementary School		Closed-Built Out	Single Family	9/4/2007	225	224	1			86.4	43.425	57.6	187.425	0.384	0.193	0.256	0.833
Cabarrus County	Hawick Commons	APF2008-00166	The Mulvaney Group Ltd.	Hickory Ridge High School	Hickory Ridge Middle School	Pitt School Road Elementary School		Closed-Built Out	Single Family	12/12/2006	162	86	76			62.208	31.266	41.472	134.946	29.184	14.668	19.456	63.308
Cabarrus County	HAWKS RIDGE	APF2008-00055	Randal Scribner	Central Cabarrus High School	C C Griffin Middle School	Rocky River Elementary School		Expired	Single Family		164	0	164	10/18/2007	10/17/2013	62.976	31.652	41.984	136.612	62.976	31.652	41.984	136.612
Harrisburg	HAWTHORNE	APF2008-00130	KEVIN HALL, PE	Hickory Ridge High School	Hickory Ridge Middle School	Patriots Elementary School		Active Building Permitting	Single Family	2/11/2016	104	90	14	11/14/2008	6/9/2016	39.936	20.072	26.624	86.632	5.376	2.702	3.584	11.662
Kannapolis	HAWTHRONE AT KANNAPOLIS	APF2016-00022	JACO PROPERTIES INC	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Pending	Multi Family		224	0	224			51.968	25.984	34.72	112.672	51.968	25.984	34.72	112.672
Concord	HEARTHWOOD	APF2008-00051	UNKNOWN	Central Cabarrus High School	C C Griffin Middle School	Rocky River Elementary School		Active Building Permitting	Single Family	8/18/2016	99	112	-13	7/15/2004	12/31/2015	31.482	13.761	12.276	57.519	-4.992	-2.509	-3.328	-10.829
Harrisburg	HEATHERSTONE	APF2008-00082	PARKER ORLEANS	Hickory Ridge High School	Hickory Ridge Middle School	Harrisburg Elementary School		Closed-Built Out	Single Family	5/19/2008	174	153	21	9/17/2001	7/26/2007	66.816	33.582	44.544	144.942	8.064	4.053	5.376	17.493
Cabarrus County	HENDRICK MOTORSPORTS COMPLEX	APF2008-00161	NO APPLICANT					Void			0	0	0			0	0	0	0	0	0	0	0
Concord	HENSLEY VILLAGE	APF2017-00033	KEN ORNDORFF	Cox Mill High School	Harris Road Middle School	Cox Mill Elementary School		Pending	Townhouse		91	0	91			9.936	4.968	6.624	21.528	12.558	6.279	8.372	27.209
Kannapolis	HERITAGE OAKS ESTATES	APF2008-00162	NO APPLICANT	Concord High School	Concord Middle School	Royal Oaks Elementary School		Pre APFO	Single Family		25	0	25			9.6	4.825	6.4	20.825	9.6	4.825	6.4	20.825
Concord	HERITAGE RIDGE AT MOSS CREEK	APF2016-00001	INAARA LLC	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		In Progress	Single Family		84	0	84			32.256	16.212	21.504	69.972	32.256	16.212	21.504	69.972
Concord	Highland Creek	APF2008-00147	Westbrook Highland Creek, LLC\Rhein	Cox Mill High School	Harris Road Middle School	Cox Mill Elementary School		Closed-Built Out	Single Family	3/23/2016	1200	1151	49	11/19/2001		460.8	231.6	307.2	999.6	18.816	9.457	12.544	40.817
Harrisburg	HOLCOMBE WOODS	APF2014-00022	US Developers LLC/Land Design	Hickory Ridge High School	Hickory Ridge Middle School	Patriots Elementary School		Active Platting	Single Family	4/15/2019	420	150	270			161.28	81.06	107.52	349.86	103.68	52.11	69.12	224.91

