

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 4, 2022.

Public access to the meeting could also be obtained through the following means:

live broadcast at 4:00 p.m. on Channel 22
<https://www.youtube.com/cabarruscounty>
<https://www.cabarruscounty.us/cabctv>

Present - Chairman:	Stephen M. Morris
Vice Chairman:	F. Blake Kiger
Commissioners:	Diane R. Honeycutt
	Lynn W. Shue
	Barbara C. Strang

Also present were Mike Downs, County Manager; Richard M. Koch, County Attorney; Rodney Harris, Deputy County Manager; Kyle Bilafer, Area Manager of Operations; and Lauren Linker, Clerk to the Board.

1. Call to Order

Chairman Morris called the meeting to order at 4:01 p.m.

2. Approval of Agenda

Chairman Morris presented the following changes to the agenda:

Additions:

Discussion Items for Action

4.18 Proclamation - Week of the Young Child

Closed Session

6.1 Closed Session - Pending Litigation and Economic Development

Moved to Discussion Items for Action:

4.16 Infrastructure and Asset Management - Mt. Pleasant Library-Senior Center-Park Complex Update

Updated:

4.15 Infrastructure and Asset Management - Courthouse Expansion Public Art Award

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

3. Discussion Items - No Action

3.1 Infrastructure and Asset Management - Emergency Medical Services Headquarters Project Update

Kyle Bilafer, Area Manager of Operations, presented an update on the Emergency Medical Services Headquarters project. Topics covered are as follows: stormwater issues; subgrade stormwater, subgrade sprinkler lines and subgrade electric lines; steel erection will begin in the next couple of weeks; etc. Mr. Bilafer also reviewed photos showing the work in progress.

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

3.2 Innovation and Technology - Innovation Report

Todd Shanley, Chief Information Officer, presented the Innovation and Technology Report for April 2022. Mr. Shanley then presented a short review of the new County website.

Carla Brown, Early Childhood Development Coordinator, and Waynett Taylor, Lockhart Child Development Center, Executive Director, presented an update on the Lockhart Child Development Center. The Lockhart Child Development Center is a public-private partnership between Cabarrus County and All Saints Episcopal Church that is the result of a recommendation from the Early Childcare Task Force Advisory Board to the Board of Commissioners. The following information was addressed:

- Enrollment and Staff

- Staff Credentials
- Lab site for Rowan-Cabarrus Community College
- Other Partnerships
- Five Star Requirement System
- Next Goal - National Accreditation

These projects continue to meet the County's Strategic Plan and Strategic Initiatives:

- Transparent and Accountable Government
- Healthy and Safe Community
- Thriving Economy
- Sustainable Growth and Development
- Culture and Recreation

A lengthy discussion ensued. During discussion, Ms. Taylor and Ms. Brown responded to questions from the Board.

4. Discussion Items for Action

4.18 Proclamation - Week of the Young Child

Carla Brown, Early Childhood Development Coordinator, read the proclamation aloud.

UPON MOTION of Commissioner Honeycutt, seconded by Commissioner Strang and unanimously carried, the Board suspended the Rules of Procedure due to time constraints.

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

Proclamation No. 2022-05

PROCLAMATION WEEK OF THE YOUNG CHILD

WHEREAS, the Early Childhood Foundation of Cabarrus County along with the Cabarrus Partnership for Children, in conjunction with the North Carolina Association for the Education of Young Children (NCAEYC) and National Association for the Education of Young Children (NAEYC), are celebrating the Week of the Young Child™ April 2-8, 2022, and the Month of the Young Child throughout April; and

WHEREAS, these organizations are working to promote and inspire high quality early childhood experiences for our state's youngest citizens, that can provide a foundation of learning and success for children in Cabarrus County; and

WHEREAS, teachers and others who work with or on behalf of young children birth through age eight, who make a difference in the lives of young children in Cabarrus County deserve thanks and recognition; and

WHEREAS, public policies that support early learning for all young children are crucial to young children's futures and to the prosperity of our society.