Jurisdiction	Subdivision	APF	Applicant	High School	Middle School	Elementary School	Intermediate School	Status	Subdivision Type	Last Permit	UnitsApproved	Units Issued	Units Remaining	Dev Order Approved	DO Leg Expiration	Elementary Students	Middle Students	High Students	Total Students	Remaining Elementary	Remaining Middle	High Remaining	Remaining Total
Harrisburg	HOWIE PROPERTY	APF2018-00012	YARBROUGH-WILLIAMS & HOULE, INC	Hickory Ridge High School	Hickory Ridge Middle School	Harrisburg Elementary School		Pending	Townhouse		76	0	76			0	0	0	0	17.632	8.816	11.78	38.228
Harrisburg	HOWIE PROPERTY	APF2018-00016	YARBROUGH	Hickory Ridge High School	Hickory Ridge Middle School	Harrisburg Elementary School		Void			76	0	76			0	0	0	0	17.632	8.816	11.78	38.228
Kannapolis	HUGH HILL	APF2018-00003	DAVID MILLER REALTY & INVESTMENT	A L Brown High School	Kannapolis Middle School	Jackson Park Elementary School		Pending	Single Family	3/6/2019	0	7	-7			0	0	0	0	-2.688	-1.351	-1.792	-5.831
Concord	HUNTON FOREST	APF2017-00009	Steven Wilson	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Pending	Single Family	4/30/2019	361	91	270			138.624	69.673	92.416	300.713	103.68	52.11	69.12	224.91
Kannapolis	Integra Springs Kellswater Bridge	APF2009-00013	GLK Group, LLC	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Closed-Built Out	Multi Family	7/17/2009	312	286	26	7/14/2009	12/31/2011	72.384	36.192	48.36	156.936	6.032	3.016	4.03	13.078
Kannapolis	JACOB'S RIDGE	APF2008-00033	YATES PROPERTIES	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		All Lots Platted	Single Family	11/15/2018	27	19	8	1/20/2003		10.368	5.211	6.912	22.491	3.072	1.544	2.048	6.664
Kannapolis	JEFF & LAURA GRAY	APF2018-00004	JEFFREY GRAY	A L Brown High School	Kannapolis Middle School	Forest Park Elementary School		Pending			4	0	4			0	0	0	0	0.928	0.464	0.62	2.012
Cabarrus County	Jensen	APF2008-00168	Charlie Duke	Concord High School	Concord Middle School	W M Irvin Elementary School		Closed-Built Out	Single Family	10/25/2005	6	6	0			2.304	1.158	1.536	4.998	0	0	0	0
Kannapolis	KANNAPOLIS PARKWAY SINGLE FAMILY	APF2016-00004	MCEACHERN LEONARD B JR	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Pending	Single Family		166	0	166			63.744	32.038	42.496	138.278	63.744	32.038	42.496	138.278
Kannapolis	KANNAPOLIS PARKWAY TOWNHOMES	APF2016-00005	MCEACHERN LEONARD B JR	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Pending	Townhouse		133	0	133			18.354	9.177	12.236	39.767	18.354	9.177	12.236	39.767
Concord	KASEN BLUFF	APF2008-00094	DARYL SUTHER	Concord High School	Concord Middle School	W M Irvin Elementary School		Expired	Single Family		12	0	12	4/17/2007	4/17/2013	4.608	2.316	3.072	9.996	4.608	2.316	3.072	9.996
Harrisburg	KENSINGTON FOREST	APF2008-00102	NIBLOCK DEVELOPMENT CORP	Hickory Ridge High School	Hickory Ridge Middle School	Patriots Elementary School		Active Building Permitting	Single Family	8/7/2018	188	184	4	1/14/2006	12/17/2013	72.192	36.284	48.128	156.604	1.536	0.772	1.024	3.332
Concord	KING'S GRANT MIXED USE	APF2017-00017	PALISADES PROPERTIES INC	Cox Mill High School	Harris Road Middle School	Carl A Furr Elementary School		Void	Single Family		0	0	0			0	0	0	0	0	0	0	0
Harrisburg	LANDON	APF2008-00129	KIM LOCATIS	Jay M Robinson High School	J N Fries Middle School	Pitt School Road Elementary School		Void	Townhouse		109	0	109	3/20/2006	3/20/2012	15.042	7.521	10.028	32.591	15.042	7.521	10.028	32.591
Concord	LANSTONE	APF2008-00093	UNKNOWN	Jay M Robinson High School	HD Winkler Middle School	Pitt School Road Elementary School		Closed-Built Out	Single Family	10/12/2015	39	35	4			14.976	7.527	9.984	32.487	1.536	0.772	1.024	3.332
Concord	LANTANA	APF2015-00004	RANKIN KIRKSEY C	Cox Mill High School	Harris Road Middle School	Cox Mill Elementary School		Pending	Single Family	4/8/2019	88	25	63			33.792	16.984	22.528	73.304	24.192	12.159	16.128	52.479
Concord	LAUREL PARK	APF2008-00099	NIBLOCK DEVELOPMENT CORP	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Weddington Hills Elementary School		Active Building Permitting	Single Family	12/12/2018	709	689	20		12/31/2015	272.256	136.837	181.504	590.597	7.68	3.86	5.12	16.66
Concord	LAUREL PARK PHASE 3	APF2008-00098	NIBLOCK DEVELOPMENT CORP	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Weddington Hills Elementary School		Void	Single Family		15	0	15			5.76	2.895	3.84	12.495	5.76	2.895	3.84	12.495
Concord	LAUREL PARK PHASES 4-6	APF2008-00097	UNKNOWN	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Weddington Hills Elementary School		Void	Single Family	2/11/2014	257	2	255	3/15/2005	5/15/2012	98.688	49.601	65.792	214.081	97.92	49.215	65.28	212.415
Concord	LEGACY APARTMENTS	APF2014-00011	COBLE FAMILY FARM LTD PTNRSHIP	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Weddington Hills Elementary School		Active Building Permitting	Multi Family	3/27/2015	344	332	12			79.808	39.904	53.32	173.032	2.784	1.392	1.86	6.036
Harrisburg	LITCHFIELD VILLAGE	APF2008-00125	LENNAR COMMUNITIES OF CHARLOTTE, IN	Hickory Ridge High School	Hickory Ridge Middle School	Harrisburg Elementary School		Closed-Built Out	Single Family	12/12/2011	150	161	-11	1/18/2005	9/14/2013	57.6	28.95	38.4	124.95	-4.224	-2.123	-2.816	-9.163
Concord	LITTLE TEXAS, LLC	APF2008-00175	Matthew P. Jones	Central Cabarrus High School	C C Griffin Middle School	A T Allen Elementary School		Pending	Single Family		224	0	224			86.016	43.232	57.344	186.592	86.016	43.232	57.344	186.592
Concord	LOWER ROCKY RIVER PROPERTIES	APF2019-00008	SARA SHIRLEY	Central Cabarrus High School	C C Griffin Middle School	Patriots Elementary School		Pending	Single Family		0	0	0			0	0	0	0	0	0	0	0
Harrisburg	LOWER ROCKY RIVER ROAD	APF2018-00031	GROUP	Hickory Ridge High School	Hickory Ridge Middle School	Harrisburg Elementary School		Pending	Single Family		230	0	230			88.32	44.39	58.88	191.59	88.32	44.39	58.88	191.59
Concord	LUCKY DRIVE SITE	APF2018-00032	EDDIE MOORE	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Pending	Single Family		0	0	0			0	0	0	0	0	0	0	0
Concord	Lynmere Subdivision	APF2016-00017	OXFORD LAND SALES INC	Jay M Robinson High School	HD Winkler Middle School	Carl A Furr Elementary School		Pending	Single Family		117	0	117			44.928	22.581	29.952	97.461	44.928	22.581	29.952	97.461
Concord	MAGNOLIA CROSSING	APF2008-00079	UNKNOWN	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Winecoff Elementary School		Closed-Built Out	Single Family	4/9/2019	44	34	10	5/12/2005	12/31/2013	13.992	6.116	5.456	25.564	3.84	1.93	2.56	8.33
Harrisburg	MAGNOLIA SPRINGS	APF2008-00128	SATURDAY INVESTMENTS, LLC	Hickory Ridge High School	Hickory Ridge Middle School	Harrisburg Elementary School		Closed-Built Out	Single Family	4/14/2008	190	190	0	6/19/2003	6/26/2012	72.96	36.67	48.64	158.27	0	0	0	0
Kannapolis	MALLARD POINTE ESTATES	APF2014-00016	UNKNOWN	A L Brown High School	Kannapolis Middle School	Forest Park Elementary School	Kannapolis Intermediate School	All Lots Platted	Single Family	7/28/2016	215	158	57			82.56	41.495	55.04	179.095	21.888	11.001	14.592	47.481
Kannapolis	MANCHESTER PLACE	APF2013-00010	DANNY G BOST LLC	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Winecoff Elementary School		Closed-Built Out	Single Family	5/31/2007	162	86	76			62.208	31.266	41.472	134.946	29.184	14.668	19.456	63.308
Harrisburg	MANOR RIDGE	APF2008-00176	Michael Nicosia, PE	Hickory Ridge High School	Hickory Ridge Middle School	Pitt School Road Elementary School		Void	Single Family		300	0	300	11/20/2007	10/4/2015	115.2	57.9	76.8	249.9	115.2	57.9	76.8	249.9
Concord	MARDAN X LLC	APF2008-00169	Mark McCormick	Concord High School	Concord Middle School	Weddington Hills Elementary School		Expired	Multi Family		168	0	168			38.976	19.488	26.04	84.504	38.976	19.488	26.04	84.504
Concord	MCGRAW PROPERTY	APF2008-00064	UNKNOWN	Cox Mill High School	Harris Road Middle School	Cox Mill Elementary School		In Progress	Single Family		54	0	54	10/16/2007	10/16/2015	20.736	10.422	13.824	44.982	20.736	10.422	13.824	44.982
Kannapolis	MEADOW CREEK APARTMENTS	APF2008-00116	FLORIAN GHITAS	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Winecoff Elementary School		Closed-Built Out	Multi Family	8/25/2008	14	14	0	6/26/2008		3.248	1.624	2.17	7.042	0	0	0	0
Locust	MEADOW CREEK VILLAGE	APF2013-00009	RL REGI NORTH CAROLINA LLC	Mt Pleasant High School	Mt Pleasant Middle School	A T Allen Elementary School		Active Building Permitting	Single Family	12/2/2016	140	104	36			53.76	27.02	35.84	116.62	13.824	6.948	9.216	29.988
Concord	MEETING STREET HOMES PHASE 2	APF2018-00024	AMICUS	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Pending	Townhouse		66	0	66			9.108	4.554	6.072	19.734	9.108	4.554	6.072	19.734
Concord	MEETING STREET HOMES PHASE 3	APF2018-00025	AMICUS	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Pending	Townhouse		66	0	66			9.108	4.554	6.072	19.734	9.108	4.554	6.072	19.734
Concord	MEETING STREET HOMES PHASE 1	APF2018-00023	AMICUS	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Pending	Multi Family		296	0	296			68.672	34.336	45.88	148.888	68.672	34.336	45.88	148.888
Concord	MERIDIAN	APF2008-00081	GUADALUPE JAVIER ZANDATE	Hickory Ridge High School	Hickory Ridge Middle School	Pitt School Road Elementary School		Active Building Permitting	Single Family	1/25/2017	16	17	-1	9/19/2006		6.144	3.088	4.096	13.328	-0.384	-0.193	-0.256	-0.833
Kannapolis	MILLBROOKE	APF2008-00114	GANDY COMMUNITIES	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Inactive	Single Family		128	0	128	4/6/2008	4/6/2012	49.152	24.704	32.768	106.624	49.152	24.704	32.768	106.624
Kannapolis	MILLBROOKE	APF2014-00015	GANDY COMMUNITIES					Void	Single Family		131	0	131	4/6/2008		50.304	25.283	33.536	109.123	50.304	25.283	33.536	109.123
Cabarrus County	MOORECREST	APF2008-00110	Dockside Development	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Closed-Built Out	Single Family	6/14/2006	92	93	-1	1/27/2003		35.328	17.756	23.552	76.636	-0.384	-0.193	-0.256	-0.833
Kannapolis	MOOSE MEADOWS (ROWAN COUNTY)	APF2017-00002	TIMOTHY TALLENT	A L Brown High School	Kannapolis Middle School	Jackson Park Elementary School	Kannapolis Intermediate School	Pending	Single Family		45	0	45			17.28	8.685	11.52	37.485	17.28	8.685	11.52	37.485
Concord	MOSS CREEK	APF2008-00083	ROBERT W. BURKETT	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Closed-Built Out	Single Family	3/20/2012	1400	1205	195	1/20/2000		537.6	270.2	358.4	1166.2	74.88	37.635	49.92	162.435
Concord	MOSS CREEK TOWNHOMES	APF2008-00103	J & B DEVELOPMENT AND MANAGEMENT, INC	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Pending	Townhouse		88	0	88	1/20/2000		12.006	6.003	8.004	26.013	12.144	6.072	8.096	26.312
Cabarrus County	MOUNT OLIVE ESTATES	APF2008-00146	Bryant Parnell	Mt Pleasant High School	Mt Pleasant Middle School	Mt Pleasant Elementary School		Closed-Built Out	Single Family	7/6/2006	10	11	-1	1/28/2002		3.84	1.93	2.56	8.33	-0.384	-0.193	-0.256	-0.833
Concord	MOUNTAIN BROOK PHASE 6	APF2008-00084	MDP CUSTOM HOMES, INC	Concord High School	Concord Middle School	W M Irvin Elementary School		Expired	Single Family	1/31/2019	8	4	4	12/12/2006		3.072	1.544	2.048	6.664	1.536	0.772	1.024	3.332
Concord	MOUNTAIN LAUREL	APF2008-00096	BEAZER HOMES	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Weddington Hills Elementary School		Closed-Built Out	Single Family	9/9/2013	76	78	-2	10/19/2004		29.184	14.668	19.456	63.308	-0.768	-0.386	-0.512	-1.666
Mt. Pleasant	NEW LIFE DEVELOPERS PROPERTY	APF2018-00018	MEL THOMPSON	Mt Pleasant High School	Mt Pleasant Middle School	Mt Pleasant Elementary School		Pending			10	0	10			0	0	0	0	2.32	1.16	1.55	5.03
Kannapolis	NEWMAN MANOR	APF2008-00145	J&E Land Holding Company	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Winecoff Elementary School		All Lots Platted	Single Family	2/21/2019	29	15	14	8/10/2005	4/25/2012	11.136	5.597	7.424	24.157	5.376	2.702	3.584	11.662
Concord	NIBLOCK EVA DRIVE	APF2017-00044	NIBLOCK	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Pending	Single Family		0	0	0			0	0	0	0	0	0	0	0
Concord	Niblock Farms	APF2014-00008	Niblock Farms LLC	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Void	Single Family		381	0	381			146.304	73.533	97.536	317.373	146.304	73.533	97.536	317.373
Concord	ODELL CORNER	APF2016-00014	UNICA U B O	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Pending	Townhouse		84	0	84			11.592	5.796	7.728	25.116	11.592	5.796	7.728	25.116
Cabarrus County	ODELL PLACE	APF2008-00144	Howard R Hurlocker	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Closed-Built Out	Single Family	8/21/2007	5	12	-7	1/15/2004		1.92	0.965	1.28	4.165	-2.688	-1.351	-1.792	-5.831
Concord	OLD HOLLAND APARTMENTS	APF2016-00020	OLD HOLLAND ROAD LLC	Jay M Robinson High School	HD Winkler Middle School	Carl A Furr Elementary School		Pending	Multi Family		328	0	328			76.096	38.048	50.84	164.984	76.096	38.048	50.84	164.984
Cabarrus County	OLIVE WOODS	APF2010-00006	EMILY R CLINE	Mt Pleasant High School	Mt Pleasant Middle School	Mt Pleasant Elementary School		All Lots Platted	Single Family	2/28/2018	5	4	1	10/21/2010	12/31/2012	1.92	0.965	1.28	4.165	0.384	0.193	0.256	0.833
Concord	OXFORD COMMONS	APF2008-00085	FRANK STRAZULLA, PORTRAIT HOMES	Jay M Robinson High School	HD Winkler Middle School	Carl A Furr Elementary School		Active Building Permitting	Townhouse	10/15/2007	105	86	19	4/18/2006	12/31/2013	14.49	7.245	9.66	31.395	2.622	1.311	1.748	5.681
Cabarrus County	PARK CREEK	APF2013-00002	Keith Wayne	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		All Lots Platted	Single Family	4/25/2019	198	62	136			76.032	38.214	50.688	164.934	52.224	26.248	34.816	113.288
Cabarrus County	PARK CREEK PHASE 3	APF2008-00034	CARL ANDERSON	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Expired	Single Family		45	0	45	11/20/2008	12/31/2013	17.28	8.685	11.52	37.485	17.28	8.685	11.52	37.485
Concord	PARK PLACE	APF2008-00059	Craft Development	Central Cabarrus High School	C C Griffin Middle School	Rocky River Elementary School		Approved	Single Family	5/3/2016	131	133	-2	1/27/2003	12/31/2011	50.304	25.283	33.536	109.123	-0.768	-0.386	-0.512	-1.666
Cabarrus County	Parkland Ventures MHP	APF2017-00020	FUTURE MHC NC LLC	Mt Pleasant High School	Mt Pleasant Middle School	A T Allen Elementary School		Pending	Single Family		90	0	90			34.56	17.37	23.04	74.97	34.56	17.37	23.04	74.97
Concord	PARKSIDE AT SKYBROOK VILLAGE	APF2008-00067	SKYBOOK, LLC	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Active Platting	Single Family	8/23/2018	50	45	5	1/16/2007	1/17/2016	19.2	9.65	12.8	41.65	1.92	0.965	1.28	4.165
Concord	PARKSIDE AT SKYBROOK VILLAGE	APF2018-00011	SKYBROOK LLC	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Pending	Single Family	8/23/2018	50	45	5			19.2	9.65	12.8	41.65	1.92	0.965	1.28	4.165
Concord	PARKVIEW ESTATES	APF2009-00005	Real Value Development Inc.	Central Cabarrus High School	C C Griffin Middle School	Rocky River Elementary School		In Progress	Single Family	8/31/2016	195	31	164		7/15/2016	74.88	37.635	49.92	162.435	62.976	31.652	41.984	136.612
Kannapolis	PARKWAY COMMONS	APF2008-00107	AMERICAN DEVELOPMENT INDUSTRIES, INC	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Inactive	Multi Family		532	0	532	5/23/2007	10/27/2013	123.424	61.712	82.46	267.596	123.424	61.712	82.46	267.596
Cabarrus County	PEACH ORCAHRD ESTATES	APF2008-00118	HAYDEN McMAHON DEVELOPMENT INC	Hickory Ridge High School	Hickory Ridge Middle School	Patriots Elementary School		Active (platting & permitting)	Single Family	4/10/2019	134	137	-3	1/15/2004	8/30/2013	51.456	25.862	34.304	111.622	-1.152	-0.579	-0.768	-2.499
Kannapolis	PELHEM POINTE	APF2008-00041	Ryland Homes	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		In Progress	Single Family	10/23/2015	113	103	10	3/17/2008	9/15/2013	43.392	21.809	28.928	94.129	3.84	1.93	2.56	8.33
Concord	PENDLETON MULTI-FAMILY UNITS	APF2010-00002	PENDLETON / CONCORD PARTNER, LLC	Concord High School	Concord Middle School	W M Irvin Elementary School		Active (platting & permitting)	Multi Family	4/30/2018	90	32	58		12/31/2013	20.88	10.44	13.95	45.27	13.456	6.728	8.99	29.174
Kannapolis	Piedmont Concord Lake	APF2009-00009	Jason Oesterreich	A L Brown High School	Kannapolis Middle School	Forest Park Elementary School	Kannapolis Intermediate School	Inactive	Multi Family		400	0	400		6/22/2014	92.8	46.4	62	201.2	92.8	46.4	62	201.2
Kannapolis	Piedmont Concord Lake	APF2014-00012	Jason Oesterreich	A L Brown High School	Kannapolis Middle School	Forest Park Elementary School	Kannapolis Intermediate School	Inactive	Multi Family		120	0	120		6/22/2014	27.84	13.92	18.6	60.36	27.84	13.92	18.6	60.36
Kannapolis	PINE CREEK	APF2013-00008	PINE CREEK DEVELOPERS LLC	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Inactive	Single Family	5/9/2018	58	28	30			22.272	11.194	14.848	48.314	11.52	5.79	7.68	24.99
Concord	PINE GROVE CHURCH ROAD SITE	APF2018-00022	PETER TATGE	Central Cabarrus High School	C C Griffin Middle School	Patriots Elementary School		Pending	Single Family		319	0	319			122.496	61.567	81.664	265.727	122.496	61.567	81.664	265.727
Concord	PITTS SCHOOL ROAD SUBDIVISION	APF2017-00034	MATTHEW McWILLIAMS	Jay M Robinson High School	HD Winkler Middle School	Pitt School Road Elementary School		Pending	Single Family		29	0	29			18.816	9.457	12.544	40.817	11.136	5.597	7.424	24.157