NOW, BE IT PROCLAIMED, that the Cabarrus Board of County Commissioners for Cabarrus County, North Carolina, do hereby proclaim April 2-8, 2022 as

WEEK OF THE YOUNG CHILD™

In Cabarrus County and encourage all citizens to work to support and invest in early childhood in Cabarrus County.

Adopted this 4th day of April, 2022.

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

4.1 Active Living and Parks - Senior Center Grants

Byron Hagler, Active Living and Parks Assistant Director, presented information regarding the Senior Center General Purpose and Health Promotion and Disease Prevention grant fund updates (state approved budget) and associated budget amendments. The match for both grants is budgeted in the senior center

salary accounts 9101 and 9103.

4.2 BOC - Appointments to Boards and Committees

Chairman Morris reported information regarding appointments to boards and committees was provided in the agenda. These appointment requests will be included in the Consent section of the April 19, 2022, regular meeting agenda.

4.3 BOC - Resolution Dissolving Advisory Board

Mike Downs, County Manager, reported the Animal Protection Advisory Board was created via resolution by the Cabarrus County Board of Commissioners in 2015 to review the Animal Shelter's policies and procedures when the Humane Society of Concord and Greater Cabarrus County operated the facility. Since then, the Animal Shelter has shifted under the oversight of the Sheriff. The board served strictly as an advisory board. They do not hold a supervisory role to the Animal Shelter or the Sheriff's Office. The current members were contacted, there was little response and no commitment of leadership. Animal Shelter and Sheriff's Office staff feel under the current organizational structure, they are able to achieve the necessary goals without an advisory board.

A brief discussion ensued.

4.4 DHS - Transportation Drug and Alcohol Policy

Charles Ratliff, Department of Human Services (DHS) Transportation Operations and Training Supervisor, reported as part of the Safety System Plan, the Federal Transportation Agency requires a drug and alcohol policy because of the special requirements of transportation. DHS has an additional separate policy along with the County policy. Mr. Ratliff presented the policy for the Board's review. He also responded to questions. Bob Bushey, Transportation Manager, was also in attendance.

4.5 DHS - Transportation Federal Transit Administration Resolution

Bob Bushey, Transportation Manager, reported Cabarrus County will no longer administer the Federal Transit Administration 5307 Grant and will begin applying directly to the Federal Transit Authority. He stated a resolution will be needed authorizing the County Manager and Cabarrus County to do so. Mr. Bushey also responded to questions from the Board.

4.6 DHS - Transportation System Safety Plan

Charles Ratliff, Department of Human Services (DHS) Transportation Operations and Training Supervisor, reported the North Carolina Department of Transportation (NCDOT) requires each transit system to create and maintain a systems safety plan. NCDOT audits each system every three years for compliance in the areas of safety, security practices and policies.

Mr. Ratliff stated, as part of Cabarrus County's audit that occurred this year, the NCDOT requires the Board's approval of the safety plan.

A discussion ensued. During discussion, Mr. Ratliff and Bob Bushey, Transportation Manager, responded to questions.

4.7 Finance - American Rescue Plan Act Funds for Broadband and Nonprofits

Wendi Heglar, Finance Director, presented a proposal to use the unallocated funds from the American Rescue Plan Act Fund for broadband and nonprofits as follows:

- Completing Access to Broadband (CAB) - \$2,000,000 - county match to expand broadband in rural/underserved communities
- Habitat for Humanity - \$500,000 - additional funds for the critical home repair program
- Education Foundation - \$164,090 - funding needed to pilot Reading + Mentoring 4 Success program to address learning loss.
- Conflict Resolution Center - \$21,361 - funding to address lost revenue resulting from the pandemic

Rodney Harris, Deputy County Manager, and Mike Downs, County Manager, provided additional information regarding the proposal.

A discussion ensued. During discussion, Mr. Harris, Mr. Downs, and Todd Shanley, Chief Information Officer, responded to questions from the Board.