Jurisdiction	Subdivision	APF	Applicant	High School	Middle School	Elementary School	Intermediate School	Status	Subdivision Type	Last Permit	UnitsApproved	Units Issued	Units Remaining	Dev Order Approved	DO Leg Expiration	Elementary Students	Middle Students	High Students	Total Students	Remaining Elementary	Remaining Middle	Remaining High	Remaining Total
Concord	PLEASANT OAKS	APF2008-00047	KISER DEVELOPMENT COMPANY	Mt Pleasant High School	Mt Pleasant Middle School	W M Irvin Elementary School		Active (platting & permitting)	Single Family	3/4/2019	170	113	57	2/21/2005	8/17/2015	65.28	32.81	43.52	141.61	21.888	11.001	14.592	47.481
Concord	Poplar Cove Subdivision	APF2016-00016		Concord High School	HD Winkler Middle School	Weddington Hills Elementary School		Active Platting	Single Family	2/6/2019	23	7	16			8.832	4.439	5.888	19.159	6.144	3.088	4.096	13.328
Concord	POPLAR CROSSING COMMONS ADULT LIVING CENTER	APF2012-00003	Workforce Homestead, Inc	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Weddington Hills Elementary School		Age Restricted Development	Age Restricted		66	0	66			9.9	3.63	4.752	18.282	0	0	0	0
Concord	POPLAR POINT TOWNHOMES	APF2017-00032	JEFF REASNOR	Cox Mill High School	Harris Road Middle School	Cox Mill Elementary School		Pending	Townhouse		36	0	36			4.968	2.484	3.312	10.764	4.968	2.484	3.312	10.764
Concord	POPLAR TENT OAKS	APF2016-00019	Fred Matrulli	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Pending	Single Family		93	0	93			35.712	17.949	23.808	77.469	35.712	17.949	23.808	77.469
Cabarrus County	PORTERS LANDING	APF2008-00057	NO APPLICANT	Hickory Ridge High School	Hickory Ridge Middle School	Bethel Elementary School		Closed-Built Out	Single Family	9/18/2017	94	195	-101	4/19/1999		36.096	18.142	24.064	78.302	-38.784	-19.493	-25.856	-84.133
Concord	PP 0093	APF2008-00069	PENDLETON / CONCORD PARTNER, LLC	Concord High School	Concord Middle School	W M Irvin Elementary School		Active (platting & permitting)	Single Family	4/3/2019	88	51	37	5/15/2007	12/31/2013	33.792	16.984	22.528	73.304	14.208	7.141	9.472	30.821
Concord	PRESPRO FLOWES STORE	APF2017-00025	PRESPRO	Central Cabarrus High School	C C Griffin Middle School	A T Allen Elementary School		Pending	Single Family		122	0	122			47.616	23.932	31.744	103.292	46.848	23.546	31.232	101.626
Harrisburg	PROVIDENCE MANOR	APF2008-00106	L & R DEVELOPMENT, LLC	Hickory Ridge High School	Hickory Ridge Middle School	Pitt School Road Elementary School		Closed-Built Out	Single Family	3/22/2007	149	57	92	12/15/2003	12/29/2007	57.216	28.757	38.144	124.117	35.328	17.756	23.552	76.636
Concord	PROVINCE GREEN	APF2008-00074	UNKNOWN	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Weddington Hills Elementary School		Closed-Built Out	Single Family	7/14/2015	61	51	10			23.424	11.773	15.616	50.813	3.84	1.93	2.56	8.33
Concord	RAMSGATE	APF2008-00070	UNKNKOWN	Central Cabarrus High School	C C Griffin Middle School	A T Allen Elementary School		Expired	Single Family	11/8/2017	224	241	-17			86.016	43.232	57.344	186.592	-6.528	-3.281	-4.352	-14.161
Kannapolis	RED CEDAR LANDING	APF2014-00017	REO FUNDING SOLUTIONS III LLC	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Pending	Multi Family		150	0	150	10/1/2014		34.8	17.4	23.25	75.45	34.8	17.4	23.25	75.45
Concord	RIDGES AT CONCORD	APF2008-00072	QUAIL HAVEN DEVELOPMENT	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Pending	Single Family		551	0	551	4/18/2006	12/31/2010	211.584	106.343	141.056	458.983	211.584	106.343	141.056	458.983
Kannapolis	RIVER POINTE AT DAVIDSON	APF2013-00014	Wayne Patrick Holdings, LLC	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Pending	Single Family		444	0	444	9/4/2013		170.496	85.692	113.664	369.852	170.496	85.692	113.664	369.852
Cabarrus County	RIVERBEND	APF2008-00078	GREATHORN PROPERTIES	Central Cabarrus High School	C C Griffin Middle School	A T Allen Elementary School		Approved	Single Family		28	0	28	12/20/2007	12/19/2013	10.752	5.404	7.168	23.324	10.752	5.404	7.168	23.324
Concord	RIVERWALK	APF2008-00044	unkown	Jay M Robinson High School	HD Winkler Middle School	Carl A Furr Elementary School		Closed-Built Out	Single Family	5/23/2014	488	528	-40			187.392	94.184	124.928	406.504	-15.36	-7.72	-10.24	-33.32
Concord	Roberta 187 D R Horton	APF2016-00007	BLACKWELDER FANNIE B	Central Cabarrus High School	C C Griffin Middle School	Wolf Meadow Elementary School		Active Platting	Single Family	4/25/2019	206	69	137			79.104	39.758	52.736	171.598	52.608	26.441	35.072	114.121
Concord	ROBERTA CROSSING	APF2014-00003	LIVE WELL HOMES	Jay M Robinson High School	HD Winkler Middle School	Pitt School Road Elementary School		Active Building Permitting	Single Family	7/27/2015	55	1	54		5/20/2016	21.12	10.615	14.08	45.815	20.736	10.422	13.824	44.982
Concord	ROBERTA MEADOWS	APF2008-00075	PITTS SCHOOL, LLC / TIM HUNTLEY	Jay M Robinson High School	HD Winkler Middle School	Pitt School Road Elementary School		Approved	Single Family	1/8/2019	33	22	11	6/20/2006	6/20/2012	12.672	6.369	8.448	27.489	4.224	2.123	2.816	9.163
Concord	ROBERTA ROAD SUBDVISION NORTH	APF2017-00041	BOYD STANLEY	Jay M Robinson High School	HD Winkler Middle School	Wolf Meadow Elementary School		Pending	Single Family		115	0	115			44.16	22.195	29.44	95.795	44.16	22.195	29.44	95.795
Concord	ROBERTA ROAD SUBDVISION SOUTH	APF2017-00042	PULTE HOMES	Central Cabarrus High School	C C Griffin Middle School	Wolf Meadow Elementary School		Pending	Single Family		28	0	28			10.752	5.404	7.168	23.324	10.752	5.404	7.168	23.324
Cabarrus County	ROCKY GLEN	APF2008-00077	RANDALL SCRIBNER	Central Cabarrus High School	C C Griffin Middle School	Rocky River Elementary School		Expired	Single Family		49	0	49	7/19/2007	7/18/2013	18.816	9.457	12.544	40.817	18.816	9.457	12.544	40.817
Cabarrus County	Rocky Meadows	APF2008-00164	Randy Humphrey and Associates	Central Cabarrus High School	C C Griffin Middle School	Rocky River Elementary School		Closed-Built Out	Single Family	6/4/2004	142	144	-2	1/15/1999		54.528	27.406	36.352	118.286	-0.768	-0.386	-0.512	-1.666
Cabarrus County	ROCKY RIVER ESTATES PH 1	APF2017-00005	DEVELOPMENT SOLUTIONS GROUP	Central Cabarrus High School	C C Griffin Middle School	Rocky River Elementary School		Pending	Single Family		56	0	56			21.504	10.808	14.336	46.648	21.504	10.808	14.336	46.648
Kannapolis	Rogers Lake Road Townhomes	APF2017-00021	JOURNEY CAPITAL LLC	A L Brown High School	Kannapolis Middle School	Forest Park Elementary School		Pending	Townhouse		0	0	0			0	0	0	0	0	0	0	0
Kannapolis	ROY CHATHAM MINOR SUBDIVISION	APF2017-00022	ROY CHATHAM	A L Brown High School	Kannapolis Middle School	Fred L Wilson Elementary School		Pending			8	0	8			0	0	0	0	1.856	0.928	1.24	4.024
Cabarrus County	ROYSCROFT	APF2008-00073	PROVIDENT DEVELOPMENT GROUP	Central Cabarrus High School	C C Griffin Middle School	Bethel Elementary School		Active Platting	Single Family		0	0	0	3/15/2007	3/14/2013	144	72.375	96	312.375	0	0	0	0
Cabarrus County	RUSTIC CANYON	APF2008-00063	SHEA HOMES	Central Cabarrus High School	C C Griffin Middle School	Rocky River Elementary School		In Progress	Single Family		595	0	595	6/21/2007	6/20/2013	228.48	114.835	152.32	495.635	228.48	114.835	152.32	495.635
Midland	SADDLEBROOK	APF2008-00133	LANDCRAFT	Central Cabarrus High School	C C Griffin Middle School	Bethel Elementary School		Closed-Built Out	Single Family	5/8/2018	168	183	-15	3/13/2007	5/13/2017	64.512	32.424	43.008	139.944	-5.76	-2.895	-3.84	-12.495
Concord	Salisbury Trace at Branchview Conditional Zoning	APF2016-00008	COPPERFIELD APTS/DARREN LUCAS	Concord High School	Concord Middle School	W M Irvin Elementary School		Withdrawn	Multi Family		424	0	424			98.368	49.184	65.72	213.272	98.368	49.184	65.72	213.272
Kannapolis	SAMUEL CRISP MINOR SUBDIVISION	APF2017-00023	SAMUEL CRISP	A L Brown High School		Jackson Park Elementary School	Kannapolis Intermediate School	Pending			8	0	8			0	0	0	0	1.856	0.928	1.24	4.024
Concord	SANCTUARY CODDLE CREEK	APF2014-00005	DUNCAN VIRGINIA C ESTATE	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Withdrawn	Multi Family	9/18/2017	62	1	61			14.384	7.192	9.61	31.186	14.152	7.076	9.455	30.683
Concord	SAPPHIRE HILLS	APF2008-00045	JBC Development Concord, LLC	Concord High School	Concord Middle School	Weddington Hills Elementary School		Closed-Built Out	Townhouse	8/12/2010	60	54	6	5/16/2006	7/13/2013	8.28	4.14	5.52	17.94	0.828	0.414	0.552	1.794
Concord	SAVANNAH COMMONS	APF2008-00049	LANDMARK DEVELOPMENT VENTURES, LLC	Jay M Robinson High School	HD Winkler Middle School	Pitt School Road Elementary School		Active Building Permitting	Single Family	8/27/2013	28	29	-1	12/21/2004		10.752	5.404	7.168	23.324	-0.384	-0.193	-0.256	-0.833
Concord	SETTLERS LANDING TOWNHOMES	APF2008-00179	Coddle Creek Development Group, LLC	Jay M Robinson High School	HD Winkler Middle School	Pitt School Road Elementary School		Active (platting & permitting)	Townhouse	11/21/2017	116	125	-9	1/15/2008	3/29/2015	16.008	8.004	10.672	34.684	-1.242	-0.621	-0.828	-2.691
Kannapolis	SHERWOOD DEVELOPMENT	APF2018-00014	BLOC DESIGN	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Pending			91	0	91			0	0	0	0	21.112	10.556	14.105	45.773
Kannapolis	SHILOH VILLAGE	APF2008-00071	SHILOH RIDGE DEVELOPMENT, LLC	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Closed-Built Out	Single Family	5/25/2011	30	30	0	6/19/2006		11.52	5.79	7.68	24.99	0	0	0	0
Locust	Signature Development	APF2009-00007	Chris Hunter	Central Cabarrus High School	C C Griffin Middle School	Bethel Elementary School		Pending	Single Family		70	0	70	1/8/2008		26.88	13.51	17.92	58.31	26.88	13.51	17.92	58.31
Cabarrus County	SKYBROOK	APF2008-00104	MVC, LLC/Bryan Properties	Cox Mill High School	Harris Road Middle School	Cox Mill Elementary School		Closed-Built Out	Single Family	2/23/2018	254	388	-134	12/17/1998		97.536	49.022	65.024	211.582	-51.456	-25.862	-34.304	-111.622
Cabarrus County	SKYBROOK APARTMENTS	APF2017-00014	JIM GRDICH	Cox Mill High School	Harris Road Middle School	Cox Mill Elementary School		Issued	Multi Family	4/6/2017	268	280	-12			62.176	31.088	41.54	134.804	-2.784	-1.392	-1.86	-6.036
Mt. Pleasant	SKYLAND SUBDIVISION	APF2018-00017	RONALD BURRAGE	Mt Pleasant High School	Mt Pleasant Middle School	Mt Pleasant Elementary School		Pending			16	0	16			0	0	0	0	3.712	1.856	2.48	8.048
Kannapolis	SOUTH VILLAGE SINGLE FAMILY	APF2009-00001	Richard McGinnis	A L Brown High School	Kannapolis Middle School	Fred L Wilson Elementary School	Kannapolis Intermediate School	Inactive	Single Family		15	0	15		8/8/2012	5.76	2.895	3.84	12.495	5.76	2.895	3.84	12.495
Kannapolis	SOUTH VILLAGE TOWNHOMES	APF2009-00002	Richard McGinnis	A L Brown High School	Kannapolis Middle School	Fred L Wilson Elementary School	Kannapolis Intermediate School	Inactive	Townhouse		145	0	145		8/8/2012	20.01	10.005	13.34	43.355	20.01	10.005	13.34	43.355
Concord	ST ANDREWS PHASE 7	APF2008-00105	Danny Bost T.W.L.S. Inc.	Central Cabarrus High School	C C Griffin Middle School	A T Allen Elementary School		Approved	Single Family	12/30/2014	32	5	27	11/19/2001		12.288	6.176	8.192	26.656	10.368	5.211	6.912	22.491
Cabarrus County	ST ANDREWS PLACE	APF2013-00003	twls, inc	Central Cabarrus High School	C C Griffin Middle School	A T Allen Elementary School		Closed-Built Out	Single Family	3/21/2014	516	238	278			198.144	99.588	132.096	429.828	106.752	53.654	71.168	231.574
Cabarrus County	St. Andrews Phase 7	APF2008-00171	Danny Bost					Void	Single Family		35	0	35			13.44	6.755	8.96	29.155	13.44	6.755	8.96	29.155
Harrisburg	STALLINGS FARM	APF2008-00037	JOE M STALLINGS ET. AL.	Hickory Ridge High School	Hickory Ridge Middle School	Harrisburg Elementary School		Closed-Built Out	Single Family	12/29/2014	21	48	-27		4/18/2004	8.064	4.053	5.376	17.493	-10.368	-5.211	-6.912	-22.491
Harrisburg	STALLINGS FARM PHASE 5	APF2008-00126	VERNON BURRIS	Hickory Ridge High School	Hickory Ridge Middle School	Harrisburg Elementary School		Closed-Built Out	Single Family	7/31/2013	35	26	9	6/21/2004	12/22/2007	13.44	6.755	8.96	29.155	3.456	1.737	2.304	7.497
Cabarrus County	STALLINGS GLEN	APF2010-00004	CHRISTOPER PROPERTIES	Hickory Ridge High School	Hickory Ridge Middle School	Harrisburg Elementary School		Closed-Built Out	Single Family	7/27/2007	29	66	-37			11.136	5.597	7.424	24.157	-14.208	-7.141	-9.472	-30.821
Harrisburg	STALLINGS ROAD SUBDIVISION	APF2018-00013	ROBERT W NIXON	Hickory Ridge High School	Hickory Ridge Middle School	Harrisburg Elementary School		Pending	Single Family		191	0	191			73.344	36.863	48.896	159.103	73.344	36.863	48.896	159.103
Concord	STILLWATER	APF2008-00048	BRIAN LAYTON & JAMES D. LINKER	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Beverly Hills Elementary School		Void	Single Family		6	0	6	2/20/2007	2/20/2013	2.304	1.158	1.536	4.998	2.304	1.158	1.536	4.998
Kannapolis	STONEWOOD TOWNHOMES	APF2017-00035	COLE JENEST & STONE	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Pending	Townhouse		22	0	22			3.036	1.518	2.024	6.578	3.036	1.518	2.024	6.578
Cabarrus County	SUGAR HILL SUBDIVISION	APF2014-00010	JBR CUSTOM HOMES INC	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		In Progress	Single Family		9	0	9	11/12/2014	11/12/2016	3.456	1.737	2.304	7.497	3.456	1.737	2.304	7.497
Kannapolis	Summers Walk	APF2009-00006	FC SUMMERS WALK LLC A NC LLC	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		In Progress	Single Family		99	0	99	1/27/2014		38.016	19.107	25.344	82.467	38.016	19.107	25.344	82.467
Cabarrus County	THE BLUFFS AT MILL BRIDGE	APF2008-00076	HARTSELL BROTHERS	Central Cabarrus High School	C C Griffin Middle School	Bethel Elementary School		All Lots Platted	Single Family	3/19/2019	20	10	10	5/18/2006	5/17/2012	7.68	3.86	5.12	16.66	3.84	1.93	2.56	8.33
Cabarrus County	THE ENCLAVE AT TIMBER RIDGE	APF2008-00109	Metrolina Development Corp.	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		All Lots Platted	Single Family	2/13/2019	21	13	8	8/18/2005		8.064	4.053	5.376	17.493	3.072	1.544	2.048	6.664
Kannapolis	THE FALLS (ROWAN COUNTY)	APF2017-00004	B & C LAND HOLDINGS	A L Brown High School	Kannapolis Middle School	Jackson Park Elementary School		Active (platting & permitting)	Single Family	12/3/2018	203	82	121			77.952	39.179	51.968	169.099	46.464	23.353	30.976	100.793
Kannapolis	The Farm at Riverpointe	APF2008-00152	Wayne Patrick Holdings, LLC	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Active (platting & permitting)	Single Family	4/13/2016	805	438	367	10/18/1999	1/21/2016	309.12	155.365	206.08	670.565	140.928	70.831	93.952	305.711
Kannapolis	THE GRAND	APF2008-00112	MCCLAIN, BARR & ASSOCIATES, SCOTT NEELY AND STEVE	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Closed-Built Out	Multi Family	1/30/2009	240	258	-18	2/7/2007		55.68	27.84	37.2	120.72	-4.176	-2.088	-2.79	-9.054
Kannapolis	The Meadows	APF2009-00008	Todd Meckley	A L Brown High School	Kannapolis Middle School	Woodrow Wilson Elementary School	Kannapolis Intermediate School	Void			0	0	0			0	0	0	0	0	0	0	0
Concord	THE MILLS AT ROCKY RIVER - MULTIFAMILY	APF2019-00001	NICK PARKER	Central Cabarrus High School	C C Griffin Middle School	Patriots Elementary School		Pending	Multi Family	8/24/2015	300	8	292			69.6	34.8	46.5	150.9	67.744	33.872	45.26	146.876
Concord	THE MILLS AT ROCKY RIVER - TOWNHOMES	APF2019-00002	NICK PARKER	Central Cabarrus High School	C C Griffin Middle School	Patriots Elementary School		Pending	Townhouse		125	0	125			17.25	8.625	11.5	37.375	17.25	8.625	11.5	37.375
Concord	THE MILLS AT ROCKY RIVER MULTI FAMILY UNITS	APF2010-00003	Grace Development LLC	Central Cabarrus High School	C C Griffin Middle School	Patriots Elementary School		Active (platting & permitting)	Multi Family	4/15/2014	347	2	345		7/12/2016	80.504	40.252	53.785	174.541	80.04	40.02	53.475	173.535
Concord	THE MILLS AT ROCKY RIVER SINGLE FAMILY UNITS	APF2008-00151	Grace Development LLC	Central Cabarrus High School	C C Griffin Middle School	Patriots Elementary School		Active (platting & permitting)	Single Family	5/2/2019	853	661	192	12/15/2005	7/12/2016	327.552	164.629	218.368	710.549	73.728	37.056	49.152	159.936
Concord	THE OAKS AT STEPHENS PLACE	APF2010-00007	JOHN FALKENBURY	Concord High School	Concord Middle School	Coltrane-Webb Elementary School		Void			0	0	0			0	0	0	0	0	0	0	0
Cabarrus County	THE POINTE AT SAINT ANDREWS	APF2008-00068	DANNY G BOST	Central Cabarrus High School	C C Griffin Middle School	A T Allen Elementary School		Closed-Built Out	Single Family	6/3/2013	42	43	-1	1/18/2007	1/17/2013	16.128	8.106	10.752	34.986	-0.384	-0.193	-0.256	-0.833
Kannapolis	THE RESERVE AT GRACE'S POINT	APF2016-00025	EARNHARDT INTERCHANGE	Concord High School	Concord Middle School	Royal Oaks Elementary School		Pending	Multi Family		200	0	200			46.4	23.2	31	100.6	46.4	23.2	31	100.6
Concord	THE SEASONS AT POPLAR TENT	APF2015-00002	PANARA JAYSUKHLAL V	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Weddington Hills Elementary School		Active Building Permitting	Multi Family	11/21/2016	264	144	120			61.248	30.624	40.92	132.792	27.84	13.92	18.6	60.36
Harrisburg	THE SLOOP ESTATES AT ROCKY RIVER CROSSING	APF2008-00123	MILDRED S. McMANUS	Hickory Ridge High School	Hickory Ridge Middle School	Pitt School Road Elementary School		Closed-Built Out	Single Family		16	0	16		5/22/2005	6.144	3.088	4.096	13.328	6.144	3.088	4.096	13.328
Concord	THE STATION AT POPLAR TENT	APF2008-00182	Tom McClellan	Jay M Robinson High School	HD Winkler Middle School	Carl A Furr Elementary School		In Progress	Multi Family	4/28/2016	312	312	0			72.384	36.192	48.36	156.936	0	0	0	0
Concord	The View	APF2008-00180	Dane Dysert	Jay M Robinson High School	Harris Road Middle School	Weddington Hills Elementary School		Void	Single Family		0	0	0			0	0	0	0	0	0	0	0
Locust	THE VILLAGE AT REDBRIDGE SINGLE FAMILY	APF2009-00004	Mark Friedman	Central Cabarrus High School	C C Griffin Middle School	Bethel Elementary School		Approved	Single Family	12/4/2013	417	2	415	3/1/2005		160.128	80.481	106.752	347.361	159.36	80.095	106.24	345.695