4.8 Finance - American Rescue Plan Act Funds for Cooperative Christian Ministry

Wendi Heglar, Finance Director, reported Cooperative Christian Ministries (CCM) received a \$2,000,000 allocation of ARPA (American Rescue Plan Act) funds. They would like to include the Huddle Housing as an additional approved project.

Rodney Harris, Deputy County Manager, stated CCM's original allocation was for their homeless to housing project, which is to provide transitional housing for those that are experiencing homelessness. He advised the Huddle Housing is more of a longer-term housing CCM would like to be able to use those funds for. Upon approval CCM would be able to use the funds for both projects

A brief discussion ensued.

4.9 Finance - Appropriate Insurance Refund for Ambulance Repair

Kyle Bilafer, Area Manager of Operations, reported an ambulance was involved in an accident on October 23, 2021. The chassis was totaled, and the box was remounted to a new chassis. Insurance funds were received to cover the costs. Mr. Bilafer requested those funds be moved from the insurance account to the general account to cover the cost of the new chassis and remount.

A brief discussion ensued. During discussion, Jimmy Lentz, Emergency Medical Services Director, responded to questions from the Board.

4.10 Finance - Debt Refunding of Limited Obligations Bonds - 2022A

Wendi Heglar, Finance Director, presented a request for debt refunding of Limited Obligation Bonds - 2022A. She stated a public hearing was held last month. Ms. Heglar advised this will require adoption of a resolution to approve refinancing of the prior installment financing contract financings in an aggregate principal amount up to \$130,000,000; the execution and delivery by the Cabarrus County Development Corporation of one or more series of limited obligation bonds related thereto; authorizing the execution and delivery of related documents in connection therewith; and providing for certain other related matters.

Rodney Harris, Deputy County Manager, provided an update regarding the loan term on the new county courthouse project. Mr. Harris advised the loan term will be a 20-year term rather than a 30-year term.

A lengthy discussion ensued. During discussion, Mr. Harris, and Mike Downs, County Manager, responded to questions from the Board.

4.11 Finance - Fire District Property Tax Budget Amendment

Wendi Heglar, Finance Director, presented a request for a fire district property tax budget amendment. She stated this budget amendment will increase Fire Districts' current year property tax collections as well as increase related districts' turnovers. Ms. Heglar also responded to questions from the Board.

4.12 Finance - Resolution Approving Installment Financing Contract 2022B Draw-Down LOBS for Various School and County Projects Up to \$160,000,000

Wendi Heglar, Finance Director, reported Cabarrus County plans to enter into one or more short and/or long-term installment financing contracts, including the use of a draw down loan structure with the Cabarrus County Development Corporation or one or more third parties, for an amount not to exceed \$160,000,000 to finance all or a portion of the cost of constructing and equipping public school and county facilities and various real and personal property improvements. She stated the public hearing was held March 21, 2022.

Mr. Harris, Deputy County Manager, stated this is for the courthouse, the EMS Headquarters, the Mount Pleasant Library and Senior Center, and other projects including roof replacements for the school system.

4.13 Finance - Roberta Road Middle School Road Improvements

Wendi Heglar, Finance Director, reported the bid for Roberta Road Middle School Road Improvements came in well over budget. The budget was \$1.7 million, and the bid was just over \$2.8 million. After value engineering the cost will be less than \$2.5 million. All costs are reimbursable by the North Carolina

Department of Transportation (NCDOT). The budget amendment increases the revenue from NCDOT as well as the expenditures.

Brian Cone, Cabarrus County Schools (CCS), Director of Architecture, Planning and Construction, presented a background of the project and estimated costs for the improvements.

A discussion ensued. During discussion, Mr. Cone responded to questions.

UPON MOTION of Vice Chairman Kiger, seconded by Commissioner Shue and unanimously carried, the Board suspended the Rules of Procedure due to time constraints.

UPON MOTION of Commissioner Shue, seconded by Commissioner Honeycutt and unanimously carried, the Board approved the budget amendment and capital project ordinance.