Jurisdiction	Subdivision	APF	Applicant	High School	Middle School	Elementary School	Intermediate School	Status	Subdivision Type	Last Permit	UnitsApproved	Units Issued	Units Remaining	Dev Order Approved	DO Leg Expiration	Elementary Students	Middle Students	High Students	Total Students	Remaining Elementary	Remaining Middle	High Remaining	Remaining Total
Locust	THE VILLAGE AT REDBRIDGE TOWNHOMES	APF2008-00172	Mark Friedman	Central Cabarrus High School	C C Griffin Middle School	Bethel Elementary School		Approved	Townhouse	4/25/2019	741	26	715	3/1/2005		102.258	51.129	68.172	221.559	98.67	49.335	65.78	213.785
Concord	THE VILLAGES AT SKYBROOK NORTH	APF2008-00087	PULTE HOMES	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Active (platting & permitting)	Single Family	4/25/2019	467	408	59	1/18/2005	12/31/2015	179.328	90.131	119.552	389.011	22.656	11.387	15.104	49.147
Concord	THE VILLAGES AT SKYBROOK NORTH PHASE 3	APF2009-00011	Steven Pace	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Void	Single Family	9/16/2013	33	3	30	11/18/2008	12/31/2013	12.672	6.369	8.448	27.489	11.52	5.79	7.68	24.99
Concord	THE WOODS ON SOUTH UNION	APF2013-00006	MSMC Venture, LLC	Concord High School	Concord Middle School	W M Irvin Elementary School		Closed-Built Out	Single Family	11/1/2013	77	27	50			29.568	14.861	19.712	64.141	19.2	9.65	12.8	41.65
Midland	THOMPSONS LAKE	APF2008-00134	FRANK JACOBUS, WILLIAM BREWSTER CO., INC	Central Cabarrus High School	C C Griffin Middle School	Bethel Elementary School		Expired	Single Family	9/16/2011	58	1	57	2/6/2009		34.344	15.012	13.392	62.748	21.888	11.001	14.592	47.481
Concord	Tower Place Townhomes Phase 2	APF2009-00015	Fortune	Jay M Robinson High School	HD Winkler Middle School	Wolf Meadow Elementary School		In Progress	Townhouse		64	0	64			8.832	4.416	5.888	19.136	8.832	4.416	5.888	19.136
Kannapolis	TRINITY CHURCH ROAD DEVELOPMENT	APF2017-00046	ZACK GORDON	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Pending			130	0	130			0	0	0	0	30.16	15.08	20.15	65.39
Kannapolis	TRINITY CREST	APF2008-00158	Cindy Geater	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Active Platting	Single Family	11/3/2015	60	60	0			23.04	11.58	15.36	49.98	0	0	0	0
Cabarrus County	Trinity Place	APF2008-00159	Primestar Properties Inc	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Closed-Built Out	Single Family	10/5/2018	5	8	-3			1.92	0.965	1.28	4.165	-1.152	-0.579	-0.768	-2.499
Midland	TUCKER CHASE	APF2008-00101	CHUCK STEVENS	Central Cabarrus High School	C C Griffin Middle School	Bethel Elementary School		Active (platting & permitting)	Single Family	7/26/2016	162	129	33	6/1/2004		62.208	31.266	41.472	134.946	12.672	6.369	8.448	27.489
Concord	UNICA	APF2015-00008	UNICA U B O	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Withdrawn	Single Family		175	0	175			67.2	33.775	44.8	145.775	67.2	33.775	44.8	145.775
Cabarrus County	Vanderburg Estates	APF2008-00160	Horton Landvest Inc	Central Cabarrus High School	C C Griffin Middle School	Bethel Elementary School		All Lots Platted	Single Family	1/19/2018	114	46	68			43.776	22.002	29.184	94.962	26.112	13.124	17.408	56.644
Concord	VILLAGES AT DREAMING CREEK SINGLE FAMILY	APF2008-00091	YATES PROPERTIES, LLC	Jay M Robinson High School	HD Winkler Middle School	Wolf Meadow Elementary School		In Progress	Single Family		57	0	57	7/17/2009	12/31/2015	21.888	11.001	14.592	47.481	21.888	11.001	14.592	47.481
Concord	VILLAGES AT DREAMING CREEK TOWNHOMES	APF2009-00003	YATES PROPERTIES, LLC	Jay M Robinson High School	HD Winkler Middle School	Wolf Meadow Elementary School		In Progress	Townhouse		46	0	46	7/17/2009	12/31/2015	6.348	3.174	4.232	13.754	6.348	3.174	4.232	13.754
Concord	VILLAS AT CONCORD	APF2017-00018	MARTIN MARIETTA	Jay M Robinson High School	HD Winkler Middle School	Carl A Furr Elementary School		Pending	Townhouse		0	0	0			0	0	0	0	0	0	0	0
Kannapolis	Villas at Forest Park Retirement Facility	APF2008-00178	Douglas Company, LLC	A L Brown High School	Kannapolis Middle School	Forest Park Elementary School	Kannapolis Intermediate School	Age Restricted Development	Age Restricted		64	0	64			0	0	0	0	0	0	0	0
Concord	VILLAS AT LOGAN GARDENS RETIREMENT FACILITY	APF2009-00014	Doug Hart	Jay M Robinson High School	HD Winkler Middle School	W M Irvin Elementary School		Age Restricted Development	Age Restricted	1/28/2014	44	2	42	9/15/2009		0	0	0	0	0	0	0	0
Concord	VILLAS AT WINECOFF	APF2008-00043	Danny Bost	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Winecoff Elementary School		Expired	Single Family	5/26/2017	99	85	14	3/15/2005	12/31/2013	38.016	19.107	25.344	82.467	5.376	2.702	3.584	11.662
Kannapolis	VKB04021	APF2008-00117	L-STAR	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Active (platting & permitting)	Single Family	4/24/2019	960	380	580	10/27/2011	10/27/2026	368.64	185.28	245.76	799.68	222.72	111.94	148.48	483.14
Mt. Pleasant	WALKER ROAD PROPERTIES	APF2019-00006	ERIN BURRIS	Mt Pleasant High School	Mt Pleasant Middle School	Mt Pleasant Elementary School		Pending	Single Family		97	0	97			37.248	18.721	24.832	80.801	37.248	18.721	24.832	80.801
Concord	WALLACE MEADOWS TOWNHOMES	APF2018-00008	PETE ELMER	Cox Mill High School	Harris Road Middle School	Cox Mill Elementary School		Pending			98	0	98			0	0	0	0	22.736	11.368	15.19	49.294
Kannapolis	WATERFORD ON THE ROCKY RIVER	APF2008-00066	Justin E Kies	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Active (platting & permitting)	Single Family	1/4/2018	278	246	32	4/21/2005	10/1/2016	106.752	53.654	71.168	231.574	12.288	6.176	8.192	26.656
Concord	Waterstone at Weddington Apartments	APF2008-00137	Brian Kaiser	Jay M Robinson High School	HD Winkler Middle School	Carl A Furr Elementary School		Closed-Built Out	Multi Family	1/17/2013	412	476	-64	11/21/2006		61.8	22.66	29.664	114.124	-14.848	-7.424	-9.92	-32.192
Concord	WEDDINGTON ROAD SITE MATTAMY HOMES	APF2015-00005	MATTAMY HOMES	Jay M Robinson High School	HD Winkler Middle School	Carl A Furr Elementary School		Pending	Single Family		281	0	281			107.904	54.233	71.936	234.073	107.904	54.233	71.936	234.073
Concord	WEDDINGTON ROAD TRACT	APF2017-00045	SCOTT KIGER	Jay M Robinson High School	HD Winkler Middle School	Carl A Furr Elementary School		Pending			268	0	268			0	0	0	0	62.176	31.088	41.54	134.804
Kannapolis	WELLINGTON CHASE	APF2008-00061	PARKER AND ORLEANS HOMEBUILDERS	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Active (platting & permitting)	Single Family	10/13/2017	349	366	-17	9/29/2005	5/22/2016	134.016	67.357	89.344	290.717	-6.528	-3.281	-4.352	-14.161
Kannapolis	WELLINGTON GARDENS	APF2013-00013	REA VENTURE GROUP	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Inactive	Multi Family		72	0	72	5/1/2013		16.704	8.352	11.16	36.216	16.704	8.352	11.16	36.216
Concord	Wellspring Village Retirement Community	APF2008-00177	Crosland Homes	Jay M Robinson High School	HD Winkler Middle School	Carl A Furr Elementary School		Age Restricted Development	Age Restricted	11/12/2008	52	8	44	3/20/2008	12/31/2013	0	0	0	0	0	0	0	0
Kannapolis	WEST G STREET	APF2018-00002	LONG RANGE DEVELOPMENT & PROPERTIES	A L Brown High School	Kannapolis Middle School	Fred L Wilson Elementary School		Pending			4	0	4			0	0	0	0	0.928	0.464	0.62	2.012
Kannapolis	WEST OAKS PHASE 2	APF2008-00111	Brandon Little & Stephen Wasserman	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Expired	Single Family	2/3/2017	13	1	12	9/23/2008	9/14/2012	4.992	2.509	3.328	10.829	4.608	2.316	3.072	9.996
Concord	Wexford Pointe Apartments	APF2009-00012	Cathy Connors	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Winecoff Elementary School		Closed-Built Out	Multi Family	5/6/2010	106	106	0	12/15/2009		24.592	12.296	16.43	53.318	0	0	0	0
Kannapolis	WIGHTMAN OAKS	APF2008-00031	WIGHTMAN HOMES	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Expired	Townhouse	7/21/2017	13	10	3	1/24/2008		1.794	0.897	1.196	3.887	0.414	0.207	0.276	0.897
Kannapolis	WILDWOOD RIDGE	APF2014-00019	OAKMONT HOMES					Active (platting & permitting)	Single Family	11/2/2012	39	21	18	5/5/2004		14.976	7.527	9.984	32.487	6.912	3.474	4.608	14.994
Concord	WINDING WALK	APF2008-00092	Shea Homes	Cox Mill High School	Harris Road Middle School	Cox Mill Elementary School		Closed-Built Out	Single Family	10/16/2014	472	482	-10	7/13/2003	6/20/2013	181.248	91.096	120.832	393.176	-3.84	-1.93	-2.56	-8.33
Kannapolis	WINDSOR	APF2013-00005	KANNAPOLIS REAL ESTATE	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Winecoff Elementary School		Expired	Single Family	10/24/2018	98	34	64			37.632	18.914	25.088	81.634	24.576	12.352	16.384	53.312
Kannapolis	WINDSOR PHASE IIB	APF2013-00004	KANNAPOLIS REAL ESTATE					Void			0	0	0			0	0	0	0	0	0	0	0
Concord	WINECOFF SCHOOL ROAD PROJECT	APF2018-00010	CHRIS TODD	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Winecoff Elementary School		Void			117	0	117			0	0	0	0	27.144	13.572	18.135	58.851
Concord	WINECOFF SCHOOL ROAD/TIMMONS GROUP	APF2018-00009	AMERICAN SOUTH MGMNT LLC	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Winecoff Elementary School		Pending	Townhouse		117	0	117			16.146	8.073	10.764	34.983	16.146	8.073	10.764	34.983
Kannapolis	WISPERING WINDS	APF2014-00021	UNKNOWN	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Closed-Built Out	Single Family	10/23/2008	36	33	3	9/8/2000		13.824	6.948	9.216	29.988	1.152	0.579	0.768	2.499
Concord	WOODBRIDGE AT ZEMOSA	APF2008-00090	NIBLOCK DEVELOPMENT CORP.	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		In Progress	Single Family	4/9/2019	50	22	28	5/15/2007	3/15/2015	19.2	9.65	12.8	41.65	10.752	5.404	7.168	23.324
Midland	WYNDHAM ESTATES	APF2008-00135	SCOTT COLLINS	Central Cabarrus High School	C C Griffin Middle School	Bethel Elementary School		Closed-Built Out	Single Family	9/18/2017	30	21	9	11/20/2007		11.52	5.79	7.68	24.99	3.456	1.737	2.304	7.497
Midland	WYNDHAM FOREST	APF2017-00024	DEPENDABLE DEVELOPMENT INC	Central Cabarrus High School	C C Griffin Middle School	Bethel Elementary School		Pending	Single Family	10/19/2018	30	29	1			11.52	5.79	7.68	24.99	0.384	0.193	0.256	0.833
Concord	YATES MEADOW	APF2008-00088	YATES MEADOW	Jay M Robinson High School	HD Winkler Middle School	Pitt School Road Elementary School		Closed-Built Out	Single Family	10/1/2013	220	147	73			84.48	42.46	56.32	183.26	28.032	14.089	18.688	60.809
Concord	ZION CHURCH ROAD SINGLE FAMILY CONCEPT	APF2018-00027	JEREMY HORTON	A L Brown High School	C C Griffin Middle School	A T Allen Elementary School		Pending	Single Family		222	0	222			85.248	42.846	56.832	184.926	85.248	42.846	56.832	184.926
Concord	ZION CHURCH ROAD SITE	APF2018-00020	MATT MANDLE	Central Cabarrus High School	C C Griffin Middle School	A T Allen Elementary School		Pending	Single Family		116	0	116			44.544	22.388	29.696	96.628	44.544	22.388	29.696	96.628
Concord	ZION CHURCH ROAD TOWNHOME CONCEPT	APF2018-00026	JEREMY HORTON	Central Cabarrus High School	C C Griffin Middle School	A T Allen Elementary School		Pending	Townhouse		153	0	153			21.114	10.557	14.076	45.747	21.114	10.557	14.076	45.747
											50861	**23398**	**28,420**			**16159.06**	**8086.52**	**10684.35**	**34742.93**	**8348.576**	**4190.01**	**5568.418**	**18107.004**

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

May 20, 2019
6:30 PM

AGENDA CATEGORY:
Reports

SUBJECT:
EDC - April 2019 Monthly Summary Report

BRIEF SUMMARY:
The Cabarrus Economic Development Corporation (EDC) provides monthly updates on the local economic and industry activities in the form of the included report.

REQUESTED ACTION:
For informational purposes. No action required.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:
Robert J. Carney, Jr., EDC

BUDGET AMENDMENT REQUIRED:
No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:
This item was approved by the Board for inclusion on the Agenda.

ATTACHMENTS:

- Report

Cabarrus Economic Development

April 2019 Project Activity Report

Current Active Projects

69

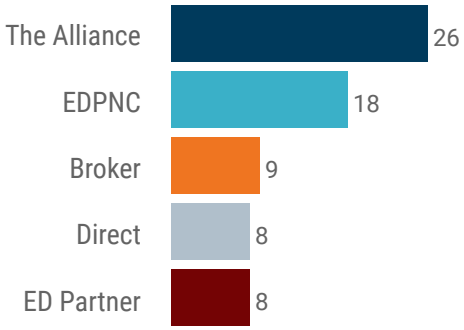
Projects Added in April

12

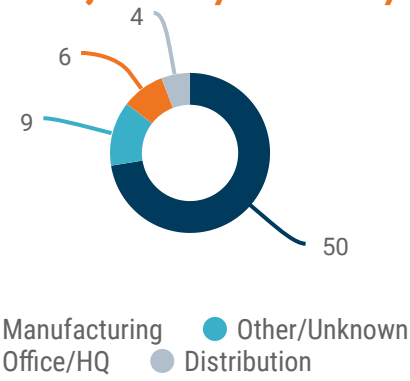
The EDC received 14 new RFIs (requests for information) in April and submitted sites/buildings for 12 of the new requests. There were 6 client site visits in April.

Other Project Activity Stats

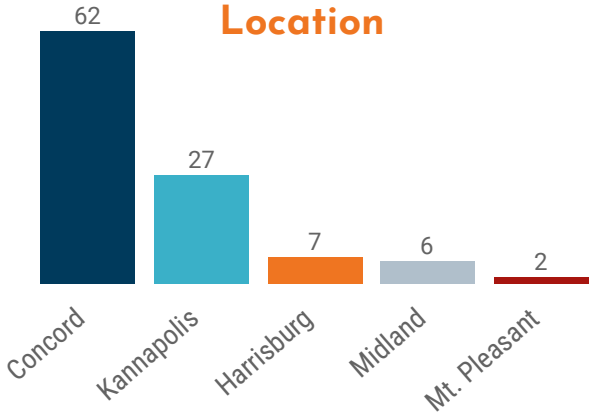
Projects By Source



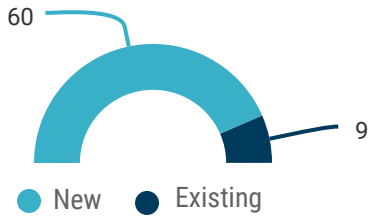
Projects By Industry



of Projects By Location



Projects By Type



204 average jobs per project

113K average square feet per project

23% of Cabarrus EDC's projects involve companies outside of the U.S.

79M average investment per project

56 average acres per project

3003 Dale Earnhardt Blvd, Suite 2
Kannapolis, NC 28083

www.CabarrusEDC.com
704-782-4000

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

May 20, 2019
6:30 PM

AGENDA CATEGORY:
Reports

SUBJECT:
Finance - Monthly Financial Update

BRIEF SUMMARY:
The County Manager requested monthly reports from Finance displaying relevant information regarding the year-to-date budget.

REQUESTED ACTION:
For informational purposes. No action required.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:
Susan Fearrington, Finance Director

BUDGET AMENDMENT REQUIRED:
No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:
This item was approved by the Board for inclusion on the Agenda.

ATTACHMENTS:

- Report

Cabarrus County, North Carolina
General Fund
Statement of Revenues and Expenditures - Budget and Actual
As of April 30, 2019

	Budgeted Amounts				Variance with	% Collected
	Original	Final	Actual Amounts	Encumbrances*	Final Budget	or Used
REVENUES						
Ad Valorem Taxes & Interest	$ 164,527,608	$ 164,527,608	$ 162,173,250	$ -	$ (2,354,358)	98.6%
Other Taxes	48,153,664	48,153,664	35,005,803	-	(13,147,861)	72.7%
Intergovernmental Revenues	19,961,943	21,710,778	15,760,314	-	(5,950,464)	72.6%
Permits and Fees	6,968,899	6,980,899	5,740,699	-	(1,240,200)	82.2%
Sales and Services	13,003,406	13,039,244	10,296,162	-	(2,743,082)	79.0%
Investment Earnings	500,000	770,466	1,484,451	-	713,985	192.7%
Miscellaneous/Other Finance Sources	2,487,452	18,711,629	1,345,637	-	(17,365,992)	7.2%
TOTAL REVENUES	**$ 255,602,972**	**$ 273,894,288**	**$ 231,806,316**	**$ -**	**$ (42,087,972)**	**84.6%**
EXPENDITURES						
GENERAL GOVERNMENT						
Board of Commissioners	$ 1,028,431	$ 1,028,993	$ 733,264	$ 2,500	293,229	71.3%
County Manager	1,235,915	1,238,062	1,000,004	3,010	235,048	81.0%
Communications	609,270	624,956	502,225	5,809	116,922	81.3%
Human Resources	925,571	984,892	767,585	9,140	208,167	78.9%
Tax Collector	1,020,561	1,020,803	832,996	-	187,807	81.6%
Tax Administration	2,365,082	2,363,175	1,857,350	3,736	502,089	78.8%
Board of Elections	942,029	945,518	604,069	6,754	334,695	64.6%
Register of Deeds	598,090	598,605	497,867	-	100,738	83.2%
Finance	1,107,848	1,129,361	784,160	26,000	319,201	71.7%
Information Technology	5,656,068	6,215,839	4,620,545	489,665	1,105,629	82.2%
Non-departmental*	2,201,067	1,405,341	515,713	411,944	477,684	66.0%
Infrastructure & Asset Management						
Grounds Maintenance	1,955,910	2,093,241	1,189,431	506,597	397,213	81.0%
Administration	1,827,680	1,831,973	1,364,106	4,000	463,867	74.7%
Sign Maintenance	177,084	170,934	128,453	2,420	40,061	76.6%
Building Maintenance	2,910,781	3,425,217	2,287,043	504,539	633,635	81.5%
Facility Services	1,644,258	1,660,017	1,204,193	56,157	399,667	75.9%
Fleet Maintenance	541,669	819,357	653,961	74,996	90,400	89.0%
Contribution to Other Funds	759,500	13,913,232	13,805,471	-	107,761	99.2%
Total General Government	**$ 27,506,814**	**$ 41,469,516**	**$ 33,348,436**	**$ 2,107,267**	**$ 6,013,813**	**85.5%**
PUBLIC SAFETY						
Sheriff						
Administration & Operations	$ 14,432,595	$ 15,266,121	$ 11,787,592	$ 228,279	$ 3,250,250	78.7%
Jail	11,902,468	12,007,517	9,612,618	261,449	2,133,450	82.2%
Animal Control	829,418	841,257	703,207	400	137,650	83.6%
Animal Shelter	474,833	517,576	393,607	-	123,969	76.0%
Courts Maintenance	266,084	259,643	141,753	21,054	96,836	62.7%
Construction Standards	2,538,548	2,614,527	2,010,919	8,718	594,890	77.2%
Emergency Management	300,724	326,310	252,894	3,500	69,916	78.6%
Fire Department	1,052,317	1,061,711	850,756	57,453	153,502	85.5%
Emergency Medical Services	9,567,367	9,976,049	7,705,061	64,207	2,206,781	77.9%
Other Public Safety*	1,918,300	2,682,843	2,202,115	405,029	75,699	97.2%
Total Public Safety	**$ 43,282,654**	**$ 45,553,554**	**$ 35,660,522**	**$ 1,050,089**	**$ 8,842,943**	**80.6%**

* In order to be compliant with G.S. 159-28, all p-card transactions are encumbered in the departmental functions within their budgets

Cabarrus County, North Carolina
General Fund
Statement of Revenues and Expenditures - Budget and Actual
As of April 30, 2019