Date: 4/4/2022	Amount: 1,000,000.00						
Dept. Head: Wendi Heglar	Department: Finance - School Capital Projects						
<input type="checkbox"/> Internal Transfer Within Department	<input type="checkbox"/> Transfer Between Departments/Funds	<input checked="" type="checkbox"/> Supplemental Request					
Cabarrus County School request additional funds to cover road construction for Roberta Road Middle School. Bids came in over budget. The cost will be reimbursed by NCDOT.							
Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
390	9	7346 9802	Road Construction	1,700,000	800,000		2,500,000
390	6	7346 6439	Architects	500,000	800,000		1,300,000

Ordinance No. 2022-15

**CABARRUS COUNTY
SCHOOL CAPITAL PROJECTS
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 School Facilities. Details of the project 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.

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

Contribution from General Fund/CIF	\$19,765,958
Contribution from Capital Projects Fund	9,522,511
Debt Proceeds 2020 Draw Note	46,620,222
Debt Proceeds 2022 Draw Note	55,711,930
Contribution from Capital Reserve Fund	1,662,314
NC Department of Transportation	1,300,000

TOTAL REVENUES \$134,582,935

- C. The following appropriations are made as listed.

CCS Mobile Unit Renovation	\$3,300,000
Concord High Fire Alarm Replacement	89,314
Northwest High Fire Alarm Replacement	89,314
JM Robinson Renovation	81,195
R. Brown McAllister Replacement	39,950,000
Roberta Road Middle School	56,604,300
CCS New High School	9,508,821
Kannapolis Middle School	138,897
AL Brown Football Stadium ADA/Drainage	228,000
AL Brown Roof Replacement	190,000
RCCC Building 1000 Boiler	62,780
RCCC Building 2000 Roof Replacement	154,500
RCCC CBTC HVAC	244,291
Contribution to Capital Reserve	5,001,114
Early College Mobile Units	1,850,000

Deferred Maintenance Cabarrus County Schools	13,431,125
Deferred Maintenance Kannapolis City School	2,451,284
Deferred Maintenance Rowar Cabarrus Community College	1,208,000
 TOTAL EXPENDITURES	 \$134,582,935
GRAND TOTAL - REVENUES	\$134,582,935
GRAND TOTAL - EXPENDITURES	\$134,582,935

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 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, Community Investment Fund or other Capital Project Fund and the portion of the Capital Project associated with the project is closed.

Adopted this 4th day of April, 2022.

CABARRUS COUNTY BOARD OF COMMISSIONERS

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

ATTEST:

/s/ Lauren Linker
Clerk to the Board

4.14 Fire Marshal's Office - Ordinance Approval

Steve Langer, Emergency Management Director, presented a request for approval of the proposed fire district ordinance. He stated this is the last step in the process for finalizing the fire district boundary changes that were presented to the Board in March. Mr. Langer stated the map information was forwarded to the OSFM (Office of the State Fire Marshal). The State has reviewed the maps and no further information is needed in order to move forward. He further stated a map depicting the proposed fire district boundaries is attached to the ordinance.

A discussion ensued. During discussion, Mr. Langer responded to questions from the Board. Jacob Thompson, Fire Marshal, was also in attendance.

4.15 Infrastructure and Asset Management - Courthouse Expansion Public Art Award

Kyle Bilafer, Area Manager of Operations, reported the County received 77 public art RFQs (Request for Qualifications) submittals on December 20, 2021. After several months of evaluations and interviews, the Public Art Selection Committee decided on three finalists who provided a proposal and a 60-minute interview for their project. Those interviews took place during the last week of March 2022. Staff presented the committee's selected finalist for the Courthouse Expansion Public Art Award and announced that Norman Lee was chosen.

A lengthy discussion ensued. During discussion, Mr. Bilafer responded to questions.

Sara Gay, City of Concord, Clearwater Arts Center and Studios Director, and Noelle Scott, Retired Arts Council Director, provided additional comments and information.

Commissioner Honeycutt **MOVED** to suspend the Rules of Procedure due to time constraints. Commissioner Strang seconded the motion.

Following discussion, the **MOTION** unanimously carried.

UPON MOTION of Commissioner Honeycutt, seconded by Commissioner Shue and unanimously carried, the Board approved the bid award and authorized the County Manager to execute the contract between Cabarrus County and Norman Lee, subject to revision by the County Attorney.

4.16 Infrastructure and Asset Management - Mount Pleasant Library-Senior Center-Park Complex Update

Kyle Bilafer, Area Manager of Operations, presented an update and initial draft of the Mount Pleasant Library-Senior Center Park Complex. During the presentation, Mr. Bilafer and Rodney Harris, Deputy County Manager, presented information on the projected costs and operating expenses once the complex is built.

A lengthy discussion ensued. During discussion, Mr. Bilafer, Mr. Harris, Mike Downs, County Manager, and Londa Strong, Active Living and Parks Director, responded to questions from the Board.

The Board provided input regarding the plans and design work. It was the consensus of the Board for the project to move forward and completed in its entirety.

4.17 Planning and Development - Community Development Division- Housing and Home Improvement Budget Amendment

Kelly Sifford, Planning and Development Director, reported Cabarrus County has received \$390 of program revenue for the Housing and Home Improvement Program grant. According to the grant requirements, the funds need to be allocated back to the program for expanded services.

A brief discussion ensued. During discussion, Ms. Sifford responded to questions.

5. Approval of Regular Meeting Agenda

5.1 BOC - Approval of Regular Meeting Agenda

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

UPON MOTION of Commissioner Honeycutt, seconded by Commissioner Shue and unanimously carried, the Board approved the agenda as follows for the April 19, 2022 regular meeting.

Approval or Correction of Minutes

- Approval or Correction of Meeting Minutes

Recognitions and Presentations

- Active Living and Parks - Older Americans Month Proclamation

Consent

- Active Living and Parks - Senior Center Grants
- Appointments - Nursing Home Community Advisory Committee
- Appointments (Removals) - Industrial Facilities and Pollution Control Financing Authority
- BOC - Resolution Dissolving Advisory Board
- DHS - Transportation Drug and Alcohol Policy
- DHS - Transportation Federal Transit Administration Resolution
- DHS - Transportation System Safety Plan
- Finance - American Rescue Plan Act Funds for Broadband and Nonprofits
- Finance - American Rescue Plan Act Funds for Cooperative Christian Ministry
- Finance - Appropriate Insurance Refund for Ambulance Repair
- Finance - Debt Refunding of Limited Obligations Bonds - 2022A
- Finance - Fire District Property Tax Budget Amendment
- Finance - Resolution Approving Installment Financing Contract 2022B Draw-Down LOBS for Various School and County Projects Up to \$160,000,000
- Fire Marshal's Office - Ordinance Approval
- Infrastructure and Asset Management - Mt. Pleasant Library-Senior Center-Park Complex Update
- Planning and Development - Community Development Division- Housing and Home Improvement Budget Amendment
- Tax Administration - Refund and Release Reports - March 2022

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
- Budget - Monthly Budget Amendment Report
- Budget - Monthly Financial Update
- County Manager - Monthly Building Activity Reports
- County Manager - Monthly New Development Report
- EDC - March 2022 Monthly Summary Report

6. Closed Session

6.1 Closed Session - Pending Litigation and Economic Development

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

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

Return to Open Session

Commissioner Honeycutt announced the Youth Leadership Institute will kick off tomorrow, Tuesday, April 5, 2022, with a retreat, attend a Cannon Baller game on May 3, 2022, and hold five sessions in June. Twenty-five students from across the County are participating.

7. Adjourn

UPON MOTION of Commissioner Shue, seconded by Vice Chairman Kiger and unanimously carried, the meeting adjourned at 7:40 p.m.



Lauren Linker
Lauren Linker, Clerk to the Board