	Budgeted Amounts				Variance with	% Collected
	Original	Final	Actual Amounts	Encumbrances*	Final Budget	or Used
ECONOMIC & PHYSICAL DEVELOPMENT						
Planning & Development						
Planning	$ 583,093	$ 605,931	$ 495,821	$ -	$ 110,110	81.8%
Community Development	587,131	657,959	498,037	-	159,922	75.7%
Soil & Water Conservation	244,647	246,315	171,658	7,028	67,629	72.5%
Zoning Administration	231,482	231,482	193,717	-	37,765	83.7%
Economic Development Corporation	391,621	397,282	281,684	-	115,598	70.9%
Economic Development Incentives	941,000	1,350,842	513,019	-	837,823	38.0%
Other Economic & Physical Development*	1,978,054	1,977,429	1,944,096	81,434	(48,101)	102.4%
Total Economic & Physical Development	**$ 4,957,028**	**$ 5,467,240**	**$ 4,098,032**	**$ 88,462**	**$ 1,280,746**	**76.6%**
ENVIRONMENTAL PROTECTION						
Waste Reduction	$ 558,791	$ 625,701	$ 353,809	$ 132,963	$ 138,929	77.8%
Total Environmental Protection	**$ 558,791**	**$ 625,701**	**$ 353,809**	**$ 132,963**	**$ 138,929**	**77.8%**
HUMAN SERVICES						
Veterans Services	$ 282,963	$ 283,109	$ 226,790	$ -	$ 56,319	80.1%
Cooperative Extension	396,767	417,855	298,890	68	118,897	71.5%
Human Services						
Administration	4,020,929	4,223,001	3,030,311	145,363	1,047,327	75.2%
Economic Family Support Services	2,228,093	2,567,223	2,006,869	-	560,354	78.2%
Transportation	2,084,628	2,484,778	1,780,539	153,029	551,210	77.8%
Child Welfare	8,558,218	8,628,777	6,494,389	133,229	2,001,159	76.8%
Child Support Services	1,853,387	1,856,296	1,469,137	5,035	382,124	79.4%
Economic Services	8,397,953	8,227,098	6,387,042	-	1,840,056	77.6%
Adult and Family Services	1,863,897	1,869,171	1,490,073	7,429	371,669	80.1%
Nutrition	501,737	509,050	330,798	99,626	78,626	84.6%
Senior Services	678,270	707,065	491,290	114,276	101,499	85.6%
Other Human Services*	7,927,028	7,927,028	6,684,954	1,338,825	(96,751)	101.2%
Total Human Services	**$ 38,793,870**	**$ 39,700,451**	**$ 30,691,082**	**$ 1,996,880**	**$ 7,012,489**	**82.3%**
EDUCATION						
Cabarrus County Schools Operating	$ 66,890,757	$ 67,161,223	$ 61,293,979	$ -	$ 5,867,244	91.3%
Kannapolis City Schools Operating	8,544,460	8,544,460	7,871,156	-	673,304	92.1%
RCCC Operating	2,930,215	2,930,215	2,686,024	-	244,191	91.7%
Cabarrus County Schools Capital	1,056,324	1,162,724	1,071,697	3,023	88,004	92.4%
Kannapolis City Schools Capital	108,832	193,834	193,096	738	-	100.0%
RCCC Capital	-	30,000	30,000	-	-	100.0%
Other Education*	118,241	118,241	108,380	5,695	4,166	96.5%
Total Education	**$ 79,648,829**	**$ 80,140,697**	**$ 73,254,332**	**$ 9,456**	**$ 6,876,909**	**91.4%**
CULTURE & RECREATION						
Active Living & Parks						
Parks	$ 1,610,641	$ 1,657,143	$ 1,262,091	$ 48,407	$ 346,645	79.1%
Senior Centers	712,467	712,718	465,524	51,081	196,113	72.5%
Library System	3,370,284	3,411,674	2,636,258	63,522	711,894	79.1%
Other Cultural & Recreation*	26,000	26,000	26,000	91,933	(91,933)	453.6%
Total Culture & Recreation	**$ 5,719,392**	**$ 5,807,535**	**$ 4,389,873**	**$ 254,943**	**$ 1,162,719**	**80.0%**
DEBT SERVICE						
Schools	$ 45,589,826	$ 45,583,826	$ 31,095,971	$ 2,800	$ 14,485,055	68.2%
Other	9,545,768	9,545,768	4,680,025	91,465	4,774,278	50.0%
Total Debt Service	**$ 55,135,594**	**$ 55,129,594**	**$ 35,775,996**	**$ 94,265**	**$ 19,259,333**	**65.1%**
TOTAL EXPENDITURES	**$ 255,602,972**	**$ 273,894,288**	**$ 217,572,082**	**$ 5,734,325**	**$ 50,587,881**	**81.5%**
					$ 50,587,881	
Excess (deficiency) of revenues over (under) expenditures	**$ -**	**$ -**	**$ 14,234,234**	**$ (5,734,325)**	**$ 8,499,909**	

* In order to be compliant with G.S. 159-28, all p-card transactions are encumbered in the departmental functions within their budgets

Cabarrus County, North Carolina
General Fund
Statement of Revenues and Expenditures - Budget and Actual
As of April 30, 2019

	Budgeted Amounts				Variance with	% Collected
	Original	Final	Actual Amounts	Encumbrances*	Final Budget	or Used
Arena and Events Center						
REVENUES						
Sales and Services	$ 594,000	$ 594,000	$ 350,286	$ -	$ (243,714)	59.0%
Investment Earnings	4,156	4,156	26,254	-	22,098	631.7%
Miscellaneous/Other Finance Sources	1,050,500	1,129,993	1,052,640	-	(77,353)	93.2%
Total Arena and Events Center Fund	**$ 1,648,656**	**$ 1,728,149**	**$ 1,429,180**	**$ -**	**$ (298,969)**	**82.7%**
EXPENDITURES						
Arena and Events Center	$ 1,039,500	$ 1,112,993	$ 730,430	$ 300,081	$ 82,482	92.6%
County Fair	609,156	615,156	448,292	13,084	153,780	75.0%
Total Arena and Events Center Fund	**$ 1,648,656**	**$ 1,728,149**	**$ 1,178,722**	**$ 313,165**	**$ 236,262**	**86.3%**
Landfill Fund						
REVENUES						
Intergovernmental Revenues	$ 40,000	$ 40,000	$ 24,848	$ -	$ (15,152)	62.1%
Permits and Fees	147,181	147,181	114,624	-	(32,557)	77.9%
Sales and Services	947,000	1,045,707	940,125	-	(105,582)	89.9%
Investment Earnings	38,390	38,390	88,603	-	50,213	230.8%
Other Finance Sources	-	36,575	-	-	(36,575)	0.0%
Total Landfill Fund	**$ 1,172,571**	**$ 1,307,853**	**$ 1,168,200**	**$ -**	**$ (139,653)**	**89.3%**
EXPENDITURES						
Landfill Operations	$ 1,172,571	$ 1,307,853	$ 590,542	$ 119,337	$ 597,974	54.3%
Total Landfill Fund	**$ 1,172,571**	**$ 1,307,853**	**$ 590,542**	**$ 119,337**	**$ 597,974**	**54.3%**
911 Emergency Telephone Fund						
REVENUES						
Intergovernmental Revenues	$ 789,364	$ 789,364	$ 531,873	$ -	$ (257,491)	67.4%
Investment Earnings	1,500	1,500	8,462	-	6,962	564.1%
Other Finance Sources	-	151,000	-	-	(151,000)	0.0%
Total 911 Emergency Telephone Fund	**$ 790,864**	**$ 941,864**	**$ 540,335**	**$ -**	**$ (401,529)**	**57.37%**
EXPENDITURES						
Operations	$ 731,338	$ 882,338	$ 339,600	$ 306,439	$ 236,299	73.2%
Debt Service	59,526	59,526	59,526	-	-	100.0%
Total 911 Emergency Telephone Fund	**$ 790,864**	**$ 941,864**	**$ 399,126**	**$ 306,439**	**$ 236,299**	**74.9%**
Self-Insured Funds						
REVENUES						
Sales and Services	$ 13,428,190	$ 13,428,190	$ 9,266,176	$ -	$ (4,162,014)	69.0%
Investment Earnings	45,000	45,000	170,676	-	125,676	379.3%
Miscellaneous	80,000	460,664	540,645	-	79,981	117.4%
Other Finance Sources	-	9,200	-	-	(9,200)	0.0%
Total Self-Insured Funds	**$ 13,553,190**	**$ 13,943,054**	**$ 9,977,497**	**$ -**	**$ (3,965,557)**	**71.6%**
EXPENDITURES						
Workers Compensation Insurance	$ 1,284,715	$ 1,284,715	$ 1,041,334	$ -	$ 243,381	81.1%
Liability Insurance	973,000	1,043,000	793,392	-	249,608	76.1%
Dental Insurance	435,000	435,000	331,213	-	103,787	76.1%
Hospitalization Insurance	10,860,475	11,180,339	8,221,764	463,803	2,494,772	77.7%
Total Self-Insured Funds	**$ 13,553,190**	**$ 13,943,054**	**$ 10,387,703**	**$ 463,803**	**$ 3,091,548**	**77.8%**

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Cabarrus County, North Carolina
General Fund
Statement of Revenues and Expenditures - Budget and Actual
As of April 30, 2019

	Budgeted Amounts				Variance with	% Collected
	Original	Final	Actual Amounts	Encumbrances*	Final Budget	or Used
Fire Districts Fund						
REVENUES						
Ad Valorem Taxes	$ 4,522,362	$ 4,522,362	$ 4,519,613	$ -	$ (2,749)	99.9%
Total Fire Districts Fund	**$ 4,522,362**	**$ 4,522,362**	**$ 4,519,613**	**$ -**	**$ (2,749)**	**99.9%**
EXPENDITURES						
Fire Districts	$ 4,522,362	$ 4,522,362	$ 4,519,613	$ -	$ 2,749	99.9%
Total Fire Districts Fund	**$ 4,522,362**	**$ 4,522,362**	**$ 4,519,613**	**$ -**	**$ 2,749**	**99.9%**
TOTAL REVENUES	**$ 21,687,643**	**$ 22,443,282**	**$ 17,634,825**	**$ -**	**$ (4,808,457)**	**78.6%**
TOTAL EXPENDITURES	**$ 21,687,643**	**$ 22,443,282**	**$ 17,075,706**	**$ 1,202,744**	**$ 4,164,832**	**81.4%**
Excess (deficiency) of revenues over (under) expenditures	**$ -**	**$ -**	**$ 559,119**	**$ (1,202,744)**	**$ (643,625)**	

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Please note: this report was pulled prior to month end close

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

May 20, 2019
6:30 PM

AGENDA CATEGORY:
Closed Session

SUBJECT:
Closed Session - Pending Litigation, Economic Development and Acquisition of Real Property

BRIEF SUMMARY:
A closed session is needed to discuss matters related to pending litigation, economic development and acquisition of real property as authorized by NCGS 143-318.11(a)(3), (4) and (5).

REQUESTED ACTION:
Motion to go into closed session to discuss matters related to pending litigation, economic development and acquisition of real property as authorized by NCGS 143-318.11(a)(3), (4) and (5).

EXPECTED LENGTH OF PRESENTATION:
1 Hour or More

SUBMITTED BY:
Mike Downs, County Manager

BUDGET AMENDMENT REQUIRED:
No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS: