

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**December 18, 2023
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

MOMENT OF SILENCE

A. BOARD ORGANIZATION

1. Board of Commissioners - Election of Chairman Pg. 4
2. Board of Commissioners - Election of Vice Chairman Pg. 6
3. Board of Commissioners - Comments from Chairman and Vice Chairman Pg. 8

B. APPROVAL OF THE AGENDA

C. RECOGNITIONS AND PRESENTATIONS

1. Active Living and Parks - Cabarrus Senior Games State Finals Participants Recognition Pg. 9
2. County Manager - Recognition of Matt Love Pg. 11
3. DHS - Transportation Driver Recognition Pg. 13
4. Human Resources – Recognition of Anthony Hodges on his Retirement from Cabarrus County Human Services Pg. 14
5. Proclamation - Reverend Dr. Martin Luther King, Jr. Day Pg. 15

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 and Removals - Active Living and Parks Commission Pg. 17
2. Appointments - Cabarrus-Rowan Metropolitan Planning Organization Technical Pg. 23 Coordinating (TAC) Committee (TCC) and Transportation Advisory Committee
3. Appointments (Removals) - Juvenile Crime Prevention Council (JCPC) Pg. 25
4. Appointment and Removals – Mental Health Advisory Board Pg. 33
5. Active Living and Parks - 2024 Fees and Charges Updates Pg. 40
6. Active Living and Parks - Phase 2 Matching Incentive Grant Project Approval Pg. 71
7. Behavioral Health – Amended Resolution to Direct the Expenditure of Opioid Settlement Funds Pg. 75
8. BOC - Annual Bond Approval - Deputy Finance Director Pg. 80
9. BOC - Annual Bond Approval - Finance Director Pg. 81
10. BOC - Annual Bond Approval - Human Resources Director Pg. 82
11. BOC - Annual Bond Approvals - Register of Deeds Pg. 84
12. BOC - Annual Bond Approvals - Sheriff Pg. 86
13. BOC - Annual Bond Approvals - Tax Administrator Pg. 87
14. BOC - Appointment Policy Pg. 89
15. BOC - 2024 Commissioner Board Appointments Pg. 91
16. BOC - Resolution Establishing the Board of Commissioners' 2024 Meeting Schedule Pg. 94
17. BOC - Resolution Human Services Director Pg. 98
18. County Manager - Resolution for Emergency Housing Support Pg. 100
19. Department of Human Services - Senior Health Insurance Information Program (SHIIP) Funding Increase Pg. 105
20. Emergency Management - Squad 410 Career Development Plan Proposal Pg. 108
21. Information Technology Services - Budget Amendment for 911 PC Purchase Pg. 122
22. Information Technology Services - Contract for Multifunction Devices Pg. 126
23. Library - Budget Amendment for Mt. Pleasant Collection Pg. 169
24. Planning Department - Budget Amendment for Duke Power Rebate Funds Adjustment Pg. 171
25. Tax Administration - Refund and Release Reports – November 2023 Pg. 174

G. NEW BUSINESS

1. BOC - Economic Development Grant Program Policy Pg. 185
2. BOC - Rules of Procedure Pg. 195

H. REPORTS

1. BOC - Receive Updates from Commission Members who Serve as Liaisons to Municipalities or on Various Boards/Committees Pg. 221
2. BOC - Request for Applications for County Boards/Committees Pg. 222

3. Budget - Monthly Budget Amendment Report Pg. 236
4. Budget - Monthly Financial Update Pg. 246
5. County Manager - Monthly Building Activity Reports Pg. 252
6. EDC - November 2023 Monthly Summary Report Pg. 259

- I. GENERAL COMMENTS BY BOARD MEMBERS**
- J. WATER AND SEWER DISTRICT OF CABARRUS COUNTY**
- K. CLOSED SESSION**
- L. ADJOURN**

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

**December 18, 2023
6:30 PM**

AGENDA CATEGORY:
BOARD ORGANIZATION

SUBJECT:
Board of Commissioners - Election of Chairman

BRIEF SUMMARY:
According to the Cabarrus County Board of Commissioners' Rules of Procedure, the Board organization structure is addressed at the December regular session meeting in odd-numbered years. The main goal of the Board Organization agenda item shall be the election of a chair and vice-chair for the ensuing year. The County Manager will preside over the meeting until the chair is elected.

REQUESTED ACTION:
1. Open the floor for nominations.
2. Close nominations.
3. Motion to elect a Chairman.

EXPECTED LENGTH OF PRESENTATION:
5 Minutes

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

**December 18, 2023
6:30 PM**

AGENDA CATEGORY:
BOARD ORGANIZATION

SUBJECT:
Board of Commissioners - Election of Vice Chairman

BRIEF SUMMARY:
According to the Cabarrus County Board of Commissioners' Rules of Procedure, the Board organization structure is addressed at the December regular session meeting in odd-numbered years. The main goal of the Board Organization agenda item shall be the election of a chair and vice-chair for the ensuing year. The County Manager will preside over the meeting until the chair is elected.

REQUESTED ACTION:
1. Open the floor for nominations for the position of Vice Chairman.
2. Close nominations.
3. Motion to elect a Vice Chairman.

EXPECTED LENGTH OF PRESENTATION:
5 Minutes

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

**December 18, 2023
6:30 PM**

AGENDA CATEGORY:
BOARD ORGANIZATION

SUBJECT:
Board of Commissioners - Comments from Chairman and Vice Chairman

BRIEF SUMMARY:
The newly elected Chairman and Vice Chairman may wish to address the Board and viewing audience.

REQUESTED ACTION:
Receive comments from the Chairman and Vice Chairman.

EXPECTED LENGTH OF PRESENTATION:
5 Minutes

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

**December 18, 2023
6:30 PM**

AGENDA CATEGORY:

Recognitions and Presentations

SUBJECT:

Active Living and Parks - Cabarrus Senior Games State Finals Participants Recognition

BRIEF SUMMARY:

North Carolina Senior Games is a year-round health and wellness education program for adults 50 years of age and better. The annual Cabarrus Senior Games held in the Spring, 2023 hosted 262 local athletes and 113 Silver Artists for local competition. Of those that medaled locally, 69 competed in the North Carolina Senior Games State Finals. There were 57 medals awarded at State Finals. We have asked those individuals to join us to be recognized for their success at State Finals and for their continued dedication to Cabarrus Senior Games.

REQUESTED ACTION:

Recognize Cabarrus Senior Games participants.

EXPECTED LENGTH OF PRESENTATION:

10 Minutes

SUBMITTED BY:

Ian Sweeney, Project and Event Manager

Megan Baumgardner, Active Living and Parks Commission Chair

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

**December 18, 2023
6:30 PM**

AGENDA CATEGORY:

Recognitions and Presentations

SUBJECT:

County Manager - Recognition of Matt Love

BRIEF SUMMARY:

Thomas " Matt" Love was awarded the Edison Hubert Johnson Award on August 2 at the 2023 North Carolina Building Official's Annual Conference. This award is NCBIA's highest award recognizing an individual for their active participation, leadership, dedication, and professionalism over their career in code enforcement. Traits displayed by the first president of the association; in whose name this award is given. Matt Love was selected because he has distinguished himself not only within his jurisdiction, but whose services to the association and its statewide membership have been invaluable. Matt has served many years on the North Carolina Building Inspectors' Association in various roles; serving as an Area Director, chairing the Education Committee, serving as the association's Treasurer and Vice President. This past year, Matt led the association as the 2023 President.

REQUESTED ACTION:

Recognize Thomas " Matt" Love for being awarded the Edison Hubert Johnson Award by the North Carolina Building Officials Association.

EXPECTED LENGTH OF PRESENTATION:

5 Minutes

SUBMITTED BY:

Kelly Sifford, AICP
Assistant County Manager

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

**December 18, 2023
6:30 PM**

AGENDA CATEGORY:

Recognitions and Presentations

SUBJECT:

DHS - Transportation Driver Recognition

BRIEF SUMMARY:

Cabarrus County Transportation uses a vendor for overflow and weekend trips. In October they went out of business with only an eight-day notice. Our drivers have stepped up and volunteered to work the last six weekends to make sure our clients made it to their medical appointments without interruption.

REQUESTED ACTION:

Thank them for their efforts.

EXPECTED LENGTH OF PRESENTATION:

5 Minutes

SUBMITTED BY:

Bob Bushey, Transportation Manager

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

**December 18, 2023
6:30 PM**

AGENDA CATEGORY:

Recognitions and Presentations

SUBJECT:

Human Resources – Recognition of Anthony Hodges on his Retirement from Cabarrus County Human Services

BRIEF SUMMARY:

After 29 years of service to Cabarrus County and its citizens, Anthony Hodges will retire on January 1, 2024.

REQUESTED ACTION:

Recognize Anthony Hodges for his many years of dedicated service to Cabarrus County and its citizens.

EXPECTED LENGTH OF PRESENTATION:

5 Minutes

SUBMITTED BY:

Lundee Covington, Human Resources Director

Karen Calhoun, Human Services 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

**December 18, 2023
6:30 PM**

AGENDA CATEGORY:

Recognitions and Presentations

SUBJECT:

Proclamation - Reverend Dr. Martin Luther King, Jr. Day

BRIEF SUMMARY:

The following proclamation designates January 15, 2024 as Reverend Dr. Martin Luther King, Jr. Day in Cabarrus County.

REQUESTED ACTION:

Motion to adopt the proclamation.

EXPECTED LENGTH OF PRESENTATION:

3 Minutes

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:

- Proclamation



PROCLAMATION

WHEREAS, Reverend Dr. Martin Luther King, Jr., was born on January 15, 1929 in Atlanta, Georgia, and devoted his life to fighting poverty, injustice and racism in America; and

WHEREAS, Reverend Dr. King, through his practice of non-violent protest, promoted the importance of love, peace and freedom for humankind and challenged America to honor its promise of liberty and justice for all citizens; and

WHEREAS, during his lifetime, Reverend Dr. King sought to forge the common ground on which individuals of all ages, races and backgrounds could join together to address important community issues and provide service to their community; and

WHEREAS, the third Monday in January has been established as a national holiday to observe the anniversary of Reverend Dr. King's birth and commemorated as a national day of service; and

NOW THEREFORE, the Cabarrus County Board of Commissioners hereby proclaims Monday, January 15, 2024 as Reverend Dr. Martin Luther King, Jr. Day in Cabarrus County and encourages all citizens to join in the special programs and ceremonies to be held throughout the county honoring the life and work of Reverend Doctor King and his legacy of peace and equality for all citizens.

Adopted this 18th day of December, 2023.

Stephen M. Morris, Chairman
Board of Commissioners

Attest:

Lauren Linker, Clerk to the Board

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**December 18, 2023
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

Appointments and Removals - Active Living and Parks Commission

BRIEF SUMMARY:

The Nominating Committee for the Active Living and Parks (ALP) Commission has the following recommendations for Committee members:

Remove Kevin Hutchins as the Harrisburg Planning District Representative and thank him for his service.

Appoint Chad Roberts to fill the unexpired term of Kevin Hutchins as the Harrisburg Planning District Representative; term will expire January 31, 2025.

Re-appointment of Patsy Brown as the Eastern Planning District Representative for a three-year term expiring January 31, 2027. Note: Ms. Brown filled an unexpired term and then served her first term beginning in 2020. This will be her final term.

REQUESTED ACTION:

Motion to remove Kevin Hutchins (Harrisburg Planning District Representative) from the Active Living and Parks Commission roster and thank him for his service.

Motion to appoint Chad Roberts to fill the unexpired term of Kevin Hutchins (Harrisburg Planning District Representative); term expiring January 31, 2025.

Motion to reappoint Patsy Brown (Eastern Planning District Representative) to a three-year term. The term will begin January 31, 2024 and end January 31, 2027.

EXPECTED LENGTH OF PRESENTATION:**SUBMITTED BY:**

Londa Strong, Active Living and Parks 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:

- Resignation Letter
- Recommendation Letter
- Roster



YOUR VOICE MATTERS

CABARRUS COUNTY'S 2022 WORKPLACE
SURVEY AMBASSADOR

From: Kevin Hutchins <kevinhutchinsk@gmail.com>
Sent: Thursday, September 14, 2023 1:27 PM
To: Londa Strong <LStrong@cabarruscounty.us>
Subject: ALPS Commission

CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe!

Londa

I hope you are doing well. I have been absent from the last few meetings and the ones I have attended have been via Zoom due to my travel schedule with work. Unfortunately, I believe it would be beneficial for me to step down. My travel schedule has really picked up in the last six months and I do not see that changing. This commission and Harrisburg deserve a better representation than what I can currently provide.

Thank you
Kevin Hutchins

MEMO

TO: Cabarrus County BOC
FROM: Active Living and Parks Commission
DATE: November 27, 2023

RE: Appointments and Removals from ALP Commission

The ALP Commission accepted the email of resignation from Kevin Hutchins, Harrisburg Planning area representative and reviewed Chad Roberts application for Harrisburg replacement.

Patsy Brown is eligible for 1 additional 3-year term and submitted her application.

The Nomination Committee received the information and recommended approval by the Board of Commissioners.



A handwritten signature in blue ink, appearing to read "Megan E. Johnson".

ALP Commission Chair

Active Living and Parks Commission

**3-Year Terms
11-Member Commission**

<u>APPOINTEE</u>	<u>PLANNING AREAS</u>	<u>DATE OF APPOINTMENT</u>
Emily Baldwin 4166 Brownwood Lane NW Concord, NC 28027	Concord	APPOINTMENT: 04/17/23 (unexpired term) TERM EXPIRING: 01/31/25
Patsy Brown 5260 Merle Road Concord, NC 28025	Eastern	APPOINTMENT: 05/15/17 (unexpired term) REAPPOINTMENT: 02/17/20 EXTENSION: 10/18/21~ TERM EXPIRING: 01/31/24
Ronnie Tucker 12209 Jim Sossoman Road Midland, NC 28025	Senior Centers* Advisory Committee Member	APPOINTMENT: *
Tim Furr 3344 Muddy Creek Road Midland, NC 28107	Cabarrus* School Board	APPOINTMENT: *
Kenny Robinson 200 Archibald Road Concord, NC 28025	Central	APPOINTMENT: 05/17/21 EXTENSION: 10/18/21~ TERM EXPIRING: 01/31/25
Millicent Malit 3178 Helmsley Court Concord, NC 28027	Kannapolis	APPOINTMENT: 04/17/23 TERM EXPIRING: 04/30/26
John Poole 6256 Mountain Vine Avenue Kannapolis, NC 28081	At-Large	APPOINTMENT: 05/15/23 TERM EXPIRING: 05/31/26
Kevin Clark 316 Cottage Drive Kannapolis, NC 28083	Kannapolis* School Board	APPOINTMENT: *
Tim Cook 4570 Chanel Court Concord, NC 28025	Midland	APPOINTMENT: 05/15/23 TERM EXPIRING: 05/31/26
Megan Baumgardner - Chair 7120 Macedonia Church Road Concord, NC 28027	Northwest Cabarrus	APPOINTMENT: 05/16/16** REAPPOINTMENT: 01/22/19** EXTENSION: 10/18/21~ TERM EXPIRING: 01/31/23

Kevin Hutchins 6156 Maple Leaf Avenue Harrisburg, NC 28075	Harrisburg	APPOINTMENT: 05/17/21 EXTENSION: 10/18/21~ TERM EXPIRING: 01/31/25
--	------------	--

Commissioner Kenny Wortman is the liaison.

Note: The Board approved the reorganization of the Parks and Recreation Commission on August 21, 2006, converting the Commission from townships to geographic planning areas. Further, two additional positions were created for the Midland and Harrisburg planning areas.

Note: The Parks Commission meets on the 3rd Thursday of the month at the Concord Senior Center at 6:00 p.m.

Note: The Parks Commission adopted new Bylaws at its October 18, 2012 meeting. The name was changed to Active Living and Parks Commission and according to the Bylaws, Article IV Section 2, the Active Living and Parks Commission shall be composed of ten (10) Cabarrus County Citizens, one (1) Sr. Centers Advisory Council Member, and one (1) representative from the Cabarrus County board of Commissioners serving as a non-voting liaison.

At the October 18, 2012 Active Living and Parks Commission meeting, new by-laws were adopted.

*At the February 16, 2015 Board of Commissioners' meeting, a revision to the Active Living and Parks Commission Bylaws: Article IV, Membership of Commission, Sections 4, 5 and 6 was approved by the Board.

**An exception to the "service on multiple boards" provision of the Appointment Policy was granted.

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

~Due to COVID-19, the Board was requested and approved a one-year extension on the terms of appointment for all members.

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**December 18, 2023
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

Appointments - Cabarrus-Rowan Metropolitan Planning Organization Technical Coordinating (TCC) Committee (TCC) and Transportation Advisory Committee

BRIEF SUMMARY:

Each year, the Board of Commissioners has to appoint or reappoint representatives to the Cabarrus-Rowan Metropolitan Planning Organization Technical Coordinating Committee (TCC) and Transportation Advisory Committee (TAC).

Staff respectfully requests that Susie Morris, Planning Director, be appointed as the Cabarrus County TCC representative and that Phil Collins, Senior Planner, be appointed as the alternate representative.

The Board of Commissioners will also need to appoint a commission member to serve on the TAC as the regular member, along with an alternate member. Commissioner Furr currently serves as the representative for Cabarrus County and Commissioner Shue serves as the alternate.

REQUESTED ACTION:

Motion to reappoint Susie Morris, Planning Director, as the Cabarrus County TCC representative and Phil Collins, Senior Planner, as the alternate representative for one-year terms ending December 31, 2024.

Motion to appoint Commissioner Furr as the regular member and Commissioner Shue as the alternate member to the TAC for one-year terms ending December 31, 2024.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:

Susie Morris, Planning 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

**December 18, 2023
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

Appointments (Removals) - Juvenile Crime Prevention Council (JCPC)

BRIEF SUMMARY:

During the November 15 regular meeting, the JCPC voted unanimously to recommend the appointments of (1) Melissa Dixon to fill the vacant Member of the Business Community seat; (2) Lakesha Steele to fill the vacant Member of the Public representing Families of At-Risk Youth seat; and (3) Rosemary Gause to fill the vacant Member at Large seat.

REQUESTED ACTION:

Motion to appoint Melissa Dixon as Member of the Business Community for the term ending September 30, 2025 and add her name to the JCPC Roster Number 15 position. This position was vacated by Mark Boles in September 2023.

Motion to appoint Lakesha Steel as Member of the Public Representing the Interests of Families of At-Risk Youth for the term ending June 30, 2024 and add her name to the JCPC Roster Number 12b position. This position was vacated by Heather Jones in October 2023.

Motion to appoint Rosemary Gause as Member at Large for the term ending June 30, 2024 and add her name to the JCPC Roster Number 19b position. This position was vacated by Jamica LaFranque in October 2023.

EXPECTED LENGTH OF PRESENTATION:**SUBMITTED BY:**

Joanie Bischer, Administrative Assistant

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:

- Letter of Recommendation
- Roster



November 16, 2023

Cabarrus County Board of Commissioners
PO Box 707
Concord NC 28026

Dear Commissioners,

The Juvenile Crime Prevention Council (JCPC) considered candidates for three recently-vacated seats. Four of seven potential candidates attended the Council's October 18 meeting to introduce themselves. Following deliberation during its regular meeting on November 15, the Council voted unanimously to recommend the following candidates for appointment. Each candidate confirmed a willingness to serve.

- **Melissa Dixon** is recommended for the statutorily-required *Member of the Business Community* vacancy. Ms. Dixon is a Human Resources professional employed with a multi-national banking institution. She earned a bachelor's degree in criminal justice and a masters in HR Management. Ms. Dixon also owns and operates a non-profit called "The Big E-The Elephant in the Room-Life Changers Inc." This organization focuses on providing support and assistance to individuals affected by mental illness, domestic violence, substance abuse, and includes former victims of sex trafficking. During the meeting, Ms. Dixon confirmed the non-profit has no plans to apply for JCPC funding.
- **Lakesha Steele** is recommended for the statutorily-required *Member of the Public representing the Interests of Families of At-Risk Youth* vacancy. Ms. Steele earned an associate degree in Criminal Justice and is a licensed CNA with 10 years' experience working in Residential Level III group homes, whose residents include youth diagnosed with oppositional defiant disorder, ADHD, and conduct disorder. Ms. Steele is the mother of two children who were diagnosed with ADHD in elementary school. She is familiar with the dynamics of family therapy, individual youth counseling, and youth behavioral management. She is active in her church and volunteers in local shelters.
- **Rosemary Gause** is recommended for the *Member At Large* vacancy. She earned a bachelor's degree and MBA from Queens University and is a finance and accounting professional. She currently serves as CFO for the Junior League of Charlotte, which works with multiple non-profit organizations that are involved with at-risk youth. Ms. Gause is also an adjunct professor at Johnson C. Smith University. She expressed that although she spends a lot of time in Charlotte, she has lived in Cabarrus County since 2011 and is eager to serve youth within her community.

Please do not hesitate to contact JCPC Chair Megan Baumgardner or me with any questions. Thank you for your consideration.

Sincerely,

Joanie Bischer
Cabarrus County JCPC
Administrative Assistant
704.785.0932

JUVENILE CRIME PREVENTION COUNCIL
2-Year Terms

<u>Appointee</u>	<u>Representing</u>	<u>Term of Appointment</u>
(1) Amy Jewell 9287 Naron Lane Harrisburg, NC 28075	School Superintendent (Designee)	Appointment: 07/21/20**** Reappointment: 09/19/22 Term Ending: 09/30/24
(2) Matthew Greer 41 Cabarrus Avenue W Concord, NC 28025	Police Chief (Designee)	Appointment: 10/18/21 Term Ending: 09/30/23 Re-Appointment: 10/16/23 Term Ending: 09-30-25
(3) Travis Burke Sheriff's Department P.O. Box 707 Concord, NC 28026	Sheriff (or designee)	Appointment: 10/17/22 Term Ending: 09/30/24
(4) Ashlie Shanley P.O. Box 70 Concord, NC 28026	District Attorney (or designee)	Appointment: 12/19/22 (unexpired term) Term Ending: 06/30/24
(5) Malisha Ross 5212 Grass Ridge Drive Charlotte, NC 28216	Area Mental Health (Designee)	Appointment: 07/17/23^ (unexpired term) Term Ending: 09/30/24
(6) Gayle Alston 611 Green Tree Drive Lewisville, NC 27023	Chief Court Counselor Director (Designee)	Appointment: 07/17/23^ (unexpired term) Term Ending: 09/30/26
(7) Sharon Reese Department of Social Services 1303 S. Cannon Boulevard Kannapolis, NC 28083	DSS Director (Designee)	Appointment: 06/17/19^^ (unexpired term) Appointment: 06/17/19^^ Reappointment: 09/20/21^ Term Ending: 09/30/23 Reappointment: 10/16/23^ Term Ending: 09-30-25
(8) Dr. Aalece Pugh-Lilly P. O. Box 707 Concord, NC 28026-0707	County Manager (or Designee)	Appointment: 09/18/23 Term Ending: 09/30/25
(9) Terry Wise 391 Knoll Court SE Concord, NC 28025	Substance Abuse Professional	Appointment: 07/17/18 Reappointment: 07/21/20 Reappointment: 06/20/22 Term Ending: 06/30/24

(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 Reappointment: 09/16/19* Reappointment: 09/20/21* Term Ending: 09/30/23 Reappointment: 09/18/23* Term Ending: 09/30/25
(11)	Chris Measmer P. O. Box 707 Concord, NC 28026	County Commissioner	Appointment: 12/19/22 Term Ending: 12/31/23
(12a)	Mikayla Branch 9650 Estridge Lane Concord, NC 28027	Youth < 21	Appointment: 10/17/22 Term Ending: 06/30/24
(12b)		Member of the Public Representing the Interests of Families of At-Risk Youth	Appointment: Term Ending:
(13)	Heather Mobley 145 Union Street South, Suite 108 Concord, NC 28025	Juvenile Defense Attorney	Appointment: 03/20/17^ (unexpired term) Reappointment: 07/17/17^ Reappointment: 06/17/19^ Reappointment: 06/21/21^ Term Ending: 06/30/23 Reappointment: 06/19/23*^ Term Ending: 06/30/25
(14)	Judge Christy Wilhelm County Courthouse P. O. Box 70 Concord, NC 28026-0070	Chief District Court Judge (Designee)	Appointment: 02/20/23 (unexpired term) Term Ending: 06/30/23 Reappointment: 06/19/23* Term Ending: 06/30/25
(15)		Member of Business Community	Appointment: Term Ending:
(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 Reappointment: 09/16/19* Reappointment: 09/20/21*

Term Ending: 09/30/23
 Reappointment: 09/18/23*
 Term Ending: 09/30/25

(17)	Carolyn Carpenter 6526 Weldon Circle Concord, NC 28027	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* Reappointment: 06/17/19* Reappointment: 06/21/21* Term Ending: 06/30/23 Reappointment: 06/19/25* Term Ending: 06/30/25*
(18)	Jacob Wentink P.O. Box 707 Concord, NC 28026	Active Living & Parks	Appointment: 09/19/22 Term Ending: 09/30/24

County Commissioner Appointees (At-large members)

(19a)	Ashley Fitch 6155 The Meadows Lane Harrisburg, NC 28075	Appointment: 10/17/22 Term Ending: 09/30/24
(19b)		
(19c)	Adrian Attaway 401 Laureate Way Kannapolis, NC 28081	Appointment: 10/17/22^ (unexpired term) Term Ending: 09/30/23 Reappointment: 09/18/23 Term Ending: 09/30/25
(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* Reappointment: 07/21/20* Reappointment: 06/20/22* Term Ending: 06/30/24

(19e)	Connie Philbeck 1100 Braughton Avenue Concord, NC 28025	Appointment: 05/20/13*** Reappointment: 06/15/15 Reappointment: 07/17/17 Reappointment: 06/17/19* Reappointment: 06/21/21* Term Ending: 06/30/23 Reappointment: 06/19/23* Term Ending: 06/30/25
(19f)	Megan Baumgardner (Chairman) 7120 Macedonia Church Road Concord, NC 28027	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*< Appointment: 08/19/19*< (unexpired term) Reappointment: 09/21/20*< Reappointment: 09/19/22*< Term Ending: 09/30/24
(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* Reappointment: 09/16/19* Reappointment: 09/20/21* Term Ending: 09/30/23 Reappointment: 09/18/23 Term Ending: 09/30/25*

* 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.

^^Sharon Reese was appointed to complete an unexpired term and additionally to a two-year term ending September 30, 2021 at the Boards’ June 17, 2019 regular meeting.

****Amy Jewell was appointed as the “School Superintendent/Designee” representative on July 21, 2020 to complete

an unexpired term and an additional two-year term ending September 30, 2022.

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**December 18, 2023
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

Appointment and Removals – Mental Health Advisory Board

BRIEF SUMMARY:

There are several terms on the Mental Health Advisory Board ending December 31, 2023. The following members have agreed to serve another term: Sheriff Van Shaw (Cabarrus County Sheriff's office representative), Chief Terry Spry (Kannapolis Police Department representative), Mayor Pro-Tem Darren Hartsell (Mayor/City Council - Midland representative), Amy Jewel (Cabarrus County Schools representative), Karen Calhoun (Department of Human Services representative) and Gayle Alston (Juvenile Justice representative). Ms. Alston is not a county resident; an exception to the residency provision of the Appointment Policy will be needed. Ms. Jewel will need an exception to the length of service provision of the Appointment Policy. Ms. Calhoun will need an exception to the residency provision of the Appointment Policy.

Judge Steve Grossman is unable to continue to serve due to his forthcoming retirement in February 2024. Chief Gary Gacek retired in September 2023 and Tri Tang requested another colleague represent Atrium Healthcare starting in 2024. Georgia Lozier has relocated to South Carolina and will no longer be able to serve. It is requested to remove their names from the roster.

Judge Christy Wilhem suggested that Judge Michael Knox as the Local Judge representative. Tri Tang requested that Angela Reid represent the Atrium Healthcare as the Local Provider representative.

Interim Chief Jimmy Hughes (Concord Police Department representative) will fill Retired Chief Gacek's unexpired term through December 31, 2024.

REQUESTED ACTION:

Motion to remove Judge Steve Grossman, Retired Chief Gary Gacek and Tri Tang from the Mental Health Advisory Board roster and thank them for their service.

Motion to reappoint the following members of the Mental Health Advisory Board for three-year terms ending December 31, 2026: Sheriff Van Shaw, Chief Terry Spry, Mayor Pro-Tem Darren Hartsell, Amy Jewel, Karen Calhoun and Gayle Alston and to include an exception to the residency and multiple boards provisions of the appointment policy for Ms. Alston, an exception to the length of service provision of the appointment policy for Ms. Jewel and an exception to the residency provision of the appointment policy for Ms. Calhoun.

Motion to appoint the following members to the Mental Health Advisory Board for three-year terms ending December 31, 2026: Judge Michael Knox (Local Judge representative) and Angela Reid (Local Provider representative).

Motion to appoint Interim Chief Jimmy Hughes (Concord Police Department representative) to fill the unexpired vacant Concord Police Department seat for the term ending December 31, 2024.

EXPECTED LENGTH OF PRESENTATION:**SUBMITTED BY:**

Lauren Linker, Clerk to the Board

Jodi Ramirez, Community Engagement Coordinator/Justice Liaison

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:

- Resignation Letter
- Recommendation Letter
- Roster

Georgia R. Lozier
26 Elk Ridge Lane
Southern Pines, NC 28387
georgialozier@gmail.com
704-454-8197

September 20, 2023

Mike Downs
County Manager
Cabarrus County
65 Church St. S
Concord, NC 28025

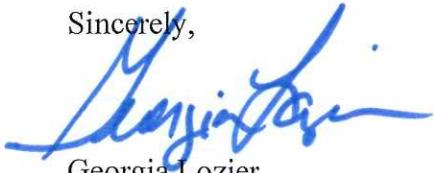
Dear Mike,

Please accept this letter as my resignation from the Cabarrus County Mental Health Advisory Board (MHAB). I should have submitted this sooner; please accept my apology for not doing so.

I am so proud of everything that Cabarrus County is doing to provide mental health services and resources for its residents. It has been an honor to serve two terms on the county's Mental Health Advisory Board. I have learned so much from all the members of this organization. The efforts of MHAB without a doubt have made a difference for children, parents, and the community at large. I applaud the county for its tremendous efforts.

I thank you for having allowed me to serve these two terms. I wish the Cabarrus County Mental Health Advisory Board the best of luck and know you will continue to enhance and improve mental health services for the community.

Sincerely,



Georgia Lozier

cc: Jodi Ramirez, Community Engagement Coordinator
Steve Morris, Chair- Cabarrus County Commission



CABARRUS COUNTY

MENTAL HEALTH ADVISORY BOARD

Cabarrus County Commissioners
65 Church Street
Concord, NC 28025

Commissioners,

The Mental Health Advisory Board continues to make great strides in its commitment to helping those with mental health and substance use challenges. We continue to evolve as a board; therefore, I am recommending the for your approval:

Judge Michael Knox representing Local Judge for outgoing Judge Steve Grossman who is resigning due to his forthcoming retirement.

Interim Chief Jimmy Hughes representing Concord Police Department for Ret. Chief Gary Gacek.

Angela Reid representing Local Provider (Atrium Healthcare) for Tri Tang who is resigning.

Also, for your approval, to re-appoint the following to serve another 3-year term:

Sheriff Van Shaw representing Cabarrus County Sheriff's Office

Chief Terry Spry representing Kannapolis Police Department

Mayor Darren Hartsell representing Midland City Council

Amy Jewel representing Cabarrus County Schools

Karen Calhoun representing Cabarrus County Department of Human Services

Gayle Alston representing Department of Public Safety – DJJ At-Large

MENTAL HEALTH ADVISORY BOARD

26-Member Board

PRIMARY MEMBER	SECONDARY	REPRESENTING	TERM OF APPOINTMENT	
Ashlie Shanley 77 Union Street S Concord, NC 28025	Beth Street	District Attorney's Office	APPOINTMENT: REAPPOINTMENT: REAPPOINTMENT: TERM EXPIRING:	03/20/17 01/21/20 12/20/21 12/31/24
Steve Grossman P.O. Box 70 Concord, NC 28026		Local Judge	APPOINTMENT: (unexpired) TERM EXPIRING:	02/20/23 12/31/23
H. Jay White, Sr. 5601 Meadow Bluff Ct. Concord, NC 28027		Local Attorney	APPOINTMENT: REAPPOINTMENT: REAPPOINTMENT: TERM EXPIRING:	08/21/17 01/21/20 12/20/21 12/31/24
Mitzi Quinn 2550 Walker Road Mt. Pleasant, NC 28124		NC DPS - Adult Probation & Department of Juvenile Justice	APPOINTMENT: (unexpired) REAPPOINTMENT: REAPPOINTMENT: TERM EXPIRING:	06/19/17 01/21/20 12/20/21 12/31/24
Van Shaw P.O. Box 707 Concord, NC 28026	Tessa Burchett	Cabarrus County Sheriff's Office	APPOINTMENT: REAPPOINTMENT: TERM EXPIRING:	12/17/18 02/15/21 12/31/23
Gary Gacek 41 Cabarrus Avenue W Concord, NC 28025	Keith Eury	Concord Police Department	APPOINTMENT: REAPPOINTMENT: REAPPOINTMENT: TERM EXPIRING:	03/20/17 02/17/20 12/20/21 12/31/24
Terry Spry 401 Laureate Way Kannapolis, NC 28081	Daniel Wallace	Kannapolis Police Department	APPOINTMENT: REAPPOINTMENT: TERM EXPIRING:	12/17/18 02/15/21 12/31/23
Kenny Wortman P.O. Box 707 Concord, NC 28026		County Commissioner	APPOINTMENT: TERM EXPIRING:	12/19/22 12/31/23
William Dusch P.O. Box 308 Concord, NC 28026	Lloyd Payne	Mayor/City Council Concord	APPOINTMENT: (unexpired) REAPPOINTMENT: REAPPOINTMENT:	02/19/18 01/21/20 12/20/21

			TERM EXPIRING:	12/31/24
Steve Sciascia P.O. Box 100 Harrisburg, NC 28075	Diamond Staton-Williams	Mayor/City Council Harrisburg	APPOINTMENT: REAPPOINTMENT: REAPPOINTMENT: TERM EXPIRING:	03/20/17 12/17/18 03/15/21 12/31/23
Darrell Hinnant 401 Laureate Way Kannapolis, NC 28081	Mike Legg	Mayor/City Council Kannapolis	APPOINTMENT: REAPPOINTMENT: REAPPOINTMENT: TERM EXPIRING:	03/20/17 02/17/20 12/20/21 12/31/24
Darren Hartsell 14001 Cabarrus Station Rd. Midland, NC 28107		Mayor/City Council Midland	APPOINTMENT: TERM EXPIRING:	02/15/21 12/31/23
Del Eudy P.O. Box 1017 Mt. Pleasant, NC 28124	Randy Holloway	Mayor/City Council Mount Pleasant	APPOINTMENT: REAPPOINTMENT: REAPPOINTMENT: TERM EXPIRING:	03/20/17 01/21/20 12/20/21 12/31/24
Amy Jewell 9287 Naron Lane Harrisburg, NC 28075	Melissa Gallimore	Cabarrus County Schools	APPOINTMENT: REAPPOINTMENT: REAPPOINTMENT: TERM EXPIRING:	03/20/17 12/17/18 02/15/21 12/31/23
Jessica Grant 818 Waverly Court NE Concord, NC 28025		Kannapolis City Schools	APPOINTMENT: REAPPOINTMENT: REAPPOINTMENT: TERM EXPIRING:	03/20/17 02/17/20 12/20/21 12/31/24
Tara Conrad* 414 Alexander Avenue Morganton, NC 28655		Partners Healthcare Management	APPOINTMENT: TERM EXPIRING:	11/15/21 12/31/23
Erin Shoe 300 Mooresville Road Kannapolis, NC 28081	Marcella Beam	Cabarrus Health Alliance	APPOINTMENT: (unexpired) TERM EXPIRING:	01/17/23 12/31/24
Karen Calhoun* DHS 1303 S Cannon Blvd. Kannapolis, NC 28083		Department of Human Services	APPOINTMENT: (unexpired) REAPPOINTMENT: REAPPOINTMENT: TERM EXPIRING:	02/19/18 12/17/18 02/15/21 12/31/23
Rebecca True 284 Executive Park Dr.	Jean Tillman	Local Providers	APPOINTMENT: REAPPOINTMENT:	03/20/17 01/21/20

Suite 100 Concord, NC 28025			REAPPOINTMENT: TERM EXPIRING:	12/20/21 12/31/24
Tri Tang (CHS)* 920 Church Street N Concord, NC 28025	Angela Reid	Local Providers	APPOINTMENT: REAPPOINTMENT: REAPPOINTMENT: TERM EXPIRING:	03/20/17 12/17/18 03/15/21 12/31/23
Vacant		Local Psychologist	APPOINTMENT: TERM EXPIRING:	
Jon McKinsey 892 Craigmont Lane NW Concord, NC 28027		Local Psychiatrist	APPOINTMENT: REAPPOINTMENT: REAPPOINTMENT: TERM EXPIRING:	03/20/17 01/21/20 12/20/21 12/31/24
Justin Brines 793 Crestmont Drive Concord, NC 28025	Jimmy Lentz	Emergency Medical Services	APPOINTMENT: REAPPOINTMENT: REAPPOINTMENT: TERM EXPIRING:	06/18/18 06/15/20 08/15/22 06/30/25
Georgia Lozier 186 Spring Street NW Concord, NC 28025		At-large	APPOINTMENT: REAPPOINTMENT: REAPPOINTMENT: TERM EXPIRING:	03/20/17 12/17/18 02/15/21 12/31/23
Alan Thompson 3688 Camp Julia Road Kannapolis, NC 28083		At-large	APPOINTMENT: REAPPOINTMENT: REAPPOINTMENT: TERM EXPIRING:	03/20/17 01/21/20 12/20/21 12/31/24
Gayle Alston*^ 61 Union Street South Concord, NC 28025	Sari Miller	At-large	APPOINTMENT: (unexpired) TERM EXPIRING:	08/21/23 12/31/23

The Mental Health Advisory Board was created per a resolution adopted by the Board of Commissioners on October 17, 2016.

An Emergency Medical Services position was added to the roster by Board approval on June 18, 2018.

*Exception to the "residency" provision of the Appointment Policy.

^Exception to the "service on multiple boards" provision of the Appointment Policy

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**December 18, 2023
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

Active Living and Parks - 2024 Fees and Charges Updates

BRIEF SUMMARY:

The ALP Department reviews the Fees and Charges Policy as well as the Fees and Charges each year. The documents reflect the proposed changes to the Policy, Fees and Charges.

Provided is a Summary Sheet of the Fees and Charges, the Fees and Charges strike through document, and the Fees and Charges Policy.

REQUESTED ACTION:

Motion to approve the proposed changes to the Fees and Charges and the Fees and Charges Policy.

EXPECTED LENGTH OF PRESENTATION:**SUBMITTED BY:**

Londa Strong, Director

Byron Haigler, Assistant 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:

- ❑ 2024 Fees and Charges
- ❑ Fees and Charges
- ❑ 2024 Fees Policy

2024 Fees and Charges Changes to existing Policy

Page 2

Park Hours

March 1 – May 31 changed from March 1 - June 30

June 1 – September 30 changed from July 1 – September 30

Changed so folks could enter all parks at 7:00am during the warmer weather.

Camp Spencer opening hours to 7:00am for consistency with all parks.

November 1 – February 28 (all parks)

Saturday and Sunday 8:00am – 5:00pm (correction on time)

Active Living Center Hours

Change closing hours of Concord to 8:00pm

Changed to be consistent with new centers and Library hours.

Removed Saturday Hours for Concord

All hours will be adjusted when the new MP and Afton Library Active Living Centers open.

Page 3

Holiday Closings

Removed listed Holiday to indicate the Active Living Centers follow the Cabarrus County Office Closing Schedule

Page 4

Park Reservation Time Periods

November 1 – February 28 (All Park Locations)

Saturday – Sunday 9:00am – 4:00pm

Changed to keep all parks on the same schedule.

Page 5

Facilities Fees and Charges

Camp T.N. Spencer

Pool Birthday Party changed to 25 people and \$100.00 for 4 hours

Camp T.N. Spencer Par Pool

Swim Time Available 10:00am – 4:00pm Mon – Fri and 10:00am – 7:00pm Sat and Sun

Page 6

Frank Liske Park

Shed 1 – Barn Capacity Changed to 50 ½ day rental \$60.00 Full Day rental \$120.00

Shed 2 - Barn Capacity changed to 80 ½ half day rental \$100 Full Day rental \$200.00

Barn Upper and Lower level changed to 1 reservation period

Removed After Hours rentals

Soccer and Tennis Pickleball Complex

Remove Tennis and Pickleball Complex from rentals.

Page 7

FLP Ballfield Rental Policy

Remove nonrefundable deposit and change to Booking Fee

Add 3 day rental (4 fields) \$900.00

Remove Equipment Use

FLP Paddleboat/Kayak Rentals

Increase fee to \$3.00

Mini-Golf suspended until new Office and Mini-Golf are built

Page 8

FLP Group Birthday Party

Option 1 change to \$8.00

Option 2 change to \$10.00

FLP Exclusive Use Rentals

Mini-Golf Suspended

Paddleboats – remove Saturday and Sunday

Page 9

Miscellaneous Equipment Rental

See park staff, valid identification required.

Remove fishing Rod

Fishing Permits

Increased daily pass to \$3.00

Changed Annual to \$50.00 and it will include all parks (removed \$40 for one park)

Page 10

Miscellaneous Park Fees

Adult Sports Leagues

Remove fee for Adult Sports and leave “Fee based on 100% recovery of direct costs.”

Did this based on rising costs of officials, supplies, etc.

Road Race and Fundraiser events

Clarified by eliminating “based on estimated road race participants. Shelter must accommodate the maximum number of expected participants.

Disc Golf Tournament

Course Rental Fee removed (Non County/Cosponsored Group) Fee increase to \$100.00

Park Program Fees and Charges

Day Camp increased maximum to \$150 per week

Half Day Camp increased maximum to \$100.00

Removed School Park Reservations section

Page 13

Reservation Time Periods at the Active Living Centers

Removed everything except:

Minimum 4 hour rental (set up and break down included with rental)

Miscellaneous Equipment Rental

Removed the section

Active Living Centers and Events and Activities

Combined all to:

Classes -

Fitness/Wellness classes - increased to \$4.00 and up

Personal Fitness – increased to \$35.00 per hour (minimum of 5 hours)

Senior Games - \$3.00 and up

Page 14

NOTE: add Facility hours may be altered for programs or co-sponsored programs, activities, events, etc.



Cabarrus County Active Living and Parks Department

2022 2023 FEES AND CHARGES



~~Due to COVID-19, facility hours of operation and reservations
are subject to change~~

~~Reservations and related requirements are suspended for barn facilities at
Frank Liske Park until reconstruction is complete.~~

TABLE OF CONTENTS

I. FACILITY HOURS AND RESERVATION TIME PERIODS	3
- Holiday Closings	4
FEES AND CHARGES	
- Vietnam Veterans Park	5
- Rob Wallace Park	5
- Camp T.N. Spencer Park	6
- Frank Liske Park	7
- Cabarrus County Senior Centers	11
II. OTHER FACILITY USE – FEES & CHARGES	
- Cabarrus County Senior Centers	12
- Softball Fields	9
- Paddleboats, Kayaks and Canoes	7
- Miniature Golf	7
- Bike Rental Fees	8
- Group Birthday Parties	5
- Disc Golf	8
- Exclusive Facility Use	9
- Miscellaneous Equipment Rentals	5
- Fishing Permits	9
- Frank Liske Park Soccer Complex	9
- Camp T.N. Spencer Pool	6
III. BALLFIELD RENTAL POLICY	
- Ballfield Rental Fees and Rule for Tournaments	9
IV. PARK PROGRAM FEES AND CHARGES	
- Adult Softball and Kickball	10
- School Field Trips	10
- Road Races	10
- Senior Classes and Workshops	12

I. FACILITY HOURS AND RESERVATION TIME PERIODS

CABARRUS COUNTY ACTIVE LIVING and PARKS

FLP	Frank Liske Park	4001 Stough Rd., Concord NC 28027
CSP	Camp T.N. Spencer Park	3155 Foxford Rd., Concord NC 28027
RWP	Rob Wallace Park	12900 Bethel School Rd., Midland NC 28107
VVP	Vietnam Veterans Park	760 Orphanage Rd., Concord NC 28027
CSC	Cabarrus County Senior Center	331 Corban Ave SE, Concord NC 28027
MPSC	Cabarrus County Senior Center	8615 Park Drive, Mt. Pleasant, NC 28124

PARK HOURS

March 1 – March 31 – All Parks

Monday – Sunday 8:00 am – 8:00 pm

March 1 – April 1 – June 30

CSP Monday - Sunday 8:00 am - 8:00 pm
FLP Monday - Sunday 8:00 am - 9:00 pm
RWP Monday - Sunday 8:00 am - 8:00 pm
VVP Monday - Sunday 8:00 am - 8:00 pm

July 1 – September 30

CSP Monday - Sunday 8:00 am - 8:00 pm
FLP Monday - Sunday 7:00 am - 9:00 pm
RWP Monday - Sunday 7:00 am - 8:00 pm
VVP Monday - Sunday 7:00 am - 8:00 pm

October 1 – October 31

CSP Monday - Sunday 8:00 am - 8:00 pm
FLP Monday - Sunday 8:00 am - 9:00 pm
RWP Monday - Sunday 8:00 am - 8:00 pm
VVP Monday - Sunday 8:00 am - 8:00 pm

November 1 – February 28 (All Parks)

Monday - Friday 8:00 am - 5:00 pm
Saturday - Sunday 9:00 am - 5:00 pm

PARK RESERVATION TIME PERIODS

March 1 - October 31 (All Parks)

Monday – Sunday: 8:30 am - 2:00 pm (½ day morning)
Monday – Sunday: 3:00 pm – 7:30 pm (½ day afternoon)
Monday – Sunday: 8:30 am – 7:30 pm (all day)

Frank Liske Park Lower Level, Upper Level Barn 10 am – 7 pm (all day)

Softball Complex falls under park hours

November 1 – February 28 (All Parks)

Monday – Friday: 9:30 am – 4:30 pm
Saturday – Sunday: 9:30 am – 4:30 pm

SENIOR CENTER HOURS

CSC	Monday – Thursday	8:00 am - 9:00 pm
CSC	Friday/Session Breaks	8:00 am - 5:00 pm
CSC	Saturday (except session breaks)	8:00 am - 12:00 noon
MPSC	Monday - Friday	8:00 am - 5:00 pm
	Christmas Eve and New Years Eve	8:00 am – 5:00 pm

ACTIVE LIVING & PARKS ADMINISTRATIVE OFFICES

331 Corban Ave SE, Concord NC 28025

704-920-3484

Monday – Friday: 8:00 am – 5:00 pm

HOLIDAY CLOSINGS – PARKS

Cabarrus County Parks will be closed under the following holiday schedule:

Thanksgiving	Thanksgiving Day
Christmas	Christmas Eve and Christmas Day
New Year's	New Year's Day

HOLIDAY CLOSINGS - SENIOR CENTERS

Cabarrus County Senior Centers will be closed under the following holiday schedule:

New Year's Day

Martin Luther King Birthday

Good Friday

Memorial Day

Fourth of July

Labor Day

Veterans Day

Thanksgiving Day, Friday and Saturday following

Christmas Eve, Christmas Day, Friday before and the Monday and Tuesday after Christmas
(12/23-27)

II. OTHER FACILITY USE – FEES & CHARGES

Miscellaneous Equipment – See Park Ranger or Concession Attendant

Fishing Rod, Horseshoes, Volleyball, Basketball	No Charge	
Disc Golf	1 Bag Set (4 Discs)	\$5.00 per day

Equipment must be checked out from Park Staff with a valid Drivers License.

FISHING PERMITS

Daily	\$2.00 per park
Annual	\$40 for one park
	\$50 for FLP, CSP and RWP
	50% discount on annual permit for veterans (proof of service required)

All North Carolina Wildlife Regulations apply

Vietnam Veterans Park

<u>Facility</u>	<u>Description</u>	<u>(1/2 day/all day)</u>	<u>Capacity</u>
Hickory Shelter*	Hickory	\$30.00 / \$60.00	50
Magnolia Shelter*	Magnolia	\$30.00 / \$60.00	50
Oak Shelter*	Oak	\$30.00 / \$60.00	50
Dogwood Shelter	Dogwood	\$60.00 /\$120.00	100

* Facilities with an asterisk DO NOT have availability for additional equipment (i.e., spacewalks, dunking booth, generators, etc.). Prior approval for additional equipment must be secured before bringing to a park.

Rob Wallace Park

<u>Facility</u>	<u>Description</u>	<u>(1/2 day/all day)</u>	<u>Capacity</u>
Shelter 1	Shelter	\$30.00 / \$60.00	50

Facilities to be built in Phase II-B

Shelter 2	Shelter	\$60/\$120	75
Shelter 3	Shelter	\$30/\$60	50
Shelter 4	Shelter	\$30/\$60	50

Camp T.N. Spencer Park

<u>Facility</u>	<u>Description</u>	<u>(1/2 day/all day)</u>	<u>Capacity</u>
Helms Hall *	Helms	\$80.00 / \$160.00	75
		Capacity is 50 during winter months	
Propst A Building*	Propst A	\$50.00 / \$100.00	75
Propst B Building*	Propst B	\$50.00 / \$100.00	75
Shelter 1*	Shelter 1	\$30.00 / \$60.00	50
Shelter 2	Shelter 2	\$30.00 / \$60.00	50
Tent Sites*	7 Sites	\$15.00 per night	6/2 tents
Cabins*	6 Cabins	\$65.00 per night	6
Group Camping*	9 Sites	\$30.00 per night	35
Pool Birthday Party*		\$30.00 for 4hrs	25

*Facilities with an asterisk DO NOT have availability for additional equipment (i.e., spacewalks, dunking booth, generators, etc.). Prior approval for additional equipment must be secured before bringing to a park.

Pool Birthday Parties must be approved through Camp TN Spencer Park Manager or Senior Ranger. Reservations must be booked seven (7) days in advance and are only available during standard pool hours excluding Memorial Day, July 4th and Labor Day.

Birthday Party area will be available 10 am - 2 pm and 3 pm – 7 pm. Concession packages are available. . .

CAMP T.N. SPENCER POOL

SWIM TIMES

10 am – 2 pm and 3pm – 7 pm

DAILY ADMISSION FEE

All ages \$5 per person

Child Care organization paid in advance: \$4 per person

Note: Childcare organizations are defined as any summer, afterschool, and childrens' camps, (excluding the Cabarrus County Boys and Girls Club). All children entering pool area must pay a fee regardless of age. Counselors will be admitted free with all organizations. **Groups scheduled through Park Manager will receive discounted rate.**

FRANK LISKE PARK

<u>Facility</u>	<u>Description</u>	<u>(1/2 day/all day)</u>	<u>Capacity</u>
Barn -Shed I	Shed 1	\$50.00 / \$100.00	30
Barn -Shed II	Shed II	\$80.00 / \$160.00	100
Barn -Lower Level	LL	\$300.00 1 time period	100
Barn -Upper Level	LVL	\$400.00 1 time period	100
Homebuilder	HMB	\$60.00 / \$120.00	75
Barnhardt	WOB	\$100.00 / \$200.00	150
Hartsell	ANDY	\$100.00 / \$200.00	150
Philip Morris	PMOR	\$100.00 / \$200.00	150
Wildlife	WLF	\$30.00 / \$ 60.00	35
Vulcan	VUL	\$30.00 / \$60.00	35
Corning	CRN	\$30.00 / \$60.00	35
Amphitheatre	AMP	\$125.00 / \$250.00	300

Change the reservation for Barn upper and lower levels to 10 am – 7 pm

FACILITY

FEES AND CHARGES

Frank Liske Park

Softball Fields	\$15.00 per hour per field
Softball Fields W/Lights	\$25.00 per hour per field
Softball Field Lining (Weekdays Only)	\$35.00 per field

Disc Golf Tournament

(Non County/Cosponsored Group)	\$50.00 first 3 hours
Each additional hour, maximum of 6 hours per day	\$25.00 per hour

PADDLEBOATS/Kayaks (Saturday and Sunday 11 am – 6 pm) (April-October)

Ages 15 & UNDER Must be accompanied by RIDER age 16 & over

Paddleboats	6 & over	\$2.00 per 1/2 hour
Paddleboats	5 & under	Free W / Paid Rider
Kayaks	18 & over	\$5.00 per hour

MINI GOLF Weekdays 8am-5pm, Saturday and Sunday 11am-6pm(April-October)

6 & over	\$2.00 per game
5 & under	free game with paying adult

Group Birthday Parties

Group birthday parties may be booked at Frank Liske Park. Reservations must be booked seven (7) days in advance. Available April 1 – October 31.

Option # 1 (Minimum of 10 people): \$6.00 per person

- Choice of 1 of the following: 1 game of Miniature Golf **or** 1 paddleboat ride
- Choice of Hot Dog or Corn Dog
- Choice of Bag of Chips/Pretzels
- Choice of **Soft Drink**, Water or Fruit Juice

Option #2 (Minimum of 10 people): \$8.00 per person

- 1 game of Miniature Golf **and** 1 paddleboat ride
- Choice of Hot Dog or Corn Dog
- Bag of Chips/Pretzels
- Choice of **Soft Drink**, Water, or Fruit Juice

Road Race and Fundraiser Walks/Events

Road Race Setup Fee: **\$150.00** plus shelter rental based on estimated road race participants. Shelter must accommodate the maximum number of expected participants

Contact Park Manager for Details on Reservations

After Hours Rentals - Barn

Minimum of 2 hours and not to exceed 12 midnight.

\$50 per hour X 2 staff

The Following Exclusive Rental Procedures Require A Fourteen (14) Day Notice

EXCLUSIVE USE - Paddleboats (gives right of facility to your group only)

Paddleboats	\$100.00 for first hour and \$25.00 for each additional hour
Monday – Friday	10 am til 5 pm
Saturday - Sunday	9 am til 11 am or 6 pm til 8 pm

EXCLUSIVE USE - Golf (gives right of facility to your group only)

Miniature Golf	\$100.00 for first hour and \$25.00 for each additional hour
Monday – Friday	5pm-8pm
Saturday – Sunday	9 am til 11 am or 6 pm til 8 pm

Bulk Ticket Purchases-Mini Golf/Paddleboats(Must be purchased 7 days in advance)

For use during normal operating hours

50-99	\$2.00 per ticket
100-150	\$1.75 per ticket
151-199	\$1.50 per ticket
200+	\$ 1.00 per ticket

FRANK LISKE PARK SOCCER AND TENNIS/PICKLEBALL COMPLEX

Soccer Field/Tennis/Pickleball Complex (2 hour minimum use)	\$50.00 per hour
Soccer Field/Tennis/Pickleball Complex Per Day (8 hrs)	\$300.00 per field

NOTE: If either complex is closed for any reason prior to the commencement of the event, the lessee's fee will be refunded. All complex rentals are subject to Park Management approval.

NOTE: Tennis Court/Pickleball Complex rental includes shelter.

III. BALLFIELD RENTAL POLICY

Non Refundable Deposit (due 30 days in advance)	\$ 200.00
1 Day Rental (4 fields)	\$ 600.00
2 Day Rental (4 fields)	\$ 750.00
Gate Fee	\$ 150.00
Equipment Use	\$ 100.00

NOTE: Non Refundable Deposit is subtracted from the rental fees.

Contact Park Manager for Details on Tournament Reservations

IV. PARK PROGRAM FEES AND CHARGES

<u>ACTIVITY</u>	<u>Cost Per Participant</u>
Day Camp	\$110.00 - \$140.00 per week
Half Day Camp/Specialty Camp	\$20.00 -\$95.00
Programs/Classes/Events/Tournament	Free - \$75.00
Archery Program/camps/tournaments	\$5.00-\$240.00

<u>ACTIVITY</u>	<u>Cost Per Team</u>
-----------------	----------------------

Fee based on 100% recovery of direct cost

Adult Sports Leagues	\$100-450.00
----------------------	--------------

NOTE: No refunds after league schedule has been completed.

FIELD TRIPS/EDUCATIONAL PROGRAMS

Onsite Field Trip @ Park	up to 2.5 hours	\$3.00 per student
Offsite Field Trip @ School, Daycare, etc.	up to 1 hr.	\$2.00 per student
Cabarrus County Jr. Ranger Program		\$4.00 per student

Cabarrus County Schools participating in the Jr. Ranger program are charged the above rate and are given 1 Onsite Field Trip at a Park and 2 visits to the school not to exceed 30 minutes per classroom per visit. **Fees cover supplies and materials.**

SCHOOL PARK RESERVATIONS

See Attached Addendum for School Park Reservations and Charges

<u>ACTIVITY</u>	<u>Early Registration</u>	<u>Late Registration</u>
ROAD RACES		
5K Individual	\$25.00 per person	\$30.00
Individual Fun Run/Walk	\$10.00 per person	\$15.00
Team/Group 5K (5 or more)	\$20.00 per person	
Family Registration (max of 6)	\$80.00	

CABARRUS COUNTY SENIOR CENTERS

Concord Senior Center		Fee Schedule		
Space	Size (approx.)	Capacity	Rental Fee	
			4 Hour Minimum	Additional Hours
Multipurpose	90'X30'	280(200 at tables)	\$350	\$100
Multipurpose #1	33'X30'	100 (64 at tables)	\$175	\$75
Multipurpose #2	24'X30'	80 (48 at tables)	\$175	\$75
Multipurpose #3	33'X30'	100 (64 at tables)	\$175	\$75
Conference Room	40'X20'	60 (40 at tables)	\$125	\$45
Conference Room #1	20'X20'	30 (16 at tables)	\$75	\$30
Conference Room #2	20'X20'	30 (16 at tables)	\$75	\$30
Classroom #1	20'X21'	49 (24 at tables)	\$75	\$30
Classroom #2	20X21	49 (24 at tables)	\$75	\$30

MT. PLEASANT SENIOR CENTER		FEESCHEDULE		
Space	Size (approx.)	Capacity	Rental Fee	
			4 Hour Minimum	Additional Hours
Multipurpose	24'x76'	100 (64 at tables)	\$100	\$25
Classroom (must be rented with Multipurpose room)	28'x22'	30 (24 at tables)	\$40	NA

RESERVATION TIME PERIODS FOR THE SENIOR CENTERS

Minimun 4 hour rental (set up and breakdown included in 4 hour rental).

Additional fees will apply for set up and staffing outside normal business hours (8:00 am – 5:00 pm Monday – Friday). Set up: **\$100.00**; Staffing: **\$25/hour**. No rentals may extend past midnight.

Each Senior Center has round tables (5' at Mt. Pleasant, 6' at Concord), 6' rectangle tables and arm chairs.

CABARRUS COUNTY SENIOR CENTERS

Miscellaneous Equipment Rentals

Cornhole	2 boards, 8 beanbags in a carrying bag	No Charge
Horseshoes	1 set (4 horseshoes) in a carrying bag	No Charge
Bocce	1 set of Bocce Balls in a carrying bag	No Charge
Disc Golf	1 set of 3 discs in carrying bag	No Charge
Shuffleboard	2 cues, 8 discs and disc carrier	No Charge
Shot Put	1	No Charge
Discus	1	No Charge
Pickleball	2 paddles, 3 balls in a carrying bag	No Charge

Senior Centers Classes/Workshops

	Participant
Special Events	\$5.00 and up
Lunch & Learn	\$6.00 and up
Dance	\$6.00
Classes	\$3.00 and up
Fitness & Wellness Classes	\$3.50/class hour
If paid prior to 1st day of session	\$3.00/class hour
Personal Fitness	\$25 per hour (minimum of 5 hours)

Senior Games

Registration (Online) Registration (early bird/late)	\$15.00/\$20.00
Registration (Paper) (early bird/late)	\$18.00/\$23.00
Registration (Online) (Art, Showcases only) early bird/late)	\$8.00/\$13.00
Registration (Paper) (Art, Showcases only, early bird/late)	\$11.00/\$16.00
Dinner Dance (1 guest)	\$15.00 per person
T-shirt	\$12.00
SilverArts Follies (adult/child 12 & under)	\$5.00/\$3.00
Luncheon	\$3.00 and up
League play	\$5.00-\$10.00
Tournaments	\$5.00 & Up
Event Fees (bowling, cycling, golf)	Varies by Sport

NOTE: All activity fees are based on direct costs. Supplies may be additional. These fees are subject to change based on actual costs, rentals, increase in participants, unforeseen circumstances, etc., during the fiscal year.

Special promotions and/or discounts may be offered at various times throughout the year as approved by management.

CABARRUS COUNTY
ACTIVE LIVING AND PARKS
DEPARTMENT
FEES AND CHARGES POLICY
2023

Table of Contents

	<u>Page</u>
Purpose	2
Policy	2 - 3
Statement of Need	2
Department's Philosophy	2
Basic Services and Basic Facilities	3
Special Services and Special Facilities	3
Fees and Charges	3
Criteria for Establishing Fees and Charges for Special Services	3
Fees for Special Services	4
Fees for Special Facilities	5
Special Consideration for Fees and Charges Variances	6
Alternative Sources of Revenue	7
Evaluation of Policy and Fee Schedules	7
Refund Policy	7 - 8
Program Cancellation Policy	8
Reservation Policy	8 - 9
Camping Rules Policy	10

Cabarrus County Active Living and Parks Department

Fees and Charges Policy

Purpose

To adopt an official policy to establish a set of fees and charges that are fair and equitable for the use of facilities and equipment and the participation in programs sponsored by the Cabarrus County Active Living and Parks Department.

This policy, upon adoption by the Cabarrus County Board of Commissioners, shall be applicable to all individuals for the use of facilities and recreation equipment and the participation in programs conducted by the Cabarrus County Active Living and Parks Department until such a time as it is altered, modified, or rescinded by the Cabarrus County Board of Commissioners.

Policy

The Cabarrus County Board of Commissioners hereby establishes the following Active Living and Parks Fees and Charges Policy:

I. Statement of Need:

The Active Living and Parks Department offers diversified recreation services to its citizens, recognizing governments' responsibility to provide public park and recreation facilities and leisure opportunities.

Due to the demand for services, rapid increase in operation and capital costs, and the limited amount of available tax revenues, it has become difficult to maintain existing levels of service, much less provide new services. Therefore, it is deemed necessary for Cabarrus County to develop a sound and consistent fees and charges policy that is both fair and equitable for Park and Senior Center services.

The underlying goals of such a policy must remain to provide the broadest services to meet community needs, and to assure equitable delivery of those services.

II. Department's Philosophy:

The basic principle of Cabarrus County Active Living and Parks Department is to offer the most efficient and diversified recreation services to ensure all citizens equal opportunities as follows:

- To improve the quality of life for each individual through recreation and leisure opportunities.
- To provide and maintain parks, recreation, and senior center facilities for use by the general public.
- To provide trained and qualified personnel for supervision and instruction of programs and activities, as well as facility maintenance.
- To welcome public input into planning and evaluation of programs, activities, and facilities.
- To provide the opportunity for all residents of Cabarrus County to participate in programs and activities, and to fully utilize the facilities of the department.

III. Basic Services and Basic Facilities

Basic Services and Basic Facilities shall be offered at minimal or no charge. These services are those which tend to preserve and promote physical and mental well-being, provide patron safety, instruct in basic skills, and provide public parks and community facilities.

- Basic service examples include program brochures, flyers, community assistance, program planning, clinics, and general public events.
- Basic facilities include, but are not limited to, family picnic areas, park playgrounds, athletic facilities, open spaces, walking trails, and comfort stations.

IV. Special Services and Special Facilities

Special services and special facilities shall be assigned participation or usage fees based on a specified percentage of the direct operation and maintenance cost.

- Special services include, but not limited to, organized youth and adult athletics, athletic tournaments, wellness classes and programs, instructional programs/classes, environmental programs, and the pool.
- Special facilities include, but are not limited to, rental rooms and buildings, lighted ballfields, lighted courts, lighted soccer fields and picnic shelters.

V. Fees and Charges

Fees and Charges shall support other resources available to the Cabarrus County Active Living and Parks Department, not replace them, or be used to reduce the County's responsibility to provide public recreation facilities and leisure opportunities. They provide a means to continue, and expand as necessary, the ability to offer both basic and special services to Cabarrus County citizens.

Criteria for Establishing Fees and Charges for Special Services

- I. The determination to assign a fee for a special service and/or facility shall be based on one or more of the following criteria:
 - The cost per user hour. This is usually due to one of the following:
 - i. The service uses consumable materials.
 - ii. The service requires a facility with operating, utility, or maintenance costs.
 - iii. The service requires special preparation or clean-up.
 - iv. The service requires special supervision or instruction at additional cost.
 - Use of the service or facility tends to be limited to a relatively few individuals or special interest groups; therefore, those who benefit to the exclusion of others should pay extra for the privileges enjoyed.
 - Charging an admission fee to a special event allows for revenues collected to be used to extend the activity or cover the cost of the event.
 - Charging a fee serves an independent function such as one of the following:

- i. Rationing limited facilities among a large number of users.
- ii. Aiding in discipline or control.
- iii. Promoting respect for an activity and/or service.
- One or more of the following pricing alternatives will be used in establishing the fees and charges for special services and facilities:
 - i. To recover the partial or percentage cost of providing the service.
 - ii. To recover all the direct operating expenses.
 - iii. To recover the actual cost of providing the service, and the interest and amortization of the initial capital investment.
 - iv. To recover the rate which will result in efficient use of a given area or improvement.

Fees for Special Services

- I. Fees for special services shall be reviewed annually, and adjusted as necessary, to recover an established percentage of the program's direct operation costs. Direct operation costs include, but are not limited to, the following:
 - All part-time wages necessary to conduct the program.
 - The payment of sports officials, recreation instructors, and contract personnel necessary to conduct the program.
 - The rental of facilities and utility cost directly related to the program.
 - The purchase of all equipment and supplies for use by the program participants or personnel.
- II. In the event a community and/or volunteer organization provides the required staffing and/or a portion of the services and supplies needed, and/or a portion of the costs through a sponsorship agreement, the established fee shall provide for the recovery of program operation costs related only to the direct cost incurred by the department subtracting the amount of the donation.
- III. Any surplus revenue from one program may be utilized to offset cost for other related programs.
- IV. The following guidelines shall be used in determining annual departmental program fees and charges
 - Adult Programs: Fees for participation in these programs shall be established to recover an average of 100% of the direct operation costs required to provide the programs.
 - Instructional classes, workshops, and programs: Participants, regardless of age, will be charged a fee to be determined by the direct cost and estimated number of participants.
 - Special Programs/Events/Tournaments: In general, the design of all ongoing and new special programs/events shall be structured to maximize revenues to foster future events and/or specific projects within the Active Living and Parks system. Corporate Sponsorship and donations shall be secured when possible to provide these services to the general public at minimal or no cost. The fee will be determined by the direct cost of the program.

Fees for Special Facilities

- I.** When not in use for department sponsored and co-sponsored activities, designated areas and facilities may be rented by organizations and the general public in accordance to established policies and procedures.
 - Area and facility rental rates will be computed by adding the personnel costs, an hourly utility cost, and any related cost for the facility in question. Groups coordinating fundraisers such as, but not limited to road races, walks, festivals, etc., must meet with park or facility management to discuss logistics of the event and what facility(ies) need to be reserved.
 - Recreation equipment will not be rented but can be used by County Funded Departments.
- II.** Charges for Charitable (Non-Cabarrus County Sponsored) Activities

Charitable, non-profit, community-serving organizations who conduct an event on park property for the purpose of raising funds or holding meetings must pay the established rental fee calculated to cover the cost to the County for use of said facility. Certificated of Liability Insurance including endorsements page is required.

Cabarrus County 501(c)3 charitable organizations will not be charged for one (1) fundraising event or one (1) meeting/picnic per fiscal year. The reservations are limited to one (1) reservable space per event. Groups larger than the capacity of available shelters will be charged 50% rates for each additional space. These charitable organizations must operate an office within Cabarrus County and apply all monies raised within that office to Cabarrus County residents. Appropriate documentation as proof of 501(c)3 status must be provided at time of reservation. Certificate of Liability Insurance including endorsements page is required.
- III.** Any organization who has Active Living and Parks Department as a co-sponsor will not be charged any facility rental fees. To be co-sponsored the event/activity must meet the following criteria:
 - Be recognized as a Cabarrus County 501(c)3 organization or a Cabarrus County/Kannapolis school organization.
 - Request co-sponsorship at least 30 days in advance of event/program.
 - Provide a measurable impact and outcome for the patrons.
 - Be open to all interested.
 - Include Cabarrus County Active Living and Parks on all publicity (publicity materials must be submitted to the Active Living and Parks Department in advance for approval).
 - Meet the Cabarrus County Local Food Policy's 10% commitment.
 - Provide Cabarrus County a minimum of \$1 million liability insurance as additional insured.
- IV.** Commercial Activities: For profit commercial activities will not be permitted in any public facility or upon parklands without prior approval by the Director of the Active Living and Parks Department. One million dollars in comprehensive liability insurance naming Cabarrus County as additional insured is required.
- V.** Reservations include existing park and recreation facilities only. Any additional equipment or activities (i.e. Spacewalks, Dunking Booths, Hot-air Balloons, generators, etc.) must be approved by the Cabarrus County Risk Manager at least two (2) weeks prior to reservation date. The equipment must always be operated and supervised by the contract vendor. The organization or group must provide

Cabarrus County with evidence of comprehensive liability insurance sufficient to protect the County against risk, with a limit of at least \$1 million dollars for each occurrence and/or \$2 million aggregate policy, which names the County as certificate holder of insurance acceptable to the Cabarrus County Safety Manager. Cabarrus County may also a waiver of subrogation from the sponsoring organization or group. Not all Park facilities are able to accommodate additional equipment or activities. These facilities also may not be able to accommodate a power source or water source.

- VI.** School vs. County-owned Facilities (Public and Private Schools that receive County tax dollars) of Cabarrus County and City of Kannapolis.
 - As mutually agreed, no charges are assessed by either party for use of schools or parks facilities. Availability of all facilities is based upon the primary user having priority and the secondary user requesting access during available periods. Any additional manpower needed shall be paid by the requesting group.
 - Fees may be charged for programs and/or supplies.
- VII.** Revenue producing facilities will be developed in parks to supplement General Fund revenue and to provide the public the broadest possible offering of recreation opportunities. The number and type of facilities shall be gauged to provide desired services without acquiring a commercial image. The service in itself must be the first priority in determining the need and standard of operation for the facility.
 - As a basic resource of the park system, special facilities shall be constructed with public funds and depending on the nature of the service they provide, operated, and maintained from user fee revenues.
 - General Fund appropriations shall be used to support the operation of the revenue producing special facilities at such times that cash flow from revenue is inadequate to maintain that facility to the high standard of service necessary.

Special Consideration for Fees and Charges Variances

- I.** Cabarrus County Senior Citizens Groups over the age of fifty-five (55) and Cabarrus County Funded Agencies shall be granted special consideration in the form of free use of park facilities Monday through Friday from 8:00 am until 4:00 pm. Any direct costs incurred, i.e. heating, air conditioning, etc. will be charged \$40.00 per time period for each park facility reserved. Additional manpower costs, if necessary, will be passed on to the agency. This special consideration shall not include miniature golf, pool, paddleboats, or concessions.
- II.** There will be no charge for any Stonewall Jackson School activity or reservation.
- III.** Corporate Sponsors or Friends of the Park Group approved by ALPs Commission will be permitted to utilize one park facility per year free of charge.
- IV.** Special Interest Groups or Individuals shall be granted no special consideration in the form of reduced rates or free services except for those groups who are co-sponsoring with the Department.
- V.** Proprietary or Commercial groups shall not be permitted to use park facilities for financial gain or profit without prior approval of the Active Living and Parks Director. These facilities are designed to serve the general public on a non-profit basis. The exclusive use of facilities for profit purposes is inconsistent with the Department's basic philosophy and revenue goals.

VI. Special consideration will be granted to Cabarrus County Active Military personnel. This will consist of free use of picnic facilities (excluding miniature golf, paddleboats, concessions, pool, enclosed facilities, heat/AC and before and after hour charges). This consideration will only be granted six (6) months prior to deployment or upon return to Cabarrus County. The reservation is limited to one (1) reservable space per event. Groups larger than the capacity of available shelters will be charged 50% rates for each additional space. Written proof of duty will be required at the time of booking.

VII. The Active Living and Parks Department Director has authority to charge groups listed within this section full fees following their reservation if they fail to comply with Park Ordinance.

Alternative Sources of Revenue

I. Grants

- Any employee of the Department, Commission, or interested citizen is encouraged to investigate the possibilities of securing a grant or sources of outside funding for department facilities and programs.
- All grant applications, donations, or funding sources must be approved by the Director of Active Living and Parks, the ALPs Commission, County Manager, and Cabarrus County Board of Commissioners as required.

II. Non-Appropriated Funds for Recreation Services

- With prior approval of the Director of Active Living and Parks, solicitations, sales, benefits, donation, or gifts, may be received during County sponsored programs.
- Funds collected in any manner during a County sponsored program shall be handled in accordance with established county and department policies and procedures.

Evaluation of Policy and Fee Schedules

I. The fees and charges policy and related fee schedules shall be reviewed annually by the Director, Staff of the Active Living and Parks Department, the Senior Center Advisory Council, and the Cabarrus County Active Living and Parks Commission. All recommendations for policy changes or fee adjustments shall be approved by the Cabarrus County Board of Commissioners prior to implementation.

Refund Policy

I. All requests for refunds must be made in writing to the Director of the Active Living and Parks Department.

II. Refund Procedures

- Program credit or refund will be offered in cases where a class or program is full, cancelled, or a change in class, day, time, or site prevents an individual's participation.
- Participants withdrawing from a program or class will be offered a credit.
- For a refund, the request must be made in writing to the Active Living and Parks Director. The 25% administrative fee will apply.
- Refunds or credits may be pro-rated if deemed appropriate.
- Refunds will be provided as necessary as necessary per policy. The 25% administrative fee will be assessed but not to exceed \$100.00.

- If program, class, or camp has already started, the refund will be pro-rated in addition to the 25% administrative fee.

III. Refunds for Adult Athletic Leagues

- Refund of the team fees less 25% processing fee will be remitted if:
 - i. If the request is more than two (2) weeks before the first scheduled game – 75 % refund.
 - ii. If the request is less than two (2) weeks before the first scheduled game – 50% refund.
 - iii. No refunds after the league schedule is published.

IV. Individuals refund policies set for special events, tournaments, rentals, or any program will override this policy.

V. Refunds for Park and Facility Rentals

- Every effort will be made to schedule an alternate date should a cancellation be necessary. Alternate dates may or may not be available to the park user depending upon other reservations that have been confirmed. In case of inclement weather, the park user has three (3) working days to call and schedule an alternate date. If an alternate date cannot be confirmed, the park reservation fee will be refunded to the park user minus 25% administrative fee.

VI. Department Director may provide 100% refund in special cases that are weather related or when facilities are closed or not available during the reservation.

Program Cancellation Policy

- I. Minimum registrations and mandatory pre-registrations are used for programs that require more than a one-hour set-up time or a significant amount of resources for preparation and implementation. If such a program has a minimum registration with a pre-registration requirement, the minimum registration must be met by the pre-registration date for the program to continue. The program will be cancelled otherwise. In such an occurrence, registrants must be notified via phone call no later than 24 hours before the program and a full refund must be administered. Department scheduled/sponsored programs/events will be cancelled anytime the Cabarrus County Offices are closed due to inclement weather. No refunds will be issued, and the program/event will be rescheduled, or a credit issued.

Reservation Policy

I. After/Before Normal Operation Hours Request

- A charge of \$100.00 flat fee and a \$25.00 per staff/per hour needed per day (to be determined by Management) to extend any park facility reservation/operation beyond normal opening and closing hours. This extension is only available if the facility is reserved by the requestor during normal operating hours. The extension is subject to Management approval. Extensions are required 14 (fourteen) days before reservation. All extensions will be limited to the times of no earlier than 6:00 a.m. and will not extend beyond 12:00 a.m.

II. Rental Group Size

- Groups at Frank Liske Park will be limited to 1,500 people.
 - i. Groups of 400-499 people will be required to rent: the entire barn (both upper and lower levels, Shed I, and Shed II) and the Arbor shelter.
 - ii. Groups of 500-699 people will be required to rent: the entire barn (both upper and lower levels, Shed I and Shed II), Arbor shelter, and the W.O. Barnhardt shelter.

- iii. Groups of 700 and over will be required to rent: the entire barn (both upper and lower levels, Shed I and Shed II, Arbor shelter, W.O. Barnhardt shelter, and the Andy Hartsell shelter.
- Some variation in attendance is permissible at all parks. For reservations of up to 100 people, there is an allowance of 25%, 101 to 300 people – allowance of 20%, 301 to 500 people – allowance of 15%, and over 500 people – allowance of 10%. Any groups exceeding their maximum number will be billed an additional charge. This charge will be equal to double the amount of the facilities that should have been reserved for the number of people in attendance in that group. Group attendance will be determined by Park Ranger, Facility Supervisor, and/or Park Program Manager/Coordinator.

III. Special Equipment/Requirements for Reservations and Patrons

- Reservations include existing park and recreation facilities only. Any additional equipment or activities (i.e. Spacewalks, Dunking booths, Hot-Air Balloons, generators, etc.) must be approved by the Cabarrus County Safety Manager at least two (2) weeks prior to reservation date. The equipment must always be operated and supervised by the contract vendor. The organization or groups must provide Cabarrus County with evidence of comprehensive liability insurance sufficient to protect the County against risk, with a limit of at least \$1 million dollars for each occurrence and/or \$2 million aggregate policy which names the County as certificate holder and additional insured, including the endorsements page, or certificate of insurance acceptable to the Cabarrus County Safety Manager. Cabarrus County may also require a waiver of subrogation from the sponsoring organization or group. Not all park facilities are able to accommodate additional equipment or activities. These facilities also may not be able to accommodate a power source or water source.
- No nails or staples may be used on park or senior center property.
- Deep fat/grease frying is not permitted.
- Alcohol and/or fireworks of any kind are not permitted in the parks or senior centers.
- Smoking and the use of other tobacco products on the grounds of the County's parks and senior centers are not permitted.
- Anyone not adhering to this policy or any other policy may be asked to leave with no refund and will be banned from renting any facilities at any Cabarrus County operated parks and facilities for an indefinite period of time.

IV. Reservation Regulations

- **Cabin fees** – requires a 2-day stay for Friday and Saturday. Reservations from March - October. Maximum of 6 (six) people per cabin.
- **Tent sites** – requires a 2-day stay for Friday and Saturday. Reservations from March – October. Maximum of 2 (two) tents per site. Maximum of 6 (six) people per site.
- **Cabin and Tent sites** – Punch cards – full payment for 9 stays will permit the bearer of the punch card 1 free stay. Each stay is defined as 1 day/night.
- **Group Camping site** – No minimum night reservation. 9 (nine) tent available. Maximum of 35 people. Group camping site is for scout groups, church groups, and other youth groups. Adult supervision is required with a minimum of 1 (one) adult per 7 (seven) youth.
- There will be a 25% cancellation fee charged for any cabin or tent site (including group camping) cancellation.

Camping Rules Policy

- I. **Reservations** – are required and can be made by calling **704-795-4492**, Monday – Friday between the hours of 8:00 a.m. and 5:00 p.m. or anytime at www.cabarruscounty.us/register online. A minimum of 2 (two) night reservation is required on Friday and/or Saturday, March – October.
- II. **Extended stay** – defined as more than a 2 (two) night stay and up to 7 (seven) days. There must be a 7 (seven) day period break between a stay of the same family/person. This allows for 2 (two) extended stays per 30 (thirty) days.
- III. **Registration** – Adults (21 years of age or older) must register and occupy site. Children under 18 years of age must not be left alone and must always have adult supervision. Guests are required to check in and out with the Park Ranger.
- IV. **Parking** – After registering, vehicles may be driven to site to unload and again to load when departing (20-minute limit). At all other times vehicles must be parked in the paved parking areas. If a handicap parking pass is presented at the time of booking, you will be permitted to leave your vehicle in the designated area for Cabins 1, 2, 3, 4 only; however, you will not be permitted to drive your vehicle to and from the bath house or on trails throughout the park.
- V. **Camping** – allowed in designated areas by permit only.
- VI. **Alcoholic beverages are prohibited** (Cabarrus County Ordinance Section 50-4).
- VII. **Smoking and usage of tobacco products are prohibited** (Cabarrus County Ordinance Section 50-1).
- VIII. **Pets** – Pets must always be restrained on a leash of six feet or less. Pets are not allowed inside cabins or bath house at any time. Pets may not remain in the park overnight. This is to include cabins, tent sites, vehicles, or kennels. Check in time is 3:00 p.m. Check out time is 11:00 a.m. Please check in and out with the Park Ranger.
- IX. **Enforcements** – Failure to abide by the regulations and ordinances governing Cabarrus County Active Living and Parks will subject offender to temporary or permanent expulsion from the park and/or criminal prosecution. In the event of permit revocation, all monies paid shall be forfeited by the offender and retained by the park. All North Carolina Motor Vehicle and traffic laws apply at any park or parking lot operated by the Active Living and Parks Department.
- X. **Tent sites** – Each of the tent sites includes a picnic table, grill, fire circle, and trash can. A restroom/shower building is centrally located and includes an outside utility sink. A maximum of 2 (two) tents and 6 (six) people allowed at each tent site.
- XI. **Cabins** – Each cabin includes one double bed, one set of bunk beds, a day bed, chest of drawers, dining table with chairs, and a small refrigerator. Each cabin also has heat and air conditioning. No bed linens or dishes are provided. Any damaged or broken items (pictures, lamps, etc.) will be replaced at cost by renter of the facility. Picnic table, charcoal grill, and fire circle are provided outside each cabin. Furniture may not be removed from the cabin. All trash is to be removed. Cabin is to be cleaned prior to checkout. Camping tents are not permitted on cabin sites. Dining canopies are allowed.
- XII. **Group Camping** – Group camping site includes a fire pit, picnic table, grill, trash can, recycling can and 9 (nine) tent sites with a maximum of 35 people allowed. To qualify to stay in the group camping area, certification and/or documentation must be provided meeting one of the following criteria: Boy Scouts of America, Girl Scouts of America, or other organized youth group. Groups must provide documentation to meet criteria for group camping area use. Examples of qualifying documentation are as follows but not limited to charters, letters on official letterhead from the group organizer, youth leader, or a 501 (c) 3 non-profit organization. Counselor to camper ratio must be at least 1 (one) counselor per 7 (seven) youth. Counselors are considered anyone over 21 years of age and who are supervising the camp outing. Group camping excludes family functions and will not require a two-day stay on Friday and Saturday. This area cannot be divided into multiple reservations. Tents must be set up within designated tent site areas.

Revised 05/03/03
Revised 02/02/04
Revised 02/08/05
Revised 02/20/06
Revised 02/08/07
Revised 02/18/08
Revised 02/03/09
Revised 01/19/10
Revised 11/22/11
Revised 11/15/12
Revised 11/18/13
Revised 11/20/14
Revised 10/15/15
Revised 09/15/16
Revised 10/20/16
Revised 11/06/17
Revised 11/19/18
Revised 12/16/19
Revised 12/21/20
Revised 11/21/22
Revised 09/11/2023 by Allison W Creswell, Administrative Assistant

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**December 18, 2023
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

Active Living and Parks - Phase 2 Matching Incentive Grant Project Approval

BRIEF SUMMARY:

Phase 2 of the Matching Incentive Grant Program received 2 applications for the \$24,465 remaining funds available in the FY 24 budget.

Both applicants met all necessary requirements. Their applications were reviewed by the ALP Commission Property Committee and presented for approval.

The ALP Commission recommends that both projects be funded for a total County match of \$15,622. Projects include Cabarrus County 4H to install a concrete pad for their new outdoor class and programming space and Hartsell Athletic Association for field maintenance equipment.

Provided is the associated budget amendment.

REQUESTED ACTION:

Motion to accept grant awards and adopt the associated budget amendment.

EXPECTED LENGTH OF PRESENTATION:**SUBMITTED BY:**

Ian Sweeney, Special Projects and Events Manager

BUDGET AMENDMENT REQUIRED:

Yes

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

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

ATTACHMENTS:

- Budget Amendment

Budget Revision/Amendment Request

Date: 12/18/2023

Amount: 46,866.00

Dept. Head: Londa Strong

Department: Active Living & Parks

Internal Transfer Within Department

Transfer Between Departments/Funds

Supplemental Request

The matching incentive grant program provides seed money for civic and community groups to construct, improve or acquire recreational and park facilities in Cabarrus County. The purpose of this budget amendment is to assign funds from the approved budget to two different organizations, whose applications were recommended for funding by the Active Living and Parks Commission.

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
001	9	8140-9831-0154	Matching Grants - Unassigned Funds	50,930		31,244	19,686
001	6	8140-6813-0154	Matching Grants - Unassigned Funds	25,465		15,622	9,843
001	9	8140-9831-0213	Matching Grants - Hartsell Ath Association	23,408	28,044	-	51,452
001	6	8140-6813-0213	Matching Grants - Hartsell Ath Association	11,704	14,022	-	25,726
001	9	8140-9831-CC4H	Matching Grants- CabCo 4H Foundation	3,662	3,200	-	6,862
001	6	8140-6813-CC4H	Matching Grants- CabCo 4H Foundation	1,831	1,600	-	3,431
				-		-	-
				-		-	-
						-	-
				117,000	46,866	46,866	117,000

Budget Officer

Approved
 Denied

County Manager

Approved
 Denied

Board of Commissioners

Approved
 Denied

Budget Revision/Amendment Request

Signature

Sianature

Signature

Date

Date

Date

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**December 18, 2023
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

Behavioral Health – Amended Resolution to Direct the Expenditure of Opioid Settlement Funds

BRIEF SUMMARY:

The Cabarrus County Board of Commissioners adopted a Resolution to Direct the Expenditure of Opioid Settlement Funds on January 17, 2023. The adopted resolution listed and authorized one strategy, Recovery Support Services (Strategy 3). Staff has identified and confirmed an additional strategy, Naloxone Distribution (Strategy 7), as an expenditure of Opioid Settlement Funds for the harm reduction wellness program. Amending the resolution will ensure the resolution aligns with expenditures for the program.

REQUESTED ACTION:

Motion to adopt amended resolution to direct the expenditure of opioid settlement funds.

EXPECTED LENGTH OF PRESENTATION:**SUBMITTED BY:**

Aalece Pugh-Lilly, Behavioral Health 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:

- Resolution



**A RESOLUTION BY THE COUNTY OF CABARRUS
TO DIRECT THE EXPENDITURE OF OPIOID SETTLEMENT FUNDS**

WHEREAS Cabarrus County has joined national settlement agreements with companies engaged in the manufacturing, distribution, and dispensing of opioids, including settlements with drug distributors Cardinal, McKesson, and AmerisourceBergen, and the drug maker Johnson & Johnson and its subsidiary Janssen Pharmaceuticals;

WHEREAS the allocation, use, and reporting of funds stemming from these national settlement agreements and certain bankruptcy resolutions ("Opioid Settlement Funds") are governed by the Memorandum of Agreement Between the State of North Carolina and Local Governments on Proceeds Relating to the Settlement of Opioid Litigation ("MOA");

WHEREAS Cabarrus County has received Opioid Settlement Funds pursuant to these national settlement agreements and deposited the Opioid Settlement Funds in a separate special revenue fund as required by section D of the MOA;

WHEREAS section E.6 of the MOA states:

E.6. Process for drawing from special revenue funds.

- a. **Budget item or resolution required.** Opioid Settlement Funds can be used for a purpose when the Governing Body includes in its budget or passes a separate resolution authorizing the expenditure of a stated amount of Opioid Settlement Funds for that purpose or those purposes during a specified period of time.
- b. **Budget item or resolution details.** The budget or resolution should (i) indicate that it is an authorization for expenditure of opioid settlement funds; (ii) state the specific strategy or strategies the county or municipality intends to fund pursuant to Option A or Option B, using the item letter and/or number in Exhibit A or Exhibit B to identify each funded strategy, and (iii) state the amount dedicated to each strategy for a stated period of time.

NOW, THEREFORE BE IT RESOLVED, in alignment with the NC MOA, Cabarrus County authorizes the expenditure of opioid settlement funds as follows:

1. First strategy authorized
 - a. Name of strategies:
Recovery Support Services (Strategy 3)

b. Strategy is in:

Exhibit A

c. Item letter and/or number:

Exhibit A #3

d. Amounted authorized:

\$210,000

e. Term:

November 1, 2022 through October 31, 2025

f. Description of the program, project, or activity:

In the context of a harm reduction wellness program, funding will be used to support peer support, education, and naloxone distribution. Services include the following:

- Linkages to care based on participant needs
- Peer support/case management services
- Outreach to engage participants
- Harm reduction education, naloxone distribution, and providing safer use supplies to participants

Peers have received extensive training in Wellness Recovery Action Planning (WRAP), motivational interviewing, Naloxone use, and case management. They offer referrals to MAT, lead sober living/transitional housing meetings, provide social work services, and inform and guide future programming from the lens of lived experience. They also provide employment-related support, like job search guidance, interview coaching, and resume review. Peers are based in our health department, but also provide services out in the community in sites like the jail, treatment centers, and transitional housing/sober living. By the end of the project, CHA will have served at least 1,120 unique individuals through Peer-led overdose prevention education.

g. Provider:

Cabarrus Health Alliance (CHA)

The total dollar amount of Opioid Settlement Funds appropriated across the above named and authorized strategies is **\$210,000**.

Adopted this the 18th day of December 2023.

Stephen M. Morris, Chairman
County Board of Commissioners

ATTEST:

Clerk to the Board

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**December 18, 2023
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

BOC - Annual Bond Approval - Deputy Finance Director

BRIEF SUMMARY:

Annual approval of ongoing bond for:

Cabarrus County Deputy Finance Director, Suzanne Burgess

REQUESTED ACTION:

Motion to approve the ongoing bond for the Cabarrus County Deputy Finance Director, Suzanne Burgess.

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.

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**December 18, 2023
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

BOC - Annual Bond Approval - Finance Director

BRIEF SUMMARY:

Annual approval of ongoing bond for:

Cabarrus County Finance Director, Jim Howden

REQUESTED ACTION:

Motion to approve the ongoing bond for the Cabarrus County Finance Director, Jim Howden.

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.

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**December 18, 2023
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

BOC - Annual Bond Approval - Human Resources Director

BRIEF SUMMARY:

Annual approval of ongoing bond for:

Cabarrus County Human Resources Director, Lundee Covington

REQUESTED ACTION:

Motion to approve the ongoing bond for the Cabarrus County Human Resources Director, Lundee Covington

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.

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**December 18, 2023
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

BOC - Annual Bond Approvals - Register of Deeds

BRIEF SUMMARY:

Annual approval of ongoing bonds for:

Cabarrus County Register of Deeds, Wayne Nixon.

REQUESTED ACTION:

Motion to approve the ongoing bonds for the Cabarrus County Register of Deeds, Wayne Nixon.

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.

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**December 18, 2023
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

BOC - Annual Bond Approvals - Sheriff

BRIEF SUMMARY:

Annual approval of ongoing bonds for:

Cabarrus County Sheriff, Van Shaw.

REQUESTED ACTION:

Motion to approve the ongoing bonds for the Cabarrus County Sheriff, Van Shaw.

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.

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**December 18, 2023
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

BOC - Annual Bond Approvals - Tax Administrator

BRIEF SUMMARY:

Annual approval of ongoing bonds for:

Cabarrus County Tax Administrator, David Thrift.

REQUESTED ACTION:

Motion to approve the ongoing bonds for the Cabarrus County Tax Administrator, David Thrift.

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.

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**December 18, 2023
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

BOC - Appointment Policy

BRIEF SUMMARY:

Annual review of the Boards policies, this item focuses on the Boards rules of procedure.

REQUESTED ACTION:

Motion to Approve the Appointment Policy

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:

- Appointment Policy

2024 COMMISSIONER BOARD APPOINTMENTS

NAME OF BOARD	MEETING DATE	MEETING TIME	MEETING LOCATION	MEMBER	LIAISON	ALTERNATE	VOTE	NOTES
Active Living and Parks Commission	3rd Thursday	6:00 p.m.	Concord Senior Center		Wortman		N	
Cabarrus County Board of Education - Business Mtg.	2nd Monday	6:00 p.m. (Business)	Old Airport Road		Furr	Measmer	N	
Cabarrus County Board of Education - Work Session	1st Monday	6:00 p.m. (Wk. Session)	Old Airport Road		Measmer	Furr	N	
Cabarrus County Partnership for Children (Smart Start)	4th Tuesday (Recommendation to meet bi-monthly)	Noon	1307 S. Cannon Blvd, Kannapolis, NC	Morris			Y	
Cabarrus Planning and Zoning Commission	2nd Tuesday	6:30 p.m.	Governmental Center		Wortman	Shue	N	
Cabarrus-Rowan Urban Area MPO Transportation Adv. Comm.	4th Wednesday (except July/Dec.)	5:30 p.m.	Varies	Furr		Shue	Y	
Centralina Regional Council of Government Executive Board	Monthly	2nd Wednesday	Charlotte Office	Shue				
Centralina Regional Council of Government Board of Directors	Monthly	2nd Wednesday	Charlotte Office	Shue				
Centralina Economic Development Commission	3rd Thursday	4:00 p.m.	COG Office	Downs				
Centralina Workforce Development Consortium	Bi-Monthly 2nd Tuesday	4:30	Varies	Furr			Y	
City of Concord	2nd Thursday	6:00 p.m.	Council Chambers		Morris		N	
City of Kannapolis	2nd & 4th Mondays	6:00 p.m.	City Council Chambers		Wortman		N	
City of Locust	1st Thursday	7:30 p.m.	City Hall		Furr		N	
Cooperative Extension Service	Quarterly	6:00 p.m.	Extension Office		Wortman		N	
Council of Planning – NC 73 Corridor	Quarterly, 3rd Tuesday	2:00 p.m.	Varies	Furr		Wortman	Y	
Early Childhood Task Force	2nd Tuesday	4:00 p.m.	Concord Library	Measmer				
Exit 49 Taskforce	As Needed		CVB Office		Wortman	Downs	Y	
Fire Departments & First Responder Advisory Committee	March, June, Sept. & Dec.	7:00 p.m.	Different VFD's Host		Wortman	Shue	N	
Home and Community Care Block Grant Advisory Committee	2-19; 3-1*9; 4-23*; 5-21; 8-20; and 11-19 (*tentative)	TBD	Senior Center	Furr			N	
Human Services Advisory Board	2nd Wednesday	1:30 p.m.	HSC Board Room	Measmer			Y	
Juvenile Crime Prevention Council	3rd Wednesday	7:30 a.m.	Governmental Center	Measmer			Y	
Kannapolis Board of Education	2nd Monday	Varies	Central Office		Shue	Furr	N	
Library Board of Trustees	1-18; 3-15; 5-17; 7-19; 9-20; and 11-15 (3rd Thursdays)	4:30 p.m.	Libraries - Rotate		Morris		N	
Local Emergency Planning Committee	2-7; 5-2; 8-1; and 11-7	3:00 p.m.	Governmental Center		Measmer		Y	
Logan Community	4th Monday	6:00 p.m.	Logan Community Center		Wortman			
Mental Health Advisory Board	3-21; 6-20; 9-19; and 12-19	6:00 p.m.	Governmental Center		Wortman			
Public Health Authority of Cabarrus County	2nd Tuesday	5:30 p.m.	HSC Board Room	Morris			Y	Term ends 6/30/25
Region F Aging Advisory Committee	Quarterly - Thursday (March 8 and June 14)	1 p.m.	COG Office		Shue		N	
Rowan-Cabarrus Community College Board of Trustees	Last Monday of Month (except July & Dec.)	4:00 p.m.	Varies		Morris		N	Term ends 6/30/25
Senior Centers Advisory Council	3rd Monday	11:00 a.m.	Senior Center		Measmer		N	
Soil & Water Conservation District	1st Tuesday	5:15 p.m.	Governmental Center		Shue		N	
Tourism Authority (CVB)	4th Wednesday	8:00 a.m.	CVB Office	Honeycutt			Y	Term ends 6/30/24 Finishes out term
Town of Harrisburg	2nd Monday	6:00 p.m.	Town Hall		Measmer		N	
Town of Midland	2nd Tuesday	6:00 p.m.	Town Hall		Furr		N	
Town of Mt. Pleasant	1st Monday (except June & August) No July or Sept meeting.	7:00 p.m.	Town Hall Auditorium		Shue		N	
Transportation Advisory Board	2-7; 4-4; 6-6; 8-1; 10-3; and 12-5	10:00 a.m.	CCTS Conference Room		Morris		N	
Water and Sewer Authority (WSACC)	3rd Thursday	5:00 p.m.	WSACC - 232 Davidson Hwy.	Shue/Marshall			Y	Term ends 6/30/24
Youth Commission	3rd Monday	6:00 p.m.	Varies		Furr		N	

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**December 18, 2023
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

BOC - 2024 Commissioner Board Appointments

BRIEF SUMMARY:

Assignment of the Board of Commissioner board liaison appointments for calendar year 2024.

REQUESTED ACTION:

Motion to approve the 2024 Commissioner Board Appointments.

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:

- 2023 Commissioner Board Appointments
- Blank - Proposed 2024 Commissioner Board Appointments

2023 COMMISSIONER BOARD APPOINTMENTS

NAME OF BOARD	MEETING DATE	MEETING TIME	MEETING LOCATION	MEMBER	LIAISON	ALTERNATE	VOTE	NOTES
Active Living and Parks Commission	3rd Thursday	6:00 p.m.	Concord Senior Center		Wortman		N	
Cabarrus County Board of Education - Business Mtg.	2nd Monday	6:00 p.m. (Business)	Old Airport Road		Wortman	Measmer	N	
Cabarrus County Board of Education - Work Session	1st Monday	6:00 p.m. (Wk. Session)	Old Airport Road		Measmer	Strang	N	
Cabarrus County Partnership for Children (Smart Start)	4th Tuesday (Recommendation to meet bi-monthly)	Noon	1307 S. Cannon Blvd, Kannapolis, NC	Morris			Y	
Cabarrus Planning and Zoning Commission	2nd Tuesday	6:30 p.m.	Governmental Center		Wortman	Shue	N	
Cabarrus-Rowan Urban Area MPO Transportation Adv. Comm.	4th Wednesday (except July/Dec.)	5:30 p.m.	Varies	Strang		Measmer	Y	
Centralina Regional Council of Government Executive Board	Monthly	2nd Wednesday	Charlotte Office	Shue				
Centralina Regional Council of Government Board of Directors	Monthly	2nd Wednesday	Charlotte Office	Shue				
Centralina Economic Development Commission	3rd Thursday	4:00 p.m.	COG Office	Downs				Term ends 2/28/22
Centralina Workforce Development Consortium	Bi-Monthly 2nd Tuesday	4:30	Varies	Strang			Y	
City of Concord	2nd Thursday	6:00 p.m.	Council Chambers		Morris		N	
City of Kannapolis	2nd & 4th Mondays	6:00 p.m.	City Council Chambers		Strang		N	
City of Locust	1st Thursday	7:30 p.m.	City Hall		Strang		N	
Cooperative Extension Service	Quarterly	6:00 p.m.	Extension Office		Wortman		N	
Council of Planning – NC 73 Corridor	Quarterly, 3rd Tuesday	2:00 p.m.	Varies	Strang		Wortman	Y	
Early Childhood Task Force	2nd Tuesday	4:00 p.m.	Concord Library	Measmer				Term ends 7/31/22
Exit 49 Taskforce	As Needed		CVB Office		Wortman	Downs	Y	
Fire Departments & First Responder Advisory Committee	March, June, Sept. & Dec.	7:00 p.m.	Different VFD's Host		Wortman	Shue	N	
Home and Community Care Block Grant Advisory Committee	2-19; 3-1*9; 4-23*; 5-21; 8-20; and 11-19 (*tentative)	TBD	Senior Center	Strang			N	
Human Services Advisory Board	2nd Wednesday	1:30 p.m.	HSC Board Room	Measmer			Y	
Juvenile Crime Prevention Council	3rd Wednesday	7:30 a.m.	Governmental Center	Measmer			Y	
Kannapolis Board of Education	2nd Monday	Varies	Central Office		Shue	Strang	N	
Library Board of Trustees	1-18; 3-15; 5-17; 7-19; 9-20; and 11-15 (3rd Thursdays)	4:30 p.m.	Libraries - Rotate		Morris		N	
Local Emergency Planning Committee	2-7; 5-2; 8-1; and 11-7	3:00 p.m.	Governmental Center		Measmer		Y	
Logan Community	4th Monday	6:00 p.m.	Logan Community Center		Wortman			
Mental Health Advisory Board	3-21; 6-20; 9-19; and 12-19	6:00 p.m.	Governmental Center		Wortman			
Public Health Authority of Cabarrus County	2nd Tuesday	5:30 p.m.	HSC Board Room	Morris			Y	Term ends 6/30/22
Region F Aging Advisory Committee	Quarterly - Thursday (March 8 and June 14)	1 p.m.	COG Office		Shue		N	
Rowan-Cabarrus Community College Board of Trustees	Last Monday of Month (except July & Dec.)	4:00 p.m.	Varies		Morris		N	Term ends 6/30/25
Senior Centers Advisory Council	3rd Monday	11:00 a.m.	Senior Center		Measmer		N	
Soil & Water Conservation District	1st Tuesday	5:15 p.m.	Governmental Center		Shue		N	
Tourism Authority (CVB)	4th Wednesday	8:00 a.m.	CVB Office	Honeycutt			Y	Term ends 6/30/24 Finishes out term
Town of Harrisburg	2nd Monday	6:00 p.m.	Town Hall		Measmer		N	
Town of Midland	2nd Tuesday	6:00 p.m.	Town Hall		Wortman		N	
Town of Mt. Pleasant	1st Monday (except June & August) No July or Sept meeting.	7:00 p.m.	Town Hall Auditorium		Shue		N	
Transportation Advisory Board	2-7; 4-4; 6-6; 8-1; 10-3; and 12-5	10:00 a.m.	CCTS Conference Room		Morris		N	
Water and Sewer Authority (WSACC)	3rd Thursday	5:00 p.m.	WSACC - 232 Davidson Hwy.	Shue/Marshall			Y	Term ends 6/30/24
Youth Commission	3rd Monday	6:00 p.m.	Varies		Strang		N	

2023 COMMISSIONER BOARD APPOINTMENTS

NAME OF BOARD	MEETING DATE	MEETING TIME	MEETING LOCATION	MEMBER	LIAISON	ALTERNATE	VOTE	NOTES
Active Living and Parks Commission	3rd Thursday	6:00 p.m.	Concord Senior Center				N	
Cabarrus County Board of Education - Business Mtg.	2nd Monday	6:00 p.m. (Business)	Old Airport Road				N	
Cabarrus County Board of Education - Work Session	1st Monday	6:00 p.m. (Wk. Session)	Old Airport Road				N	
Cabarrus County Partnership for Children (Smart Start)	4th Tuesday (Recommendation to meet bi-monthly)	Noon	1307 S. Cannon Blvd, Kannapolis, NC				Y	
Cabarrus Planning and Zoning Commission	2nd Tuesday	6:30 p.m.	Governmental Center				N	
Cabarrus-Rowan Urban Area MPO Transportation Adv. Comm.	4th Wednesday (except July/Dec.)	5:30 p.m.	Varies				Y	
Centralina Regional Council of Government Executive Board	Monthly	2nd Wednesday	Charlotte Office					
Centralina Regional Council of Government Board of Directors	Monthly	2nd Wednesday	Charlotte Office					
Centralina Economic Development Commission	3rd Thursday	4:00 p.m.	COG Office	Downs				Term ends 2/28/22
Centralina Workforce Development Consortium	Bi-Monthly 2nd Tuesday	4:30	Varies				Y	
City of Concord	2nd Thursday	6:00 p.m.	Council Chambers				N	
City of Kannapolis	2nd & 4th Mondays	6:00 p.m.	City Council Chambers				N	
City of Locust	1st Thursday	7:30 p.m.	City Hall				N	
Cooperative Extension Service	Quarterly	6:00 p.m.	Extension Office				N	
Council of Planning – NC 73 Corridor	Quarterly, 3rd Tuesday	2:00 p.m.	Varies				Y	
Early Childhood Task Force	2nd Tuesday	4:00 p.m.	Concord Library					
Exit 49 Taskforce	As Needed		CVB Office			Downs	Y	
Fire Departments & First Responder Advisory Committee	March, June, Sept. & Dec.	7:00 p.m.	Different VFD's Host				N	
Home and Community Care Block Grant Advisory Committee	2-19; 3-1*9; 4-23*; 5-21; 8-20; and 11-19 (*tentative)	TBD	Senior Center				N	
Human Services Advisory Board	2nd Wednesday	1:30 p.m.	HSC Board Room				Y	
Juvenile Crime Prevention Council	3rd Wednesday	7:30 a.m.	Governmental Center				Y	
Kannapolis Board of Education	2nd Monday	Varies	Central Office				N	
Library Board of Trustees	1-18; 3-15; 5-17; 7-19; 9-20; and 11-15 (3rd Thursdays)	4:30 p.m.	Libraries - Rotate				N	
Local Emergency Planning Committee	2-7; 5-2; 8-1; and 11-7	3:00 p.m.	Governmental Center				Y	
Logan Community	4th Monday	6:00 p.m.	Logan Community Center					
Mental Health Advisory Board	3-21; 6-20; 9-19; and 12-19	6:00 p.m.	Governmental Center					
Public Health Authority of Cabarrus County	2nd Tuesday	5:30 p.m.	HSC Board Room				Y	
Region F Aging Advisory Committee	Quarterly - Thursday (March 8 and June 14)	1 p.m.	COG Office				N	
Rowan-Cabarrus Community College Board of Trustees	Last Monday of Month (except July & Dec.)	4:00 p.m.	Varies				N	
Senior Centers Advisory Council	3rd Monday	11:00 a.m.	Senior Center				N	
Soil & Water Conservation District	1st Tuesday	5:15 p.m.	Governmental Center				N	
Tourism Authority (CVB)	4th Wednesday	8:00 a.m.	CVB Office	Honeycutt			Y	Term ends 6/30/24 Finishes out term
Town of Harrisburg	2nd Monday	6:00 p.m.	Town Hall				N	
Town of Midland	2nd Tuesday	6:00 p.m.	Town Hall				N	
Town of Mt. Pleasant	1st Monday (except June & August) No July or Sept meeting.	7:00 p.m.	Town Hall Auditorium				N	
Transportation Advisory Board	2-7; 4-4; 6-6; 8-1; 10-3; and 12-5	10:00 a.m.	CCTS Conference Room				N	
Water and Sewer Authority (WSACC)	3rd Thursday	5:00 p.m.	WSACC - 232 Davidson Hwy.				Y	
Youth Commission	3rd Monday	6:00 p.m.	Varies				N	

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**December 18, 2023
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

BOC - Resolution Establishing the Board of Commissioners' 2024 Meeting Schedule

BRIEF SUMMARY:

The following resolution establishes the Boards' meeting schedule for 2024.

Regular meetings that will fall on Tuesday due to holidays are:

* January 16, 2024 (Martin Luther King, Jr.)

Regular meetings that will fall on Tuesday due to a conference are:

* July 16, 2024 (NACo Annual Conference)

Work sessions that will fall on Tuesday due to holidays are:

* January 2, 2024 (New Year's Holiday)

* April 2, 2024 (Easter Holiday)

* September 3, 2024 (Labor Day)

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
ESTABLISHING THE REGULAR MEETING SCHEDULE
FOR CALENDAR YEAR 2024**

WHEREAS, the regular agenda work sessions of the Cabarrus County Board of Commissioners are currently held on the first Monday of each month at 4:00 p.m. in the Multipurpose Room at the Governmental Center; and

WHEREAS, the regular meetings of the Board of Commissioners are held on the third Monday of each month at 6:30 p.m. in the Commissioners' Meeting Room at the Governmental Center; and

WHEREAS, the Cabarrus County Board of Commissioners' 2024 meetings may be conducted remotely in a virtual setting, as allowed by the Board's Remote Participation Policy; and

WHEREAS, the Martin Luther King, Jr. holiday requires a change in the regular meeting date in January 2024; and

WHEREAS, the New Year's Day, Easter and Labor Day holidays require a change in the agenda work session meeting dates in January, April and September 2024; and

WHEREAS, the National Association of Counties (NACo) Conference requires a change in the regular meeting date in July 2024; and

NOW, THEREFORE, BE IT RESOLVED, the Cabarrus County Board of Commissioners, pursuant to North Carolina General Statute 153A-40(a), does hereby:

(1) Establish the Board's regular agenda work session schedule to meet at 4:00 p.m. in the Multipurpose Room at the Governmental Center on the following dates:

January 2, 2024 (<i>Tuesday</i>)	July 1, 2024
February 5, 2024	August 5, 2024
March 4, 2024	September 3, 2024 (<i>Tuesday</i>)
April 2, 2024 (<i>Tuesday</i>)	October 7, 2024
May 6, 2024	November 4, 2024
June 3, 2024*	December 2, 2024

*Commissioner's Meeting Room at 5:30 p.m.

(2) Establish the Board's regular meeting schedule to meet at 6:30 p.m. in the Commissioner's Meeting Room at the Governmental Center on the following dates:

January 16, 2024 (<i>Tuesday</i>)	July 16, 2024 (<i>Tuesday</i>)
February 19, 2024	August 19, 2024
March 18, 2024	September 16, 2024

April 15, 2024	October 21, 2024
May 20, 2024	November 18, 2024
June 17, 2024	December 16, 2024

- (3) Sets quarterly summits scheduled at the Cabarrus Arena and Events Center on January 17, 2024, April 17, 2024, July 17, 2024 and October 16, 2024 at 6:00 p.m.
- (4) The Board will hold a Budget Public Hearing at the June 3, 2024 Work Session meeting at 5:30 p.m. in the Commissioners Meeting Room at the Governmental Center; and
- (5) Sets a Board retreat, to be held at the TBD on February 23 at 4:00 p.m. and February 24 at 8:00 a.m.; and
- (6) Sets the NACo Legislative Conference in Washington, DC, on February 10-13, 2024; and
- (7) Sets the NCACC County Assembly Day and Legislative Reception in Raleigh TBD; and
- (8) Sets budget workshop meetings on April 18, 2024 and June 6, 2024 from 4:00 – 8:00 p.m. in the Multipurpose Room in the Governmental Center; and
- (9) Sets the NACo Annual Conference in Hillsborough County, Tampa, Florida on July 12 – 15, 2024; and
- (10) Sets the NCACC Annual Conference in Forsyth County, Winston-Salem, NC on August 8, 9 and 10th, 2024; and

BE IT FURTHER RESOLVED that any recessed, special or emergency meeting will be held as needed with proper notice as required by North Carolina General Statute 153A-40.

Adopted this the 18th day of December, 2023.

Stephen M. Morris, Chairman
Board of Commissioners

Attest:

Lauren Linker, Clerk to the Board

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**December 18, 2023
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

BOC - Resolution Human Services Director

BRIEF SUMMARY:

A resolution to appoint Aalece Pugh, Assistant County Manager as Human Services Director will be needed following the retirement of current Director, Karen Calhoun.

REQUESTED ACTION:

Motion to approve the resolution.

EXPECTED LENGTH OF PRESENTATION:**SUBMITTED BY:**

Rodney Harris, 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:

- Resolution



**RESOLUTION OF THE CABARRUS COUNTY BOARD OF COMMISSIONERS
ADOPTING THE COUNTY MANAGER'S RECOMMENDATION FOR
DIRECTOR OF THE CONSOLIDATED HUMAN SERVICES AGENCY**

WHEREAS, on June 17, 2013, the Cabarrus County Board of Commissioners created a consolidated human services agency (CHSA) governed by a consolidated human services board, pursuant to NCGS§ 153A-77(b), and thereafter assumed the powers, duties and responsibilities of the consolidated human services board in accordance with NCGS§ 153A-76 and NCGS§ 153A-77(a); and

WHEREAS, under NCGS§ 153A-77(e) the human services director of a consolidated human services agency reports directly to the County Manager and shall be appointed and dismissed by the County Manager with the advice and consent of the consolidated human services board; and

WHEREAS, the County Manager recommends to this Board that Assistant County Manager Dr. Aalece Pugh be appointed as and assume the duties of Cabarrus County Human Services Director as prescribed in NCGS§ 153A-77(e), in addition to her duties as Assistant County Manager.

NOW, THEREFORE, BE IT

RESOLVED, that the Board of Commissioners of Cabarrus County, pursuant to NCGS§ 153A-76, NCGS§ 153A-77 and this Board's resolution adopted June 17, 2013, does hereby consent to the recommendation of the County Manager designating Assistant County Manager Dr. Aalece Pugh as the Consolidated Human Services Director, effective January 1, 2024.

ADOPTED this the 18th day of December, 2023.

Stephen M. Morris, Chairman
Cabarrus County Board of Commissioners

ATTEST:

Lauren Linker, Clerk to the Board



CABARRUS COUNTY

BOARD OF COMMISSIONERS REGULAR MEETING

**December 18, 2023
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

County Manager - Resolution for Emergency Housing Support

BRIEF SUMMARY:

The lack of available and appropriate emergency placements for youth is a problem plaguing the child welfare system across the state. Locally, Cabarrus has been fortunate to avoid placement of children/youth in inappropriate settings and/or to have to care for them in County buildings or hotels. However, due to the statewide issue around access to therapeutic residential services for youth in custody, Cabarrus is proactively identifying emergency solutions for youth in care to avoid use of potentially harmful, less safe practices. Emergency foster care that is available at any hour, day or night, is needed to provide safe, trauma-informed care to youth in circumstances where traditional foster care is limited or unavailable.

REQUESTED ACTION:

Motion to approve the resolution.

EXPECTED LENGTH OF PRESENTATION:**SUBMITTED BY:**

Aalece Pugh, Assistant 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:

- Resolution



**A RESOLUTION BY THE COUNTY OF CABARRUS
TO SECURE A SHORT-TERM RESIDENTIAL SOLUTION FOR
YOUTH IN CUSTODY**

WHEREAS Cabarrus County is committed to the wellbeing of children and youth in the custody of Cabarrus County Human Services;

WHEREAS there have been multiple youth awaiting residential treatment services in recent months due to a myriad of reasons, including a statewide shortage in high-quality residential treatment providers, high turnover in staffing amongst residential treatment providers, and difficulty in identifying providers willing to accept youth with complex clinical needs;

WHEREAS Cabarrus County Human Services has identified the lack of available and appropriate emergency placements for youth as a problem plaguing the child welfare system statewide, Cabarrus County is proactively identifying emergency solutions for youth in care to avoid use of potentially harmful, less safe practices (e.g., housing children in office buildings or hotels); and

WHEREAS Cabarrus County is aware of the potential long-term effects associated with youth languishing in inappropriate settings, that are not designed for long-term care, including emergency departments, crisis stabilization facilities, and hospital settings;

NOW, THEREFORE BE IT RESOLVED, Cabarrus County authorizes the expenditure of funds as follows to develop a short-term care solution for children and youth entering care and/or awaiting a longer-term placement. The program will serve as a bridge for children/youth in the following scenarios:

- Youth entering foster care
- Youth whose placement disrupted
- Youth awaiting a higher-level or longer-term care solution

Priority will be given to youth in the following scenarios; however, the Human Services Director or their designee will have final input on prioritization should there be more youth needing care than slots available:

- Youth languishing in hospital/ED settings
- Youth at high risk of elopement or with higher care needs
- Older youth entering foster care
- Sibling sets

:

Funding needs are as follows:

1. One-time capital expenditure and start-up costs to purchase a residence, upfit in accordance with state regulatory requirements for licensure as a 1700 residential facility (as set forth in 10A NCAC 27G), and staff in accordance with the staffing model outlined in Partners Health Management's alternative service description of Emergency Transitional Residential Intervention (ETRI). **(Cost TBD)**
2. Operating expenses for up to three (3) youth per month (annually) for exceptional circumstances whereby operating expenses are not covered by Medicaid. **(Cost TBD)**

A. Description of the program, project, or activity:

As noted by child welfare experts, the lack of available and appropriate emergency placements for youth is a problem plaguing the child welfare system across the state. Locally, Cabarrus has been fortunate to avoid placement of children/youth in inappropriate settings and/or to have to care for them in County buildings or hotels. However, due to the statewide issue around access to therapeutic residential services for youth in custody, Cabarrus is proactively identifying emergency solutions for youth in care to avoid use of potentially harmful, less safe practices. Emergency foster care that is available at any hour, day or night, is needed to provide safe, trauma-informed care to youth in circumstances where traditional foster care is limited or unavailable.

Expectations: The programs will have the clinical sophistication to work with the County's challenging and complex youth, while ensuring a staffing pattern that can maintain appropriate safety and supervision. As a partially County funded service, the expectation is that the service is available to any youth requiring care, at any time of day or evening. This includes providing the service to youth who meet any of the following criteria:

- 1) Youth whose behavioral and mental health needs would qualify them for therapeutic foster care but in the process of being assessed and approved for this level of service
- 2) Youth exhibiting behaviors that would be difficult to manage in a regular foster home setting but do not meet the full requirements for therapeutic foster care
- 3) Youth exhibiting criminal and/or sexualized behaviors towards other children or adults (with appropriate additional staffing in place)
- 4) Youth with medical conditions that require specialized care, therapy, medical equipment and/or supplies to maintain and sustain their life functions
- 5) Youth needing a one-on-one staffing structure when the child is displaying sexualized, and/or high-risk behaviors

Reimbursement Structure: The program will function as a bundled payment service. This means the daily rate includes the following services: a clinical assessment, therapy (as indicated), enhanced case management, and other supports, as needed. Most youth in custody admitted to the program will likely be eligible for the **Emergency Transitional Residential Intervention** service definition proposed by Partners Health Management. As such, the service will likely be covered as Medicaid billable service for most youth in care.

There may be some circumstances under which Cabarrus County may need to cover the contracted amount, including if the youth does not have a behavioral health condition or the youth is ineligible for Medicaid (e.g., undocumented children). Should the need arise, the terms and payment structure of the program will be re-negotiated based on need. The provider will provide a monthly census of children/youth served, days served, and other metrics to Cabarrus County Human Services at regular intervals.

B. Provider: **TBD**

Total Cost TBD

Adopted this the 18th day of December 2023.

Stephen M. Morris, Chairman
County Board of Commissioners

ATTEST:

Clerk to the Board

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**December 18, 2023
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

Department of Human Services - Senior Health Insurance Information Program (SHIIP)
Funding Increase

BRIEF SUMMARY:

The Senior Health Insurance Information Program (SHIIP) is administered in Cabarrus County through the Department of Human Services Adult and Aging Services Division. The SHIIP Program receives annual grant funding from the North Carolina Department of Insurance. The agency received notification of the award for FY24 (July 1, 2023 - June 30, 2024) in October. The actual amount awarded \$15,677.00, which is higher than the budgeted amount of \$9,756.00. There is no county match for these funds.

REQUESTED ACTION:

Motion to adopt budget amendment.

EXPECTED LENGTH OF PRESENTATION:**SUBMITTED BY:**

Anthony Hodges, Adult and Aging Services Program Administrator

BUDGET AMENDMENT REQUIRED:

Yes

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

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

ATTACHMENTS:

- ❑ Budget Amendment

Budget Revision/Amendment Request

Date: 12/18/2023

Amount: 6,527.00

Dept. Head: Karen Calhoun

Department: DHS

Internal Transfer Within Department

Transfer Between Departments/Funds

Supplemental Request

This Budget Admendment is to revise revenue and expenditures to match the State SHIIP grant for FY24. The grant is \$15,677.00. There is no County match.

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
001	6	5760-6270-ST8	SHIIP Grant	9,756.00	6,527.00	-	16,283.00
001	9	5760-9356-ST8	Special Program Supplies	9,150.00	6,527.00		15,677.00
001	9						0.00
001	6						0.00
001	9						0.00
001	9						0.00
001	9						0.00
001	9						0.00
Total							0.00

Budget Officer

Approved
 Denied

Signature

Date

County Manager

Approved
 Denied

Signature

Date

Board of Commissioners

Approved
 Denied

Signature

Date

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**December 18, 2023
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

Emergency Management - Squad 410 Career Development Plan Proposal

BRIEF SUMMARY:

Squad 410 provides direct operational support to (12) local fire departments in the form of full-time 24 hour staffing as well as backup basic life support transport capabilities for EMS. The creation of a career development plan is designed to not only address increased employee turnover but allows us to retain and invest in our employees and build an internal "pipeline" by identifying future leaders for Squad 410.

REQUESTED ACTION:

Motion to approve Squad 410 Career Development Plan for implementation effective 01/01/2024.

EXPECTED LENGTH OF PRESENTATION:**SUBMITTED BY:**

Jason Burnett, 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:

- Squad 410 Career Development Plan Proposal - PDF

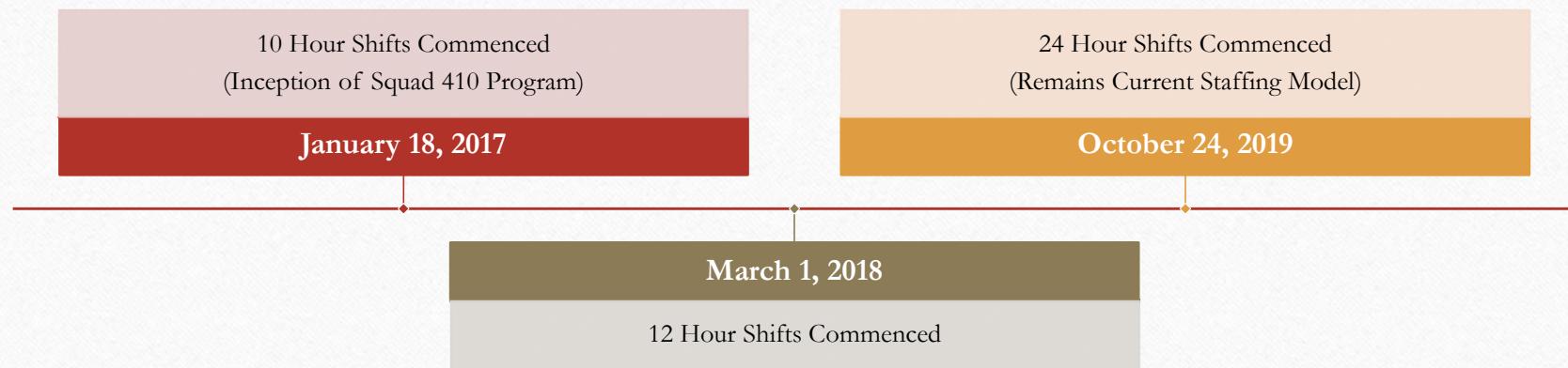
Fire Services

Career Development Plan



Dedication. Professionalism. Compassion.

History of Squad 410



Current Vacancies & Recent Turnover

(3) Current Full-Time
Firefighter Position
Vacancies

(21) Full-Time Position
Resignations/Separations
Since 2017

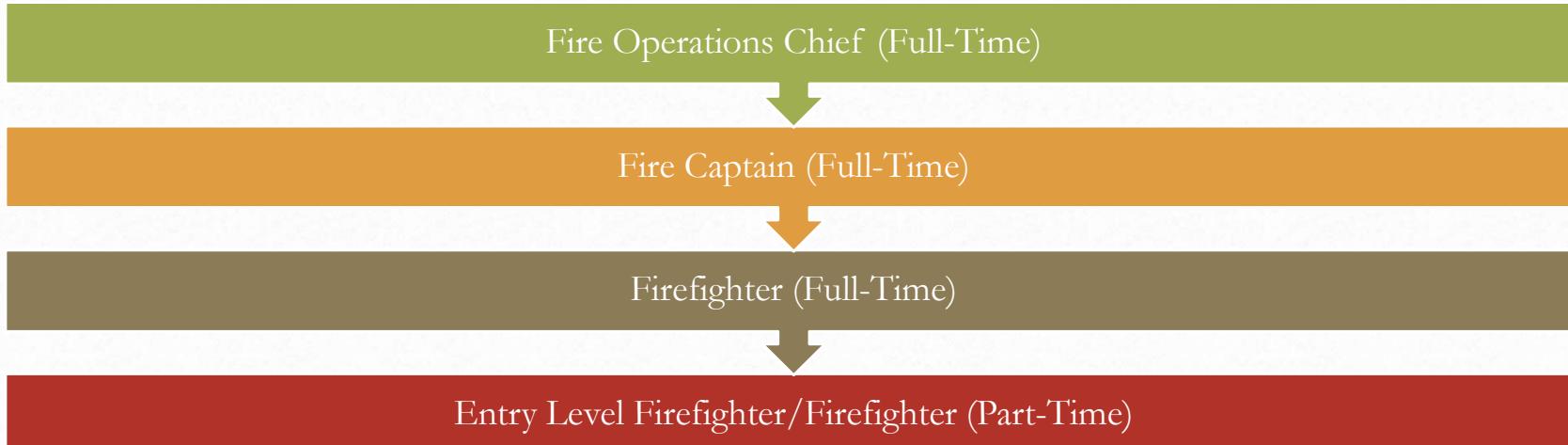
Top Turnover Reasons



LOWER STARTING PAY
COMPARED TO OTHER CAREER
FIRE DEPARTMENTS IN THE
REGION



NO CAREER DEVELOPMENT OR
ABILITY TO PROMOTE OUTSIDE OF
FIRE CAPTAIN POSITION



Fire Operations Chief (Full-Time)

Fire Captain (Full-Time)

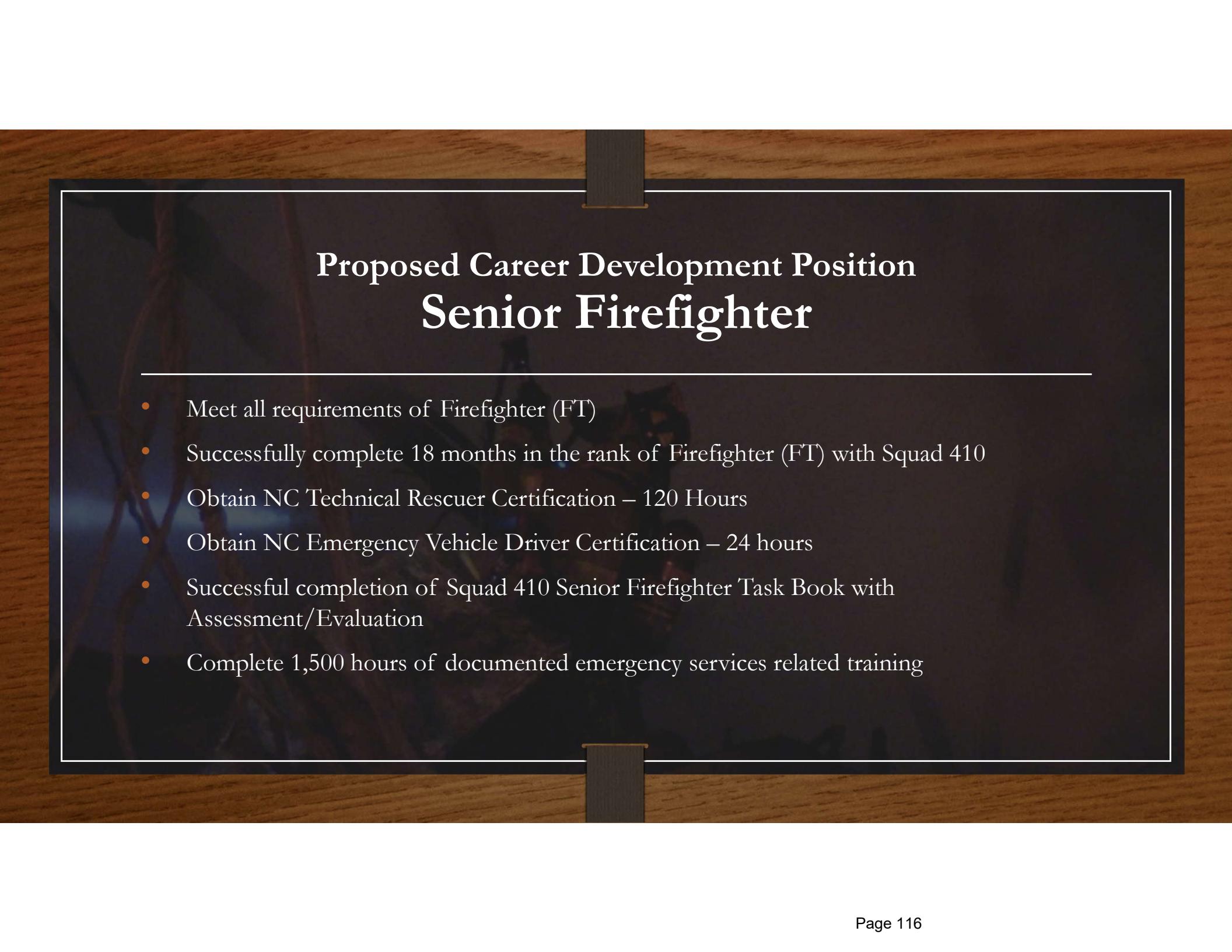
Firefighter (Full-Time)

Entry Level Firefighter/Firefighter (Part-Time)

Current Staffing By Position

Comparison to Other County Public Safety Departments

EMS	Senior Paramedic & Master Paramedic
Sheriff's Office	Senior Deputy & Master Deputy
Fire Services (Proposed)	Senior Firefighter & Fire Lieutenant (Master Firefighter)



Proposed Career Development Position **Senior Firefighter**

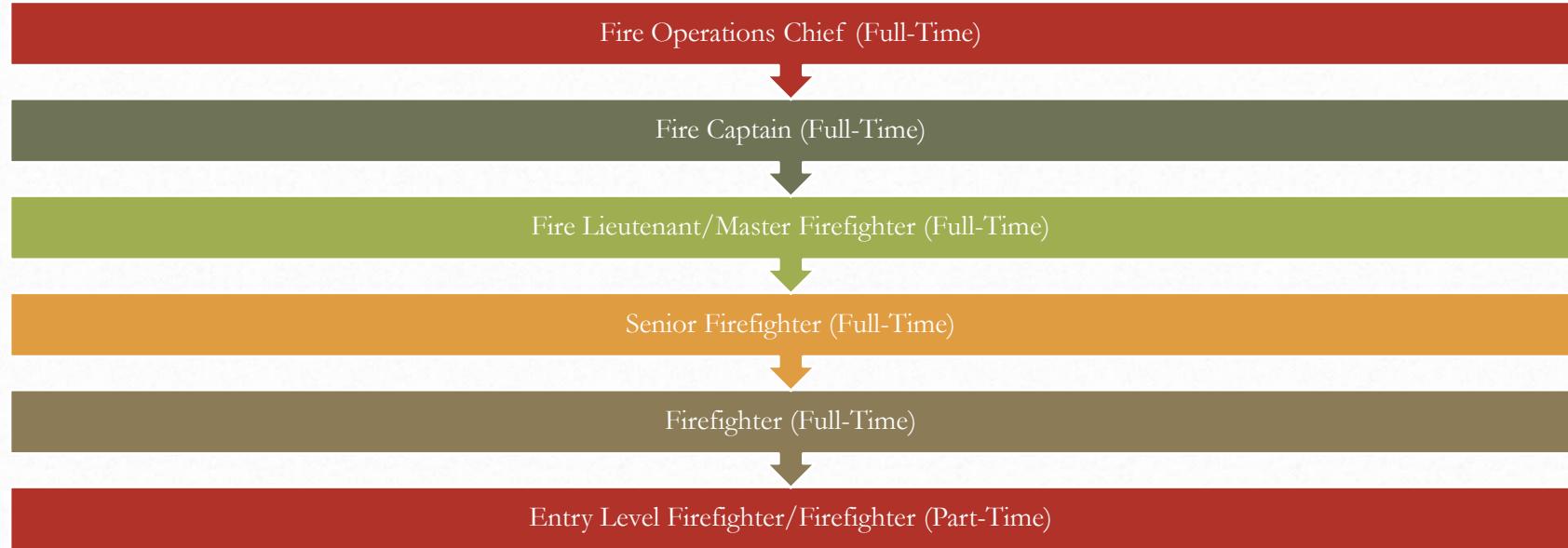
- Meet all requirements of Firefighter (FT)
- Successfully complete 18 months in the rank of Firefighter (FT) with Squad 410
- Obtain NC Technical Rescuer Certification – 120 Hours
- Obtain NC Emergency Vehicle Driver Certification – 24 hours
- Successful completion of Squad 410 Senior Firefighter Task Book with Assessment/Evaluation
- Complete 1,500 hours of documented emergency services related training



Proposed Career Development Position

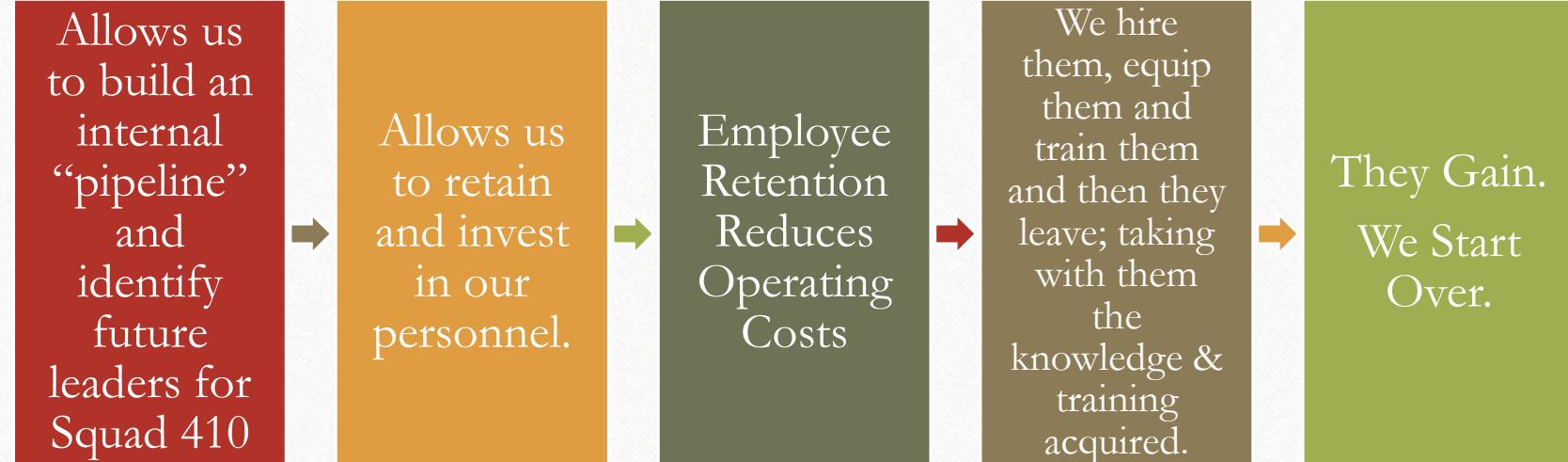
Fire Lieutenant (Master Firefighter)

- Meet all requirements of a Senior Firefighter
- Successfully complete 2 years in the Senior Firefighter rank with Squad 410
- Obtain ICS 300 Certification – 24 Hours
- Obtain NC Fire Instructor I Certification – 26 Hours
- Obtain NC Fire Officer I Certification – 36 Hours
- Completion of Squad 410 Relief Fire Captain Task Book with Assessment/Evaluation
- Complete 500 additional hours of documented emergency services related training for a total of 2,000 hours of training between Firefighter and Senior Firefighter positions

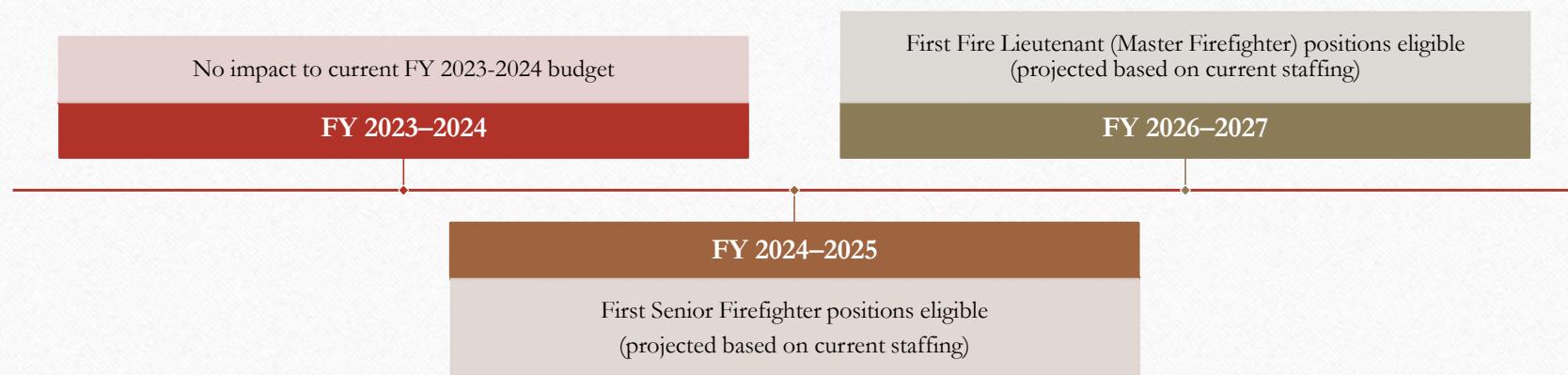


Proposed Staffing By Position

Why Now?



Fiscal Year Future Budget Impacts



Questions?



CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**December 18, 2023
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

Information Technology Services - Budget Amendment for 911 PC Purchase

BRIEF SUMMARY:

ITS replaced the computers that run the Computer Aided Dispatch (CAD) system in June 2023. The 911 Board notified the Finance Department that the allowance for a CAD PC is \$2300 per device. The devices ITS specified to support Cabarrus operations were \$3406. The total difference for the purchase of 16 devices is \$20,099. These funds will come from the ITS PC replacement budget and be transferred to the 911 fund to make up the difference.

REQUESTED ACTION:

Motion to adopt the budget amendment.

EXPECTED LENGTH OF PRESENTATION:**SUBMITTED BY:**

Todd Shanley, Chief Information Officer

BUDGET AMENDMENT REQUIRED:

Yes

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

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

ATTACHMENTS:

- ❑ Backup info
- ❑ Budget Amendment

CABARRUS COUNTY
FUND 401 - 911 EMERGENCY TELEPHONE FUND
RECONCILIATION BETWEEN REVENUE|EXPENDITURE REPORT AND GL
FOR FISCAL YEAR ENDING 2023

FUND BALANCE PER FY 2023 ACFR	\$ 2,273,356				
FUND BALANCE PER FY 2023 911 REV/EXP REPORT	<u>1,536,491</u>				
DIFFERENCE	736,865				
TRANSFER FROM CIF INCLUDED IN FB AND NOT REVENUE FROM 911 FUND	<u>(756,964)</u>				
DIFFERENCE - AMOUNT TO TRANSFER FROM GF <i>PC TOWERS NOT ELIGIBLE BECAUSE OF \$2,300 CAP PER WORKSTATION</i>	<u>\$ (20,099)</u>				
<table border="0" style="margin-left: 20px;"> <tr> <td>54,496 paid</td> </tr> <tr> <td>34,500 eligible (15 * \$2,300)</td> </tr> <tr> <td>103 misc difference</td> </tr> <tr> <td>20,099</td> </tr> </table>		54,496 paid	34,500 eligible (15 * \$2,300)	103 misc difference	20,099
54,496 paid					
34,500 eligible (15 * \$2,300)					
103 misc difference					
20,099					

Davenport Group, Inc.
104 Seafair Street
Lewisburg TN 37091
United States

Remit Payment To:
PO Box 785
Frankewing, TN 38459

davenportgroup

 **Invoice**
#INV115077

6/20/2023

Bill To:
Toddi Shirey
Cabarrus County
65 Church Street South
PO Box 707
Concord NC 28025-0707
United States

Ship To:
Cabarrus County
65 CHURCH STREET, SE
Concord NC 28025
United States

PO #	Terms	Sales Rep	Ship Date	Ship Via	FOB
2023555 - 00	Net 15	David Carrillo	6/20/2023		
			Qty	Rate	Amount
			16	\$3,406.00	\$54,496.00
			39	\$292.00	\$11,388.00
			*Reference Quote # DG1603		

Thank you for your business!			Subtotal	\$65,884.00
			Tax (7%)	\$4,611.88
			Total	\$70,495.88
Phone #	Fax #	Website	Balance Due	\$70,495.88
877.231.9114	651.765.0774	www.davenportgroup.com		

For Invoice Questions Call Rebecca Terhune at: 931.233.7911

CLOSE

VENDOR	52485
PO #	2023555
ACCT. NO.	040192740-4342
AMOUNT	650854
TAX	1611.88
APPROVED	7/6/00

Good Afternoon,

Please see the attached markup 2 for Cabarrus. The per workstation cap is \$2300.00, and Cabarrus is approved for 15 positions between the primary and backup center. Please also include on the righthand column reflecting if charges are for the primary, backup center, or both. This helps with keeping track of replacement schedule replacements.

Kristen Falco
Financial Review Specialist

Date: December 18, 2023

Amount: 20,099.00

Dept. Head: Todd Shanley (prepared by Suzanne Burgess)

Department: Fund 401 - 911 Emergency Telephone Fund

Internal Transfer Within Department

X Transfer Between Departments/Funds

Supplemental Request

This budget amendment is to transfer funds from the General Fund to reimburse the 911 Emergency Telephone Fund for expenditures that are not eligible to be paid with 911 funds.

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
001	9	1810-9342-0543	MINOR TECHNOLOGY EQUIPMENT	256,900.00	-	20,099.00	236,801.00
001	9	1960-9721	CONTRIBUTION TO SPECIAL REVENUE FUND	-	20,099.00	-	20,099.00
401	6	2740-6902	CONTRIBUTION FROM GENERAL FUND	-	20,099.00	-	20,990.00
401	9	2740-9342	MINOR TECHNOLOGY EQUIPMENT	-	20,099.00	-	20,990.00

Budget Officer

County Manager

Board of Commissioners

Approved

Approved

Approved

Denied

Denied

Denied

Signature

Signature

Signature

Date _____

Date _____

Date



CABARRUS COUNTY

BOARD OF COMMISSIONERS REGULAR MEETING

**December 18, 2023
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

Information Technology Services - Contract for Multifunction Devices

BRIEF SUMMARY:

Cabarrus County leases/rents multifunction devices to facilitate copying and printing needs across the county. The ITS department works with departments to assess individual department needs. The county has chosen Sharp Business Systems for the new lease.

REQUESTED ACTION:

Motion to approve the contract between Cabarrus County and Sharp Business Systems; and authorize the County Manager to execute the contract on behalf of Cabarrus County, subject to review or revisions by the County Attorney.

EXPECTED LENGTH OF PRESENTATION:**SUBMITTED BY:**

Todd Shanely, Chief Information Officer

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:

- ❑ Presentation
- ❑ Addendum to Master Lease
- ❑ BP-70C31-70C45 Product Brochure
- ❑ BP-70C55-70C65 Product Brochure
- ❑ MX-7081-MX-8081 Brochure
- ❑ Pages from IM-BP70C45-12E
- ❑ SBS Maintenance Agreement Terms and Conditions
- ❑ SLUSA Master Lease Agreement
- ❑ SLUSA Schedule

Sharp Development History

SHARP

MX-4141N



Renaissance Series 3.5

MX-4070N



Renaissance Series 4.0

MX-4071



Renaissance Series 4.5

BP-70C45



Renaissance Series 5.0

2013

2016

2019

2022

- **Modern appearance** – blends well in all office environments
- **Soft-close drawers** – reduces wear, less noise
- **Solid State Drive (SSD)** – processes jobs faster, no moving parts
- **Automatic Firmware Updates** – ensure machine is always up to date
- **Long-life Supplies** – increases timeframe between routine service visits
- **Strong Environmental Commitment**
 - Energy Star 3.0, one of the lowest TEC values in class *
 - EPEAT Gold Registered
 - Blue Angel and RoHS



Soft-close drawers

Enhanced Reliability

SHARP®

Average Service Calls (Earlier Sharp Models)

Model	Service Population	Average Monthly Volume	Average Copies Between Failures	Average EM Calls Per Machine	Average Total Calls Per Machine
MX2640N	570	1,798	18,111	1.4	2.1
MX3140N	258	2,187	14,356	1.1	1.7
MX3640N	211	2,237	16,173	1.0	1.6
MX4141N	274	2,816	15,685	1.3	2.2
MX5141N	330	3,159	20,645	1.2	2.1

Average Service Calls (Current Sharp Models)

Model	Service Population	Average Monthly Volume	Average Copies Between Failures	Average EM Calls Per Machine	Average Total Calls Per Machine
BP50C26	690	1,704	38,120	0.3	0.4
BP70C31	1,969	2,444	27,080	0.4	0.5
BP70C36	600	3,428	39,922	0.4	0.6
BP70C45	1,083	4,440	34,620	0.6	0.8
BP70C55	657	5,386	47,121	0.5	0.8

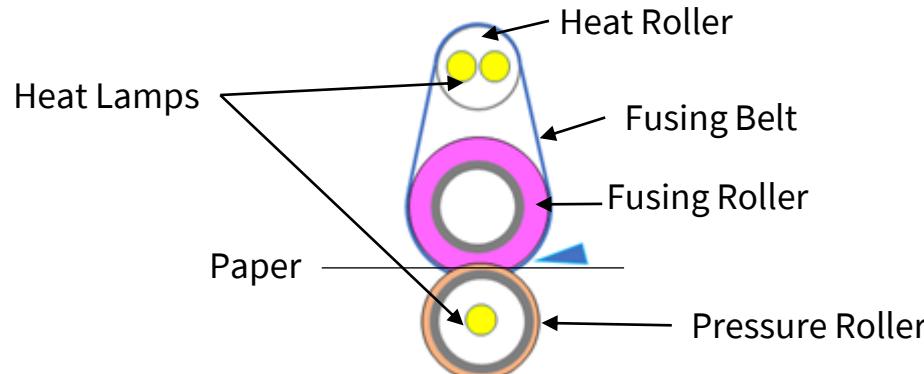
Avg. Calls Down 68%



*(Formerly BEI Services)
Provides dealers and manufacturers with real-world data, analytics and services for the office equipment industry.*

Previous series

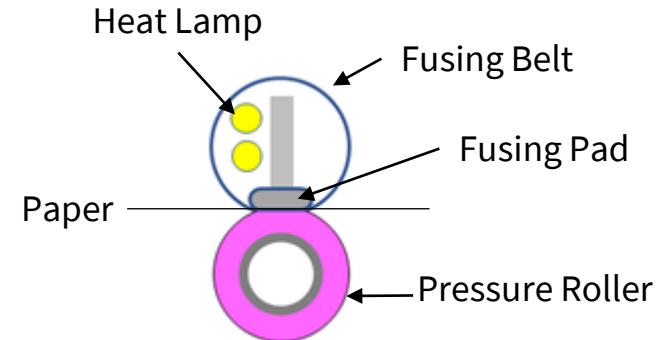
Belt Fusing System



- Requires three rollers
- Heated components include Heat roller, Fusing belt and Pressure roller

Current BP series

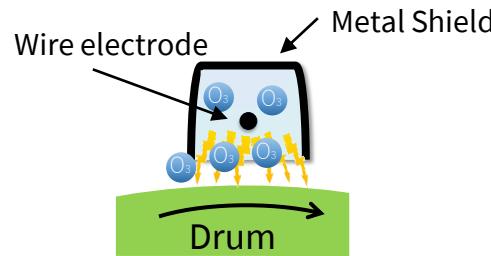
Pad Fusing System



- Low melt toner – high quality, **uniform image over time**
- Fusing pad instead of roller ensures **stable fusing** and **avoids wrinkles**
- Lower temperature fusing **enhances durability and reliability**
- Offers quick warm up and lower energy consumption
- **Fewer moving parts**

Previous series

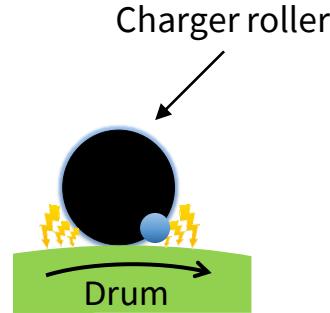
Electrode Wire Charger



- Uses high-level discharges
- Emits more ozone than charger roller design

Current BP series

Charger Roller



- Requires **lower-level discharge**
- Longer life compared to Electrode wire charger
- Higher reliability
- Reduces ozone output significantly

Long Life Maintenance Items

SHARP

- Most maintenance items have double the life from previous generation models
- Longer life means fewer service calls and longer “up time” between visits



Previous Series

Item	Life					
	26ppm	30ppm	35ppm	40ppm	50ppm	60ppm
Fusing belt kit	250k			300k		
Pressure roller kit	250k			300k		
Primary transfer belt kit	250k			300k		
Primary transfer blade kit	250k			300k		
Secondary transfer roller kit	250k			300k		
DV toner filter kit	N/A	N/A	N/A	N/A	250k(Bk), 200k(CL)	

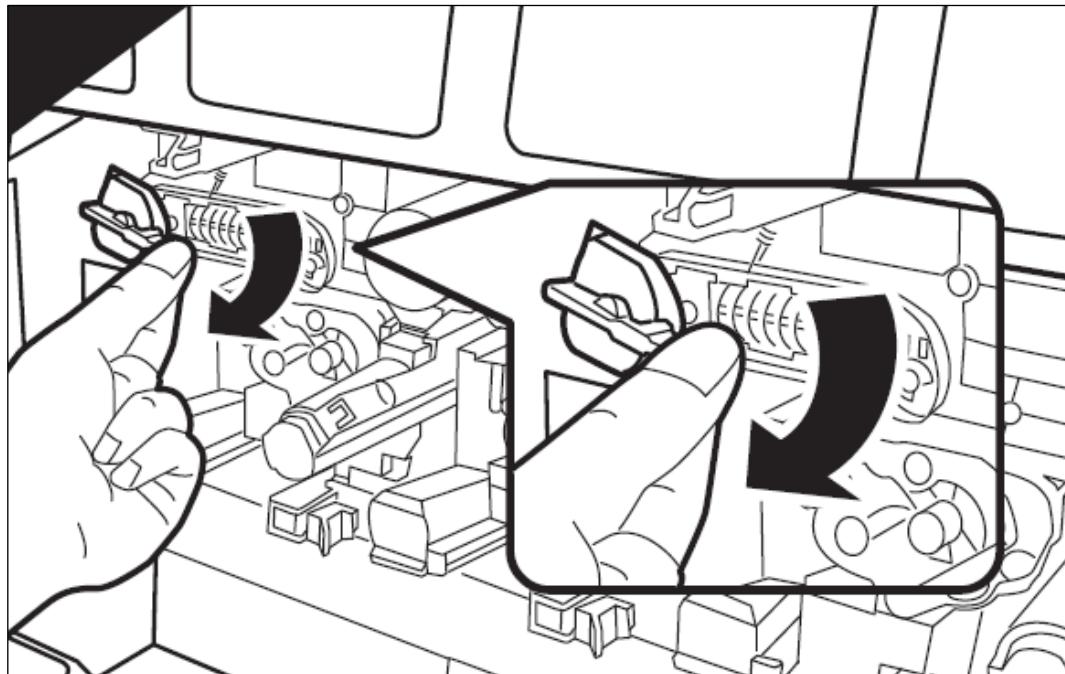
Current BP Series

Item	Life					
	26ppm	31ppm	36ppm	45ppm	55ppm	65ppm
Fusing belt kit				600k		
Pressure roller kit				600k		
Primary transfer belt kit				600k		
Primary transfer blade				500k		
Secondary transfer roller				600k		
DV filter	N/A	N/A	N/A	N/A	600k(Bk), 600k(CL)	

Tool-less Design for Routine Maintenance

SHARP

- Minimizes maintenance time during service visits
 - Photoconductor (drum) assembly
 - Pre-transfer roller



Sharp Leasing USA Corp.



Addendum to Master Lease Agreement (Municipal)

This addendum ("Addendum") dated effective as of _____, ____, 2023 is made to modify the Master Lease Agreement (Municipal) dated effective _____, 2023 (the "Agreement") by and between Sharp Leasing USA Corp. ("Sharp") and Cabarrus County ("Cabarrus County").

WHEREAS, the parties have entered into the Agreement and desire to modify such Agreement; and

NOW, THEREFORE, in consideration of the premises and mutual covenants contained herein, and for good and valuable consideration, the receipt and sufficiency of which are hereby mutually acknowledged, the parties hereto agree as follows:

RETURN OF EQUIPMENT: Sharp will pick up and return all equipment at end of lease term if all payments have been made by Cabarrus County. There will be no cost to Cabarrus County for the pick up and return of the Sharp equipment.

METER READINGS: Meter Readings will be collected automatically through the MICAS software. Cabarrus County will be responsible for helping Sharp to troubleshoot machines not reporting in MICAS. Cabarrus County will be notified if a machine is not reporting in MICAS by Sharp. If a meter cannot be obtained by MICAS a Sharp technician will collect the meter reading. In the event a Sharp technician is unavailable, a representative of Cabarrus County will provide the meter reading to Sharp.

PAPERCUT SOFTWARE: Cabarrus County will own the Papercut Software. Details of the Software license will be included on the Notice of Installation.

CHECK BACK TO CUSTOMER: Sharp will write a check to Cabarrus County for \$80,393.00 for the remaining stream of payments for the existing lease with Dex Imaging. This payment will be refundable to Sharp if Cabarrus County does not pay all the anticipated payments to Sharp.

Other than as set forth above, the Agreement remains unchanged and in full force and effect.

IN WITNESS WHEREOF, the parties have caused this Addendum to be executed by their respective duly authorized representatives as of the date first set forth above.

Customer: CABARRUS COUNTY By: <input checked="" type="checkbox"/> _____ Date: _____ / _____ / _____ Print name: _____ Title: _____	Accepted by Sharp Leasing USA Corp. By: _____ Acceptance Date: _____ / _____ / _____
---	---

SHARP®

ADVANCED SERIES COLOR DOCUMENT SYSTEMS

simply smarter



BP-70C31

BP-70C36

BP-70C45

The Color Advanced Series from Sharp.

Taking organizations to the future of business communication by helping them work simply smarter.

Designed to fit today's diverse workstyles, the Advanced Series color document systems enable workers to collaborate and share information seamlessly and securely throughout their office environment. Enhanced cloud services such as Microsoft Teams makes it easy to streamline communication and boost productivity with hybrid workers.



Easy-to-use Touchscreen

The easy-to-use Sharp touchscreen display is built on an award-winning design and delivers an accurate, responsive user experience, imperative for today's sophisticated workflows.

Leading Security

In today's hybrid working environments its vital to protect endpoint devices from security threats, that is why the Advanced Series uses the latest security technology to help ensure your data remains safe.

Technology Focused on Efficiency

The Advanced Series leverages the latest technology to help users get their work done with ease and efficiency. Innovative features like multi-feed scan detection and enhanced auto skew correction ensure jobs come out right the first time, every time.

Flexible Sleek Design

Elegant cabinet design with easy-roll casters, soft-close paper drawers and contemporary color scheme make the Advanced Series a perfect fit for any office environment.

Versatile Application Integration

Maximize productivity and collaboration with easy access to expanded cloud services, quickly connect with mobile devices to print and scan files, even utilize touchless operation with the Sharp Synappx Go app.

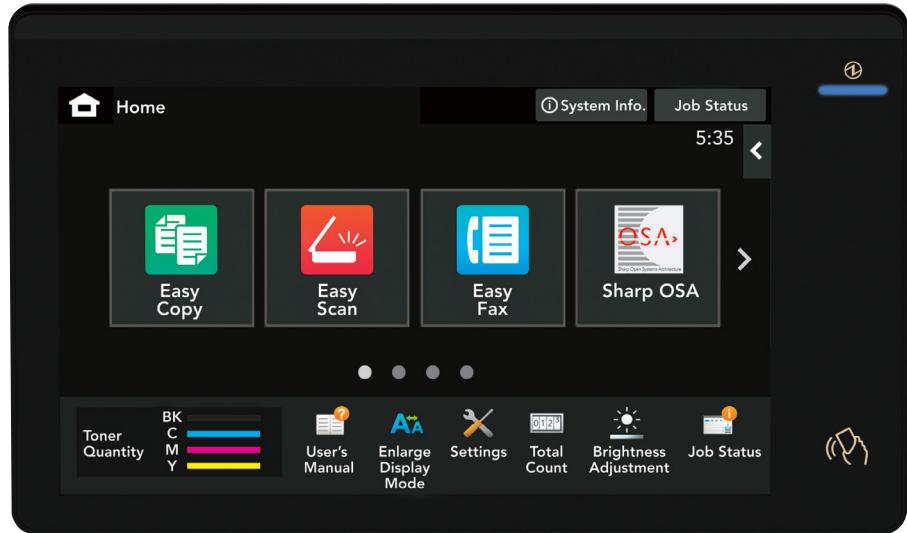
Smart features that enhance productivity and efficiency.

Streamlined workflows that are safe, secure and fit today's diverse work styles.

Work more efficiently

Collaborate better with colleagues

Secure your document workflows



10.1" (diagonally measured) customizable touchscreen display.



BP-70C45 shown with Inner Folding Right Side Exit Tray and 2-drawer Paper Deck.



Built-in retractable keyboard for convenient data entry.

- **300-sheet duplexing** single-pass feeder offers double feed detection and scans up to 280 images per minute.
- Enhanced touchscreen delivers an accurate, responsive user experience and provides easy access to features.
- Flexible paper handling supports **media up to 300 gsm**, allowing users to print on a wide variety of paper stock or media.
- New Inner Folding Unit option offers a **variety of fold patterns**, including tri-fold, z-fold and others.
- Strong, **multi-layered security** such as system integrity check at startup, firmware attack prevention and optional Bitdefender antivirus to help protect your data.
- Supports native **Universal Print from Microsoft**, enabling businesses to easily adapt to this popular cloud service.
- Built-in **walk-up motion sensor** automatically detects approaching users immediately wakes the machine, making it ready for use within seconds.
- **ENERGY STAR® 3.0 certified** and offers among the lowest standby power consumption in the category.
- **Sharp OSA® Technology** provides a secure and intuitive user experience for integrated workflows.

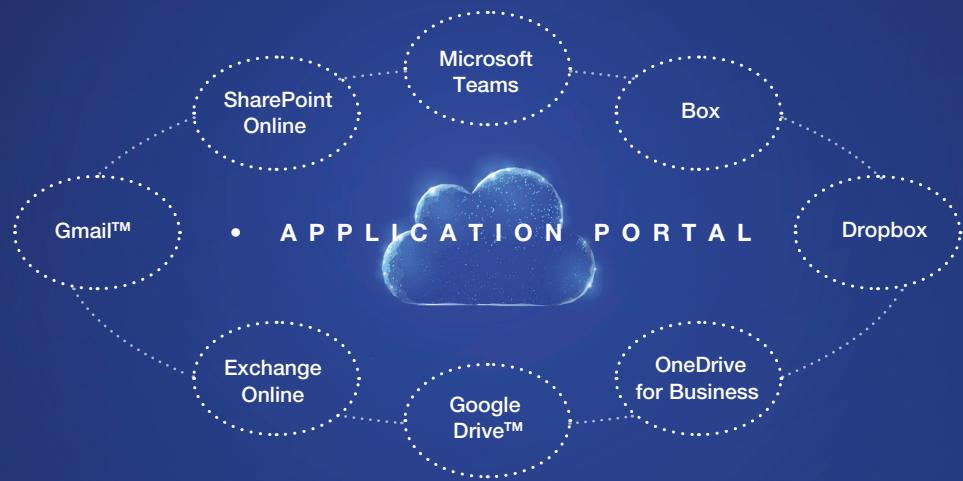
Designed for today's individual workstyles.

From media handling to workflow and collaboration, the Advanced Series delivers the features businesses need to get the job done.

Sharp makes it easy for businesses to execute jobs quickly, leaving more time for the actual business at hand. Scan large documents at up to 280 ipm using the 300-sheet duplexing single pass feeder that offers optional double feed detection. Image processing technology and Artificial Intelligence (AI) can automatically adjust resolution, compression as well as detect original size and adjust for skewed documents when scanning. The award-winning, tablet style touchscreen delivers an accurate, responsive experience, while menu-driven Easy Modes offer fast, simple operation enabling users to get their copying and scanning tasks done in less time.

Print and Share Documents Easily

Seamlessly collaborate with colleagues even when they are working remotely. With Cloud Connect, businesses gain access to popular cloud services including Microsoft Teams, Google Drive, and others. The Sharp Application Portal makes it easy for administrators to add new apps and update existing apps right from the MFP touchscreen.



Integrate with Email Applications

In addition to native capability, the **Email Connect** feature enables seamless scan-to-email integration with Microsoft Exchange/365 and Gmail™ user accounts, making it easy to identify the sender of scanned files.

Intelligent Image Processing

Scan documents to popular file formats including Microsoft Word, PowerPoint and Excel, as well as Searchable PDF, Encrypted PDF and others. Direct Print the same file types from thumb drives, cloud applications and mobile devices.* **Adobe Embedded Print Engine** direct prints PDF files with greater speed and rendering accuracy.

Flexible Printing Solutions

PCL 6 and Adobe PostScript 3 printing helps users speed through their work. The 256 GB solid state drive processes jobs quickly. **Serverless Print Release** enables users to print a job and release it from up to eight supported models. Native Universal Print from Microsoft eliminates the need for on-premises infrastructure, and enables IT to manage printers directly through a centralized portal.



Smart · Connected · Secure

Integrating technology and functionality.

The Color Advanced Series document systems provide unsurpassed performance that simply adapts to your business needs.

Duplexing Single Pass Feeder (DSPF)

300-sheet document feeder scans both sides of a document in a single pass and scans up to 280 images per minute.

Smart Scan

Image processing technology and AI can automatically adjust resolution, compression, as well as detect original size and adjust for skew.

Smart Touchscreen

Enhanced touchscreen is easy to use and delivers the responsiveness and accuracy users expect.

Walk-up Motion Sensor

Detects walk-up users and wakes the machine from sleep mode, making it ready for use within seconds.

Built-in Retractable Keyboard

Full-size QWERTY keyboard enables easy data entry.

Exceptional Image Quality

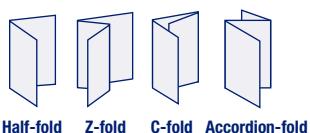
1,200 x 1,200 dpi resolution delivers razor-sharp text and graphics.

Microsoft Friendly

Native integration with Universal Print and Microsoft Teams simplifies workflow and enhances collaboration.

Advanced Finishing

Sharp gives you a variety of high-performance finishers to choose from to help complete the job on time. New inner folding unit option offers four popular folding patterns.



Half-fold Z-fold C-fold Accordion-fold

Sharp Color Consistency System
Advanced auto-calibration helps ensure color output is always at peak performance.



Flexible Paper Handling
Feed up to 300 gsm media through the paper drawers and supports up to 12" x 18" output size.

Large Capacity Cassette
Available large capacity cassette offers an additional 3,000-sheet capacity for a maximum on-line paper capacity of 6,300 sheets.



Touchless Operation

Scan, Copy and Print Release with award-winning Synappx Go app.

Advanced Multi-layer Security

Leading security features plus optional Bitdefender antivirus provide enhanced protection against network intrusions.

Easy Access to Cloud Services

Print and scan documents to popular cloud applications.

Wireless Networking

5 GHz Wi-Fi technology and WPA3™ encryption deliver fast, reliable data that helps provide strong protection from hackers.

Collaborate on-the-go with quick access to mobile devices.

The Advanced Series makes it easy to share data with tablets and smartphones even in busy office environments.



Print with Popular Mobile Technologies

The Advanced Series supports printing using popular mobile technologies such as Apple AirPrint, and Android printing with the Sharp Print Service plug-in.

Advanced Wireless Networking

Print directly to the MFP from mobile devices without interfering with the corporate network! 5 GHz technology and WPA3™ Encryption deliver fast, reliable data that is well protected from malicious intruders.

Touchless Operation with Synappx Go

With the Synappx Go app, it's easy to email or copy documents remotely. Simply tap the touchscreen with your smartphone. Get extended remote features such as print release, scan/print from cloud services, and display collaboration by upgrading to a subscription version.

Scan and Print with Sharpdesk Mobile

With Sharpdesk Mobile, a free downloadable app for most mobile devices, users can quickly scan and print files from tablets and smartphones.¹



Centralized device management helps ensure optimal uptime.

Seamlessly connect technology and drive collaboration with easy access solutions.

Seamless Device Management

On premises, Sharp Remote Device Manager (SRDM) simplifies device monitoring and management. Event-driven alerts help maximize uptime. SRDM also offers centrally managed security settings, pre-configured driver distribution, energy save settings and more. SRDM is available as a free download.¹

Unified Cloud-based Monitoring and Management

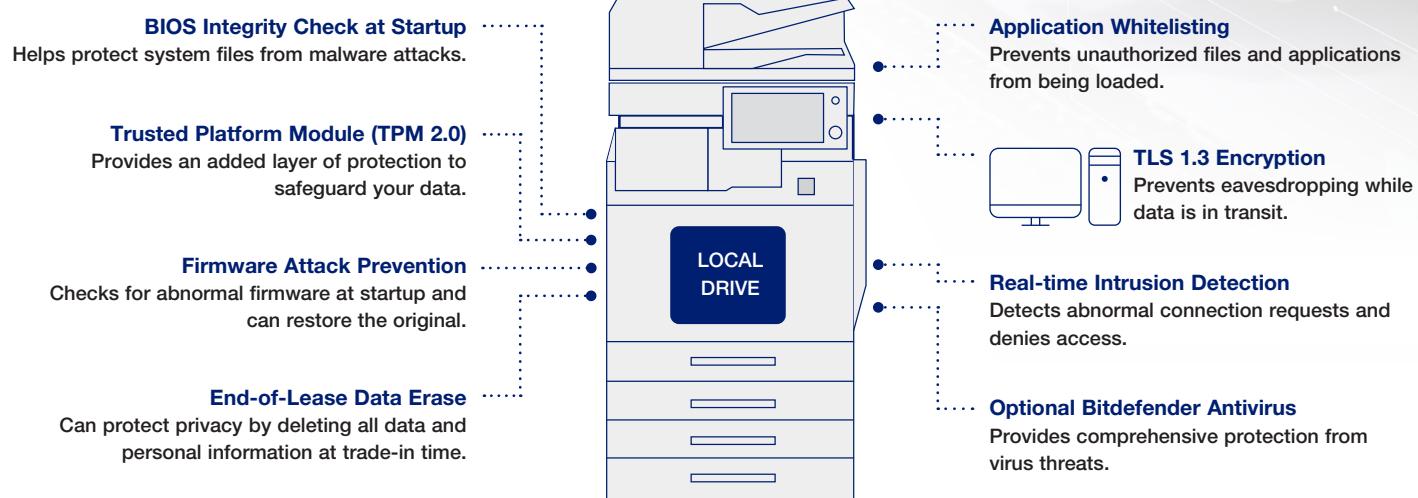
Synappx Manage cloud service enables IT administrators and service providers to remotely manage Sharp MFPs and displays from a single portal.² Proactive monitoring and remediation helps minimize administrator burden, as well as provide insight for optimized investments.

¹ Go to www.sharpusa.com for a list of supported equipment and operating systems.

² Synappx Manage available 2024.

Multi-layer security features to help businesses stay a step ahead of hackers.

The Advanced Series utilizes leading security technology to help organizations protect their data and meet regulatory requirements.



- **Active Directory (AD) Integration** Enables the MFP to join the network domain as a computer, making it a trusted device.
- **Supports AD Group Policy** Allows administrators to centrally manage select security settings and enforce their own policy.
- **256-bit AES Encryption** Ensures data that resides on the local drive is protected.
- **Protects Access to the Device** IP/MAC address filtering, 802.1x authentication and port control protect access to the device.
- **Protects Data in Transit** IPsec and SMB 3.1.1 protocols, as well as TLS 1.3 use data encryption to protect data.
- **WPA3™ Wi-Fi Encryption** Supports the latest data encryption standard for wireless networking security.
- **Authority Groups** Enables administrators to define various groups for different users, which can limit or restrict access to specific features.
- **Optional Data Security Kit** Offers expanded security functions and restricted access features for highly sensitive environments.



Environmental Commitment

Sharp is committed to environmental sustainability and corporate responsibility.

A Responsible Approach to Design

Sharp MFPs adhere to the Sharp Corporation Green Products Guidelines, which requires designing products that consume less power, use recycled materials and reduce materials used in packaging.

Toner Recycling Program

Sharp offers zero-waste-to-landfill recycling for Sharp consumables at no cost to our customers and encourages them to recycle their Sharp toner cartridges by providing them with a pre-paid recycling kit for return to our facility.

Environmental Commitment

The Sharp Advanced Series models are ENERGY STAR® 3.0 qualified and RoHS compliant. These products also have one of the lowest TEC values in their category as well as one of the lowest stand-by power consumption ratings. Sharp MFPs are EPEAT® registered.

For more information about Sharp environmental leadership including information about energy efficient products, electronics, or toner cartridge recycling, please visit www.sharpusa.com/environment.

The Color Advanced Series. Simply Smarter.

Designed to fit today's hybrid workstyles, offering intelligent features and connectivity that enable office workers to collaborate with colleagues seamlessly and securely even when they are working remotely. To learn more, visit www.sharpusa.com.



SHARP®

SHARP ELECTRONICS CORPORATION
100 Paragon Drive, Montvale, NJ 07645
1-800-BE-SHARP • www.sharpusa.com

Design and specifications subject to change without notice.



SYNAPPS



Qualcomm® DirectOffice™



©2023 Sharp Electronics Corporation. All rights reserved. Sharp, Sharp OSA, Sharpdesk, My Sharp, and all related trademarks are trademarks or registered trademarks of Sharp Corporation and/or its affiliated companies. Microsoft, Active Directory, Excel, Microsoft 365, Microsoft Teams, OneDrive, PowerPoint, SharePoint, Windows, and Windows Server are trademarks of the Microsoft group of companies. Android, Gmail, and Google Drive are trademarks or registered trademarks of Google LLC. Adobe, the Adobe logo and PostScript are either registered trademarks or trademarks of Adobe in the US and/or other countries. Qualcomm DirectOffice is a product of Qualcomm Technologies, Inc. and/or its subsidiaries. Qualcomm is a trademark of Qualcomm Incorporated, registered in the United States and other countries. DirectOffice is a trademark of CSR Imaging US, LP, registered in the United States and other countries. AirPrint is a trademark of Apple Inc., registered in the US and other countries. Bitdefender is a trademark or registered trademark of Bitdefender SRL. Wi-Fi and WPA3 are trademarks or registered trademarks of Wi-Fi Alliance®. ENERGY STAR and the ENERGY STAR mark are registered trademarks owned by the U.S. Environmental Protection Agency. All other trademarks are the property of their respective owners.

SHARP®

ADVANCED SERIES COLOR DOCUMENT SYSTEMS

simply smarter



BP-70C55
BP-70C65

The Color Advanced Series from Sharp.

Taking organizations to the future of business communication by helping them work simply smarter.

Designed to fit today's diverse workstyles, the Advanced Series color document systems enable workers to collaborate and share information seamlessly and securely throughout their office environment. Enhanced cloud services such as Microsoft Teams makes it easy to streamline communication and boost productivity with hybrid workers.



Easy-to-use Touchscreen

The easy-to-use Sharp touchscreen display is built on an award-winning design and delivers an accurate, responsive user experience, imperative for today's sophisticated workflows.

Leading Security

In today's hybrid working environments its vital to protect endpoint devices from security threats, that is why the Advanced Series uses the latest security technology to help ensure your data remains safe.

Technology Focused on Efficiency

The Advanced Series leverages the latest technology to help users get their work done with ease and efficiency. Innovative features like multi-feed scan detection and enhanced auto skew correction ensure jobs come out right the first time, every time.

Flexible Sleek Design

Elegant cabinet design with easy-roll casters, soft-close paper drawers and contemporary color scheme make the Advanced Series a perfect fit for any office environment.

Versatile Application Integration

Maximize productivity and collaboration with easy access to expanded cloud services, quickly connect with mobile devices to print and scan files, even utilize touchless operation with the Sharp Synappx Go app.



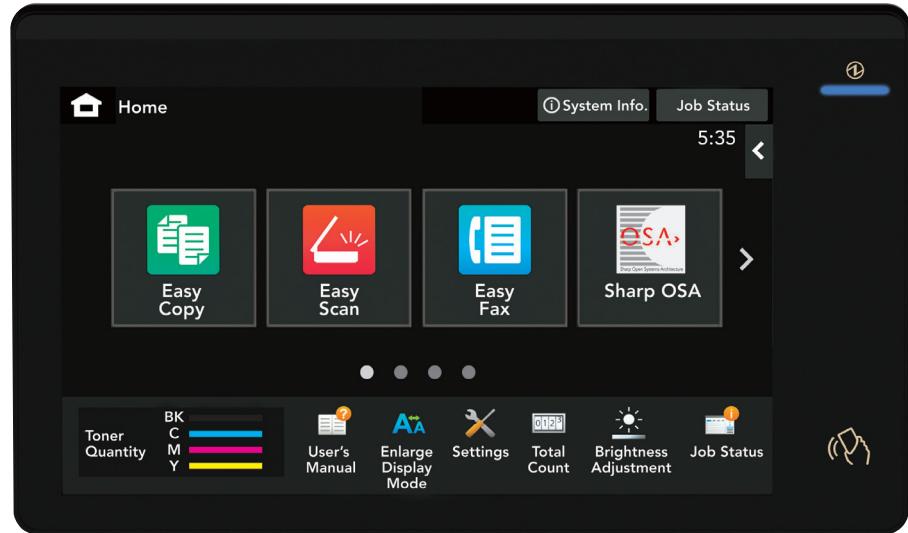
Smart features that enhance productivity and efficiency.

Streamlined workflows that are safe, secure and fit today's diverse work styles.

Work more efficiently

Collaborate better with colleagues

Secure your document workflows



10.1" (diagonally measured) customizable touchscreen display.



BP-70C65 shown with Inner Folding Unit, Right Side Exit Tray and 2-drawer Paper Deck.



Built-in retractable keyboard for convenient data entry.

- **300-sheet duplexing** single-pass feeder offers double feed detection and scans up to 280 images per minute.
- Flexible paper handling supports **media up to 300 gsm**, allowing users to print on a wide variety of paper stock or media.
- New Inner Folding Unit option offers a **variety of fold patterns**, including tri-fold, z-fold and others.
- **Smart controller design** ensures MFP firmware is up to date by periodically checking for updates.
- Built-in **walk-up motion sensor** automatically detects approaching users immediately wakes the machine, making it ready for use within seconds.
- **ENERGY STAR® 3.0 certified** and offers among the lowest standby power consumption in the category.
- Built-in **retractable keyboard** simplifies email address and subject line entries.
- **Enhanced touchscreen** delivers an accurate, responsive user experience and provides easy access to features.
- Collaborate with hybrid workers using **popular cloud services**, such as Microsoft Teams, Google Drive™, Dropbox and others.
- Strong, **multi-layered security** such as system integrity check at startup, firmware attack prevention and optional Bitdefender antivirus to help protect your data.
- Supports native **Universal Print from Microsoft**, enabling businesses to easily adapt to this popular cloud service.
- Wireless LAN supports 5 GHz Wi-Fi for stable, **high-speed network communication**.
- **Sharp OSA® Technology** provides a secure and intuitive user experience for integrated workflows.

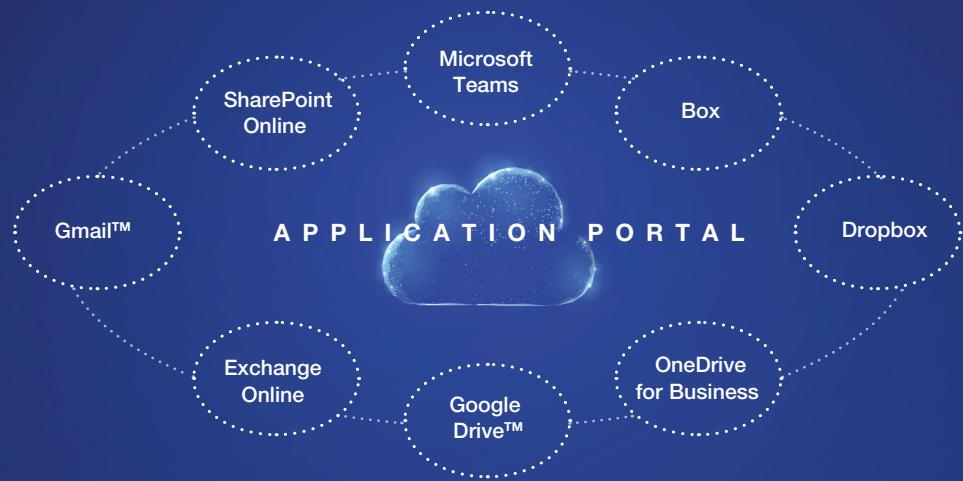
Designed for today's individual workstyles.

From media handling to workflow and collaboration, the Advanced Series delivers the features businesses need to get the job done.

Sharp makes it easy for businesses to execute jobs quickly, leaving more time for the actual business at hand. Scan large documents at up to 280 ipm using the 300-sheet duplexing single pass feeder that offers optional double feed detection. Image processing technology and Artificial Intelligence (AI) can automatically adjust resolution, compression as well as detect original size and adjust for skewed documents when scanning. The award-winning, tablet style touchscreen delivers an accurate, responsive experience, while menu-driven Easy Modes offer fast, simple operation enabling users to get their copying and scanning tasks done in less time.

Print and Share Documents Easily

Seamlessly collaborate with colleagues even when they are working remotely. With Cloud Connect, businesses gain access to popular cloud services including Microsoft Teams, Google Drive, and others. The Sharp Application Portal makes it easy for administrators to add new apps and update existing apps right from the MFP touchscreen.



Integrate with Email Applications

In addition to native capability, the **Email Connect** feature enables seamless scan-to-email integration with Microsoft Exchange/365 and Gmail™ user accounts, making it easy to identify the sender of scanned files.

Intelligent Image Processing

Scan documents to popular file formats including Microsoft Word, PowerPoint and Excel, as well as Searchable PDF, Encrypted PDF and others. Direct Print the same file types from thumb drives, cloud applications and mobile devices.* **Adobe Embedded Print Engine** direct prints PDF files with greater speed and rendering accuracy.

Flexible Printing Solutions

PCL 6 and Adobe PostScript 3 printing helps users speed through their work. The 256 GB solid state drive processes jobs quickly. **Serverless Print Release** enables users to print a job and release it from up to eight supported models. Native Universal Print from Microsoft eliminates the need for on-premises infrastructure, and enables IT to manage printers directly through a centralized portal.



Smart · Connected · Secure

Integrating technology and functionality.

The Color Advanced Series document systems provide unsurpassed performance that simply adapts to your business needs.

Duplexing Single Pass Feeder (DSPF)

300-sheet document feeder scans both sides of a document in a single pass and scans up to 280 images per minute.

Smart Scan

Image processing technology and AI can automatically adjust resolution, compression, as well as detect original size and adjust for skew.

Smart Touchscreen

Enhanced touchscreen is easy to use and delivers the responsiveness and accuracy users expect.

Walk-up Motion Sensor

Detects walk-up users and wakes the machine from sleep mode, making it ready for use within seconds.

Built-in Retractable Keyboard

Full-size QWERTY keyboard enables easy data entry.

Exceptional Image Quality

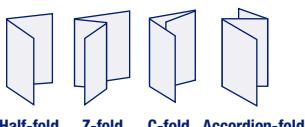
1,200 x 1,200 dpi resolution delivers razor-sharp text and graphics.

Microsoft Friendly

Native integration with Universal Print and Microsoft Teams simplifies workflow and enhances collaboration.

Advanced Finishing

Sharp gives you a variety of high-performance finishers to choose from to help complete the job on time. New inner folding unit option offers four popular folding patterns.



Half-fold Z-fold C-fold Accordion-fold

Sharp Color Consistency System

Advanced auto-calibration helps ensure color output is always at peak performance.



Flexible Paper Handling

Feed up to 300 gsm media through the paper drawers and supports up to 12" x 18" output size.

Large Capacity Cassette

Available large capacity cassette offers an additional 3,000-sheet capacity for a maximum on-line paper capacity of 6,300 sheets.



Touchless Operation

Scan, Copy and Print Release with award-winning Synappx Go app.

Advanced Multi-layer Security

Leading security features plus optional Bitdefender antivirus provide enhanced protection against network intrusions.

Easy Access to Cloud Services

Print and scan documents to popular cloud applications.

Wireless Networking

5 GHz Wi-Fi technology and WPA3™ encryption deliver fast, reliable data that helps provide strong protection from hackers.

Collaborate on-the-go with quick access to mobile devices.

The Advanced Series makes it easy to share data with tablets and smartphones even in busy office environments.



Print with Popular Mobile Technologies

The Advanced Series supports printing using popular mobile technologies such as Apple AirPrint and Android printing with the Sharp Print Service plug-in.

Advanced Wireless Networking

Print directly to the MFP from mobile devices without interfering with the corporate network! 5 GHz technology and WPA3™ Encryption deliver fast, reliable data that is well protected from malicious intruders.

Touchless Operation with Synappx Go

With the Synappx Go app, it's easy to email or copy documents remotely. Simply tap the touchscreen with your smartphone. Get extended remote features such as print release, scan/print from cloud services, and display collaboration by upgrading to a subscription version.

Scan and Print with Sharpdesk Mobile

With Sharpdesk Mobile, a free downloadable app for most mobile devices, users can quickly scan and print files from tablets and smartphones.¹



Centralized device management helps ensure optimal uptime.

Seamlessly connect technology and drive collaboration with easy access solutions.

Seamless Device Management

On premises, Sharp Remote Device Manager (SRDM) simplifies device monitoring and management. Event-driven alerts help maximize uptime. SRDM also offers centrally managed security settings, pre-configured driver distribution, energy save settings and more. SRDM is available as a free download.¹

Unified Cloud-based Monitoring and Management

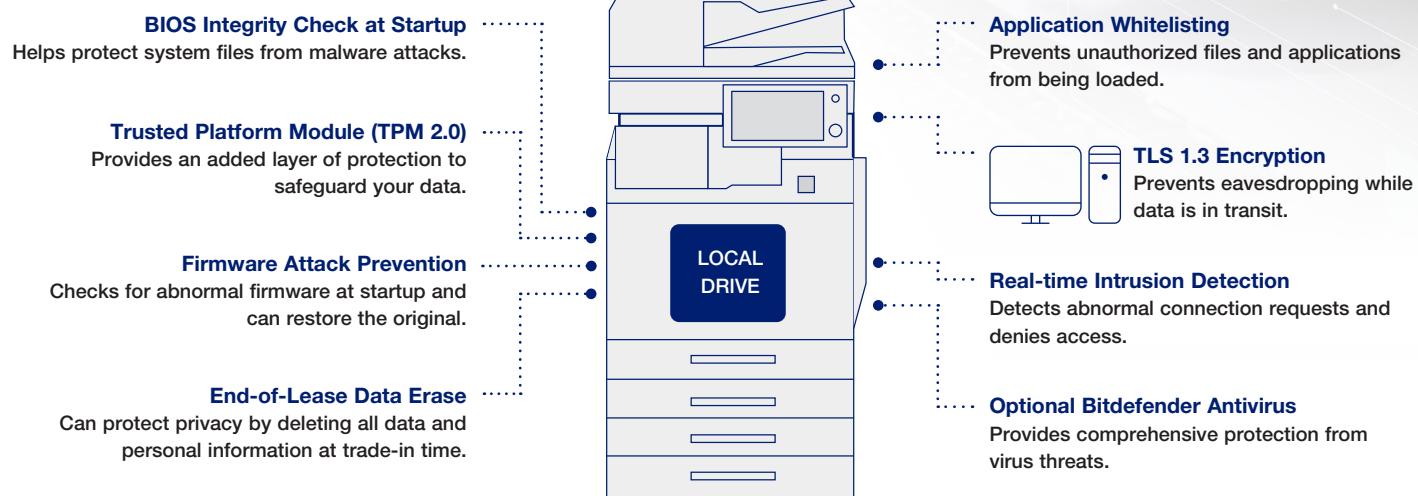
Synappx Manage cloud service enables IT administrators and service providers to remotely manage Sharp MFPs and displays from a single portal.² Proactive monitoring and remediation helps minimize administrator burden, as well as provide insight for optimized investments.

¹ Go to www.sharpusa.com for a list of supported equipment and operating systems.

² Synappx Manage available 2024.

Multi-layer security features to help businesses stay a step ahead of hackers.

The Advanced Series utilizes leading security technology to help organizations protect their data and meet regulatory requirements.



- **Active Directory (AD) Integration** Enables the MFP to join the network domain as a computer, making it a trusted device.
- **Supports AD Group Policy** Allows administrators to centrally manage select security settings and enforce their own policy.
- **256-bit AES Encryption** Ensures data that resides on the local drive is protected.
- **Protects Access to the Device** IP/MAC address filtering, 802.1x authentication and port control protect access to the device.
- **Protects Data in Transit** IPsec and SMB 3.1.1 protocols, as well as TLS 1.3 use data encryption to protect data.
- **WPA3™ Wi-Fi Encryption** Supports the latest data encryption standard for wireless networking security.
- **Authority Groups** Enables administrators to define various groups for different users, which can limit or restrict access to specific features.
- **Optional Data Security Kit** Offers expanded security functions and restricted access features for highly sensitive environments.



Environmental Commitment

Sharp is committed to environmental sustainability and corporate responsibility.

A Responsible Approach to Design

Sharp MFPs adhere to the Sharp Corporation Green Products Guidelines, which requires designing products that consume less power, use recycled materials and reduce materials used in packaging.

Toner Recycling Program

Sharp offers zero-waste-to-landfill recycling for Sharp consumables at no cost to our customers and encourages them to recycle their Sharp toner cartridges by providing them with a pre-paid recycling kit for return to our facility.

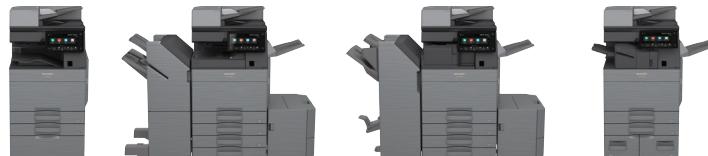
Environmental Commitment

The Sharp Advanced Series models are ENERGY STAR® 3.0 qualified and RoHS compliant. These products also have one of the lowest TEC values in their category as well as one of the lowest stand-by power consumption ratings. Sharp MFPs are EPEAT® registered.

For more information about Sharp environmental leadership including information about energy efficient products, electronics, or toner cartridge recycling, please visit www.sharpusa.com/environment.

The Color Advanced Series. Simply Smarter.

Designed to fit today's hybrid workstyles, offering intelligent features and connectivity that enable office workers to collaborate with colleagues seamlessly and securely even when they are working remotely. To learn more, visit www.sharpusa.com.



SHARP®

SHARP ELECTRONICS CORPORATION
100 Paragon Drive, Montvale, NJ 07645
1-800-BE-SHARP • www.sharpusa.com

Design and specifications subject to change without notice.



SYNAPPX



Qualcomm® DirectOffice™



©2023 Sharp Electronics Corporation. All rights reserved. Sharp, Sharp OSA, Sharpdesk, My Sharp, and all related trademarks are trademarks or registered trademarks of Sharp Corporation and/or its affiliated companies. Microsoft, Active Directory, Excel, Microsoft 365, Microsoft Teams, OneDrive, PowerPoint, SharePoint, Windows, and Windows Server are trademarks of the Microsoft group of companies. Android, Gmail, and Google Drive are trademarks or registered trademarks of Google LLC. Adobe, the Adobe logo and PostScript are either registered trademarks or trademarks of Adobe in the US and/or other countries. Qualcomm DirectOffice is a product of Qualcomm Technologies, Inc. and/or its subsidiaries. Qualcomm is a trademark of Qualcomm Incorporated, registered in the United States and other countries. DirectOffice is a trademark of CSR Imaging US, LP, registered in the United States and other countries. AirPrint is a trademark of Apple Inc., registered in the US and other countries. Bitdefender is a trademark or registered trademark of Bitdefender SRL. Wi-Fi and WPA3 are trademarks or registered trademarks of Wi-Fi Alliance®. ENERGY STAR and the ENERGY STAR mark are registered trademarks owned by the U.S. Environmental Protection Agency. All other trademarks are the property of their respective owners.

SHARP®

HIGH-SPEED COLOR DOCUMENT SYSTEMS



MX-7081
MX-8081



The high-performance MX-7081/8081 encompass brilliant, consistent color quality with advanced workflow efficiency.

SUPERIOR CAPABILITY, INTUITIVE WORKFLOW, DYNAMIC OPERATION

Superior
Workflow
Document
Output

The Sharp MX-7081 and MX-8081 color document systems are designed using the latest technology available to deliver the performance, features and reliability needed in today's busy workplace. Built for high-volume environments, central reprographics departments and copy rooms, these new document systems are complemented with robust paper handling and productive output capabilities, once found only in commercial print facilities. These new models also offer leading-edge security features to help businesses protect their data and personal information.

Sharp's next generation Color Consistency System helps ensure brilliant color output, page-after-page and job-after-job, for repeatable, high-quality results. Businesses can rest assured that producing professional-looking color documents in house can be easier and more economical than ever before.

Key Features

- **Ease of Use** – Award-winning touchscreen display with intuitive menu navigation combined with alternative touchless operation capabilities for basic copying, scanning and print release.
- **Productive Features** – Full multifunction capability out-of-box, including copying, network printing and color network scanning. Adobe Embedded Print Engine technology natively processes PDF files from a wide variety of sources, delivers peak performance and provides superior rendering accuracy.
- **Advanced Color Workflow** – The latest MX-PE15 Fiery® Print Server is available for corporate offices, CRDs and in-plant printing facilities that require precision color control and job management.

The MX-7071 and MX-8081 high speed color document systems are also easy to use and offer enhanced productivity, all to provide customers with a seamless, intuitive experience and the confidence in knowing their jobs will come out right the first time, every time.



POWERED BY
Adobe Embedded Print Engine

MORE FEATURES, POWERFUL PRODUCTIVITY, GREATER RESULTS



HIGH RESOLUTION COLOR TOUCHSCREEN

PRODUCTIVITY PLUS QUALITY AND EFFICIENCY

AVAILABLE FIERY® PRINT SERVER



A powerful, smart MFP that transforms office productivity and helps meet the demands of high-volume office customers.

- **300-sheet Duplex Single Pass Feeder (DSPF)** scans documents at up to 240 images per minute.
- **Scan Preview** feature offers on-the-fly page editing with easy **fingertip navigation**.
- **Triple air-feed paper handling** option offers **high reliability** and is virtually maintenance-free.
- The available Sharp **MFP Voice** feature enables users to control the device with simple verbal commands. Experience hands-free, voice-first interaction with **Amazon Alexa**.



- **PANTONE** Licensing offers unprecedented levels of color fidelity to the **PANTONE MATCHING SYSTEM®**
- Offers **8,500-sheet maximum paper capacity** and media support up to 110 lb. cover stock (300 gsm).
- High-performance print controller with included **PCL® 6** and **Adobe® PostScript® 3™**.
- True **1,200 x 1,200 dpi** printing provides beautiful images and enhanced clarity for fine details such as small text and graphics.
- The Sharp **Color Consistency System** with next generation image process control delivers high quality color output and maintains optimum color balance and toner density page after page.
- Easily **access popular cloud applications**, including Microsoft® OneDrive® for Business, SharePoint® Online, Box and Google Drive™, with the Sharp Cloud Connect feature.
- Standard **Job Management** features make it easy to print on-demand as well as view jobs, retain jobs, combine jobs, select print settings and more.
- Supports the **Sharp OSA development platform**, enabling businesses to easily integrate with network applications and cloud services.
- **Compact PDF feature** dramatically reduces the file size of scanned color documents, resulting in decreased network traffic and more efficient use of disk and cloud storage.
- Convenient **End-of-Lease feature** can erase all files on the hard disk drive, all user data, job status data and address book data at trade-in time.



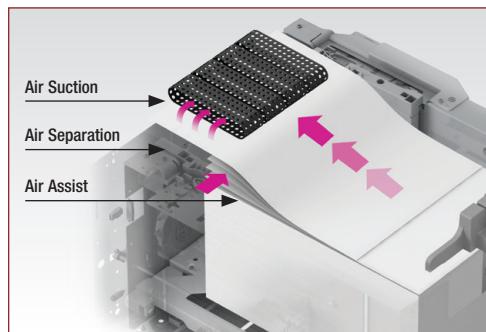
FLEXIBLE DESIGN ENABLES INTELLIGENT FUNCTIONALITY



MX-8081 shown with available Sharp MFP Voice feature with Amazon Alexa.



High capacity 300-sheet DSPF with 150-business card feeder for increased efficiency and scanning capabilities.



Triple air-feed LCT paper trays maximize reliability and minimize downtime. Pneumatic sensors maintain consistent air flow.

From intuitive navigation to unsurpassed productivity, these MFPs are equipped to deliver optimum results.

Simple and Intuitive Operation

The new MX-7081/8081 high-speed color document systems feature the latest 10.1" (diagonally measured) high-resolution touchscreen with signature **retractable keyboard** for unmatched ease-of-use. Using the latest touchless technology, you can operate these models by simple voice commands with Amazon Alexa on the MFP, and print release, copy and scan jobs with Synappx™ Go on your personal device.



Sharp Synappx Family Innovation Award

A "Well-connected" Device

Connecting a multifunction printer (MFP) to your wireless network and accessing it from mobile devices has never been so easy with the MX-7081/8081 standard wireless networking features. Print from or scan to popular cloud services such as **Microsoft OneDrive for Business**, **SharePoint Online**, and **Google Drive** with the Sharp **Cloud Connect** feature. **Single Sign-on (SSO)** support for accessing these services makes scan-to-folder and scan-to-email operations simpler than ever. Even printing from your desktop is made easier with Sharp's **Serverless Print Release** function. **Easily send a job to one device, and print it on another** when and where it's most convenient for you.

Robust Paper Handling for Busy High-Volume Environments

Sharp understands the importance of productivity, that's why the new MX-7081/8081 high-speed color document systems offer up to **8,500-sheet paper capacity** and support **media weights** up to **110 lb. cover** (300 gsm). The Sharp exclusive paper feed option uses **air-feed technology**, which maximizes reliability and minimizes down time. The triple air-feed system directs air flow with precision accuracy to ensure proper paper handling. Also, to help drive productivity, a standard 300-sheet dual head document feeder can scan up to 240 images per minute.



The MX-PE15 Fiery® Print Server – an advanced solution for efficient print production.

Improve Document Production with Best-in-class Processing and Timesaving Workflow

The Fiery MX-PE15 print server can produce professional, finished documents in less time with easy-to-use job management tools. Operators can use Fiery Command WorkStation®, the **powerful, intuitive job management interface**, to set up and print complex jobs in-house, regardless of their experience.

- **Print faster, smarter and seamlessly** – turn in-house printing into a professional operation
- **Achieve unparalleled image and color quality** – ensure consistent reproduction of your brand
- **Add value and impact** – customize your output with variable data printing capabilities

Add the optional Fiery Automation Package to gain a touchless job submission workflow and professional preflight tools.



With the MX-PE15 Fiery Print Server, achieve higher productivity and consistent color quality.

SCALABLE, POWERFUL AND VERSATILE TO FIT YOUR ENVIRONMENT

The MX-7081/8081 high-speed color document systems provide high performance, high functionality and high efficiency to exceed your business needs.

innovative features

High Quality Printing
1,200 x 1,200 dpi resolution produces razor-sharp documents. Adobe® PostScript® 3™ drivers offer extensive job control.

Post Sheet Inserter
Produce professional looking documents with pre-printed covers and chapter inserts with the available post sheet inserter.

Duplexing Single Pass Feeder (DSPF)
Standard 300-sheet dual head document feeder scans both sides of a document in a single pass.

Business Card Scanning
OCR scans up to 150 business cards with the DSPF and export them to a contact management system.

Easy-to-Use Smart Touchscreen
Tablet-style menu provides quick access to features and functions.

Built-in Retractable Keyboard
Full-size QWERTY keyboard enables easy data entry.

Saddle Stitch Finishers
Make high quality booklets up to 80-pages long.

Toner Hopper
Lets you change toner on-the-fly to help maximize productivity.



Optional MX-PE15 Fiery Server
Based on the latest Fiery FS400 Pro system software platform, the Fiery Server delivers performance-boosting features that shorten turnaround times.

Multi-Folding Unit
Provides a variety of folds, including Z-fold, C-fold, Accordion-fold, Double-fold and Half-fold.

Versatile GBC® SmartPunch Pro™
Professional punching system produces up to seven commonly used punch styles for creating professional bound booklets.

3,100-Sheet Standard Paper Capacity
Includes a 2,000-sheet letter size tandem tray, two 500-sheet letter/legal/ledger size trays that feed media up to 300 gsm and a 100-sheet bypass tray.

Multi-layered Security Features
Leading-edge security features provide enhanced protection of data and personal information and helps protect against network intrusions.

Superior Media Handling
Sharp's 5,000-sheet large capacity paper tray option utilizes triple air-feed technology, which directs air flow with precision accuracy for proper paper handling and enhanced media support up to 300 gsm.



Sharp's Color Consistency System
Combines Micro-fine toner with Developer Refresh and advanced Image Process Control. These processes help ensure color output is always at peak performance.

Convenient Job Management
1TB hard disk drive provides on-board document storage. An intuitive thumbnail view makes it easy to select, edit, reprint, repaginate and more.

Easily Access Popular Cloud Applications
With the Cloud Connect feature, users gain access to Microsoft OneDrive, Google Drive, Dropbox and more. The Sharp Application Portal makes it easy for administrators to add or update apps right from the MFP.



SMARTER COLLABORATION TO ENHANCE AND STREAMLINE WORKFLOWS

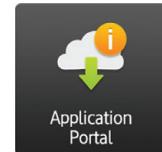


Access popular cloud applications, distribute files and print documents more easily.

Optimize productivity with powerful document workflow solutions that help you work more efficiently.

Distribute, Access and Print Your Documents with Ease

Sharp makes it easy to go beyond traditional network scanning with standard **Email Connect** and **Cloud Connect** features. With **Email Connect**, scan to email is seamlessly integrated with Microsoft Exchange/Office 365® and Gmail™ user accounts, making it easy to identify the sender of scanned files. With Cloud Connect, users can easily scan to and print from **Microsoft OneDrive for Business, SharePoint Online, Google Drive, Box and Dropbox**. And with the Sharp Application Portal, administrators can **easily add new apps** and update existing apps right from the MFP touchscreen panel.



Scan and convert documents to popular file types seamlessly with the Sharp built-in OCR function.

Scan and Print Files Easily from Mobile Devices

The MX-7081/8081 high-speed color document systems also make it easy to scan and print files from tablets and smartphones using **Sharpdesk Mobile**, a free downloadable app available for most mobile devices.* These new models also support popular mobile technologies such as **Apple® AirPrint®**. With standard **wireless networking**, users can also print directly to the MFP from mobile devices without interfering with the corporate network!

Simplify Managing Different File Types with Intelligent Image Processing

With standard OCR capabilities, users can easily scan and convert documents to popular file formats including Microsoft Word, PowerPoint and Excel, as well as Searchable PDF, Encrypted PDF and others. You can even directly print these same file types from thumb drives, cloud applications and mobile devices. This function is enabled via Qualcomm DirectOffice technology. These new models also support **Adobe Embedded Print Engine** technology, which direct prints PDF files from a variety of sources with greater performance and rendering accuracy.

Flexible Printing Solutions Help Maximize Productivity

Standard PCL 6 and Adobe PostScript 3 printing systems help you speed through all of your output needs. The Sharp **Serverless Print Release** feature enables users to securely print a job and release it from up to six supported models on your network.*

Simplify Complex Business Workflows with Sharp OSA® Technology

Sharp **OSA technology** can help your business leverage the power of your network applications, back-end systems and cloud services. Easily automate complex processes and help eliminate redundant tasks. Talk to your authorized Sharp dealer to see how they can help you implement a streamlined workflow solution.



Standard Serverless Print Release enables users to securely print a job and release it from up to six supported models on the same network.

COMPREHENSIVE SECURITY HELPS PROTECT YOUR BUSINESS

Manage your device, help safeguard your data.

To help protect employees' privacy and intellectual property, the new MX-7081/8081 are armed with leading-edge, **multi-layered security features**, including **Firmware Attack Prevention and Self Recovery**, which can help identify a malicious intrusion and restore the machine firmware to its original state. The new **Whitelisting** feature detects access attempts to the machine file system and denies access if the source data is not on the whitelist. **Authority Groups** help manage and restrict copying, printing and scanning features to safeguard data and control costs. Administrators can also apply **Active Directory® Group Policy** to the device, which offers centralized configuration and control. **Confidential Printing** helps ensure sensitive documents are kept safe by requiring users to enter a PIN code to print them. These models also support Active Directory user authentication and secure **Single Sign-on**. **Integrated ID card authentication** is also available.* When you are ready to trade the machine in, a convenient **End-of-Lease** feature can erase all data and personal information, as well as print a confirmation report.



These scalable security offerings aim to help protect your confidential and personal information, as well as help your business meet regulatory requirements. For additional information visit: www.sharpusa.com/security.

* Some features require optional equipment and/or software.



With **Sharp Remote Device Manager (SRDM)**, administrators can take control of system features and simplify installation and management. SRDM makes it easy to view service logs, click counts, history reports and more. Event-driven service alerts help monitor the device and maximize uptime. The centrally managed **security dashboard** monitors security settings and can automatically reset the security policy if changed locally at the machine. Also, **Centralized Admin Password Management** and **Centralized Power Management** make it easy to deploy changes when needed. The **Remote Front Panel** feature enables administrators to control the machine's LCD panel from a PC to troubleshoot issues and train operators. Sharp also offers both **built-in** and additional **auditing hardware and software to control, access and track usage** of each device on the network.* And with **My Sharp™**, you get a dedicated training website customized to these models to help you understand all of the features.



ENVIRONMENTAL COMMITMENT

An Environmentally Responsible Approach to Product Design

Sharp is committed to environmental sustainability and corporate responsibility including planning, design, manufacturing, distribution and product end-of-life management. The MX-7081/8081 adhere to the Sharp Green Products Guidelines in pursuit of these commitments. These guidelines include designing products that consume less power, using recycled materials, reducing the amount of material used in products and packaging, and labeling the type of materials used. Sharp also aims to design products that are upgradable, easy to repair and easy to take apart for recycling.

The MX-7081/8081 document systems are ENERGY STAR® qualified and RoHS compliant to restrict the use of hazardous substances. These products also have low TEC values. Sharp MFPs are EPEAT® registered.



Toner Recycling Program

As part of our commitment to help preserve the environment, Sharp offers zero-waste-to-landfill recycling for Sharp consumables at no cost to our customers. This program includes cartridges, bottles, toner collection containers and drum units. Sharp encourages customers to recycle their used Sharp toner cartridges in bulk by providing them with a pre-paid recycling kit for their return to our facility.

Environmental Leadership

As a testament to our commitment to the environment, Sharp is a multi-year winner of the ENERGY STAR annual Excellence in Energy Proficiency Product Design. Sharp is also a multi-year winner of the SmartWay® Excellence Award which recognizes companies for conserving energy and lowering greenhouse gas emissions in logistics and transportation.

For more information about Sharp's environmental leadership including information about energy efficient products, electronics or toner cartridge recycling, please visit www.sharpusa.com/environment.

MX-7081/8081 SPECIFICATIONS

Main Specifications

MX-7081/8081	Base models include 300-sheet DSPF, 2,000-sheet tandem paper drawer, (2) 500-sheet paper drawers, 100-sheet bypass tray, 1-TB hard disk drive, PCL 6 and Adobe PostScript 3 network printing, network scanning, retractable keyboard, application integration and external accounting modules. Black and color developer is included.	
Type	Color multi-function digital document system	
Display	10.1" (diagonally measured) color dot matrix high-resolution touch panel tilting display, 1,024 x 600 dots (W-SVGA)	
Functions	Copy, print, network print, network scan, document filing and fax ¹	
Copy System	Dry electrostatic transfer/Dual component developer/Magnetic brush development/OPC drums/Belt fusing/white LED exposure	
Originals	Sheets and bound documents	
Max. Original Size	11" x 17"	
Copy Size	Min. 5 1/2" x 8 1/2", Max. 13" x 19.2"	
Copy Speed	MX-7081: 75/70 ppm Mono/Color (8 1/2" x 11") MX-8081: 80/80 ppm Mono/Color	
Multiple Copy	Max. 9,999 copies	
First Copy Time (in seconds) ²	MX-7081 Mono Color Platen Glass 4.0 5.6 3.7 5.1 DSPF 6.5 9.2 6.3 8.8	MX-8081 Mono Color Platen Glass 4.0 5.6 3.7 5.1 DSPF 6.5 9.2 6.3 8.8
Warm-up Time ²	66 seconds from main power switch on, 55 seconds from [Power] button on	
Magnification	25% to 400% in 1% increments (with document feeder 25%-200%)	
Original Feed	300-sheet/150-business card DSPF	
Scan Speed	Copy: Up to 240 ipm (Mono)/120 ipm (Color) Scan: Up to 240 ipm (Mono/Color)	
Original Sizes	5 1/2" x 8 1/2", 8 1/2" x 11", 8 1/2" x 11" R, 8 1/2" x 14", 11" x 17"	
Paper Capacity	Standard: 3,100 Sheets/Maximum: 8,500 Sheets	
Paper Feed System	Standard: Tandem Tray 1 - 1,200 sheets (letter size), Tandem Tray 2 - 800 sheets (letter size), Trays 3/4 - 500 sheets ea. (letter/legal/ledger/statement/12" x 18"). Multi-bypass Tray (for machine) - 100 sheets (letter/legal/ledger/statement/monarch or COM10 envelopes/12" x 18"), Multi-bypass (for LCT) - 500 sheets (letter/legal/ledger/statement/12" x 18"), LCT (2-Drawer) - 2,500 sheets each drawer (letter/legal/ledger/12" x 18"), Letter LCC - 3,500 sheets (letter), Ledger LCC: 3,000 sheets (letter/legal/ledger).	
Paper Weights and Types	Tandem Trays - 16-28 lb. bond, Trays 3/4 - 16 lb. bond to 110 lb. cover, Multi-bypass Tray (for machine) - 15 lb. bond to 110 lb. cover, Multi-bypass Tray (for LCT) - 15 lb. bond to 80 lb. cover, LCT (2-drawer) - 15 lb. bond to 110 lb. cover, Letter LCC/Ledger LCC - 16 lb. bond to 80 lb. cover. Supported paper types include thin, plain, recycled, color, letterhead, pre-printed, pre-punched, embossed, glossy and OHP film.	
Duplexing	Standard automatic duplex copying and printing	
CPU	Up to 1.4 GHz multi-processor controller	
Interface	RJ-45 Ethernet (10/100/1000 Base-T), USB 2.0 (2 host ports, front and rear), USB 2.0 (1 device port), wireless 802.11 b/g/n	
Memory	Standard 6 GB	
Hard Disk Drive	1 TB	
Copy Resolution	Scan: 600 x 600 dpi (Mono/Color); Output: Up to 1,200 x 1,200 dpi (Mono), up to 600 x 600 dpi (Color)	
Color Modes	Auto Color Selection (ACS), Full Color, Grayscale, Monochrome	
Exposure Control Modes	Text, Text/Photo, Text/Printed-Photo, Printed-Photo, Photo, Map, Pale-Color. Settings: Auto or 5 step manual	
Halftone	256 gradations/2 levels (monochrome)	
Copy Features	Scan once print many, electronic sorting, offset-stacking, Auto Color Sensing, Auto Paper Selection (APS), Auto Magnification Selection (AMS), Auto Tray Switching (ATS), black-white reversal, blank page skip, book copy, book divide, card shot, center erase, centering, cover pages, dual page copy, edge erase, image edit, image preview, insert pages, job build, job programs, margin shift, mirror image, mixed size original, multi-page enlargement, original count, pamphlet style, proof copy, repeat layout, reserve copy, rotated copy, stamp, stamp custom image, suppress background, tab copy, tab-paper insertion, tandem copy, toner save mode, transparency inserts, watermark, 2-in-1/4-in-1/8-in-1 multi shot.	
Account Control	Up to 1,000 users. Supports user-number authentication via local, LDAP and Active Directory for copy, print, scan and document management.	
Cloud Supported Services	Google Drive, OneDrive for Business, SharePoint, Box, Dropbox, Office 365, Gmail	
Network Protocols	TCP/IP (IPv4, IPv6, IPsec), HTTP/HTTPS, IPP/IPP-SSL, FTP/TPFS, SNMPv3, SMTP/SMTP-SSL, POP3/POP3-SSL, LDAP/LDAP-SSL, 802.1x for Windows and Unix.	

Main Specifications (continued)

Network and Data Security	Includes IP/MAC address filtering, protocol filtering, port control, user authentication (local/LDAP/Active Directory), TLS Encryption, Kerberos support, data encryption, End-of-Lease, data overwrite (up to 10x), DoD 5220.22-M
Firmware Management	Flash ROM with local (USB), network update capability and firmware update 1 to N with SRDM (Sharp Remote Device Management)
Device Setup	Web-based management with user/administrator level login
Service/Functions	Remote front panel, remote access to service logs and click counts
Accessibility Features	Free stop tilting front panel, adjustment of key touch sound and speed, concave key, document feeder free stop, job programs, remote front panel, universal grip for paper trays, and disable screen timeout
Environmental Standards	International Energy Star Program Ver. 3.0, European RoHS, Blue Angel (DE-UZ205)
Power Source	208-240V AC, 60 Hz, 20 A Receptacle
Power Consumption	Maximum: 2,880 W or less
Weight	Approx. 461 lbs.
Dimensions	Approx. 33 3/4" (w) x 33 1/4" (d) x 49" (h)
Network Printing System	
PDL	Standard PCL 6, Adobe PostScript 3
Resolution	1,200 x 1,200 dpi
Print Speed	MX-7081: 75/70 ppm Mono/Color MX-8081: 80/80 ppm Mono/Color
Print Drivers	Windows 8.1, Windows 10, Windows Server® 2012, Windows Server 2016, Windows Server 2019, Windows PPD, macOS X® (including 10.9 to 10.15), all MAC PPD, Linux® PPD, Universal Print (requires Microsoft connector)
Mobile Printing	AirPrint, Sharpdesk Mobile, Synappx Go
Print Features	Auto configuration, serverless print release, bar code font printing, barcode copy print, chapter inserts, color adjustment settings, color mode, confidential print, continuous printing, custom image registration, different cover page/last page/other page, document control, document filing, duplex printing, electronic sorting, folding, form overlay, hidden pattern print, image rotation, image stamp, image type, job bypass print, job retention, layout print, margin shift, multiple pamphlet, network tandem print, N-up printing, offset stacking, page interleave, pamphlet style, poster print, proof print, print and send, punching, stapling, tab paper print, tab printing, toner save mode, transparency inserts, tray status, user authentication, watermarks, zoom print
Direct Printing	File Types: TIFF, JPEG, PCL, PRN, TXT, PDF, Encrypted PDF, Compact PDF/A, PostScript, DOCX, XLSX, PPTX, and PNG. Methods: FTP, SMB, Web page, Email and USB memory. PDF file formats supported by the Adobe Embedded Print Engine.
Resident Fonts	80 outline fonts (PCL), 139 fonts (PS)
Interface	RJ-45 Ethernet 10/100/1000 Base-T, USB 2.0, wireless
Operating Systems and Environments	Windows 8.1, Windows 10, Windows Server 2012, Windows Server 2016, Windows Server 2019, Chrome®, Mac OS X 10.9-10.15, Unix®, Linux, Citrix®, SAP device types ³
Printing Protocols	LPR, IPP, IPPS, Raw TCP (port 9100), FTP, POP3 and HTTP
Network Scanning System	
Scan Modes	Standard: Color, monochrome, grayscale
Max. Original Size	11" x 17"
Optical Resolution	600 dpi
Output Modes	600 dpi, 400 dpi, 300 dpi, 200 dpi, 150 dpi, 100 dpi
Image Formats	Monochrome: TIFF, PDF, PDF/A-1b, PDF/A-1a, Encrypted PDF, Searchable PDF, XPS, PPTX, XLXS, DOCX, TXT, RTF. Color/Grayscale: TIFF, JPEG, PDF, PDF/A-1b, PDF/A-1a, Encrypted PDF, Compact PDF, Searchable PDF, XPS, PPTX, XLXS, DOCX, TXT, RTF. Internet Fax: TIFF-FX, TIFF-F, TIFF-S1 ⁴
Image Compression	Monochrome Scanning: Uncompressed, G3 (MH), G4 (MR/MMR) Color/Grayscale: JPEG (high, middle, low) Internet Fax mode: MH/MMR (option) ⁴
Scan Destinations	Email, Desktop, FTP, Folder (SMB), USB, Internet fax (option), Super G3 fax (option)
One-touch Destinations	Up to 2,000 (combined scan destinations)
Group Destinations	Up to 500
Programs	48 (combined)
Max. Jobs	Up to 100
Enhanced Email Integration	Standard Gmail connector, standard Exchange connector

3K 65-Sheet Staple Finisher (MX-FN34: option)

Type	3,000-sheet console staple finisher (65-sheet stapling)
Output Trays	Top tray: 250 sheets (letter size, non-stapled) Lower tray: Moving offset tray (up to 3,000 letter size sheets)
Stapling Capacity	Up to 65 sheets (letter/statement)
Stapling Media	Plain paper, letter/legal/ledger size or mixed
Stapling Positions	1 front, 1 rear, or 2-point stitching
Stapleless Finishing	1 rear (max. 5 sheets)
Manual Stapling	1 point (max. 65 sheets)
3K 65-Sheet Staple/Saddle Stitch Finisher (MX-FN35: option)	
Type	3,000-sheet console staple finisher (65-sheet stapling)
Output Trays	Top tray: 250 sheets (letter size, non-stapled) Lower tray: Moving offset tray (up to 3,000 letter size sheets)
Saddle Stitch	Up to 10 sets of 20 sheets
Stapling Capacity	Up to 65 sheets (letter/statement)
Stapling Media	Plain paper, letter/legal/ledger size or mixed
Stapling Positions	1 front, 1 rear, or 2-point stitching
Saddle Stitch	Center stitch/center fold (2 staples) letter/legal/ledger paper sizes
Max. Sets	Up to 10 sets (11-20 sheets per set)/15 sets (6-10 sheets per set)/25 sets (1-5 sheet(s) per set)
Stapleless Finishing	1 rear (max. 5 sheets)
Manual Stapling	1 point (max. 65 sheets)

Optional Equipment

MX-LC12	3,500-sheet Large Capacity Cassette (letter)
MX-LC13N	5,000-sheet Large Capacity 2-Drawer Air-Fed Tray (ledger)
MX-LCX3N	3,000-sheet Large Capacity Cassette (ledger)
MX-LT10	Long Paper Feeding Tray
MX-MF11	500-sheet Multi-bypass Tray (for MX-LC13N) ¹
MX-FN21	4K Stacking 100-Sheet Staple Finisher ¹
MX-FN22	4K Stacking 100-Sheet Staple/Saddle Stitch Finisher ¹
MX-FN34	3K Stacking 65-sheet Staple Finisher
MX-FN35	3K Stacking 65-sheet Staple/Saddle Stitch Finisher
MX-GBCX2	GBC Smartpunch Pro
MX-CF11	2-Tray Inserter Unit ¹
MX-FD10	Multi-folding Unit ¹
MX-RB12N	Paper Pass Unit (for machine) ¹
MX-RB13	Relay Unit ¹
MX-RB14	Paper Pass Unit (for MX-LC13) ¹
MX-RB27	Curl Correction Unit ¹
MX-TM10	Trimmer Unit ¹
MX-PN13B	3-Hole Punch Unit (for MX-FN21/FN22)
MX-PN16B	3-Hole Punch Unit (for MX-FN34/FN35)
MX-SC11	Staple Cartridge (for MX-FN34/FN35)
MX-SC12	Staple Cartridge (for MX-FN35)
MX-SCX1	Staple Cartridge (for MX-FN22)
MX-SCX2	Staple Cartridge (for MX-FN21/FN22)
MX-TR14	Right Side Exit Tray
MX-TU14	Center Exit Tray
AR-SU1	Stamp Unit (requires AR-SV1 Stamp Cartridge)
AR-SV1	Stamp Cartridge (required for AR-SU1)
MX-PF10	Bar Code Font Kit
MX-FWX1	Internet Fax Expansion Kit
MX-FX15	Fax Expansion Kit
MX-AMX1L	Application Integration Module
MX-FR65U	Data Security Kit
MX-PE15	Fiery Color Print Server
MX-PX15	Fiery Interface Kit
MX-SL10N	Status Indicator
DVENDFSV	Generic Vendor Interface Kit

Supplies

MX-80NTBA	Black Toner Cartridge
MX-80NTCA	Cyan Toner Cartridge
MX-80NTMA	Magenta Toner Cartridge
MX-80NTYA	Yellow Toner Cartridge
MX-62NVBA	Black Developer
MX-62NVSA	Cyan/Magenta/Yellow Developer
MX-62NRS	Drum
MX-700HB	Toner Collection Container

¹ Some features require optional equipment. See your local dealer.

² May vary depending on product configuration, machine settings and operating and/or environmental conditions.

³ Go to www.sharpusa.com for a list of supported devices and operating systems.



DIRECTOffice™



Transit, Installation (Using) Environment, Note

1. Installing (use) conditions

Before installing the machine, check that the following installing (use) conditions are satisfied.

If the installing (use) conditions are not satisfied, the machine may not display full performances, resulting in troubles. It may also cause safety problems. Therefore, be sure to arrange the installing (use) conditions before setting up the machine.

No.	Content
1	Transportation space
2	Installing space
3	Power source (Capacity, fluctuation, safety)
4	Floor strength
5	Direct rays of the sun, dust, temperature, humidity, gases, chemicals

A. Transportation space

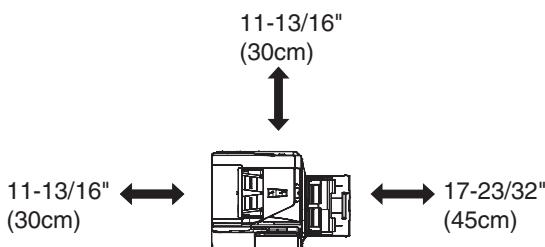
For installation of a large size machine, be sure to check that the door size is wide enough before bringing in.

B. Installing space

The following space must be provided around the machine in order to assure machine performances and proper operations.

If any option is installed, provide the additional space for installing it.

Adequate space must be provided behind the machine for proper ventilation heat and dust. If not, the machine cannot exhibit functions against heat and dust, causing some troubles.



C. Power source (Capacity, voltage, frequency, safety, plug)

If the power specifications are not satisfied, the machine cannot exhibit full performances and may cause safety trouble.

Strictly observe the following specifications.

Power capacity

Check that the following power capacity is satisfied. If not, additionally provide a power source.

Current capacity

Japan: 20A or more

EX AC100V: 20A or more

EX AC200V: 10A or more

Important

Check the shape of the power plug of the machine, and insert it into a power outlet of the acceptable shape.

Power voltage

Measure the voltage during copying to check that the voltage is in the range of the specified voltage $\pm 10\%$.

If the voltage is outside the specified range, please have a certified electrician upgrade the outlet.

(An electrical work is required.)

Use of a step-up transformer is also available. In this case, the capacity must be great enough for the max. power consumption of the machine.

Power frequency, waveform

The frequency must be within the range of the specified frequency $\pm 2\%$. If power waveform is deformed, a trouble may occur.

Safety

Be sure to properly ground the machine.

Grounding (earth connection) must be performed before inserting the power plug into the power outlet.

When disconnecting the earth connection, be sure to disconnect the power plug from the power outlet in advance.

Power plug

Check the shape of the power plug of the machine, and insert it into a power outlet of the acceptable shape.

Power plug stated in power capacity.

D. Floor strength and level

This machine is considerably heavy and becomes heavier with an option installed.

The floor must be strong enough to safely support the weight of the machine as well as any installed options.

If the unit is not horizontally installed, the toner density control is not performed normally, degrading the copy quality.

If not, color shift or image distortion may occur.

To assure proper image quality, make sure the machine is setting level.



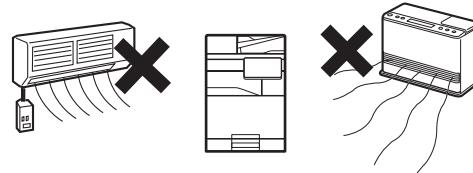
E. Direct rays of the sun, dust, temperature, humidity, gases, chemicals, vibration

Temperature and humidity (Environmental conditions)

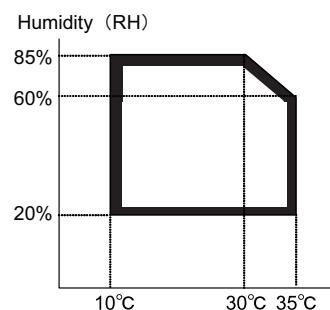
This machine is designed to perform properly under the specified temperature and humidity. If the temperature and humidity exceeds the specified range, the machine may not operate properly and or cause equipment failure.

Especially when the humidity is too high, paper absorbs humidity to cause a paper jam or dirty copy.

Do not install the machine near a heater, a cooler, or a humidifier.



Condensation may form inside the machine causing multiple troubles. Use enough care for ventilation.



Operational environment

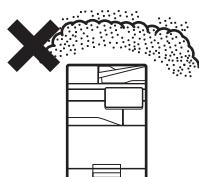
Temperature: 10 to 35°C

Humidity: 20 to 85% RH

Atmospheric pressure: 590 to 1013hPa (altitude: 0 to 2000 m)

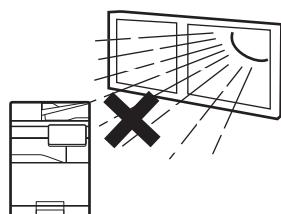
Contaminates

If dust enters the machine, it may cause dirty copy and a paper jam, resulting in a shortened lifetime.



Direct sunlight

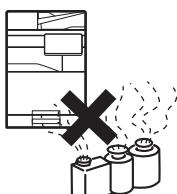
If the machine is installed under the rays of the sun, the exterior of the machine may be discolored and abnormal copies may be produced.



Gases and chemicals

Do not install the machine at a place where there are gases and chemicals. Especially be careful to avoid installation near a diazo-type copier, which produces ammonium gas.

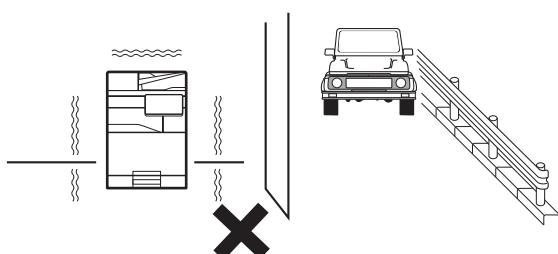
Copy quality may be adversely affected and a trouble may be caused.



Vibration

Avoid installation near a machine which produces vibrations.

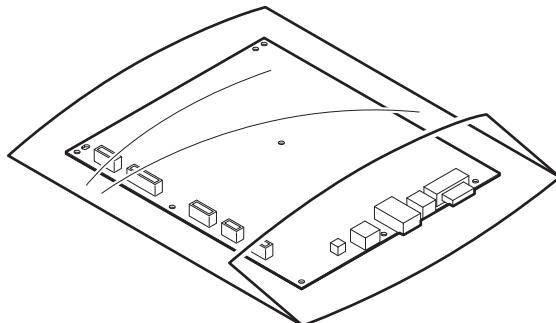
If vibrations are applied to the copier machine, copy images may be deflected and a trouble may be caused.



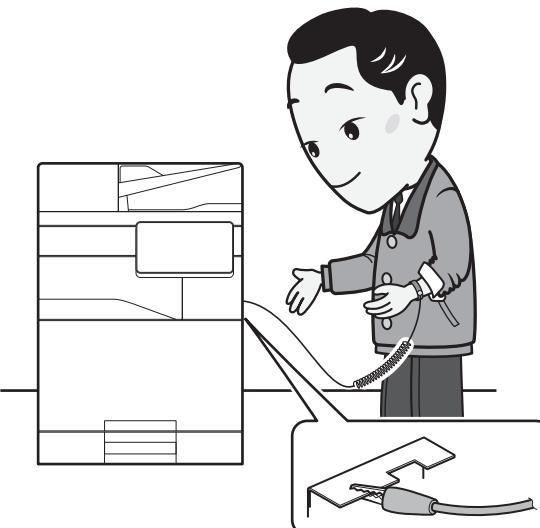
F. Note for handling PWB and electronic parts

When handling the PWB and the electronic parts, be sure to observe the following precautions in order to prevent against damage by static electricity.

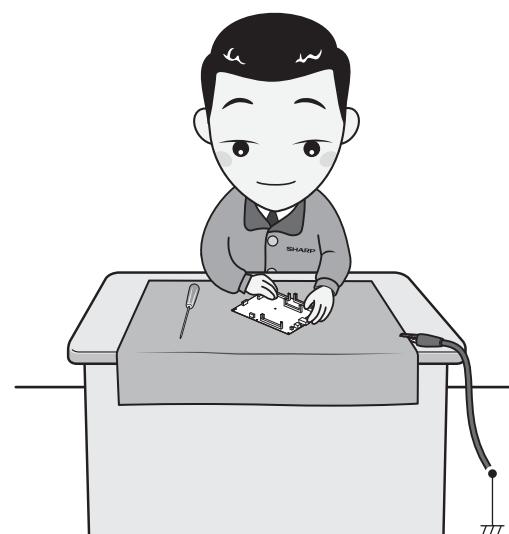
- When in transit or storing, put the parts in an anti-static bag or an anti-static case and do not touch them with bare hands.



- When and after removing the parts from an anti-static bag (case), use an earth band as shown below:
 - Put an earth band to your arm, and connect it to the machine.



- When repairing or replacing an electronic part, perform the procedure on an anti-static mat.



MAINTENANCE AGREEMENT TERMS AND CONDITIONS

1. GENERAL SCOPE OF COVERAGE This Agreement covers both the labor and the material for adjustments, repair and replacements of parts ("Maintenance") as required by normal use of the equipment identified on the front page of this Agreement ("Equipment"). Maintenance does not cover charges for installation, relocating or de-installation of the Equipment. Service necessary to repair damage to the Equipment caused by misuse, abuse, negligence, attachment of unauthorized components, accessories or parts, use of substandard paper or substandard supplies, other causes beyond the control of SBS or such causes which would void the Equipment's warranty are not covered by this Agreement. Any such repairs identified in the proceeding sentence shall be separately billed to customer and may lead to the termination of this Agreement. In addition, SBS may terminate this Agreement if the equipment is modified, damaged, altered or serviced by personnel other than the SBS Authorized Personnel, or if parts, accessories, or components not meeting machine specifications are added to the Equipment. Maintenance shall not cover charges for repairs needed as a result of Customer or third party modifications to software or hardware.

2. MAINTENANCE VISITS Maintenance visits will be made during standard weekday business hours at the address shown on the first page of this Agreement. Maintenance visits requested for holidays, weekends or after standard business hours may result in additional charges for travel and labor pursuant to SBS's standard overtime rates in effect at the time of the Maintenance visit. SBS will not connect, disconnect, repair or otherwise service non-Sharp approved attachments, components or accessories. Customer is responsible for disconnecting and reconnecting non-Sharp approved attachments, components or accessories. Maintenance performed during a Maintenance visit includes lubrication and cleaning of the Equipment and the adjustment, repair or replacement of parts described below. SBS reserves the right to exchange unit in certain situations rather than service on site.

3. REPAIR AND REPLACEMENT OF PARTS All parts necessary to the operation of the Equipment requiring replacement due to normal wear and tear, subject to the general scope of coverage, will be furnished free of charge during a service call.

4. MAJOR REPAIRS, REPLACEMENT, AND UPGRADES Major repairs resulting from misuse of the product, overall failure of the Equipment resulting from the normal end of life cycle of the Equipment and other repairs requiring more than customary repair and part replacements ("Overhaul") shall not be considered covered Maintenance. Should, in the opinion of SBS, an Overhaul be necessary for the Equipment to be in working condition, SBS will submit to the Customer an estimate of needed repairs and their additional cost. If the Customer does not authorize such Overhaul, SBS may, at its option, discontinue Maintenance of the Equipment under this Agreement. Thereafter, SBS may make service available on a "Per Call" basis based upon SBS's standard rates in effect at the time of service. During the term of this Agreement, if it is determined by SBS, in its reasonable estimation and after reasonable efforts, that Equipment maintained under the scope of this Agreement needs to be replaced or reconditioned due to (a) two service events within a six month time frame or (b) a service event cost exceeding the current market price to replace the machine, SBS has the right to deem Equipment that meets either (a) or (b) as unserviceable upon submission of written notice to Customer. In the event Equipment is deemed unserviceable in accordance with the foregoing sentence, Customer may elect to either (a) have the Equipment reconditioned at Customer's expense, (b) order a new piece of compatible Equipment, or (c) remove this piece of Equipment from the agreement.

Addition or Removal of Equipment: Customer is required to immediately notify SBS upon installation of any additional equipment at Customer's site capable of using SBS supplied toner cartridges. Upon installation, such equipment shall automatically be covered by this Agreement and shall be considered the Equipment for all purposes under this contract, unless SBS determines the new equipment is out of contract scope. Customer is required to notify SBS of any equipment changes or disposition (i.e. physically moved or removed for retirement purposes, etc.). For both additions and deletions to the Equipment, Customer must submit a configuration report generated from the printer to SBS.

5. USE OF SBS SUPPLIES Customer is obligated to use SBS approved supplies under this Agreement. If, however, the Customer uses other than

SBS approved supplies (other than paper) and such supplies result, in SBS's reasonable judgment, additional Maintenance, then SBS may, at its option, assess a surcharge or terminate this Agreement. If SBS terminates this Agreement, SBS may make service available on a "Per Call" basis based upon SBS's standard rates in effect at the time of service.

6. SUPPLIES Supplies selected, if any, on the front of this Agreement ("Supplies"), shall be included under this Agreement. SBS will provide such selected Supplies to the Customer based upon normal yields. Supplies provided are for use with the Equipment covered by this Agreement only and are not for resale or for use with other equipment. If the Customer's usage of the Supplies exceeds the normal yields for the Equipment being serviced, SBS will invoice and the Customer agrees to pay, for the excess supplies at SBS's current retail prices then in effect. SBS reserves the right to charge for supplies and freight. Normal yield is defined as the published industry standard yield for the product model covered under this Agreement.

7. ELECTRICAL REQUIREMENTS In order to ensure optimum performance of the Equipment, Customer must comply with all Sharp required electrical specifications, including but not limited to use of designated circuit and outlets and required voltage requirements. These power standards are required by UL and/or local safety regulations.

8. CHARGES The initial charge for Maintenance under this Agreement is non-refundable and shall be the amount set forth on the first page of this Agreement. At the end of each twelve (12) month period of the Agreement, SBS reserves the right to increase and/or otherwise modify its service rates and services. Customer shall be charged according to the payment cycle indicated on the front page of this Agreement. Customer shall pay all charges within ten (10) days of the date of the SBS invoice. Past due amounts shall accrue interest at a rate not to exceed 1.5% per month. If any Equipment which is subject to this Agreement, or any renewal hereof, is moved to a new SBS service territory, SBS shall have the option of charging the Customer an amount equal to the difference in the published maintenance charges between the current SBS service territory and that of the new SBS service territory (on a pro rata basis). If such Equipment is moved beyond any SBS service territory, SBS reserves the right to cancel this Agreement, upon written notice to the Customer, or SBS may charge (and Customer hereby agrees to pay) a fair and reasonable upcharge for continued service. In so doing SBS may take into account the distance to Customer's new location and SBS published rates for SBS's "time and materials", "Per Call" service. A fuel surcharge may be imposed when fuel prices exceed 10% of the cost of fuel at the execution of this agreement.

9. METER READINGS Customer is obligated to provide meter reading(s) in a timely manner upon request. If the Customer fails or refuses to provide the meter reading in a timely manner, SBS may estimate the meter based upon historical meter readings. The estimated meter will then be applied in the same manner as if the meter had been supplied by the Customer and the Customer agrees to pay any overage charges that may result from the estimated meter reading. A monthly service fee may be assessed if Customer elects for non-participation in the SBS meter collection automation software.

10. TERM This Agreement shall become effective upon SBS's receipt from Customer of the initial non-refundable maintenance charge, as set forth on the first page of this Agreement, or for such Customers that are to be billed in arrears, upon the date indicated in the "Start Date" portion of the first page of this Agreement. The term of this Agreement shall be as specified on the face page of this Agreement. This Agreement shall automatically renew for additional one year periods unless either party provides the other sixty (60) days written notice of termination prior to the end of the initial term, or any renewal term hereunder. In the event that Customer reaches or exceeds the allowance, as specified on the first page of this Agreement, prior to the expiration of the initial term, or any renewal term under this Agreement, Customer hereby agrees to pay SBS the SBS excess meter rate then in effect and same shall apply to all of Customer's excess meter amounts, through the end of the term of this Agreement. For this Agreements (not CPC leases) either party shall have the right during any renewal term, or during any second or third term of a multi-term agreement (if applicable) to terminate this Agreement upon sixty (60) days prior written notice to the other.

11. EVENT OF DEFAULT AND TERMINATION The Customer's failure to pay any amount due under this Agreement, or breach of any other obligation herein shall constitute an Event of Default. Upon an Event of Default, SBS may, in its discretion take any one or more of the following actions: (i) cease performing all Maintenance or any other services under this Agreement; (ii) furnish Maintenance or service upon a prepaid, "Per Call" basis; and/or (iii) terminate this Agreement. Customer shall be obligated to pay any amounts due and owing to SBS within (10) ten days of the expiration or termination of this Agreement. Customer, upon payment of all such amounts due, shall thereafter have no further liability or obligation to SBS whatsoever for any further fees or expenses arising hereunder. In the event SBS terminates this Agreement because of the breach of Customer, SBS shall be entitled to payment for work in progress plus reimbursement for out-of-pocket expenses.

12. INDEMNITY Customer shall indemnify, save and hold SBS, its affiliates, officers, directors, shareholders, employees, agents and representatives and its and their successors and assigns ("SBS Parties") harmless from and against any liability, loss, cost, expense or damage whatsoever caused by reason of any breach of this Agreement by Customer or by reason of any injury, whether to body, property or business or to any other person by reason of any act, neglect, omission or default by Customer or Customers' employees, agents, vendors, contractors or representatives. Customer shall defend, at its sole and absolute cost, any action to which this indemnity shall apply. In the event Customer fails to defend such action SBS may do so and recover from Customer in addition, all costs and expenses, including, attorneys' fees in connection therewith. SBS shall be entitled to recover from Customer all costs and expenses, including without limitation, attorneys' fees and disbursement, incurred by SBS in connection with actions taken by SBS or its representatives (i) to enforce any provision of this Agreement; (ii) to effect any payments or collections provided for herein; (iii) to institute, maintain, preserve, enforce and foreclose on SBS's security interest in or lien on the goods, whether through judicial proceedings or otherwise; or (iv) to defend or prosecute any actions or proceedings arising out of or relating to any SBS transactions with Customer. The foregoing provisions of this paragraph 12 shall survive the termination or expiration of this Agreement to the extent permitted by Law.

13. ENTIRE AGREEMENT This constitutes the entire Agreement between the parties relating to the subject matter hereof. Any modification to this Agreement must be in writing and signed by both parties.

14. SUCCESSIONS AND ASSIGNS; TERMINATION Neither party may assign this Agreement or any of its rights or obligations hereunder, without the prior written approval of the other party, which will not be unreasonably withheld, except that either party may assign its obligations and rights to a wholly owned subsidiary, parent corporation, or entity under the same ownership, operation, or control.

15. SEVERABILITY If any provision in this Agreement is held invalid or unenforceable by a body of competent jurisdiction, such provision will be construed, limited or, if necessary, severed to the extent necessary to eliminate such invalidity or unenforceability. The Parties agree to negotiate in good faith a valid, enforceable substitute provision that most nearly affects the Parties' original intent in entering into this Agreement or to provide an equitable adjustment in the event no such provision can be added. The other provisions of this Agreement shall remain in full force and effect.

16. COUNTERPARTS AND ELECTRONIC SIGNATURES This Agreement may be executed in several counterparts, each of which shall be deemed to be an original and all of which together shall constitute one Agreement binding on all parties hereto, notwithstanding, that all the parties

have not signed the same counterpart. A faxed or electronic signature of this Agreement bearing authorized signatures may be treated as an original.

17. WAIVER OF JURY TRIAL ALL PARTIES HERETO IRREVOCABLY WAIVE THE RIGHT TO TRIAL BY JURY

18. JURISDICTION All parties hereby consent to the exclusive jurisdiction of the Federal Courts located in Essex County, New Jersey and the State Courts located in Bergen County, New Jersey in any proceeding arising out of or relating to this Agreement.

19. LIMITATION OF LIABILITY To the extent permitted by Law, in no event shall SBS be liable to Customer for any special, incidental, consequential, or indirect damages, loss of business profits, business interruption, loss of business information arising out of the inability to use the Equipment. The Customer acknowledges that the Maintenance provided by SBS is for the mechanical maintenance of the Equipment only, and that this Agreement does not cover any software, networking or any other connectivity or functionality maintenance, services, or support.

20. FORCE MAJEURE SBS shall not be liable to Customer for any failure or delay caused by events beyond SBS's control, including, without limitation, Customer's failure to furnish necessary information; sabotage; failure or delays in transportation or communication; boycotts; embargoes; failures or substitutions of equipment; labor disputes; accidents; shortages of labor, fuel, raw materials, machinery, or equipment; technical failures; fire; storm; flood; earthquake; explosion; acts of the public enemy; war; insurrection; riot; public disorder; epidemic; quarantine restrictions; acts of God; acts of any government or any quasi-governmental authority, instrumentality or agency.

21. NO WARRANTY SBS DISCLAIMS ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING ANY IMPLIED WARRANTIES OF MERCHANTABILITY, TECHNICAL COMPATABILITY, FITNESS FOR USE, OR FITNESS FOR A PARTICULAR PURPOSE.

22. INSURANCE If the Customer is leasing the equipment, the Customer shall obtain and maintain, at its own expense, insurance relating to claims for injury and/or property damage (including commercial general liability insurance) based on its use of the equipment, goods and machinery. The insurance policy or policies shall contain or shall be endorsed to provide a waiver of subrogation in favor of SBS. Customer's insurance shall provide coverage on a primary and noncontributory basis. All insurance coverages required hereunder shall be procured from insurers with a Best's performance rating of at least A+ (or an equivalent S&P rating) and with a financial size category of at least Class VII.

23. MISCELLANEOUS Customer is advised to contact SBS prior to updating or changing any application software or operating system. Additional loading of other drivers, utilities, security updates, anti-virus, or other programs to existing workstations/servers that causes SBS supported products to malfunction is not covered under this Agreement and will be billed at the current hourly rate. It is the responsibility of the client to perform all necessary backups on the PC or Network prior to any installation or update. SBS bears no responsibility for any damages, data or productivity loss from said PC or Network Devices. Derivative Works: Customer shall not (i) modify, copy or create derivative works based on any SBS Software; (ii) frame or mirror any content forming part of the Software or Services, other than on Customer's own intranets or otherwise for its own internal business purposes; (iii) reverse engineer the SBS Software.

Master Lease Agreement (Municipal)

Master Lease Number:	Customer's Federal Tax ID#:
Customer Name: CABARRUS COUNTY	Customer's Address (principal place of business): 65 CHURCH STREET SE CONCORD, NC 28025 PO Box 707 CONCORD, NC 28025
Customer's d/b/a (if any):	Customer's Main Business Phone Number: 704-920-2100

In this Master Lease Agreement, as it may be amended from time to time (the "Master Agreement"), the words "You" and "Your" mean the Customer named above. "We," "Us" and "Our" mean Sharp Leasing USA Corporation ("SLUSA"). "Schedule" means a document, in the form attached hereto as **Exhibit A** or such other form as We may accept in Our sole discretion, to be entered into between You and Us for each individual transaction entered into between You and Us pursuant to this Master Agreement. "Sharp" means Sharp Electronics Corporation (either directly or through one of its branch dealers), the supplier of the Equipment to You. **This Master Agreement, each Schedule and the other documents executed or delivered by Us in connection herewith and therewith represent the final and only agreement between You and Us regarding the subject matter herein and therein and shall supersede any other oral or written agreements between You and Us. This Master Agreement can be changed only by a written agreement between You and Us. Other agreements not stated herein (including, without limitation, those contained in any purchase agreement or other agreement between You and Sharp) are not binding on Us.** This Master Agreement and each Schedule may be executed in counterparts, each of which shall be deemed an original, but all of which together shall constitute the same document. You acknowledge that You have received a copy of this Master Agreement and agree that a facsimile or other copy containing Your faxed or copied signature shall be as enforceable as the original executed Master Agreement. You hereby represent that this Master Agreement is legally binding and enforceable against You in accordance with its terms.

1. LEASE OF EQUIPMENT - GENERAL. Each Schedule executed by You (and to be executed by You in the future) represents your agreement to lease from Us the personal property listed therein (together with all existing and future accessories, attachments, replacements, additions and embedded software, the "Equipment"), upon the terms stated in such Schedule and this Master Agreement, the terms and conditions of which are incorporated by reference into the Schedule (collectively, a "Lease"). Each Schedule, including the terms and conditions incorporated therein by reference, shall be considered a separate and independent Lease. If the Equipment includes any software, You agree that (i) We don't own the software, (ii) You are responsible for entering into any necessary software license agreements with the owners or licensors of such software, (iii) You shall comply with the terms of all such agreements, if any, and (iv) any default by You under any such agreements shall also constitute a default by You under this Master Agreement and the related Schedule. The initial term of each Lease will begin on a date designated by Us after We accept it (the "Commencement Date") and will continue for the number of months shown on such Schedule ("Initial Term"). You promise to pay to Us the periodic payments shown on each Schedule in accordance with the payment schedule set forth therein, plus all other amounts stated herein and therein. Each Schedule is binding on You as of the date You sign it. After You sign a Schedule, We may (i) insert the Schedule or contract number thereon and any other information missing in such Schedule, and (ii) change the payment amount by not more than 15% due to a change in the Equipment configuration, cost or tax amount, or a payment miscalculation.

2. NON-CANCELABLE TERM; AUTOMATIC RENEWAL. As used herein, "Present Term" means the term presently in effect at any time with respect to a Lease, whether it is the Initial Term or a Renewal Term (as defined below). With respect to each Lease, **unless You notify Us in writing at least 30 days before the end of the Present Term (the "Notice Period") that You intend to return the Equipment at the end of such Present Term, then: (a) such Lease will automatically renew for an additional one-month period** (each, a "Renewal Term"), and (b) the payment amount and other terms of such Lease will continue to apply. If You do not notify Us in writing within the Notice Period that You intend to return the Equipment at the end of the Present Term, then, promptly upon the expiration of such Present Term, You shall return the Equipment pursuant to Section 13 below. **Each Lease is non-cancelable during the Initial Term and any Renewal Term.**

3. UNCONDITIONAL OBLIGATIONS. With respect to each Lease, You agree that: (a) We are a separate and independent company from Sharp, the manufacturer and any other vendor (collectively, "Vendors"), and the Vendors are NOT Our agents; (b) no statement, representation or warranty by any Vendor is binding on Us, and no Vendor has authority to waive or alter any term of this Master Agreement or any Schedule; (c) You, not We, selected all Equipment and the Vendors based on Your own judgment; (d) Your duty to perform Your obligations under this Master Agreement and each Schedule is unconditional and irrevocable despite any failure of any Equipment, the existence of any law restricting the use of any Equipment, or any other adverse condition; (e) if You are a party to any maintenance, service, supplies or other contract with any Vendor, We are NOT a party thereto, such contract is NOT part of this Master Agreement or any Schedule (even though We may, as a convenience to You and a Vendor, bill and collect monies owed by You to such Vendor), We have no obligations to You under such contract, and no breach by any Vendor will excuse You from performing Your obligations to Us under this Master Agreement or any Schedule; and (f) if the Equipment is unsatisfactory or if any Vendor fails to provide any service or fulfill any other obligation to You, You shall not make any claim against Us and shall continue to perform all of Your obligations to Us.

4. PAYMENTS. The payments due pursuant to each Schedule, plus applicable taxes and other charges provided for herein and in the Schedule, shall be due and payable by the due date set forth in Our invoice to You. The payments due under a Schedule may include additional copy charges at the "Overage Copy Charge" rate specified in the Schedule for copies in excess of the Monthly Copy Allowance provided in the Schedule. You agree that We may increase the "Overage Copy Charge" but not more than once each year during the Initial Term and once each year for any Renewal Term (if any), by an amount not to exceed 10%. You agree to (a) provide Us or Sharp by telephone or facsimile with the actual meter readings whenever You are requested to do so, (b) allow Us or Sharp to attach an automatic meter reading device to the Equipment, which meter reading device You will not remove or alter without approval from Us or Sharp, and/or (c) give Us or Sharp access to the Equipment to obtain meter readings or audit the meter reading device. If We or Sharp request You to provide meter readings and You fail to do so within 7 days of the date of such request, then (i) the number of copies used by You may be estimated by Us or Sharp and We will invoice You accordingly, and (ii) We will adjust the estimated charge for excess copies upon receipt of actual meter readings. Restrictive endorsements on checks will not be binding on Us. All payments received will be applied to past due amounts and to the current amount due in such order as We determine. Any security deposit or estimated future Governmental Charge (as defined in Section 10 below) that You pay with respect to a Lease is non-interest bearing, may be commingled with Our funds, may be applied by Us at any time to past-due amounts, and the unused portion will be returned to You within 90 days after the end of this Lease. If We do not receive a payment in full on or before its due date, You shall pay (i) a fee equal to the greater of 10% of the amount that is late or \$29.00, plus (ii) interest on the part of the payment that is late in the amount of 1.5% per month ("Time-Value Interest") from the due date to the date paid. If any check is dishonored, You shall pay Us a fee of \$20.00. Promptly following Our request, from time to time, You shall furnish Us with current financial statements.

5. INDEMNIFICATION. With respect to each separate Lease, You agree to indemnify and defend Us against, and hold Us harmless for, any and all claims (including but not limited to claims for personal injury and death), actions, damages, liabilities, losses and costs (including but not limited to reasonable attorneys' fees) made against Us, or suffered or incurred by Us, arising directly or indirectly out of, or otherwise relating to, the delivery, installation, possession, ownership, use, loss of use, defect in or malfunction of any Equipment. This obligation shall survive the termination of this Master Agreement and each Schedule.

THE TERMS OF THIS MASTER AGREEMENT ARE CONTINUED ON THE REVERSE SIDE / NEXT PAGE. DO NOT SIGN THIS CONTRACT BEFORE YOU READ AND UNDERSTAND IT. PLEASE SEEK LEGAL COUNSEL BEFORE SIGNING IF YOU HAVE QUESTIONS.

Customer: CABARRUS COUNTY	Accepted by Sharp Leasing USA Corp., Montvale, New Jersey		
By: X	Date: _____ / _____ / _____	By:	
Print name:	Title:	Acceptance Date: _____ / _____ / _____ (to be filled in by Sharp Leasing USA Corp.)	

6. NO WARRANTIES. WE ARE LEASING ALL EQUIPMENT TO YOU "AS IS". We have not made and we hereby disclaim any and all warranties, express or implied, arising by applicable law or otherwise, including without limitation, the implied warranties of merchantability and fitness for a particular purpose. We hereby transfer to You, without recourse to Us, all automatically transferable warranties, if any, made to Us by the Vendor(s) of the Equipment. You agree that each Lease is a "finance lease" under the Uniform Commercial Code (the "UCC") unless otherwise expressly stated in the related Schedule or as provided by law. To the extent permitted by law, You hereby waive any and all rights and remedies conferred upon You under UCC Sections 2A-303 and 2A-508 through 522. You may be entitled under Article 2A of the UCC to the promises and warranties (if any) provided to Us by some or all of the Vendor(s) in connection with or as part of the contracts (if any) by which We acquire Equipment from such Vendor(s). You may contact such Vendor(s) for an accurate and complete statement of those promises and warranties (if any), including any disclaimers and limitations of them or of remedies. If it is determined that any Lease is a lease intended as security and/or the related Schedule grants to You a \$1.00 purchase option, then You hereby grant to Us a security interest in the related Equipment and all proceeds thereof. You authorize Us to record UCC financing statements to protect Our interests in the Equipment.

7. DELIVERY, LOCATION, OWNERSHIP, USE, MAINTENANCE OF EQUIPMENT. Sharp will install (and, with Our prior consent, remove) the Equipment in accordance with Sharp's service policies. You are responsible for all Equipment maintenance. You shall not remove any Equipment from the Equipment location specified in the related Schedule unless You first get Our permission. You shall give Us access to each Equipment location so that We may inspect the Equipment, and You agree to pay Our costs in connection therewith, whether performed prior to or after the Commencement Date of the related Lease. Unless otherwise stated in the related Schedule or as provided by law, **We will own and have title to all Equipment (excluding any software) during each Lease.** You agree that all Equipment is and shall remain personal property. Without Our prior written consent, You will not permit it to become (i) attached to real property or (ii) subject to any liens or encumbrances. **You represent that all Equipment will be used solely for commercial purposes and not for personal, family or household purposes.** You shall use all Equipment in accordance with all laws, operation manuals, any service contracts and insurance requirements, and shall not make any permanent alterations to it. At Your cost, You shall keep all Equipment in good working order and warrantable condition, ordinary wear and tear excepted ("Good Condition").

8. LOSS; DAMAGE; INSURANCE. With respect to each Lease, You shall, at all times during the Initial Term and any Renewal Term, (i) bear the risk of loss and damage to the Equipment and shall continue performing all Your obligations to Us even if it becomes damaged or suffers a loss, (ii) keep the Equipment insured against all risks of damage and loss ("Property Insurance") in an amount equal to its replacement cost, with Us named as sole "loss payee," and (iii) carry public liability insurance covering bodily injury and property damage ("Liability Insurance") in an amount acceptable to Us, with Us named as "additional insured." You have the choice of satisfying these insurance requirements by providing Us with satisfactory evidence of Property and Liability Insurance ("Insurance Proof"), within 30 days of the Commencement Date of such Lease. Such Insurance Proof must provide for at least 30 days prior written notice to Us before it may be cancelled or terminated and must contain other terms satisfactory to Us. **If you do not provide Us with Insurance Proof within 30 days of the Commencement Date of any Lease, or if such insurance terminates for any reason, then (a) You agree that We have the right, but not the obligation, to obtain such Property Insurance and/or Liability Insurance in such forms and amounts from an insurer of Our choosing in order to protect Our interests ("Other Insurance"), and (b) You agree that We may charge you a periodic charge for such Other Insurance.** This periodic charge will include reimbursement for premiums advanced by Us to purchase Other Insurance, billing and tracking fees, charges for Our processing and related fees associated with the Other Insurance, and a finance charge of up to 18% per annum (or the maximum rate allowed by law, if less) on any advances We make for premiums, (collectively, the "Insurance Charge"). We and/or one or more of our affiliates and/or agents may receive a portion of the Insurance Charge, which may include a profit. We are not obligated to obtain, and may cancel, Other Insurance at any time without notice to You. Any Other Insurance need not name You as an insured or protect Your interests. The Insurance Charge may be higher than the amount You would pay if You obtained Property and Liability Insurance on Your own.

9. ASSIGNMENT. You shall not sell, transfer, assign or otherwise encumber (collectively, "Transfer") this Master Agreement or any Schedule, or Transfer or sublease any Equipment, in whole or in part. We may, without notice to You, Transfer Our interests in any Equipment and/or this Master Agreement or any Schedule, in whole or in part, to a third party ("New Owner"), and if so, the New Owner will, to the extent of the Transfer, have all of Our rights and benefits but will not have to perform Our obligations (if any). You agree not to assert against the New Owner any claim or defense You may have against Us or any predecessor in interest.

10. TAXES AND OTHER FEES. You are responsible for all taxes (including, without limitation, sales and personal property taxes, and excluding only taxes based on Our income), levies, assessments, license and registration fees and other governmental charges relating to this Master Agreement, each Schedule and/or the related Equipment (collectively "Governmental Charges"). You agree to promptly pay Us, on demand, estimated future Governmental Charges. You authorize Us to pay any Governmental Charges as they become due, and You agree to reimburse Us promptly upon demand for the full amount (less any estimated amounts previously paid by You). You agree to pay Us a fee for preparing and filing personal property tax returns, and You agree not to file any personal property tax returns. You also agree to pay Us upon demand (i) for all costs of filing, amending and releasing UCC financing statements, and (ii) a processing fee of \$75.00 (or as otherwise agreed) per Lease to cover Our investigation and other administrative costs in originating such transaction. You also agree to pay Us a fee, in accordance with Our current fee schedule, which may change from time to time, for additional services We may provide to You at Your request. **You agree that the fees set forth in this Master Agreement may include a profit.**

11. SAVINGS CLAUSE. If any amount charged or collected under this Master Agreement or any Lease is greater than the amount allowed by law, including, without limitation, any amount that exceeds applicable usury limits (an "Excess Amount"), then (i) any Excess Amount charged but not yet paid will be waived by Us and (ii) any Excess Amount collected will be refunded to You or applied to any other amount then due hereunder.

12. DEFAULT. With respect to each Lease, You will be in default if You (1) fail to pay any amount due within 15 days of the due date, (2) breach or attempt to breach any other term, representation or covenant set forth herein, the related Schedule or in any other agreement between You and Us, (3) die (if You are an individual), go out of business or commence dissolution proceedings, (4) become insolvent, admit Your inability to pay Your debts, make an assignment for the benefit of Your creditors (or enter into a similar arrangement), file (or there is filed against You) a bankruptcy, reorganization or similar proceeding or a proceeding for the appointment of a receiver, trustee or liquidator, or (5) suffer an adverse change in Your financial condition and, as a result thereof or for any other reason, We deem Ourselves insecure. If You default, We may do any or all of the following with respect to any one or more Schedules: (A) cancel the related Lease, (B) require You to return the Equipment pursuant to Section 13 below, (C) take possession of and/or render the Equipment (including any software) unusable, and for such purposes You hereby authorize Us and Our designees to enter Your premises, with or without prior notice or other process of law, (D) require You to pay to Us, on demand, an amount equal to the sum of (i) all payments and other amounts then due and past due, (ii) **all remaining payments for the remainder of the then Present Term thereof** discounted at a rate of 6% per annum, (iii) the residual value of the Equipment estimated by Us at the inception of the Lease (as shown in Our books and records), discounted at a rate of 6% per annum, (iv) Time-Value Interest on the amounts specified in clauses "i", "ii" and "iii" above from the date of demand to the date paid, and (v) all other amounts that may thereafter become due hereunder to the extent that We will be obligated to collect and pay such amounts to a third party (such amounts specified in sub-clauses "i" through "v" referred to below as the "Balance Due"), and/or (E) exercise any other remedy available to Us under law. You also agree to reimburse Us on demand for all reasonable expenses of enforcement (including, without limitation, reasonable attorneys' fees and other legal costs) and reasonable expenses of repossessing, holding, preparing for disposition, and disposition ("Remarketing") of Equipment, plus Time-Value Interest on the foregoing amounts from the date of demand to the date paid. In the event We are successful in Remarketing the Equipment, We shall give You a credit against the Balance Due in an amount equal to the present value of the proceeds received and to be received from Remarketing minus the above-mentioned costs (the "Net Proceeds"). **If the Net Proceeds are less than the Balance Due, You shall be liable for such deficiency.** Any delay or failure to enforce Our rights under a Lease shall not constitute a waiver thereof. If We are holding any money belonging to You at any time during a Lease, You agree We may retain and utilize such money to cure any default by You under any Lease.

13. RETURN OF EQUIPMENT. If You are required to return any Equipment pursuant to the terms hereof, You shall, at Your expense, promptly upon demand, send the Equipment to a location(s) designated by Us. The Equipment must be received in Good Condition (as defined in Section 7). If the Equipment is not received within 15 days of the date of demand, You agree to continue paying the scheduled payments and all other amounts due pursuant to the related Schedule until it is received by Us. You will be responsible for any loss or damage to the Equipment during the return.

14. APPLICABLE LAW; VENUE; JURISDICTION. Each Lease shall be deemed to be performed in Bergen County, New Jersey (Our principal place of business and where We will administer Your account). **This Lease shall be governed by the laws of the State of New Jersey, but without regard to New Jersey's choice-of-law laws. All legal actions relating to this Lease shall be filed and adjudicated exclusively in a state or federal court located in Bergen County, New Jersey. You hereby agree not to object to such venue, and You consent to personal jurisdiction in such courts. You and We hereby waive Your and Our respective rights to a trial by jury in any legal action.** Each provision hereof shall be interpreted to the maximum extent possible to be enforceable under applicable law. If any provision is construed to be unenforceable, such provision shall be ineffective only to the extent of such unenforceability without invalidating the remainder hereof.

15. NON-APPROPRIATION OF FUNDS. You hereby represent, warrant and covenant unto Us that: (a) You intend, subject only to the provisions of this Section 15, to remit to Us all sums due and to become due under each Lease for the full Present Term; (b) Your governing body has appropriated sufficient funds to pay all payments and other amounts due under each Lease during the first fiscal period applicable thereto; (c) You reasonably believe that legally available funds in an amount sufficient to make all payments for the full Present Term of each Lease can be obtained; and (d) You intend to do all things lawfully within Your power to obtain and maintain funds from which payments may be made, including making provision for such payments to the extent necessary in each budget or appropriation request submitted and adopted in accordance with applicable law. Notwithstanding the foregoing, the decision whether or not to budget and appropriate funds is within the discretion of Your governing body. In the event Your governing body fails to appropriate sufficient funds to pay all payments and other amounts due and to become due in Your next fiscal period, You may, subject to the terms hereof, terminate the applicable Lease as of the last day of the fiscal period for which the appropriations were received (an "Event of Non-appropriation"). You agree to deliver notice of an Event of Non-appropriation at least 30 days prior to the end of Your then-current fiscal period, or if an Event of Non-appropriation has not occurred by that date, promptly upon the occurrence of any such Event of Non-appropriation and to return the Equipment pursuant to Section 13 above on or before the effective date of termination. You and We understand and intend that Your obligation to pay lease payments and other amounts due under each Lease shall constitute a current expense and shall not in any way be construed to be a debt in contravention of any applicable constitutional or statutory limitations or requirements concerning Your creation of indebtedness, nor shall anything contained herein constitute a pledge of Your general tax revenues, funds or monies.

16. ADDITIONAL REPRESENTATIONS, WARRANTIES AND COVENANTS. In addition to the other representations, warranties and covenants made by You as set forth in this Master Agreement, You hereby represent, warrant and covenant unto Us that: (a) You have the power and authority under applicable law to enter into this Master Agreement and each Lease and the transactions contemplated hereby and thereby and to perform all of Your obligations hereunder and thereunder, (b) You have duly authorized the execution and delivery of this Master Agreement and each Lease by appropriate official action of Your governing body and You have obtained such other authorizations, consents and/or approvals as are necessary to consummate this Master Agreement and each Lease, and (c) all legal and other requirements have been met, and procedures have occurred, to render this Master Agreement and each Lease enforceable against You in accordance with their respective terms, and You have complied with such public bidding requirements as may be applicable to this Master Agreement and each Lease and the transactions contemplated hereby and thereby. **You hereby acknowledge that each of the representations, warranties and covenants made by You in Section 15 and 16 and elsewhere in this Master Agreement are being materially relied upon by Us in purchasing the Equipment and entering into each Lease.**

Customer's Initials: _____

Sharp Leasing USA Corp.
Schedule to Master Lease Agreement



Customer Name: CABARRUS COUNTY	Master Lease Agreement Number: Master Lease Agreement Date: Lease Order No.:
Name of Supplier: Sharp Electronics Corporation	Schedule Number:

This schedule (this "Schedule") is made and entered into by and between **Sharp Leasing USA Corp.** (hereinafter "We," "Us" or "Our") and the customer named above (hereinafter "You" or "Your"). This Schedule is entered into subject to the master agreement referenced above (the "Master Agreement") between You and Us. All of the terms and conditions set forth in the Master Agreement are hereby reaffirmed and incorporated in and made part of this Schedule, as if fully set forth herein. The Master Agreement, together with this Schedule and the related and supporting documents entered into in connection with this Schedule, represent the final and only agreement between You and Us regarding the subject matter herein and the equipment identified below (the "Equipment") and may not be contradicted by evidence of prior, contemporaneous or subsequent oral agreements. This Schedule may not be changed except by way of a written agreement between You and Us. Other agreements (including, without limitation, those contained in any purchase agreement or other agreement between You and Sharp Electronics Corporation) not stated in the Master Agreement or in this Schedule are not binding on Us. This Schedule, inclusive of the terms and conditions set forth in the Master Agreement, constitutes a separate Lease between You and Us. Any amendment to the Master Agreement subsequent to the date of this Schedule shall be ineffective as to this Schedule unless otherwise expressly stated in such amendment. This Schedule may not be modified except in a writing signed by You and Us.

1. This Schedule applies to the following-described Equipment:

EQUIPMENT DESCRIPTION:

Qty	Model No.	De sc ript io n	Monthly Equipment Payment (A)	Month ly Servic e Paym ent (B)	Monthly Payment (A+B)	Copy Type (B&W Color)	Monthly Copy Allowance (each)	Overage Copy Charge
46	Sharp BP70C31							
15	Sharp BP70C36							
10	Sharp BP70C45							
6	Sharp BP70C65							
6	Sharp MX7081							
TOTAL:			\$ 10,528.00					
— SERVICE INCLUDING SUPPLIES								

**PAYMENTS ARE EXCLUSIVE OF TAX
FOR ADDITIONAL UNITS, SEE SCHEDULE A ATTACHED.**

2. Equipment Location if different from Customer address set forth in Master Agreement: _____
Lessee Contact/Telephone: _____
3. Original term of this Schedule: 60 months
4. Payment terms: Payment frequency is "Monthly" unless otherwise noted here: Quarterly Semi-Annual
Scheduled Meter Reading shall be "Monthly" unless otherwise noted here: Quarterly Semi-Annual
Overage Copy Charges will be billed when meter reads are taken.
5. Advance payment due at the time this Schedule is signed (if any): \$ _____, which shall be applied to the:
 First payment First and last payments Other: _____
6. Security Deposit (if any): \$ _____
7. Purchase Option at end of original term (applicable only if Schedule is entered into pursuant to a Master Lease Agreement):
 10% Fair Market Value One Dollar (\$1.00) Other: _____

Applicable only if Schedule is entered into pursuant to a Master Lease Agreement: The above Equipment purchase option (if any is checked) may be exercised by You only at the end of the original term of this Schedule. If you are in default under the Master Agreement or this Schedule and/or any other schedule under a Master Agreement at the time you desire to exercise the above-checked purchase option, You must cure such default(s) to Our satisfaction before having the right to exercise such option. If the "One Dollar" purchase option is checked above, then no provision in the Master Agreement relating to automatic renewal of the term of a schedule shall apply to this Schedule. If the "Fair Market Value" option is checked above, then the purchase price will be the fair market value of the Equipment, as determined by Us in our sole but commercially reasonable judgment.

This Schedule may be signed in counterparts, each of which shall be deemed an original, and all of which shall be considered one and same agreement. You acknowledge that You have received a copy of this Schedule and agree that a facsimile or other copy of this Schedule containing your signature shall have the same force and effect as the original. Except as otherwise expressly provided in the Master Agreement under which this Schedule is entered into, the Schedule is non-cancelable and may not be terminated early.

Us: Sharp Leasing USA Corp., 100 Paragon Dr, Montvale, NJ 07645	You: CABARRUS COUNTY
By:	By:
Name (print):	Name (print):

Title:	Title:
--------	--------

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**December 18, 2023
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

Library - Budget Amendment for Mt. Pleasant Collection

BRIEF SUMMARY:

This budget amendment is to appropriate fund balance and budget additional funds to purchase new items and refresh the existing collection for the Mt. Pleasant Library.

REQUESTED ACTION:

Motion to adopt budget amendment.

EXPECTED LENGTH OF PRESENTATION:**SUBMITTED BY:**

Melanie Holles, Library Director

BUDGET AMENDMENT REQUIRED:

Yes

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

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

ATTACHMENTS:

- Budget Amendment

Date: December 18, 2023

Amount: 200,000.00

Dept. Head: Melanie Holles

Department: Library

Internal Transfer Within Department

Transfer Between Departments/Funds

Supplemental Request

This budget amendment is to appropriate fund balance and budget additional funds to purchase new items and refresh the existing collection for Mt Pleasant Library.

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
001	9	8240-9302	Circulation Stock	542,314.00	200,000.00	-	742,314.00
001	6	8240-6901	Fund Balance Appropriated	-	200,000.00	-	200,000.00

Total 0.00

Budget Officer

Approved

Denied

Signature

Date

County Manager

Approved

Denied

Signature

Date

Board of Commissioners

Approved

Denied

Signature

Date

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**December 18, 2023
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

Planning Department - Budget Amendment for Duke Power Rebate Funds Adjustment

BRIEF SUMMARY:

Duke Power has a rebate program for customers that receive Community Development Weatherization Assistance Program services. Rebate funds have been received for five weatherization program projects. The Community Development budget needs to be adjusted to reflect receipt of the funds.

REQUESTED ACTION:

Motion to adopt budget amendment.

EXPECTED LENGTH OF PRESENTATION:**SUBMITTED BY:**

Susie Morris, Planning Director

Robert Anderson, Community Development Planner

BUDGET AMENDMENT REQUIRED:

Yes

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

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

ATTACHMENTS:

□ Budget Amendment

Budget Revision/Amendment Request

Date: **12/18/2023**

Amount: **18,924.99**

Dept. Head: **Susie Morris**

Department: **Community Development**

Internal Transfer Within Department

Transfer Between Departments/Funds

Supplemental Request

Purpose: To allocate Duke Rebate Program funds received for Weatherization Program jobs completed in homes where the electricity is provided by Duke Energy Carolinas.

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
460	6	3250-6841-DE	Duke Power Rebate	4,153.33	18,924.99		23,078.32
460	9	3250-9315-DE	Health & Safety Duke	27,591.90	18,924.99		46,516.89
Total							69,595.21

Budget Officer

Approved
 Denied

County Manager

Approved
 Denied

Board of Commissioners

Approved
 Denied

Signature

Sianature

Signature

Date

Date

Date



CABARRUS COUNTY

BOARD OF COMMISSIONERS REGULAR MEETING

**December 18, 2023
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

Tax Administration - Refund and Release Reports – November 2023

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 November 2023 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:

- Report
- Report
- Report

Summary of Releases and Refunds for the Month Of November 2023

RELEASES FOR THE MONTH OF: NOVEMBER 2023 **\$39,538.43**

BREAKDOWN OF RELEASES:

COUNTY	\$24,757.91
CITY OF CONCORD	\$12,493.59
CITY OF KANNAPOLIS	\$628.10
CITY OF LOCUST	\$0.00
CITY OF STANFIELD	\$0.00
CITY OF CONCORD DOWNTOWN	\$424.21
TOWN OF HARRISBURG	\$580.52
TOWN OF MIDLAND	\$5.48
TOWN OF MT. PLEASANT	\$22.34
TOWN OF HUNTERSVILLE	\$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	\$3.58
GOLD HILL F/D	\$0.00
HARRISBURG F/D	\$112.68
JACKSON PARK F/D	\$0.00
MIDLAND F/D	\$27.88
MT MITCHELL F/D	\$0.00
MT PLEASANT F/D	\$58.64
NORTHEAST F/D	\$359.91
ODELL F/D	\$0.00
POPLAR TENT F/D	\$0.00
RICHFIELD F/D	\$0.00
RIMER F/D	\$0.00
KANNAPOLIS RURAL F/D	\$63.59
CONCORD RURAL F/D	\$0.00

REFUNDS FOR THE MONTH OF: NOVEMBER 2023 **\$985.22**

BREAKDOWN OF REFUNDS:

COUNTY	\$266.39
CITY OF CONCORD	\$0.00
CITY OF KANNAPOLIS	\$0.00
CITY OF LOCUST	\$0.00
CITY OF STANFIELD	\$0.00
CITY OF CONCORD DOWNTOWN	\$0.00
TOWN OF HARRISBURG	\$61.25
TOWN OF MIDLAND	\$0.00
TOWN OF MT. PLEASANT	\$0.00
ALLEN F/D	\$0.00
COLD WATER F/D	\$14.61
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	\$642.97
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	\$0.00
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

NOVEMBER 2023 RELEASE REPORT

Name	Bill#	Reason	District	Amount
ADAMS AVIATION LLC	2023-10939	INFORMAL VALUE APPEAL. NCGS 105-317	C ADVLTAX	1628.00
ADAMS AVIATION LLC	2023-10939	INFORMAL VALUE APPEAL. NCGS 105-317	CI02ADVLTAX	1056.00
ADVANCE AUTO PARTS	2023-11238	RELEASE LATE LIST PENALTY: 105-381:	C PEN FEE	53.76
ADVANCE AUTO PARTS	2023-11238	RELEASE LATE LIST PENALTY: 105-381:	CI02PEN FEE	34.87
ADVANCE STORES CO INC	2023-11240	RELEASE LATE LIST PENALTY: 105-381	C PEN FEE	45.32
ADVANCE STORES CO INC	2023-11240	RELEASE LATE LIST PENALTY: 105-381	CI04PEN FEE	38.58
ADVANCE STORES COMPANY	2023-11242	RELEASE LATE LIST PENALTY: 105-381:	C PEN FEE	43.84
ADVANCE STORES COMPANY	2023-11242	RELEASE LATE LIST PENALTY: 105-381:	CI01PEN FEE	25.77
BARBEE JEFFREY TODD	2023-1804	INFORMAL VALUE APPEAL: 105-312:	C ADVLTAX	27.75
BARBEE JEFFREY TODD	2023-1804	INFORMAL VALUE APPEAL: 105-312:	C PEN FEE	5.55
BARBEE JEFFREY TODD	2023-1804	INFORMAL VALUE APPEAL: 105-312:	FR15ADVLTAX	4.76
BARBEE JEFFREY TODD	2023-1804	INFORMAL VALUE APPEAL: 105-312:	FR15PEN FEE	0.95
BARBEE JEFFREY TODD	2023-1803	INFORMAL VALUE APPEAL: 105-312:	C ADVLTAX	24.27
BARBEE JEFFREY TODD	2023-1803	INFORMAL VALUE APPEAL: 105-312:	C PEN FEE	2.43
BARBEE JEFFREY TODD	2023-1803	INFORMAL VALUE APPEAL: 105-312:	FR15ADVLTAX	4.17
BARBEE JEFFREY TODD	2023-1803	INFORMAL VALUE APPEAL: 105-312:	FR15PEN FEE	0.42
BARBER JOANNA COPRISE	2023-	TAX CODE/JURISDICTION: 105-381	C ADVLTAX	225.61
BARBER JOANNA COPRISE	2023-	TAX CODE/JURISDICTION: 105-381	CI04ADVLTAX	192.07
BRYANT ASHANTE D'NISHA	2022-	PER CITY OF CONCORD ANNEXATION	CI02ADVLTAX	93.41
BRYANT ASHANTE D'NISHA	2022-	PER CITY OF CONCORD ANNEXATION	C ADVLTAX	144.00
BRYANT ASHANTE D'NISHA	2022-		C ADVLTAX	-144.00
BRYANT ASHANTE D'NISHA	2022-		CI02ADVLTAX	-93.41
BRYANT ASHANTE D'NISHA	2022-	tax jurisdiction 105381	CI02ADVLTAX	93.41
BRYANT ASHANTE D'NISHA	2022-	tax jurisdiction 105381	C ADVLTAX	144.00
DELGADO ROBERTO	2020-34701	REFUND/RELEASE	C ADVLTAX	14.80
DELGADO ROBERTO	2020-34701	REFUND/RELEASE	CI04ADVLTAX	12.60
DELGADO ROBERTO	2021-34858	RELEASE/REFUND	C ADVLTAX	14.80
DELGADO ROBERTO	2021-34858	RELEASE/REFUND	C PEN FEE	1.48
DELGADO ROBERTO	2021-34858	RELEASE/REFUND	CI04ADVLTAX	12.60
DELGADO ROBERTO	2021-34858	RELEASE/REFUND	CI04PEN FEE	1.26
DELGADO ROBERTO	2022-35174	RELEASE/REFUND	C ADVLTAX	14.80
DELGADO ROBERTO	2022-35174	RELEASE/REFUND	CI04ADVLTAX	12.60
FOWLER CHRISTIE SAFRIT	2023-1747	PROPERTY SOLD: 105-381	C ADVLTAX	334.33
FOWLER CHRISTIE SAFRIT	2023-1747	PROPERTY SOLD: 105-381	C PEN FEE	33.43
FOWLER CHRISTIE SAFRIT	2023-1747	PROPERTY SOLD: 105-381	FR16ADVLTAX	53.31
FOWLER CHRISTIE SAFRIT	2023-1747	PROPERTY SOLD: 105-381	FR16PEN FEE	5.33
GENERAL PARTS	2023-45845	RELEASE LATE LIST PENALTY: 105-381	C PEN FEE	13.66
GENERAL PARTS	2023-45845	RELEASE LATE LIST PENALTY: 105-381	CI02PEN FEE	8.86
HANG TIME LLC	2023-50343	INFORMAL VALUE APPEAL. NCGS 105-317	C ADVLTAX	1235.80
HANG TIME LLC	2023-50343	INFORMAL VALUE APPEAL. NCGS 105-317	CI02ADVLTAX	801.60
HEIN NOAH JAMES	2023-	TAX CODE/JURISDICTION CORRECTION:	C ADVLTAX	347.63
HEIN NOAH JAMES	2023-	TAX CODE/JURISDICTION CORRECTION:	CI01ADVLTAX	204.35
HUNTINGTON TECHNOLOGY	2023-56764	OTHER. NCGS 105-381	C ADVLTAX	3.52
HUNTINGTON TECHNOLOGY	2023-56764	OTHER. NCGS 105-381	C PEN FEE	0.35
HUNTINGTON TECHNOLOGY	2023-56764	OTHER. NCGS 105-381	CI04ADVLTAX	2.99
HUNTINGTON TECHNOLOGY	2023-56764	OTHER. NCGS 105-381	CI04PEN FEE	0.30
HUNTINGTON TECHNOLOGY	2023-56765	OTHER. NCGS 105-381	C ADVLTAX	9.47
HUNTINGTON TECHNOLOGY	2023-56765	OTHER. NCGS 105-381	C PEN FEE	0.95
HUNTINGTON TECHNOLOGY	2023-56765	OTHER. NCGS 105-381	CI06ADVLTAX	2.82
HUNTINGTON TECHNOLOGY	2023-56765	OTHER. NCGS 105-381	CI06PEN FEE	0.28
HUNTINGTON TECHNOLOGY	2023-56766	OTHER. NCGS 105-381	C ADVLTAX	221.30
HUNTINGTON TECHNOLOGY	2023-56766	OTHER. NCGS 105-381	C PEN FEE	22.13
HUNTINGTON TECHNOLOGY	2023-56766	OTHER. NCGS 105-381	CI01ADVLTAX	130.09
HUNTINGTON TECHNOLOGY	2023-56766	OTHER. NCGS 105-381	CI01PEN FEE	13.01
HUNTINGTON TECHNOLOGY	2023-56767	OTHER. NCGS 105-381	C ADVLTAX	164.46
HUNTINGTON TECHNOLOGY	2023-56767	OTHER. NCGS 105-381	C PEN FEE	16.45
HUNTINGTON TECHNOLOGY	2023-56767	OTHER. NCGS 105-381	CI02ADVLTAX	106.68
HUNTINGTON TECHNOLOGY	2023-56767	OTHER. NCGS 105-381	CI02PEN FEE	10.67
HUNTINGTON TECHNOLOGY	2023-56768	OTHER. NCGS 105-381	C ADVLTAX	1187.94
HUNTINGTON TECHNOLOGY	2023-56768	OTHER. NCGS 105-381	C PEN FEE	118.79
HUNTINGTON TECHNOLOGY	2023-56768	OTHER. NCGS 105-381	CI02ADVLTAX	770.56
HUNTINGTON TECHNOLOGY	2023-56768	OTHER. NCGS 105-381	CI02PEN FEE	77.06
HUNTINGTON TECHNOLOGY	2023-56768	OTHER. NCGS 105-381	CIDTADVLTAX	369.23
HUNTINGTON TECHNOLOGY	2023-56768	OTHER. NCGS 105-381	CIDTPEN FEE	36.92
HUNTINGTON TECHNOLOGY	2023-56758	OTHER. NCGS 105-381	C ADVLTAX	2060.15
HUNTINGTON TECHNOLOGY	2023-56758	OTHER. NCGS 105-381	CI02ADVLTAX	1336.32
HUNTINGTON TECHNOLOGY	2023-56759	OTHER. NCGS 105-381	C ADVLTAX	352.65
HUNTINGTON TECHNOLOGY	2023-56759	OTHER. NCGS 105-381	CI01ADVLTAX	207.30
HUNTINGTON TECHNOLOGY	2023-56760	OTHER. NCGS 105-381	C ADVLTAX	255.89
HUNTINGTON TECHNOLOGY	2023-56760	OTHER. NCGS 105-381	CI04ADVLTAX	217.85
HUNTINGTON TECHNOLOGY	2023-56761	OTHER. NCGS 105-381	C ADVLTAX	32.74
HUNTINGTON TECHNOLOGY	2023-56761	OTHER. NCGS 105-381	CI03ADVLTAX	22.34
HUNTINGTON TECHNOLOGY	2023-56762	OTHER. NCGS 105-381	C ADVLTAX	58.12
HUNTINGTON TECHNOLOGY	2023-56762	OTHER. NCGS 105-381	CI02ADVLTAX	37.70
HUNTINGTON TECHNOLOGY	2023-56762	OTHER. NCGS 105-381	CIDTADVLTAX	18.06
HUNTINGTON TECHNOLOGY	2023-56763	OTHER. NCGS 105-381	C ADVLTAX	8.01
HUNTINGTON TECHNOLOGY	2023-56763	OTHER. NCGS 105-381	CI06ADVLTAX	2.38
IVANOV STANISLAV	2023-1753	105-381- PROPERTY SOLD	C ADVLTAX	246.41
IVANOV STANISLAV	2023-1753	105-381- PROPERTY SOLD	C PEN FEE	49.28
IVANOV STANISLAV	2023-1753	105-381- PROPERTY SOLD	FR07ADVLTAX	49.95
IVANOV STANISLAV	2023-1753	105-381- PROPERTY SOLD	FR07PEN FEE	9.99
IVANOV STANISLAV	2023-1752	105-381- PROPERTY SOLD	C ADVLTAX	205.97
IVANOV STANISLAV	2023-1752	105-381- PROPERTY SOLD	C PEN FEE	20.60
IVANOV STANISLAV	2023-1752	105-381- PROPERTY SOLD	FR07ADVLTAX	41.75
IVANOV STANISLAV	2023-1752	105-381- PROPERTY SOLD	FR07PEN FEE	4.18
LAKESHORE PETS LLC	2023-64158	INFORMAL VALUE APPEAL. NCGS 105-317	C ADVLTAX	1317.20
LAKESHORE PETS LLC	2023-64158	INFORMAL VALUE APPEAL. NCGS 105-317	CI02ADVLTAX	854.40
LINKER ERIC NEIL	2023-1757	PROPERTY SOLD: 105-381	C ADVLTAX	30.55
LINKER ERIC NEIL	2023-1757	PROPERTY SOLD: 105-381	C PEN FEE	3.06
LINKER ERIC NEIL	2023-1757	PROPERTY SOLD: 105-381	FR07ADVLTAX	6.19
LINKER ERIC NEIL	2023-1757	PROPERTY SOLD: 105-381	FR07PEN FEE	0.62
LITTLE HENRY TRENT DBA	2023-66802	PROPERTY SOLD: 105-381	C ADVLTAX	206.28

LITTLE HENRY TRENT DBA	2023-66802	PROPERTY SOLD: 105-381	FR05ADVLTAX	27.88
MORRISON MELISSA	2023-77102	Illegal Tax 105-381	C ADVLTAX	470.57
MORRISON MELISSA	2023-77102	Illegal Tax 105-381	FR01ADVLTAX	63.59
MORTON RODNEY BERNARD	2021-	105-381. TAX CODE	C ADVLTAX	5.55
MORTON RODNEY BERNARD	2021-	105-381. TAX CODE	CT02ADVLTAX	3.60
MOSS RODNEY SCOTT	2023-1641	RELEASE/REFUND	C ADVLTAX	7.20
MOSS RODNEY SCOTT	2023-1641	RELEASE/REFUND	C PEN FEE	4.32
MOSS RODNEY SCOTT	2023-1641	RELEASE/REFUND	CT02ADVLTAX	4.80
MOSS RODNEY SCOTT	2023-1641	RELEASE/REFUND	CT02PEN FEE	2.88
MOSS RODNEY SCOTT	2023-1640	RELEASE/REFUND	C ADVLTAX	7.40
MOSS RODNEY SCOTT	2023-1640	RELEASE/REFUND	C PEN FEE	3.70
MOSS RODNEY SCOTT	2023-1640	RELEASE/REFUND	CI02ADVLTAX	4.80
MOSS RODNEY SCOTT	2023-1640	RELEASE/REFUND	CI02PEN FEE	2.40
MOSS RODNEY SCOTT	2023-1639	RELEASE/REFUND	C ADVLTAX	7.40
MOSS RODNEY SCOTT	2023-1639	RELEASE/REFUND	C PEN FEE	2.96
MOSS RODNEY SCOTT	2023-1639	RELEASE/REFUND	CT02ADVLTAX	4.80
MOSS RODNEY SCOTT	2023-1639	RELEASE/REFUND	CT02PEN FEE	1.92
MOSS RODNEY SCOTT	2023-1638	RELEASE/REFUND	C ADVLTAX	7.40
MOSS RODNEY SCOTT	2023-1638	RELEASE/REFUND	C PEN FEE	2.22
MOSS RODNEY SCOTT	2023-1638	RELEASE/REFUND	CT02ADVLTAX	4.80
MOSS RODNEY SCOTT	2023-1638	RELEASE/REFUND	CT02PEN FEE	1.44
MULLINAX MARK A	2023-1403	RELEASE/REFUND	C ADVLTAX	7.40
MULLINAX MARK A	2023-1403	RELEASE/REFUND	C PEN FEE	1.48
MULLINAX MARK A	2023-1403	RELEASE/REFUND	CT04ADVLTAX	6.30
MULLINAX MARK A	2023-1403	RELEASE/REFUND	CT04PEN FEE	1.26
MULLINAX MARK A	2023-1402	REFUND/RELEASE	C ADVLTAX	6.66
MULLINAX MARK A	2023-1402	REFUND/RELEASE	C PEN FEE	0.67
MULLINAX MARK A	2023-1402	REFUND/RELEASE	CT04ADVLTAX	5.67
MULLINAX MARK A	2023-1402	REFUND/RELEASE	CT04PEN FEE	0.57
REDMOND CHRISTOPHER TODD	2023-867	105-381 TAX CODE JURISDICTION	C ADVLTAX	585.04
REDMOND CHRISTOPHER TODD	2023-867	105-381 TAX CODE JURISDICTION	C PEN FEE	175.51
REDMOND CHRISTOPHER TODD	2023-867	105-381 TAX CODE JURISDICTION	FR15ADVLTAX	100.41
REDMOND CHRISTOPHER TODD	2023-867	105-381 TAX CODE JURISDICTION	FR15PEN FEE	30.12
REDMOND CHRISTOPHER TODD	2023-866	105-381 TAX CODE JURISDICTION	C ADVLTAX	603.32
REDMOND CHRISTOPHER TODD	2023-866	105-381 TAX CODE JURISDICTION	C PEN FEE	120.66
REDMOND CHRISTOPHER TODD	2023-866	105-381 TAX CODE JURISDICTION	FR15ADVLTAX	103.54
REDMOND CHRISTOPHER TODD	2023-866	105-381 TAX CODE JURISDICTION	FR15PEN FEE	20.71
REDMOND CHRISTOPHER TODD	2023-865	105-381 TAX CODE JURISDICTION	C ADVLTAX	502.31
REDMOND CHRISTOPHER TODD	2023-865	105-381 TAX CODE JURISDICTION	C PEN FEE	50.23
REDMOND CHRISTOPHER TODD	2023-865	105-381 TAX CODE JURISDICTION	FR15ADVLTAX	86.21
REDMOND CHRISTOPHER TODD	2023-865	105-381 TAX CODE JURISDICTION	FR15PEN FEE	8.62
RIDENHOUR BRENDA SUE &	2021-87347	105-381 - OTHER - MH WAS DESTROYED	C ADVLTAX	26.15
RIDENHOUR BRENDA SUE &	2021-87347	105-381 - OTHER - MH WAS DESTROYED	C PEN FEE	2.62
RIDENHOUR BRENDA SUE &	2021-87347	105-381 - OTHER - MH WAS DESTROYED	FR13ADVLTAX	3.25
RIDENHOUR BRENDA SUE &	2021-87347	105-381 - OTHER - MH WAS DESTROYED	FR13PEN FEE	0.33
VANDEVENTER LARRY D	2023-1522	INFORMAL VALUE APPEAL. NCGS 105-312.	C ADVLTAX	22.20
VANDEVENTER LARRY D	2023-1522	INFORMAL VALUE APPEAL. NCGS 105-312.	C PEN FEE	2.22
VANDEVENTER LARRY D	2023-1522	INFORMAL VALUE APPEAL. NCGS 105-312.	CT02ADVLTAX	14.40
VANDEVENTER LARRY D	2023-1522	INFORMAL VALUE APPEAL. NCGS 105-312.	CT02PEN FEE	1.44
WALTER BETTY JO	2016-	05-381. TAX CODE/ JURISDICTION	C ADVLTAX	40.12
WALTER BETTY JO	2016-	05-381. TAX CODE/ JURISDICTION	C PEN FEE	4.01
WALTER BETTY JO	2016-	05-381. TAX CODE/ JURISDICTION	CT04ADVLTAX	36.11
WALTER BETTY JO	2016-	05-381. TAX CODE/ JURISDICTION	CT04PEN FEE	3.61
WALTER BETTY JO	2015-99730	105-381. TAX CODE/ JURISDICTION	C ADVLTAX	42.23
WALTER BETTY JO	2015-99730	105-381. TAX CODE/ JURISDICTION	C PEN FEE	4.22
WALTER BETTY JO	2015-99730	105-381. TAX CODE/ JURISDICTION	CI04ADVLTAX	38.01
WALTER BETTY JO	2015-99730	105-381. TAX CODE/ JURISDICTION	CI04PEN FEE	3.80
WALTER BETTY JO	2014-98995	105-381. TAX CODE/ JURISDICTION	C ADVLTAX	44.46
WALTER BETTY JO	2014-98995	105-381. TAX CODE/ JURISDICTION	C PEN FEE	4.45
WALTER BETTY JO	2014-98995	105-381. TAX CODE/ JURISDICTION	CT04ADVLTAX	38.11
WALTER BETTY JO	2014-98995	105-381. TAX CODE/ JURISDICTION	CT04PEN FEE	3.81
WIND SHEAR INC	2023-	RELEASE/REFUND LATE LISTING PENALTIES	C PEN FEE	11189.70
WIND SHEAR INC	2023-	RELEASE/REFUND LATE LISTING PENALTIES	CT02PEN FEE	7258.18



North Carolina Vehicle Tax System

NCVTS Pending Refund report

Report Date 12/1/2023 11:37:36 AM

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description	Refund Reason	Create Date	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
AGRO, BALDASSARE	AGRO, BALDASSARE		9881 SHEARWATER AVE NW		CONCORD, NC 28027	Proration	0054982280	DAF5552	PENDING	294001512	Refund Generated due to proration on Bill #0054982280-2023-2023-0000-00	Vehicle Sold	11/06/2023	C ADVL	Tax	(\$110.03)	\$0.00	(\$110.03)
														CI02ADVL	Tax	(\$71.37)	\$0.00	(\$71.37)
														CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
																	Refund	\$181.40
ALSTON, HERMAN DEWITT JR	ALSTON, HERMAN DEWITT JR		99 GLYNN MARSH CIR		BRUNSWICK, GA 31525	Proration	0064313060	JAZ4770	PENDING	294102294	Refund Generated due to proration on Bill #0064313060-2022-2022-0000-00	Reg . Out of state	11/07/2023	C ADVL	Tax	(\$68.30)	(\$3.41)	(\$71.71)
														CI04ADVL	Tax	(\$58.15)	(\$2.91)	(\$61.06)
														CI04ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
																	Refund	\$132.77
AMBALAVANA N, BABU	AMBALAVANA N, BABU		PO BOX 300		FAITH, NC 28041	Proration	0057651508	7Y2826	PENDING	294505617	Refund Generated due to proration on Bill #0057651508-2022-2022-0000-00	Vehicle Sold	11/14/2023	C ADVL	Tax	(\$8.30)	\$0.00	(\$8.30)
														CI02ADVL	Tax	(\$5.38)	\$0.00	(\$5.38)
														CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
																	Refund	\$13.68
ANDERSON UNIFORM COMPANYINC	ANDERSON UNIFORM COMPANYINC	ANDERSON, DAVID RAY	5630 NC HWY 49		HARRISBURG, NC 28075	Proration	0033726515	JAL6923	PENDING	196675086	Refund Generated due to proration on Bill #0033726515-2022-2022-0000-00	Vehicle Sold	11/21/2023	C ADVL	Tax	(\$22.46)	\$0.00	(\$22.46)
														CI01ADVL	Tax	(\$13.20)	\$0.00	(\$13.20)
																	Refund	\$35.66
ANISETTY, VAMSI KRISHNA	ANISETTY, VAMSI KRISHNA		1671 SPEARS DR NW		CONCORD, NC 28027	Proration	0056879908	VAMC10	PENDING	294493953	Refund Generated due to proration on Bill #0056879908-2022-2022-0000-00	Vehicle Totalled	11/13/2023	C ADVL	Tax	(\$25.58)	\$0.00	(\$25.58)
														CI02ADVL	Tax	(\$16.60)	\$0.00	(\$16.60)
														CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
																	Refund	\$42.18
ARCE, STEPHEN ANTHONY	ARCE, STEPHEN ANTHONY		242 BROAD DR SW		CONCORD, NC 28025	Proration	0064376631	ASP003	PENDING	294505545	Refund Generated due to proration on Bill #0064376631-2022-2022-0000-00	Vehicle Sold	11/14/2023	C ADVL	Tax	(\$4.90)	(\$0.29)	(\$5.19)
														CI02ADVL	Tax	(\$3.18)	(\$0.18)	(\$3.36)
														CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
																	Refund	\$8.55
AXCE, JEFFREY STEVEN	AXCE, JEFFREY STEVEN		1806 BRIARCREST DR NW		CHARLOTTE, NC 28269	Proration	0052038737	TDA7089	PENDING	295110024	Refund Generated due to proration on Bill #0052038737-2022-2022-0000-00	Vehicle Sold	11/22/2023	C ADVL	Tax	(\$3.66)	\$0.00	(\$3.66)
														CI02ADVL	Tax	(\$2.38)	\$0.00	(\$2.38)
														CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
																	Refund	\$6.04
BATES, JANELLE LEIGH	BATES, JANELLE LEIGH		966 STONES THROW DR		CONCORD, NC 28025	Proration	0071035704	KFL8504	PENDING	196898770	Refund Generated due to proration on Bill #0071035704-2022-2022-0000-00	Vehicle Totalled	11/27/2023	C ADVL	Tax	(\$43.93)	(\$2.53)	(\$46.46)
														FR07ADVL	Tax	(\$8.90)	(\$0.51)	(\$9.41)
																	Refund	\$55.87
BERTHIAUME, EMILY DORA	BERTHIAUME, EMILY DORA		434 CLEARWATER DR NW		CONCORD, NC 28027	Proration	0070276673	KDZ9865	PENDING	294999657	Refund Generated due to proration on Bill #0070276673-2022-2022-0000-00	Vehicle Sold	11/20/2023	C ADVL	Tax	(\$30.43)	\$0.00	(\$30.43)
														CI02ADVL	Tax	(\$19.74)	\$0.00	(\$19.74)
														CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
																	Refund	\$50.17
BOWEN, DARRYL PHILLIP JR	BOWEN, DARRYL PHILLIP JR		452 FIR TREE CT		CONCORD, NC 28027	Proration	0049499676	FJN7902	PENDING	293887359	Refund Generated due to proration on Bill #0049499676-2022-2022-0000-00	Vehicle Sold	11/03/2023	C ADVL	Tax	(\$76.38)	\$0.00	(\$76.38)
														CI02ADVL	Tax	(\$49.55)	\$0.00	(\$49.55)
														CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
																	Refund	\$125.93
BRAZIL, CHRISTOPHE R JOHN	BRAZIL, CHRISTOPHE R JOHN		10378 WESSON HUNT RD NW		HUNTERSVILLE E, NC 28078	Proration	0071291444	JFA8749	PENDING	294706083	Refund Generated due to proration on Bill #0071291444-2022-2022-0000-00	Vehicle Sold	11/16/2023	C ADVL	Tax	(\$122.26)	\$0.00	(\$122.26)
														CI02ADVL	Tax	(\$79.30)	\$0.00	(\$79.30)
														CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
																	Refund	\$201.56
BRILLANTE, FREDERICK JOSEPH	BRILLANTE, FREDERICK JOSEPH		10067 LILAC CT		CHARLOTTE, NC 28215	Proration	0072168544	TLY8560	PENDING	196328874	Refund Generated due to proration on Bill #0072168544-2022-2022-0000-00	Vehicle Sold	11/13/2023	C ADVL	Tax	(\$41.18)	\$0.00	(\$41.18)
														CI01ADVL	Tax	(\$24.21)	\$0.00	(\$24.21)
																	Refund	\$65.39
BROWN, ANDREW BRUCE	BROWN, ANDREW BRUCE		639 N OAK DR		HUNTERSVILLE E, NC 28078	Adjustment >= \$100	0074727073	95258	PENDING	196675196	Refund Generated due to adjustment on Bill #0074727073-2023-2023-0000-00	Adjustment	11/21/2023	C ADVL	Tax	(\$459.54)	\$0.00	(\$459.54)
														FR11ADVL	Tax	(\$52.78)	\$0.00	(\$52.78)
																	Refund	\$512.32
BUCHANAN, ROBERT ALEXANDER	BUCHANAN, ROBERT ALEXANDER		9447 GRAND OAKS ST NW		CONCORD, NC 28027	Proration	0074471367	VCA9658	PENDING	295012401	Refund Generated due to proration on Bill #0074471367-2023-2023-0000-00	Vehicle Totalled	11/21/2023	C ADVL	Tax	(\$75.97)	\$0.00	(\$75.97)
														CI02ADVL	Tax	(\$49.28)	\$0.00	(\$49.28)
														CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
																	Refund	\$125.25
CANADY, ASHLEY NICOLE	CANADY, ASHLEY NICOLE		4316 TUCKER CHASE DR		MIDLAND, NC 28107	Proration	006914											



North Carolina Vehicle Tax System

NCVTS Pending Refund report

Report Date 12/1/2023 11:37:36 AM

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description	Refund Reason	Create Date	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
										2023-0000				FR08ADVL	Tax	\$14.59	\$0.00	\$14.59
																	Refund	\$73.78
CAUBLE, TIMOTHY ALVIN	CAUBLE, TIMOTHY ALVIN		329 WINDY RUSH RD		KANNAPOLIS, NC 28081	Proration	0026184363	DFR3164	PENDING	294102057	Refund Generated due to proration on Bill #0026184363-2022-2022-0000-00	Vehicle Sold	11/07/2023	C ADVL	Tax	(\$5.47)	\$0.00	(\$5.47)
														CI04ADVL	Tax	(\$4.66)	\$0.00	(\$4.66)
														CI04ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
																Refund	\$10.13	
COLEMAN, TYLER AMES	COLEMAN, TYLER AMES	COLEMAN, KAWANDI NICOLE JUWIL	8222 ADDISON DR		HARRISBURG, NC 28075	Proration	0063501444	EJA7243	PENDING	196133218	Refund Generated due to proration on Bill #0063501444-2022-2022-0000-00	Vehicle Totalled	11/08/2023	C ADVL	Tax	(\$13.36)	\$0.00	(\$13.36)
														FR07ADVL	Tax	(\$2.71)	\$0.00	(\$2.71)
																Refund	\$16.07	
COLEY, LISA SMITH	COLEY, LISA SMITH		11780 MOUNT OLIVE RD		GOLD HILL, NC 28071	Adjustment < \$100	0075148498	VCH1902	PENDING	392673828	Refund Generated due to adjustment on Bill #0075148498-2023-2023-0000	Situs error	11/14/2023	C ADVL	Tax	\$0.00	\$0.00	\$0.00
														CI02ADVL	Tax	(\$39.17)	\$0.00	(\$39.17)
														CI02ADVL	Vehicle Fee	(\$30.00)	\$0.00	(\$30.00)
														FR17ADVL	Tax	\$7.34	\$0.00	\$7.34
																Refund	\$61.83	
COOK, BRIAN KEITH	COOK, BRIAN KEITH	COOK, TONYA ELIZABETH	4435 DAWN RIDGE PL SW		CONCORD, NC 28027	Proration	0037472033	ELX4049	PENDING	294493509	Refund Generated due to proration on Bill #0037472033-2022-2022-0000-00	Vehicle Sold	11/13/2023	C ADVL	Tax	(\$14.72)	\$0.00	(\$14.72)
														CI02ADVL	Tax	(\$9.55)	\$0.00	(\$9.55)
														CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
																Refund	\$24.27	
COOK, DONNA WHITE	COOK, DONNA WHITE		1208 CROSSBOW CIR NW		CONCORD, NC 28027	Proration	0070712006	TBJ1160	PENDING	294288384	Refund Generated due to proration on Bill #0070712006-2023-2023-0000-00	Vehicle Sold	11/09/2023	C ADVL	Tax	(\$17.23)	\$0.00	(\$17.23)
														CI02ADVL	Tax	(\$11.17)	\$0.00	(\$11.17)
														CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
																Refund	\$28.40	
COOK, JUDITH LYNN	COOK, JUDITH LYNN		437 HIGHLAND ST		CONCORD, NC 28027	Proration	0044591497	DME5028	PENDING	293887536	Refund Generated due to proration on Bill #0044591497-2022-2022-0000-00	Vehicle Sold	11/03/2023	C ADVL	Tax	(\$11.11)	\$0.00	(\$11.11)
														CI04ADVL	Tax	(\$9.46)	\$0.00	(\$9.46)
														CI04ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
																Refund	\$20.57	
COOPER, NANCY HAMRICK	COOPER, ROBERT LEE JR		8437 LIVE OAK RD		HARRISBURG, NC 28075	Proration	0026557212	NRZ4651	PENDING	196530088	Refund Generated due to proration on Bill #0026557212-2022-2022-0000-00	Processed in error	11/17/2023	C ADVL	Tax	(\$90.09)	\$0.00	(\$90.09)
														FR07ADVL	Tax	(\$18.27)	\$0.00	(\$18.27)
																Refund	\$108.36	
CROUSE, YNAICIOUS KENEISHA CROWNIE	CROUSE, YNAICIOUS KENEISHA CROWNIE		3328 GARRETT DR SW		CONCORD, NC 28027	Proration	0073670031	PAF8844	PENDING	295012539	Refund Generated due to proration on Bill #0073670031-2023-2023-0000-00	Vehicle Sold	11/21/2023	C ADVL	Tax	(\$183.22)	\$0.00	(\$183.22)
														CI02ADVL	Tax	(\$118.85)	\$0.00	(\$118.85)
														CI02ADVL	Vehicle Fee	(\$30.00)	\$0.00	(\$30.00)
																Refund	\$332.07	
DEATON, TIMOTHY ALAN	DEATON, TIMOTHY ALAN		4554 APPALOOSA LN		CHARLOTTE, NC 28215	Proration	0073211303	KCY9841	PENDING	196133712	Refund Generated due to proration on Bill #0073211303-2023-2023-0000-00	Vehicle Sold	11/08/2023	C ADVL	Tax	(\$90.49)	\$0.00	(\$90.49)
														FR07ADVL	Tax	(\$18.34)	\$0.00	(\$18.34)
																Refund	\$108.83	
DELL, WHITNEY REGINA	DELL, WHITNEY REGINA		2256 EDGE PARK RD		CLOVER, SC 29710	Proration	0029681551	DME4348	PENDING	294612765	Refund Generated due to proration on Bill #0029681551-2022-2022-0000-00	Incomplete Doc	11/15/2023	C ADVL	Tax	(\$30.83)	\$0.00	(\$30.83)
														CI02ADVL	Tax	(\$20.00)	\$0.00	(\$20.00)
														CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
																Refund	\$50.83	
DELL, WHITNEY REGINA	DELL, WHITNEY REGINA		2256 EDGE PARK RD		CLOVER, SC 29710	Proration	0065206873	JCL4720	PENDING	294612771	Refund Generated due to proration on Bill #0065206873-2022-2022-0000-00	Incomplete Doc	11/15/2023	C ADVL	Tax	(\$113.22)	\$0.00	(\$113.22)
														CI02ADVL	Tax	(\$73.44)	\$0.00	(\$73.44)
														CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
																Refund	\$186.66	
DELL, WHITNEY REGINA	DELL, WHITNEY REGINA	MAYHUE, ANDREW SCOTT	2256 EDGE PARK RD		CLOVER, SC 29710	Proration	0073346592	TDA4392	PENDING	294612780	Refund Generated due to proration on Bill #0073346592-2023-2023-0000-00	Incomplete Doc	11/15/2023	C ADVL	Tax	(\$187.31)	\$0.00	(\$187.31)
														CI02ADVL	Tax	(\$121.50)	\$0.00	(\$121.50)
														CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
																Refund	\$308.81	
DUDZINSKI, RAYMOND MICHAEL	DUDZINSKI, RAYMOND MICHAEL		904 ALLISON MEWS PL NW		CONCORD, NC 28027	Proration	0029494943	DLF6560	PENDING	295635990	Refund Generated due to proration on Bill #0029494943-2023-2023-0000-00	Vehicle Totalled	11/30/2023	C ADVL	Tax	(\$56.24)	\$0.00	(\$56.24)
														CI02ADVL	Tax	(\$36.48)	\$0.00	(\$36.48)
														CI02ADVL	Vehicle Fee	(\$30.00)	\$0.00	(\$30.00)
																Refund	\$122.72	
ELLIOTT, MALCOLM GLENN	ELLIOTT, MALCOLM GLENN		8000 DELL DR		HARRISBURG, NC 28075	Proration	0072707684	2765VA	PENDING	195925554	Refund Generated due to proration on Bill #0072707684-2022-2022-0000-00	Vehicle Sold	11/03/2023	C ADVL	Tax	(\$232.05)	\$0.00	(\$232.05



North Carolina Vehicle Tax System

NCVTS Pending Refund report

Report Date 12/1/2023 11:37:36 AM

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description	Refund Reason	Create Date	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
GRAY, GARRY WAYNE	GRAY, GARRY WAYNE	GRAY, VICKY FRAZIER	4210 MOUNT PLEASANT RD		ROCKWELL, NC 28138	Adjustment < \$100	0075109401	XVK3632	PENDING	392383728	Refund Generated due to adjustment on Bill #0075109401-2023-2023-0000	Situs error	11/09/2023	C ADVL CI02ADVL CI02ADVL FR08ADVL	Tax Tax Vehicle Fee Tax	\$0.00 (\$9.84) (\$30.00) \$2.46	\$0.00 \$0.00 \$0.00 \$0.00	\$0.00 (\$9.84) (\$30.00) \$2.46 Refund \$37.38
GRAY, STEVEN MARK	GRAY, STEVEN MARK	GRAY, SUSAN STEPHENS	2604 WILLIS DR		HARRISBURG, NC 28075	Proration	0018023903	BV90342	PENDING	196328906	Refund Generated due to proration on Bill #0018023903-2022-2022-0000-00	Vehicle Sold	11/13/2023	C ADVL FR07ADVL	Tax Tax	(\$2.17) (\$0.44)	\$0.00 \$0.00	(\$2.17) (\$0.44) Refund \$2.61
HARRIS, GAYLE RYAN	HARRIS, GAYLE RYAN	HARRIS, MICHAEL TITO	11223 SERENITY FARM DR		MIDLAND, NC 28107	Adjustment >= \$100	0073234086	TIT0	PENDING	196407984	Refund Generated due to adjustment on Bill #0073234086-2023-2023-0000-00	Over Assessment	11/15/2023	C ADVL FR05ADVL	Tax Tax	(\$132.50) (\$17.90)	\$0.00 \$0.00	(\$132.50) (\$17.90) Refund \$150.40
HAYES, DIANE LOUISE	HAYES, DIANE LOUISE		505 MEADOWLAR K CIR		CONCORD, NC 28025	Proration	0033850133	PDX1127	PENDING	295347498	Refund Generated due to proration on Bill #0033850133-2023-2023-0000-00	Vehicle Sold	11/27/2023	C ADVL CI02ADVL CI02ADVL	Tax Tax Vehicle Fee	(\$8.88) (\$5.77) \$0.00	\$0.00 \$0.00 \$0.00	(\$8.88) (\$5.77) Refund \$14.65
HELSLE, HARRY CLYDE	HELSLE, HARRY CLYDE		565 WEYBURN DR NW		CONCORD, NC 28027	Proration	0020738631	KMA1503	PENDING	294612288	Refund Generated due to proration on Bill #0020738631-2022-2022-0000-00	Vehicle Sold	11/15/2023	C ADVL CI02ADVL CI02ADVL	Tax Tax Vehicle Fee	(\$12.61) (\$8.18) \$0.00	\$0.00 \$0.00 \$0.00	(\$13.52) (\$8.78) Refund \$22.30
HENRY, HOWARD EDWARD JR	HENRY, HOWARD EDWARD JR		8585 RIVER RIDGE DR		HARRISBURG, NC 28213	Proration	0059601871	JCK1980	PENDING	197004444	Refund Generated due to proration on Bill #0059601871-2022-2022-0000-00	Vehicle Sold	11/29/2023	C ADVL CI01ADVL	Tax Tax	(\$23.80) (\$13.99)	\$0.00 \$0.00	(\$23.80) (\$13.99) Refund \$37.79
HERZIG, HELEN MARIE	HERZIG, HELEN MARIE		8501 MIDDLETON CIR		HARRISBURG, NC 28075	Proration	0053089183	1D0ULA	PENDING	196530124	Refund Generated due to proration on Bill #0053089183-2022-2022-0000-00	Reg . Out of state	11/17/2023	C ADVL FR07ADVL	Tax Tax	(\$47.12) (\$9.55)	\$0.00 \$0.00	(\$47.12) (\$9.55) Refund \$56.67
HERZIG, JOHN OSBORNE	HERZIG, JOHN OSBORNE		8501 MIDDLETON CIR		HARRISBURG, NC 28075	Proration	0073255242	PD10TH	PENDING	196530114	Refund Generated due to proration on Bill #0073255242-2023-2023-0000-00	Reg . Out of state	11/17/2023	C ADVL FR07ADVL	Tax Tax	(\$188.44) (\$38.20)	\$0.00 \$0.00	(\$188.44) (\$38.20) Refund \$226.64
HOLDER, TOMMY ALLEN	HOLDER, TOMMY ALLEN		8337 PLEASANT MEADOWS LN		ROCKWELL, NC 28138	Proration	0058967568	HY9794	PENDING	196909272	Refund Generated due to proration on Bill #0058967568-2022-2022-0000-00	Vehicle Sold	11/28/2023	C ADVL FR08ADVL	Tax Tax	(\$308.79) (\$36.72)	\$0.00 \$0.00	(\$308.79) (\$36.72) Refund \$345.51
HOLLOWAY, GEORGETTE LUKISHA	HOLLOWAY, GEORGETTE LUKISHA		3645 BROOKVILLE AVE SW		CONCORD, NC 28027	Proration	0050689754	HDK6466	PENDING	294001080	Refund Generated due to proration on Bill #0050689754-2022-2022-0000-00	Vehicle Sold	11/06/2023	C ADVL CI02ADVL CI02ADVL	Tax Tax Vehicle Fee	(\$2.41) (\$1.56) \$0.00	\$0.00 \$0.00 \$0.00	(\$2.41) (\$1.56) \$0.00 Refund \$3.97
HUTCHINSON, WAYNE AUSTIN	HUTCHINSON, WAYNE AUSTIN		224 GLENMOOR CT		CONCORD, NC 28027	Proration	0050416983	VYJ4051	PENDING	196133698	Refund Generated due to proration on Bill #0050416983-2023-2023-0000-00	Vehicle Sold	11/08/2023	C ADVL FR11ADVL	Tax Tax	(\$31.48) (\$3.61)	\$0.00 \$0.00	(\$31.48) (\$3.61) Refund \$35.09
KARIMI, MOHAMMED AAMIR NAIEEF	KARIMI, MOHAMMED AAMIR NAIEEF		9153 KENSINGTON FOREST DR		HARRISBURG, NC 28075	Proration	0071418298	TMY5617	PENDING	196191988	Refund Generated due to proration on Bill #0071418298-2022-2022-0000-00	Vehicle Sold	11/09/2023	C ADVL CI01ADVL	Tax Tax	(\$113.44) (\$66.69)	\$0.00 \$0.00	(\$113.44) (\$66.69) Refund \$180.13
KERR, MARKUS ANDRE	KERR, MARKUS ANDRE		1048 HEARTH LN SW		CONCORD, NC 28025	Proration	0074768451	RHH8784	PENDING	294001128	Refund Generated due to proration on Bill #0074768451-2023-2023-0000-00	Tag Surrender	11/06/2023	C ADVL CI02ADVL CI02ADVL	Tax Tax Vehicle Fee	(\$318.81) (\$206.79) \$0.00	\$0.00 \$0.00 \$0.00	(\$318.81) (\$206.79) \$0.00 Refund \$525.60
KING, APRIL ANTOINETTE	KING, APRIL ANTOINETTE		304 VILLA ST		KANNAPOLIS, NC 28083	Proration	0066219893	TJB4376	PENDING	294001266	Refund Generated due to proration on Bill #0066219893-2022-2022-0000-00	Vehicle Totalled	11/06/2023	C ADVL CI04ADVL CI04ADVL	Tax Tax Vehicle Fee	(\$43.95) (\$37.42) \$0.00	\$0.00 \$0.00 \$0.00	(\$43.95) (\$37.42) \$0.00 Refund \$81.37
KNIGHT, KELLY THOMPSON	KNIGHT, KELLY THOMPSON	EDWARDS, ROBERT CLAYTON	41 NC HWY 24-27 W		MIDLAND, NC 28107	Proration	0072247310	KHK5967	PENDING	196408290	Refund Generated due to proration on Bill #0072247310-2022-2022-0000-00	Vehicle Totalled	11/15/2023	C ADVL FR05ADVL	Tax Tax	(\$41.47) (\$5.60)	\$0.00 \$0.00	(\$41.47) (\$5.60) Refund \$47.07
LARRIMORE, RANDY FRANKLIN	LARRIMORE, RANDY FRANKLIN		3295 KELSEY PLZ		KANNAPOLIS, NC 28081	Proration	0073855442	CP80097	PENDING	295347627	Refund Generated due to proration on Bill #0073855442-2023-2023-0000-00	Vehicle Sold	11/27/2023	C ADVL CI04ADVL CI04ADVL	Tax Tax Vehicle Fee	(\$327.42) (\$278.75) \$0.00	\$0.00 \$0.00 \$0.00	(\$327.42) (\$278.75) \$0.00 Refund \$606.17
LENTZ, THOMAS WATTS JR	LENTZ, THOMAS WATTS JR		790 RUBENS RD SW		CONCORD, NC 28027	Proration	0073089056	KHK8114	PENDING	294001221	Refund Generated due to proration on Bill #0073089056-2022-2022-0000-00	Vehicle Sold	11/06/2023	C ADVL CI02ADVL CI02ADVL	Tax Tax Vehicle Fee	(\$413.11) (\$267.96) \$0.00	\$0.00 \$0.00 \$0.00	(\$413.11) (\$267.96) \$0.00 Refund \$681.07
LINKER, DAVID CALVIN	LINKER, DAVID CALVIN		727 JACKSON TER SW		CONCORD, NC 28027	Proration	0075004332	JHM5873	PENDING	294102282	Refund Generated due to proration on Bill #0075004332-2022-2022-0000-00	Vehicle Sold	11/07/2023	C ADVL CI02ADVL CI02ADVL	Tax Tax Vehicle Fee	(\$118.49) (\$76.86) \$0.00	\$0.00 \$0.00 \$0.00	(\$118.49) (\$76.86) \$0.00 (\$80.70)



North Carolina Vehicle Tax System

NCVTS Pending Refund report

Report Date 12/1/2023 11:37:36 AM

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description	Refund Reason	Create Date	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
										2022-0000-00								Refund \$205.11
LIU, XIAO QIAO	LIU, XIAO QIAO		2261 ISAAC ST		CONCORD, NC 28027	Proration	0062652404	FCF5758	PENDING	294706140	Refund Generated due to proration on Bill #0062652404-2023-2023-0000-00	Vehicle Sold	11/16/2023	C ADVL	Tax	(\$19.98)	\$0.00	(\$19.98)
														CI04ADVL	Tax	(\$17.01)	\$0.00	(\$17.01)
														CI04ADVL	Vehicle Fee	(\$30.00)	\$0.00	(\$30.00)
LOMAX, JENNA MICHELLE	LOMAX, JENNA MICHELLE		165 OBIEN PL SW		CONCORD, NC 28025	Proration	0063020423	JAS2106	PENDING	295012911	Refund Generated due to proration on Bill #0063020423-2022-2022-0000-00	Vehicle Sold	11/21/2023	C ADVL	Tax	(\$22.45)	\$0.00	(\$22.45)
														CI02ADVL	Tax	(\$14.56)	\$0.00	(\$14.56)
														CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
LOMINAC, REX CARROL	LOMINAC, REX CARROL	LOMINAC, JUDY REEVES	2814 ALLENDALE CT		CONCORD, NC 28025	Proration	0035929876	EJF6012	PENDING	197004620	Refund Generated due to proration on Bill #0035929876-2022-2022-0000-00	Vehicle Sold	11/29/2023	C ADVL	Tax	(\$58.90)	\$0.00	(\$58.90)
														FR04ADVL	Tax	(\$7.16)	\$0.00	(\$7.16)
														CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$66.06
LOPEZ, HUMBERTO GONZALEZ	LOPEZ, HUMBERTO GONZALEZ		13 LISKE AVE NW		CONCORD, NC 28027	Proration	0069031254	REF7680	PENDING	294795216	Refund Generated due to proration on Bill #0069031254-2023-2023-0000-00	Vehicle Sold	11/17/2023	C ADVL	Tax	(\$47.35)	\$0.00	(\$47.35)
														CI02ADVL	Tax	(\$30.71)	\$0.00	(\$30.71)
														CI02ADVL	Vehicle Fee	\$0.00	\$0.00	Refund \$78.06
MARTIN, SETH PALMER	MARTIN, SETH PALMER	MARTIN, SARA MICHELLE	2240 NORTH SAWYER AVE	UNIT 1	CHICAGO, IL 60647	Proration	0053911787	HBR3864	PENDING	295012740	Refund Generated due to proration on Bill #0053911787-2022-2022-0000-00	Vehicle Sold	11/21/2023	C ADVL	Tax	(\$49.92)	\$0.00	(\$49.92)
														CI02ADVL	Tax	(\$32.39)	\$0.00	(\$32.39)
														CI02ADVL	Vehicle Fee	\$0.00	\$0.00	Refund \$82.31
MCLAIN, PHILLIP EUGENE	MCLAIN, PHILLIP EUGENE		950 GILLING CT		KANNAPOLIS, NC 28081	Proration	0059917566	HKM2370	PENDING	293611086	Refund Generated due to proration on Bill #0059917566-2022-2022-0000-00	Vehicle Sold	11/02/2023	C ADVL	Tax	(\$35.20)	\$0.00	(\$35.20)
														CI04ADVL	Tax	(\$29.96)	\$0.00	(\$29.96)
														CI04ADVL	Vehicle Fee	\$0.00	\$0.00	Refund \$65.16
METROLINA DRIVING ACADEMYLLC	METROLINA DRIVING ACADEMYLLC		4435 DAWN RIDGE PL SW		CONCORD, NC 28027	Proration	0074648753	TJB4819	PENDING	294493515	Refund Generated due to proration on Bill #0074648753-2022-2022-0000-00	Vehicle Sold	11/13/2023	C ADVL	Tax	(\$44.71)	\$0.00	(\$44.71)
														CI02ADVL	Tax	(\$29.00)	\$0.00	(\$29.00)
														CI02ADVL	Vehicle Fee	\$0.00	\$0.00	Refund \$73.71
MILLER, TYLER GEORGE	MILLER, TYLER GEORGE	MILLER, SARAH HOPE	1209 ROBINHOOD LN		KANNAPOLIS, NC 28081	Proration	0072850428	SA2194	PENDING	294505668	Refund Generated due to proration on Bill #0072850428-2022-2022-0000-00	Vehicle Totalled	11/14/2023	C ADVL	Tax	(\$310.92)	\$0.00	(\$310.92)
														CI04ADVL	Tax	(\$264.70)	\$0.00	(\$264.70)
														CI04ADVL	Vehicle Fee	(\$30.00)	\$0.00	(\$30.00)
MONROE, ANN BARBARA	MONROE, ANN BARBARA		2022 RAMBLE RD		MIDLAND, NC 28107	Proration	0072120738	KFW3903	PENDING	196408276	Refund Generated due to proration on Bill #0072120738-2022-2022-0000-00	Vehicle Totalled	11/15/2023	C ADVL	Tax	(\$110.71)	\$0.00	(\$5.53)
														CI06ADVL	Tax	(\$32.91)	\$0.00	(\$34.56)
														CI06ADVL	Vehicle Fee	\$0.00	\$0.00	Refund \$150.80
MOORE, SAMUEL RICHARD JR	MOORE, SAMUEL RICHARD JR		9409 VILLAGE VIEW CT NW		CONCORD, NC 28027	Proration	0071344386	KBY3328	PENDING	295363422	Refund Generated due to proration on Bill #0071344386-2022-2022-0000-00	Vehicle Sold	11/28/2023	C ADVL	Tax	(\$98.84)	\$0.00	(\$98.84)
														CI02ADVL	Tax	(\$64.12)	\$0.00	(\$64.12)
														CI02ADVL	Vehicle Fee	\$0.00	\$0.00	Refund \$162.96
MOOSE, JUDY SHORT	MOOSE, JUDY SHORT		1066 CENTRAL DR NW		CONCORD, NC 28027	Proration	0036867494	WZL8850	PENDING	294706470	Refund Generated due to proration on Bill #0036867494-2022-2022-0000							



North Carolina Vehicle Tax System

NCVTS Pending Refund report

Report Date 12/1/2023 11:37:36 AM

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description	Refund Reason	Create Date	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
VRAJESH	VRAJESH									#U070538192-2022-2022-0000-00				CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
PORTR, DARREL WAYNE	PORTR, DARREL WAYNE		2471 CIMARRON CIR		MIDLAND, NC 28107	Proration	0025259437	TLJ9391	PENDING	195925384	Refund Generated due to proration on Bill #0025259437-2022-0000-00	Vehicle Totalled	11/03/2023	CI02ADVL	Tax	(\$60.01)	\$0.00	(\$60.01)
RHYNE, BETTY CHAMBERS	RHYNE, BETTY CHAMBERS		2209 CONCORD LAKE RD		KANNAPOLIS, NC 28083	Proration	0014353308	JEK7547	PENDING	294494154	Refund Generated due to proration on Bill #0014353308-2022-2022-0000-00	Vehicle Totalled	11/13/2023	CI02ADVL	Tax	(\$26.45)	\$0.00	(\$26.45)
ROMO, KATHRYN JOYCE	ROMO, KATHRYN JOYCE		236 BROOK AVE SE		CONCORD, NC 28025	Proration	0073812270	RCY6649	PENDING	294999552	Refund Generated due to proration on Bill #0073812270-2022-2022-0000-00	Vehicle Sold	11/20/2023	CI02ADVL	Tax	(\$46.50)	\$0.00	(\$46.50)
ROSE, DONALD CARL	ROSE, DONALD CARL	ROSE, DELMA PAULINE	3700 TAYLOR GLEN LN NW	APT B327	CONCORD, NC 28027	Proration	0054322901	FCY6191	PENDING	293611533	Refund Generated due to proration on Bill #0054322901-2022-2022-0000-00	Vehicle Sold	11/02/2023	CI02ADVL	Tax	(\$9.94)	\$0.00	(\$9.94)
SHAUL, JOEL WILBUR JR	SHAUL, JOEL WILBUR JR		9158 BLUEBELL PL		HARRISBURG, NC 28075	Proration	0054587563	HAV3669	PENDING	195740480	Refund Generated due to proration on Bill #0054587563-2022-0000-00	Vehicle Sold	11/01/2023	CI01ADVL	Tax	(\$114.52)	\$0.00	(\$114.52)
SHOE SHOW INC	SHOE SHOW INC		PO BOX 648		CONCORD, NC 28026	Proration	0063213004	TJB4940	PENDING	294795336	Refund Generated due to proration on Bill #0063213004-2022-2022-0000-00	Vehicle Totalled	11/17/2023	CI04ADVL	Tax	(\$16.91)	\$0.00	(\$16.91)
SHOE SHOW INC	SHOE SHOW INC		PO BOX 648		CONCORD, NC 28026	Proration	0045550585	FJP3293	PENDING	294795255	Refund Generated due to proration on Bill #0045550585-2022-2022-0000-00	Vehicle Sold	11/17/2023	CI04ADVL	Tax	(\$34.14)	\$0.00	(\$34.14)
SHOE SHOW INC	SHOE SHOW INC		PO BOX 648		CONCORD, NC 28026	Proration	0050060864	TEK3746	PENDING	294795288	Refund Generated due to proration on Bill #0050060864-2022-2022-0000-00	Vehicle Sold	11/17/2023	CI04ADVL	Vehicle Fee	\$0.00	\$0.00	Refund \$74.24
SHOE SHOW INC	SHOE SHOW INC		PO BOX 648		CONCORD, NC 28026	Proration	0030485817	EAH3476	PENDING	294795315	Refund Generated due to proration on Bill #0030485817-2022-2022-0000-00	Vehicle Sold	11/17/2023	CI04ADVL	Tax	(\$17.00)	\$0.00	(\$17.00)
SHOE SHOW INC	SHOE SHOW INC		PO BOX 648		CONCORD, NC 28026	Proration	0046984804	HAA8230	PENDING	294795279	Refund Generated due to proration on Bill #0046984804-2022-2022-0000-00	Vehicle Sold	11/17/2023	CI04ADVL	Tax	(\$29.21)	\$0.00	(\$29.21)
SHOE SHOW INC	SHOE SHOW INC		PO BOX 648		CONCORD, NC 28026	Proration	0042036583	FCY6078	PENDING	294795267	Refund Generated due to proration on Bill #0042036583-2022-2022-0000-00	Vehicle Sold	11/17/2023	CI04ADVL	Tax	(\$24.86)	\$0.00	(\$24.86)
SHOE SHOW INC	SHOE SHOW INC		PO BOX 648		CONCORD, NC 28026	Proration	0052632895	TAJ5294	PENDING	294795294	Refund Generated due to proration on Bill #0052632895-2022-2022-0000-00	Vehicle Sold	11/17/2023	CI04ADVL	Vehicle Fee	\$0.00	\$0.00	Refund \$54.07
SHOE SHOW INC	SHOE SHOW INC		PO BOX 648		CONCORD, NC 28026	Proration	0042286231	EKF8747	PENDING	294795282	Refund Generated due to proration on Bill #0042286231-2022-2022-0000-00	Vehicle Sold	11/17/2023	CI04ADVL	Tax	(\$39.50)	\$0.00	(\$39.50)
SHOE SHOW INC	SHOE SHOW INC		PO BOX 648		CONCORD, NC 28026	Proration	0042286252	EKF8752	PENDING	294795330	Refund Generated due to proration on Bill #0042286252-2022-2022-0000-00	Vehicle Sold	11/17/2023	CI04ADVL	Tax	(\$33.63)	\$0.00	(\$33.63)
SIMS, ROBERT ANTHONY	SIMS, ROBERT ANTHONY		1912 IVY HOLLOW PL		CONCORD, NC 28027	Proration	0062429800	PJR2820	PENDING	294102480	Refund Generated due to proration on Bill #0062429800-2022-2022-0000-00	Incomplete Doc	11/07/2023	CI04ADVL	Vehicle Fee	\$0.00	\$0.00	Refund \$73.13
SIMS, ROBERT ANTHONY	SIMS, ROBERT ANTHONY		1912 IVY HOLLOW PL		CONCORD, NC 28027	Proration	0073499124	8W5584	PENDING	294102474	Refund Generated due to proration on Bill #0073499124-2023-2023-0000-00	Vehicle Sold	11/07/2023	CI04ADVL	Tax	(\$20.42)	\$0.00	(\$20.42)



North Carolina Vehicle Tax System

NCVTS Pending Refund report

Report Date 12/1/2023 11:37:36 AM

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description	Refund Reason	Create Date	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
										2023-0000-00								Refund \$37.80
SMITH, JACOBY QUINTON	SMITH, JACOBY QUINTON		9923 AUSTIN SAMUEL PL	APT 6	CONCORD, NC 28214	Proration	0064298155	NS4LBP	PENDING	294795438	Refund Generated due to proration on Bill #0064298155-2022-2022-0000-00	Vehicle Totalled	11/17/2023	C ADVL	Tax	(\$29.45)	(\$1.48)	(\$30.93)
														CI02ADVL	Tax	(\$19.10)	(\$0.95)	(\$20.05)
														CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
																		Refund \$50.98
SONNEFELD, STEPHEN KENT	SONNEFELD, STEPHEN KENT		3200 STREAMSIDE DR		DAVIDSON, NC 28036	Proration	0073114663	KBY5574	PENDING	294493791	Refund Generated due to proration on Bill #0073114663-2022-2022-0000-00	Vehicle Sold	11/13/2023	C ADVL	Tax	(\$121.97)	\$0.00	(\$121.97)
														CI04ADVL	Tax	(\$103.84)	\$0.00	(\$103.84)
														CI04ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
																		Refund \$225.81
SUTTON, PEGGY HARRIS	SUTTON, PEGGY HARRIS		3905 TANIA CT		CONCORD, NC 28025	Proration	0035747773	PFP8771	PENDING	196337290	Refund Generated due to proration on Bill #0035747773-2022-0000-0000	Vehicle Sold	11/14/2023	C ADVL	Tax	(\$119.25)	\$0.00	(\$119.25)
														FR14ADVL	Tax	(\$16.11)	\$0.00	(\$16.11)
																		Refund \$135.36
THIGPEN, LAURIE McDOWELL	THIGPEN, LAURIE McDOWELL		7299 THREE SISTERS LN		CONCORD, NC 28027	Proration	0034596355	DMS8822	PENDING	294494151	Refund Generated due to proration on Bill #0034596355-2022-2022-0000-00	Vehicle Sold	11/13/2023	C ADVL	Tax	(\$46.18)	\$0.00	(\$46.18)
														CI04ADVL	Tax	(\$39.31)	\$0.00	(\$39.31)
														CI04ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
																		Refund \$85.49
TORRES, JOSE CARMEN CALARDO	TORRES, JOSE CARMEN CALARDO		3155 HAWICK COMMONS DR		CONCORD, NC 28027	Proration	0071011078	TMX3332	PENDING	195925212	Refund Generated due to proration on Bill #0071011078-2022-0000-0000	Vehicle Sold	11/03/2023	C ADVL	Tax	(\$29.60)	\$0.00	(\$29.60)
														FR07ADVL	Tax	(\$6.00)	\$0.00	(\$6.00)
																		Refund \$35.60
TRUCK CENTER COMPANIES	TRUCK CENTER COMPANIES		14321 CORNHUSKER RD		OMAHA, NE 68138	Proration	0071156212	REX3172	PENDING	196471294	Refund Generated due to proration on Bill #0071156212-2022-0000-0000	Vehicle Sold	11/16/2023	C ADVL	Tax	(\$122.67)	\$0.00	(\$122.67)
														CI01ADVL	Tax	(\$72.11)	\$0.00	(\$72.11)
																		Refund \$194.78
VAYE, TEEWON TEE-BOY	VAYE, TEEWON TEE-BOY		1556 MOSS CREEK DR		HARRISBURG, NC 28075	Proration	0047424741	HAC7970	PENDING	196068202	Refund Generated due to proration on Bill #0047424741-2022-0000-0000	Vehicle Sold	11/07/2023	C ADVL	Tax	(\$59.60)	\$0.00	(\$59.60)
														CI01ADVL	Tax	(\$35.04)	\$0.00	(\$35.04)
																		Refund \$94.64
WALDROUP, MICHAEL EDWARD	WALDROUP, MICHAEL EDWARD	WALDROUP, BRENDA HARRIS	1556 WALDROUP LN		KANNAPOLIS, NC 28081	Proration	0052206122	CL46114	PENDING	294795222	Refund Generated due to proration on Bill #0052206122-2022-2022-0000-00	Vehicle Sold	11/17/2023	C ADVL	Tax	(\$35.97)	\$0.00	(\$35.97)
														CI04ADVL	Tax	(\$30.62)	\$0.00	(\$30.62)
														CI04ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
																		Refund \$66.59
WALTERS, NATALIE RAYE BRADICK	WALTERS, NATALIE RAYE BRADICK		1304 SANDY BOTTOM DR NW		CONCORD, NC 28027	Proration	0042907825	DLC2374	PENDING	294493329	Refund Generated due to proration on Bill #0042907825-2022-2022-0000-00	Vehicle Sold	11/13/2023	C ADVL	Tax	(\$129.62)	\$0.00	(\$129.62)
														CI02ADVL	Tax	(\$84.08)	\$0.00	(\$84.08)
														CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
																		Refund \$213.70
WHITE, BRIAN KEITH	WHITE, BRIAN KEITH		1549 FOREST GLEN LN		KANNAPOLIS, NC 28081	Proration	0044990933	HD2552F	PENDING	294706053	Refund Generated due to proration on Bill #0044990933-2022-2022-0000-00	Vehicle Sold	11/16/2023	C ADVL	Tax	(\$9.99)	\$0.00	(\$9.99)
														CI04ADVL	Tax	(\$8.50)	\$0.00	(\$8.50)
														CI04ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
																		Refund \$18.49
WHITE, FLOYD LAMAR	WHITE, FLOYD LAMAR	WHITE, CATHY LITTLE	1305 KLONDALE AVE		KANNAPOLIS, NC 28081	Proration	0067685001	JHT6004	PENDING	295507158	Refund Generated due to proration on Bill #0067685001-2022-2022-0000-00	Vehicle Totalled	11/29/2023	C ADVL	Tax	(\$103.80)	\$0.00	(\$103.80)
														CI04ADVL	Tax	(\$88.37)	\$0.00	(\$88.37)
														CI04ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
																		Refund \$192.17
WOODARD, KENNETH JOSEPH	WOODARD, KENNETH JOSEPH		1203 DERBYSHIRE RD		KANNAPOLIS, NC 28081	Adjustment >= \$100	0075211521	95515	PENDING	295506795	Refund Generated due to adjustment on Bill #0075211521-2023-2023-0000-00	Adjustment	11/29/2023	C ADVL	Tax	(\$143.56)	\$0.00	(\$143.56)
														CI04ADVL	Tax	(\$122.22)	\$0.00	(\$122.22)
														CI04ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
																		Refund \$265.78
WOODS, RAMONA ALLEN	WOODS, RAMONA ALLEN		1019 HEATHER DR		KANNAPOLIS, NC 28083	Proration	0000899189	WZL4901	PENDING	294505626	Refund Generated due to proration on Bill #0000899189-2022-2022-0000-00	Vehicle Sold	11/14/2023	C ADVL	Tax	(\$9.62)	\$0.00	(\$9.62)
														CI04ADVL	Tax	(\$8.20)	\$0.00	(\$8.20)
														CI04ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
																		Refund \$17.82
																		Refund Total \$11621.78

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**December 18, 2023
6:30 PM**

AGENDA CATEGORY:

New Business

SUBJECT:

BOC - Economic Development Grant Program Policy

BRIEF SUMMARY:

Annual review of the Boards policies, this item focuses on the Boards Economic Development Grant Program.

REQUESTED ACTION:

Motion to approve the Economic Development Grant Program.

EXPECTED LENGTH OF PRESENTATION:

10 Minutes

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:

- Economic Development Grant Program



Cabarrus County Board of Commissioners Economic Development Grant Program

Revised/Effective: Dec 2023



Table of Contents

I.	Statement	3
II.	Purpose	3
III.	Project Categories, Grant Parameters, and Eligibility.....	5
IV.	Program Rules	6
V.	Grant Approval Procedure	8



**ECONOMIC DEVELOPMENT GRANT PROGRAM
CABARRUS COUNTY, NORTH CAROLINA
EFFECTIVE OCTOBER 20, 2008**

I. POLICY STATEMENT

A. The following is the Economic Development Grant Program (“Program”) for Cabarrus County, North Carolina. The Program applies to all applications for economic development grants received after the effective date of the Program.

II. PURPOSE

A. The Cabarrus County Board of Commissioners (“BOC”) has a vision of Cabarrus as a county in which our children learn, our citizens participate, our dreams matter, our families and neighbors thrive, and our community prospers. The BOC established the following five broad goals to achieve and maintain its vision:

1. Preserve and enhance quality of life by addressing growth with sound public policies that sustain resources, provide high quality services, and fund infrastructure needs.
2. Achieve community-wide preparedness to protect public safety, respond to routine and catastrophic events, and maintain and restore the well-being of all residents.
3. Use resources wisely and responsibly by protecting assets, minimizing risk, creating partnerships, and using technology to maximize the value of county investments, expenditures, and services.
4. A fully engaged community with a shared understanding of its issues and challenges and working together to achieve its goals.
5. Ensure that all citizens have equal opportunity and access to education, health care, and economic prosperity and encourage citizens to fulfill their potential and contribute to their community.

The achievement of these goals, and the health, safety, education, and prosperity of the people of Cabarrus County (“County”) is directly related to the vitality, diversity, and success of its businesses and industries, as well as to the condition of the county’s environment and natural resources. Under certain circumstances and conditions, it may be in the interests of the County and its citizens that the BOC utilize the powers granted to it by the General Assembly in Chapters 153A and 158 of the North Carolina General Statutes to stimulate development



and growth of business and industry in the County. Thus, the purpose of the Program is to provide the stimulus for the development, growth and expansion of business and industry within the County. This stimulus is the award of a Program Grant ('Grant') as provided in this Program.

- B. The award of a Grant is designed to increase employment opportunities within the assessed valuation of the County. The BOC may consider numerous factors when deliberating upon whether to award a Grant. This recognizes the great variety of businesses, which have widely different capital and employment structures and needs. The factors that may be considered include but are not limited to the follow:
 1. The type of industry or business as a further diversification of Cabarrus County's business base;
 2. The size and scope of the project based upon investment in site development, facilities, buildings, and other business infrastructure inclusive of technology;
 3. The diversity, quality, and quantity of jobs created by a project, including whether the industry or business provides company-paid benefits such as healthcare, vacation, and pensions and the degree to which wages exceed the county average;
 4. The potential for future expansion of investment and employment;
 5. Site specific issues impacting public infrastructure;
 6. Actions that if pursued, stimulate development in areas of Cabarrus County deemed beneficial;
 7. The ratio of investment in real versus personal property assets;
 8. The environmental impact of the project. This may include such elements as waste recycling programs, energy efficient (or LEED) design, conservation easements, the degree to which the natural landscape and topography are distributed, water conservation programs and the use and/or production of alternative (non-fossil fuel) energy.
 9. The type of product produced (as well as the production process itself) or sold and whether it is recyclable, noxious, volatile, controversial, hazardous, banned by other governments or countries, lethal or otherwise dangerous.



III. PROJECT CATEGORIES, GRANT PARAMETERS, AND ELIGIBILITY

1. **Eligible Uses.** Eligible uses include, but are not limited to, agricultural operations; facilities to house corporate headquarters; manufacturing, assembly, fabrication, or processing operations; research and development facilities; motorsports facilities, warehouse, or distribution facilities; and office buildings. The applicant must demonstrate to the satisfaction of the BOC that it would not construct these facilities but for the award of a Grant.
2. **Grant Parameters.** A Grant approved by the BOC may be an amount equaling up to 85% of the real and personal property tax actually paid on assets eligible for this Program. The minimum incremental increase in assessed value of assets shall be \$1.5 million, except in those cases where the Grant is used to encourage the development or help ensure the success of certain targeted businesses and/or geographical areas, where the threshold shall be at the discretion of the Board of Commissioners.

Such Grant amount shall be for a period of three (3) consecutive years. Grant amounts shall be calculated based on the increase in assessed real and personal property values generated by the project, as determined by the County Tax Assessor. Grants for plant expansions by business or industry already located in the County will be based on the net incremental tax value, after reduction for machinery, equipment and other assets which are depreciated, replaced, or retrofitted as part of the project.

The Grant will only be awarded to bring about the relocation or expansion of a business that would not have occurred except for the award of the Grant, or to encourage the development or help ensure the success of certain targeted businesses and/or geographic areas.

The amount of the Grant for each year shall be limited in the following manner: In each of years two and three of the Grant, a calculation shall be performed where the amount of the Grant is subtracted from the amount of ad valorem taxes paid. If the remainder in years two or three is less than the remainder from the same calculation in year one, then the amount of the grant in those years will be reduced by an amount sufficient to make the remainder in that year equal to the remainder in year one.

The County has chosen as the value criterion for a Program Grant the estimated property tax assessment for the new real and personal property investment to be placed in the County. Although the Grant is calculated as a percentage of the ad valorem tax actually paid on the new asset investment, the Grant is paid from the County's general fund. The general fund consists of revenue derived from ad valorem



taxes, local sales taxes, revenues from services, permits and fees, interest income and miscellaneous revenues.

3. **Documentation:** The Grant application must provide documentation satisfactory to the Tax Assessor that fully supports the expenditures upon which the assessed value is to be based. The documentation includes but is not limited to schedules and source documents defining capital expenditures including project timelines with accurate descriptions of grantable assets by cost, dates of phase in any existing assets which are being replaced by Program eligible assets, blueprints, financial statements, and appraisal by a state board certified appraiser. Only assets documented to the satisfaction of the Tax Assessor will be eligible for the Program.
4. **Speculative Buildings and Leases:** Construction of a new structure to attract an eligible Program user may also qualify for the Program. Such a Grant must begin with a tax year prior to the third year after construction is completed. The taxpayer must inform the Tax Assessor in writing which tax year begins the Grant Program. If a structure or personal property is to be leased, the lease term must exceed the length of the Grant period. In the event the building is not leased within three years of its completion date so long as it is maintained for lease, the speculative building may still qualify as a Program asset. Only one Grant may be awarded, and the owner and lessee must agree in writing as to which will be eligible to receive the Grant.

IV. PROGRAM RULES

1. Although a Grant may be awarded by the BOC to an applicant, the Grant is not required to be paid until the applicant has fully complied with this Program and has executed a written agreement ("Agreement") in a form satisfactory to County that sets forth the specific provisions relating to the Grant.
2. The BOC reserves the right to waive one or more provisions of this Program, but any waiver must be approved by the BOC.
3. The Agreement shall include with reasonable specificity a project site plan, description of the project, any phasing, projected new employment with job descriptions, description of the structures to be built, description of the personal property assets to be installed and any other data that would be relevant to comprehension of the scope and value of the project such that other assets, installed outside of those Grant eligible, are not commingled within the contemplated Grant.
4. The applicant must furnish proof satisfactory to the Tax Assessor or County Attorney of ownership of any of the assets subject to the Program.



5. Rolling stock, inclusive of automobiles, trucks, tractors, trailers, or other licensed vehicles and airplanes shall not qualify as Program assets eligible for a Grant.
6. County contributions to the project's infrastructure costs shall be deducted from the calculated Grant award for that project.
7. The beginning date of the Grant period shall be flexible to accommodate construction and production start-up time but shall commence with the tax year that begins no later than three years after the date the BOC votes to approve the Grant. The taxpayer must inform the Tax Assessor in writing which tax year begins the Grant program. An extension may be granted by the BOC based upon specific project related issues.
8. The annual Grant award due to the recipient will be paid each year during the Grant period within a thirty-day period of submission of all data requested by the Tax Assessor necessary to determine appropriate assessments on the Grant assets and the delivery of the Tax Assessor's statement. Should the assessments yield a grant in excess of that budgeted for the Grant assets, another thirty-day period may be necessary for remittance to accommodate budget revisions. The initial Grant date is subject to the project's date of useful occupancy and/or production startup, subject to the provisions of paragraph 7, above. If the recipient-taxpayer fails to properly list property for purposes of taxation and the unlisted property is subsequently discovered by the Tax Assessor's office, then the Grant may be terminated at the discretion of the BOC. Acceptance of a Grant payment constitutes approval of the assessed value of Grant assets.
9. During the Grant period, the recipient of the Grant must be current in any and all tax and other payments (including, but not limited to fees for services or permits, fines, and penalties) to the County. Failure to be current in payments to the County shall result in termination of the remainder of the Grant.
10. Should the recipient of the Grant (a) fail to construct or install substantially all of the assets contemplated by the agreement; (b) be or become the debtor in a bankruptcy or receivership proceeding; (c) substantially curtail, close or mothball the facility subject to the Program or, (d) fail to meet hiring, wage or benefit goals; then in any such event the balance of the Grant shall be terminated.
11. Grant requests information and the Tax Assessor questionnaire must be completed within the calendar year following the tax year for which the recipient is eligible to receive a Grant. The information must be complete, forthcoming, and adequate to the satisfaction of the assessor in order to make an accurate Grant calculation. Failure to fully or timely provide this information will result in forfeiture of that year's Grant or cause termination of the remainder of the Grant as provided in paragraph 13, below.



12. Grants are not transferable and may not be conveyed to another party.
13. The Grant recipient shall provide the necessary source documents and reports satisfactory to the Tax Assessor subsequent to execution of the Agreement and during the Grant period to ensure compliance with the terms, conditions, and other specific requirements of the Agreement. Necessary source documents and reports may include, but are not limited to, real estate acquisition and construction costs, schedules of assets, depreciation schedules, leasing arrangements with named parties holding a financial interest in assets covered by the Program, releases signed by those holding financial interests in those assets and proof of all business and corporate names that may be applicable for purposes of asset ownership. In order for an asset to be included in the Grant, it must reasonably have been contemplated to be within the scope of the project as reflected in the Agreement. Such information shall remain confidential as allowed by law. Failure of the recipient to provide required documentation shall cause termination of Grant.
14. The County shall provide detailed reporting processes to monitor and assure compliance with the terms, conditions, and other specific requirements of the Agreement. Any information obtained by the County in connection with an incentive grant request will be kept confidential by the County to the extent permitted by law.
15. Violation of local, state, federal laws, ordinances, or regulations by the recipient company shall result in termination of the Grant.

V. GRANT APPROVAL PROCEDURE

1. Completion: Prior to initiating a project for which a Grant application is proposed, the applicant shall complete a Development Grant Application for submittal to the Cabarrus Economic Development Corporation.
2. Recommendation: Upon completion of the Development Grant Application by the applicant, the Cabarrus Economic Development Corporation Board will review the application and determine if the application will be recommended to the BOC.
3. Application: Applications recommended by the Cabarrus Economic Development Corporation Board will be submitted to the County Manger's office for scheduling a public hearing before the BOC.
4. Acceptance: The BOC may consider acceptance of the Development Grant Application. A public hearing must be scheduled by law prior to the approval of a Grant. The County



shall publish a notice of the public hearing at least 10 days before the hearing is held. The notice shall describe the project and the BOC's intention to consider approval of the Grant request.

5. Public Hearing: The BOC shall conduct a public hearing on the Development Grant Application to inform the public of the Grant request, invite comments and vote on it.
6. Agreement: The BOC approves the Grant by offering the applicant an Agreement. Offers not accepted are deemed rejected by the applicant. Unless otherwise adopted and approved by the BOC, the Grant offer remains open for 30 days from the date of tender of the proposed Agreement to the applicant. Acceptance is the execution of the Agreement between the County and the applicant. The BOC reserves the right to reject any Grant application.
7. Construction: Construction shall be required to adhere to plans approved in the plan review and permitting process, as well as to plans, or plan elements approved as conditions of the Agreement.
8. Assessment: The value of the subject property following the completion of construction shall be established by the Tax Assessor. The actual increase in post-construction assessed value over pre-construction assessed value shall equal, or exceed the estimated increase specified in the Agreement. Failure to meet or exceed the Grant approval threshold of \$1.5 million, where applicable, shall render the Grant void.

Adopted this the 20th day of October 2008 by
the Cabarrus County Board of Commissioners.



CABARRUS COUNTY

BOARD OF COMMISSIONERS REGULAR MEETING

**December 18, 2023
6:30 PM**

AGENDA CATEGORY:

New Business

SUBJECT:

BOC - Rules of Procedure

BRIEF SUMMARY:

Annual review of the Boards policies, this item focuses on the Boards rules of procedure.

REQUESTED ACTION:

Annual Review.

EXPECTED LENGTH OF PRESENTATION:

10 Minutes

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:

- Rules of Procedure



Rules of Procedure for the Cabarrus County Board of Commissioners

Revised/Effective: Dec 2023



Table of Contents

Part I. Applicability	4
Rule 1. Applicability of Rules	4
Part II. Quorum	4
Rule 2. Quorum	4
Part III. Open Meetings	4
Rule 3. Remote Participation in Board Meetings	4
Rule 4. Meetings to Be Open to the Public	6
Rule 5. Closed Sessions	6
Rule 6. Meeting Minutes	7
Rule 7. Broadcasting and Recording Meetings	8
Part IV. Organization of the Board	8
Rule 8. Organizational Meeting; Selection of Chair and Vice Chair	8
(b) Scheduling Organizational Meeting	8
(c) Order of Business	8
Rule 9. Terms of the Chair and Vice Chair	9
Part V. Types of Meetings	9
Rule 10. Regular Meetings	9
Rule 11. Special Meetings	10
Rule 12. Emergency Meetings	10
Rule 13. Recessed Meetings	11
Rule 14. Limited Authority to Meet Outside the County	11
Part VI. Agenda	12
Rule 15. Agenda	12
(b) Adoption of the Agenda	12
Rule 16. Acting by Reference to Agenda or Other Document	13
Rule 17. Agenda Items from Members of the Public	13
Rule 18. Order of Business	13
Rule 19. The Chair	14
Rule 20. Presiding Officer in the Chair's Absence	14
Rule 21. When the Presiding Officer Is Active in Debate	15
Part VII. Motions and Voting	15



Rule 22. Action by the Board	15
Rule 23. One Motion at a Time	15
Rule 24. Withdrawal of Motion	15
Rule 25. Debate.....	15
Rule 26. Adoption by Majority Vote	15
Rule 27. Changing a Vote.....	16
Rule 28. Duty to Vote	16
(c) Procedure for Excusal	16
Rule 29. Voting by Written Ballot.....	17
Rule 30. Substantive Motions	17
Rule 31. Procedural Motions	17
Motion 4. To Take a Brief Recess.....	18
Motion 12. To Amend.....	19
Part VIII. Ordinances and Contracts.....	20
Rule 32. Introduction of Ordinances.....	20
Rule 33. Adoption, Amendment, and Repeal of Ordinances.....	20
(b) Adoption of Ordinances Not Subject to Public Hearing Requirements.....	20
(c) Adoption of Ordinances Subject to Public Hearing Requirements.....	20
Rule 34. Adoption of the Budget Ordinance	20
Part IX. Public Hearings and Comment Periods.....	21
Rule 35. Public Hearings	21
Rule 36. Public Comment Periods	22
Part X. Appointments and Appointed Bodies.....	23
Rule 37. Appointments	23
Rule 38. Committees and Boards.....	25
Part XI. Miscellaneous	25
Rule 39. Amendment of the Rules.....	25
Rule 40. Reference to Robert's Rules of Order Newly Revised.....	25



Part I. Applicability

Rule 1. Applicability of Rules

These rules apply to all meetings of the Board of Commissioners of Cabarrus County. For purposes of these rules, a meeting of the board occurs whenever a majority of the board's members gather, whether in person or simultaneously by electronic means, to conduct hearings, deliberate, vote, or otherwise transact public business within the board's real or apparent jurisdiction.

Part II. Quorum

Rule 2. Quorum

The presence of a quorum is necessary for the board to conduct business. A quorum consists of a majority of the board's membership. The term "majority" as used here and elsewhere in these rules means, unless otherwise specified, a simple majority, that is, more than half. Vacancies do not reduce the number of members necessary to establish a quorum. A member who withdraws from a meeting of the board without being excused by majority vote of the remaining members present is deemed present for quorum purposes. The board may compel an absent member to attend by ordering the sheriff to take the member into custody.

Part III. Open Meetings

Rule 3. Remote Participation in Board Meetings

The board acknowledges that attendance at board meetings is essential for its members to perform their official duties. The board strongly encourages its members to be physically present for all board meetings. The board recognizes, however, that extenuating circumstances may occasionally prevent a member from being physically present at a meeting. It further recognizes that advances in technology, such as audio and video conferencing have made it possible for members to communicate and deliberate simultaneously with each other from remote locations.

Therefore, to promote full participation of board members while ensuring access and transparency for the public as required by the Open Meetings Law, NCGS § 143-318.9 *et seq.*, the board authorizes remote participation in official board meetings subject to the following procedures and requirements. Remote participation is not to be used solely for a member's convenience.



The intent of this rule is to establish the board's practice for remote participation by board members when there is no state of emergency existing (local or statewide). When a state of emergency exists, this policy is superseded by the provisions of NCGS § 166A-19.24 or other board policies, as the case may be. The board reserves the right to suspend, amend, or rescind this policy at any time by majority vote of the board.

When there is a request to participate remotely, the requesting commissioner should submit the request to the chair, vice-chair, County manager, or clerk to the board as soon as the member is aware of the need, but to the extent possible, preferably within forty-eight (48) hours, but not less than twelve (12) hours before the official meeting so that proper arrangements might be put in place.

The clerk should be made aware as soon as possible. At the beginning of the meeting, the chair or vice-chair will announce that a named commissioner will be participating remotely. Minutes from the meeting shall reflect which commissioner(s) participated remotely. The remote participation rules shall be followed.

Participation by a board member by electronic means in any properly noticed meeting shall be as provided in this Rule 3. Participation shall be by video conference platform as determined by the clerk. Any method chosen must allow for the participating commissioner to be seen on camera by the other commissioners, members of the public in the meeting room and members of the public who may be participating in the meeting on the video conference platform. Such commissioner must also be able to hear what is said by other commissioners, hear what is said by individuals addressing the board, be heard by other members of the board when speaking and hear other members of the public participating in the meeting.

It is the responsibility of the participating commissioner to obtain and maintain technology and (proficiency with the use of said technology) to meet the above requirements.

Members participating remotely will be counted in the determination of a quorum and be eligible to participate in debate and vote as long as the remote connection is maintained throughout the debate. Their vote must be by voice. Members participating remotely will NOT be eligible to participate in closed session discussion. Members participating remotely will identify themselves during introductions and indicate they are participating remotely. Members participating remotely shall notify the chair if leaving the meeting before the meeting is officially adjourned, or when rejoining the meeting after a period of absence. Members continually connected



throughout the discussion, but failing to vote when called upon will be deemed voting in favor of the item on the floor. The official board minutes will reflect the member's remote participation.

Rule 4. Meetings to Be Open to the Public

Except as permitted by Rule 5 (Closed Sessions), all meetings of the board shall be open to the public, and any person may attend its meetings.

Rule 5. Closed Sessions

(a) Motion to Enter Closed Session. The board may enter a closed session from which the public is excluded only upon a motion duly made and adopted in open session. The motion to enter closed session must cite one or more of the permissible bases for closed session listed in paragraph (b) of this rule. A motion to enter closed session under subparagraph (b)(1) or (b)(2) must contain the additional information specified in those provisions.

(b) Bases for Closed Session. A closed session is permissible under the following circumstances and no others:

- (1) To prevent the disclosure of information that is privileged or confidential under the law of North Carolina or of the United States or that does not constitute a public record within the meaning of Chapter 132 of the General Statutes. The motion to enter closed session must name or cite the law that renders the information confidential or privileged.
- (2) To consult with the county attorney or another attorney employed or retained by the county in order to preserve the attorney-client privilege. If the board expects to discuss a pending lawsuit with its attorney, the motion to enter closed session must name the parties to the lawsuit.
- (3) To discuss matters relating to (a) the location or expansion of industries or other businesses in the area served by the county or (b) the closure or realignment of a military installation. The board may reach agreement in closed session on a tentative list of economic development incentives to be offered in negotiations, but the approval of the signing of any economic development contract or commitment and the authorization of the payment of economic development expenditures must take place in open session.
- (4) To establish or instruct staff or agents concerning the county's position in negotiating the price or other material terms of an agreement to acquire real property by purchase, exchange, or lease.
- (5) To establish or instruct staff or agents concerning the amount of compensation or other material terms of an employment contract.



- (6) To consider the qualifications, competence, performance, character, fitness or conditions of appointment or employment of a public officer or employee or prospective public officer or employee, except when the individual in question is a member of the board or other public body or is being considered to fill a seat on the board or other public body. Final action to appoint or employ a public officer or employee must take place in open session.
- (7) To hear or investigate a charge or complaint by or against a public officer or employee. Final action discharging an employee or removing an officer must occur in open session.
- (8) To plan, conduct, or hear reports concerning investigations of alleged criminal misconduct.
- (9) To view a law enforcement recording released pursuant to G.S. 132-1.4A.
- (10) On any other basis permitted by law.

(c) Closed Session Participants. Unless the board directs otherwise, the county manager, county attorney, and clerk to the board may attend closed sessions of the board. No other person may attend a closed session unless invited by the board.

(d) Motion to Return to Open Session. Upon completing its closed session business, the board shall end the closed session by adopting a duly made motion to return to open session.

Rule 6. Meeting Minutes

(a) Minutes Required for All Meetings. The board must keep full and accurate minutes of all its meetings, including closed sessions. To be “full and accurate,” minutes must record all actions taken by the board. They should set out the precise wording of each motion and make it possible to determine the number of votes cast for and against each motion. The minutes need not record discussions of board members, though the board in its discretion may decide to incorporate such details into the minutes.

(b) General Accounts of Closed Sessions. In addition to minutes, the board must keep a general account of each closed session. The general account must be sufficiently detailed to provide a person not in attendance with a reasonable understanding of what transpired. The board may combine the minutes and general account of a closed session into one document, so long as the document contains both a complete record of actions taken, and the level of detail required for a general account.

(c) Sealing Closed Session Records. Minutes and general accounts of closed sessions shall be sealed until unsealed by order of the board or, if the board delegates the authority to unseal to one or more staff members, in accordance with guidelines adopted by the board. The sealed



minutes and general account of any closed session may be withheld from public inspection, so long as public inspection would frustrate the purpose(s) of the closed session.

Rule 7. Broadcasting and Recording Meetings

(a) Right to Broadcast and Record. Any person may photograph, film, tape-record, or otherwise reproduce any part of a board meeting that must take place in open session. Except as provided in paragraph (b) of this rule, any radio or television station may broadcast any such part of a board meeting.

(b) Equipment Placement. The staff may regulate the placement and use of camera or recording equipment in order to prevent undue interference with a board meeting, so long as he or she allows the equipment to be placed where it can carry out its intended function. If the county manager determines in good faith that the equipment and personnel necessary to broadcast, photograph, or record the meeting cannot be accommodated without undue interference to the meeting, and an adequate alternative meeting room is not readily available, the county manager may require the pooling of the equipment and the personnel operating it.

Part IV. Organization of the Board

Rule 8. Organizational Meeting; Selection of Chair and Vice Chair

(a) Requirement to Hold Organizational Meeting. The board shall hold an organizational meeting each December to take the actions set out in this rule.

(b) Scheduling Organizational Meeting

- (1) *Even-numbered years.* The board shall hold an organizational meeting at its regular meeting place on the first Monday in December of each even-numbered year. [The organizational meeting shall be convened and concluded before the regular December meeting is convened.]
- (2) *Odd-numbered years.* The board shall hold an organizational meeting during its first regular meeting in December.

(c) Order of Business

- (1) *Even-numbered years*
 - As the first order of business at the organizational meeting, all persons elected or reelected to the board at the most recent county election must take and subscribe the oath of office set out in Article VI, Section 7, of the North Carolina Constitution,



unless they did so earlier in the day. They must then take the General Oath prescribed by G.S. 11-11. Each member's constitutional oath must be filed with the clerk to the board. Although a newly elected or reelected member who has not yet been sworn and who is not present for the organizational meeting may be sworn in later, the member must take, subscribe, and file the constitutional oath and take the G.S. 11-11 oath before he or she begins performing any of the duties of the member's office.

- As the second order of business, the board shall elect a chair and vice chair from among its members using the procedure specified in Rule 38 (Appointments.)
- As the third order of business, the board shall approve the bonds of the register of deeds and induct any other newly elected county officials into office.

(2) *Odd-Numbered Years.* As the first order of business, the board will elect the chair and vice chair.

(d) Presiding Officer. The outgoing chair shall call the organizational meeting to order and preside until the board elects a new chair. If the organizational meeting takes place during an even-numbered year in which the outgoing chair has lost his or her seat on the board, the county manager shall fill the role of presiding officer until a new chair is elected. Once elected, the new chair shall preside.

Rule 9. Terms of the Chair and Vice Chair

The member selected as chair at the organizational meeting shall serve for the ensuing year unless removed by the board for cause. The vice chair shall serve at the board's pleasure.

Part V. Types of Meetings

Rule 10. Regular Meetings

(a) Regular Meeting Schedule. The board shall hold a regular meeting (Agenda Work Session) on the first Monday of each month, in the Multipurpose Room of the Government Center (65 Church Street Concord, NC) beginning at 4:00 p.m. The board will also hold a regular meeting on the third Monday of each month, in the board chambers of the Government Center (65 Church Street Concord, NC) to begin at 6:30 p.m., except if a regular meeting day is on a holiday on which county offices are closed. The board will then determine the next meeting date and have it published according to N.C.G.S. timeline. The board shall adopt a resolution establishing the meeting schedule each year consistent with this rule. For purposes of these rules, any meeting that appears on the board's duly adopted schedule is considered a regular



meeting. (In all other cases, a work session is a special meeting to which the provisions of Rule 11(Special Meetings) apply.)

(b) Notice of Regular Meeting Schedule. The board must ensure that a copy of its current regular meeting schedule is filed with the clerk to the board and posted on the county's website. At least 10 days before the first regular meeting held pursuant to the schedule, the board must cause the schedule to be published as required by law.

(c) Change to Regular Meeting Schedule. The board may adopt a resolution altering the time or place of a particular regular meeting or all regular meetings within a specified period. The board must ensure that the resolution is filed with the clerk to the board at least seven (7) calendar days before the first meeting held pursuant to the revised schedule. The board must also have the revised schedule posted on the county's website. Additionally, the board must cause notice of the temporary change to be posted at or near its regular meeting place and to be sent to everyone who has submitted a written request for notice of its special meetings.

Rule 11. Special Meetings

(a) Calling Special Meetings. The chair or a majority of members may call a special meeting of the board by signing a written notice stating the date, time, and place of the meeting and the subjects to be considered.

(b) Notice to the Public. At least forty-eight hours before a special meeting, the board shall cause the written notice to be (1) posted on the board's principal bulletin board or, if the board has no such bulletin board, at the door of the board's usual meeting room and (2) delivered, emailed, or mailed to each newspaper, wire service, radio station, television station, and person who has filed a written request for notice with the clerk to the board. If the board's website is maintained by one or more county employees, the board must also have the notice posted there prior to the special meeting. Furthermore, the member or members who call a special meeting are responsible for ensuring that the notice is posted on the courthouse bulletin board at least forty-eight (48) hours before the meeting.

(c) Notice to Members. At least forty-eight (48) hours before a special meeting, the chair or the members who called the meeting shall have the written notice of the meeting delivered to the other members of the board or left at their usual dwelling places.

(d) Transacting Other Business. Only those items of business specified in the notice to members may be taken up at a special meeting.

Rule 12. Emergency Meetings

(a) Calling Emergency Meetings. The chair or a majority of the board's members may call an



emergency meeting to address generally unexpected circumstances that demand the board's immediate attention.

(b) Notice of Emergency Meetings. The member or members who call an emergency meeting must take reasonable action to inform the other members of the board and the public of the meeting. In addition, notice of the meeting must be given to each local newspaper, local wire service, local radio station, and local television station that has filed with the clerk to the board a written request to be notified of emergency meetings. To be valid, the request must include the newspaper's, wire services, or station's telephone number. Notice may be given by telephone, email, or the same method used to notify board members. Notice must be provided immediately after members have been notified and at the expense of the media organization notified. Transaction of Other Business Prohibited. Only business connected with the emergency may be discussed or otherwise considered at an emergency meeting.

Rule 13. Recessed Meetings

(a) Calling Recessed Meetings. When conducting a properly called regular, special, or emergency meeting, the board may recess the meeting to another date, time, or place by a procedural motion made and adopted in open session, as provided in Rule 32 (Motion 3 - To Recess to a Certain Time and Place.) The motion must state the time (including the date if the meeting will resume on a different day) and place at which the meeting will reconvene.

(b) Notice of Recessed Meetings. If the board's website is maintained by one or more county employees, notice of the recessed meeting's date, time, and place must appear on the webpage prior to the meeting. No further notice of a properly called recessed meeting is required.

Rule 14. Limited Authority to Meet Outside the County

The board must hold all its meetings within the county except for the following:

- a joint meeting of the board with another public body, if the joint meeting is held within the political subdivision represented by the other public body,
- a retreat, forum, or similar gathering held solely to provide board members with general information relating to the performance of their duties, so long as members do not vote or otherwise transact business during the event,
- a meeting between the board and the local legislative delegation during a session of the General Assembly, provided board members do not vote or otherwise transact public business during the meeting except with regard to matters pertaining directly to legislation proposed to or pending before the General Assembly; and
- a convention, association meeting, or similar gathering but only if board members confine



their deliberations to event-related issues that are not legally binding on the board or its constituents, such as convention resolutions and the elections of association officers.

Part VI. Agenda

Rule 15. Agenda

(a) Draft Agenda

- (1) *Preparation.* The [clerk to the board] shall prepare a draft agenda in advance of each meeting of the board. For a regular meeting, a request to have an item of business placed on the draft agenda must be received by the clerk at least eight working days before the date of the meeting.
- (2) *Supplemental information/materials.* The agenda packet shall include the draft agenda, any proposed ordinances, or amendments to ordinances, and supporting documentation and background information relevant to items on the agenda.
- (3) *Delivery to board members.* Except in the case of an emergency meeting, each member shall receive a paper or electronic copy of the draft agenda and agenda packet at least forty-eight (48) hours before the meeting.
- (4) *Public inspection.* The draft agenda and agenda packet will be available to the public when they are ready to be circulated.

(b) Adoption of the Agenda

- (1) *Adoption.* As its first order of business at each meeting, the board shall review the draft agenda, make whatever revisions it deems appropriate, and adopt the agenda for the meeting.
- (2) *Amending the agenda.* Both before and after the board adopts the agenda, it may add or subtract agenda items by majority vote of the members present and voting, except that:
 - the board may not add to the items stated in the notice of a special meeting unless the requirements in Rule 11(d - Transacting Other Business) are satisfied and
 - only business connected with the emergency may be discussed or otherwise considered at an emergency meeting.

(c) Consent Agenda. The board may designate part of an agenda for a regular meeting as the *consent agenda*. Items may be placed on the consent agenda by the person(s) charged with preparing the draft agenda if they are judged to be noncontroversial and routine. Prior to the board's adoption of the meeting agenda, the request of any member to have an item moved from the consent agenda to unfinished business must be honored by the board. All items on the consent



agenda must be voted on and adopted by a single motion, with the minutes reflecting the motion and vote for each item.

(d) Informal Discussion of Agenda Items. The board may informally discuss an agenda item even when no motion regarding that item is pending.

Rule 16. Acting by Reference to Agenda or Other Document

The board shall not deliberate, vote, or otherwise take action on any matter by reference to the agenda or any other document unless copies of the agenda or document are available for public inspection at the meeting and so worded that people at the meeting can understand what is being deliberated or acted upon.

Rule 17. Agenda Items from Members of the Public

If a member of the public wishes to request that the board include an item on its regular meeting agenda, he or she must submit the request to the clerk to the board by the deadline specified in Rule 15(Agenda) (a – Draft Agenda) (1- Preparation). The board is not obligated to place an item on the agenda merely because such a request has been received.

Rule 18. Order of Business

Items shall be placed on a regular meeting agenda according to the order of business. The usual order of business for each regular meeting shall include the following topics and any others the clerk feels necessary to complete board business:

- Approval or Correction of Minutes
- Approval of the Agenda,
- Recognitions and Presentations
- Informal Public Comments
- Old Business,
- Consent Agenda,
- New Business,
- Appointments,
- Reports,
- General Comment by Board Members
- Water & Sewer District of Cabarrus County



- Closed Session
- Adjourn

Without objection, the chair may call agenda items in any order most convenient for the dispatch of business. Rule 19 (Role of the Presiding Officer).

Rule 19. The Chair

(a) Presiding Officer. The chair shall preside at meetings of the board.

(b) Voting by the Chair. The chair has the same duty to vote as other members, though in no event may the chair break a tie on a motion on which he or she has already voted.

(c) Recognition of Members. A member must be recognized by the chair or (or other presiding officer) in order to address the board, but recognition is not necessary for an appeal pursuant to Rule 32 (Motion 1- To Appeal a Ruling of the Presiding Officer).

(d) Powers as Presiding Officer. As presiding officer, the chair is to enforce these rules and maintain order and decorum during board meetings. The chair may:

- (1) rule on points of parliamentary procedure, to include ruling out of order any motion clearly offered for obstructive or dilatory purposes,
- (2) determine whether a member or other speaker has gone beyond reasonable standards of courtesy in his or her remarks and entertain and rule on objections from other members on this ground,
- (3) entertain and answer questions of parliamentary procedure,
- (4) call a brief recess at any time; and
- (5) adjourn in an emergency.
- (6) call a brief recess at any time; and
- (7) adjourn in an emergency.

(e) Appeals of Procedural Rulings. A member may appeal a decision made or answer given by the chair under subparagraph (d)(1), (2), or (3) in accordance with Rule 32 (Motion 1 - To Appeal a Ruling of the Presiding Officer).

Rule 20. Presiding Officer in the Chair's Absence

The vice chair shall preside over meetings of the board in the chair's absence. If both the chair and vice chair are absent, the members present may choose a temporary chair from among themselves. The vice chair or other member presiding in place of the chair has the powers listed in Rule 19(d - Powers as Presiding Officer). Service as presiding officer does not relieve



the vice chair or other member of the duty to vote on all questions except as excused from voting pursuant to Rule 29 (Duty to Vote).

Rule 21. When the Presiding Officer Is Active in Debate

If the chair becomes active in debate on a particular proposal, he or she may have the vice chair preside during the board's consideration of the matter. If the vice chair is absent or is also actively debating the matter, the chair may designate another member to preside until the matter is concluded. Similarly, if while presiding, the vice chair or temporary chair wishes to join in debating a topic, he or she may designate another member to preside for the duration of the board's consideration of the matter.

Part VII. Motions and Voting

Rule 22. Action by the Board

Except as otherwise provided in these rules, the board shall act by motion. Any member may make a motion.

Rule 23. One Motion at a Time

A member may make only one motion at a time.

Rule 24. Withdrawal of Motion

The member who introduces a motion may withdraw the motion unless the motion has been amended or put to a vote.

Rule 25. Debate

The presiding officer shall state the motion and then open the floor to debate, presiding over the debate according to the principles listed below.

- The maker of the motion is entitled to speak first.
- A member who has not spoken on the issue shall be recognized before a member who has already spoken.

Rule 26. Adoption by Majority Vote

A motion is adopted if supported by a simple majority of the votes cast, a quorum being present, except when a larger majority is required by these rules or state law.



Rule 27. Changing a Vote

A member may change his or her vote on a motion at any time before the presiding officer announces whether the motion has passed or failed. Once the presiding officer announces the result, a member may not change his or her vote without the unanimous consent of the remaining members present. A member's request for unanimous consent to change a vote is not in order unless made immediately following the presiding officer's announcement of the result.

Rule 28. Duty to Vote

(a) Duty to Vote. Every board member must vote except when excused from voting as provided by this rule.

(b) Grounds for Excusal. A member may be excused from voting on a matter involving the member's own financial interest or official conduct, though not if the proposal in question is one to alter the compensation or allowances paid to board members. Members may also be excused from voting when prohibited from voting under G.S. 14-234 (contract providing direct benefit to member), G.S. 153A- 340(g) (legislative zoning decision likely to have a direct, substantial, and readily identifiable financial impact on member), or G.S. 160A-388(e) (2) (member's participation in quasi-judicial decision would violate affected person's right to an impartial decision maker). Any further questions about whether a basis for excusal exists should be directed to the county attorney.

(c) Procedure for Excusal

- (1) *At the member's request.* Upon being recognized at a duly called meeting of the board, a member who wishes to be excused from voting shall so inform the presiding officer, who must then submit the matter to a vote of the remaining members present. If a majority of the remaining members present vote to excuse the member, the member is excused from voting on the matter.
- (2) *On the board's initiative.* Even when a member has not asked to be excused from voting on a matter, a majority of the remaining members present may by motion and vote excuse the member from voting if the member is prohibited from voting under paragraph (b).

(d) Consequence of Non-Excused Failure to Vote. If a member who has not been excused from voting fails to vote on a matter, the member's failure to vote shall be recorded as an affirmative vote, provided:

- (1) the member is physically present in the meeting room or
- (2) the member has physically withdrawn from the meeting room without being excused by



majority vote of the remaining members present.

Rule 29. Voting by Written Ballot

(a) Secret Ballots Prohibited. The board may not vote by secret ballot.

(b) Rules for Written Ballots. The board may decide by majority vote or unanimous consent to vote on a motion by written ballot. Each member must sign his or her ballot, and the minutes must record how each member voted by name. The ballots must be made available for public inspection in the office of the clerk to the board immediately following the meeting at which the vote took place and remain there until the minutes of that meeting are approved, at which time the ballots may be destroyed.

Rule 30. Substantive Motions

A substantive motion is not in order if made while another motion is pending. Once the board disposes of a substantive motion, it may not take up a motion that presents essentially the same issue at the same meeting, unless it first adopts a motion to reconsider pursuant to Rule 32 (Motion 14 – To Reconsider).

Rule 31. Procedural Motions

(a) Certain Motions Allowed. The board may consider only those procedural motions listed in this rule. Unless otherwise noted, each procedural motion may be debated and amended and requires a majority of votes cast, a quorum being present, for adoption.

(b) Priority of Motions. The procedural motions set out in this paragraph are listed in order of priority. A procedural motion is not in order so long as another procedural motion of higher priority is pending, except that:

- any procedural motion other than an appeal under Motion 1 (To Appeal a Ruling of the Presiding Officer) is subject to amendment as provided in Motion 12 (To Amend), and
- a motion to call the question (end debate) may be made with regard to any procedural motion in accordance with Motion 9 (To End Debate [Call the Previous Question]).

When several procedural motions are pending, voting must begin with the procedural motion highest in priority, except that a motion to amend or end debate on the highest priority motion must be voted on first.

Motion 1. To Appeal a Ruling of the Presiding Officer. Any member may appeal the presiding officer's ruling on whether a motion is in order or on whether a speaker has violated reasonable standards of courtesy. The presiding officer's response to a question of



parliamentary procedure may also be appealed by any member. An appeal is in order immediately after the disputed ruling or parliamentary response and at no other time. The member who moves to appeal need not be recognized by the presiding officer, and if timely made, the motion may not be ruled out of order.

Motion 2. To Adjourn. This motion may be used to close a meeting. The board must be out of closed session before adjourning any meeting.

Motion 3. To Recess to a Certain Time and Place. This motion may be used to call a recessed meeting as permitted under Rule 13 (Recessed Meetings). The motion must state the time (including the date if the meeting will reconvene on a different day) and place at which the meeting will resume. The motion is not in order if the board is in closed session.

Motion 4. To Take a Brief Recess.

Motion 5. To Follow the Agenda. This motion must be made at the time an item of business that deviates from the agenda is proposed; otherwise, the motion is out of order as to that item.

Motion 6. To Suspend the Rules. To be adopted, a motion to suspend the rules must receive affirmative votes equal to at least a quorum of the board. The board may not suspend provisions in these rules that are required under state law.

Motion 7. To Divide a Complex Motion. This motion is in order whenever a member wishes to consider and vote on parts of a complex motion separately. The member who makes this motion must specify how the complex motion will be divided.

Motion 8. To Defer Consideration. The board may defer its consideration of a substantive motion, and any proposed amendments thereto, to an unspecified time. A motion that has been deferred expires unless the board votes to revive it pursuant to Motion 13 (To Revive Consideration) within 100 days of deferral. A new motion having the same effect as a deferred motion may not be introduced until the latter has expired.

Motion 9. To End Debate (Call the Previous Question). If adopted, this motion terminates debate on a pending motion, thereby bringing it to an immediate vote. This motion is not in order until every member has had an opportunity to speak once on the pending motion.

Motion 10. To Postpone to a Certain Time. This motion may be employed to delay the board's consideration of a substantive motion, and any proposed amendments thereto, until a designated day, meeting, or hour. During the period of postponement, the board may not take



up a new motion raising essentially the same issue without first suspending its rules pursuant to Motion 6 (To Suspend the Rules).

Motion 11. To Refer a Motion to a Committee. The board may vote to refer a substantive motion to a committee for study and recommendations. While the substantive motion is pending before the committee, the board may not take up a new motion raising essentially the same issue without first suspending its rules pursuant to Motion 6 (To Suspend the Rules). If the committee fails to report on the motion within 60 days of the referral date, the board must take up the motion if asked to do so by the member who introduced it.

Motion 12. To Amend.

- (a) **Germaneness.** A motion to amend must concern the same subject matter as the motion it seeks to alter.
- (b) **Limit on Number of Motions to Amend.** When a motion to amend is under consideration, a motion to amend the amendment may be made; however, no more than one motion to amend and one motion to amend the amendment may be pending at the same time.
- (c) **Amendments to Ordinances.** Any amendment to a proposed ordinance must be reduced to writing before the vote on the amendment.

Motion 13. To Revive Consideration. The board may vote to revive consideration of any substantive motion that has been deferred pursuant to Motion 8 (To Defer Consideration), provided it does so within 100 days of its vote to defer consideration.

Motion 14. To Reconsider. The board may vote to reconsider its action on a matter, provided the motion to reconsider is made (a) at the same meeting during which the action to be reconsidered was taken and (b) by a member who voted with the prevailing side. For purposes of this motion, “the same meeting” includes any continuation of a meeting through a motion to recess to a certain time and place (Motion 3 – To Recess to a Certain Time and Place). The motion is not in order if it interrupts the board’s deliberation on a pending matter.

Motion 15. To Rescind. The board may vote to rescind an action taken at a prior meeting provided rescission is not forbidden by law.

Motion 16. To Prevent Reintroduction for [Six] Months. This motion may be used to prevent the reintroduction of a failed substantive motion for a time, but it is in order only when made immediately following the substantive motion’s defeat. To be adopted, this motion must receive affirmative votes equal to at least a quorum of the board. If this motion is adopted, the ban on reintroduction remains in effect for [six] months or until the board’s next



organizational meeting in an even-numbered year, whichever occurs first.

Part VIII. Ordinances and Contracts

Rule 32. Introduction of Ordinances

For purposes of these rules, the “date of introduction” for a proposed ordinance is the first date on which the board actually considers the proposed ordinance.

Rule 33. Adoption, Amendment, and Repeal of Ordinances

(a) Form of Proposed Ordinances. The board may not adopt a proposed ordinance unless it has been reduced to writing and distributed to members before the vote is taken.

(b) Adoption of Ordinances Not Subject to Public Hearing Requirements.

- (1) *Approval on date of introduction.* To be adopted at the meeting where first introduced, an ordinance or any action having the effect of an ordinance must receive the affirmative votes of all members of the board. If the measure receives a majority of votes cast on the date of introduction but not the unanimous support of all members, the board must take it up again at its next regular meeting.
- (2) *Approval after date of introduction.* At its first regular meeting following the date of introduction or at any meeting thereafter within 100 days of the date of introduction, the board may adopt the proposed ordinance or action having the effect of an ordinance by a majority of votes cast, a quorum being present.

(c) Adoption of Ordinances Subject to Public Hearing Requirements.

- (1) *The budget ordinance or budget amendments.* Rule 35 (Adoption of the Budget Ordinance) governs the approval of the budget ordinance and amendments.
- (2) *Other ordinances.* Following a required public hearing on a proposed ordinance, the board may adopt the measure by a majority of votes cast, a quorum being present, regardless of whether the vote occurs on the date of introduction.

(d) Amendment and Repeal of Ordinances. The same voting requirements that govern the adoption of proposed ordinances also apply to the amendment or repeal of an ordinance.

Rule 34. Adoption of the Budget Ordinance

(a) Special Rules for the Adoption or Amendment of the Budget Ordinance.

Notwithstanding any provision in general law or any local act,



- (1) the board may adopt or amend the budget ordinance at a regular or special meeting of the board by a majority of those members present and voting, a quorum being present,
- (2) no action taken with respect to the adoption or amendment of the budget ordinance need be published or is subject to any other procedural requirement governing the adoption of ordinances or resolutions by the board; and
- (3) the adoption or amendment of the budget ordinance and the levy of taxes in the budget ordinance are not subject to the provisions of any local act concerning initiative or referendum.

(b) Notice Requirements for Budget Meetings. During the period beginning with the submission of the budget to the board and ending with the adoption of the budget ordinance, the board may hold any special meetings that may be necessary to complete its work on the budget ordinance. Except for the notice requirements of the open meetings law, which continue to apply, no provision of law or these rules concerning the call of special meetings applies during that period, so long as

- (1) each member of the board has actual notice of each special meeting called for the purpose of considering the budget and
- (2) no business other than consideration of the budget is taken up.

(c) No Authority for Closed Sessions. This rule shall not be construed to authorize the board to hold closed sessions on any basis other than the grounds set out in Rule 5 (Closed Session).

Part IX. Public Hearings and Comment Periods

Rule 35. Public Hearings

(a) Calling Public Hearings. In addition to holding public hearings required by law, the board may hold any public hearings it deems advisable. The board may schedule hearings or delegate that responsibility to county staff members, as appropriate, except when state law directs the board itself to call the hearing. If the board delegates scheduling authority, it must provide adequate guidance to assist staff members in exercising that authority.

(b) Public Hearing Locations. The board may hold public hearings anywhere within the county.

(c) Notice of Public Hearings. Any public hearing at which a quorum of the board is present shall be considered part of a regular or special meeting. Consequently, the relevant notice and related requirements of the open meetings law, as set out in Rules 10 through 13 (Types of Meetings), apply to such hearings. Some statutes mandate additional notice for particular types of hearings, and such notice must be provided together with the notice required by the open meetings law.



(d) Rules for Public Hearings. The board may adopt reasonable rules for public hearings that, among other things,

- fix the maximum time allotted to each speaker,
- provide for the designation of spokespersons for groups of persons supporting or opposing the same positions,
- provide for the selection of delegates from groups of persons supporting or opposing the same positions when the number of persons wishing to attend the hearing exceeds the capacity of the meeting room (so long as arrangements are made, in the case of a hearing subject to the open meetings law, for those excluded from the meeting room to listen to the hearing), and
- provide for the maintenance of order and decorum in the conduct of the hearing.

(e) Continuing Public Hearings. The board may continue any public hearing without further advertisement to a certain time and place, provided the time (including the date, if the hearing will resume on a different day) and place of the continued hearing are announced in open session. Except for hearings conducted pursuant to paragraph (g), if a quorum of the board is not present for a properly scheduled public hearing, the hearing must be continued until the board's next regular meeting without further advertisement.

(f) Conduct of Public Hearings. At the time appointed for the hearing, the chair shall call the hearing to order and proceed to allow public input in accordance with any rules adopted by the board for the hearing. Unless the board votes to extend the hearing, when the time allotted for the hearing expires, or when no one wishes to speak who has not done so, the chair shall declare the hearing closed, and the board shall resume the regular order of business.

(g) Public Hearings by Less Than a Majority of Board Members. Nothing in this rule prevents the board from appointing a member or members to hold a public hearing on the board's behalf, except when state law requires that the board itself conduct the hearing.

Rule 36. Public Comment Periods

(a) Frequency of Public Comment Periods. The board must provide at least one opportunity for public comment each month at a regular meeting.

(b) Rules for Public Comment Periods. The board may adopt reasonable rules for public comment periods that, among other things,

- fix the maximum time allotted to each speaker,
- provide for the designation of spokespersons for groups supporting or opposing the same positions,



- provide for the selection of delegates from groups supporting or opposing the same positions when the number of persons wishing to attend the public comment period exceeds the capacity of the meeting room (so long as arrangements are made for those excluded from the meeting room to listen to the public comment period), and
- provide for the maintenance of order and decorum in the conduct of the public comment period.

(c) Content-Based Restrictions Generally Prohibited. The board may not restrict speakers based on subject matter, as long as their comments pertain to subjects within the board's real or apparent jurisdiction.

Part X. Appointments and Appointed Bodies

Rule 37. Appointments

(a) Appointments in Open Session. The board must consider and make any appointment to another body or, in the event of a vacancy on the board, to its own membership in open session.

(b) Nomination and Voting Procedure for Appointed Bodies. The board shall use the following procedure to appoint individuals to bodies over which it has the power of appointment. The chair shall open the floor for nominations, whereupon board members may put forward and debate nominees. When debate ends, the chair shall call the roll of the members, and each member shall cast a vote for his or her preferred nominee. The voting shall continue until a nominee receives a majority of votes cast during a single balloting.

(c) Nomination and Voting Procedure to Fill a Vacancy on the Board. The board shall use the following procedure to fill a vacancy on the board, except as superseded by the provisions of NCGS § 153A-27. If the member being replaced was elected as the nominee of a political party, then his or her replacement must belong to the same party.

Upon receipt of notification that the board has a vacancy to fill, the clerk shall make reasonable efforts to notify the public of the vacancy to be filled. The notification will include the following:

1. Posting to the County website notice of the vacancy and instructions for submitting applications.
2. Press release to the newspaper of general circulation and all media outlets included on the County's sunshine list.
3. Such other reasonable notification designed to notify the public that the board is considering the filling of a vacancy (e.g., social media posts).



4. Email to the local political organization that the departing commissioner was a member of. The executive committee of the local party shall be given instructions on providing candidate recommendations to the board for consideration.

All notifications shall advise the public of the vacancy to be filled by the board and shall invite members of the public to submit applications. They shall also advise the public of the meeting date when the board shall consider the applications and proceed to fill the vacancy. Applications shall be made available at the County's website and in the clerk's office. To be considered, the application must be received by the clerk's office no later than 5:00 p.m. on the Friday preceding the meeting where the vacancy will be considered by the board.

The chair shall open the floor to nominations, whereupon each board member may nominate one possible appointee. Upon the closing of nominations, each board member - by written ballot - will vote for the candidates on a scale of 1 to X (with "X" being the total number of nominees and highest number of points).

Each board member must write down a number of 1 through X for each candidate without using the same number twice. Consistent with the general voting policy, each board member must vote for each candidate using this process unless excused by the board due to a conflict of interest disclosed before written ballots are distributed and voting begins.

Voting will be written ballot. There will be only one vote. Once voting has concluded, each ballot will be checked for compliance and legibility. A board member will be given the chance to correct illegible handwriting. Only compliant ballots will be counted. All ballots shall be announced public.

The candidate with the highest number of points (based on the number of compliant ballots) shall be the appointee and sworn-in as soon as possible.

In the event of a tie, the tie shall be broken in favor of the candidate who received the most top scores. If a tie still results, the tiebreaker will be who received the most second highest score. This tie-break process will continue in similar fashion until a winner can be declared.

(d) Multiple Appointments. If the board is making more than one appointment to a body, each member shall have as many votes in each balloting as there are slots to be filled, and the votes of a majority of the total number of members voting shall be required for each appointment. No member may cast more than one vote for the same candidate for the same position during a single balloting.

(e) Vote by Written Ballot. The board may vote on proposed appointments by written ballot in accordance with Rule 30 (Voting by Written Ballot).



Rule 38. Committees and Boards

(a) Establishment and Appointment. The board may establish temporary and standing committees, boards, and other bodies to help carry on the work of county government. Unless otherwise provided by law or the board, the power of appointment to such bodies lies with the board.

(b) Open Meetings Law. The requirements of the open meetings law apply whenever a majority of an appointed body's members gather in person or simultaneously by electronic means to discuss or conduct official business.

(c) Procedural Rules. The board may prescribe the procedures by which the county's appointed bodies operate, subject to any statutory provisions applicable to particular bodies. In the absence of rules adopted by the board, an appointed body may promulgate its own procedural rules, so long as they are in keeping with any relevant statutory provisions and generally accepted principles of parliamentary procedure.

Part XI. Miscellaneous

Rule 39. Amendment of the Rules

These rules may be amended at any regular meeting or at any properly called special meeting for which amendment of the rules is one of the meeting's stated purposes. Any amendment to these rules must be consistent with any relevant statutes and generally accepted principles of parliamentary procedure. To be adopted, a motion to amend these rules must be approved by a majority of the board's members.

Rule 40. Reference to Robert's Rules of Order Newly Revised

The board shall refer to *Robert's Rules of Order Newly Revised* for guidance when confronted with a procedural issue not covered by these rules or state law. Having consulted *Robert's*, the chair shall make a ruling on the issue subject to appeal to the board under Rule 32 (Motion 1 – To Appeal a Ruling of the Presiding Officer).

Rule 41. One Hour Rule

Any member's proposals or inquiries, including items to be added to a meeting agenda, shall not involve, or receive more than one (1) hour of staff time, unless the entire board is made aware of the proposal or inquiry. The purpose of this rule is to facilitate transparency and communication and focus staff time on priorities of the entire board. Such proposals or inquiries shall be transmitted through the County manager to the appropriate staff member or department.

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**December 18, 2023
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

**December 18, 2023
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	13	**
Agricultural Advisory Board	n/a	*
Board of Equalization & Review	n/a	*
Centralina Workforce Development Board	n/a	*
Concord Planning Commission (ETJ)	1	*
Early Childhood Task Force Advisory Board	n/a	*
Harrisburg Planning & Zoning Board and Board of Adjustment (ETJ)	1	*
Home & Community Care Block Grant Committee	1	*
Human Services Advisory Board	n/a	*
Industrial Facilities & Pollution Control Financing Authority	n/a	*
Jury Commission	n/a	*

Juvenile Crime Prevention Council	2	*
Library Board of Trustees	2	*
Mental Health Advisory Board	1	*
Mt. Pleasant Planning Board & Board of Adjustment	n/a	
Nursing Home Community Advisory Board	11	**
Planning & Zoning Commission	1	*
Public Health Authority of Cabarrus County	n/a	*
Region F Aging Advisory Committee	2	*
Rowan-Cabarrus Community College Board of Trustees	n/a	*
Senior Centers Advisory Council	1	*
Tourism Authority	n/a	*
Transportation Advisory Board	6	*
Water & Sewer Authority of Cabarrus County	n/a	*
Youth Commission	4	Jay M. Robinson and West Cabarrus 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.

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.

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

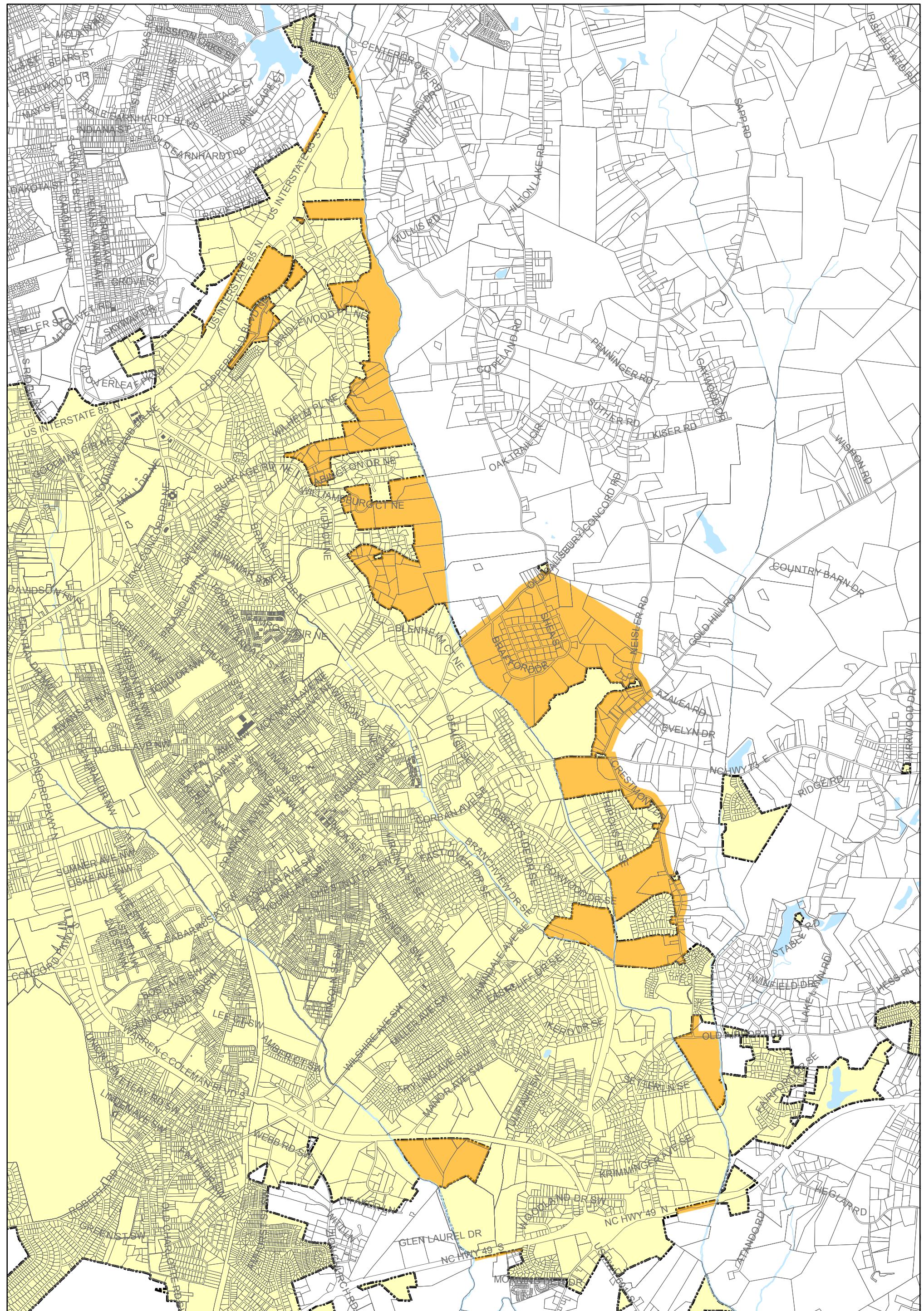
This board works to advance coordination between the County and human service agencies, to monitor transportation services and to advise the Board on issues related to human service transportation policy matters. Members include representatives from the Department of Social Services, Cabarrus Health 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.

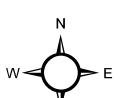
YOUTH COMMISSION

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.

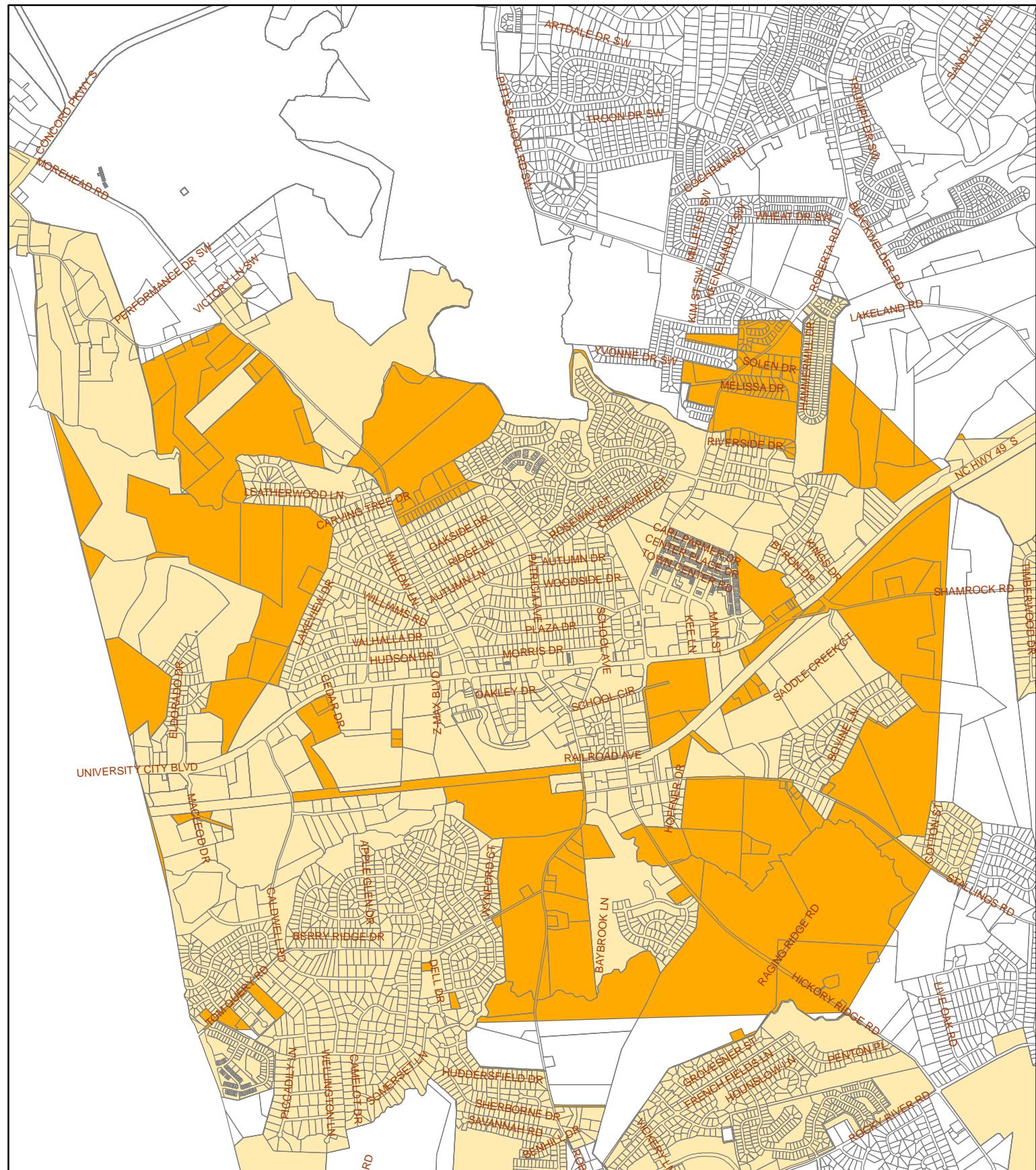


**City of Concord
Extraterritorial Jurisdiction (ETJ)**

- █ ETJ
- City of Concord
- Parcels
- █ Rivers
- █ Lakes & Ponds



0 0.25 0.5
Miles



Legend

- Tax Parcels
- Harrisburg Municipal Limits
- Harrisburg ETJ Boundary



**Town of Harrisburg, NC
ETJ Boundary**

0 0.2 0.4 0.8 Miles

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.

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. _____

xxxxxxxxxxxxxxxxxxxx

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: _____

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

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?

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



CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**December 18, 2023
6:30 PM**

AGENDA CATEGORY:

Reports

SUBJECT:

Budget - Monthly Budget Amendment Report

BRIEF SUMMARY:

The County Manager requested monthly report of Budget Amendments. This report shows all transfers of money from one appropriation to another in accordance with the Budget Ordinance for FY 2023-2024.

REQUESTED ACTION:

For informational purposes. No action required.

EXPECTED LENGTH OF PRESENTATION:**SUBMITTED BY:**

Rosh Khatri, Budget Director

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

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

ATTACHMENTS:

- Report

JOURNAL INQUIRY

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD	YEAR	JNL	TYPE			
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3		1	N	Hist	2023						
LINE DESCRIPTION														DEBIT	CREDIT	OB	
ACCOUNT DESCRIPTION																	
1 00192410 9342				2410	PermitHub										22,755.00		
2 00192410 9445				2410	PermitHub										22,755.00		
Purchased Services														** JOURNAL TOTAL	0.00	0.00	
YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD	YEAR	JNL	TYPE			
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3		1	N	Hist	2023				DEBIT	CREDIT	OB
ACCOUNT DESCRIPTION																	
1 10099120 996602	2022A	FINANC	FINANCE				T								116,020.00		
2 10099120 9609		FINANC	FINANCE				T								116,020.00		
MOVE FUNDS TO COVER LEGAL LOBS-PRINC-GEN GOVT PROJECTS														** JOURNAL TOTAL	0.00	0.00	
Legal fees																	
YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD	YEAR	JNL	TYPE			
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3		1	N	Hist	2023				DEBIT	CREDIT	OB
ACCOUNT DESCRIPTION																	
1 00191950 9605		1910	IAMproject												7,500.00		
2 00191910 9346		1910	IAMproject												7,500.00		
IAM Structure Project Consultants														** JOURNAL TOTAL	0.00	0.00	
Fuel																	
YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD	YEAR	JNL	TYPE			
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3		1	N	Hist	2023				DEBIT	CREDIT	OB
ACCOUNT DESCRIPTION																	
1 00191950 9605		1910	IAMproject												7,500.00		
2 00191910 9346		1910	IAMproject												7,500.00		
IAM Structure Project Consultants														** JOURNAL TOTAL	0.00	0.00	
Fuel																	

JOURNAL INQUIRY

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD	YEAR	JNL	TYPE							
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3		1	N	Hist	2023		DEBIT	CREDIT OB							
LINE DESCRIPTION														ACCOUNT DESCRIPTION							
1	00195750	9335	ARP	5750	5750									20.00							
2	00195750	9610			5750	5750									20.00						
Food														Increase to match ARPA grant							
Travel														To food line to match ARPA							
** JOURNAL TOTAL														0.00	0.00						
YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD	YEAR	JNL	TYPE							
2023	05	50403	BUA	11/16/2022	11/16/2022	ARP	mnxiong	1	N	Hist	2023										
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3		LINE DESCRIPTION						DEBIT	CREDIT OB						
								ACCOUNT DESCRIPTION													
1	00165750	6224	ARP	5750	5750										20.00						
2	00165750	6619			5750	5750									20.00						
Congregate Nutrition Grant														To match ARPA grant							
Nutrition Client Contributions														To match ARPA grant							
** JOURNAL TOTAL														0.00	0.00						
YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD	YEAR	JNL	TYPE							
2023	05	50409	BUA	11/17/2022	11/17/2022	Advertisinypineda		1	N	Hist	2023										
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3		LINE DESCRIPTION						DEBIT	CREDIT OB						
								ACCOUNT DESCRIPTION													
1	00191210	9610		1210	Advertisin										529.00						
2	00191210	9601		1210	Advertisin										529.00						
Travel														Advert for Internal Audit							
Advertising														Advert for Internal Audit							
** JOURNAL TOTAL														0.00	0.00						
YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD	YEAR	JNL	TYPE							
2023	05	50438	BUA	11/17/2022	11/17/2022	SRT-Breachblconrad		1	N	Hist	2023										
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3		LINE DESCRIPTION						DEBIT	CREDIT OB						
								ACCOUNT DESCRIPTION													

JOURNAL INQUIRY

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD	YEAR	JNL	TYPE		
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3		1	N	Hist	2023		DEBIT	CREDIT OB		
LINE DESCRIPTION														ACCOUNT DESCRIPTION		
1	00192110	9860		2110	SRT-Breach		T			SRT: Breaching Tool Kit			9,905.00			
2	00192110	9331		2110	SRT-Breach		T			Equipment & Furniture				9,905.00		
										SRT: Breaching Tool Kit						
										Minor Office Equipment & Furn						
** JOURNAL TOTAL														0.00	0.00	
YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD	YEAR	JNL	TYPE		
2023	05	50481	BUA	11/18/2022	11/18/2022	Uniforms	lcruse	1	N	Hist	2023					
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3		1	N	Hist	2023		DEBIT	CREDIT OB		
LINE DESCRIPTION														ACCOUNT DESCRIPTION		
1	00193250	9493	ARP	3250	Uniforms									200.00		
2	00193250	9340	ARP	3250	Uniforms									200.00		
														** JOURNAL TOTAL	0.00	0.00
YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD	YEAR	JNL	TYPE		
2023	05	50507	BUA	11/21/2022	11/21/2022	NewEmpTech	ypineda	1	N	Hist	2023					
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3		1	N	Hist	2023		DEBIT	CREDIT OB		
LINE DESCRIPTION														ACCOUNT DESCRIPTION		
1	00195610	9342	383-1	1210	NewEmpTech									18,696.00		
2	00191210	9342		1210	NewEmpTech									7,856.00		
3	00191810	9342	0543	1210	NewEmpTech									3,928.00		
4	00191410	9342		1210	NewEmpTech									2,474.00		
5	00195110	9342		1210	NewEmpTech									2,474.00		
6	00198240	9342		1210	NewEmpTech									1,964.00		
														** JOURNAL TOTAL	0.00	0.00

JOURNAL INQUIRY

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD	YEAR	JNL	TYPE
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3		1	N	Hist	2023		DEBIT	CREDIT OB
LINE DESCRIPTION														ACCOUNT DESCRIPTION
1	00195610	9331	383-1	5610	NewEmpTech					New Employee Technology				14,000.00
2	00195610	9331	310-1	5610	NewEmpTech					Minor Office Equipment & Furn				10,522.00
3	00195610	9342	383-1	5610	NewEmpTech					New Employee Technology				24,522.00
										Minor Office Equipment & Furn				
										New Employee Technology				
										Minor Technology Equipment				
** JOURNAL TOTAL														0.00
0.00														0.00
YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD	YEAR	JNL	TYPE
2023	05	50543	BUA	11/21/2022	11/21/2022	Education	kdbilafer	1	N	Hist	2023			
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3		1	N	Hist	2023		DEBIT	CREDIT OB
LINE DESCRIPTION														ACCOUNT DESCRIPTION
1	00191210	9333		9635	9635					Safety Training & Equipment				450.00
2	00195240	9635		9635	9635					Education Programs				450.00
** JOURNAL TOTAL														0.00
0.00														0.00
YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD	YEAR	JNL	TYPE
2023	05	50547	BUA	11/22/2022	11/22/2022	F-16	ypineda	1	N	Hist	2023			
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3		1	N	Hist	2023		DEBIT	CREDIT OB
LINE DESCRIPTION														ACCOUNT DESCRIPTION
1	32067210	6444	0617	BOC	F-16					July Amendment- Lottery Pr				323,000.00
2	32097210	9702	0617	BOC	F-16					Lottery Proceeds				
3	320	5704		BOC	F-16					July Amendment- Lottery Pr				323,000.00
4	320	5703		BOC	F-16					Kannapolis City Schools				
										Appropriations				323,000.00
										Estimated Revenues				1
** JOURNAL TOTAL														323,000.00
323,000.00														323,000.00

JOURNAL INQUIRY

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL	DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD	YEAR	JNL	TYPE
2023	05	50552	BUA	11/22/2022	11/22/2022	F-3	ypineda	1	N	Hist	2023				
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3			LINE DESCRIPTION	ACCOUNT DESCRIPTION			DEBIT	CREDIT	OB
1	00191910	9660			BOC	F-3			Cox Mills High					75,000.00	
2	00197210	9849			BOC	F-3			Contingency					75,000.00	
									Cox Mills High						
									School Site Development						
												** JOURNAL TOTAL	0.00	0.00	
YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL	DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD	YEAR	JNL	TYPE
2023	05	50557	BUA	11/22/2022	11/22/2022	F-4	ypineda	1	N	Hist	2023				
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3			LINE DESCRIPTION	ACCOUNT DESCRIPTION			DEBIT	CREDIT	OB
1	00165760	6270	ST8	BOC	F-4				SHIIP Funding Increase					1,399.00	
2	00195760	9356	ST8	BOC	F-4				SHIIP GRANT					1,399.00	
3	001	5704		BOC	F-4				SHIIP Funding Increase					1,399.00	1
4	001	5703		BOC	F-4				Special Program Supplies					1,399.00	1
									Appropriations						
									Estimated Revenues						
												** JOURNAL TOTAL	1,399.00	1,399.00	
YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL	DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD	YEAR	JNL	TYPE
2023	05	50563	BUA	11/22/2022	11/22/2022	F-5	ypineda	1	N	Hist	2023				
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3			LINE DESCRIPTION	ACCOUNT DESCRIPTION			DEBIT	CREDIT	OB
1	00192710	9395	DPR7	BOC	F-5				HSGP					65,000.00	
2	00162710	6349	DPR7	BOC	F-5				Terrorism Grant Expense					65,000.00	
3	001	5704		BOC	F-5				HSGP					65,000.00	1
4	001	5703		BOC	F-5				Terrorism Grant Revenue					65,000.00	1
									Appropriations						
									Estimated Revenues						
												** JOURNAL TOTAL	65,000.00	65,000.00	

JOURNAL INQUIRY

YEAR 2023	PER 05	JOURNAL 50568	SRC BUA	EFF DATE 11/22/2022	ENT DATE 11/22/2022	JNL DESC F-7	CLERK ypineda	ENTITY 1	AUTO-REV N	STATUS Hist	BUD 2023	YEAR JNL	TYPE	
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3		LINE DESCRIPTION ACCOUNT DESCRIPTION				DEBIT	CREDIT	OB
1	00192110	9101	HTRAF	BOC	F-7			Accept NC Legislative Outl Salaries & Wages				570,420.00		
2	00192110	9201	HTRAF	BOC	F-7			Accept NC Legislative Outl Social Security				35,366.00		
3	00192110	9202	HTRAF	BOC	F-7			Accept NC Legislative Outl Medicare				8,271.00		
4	00192110	9205	HTRAF	BOC	F-7			Accept NC Legislative Outl Group Hospital Insurance				124,000.00		
5	00192110	9206	HTRAF	BOC	F-7			Accept NC Legislative Outl Vision Care				260.00		
6	00192110	9207	HTRAF	BOC	F-7			Accept NC Legislative Outl Life Insurance				353.00		
7	00192110	9210	HTRAF	BOC	F-7			Accept NC Legislative Outl Retirement				88,700.00		
8	00192110	9230	HTRAF	BOC	F-7			Accept NC Legislative Outl Workers' Compensation				12,093.00		
9	00192110	9235	HTRAF	BOC	F-7			Accept NC Legislative Outl Deferred Compensation 401k				28,521.00		
10	00192110	9340	HTRAF	BOC	F-7			Accept NC Legislative Outl Uniforms				10,000.00		
11	00192110	9420	HTRAF	BOC	F-7			Accept NC Legislative Outl Cell Phones				2,000.00		
12	00192110	9640	HTRAF	BOC	F-7			Accept NC Legislative Outl Insurance & Bonds				1,016.00		
13	00192110	9863	HTRAF	BOC	F-7			Accept NC Legislative Outl Motor Vehicles				70,000.00		
14	00192110	9610	HTRAF	BOC	F-7			Accept NC Legislative Outl Travel and Education				19,000.00		
15	00192110	9862	HTRAF	BOC	F-7			Accept NC Legislative Outl Technology				30,000.00		
16	00162110	6255	HTRAF	BOC	F-7			Accept NC Legislative Outl Dept of Public Safety Grant				1,000,000.00		
17	001	5704		BOC	F-7			Appropriations				1,000,000.00		1
18	001	5703		BOC	F-7			Estimated Revenues				1,000,000.00		1
												** JOURNAL TOTAL	1,000,000.00	1,000,000.00

JOURNAL INQUIRY

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL	DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD	YEAR	JNL	TYPE	
2023	05	50571	BUA	11/22/2022	11/22/2022	F-8		ypineda	1	N	Hist	2023				
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3			LINE DESCRIPTION	ACCOUNT DESCRIPTION				DEBIT	CREDIT	OB
1	00162740	6614			BOC	F-8			Radio Tower Lease Revenue					105,391.53		
2	00162740	6901			BOC	F-8			Rental Fees					156,992.38		
3	00192740	9331			BOC	F-8			Radio Tower Lease Revenue					48,383.91		
4	00192740	9445			BOC	F-8			Fund Balance Appropriated					44,000.00		
5	00192740	9860			BOC	F-8			Radio Tower Lease Revenue					170,000.00		
6	001	5704			BOC	F-8			Minor Office Equipment & Furn						262,383.91	1
7	001	5703			BOC	F-8			Radio Tower Lease Revenue							1
									Purchased Services							
									Radio Tower Lease Revenue							
									Equipment & Furniture							
									Appropriations							
									Estimated Revenues							
									** JOURNAL TOTAL					262,383.91		
														262,383.91		

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL	DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD	YEAR	JNL	TYPE		
2023	05	50580	BUA	11/22/2022	11/22/2022	G-3		ypineda	1	N	Hist	2023					
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3			LINE DESCRIPTION	ACCOUNT DESCRIPTION				DEBIT	CREDIT	OB	
1	38062210	6918	2024B	BOC	G-3				Courthouse GMP 3 and Chill					1,100,886.00			
2	38092210	9821	COURT	BOC	G-3				Proceeds from COPS/LOBS								
3	38092210	9607	COURT	BOC	G-3				Courthouse GMP 3 and Chill					1,697,211.00			
4	38092210	9821	COURT	BOC	G-3				Building and Renovations								
5	38092210	9660	COURT	BOC	G-3				Courthouse GMP 3 and Chill					903,675.00			
6	380	5704		BOC	G-3				Architects								
7	380	5703		BOC	G-3				Courthouse GMP 3 and Chill					1,856,146.00			
									Building and Renovations								
									Courthouse GMP 3 and Chill								
									Contingency					3,356,146.00			
									Appropriations						1,100,886.00	1	
									Estimated Revenues							1	
									** JOURNAL TOTAL					1,100,886.00			
														1,100,886.00			

JOURNAL INQUIRY

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD	YEAR	JNL	TYPE
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3		1	N	Hist	2023		DEBIT	CREDIT OB
LINE DESCRIPTION														ACCOUNT DESCRIPTION
1	00191951	9504		1951	Licenses					Flexi new license upgrade				6,000.00
2	00191951	9355		1951	Licenses					Building and grounds materials				6,000.00
										Flexi new license upgrade				
										other Operating Cost				
** JOURNAL TOTAL														0.00
														0.00
YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD	YEAR	JNL	TYPE
2023	05	50748	BUA	11/23/2022	11/23/2022	IND COSTS	srburgess	1	N	Hist	2023			
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3		LINE DESCRIPTION					DEBIT	CREDIT OB
LINE DESCRIPTION														ACCOUNT DESCRIPTION
1	00191910	939901		FINANC	FINANCE			T	ALLOC IND COSTS	CREDIT TO			745,630.00	
2	00191952	939901		FINANC	FINANCE			T	ALLOC IND COSTS	CREDIT TO			20,656.00	
3	00191953	939901		FINANC	FINANCE			T	ALLOC IND COSTS	CREDIT TO			55,598.00	
4	00191955	939901		FINANC	FINANCE			T	ALLOC IND COSTS	CREDIT TO			21,321.00	
5	00191950	939901		FINANC	FINANCE			T	ALLOC IND COSTS	CREDIT TO			20,928.00	
6	00191220	939901		FINANC	FINANCE			T	ALLOC IND COSTS	CREDIT TO			11,604.00	
7	00191230	939901		FINANC	FINANCE			T	ALLOC IND COSTS	CREDIT TO			34,556.00	
8	00191810	939901		FINANC	FINANCE			T	ALLOC IND COSTS	CREDIT TO			109,664.00	
9	00191210	939901		FINANC	FINANCE			T	ALLOC IND COSTS	CREDIT TO			439,525.00	
10	00191710	939901		FINANC	FINANCE			T	ALLOC IND COSTS	CREDIT TO			27,031.00	
11	00192710	939901		FINANC	FINANCE			T	ALLOC IND COSTS	CREDIT TO			4,747.00	
										INDIRECT COSTS				
										INDIRECT COSTS				
** JOURNAL TOTAL														0.00
														0.00

JOURNAL INQUIRY

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD	YEAR	JNL	TYPE	
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3		1	N	Hist	2023		DEBIT	CREDIT OB	
LINE DESCRIPTION														ACCOUNT DESCRIPTION	
1	00191952	9401		1952	Repairs										283.00
2	00191952	9560		1952	Repairs										283.00
** JOURNAL TOTAL														0.00	0.00
YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD	YEAR	JNL	TYPE	
2023	05	50910	BUA	11/28/2022	11/28/2022	Repairs	mjtardugno	1	N	Hist	2023				
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3		1	N	Hist	2023		DEBIT	CREDIT OB	
LINE DESCRIPTION														ACCOUNT DESCRIPTION	
1	00191910	9401		1910	Lease										16,938.24
2	00195610	9401		1910	Lease										16,868.21
3	00195240	9401		1910	Lease										70.03
** JOURNAL TOTAL														0.00	0.00
YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD	YEAR	JNL	TYPE	
2023	05	50916	BUA	11/30/2022	11/30/2022	Lease	ypineda	1	N	Hist	2023				
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3		1	N	Hist	2023		DEBIT	CREDIT OB	
LINE DESCRIPTION														ACCOUNT DESCRIPTION	
1	00191910	9520		1210	Auto Maint										76.00
2	00191210	9520		1210	Auto Maint										76.00
** JOURNAL TOTAL														0.00	0.00
** GRAND TOTAL														2,752,668.91	2,752,668.91

23 Journals printed

** END OF REPORT - Generated by Yesenia Pineda **

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**December 18, 2023
6:30 PM**

AGENDA CATEGORY:

Reports

SUBJECT:

Budget - Monthly Financial Update

BRIEF SUMMARY:

The County Manager requested monthly reports displaying relevant information regarding the year-to-date budget.

REQUESTED ACTION:

For informational purposes. No action required.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:

Rosh Khatri, Budget 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 November 30, 2023*

*this report was pulled prior to month end close

	Budgeted Amounts		Actual Amounts	Encumbrances*	Variance with Final Budget	% Collected or Used
	Original	Final				
REVENUES						
Ad Valorem Taxes & Interest	(236,516,760)	(236,516,760)	(45,718,917)	\$ -	\$ 190,797,843	19.3%
Other Taxes	(47,896,330)	(47,896,330)	(13,290,130)	- -	34,606,200	27.7%
Intergovernmental Revenues	(28,897,940)	(32,917,186)	(8,781,621)	- -	24,135,566	26.7%
Permits and Fees	(8,326,455)	(8,326,455)	(4,165,670)	- -	4,160,785	50.0%
Sales and Services	(15,638,414)	(15,793,906)	(6,912,499)	- -	8,881,407	43.8%
Investment Earnings	(2,000,000)	(2,000,000)	(1,803,117)	- -	196,883	90.2%
Miscellaneous/Other Finance Sources	(507,855)	(11,518,759)	(106,523)	- -	11,412,236	0.9%
TOTAL REVENUES	(339,783,753)	(354,969,396)	(80,778,477)	\$ -	\$ 274,190,919	22.8%
EXPENDITURES						
GENERAL GOVERNMENT						
Board of Commissioners	\$ 643,946	\$ 591,764	\$ 275,586	\$ -	316,177	46.6%
Legal	757,566	838,674	241,666	29,795-	567,213	32.4%
County Manager	1,337,688	1,529,237	627,534	179,881	721,822	52.8%
Budget	346,789	346,929	119,479	- -	227,450	34.4%
Strategy	263,104	262,974	103,567	- -	159,406	39.4%
Internal Audit	134,766	134,766	28,019	- -	106,747	20.8%
Procurement	237,838	237,838	85,418	- -	152,420	35.9%
Communications	863,605	864,180	338,156	5,000	521,024	39.7%
Safety & Risk	241,906	259,413	80,331	- -	179,083	31.0%
Human Resources	1,499,675	1,541,675	663,866	74,364	803,445	47.9%
Tax Collector	1,352,659	1,352,659	485,115	- -	867,544	35.9%
Tax Administration	3,057,055	3,058,715	1,228,375	- -	1,830,340	40.2%
Board of Elections	1,897,608	1,973,262	381,953	203,555	1,387,754	29.7%
Register of Deeds	771,914	771,914	325,845	- -	446,069	42.2%
Finance	1,670,520	1,681,770	640,037	73,820	967,913	42.4%
Information Technology	8,809,560	11,218,048	3,585,535	1,158,325	6,474,188	42.3%
Non-departmental*	5,639,705	5,848,647	516,755	580,217	4,751,675	18.8%
Infrastructure & Asset Management						
Facility Design & Construction	293,965	295,259	83,677	- -	211,582	28.3%
Grounds Maintenance	2,274,605	2,301,813	654,068	692,997	954,748	58.5%
Administration	2,767,819	2,770,664	915,748	64,133	1,790,782	35.4%
Sign Maintenance	221,207	221,343	72,183	- -	149,161	32.6%
Building Maintenance	3,349,465	3,594,175	988,714	848,861	1,756,601	51.1%
Facility Services	2,874,876	2,931,760	1,051,411	229,617	1,650,731	43.7%
Fleet Maintenance	1,277,051	1,904,750	1,004,584	499,903	400,264	79.0%
Contribution to Other Funds	47,930,078	47,930,078	943,717	- -	46,986,361	2.0%
Total General Government	\$ 90,514,973	\$ 94,462,307	\$ 15,441,340	\$ 4,640,468	\$ 74,380,499	21.3%
PUBLIC SAFETY						
Sheriff						
Administration & Operations	\$ 24,231,092	\$ 28,851,800	8,885,925	3,473,645	\$ 16,492,230	42.8%
Harrisburg Division	2,865,250	2,863,974	953,604	114,397	1,795,974	37.3%
Midland Division	331,552	331,552	136,592	- -	194,960	41.2%
Mt. Pleasant Division	349,330	349,830	168,118	- -	181,711	48.1%
School Resource Officers	2,571,815	2,571,699	898,221	- -	1,673,478	34.9%
Detention Center	16,068,057	16,443,919	5,398,074	1,504,096	9,541,749	42.0%
Animal Control	1,170,363	1,290,350	488,373	88,693	713,284	44.7%
Animal Shelter	812,789	841,375	242,832	- -	598,543	28.9%
Courts Maintenance	1,407,086	1,481,369	246,770	264,666	969,932	34.5%
Construction Standards	5,202,075	5,271,050	1,569,790	142,893	3,558,366	32.5%
Emergency Management	401,226	540,288	112,571	66,296	361,421	33.1%
Fire Services	1,922,300	1,918,374	631,502	222,031	1,064,841	44.5%
Fire Districts	1,661,330	1,661,330	474,067	- -	1,187,263	28.5%
Emergency Medical Services	15,502,202	16,321,184	5,784,326	1,168,706	9,368,152	42.6%
Emergency Telephone	- -	407,599	37,358	60,534	309,707	24.0%
Other Public Safety*	1,441,214	1,441,214	493,880	252,447	694,887	51.8%
Total Public Safety	\$ 75,937,680	\$ 82,586,907	\$ 26,522,003	\$ 7,358,406	\$ 48,706,497	41.0%

* 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 November 30, 2023*

*this report was pulled prior to month end close

	Budgeted Amounts		Actual Amounts	Encumbrances*	Variance with Final Budget	% Collected or Used
	Original	Final				
ECONOMIC & PHYSICAL DEVELOPMENT						
Planning & Development						
Planning	757,375	776,602	\$ 225,954	\$ -	\$ 550,648	29.1%
Community Development	768,670	1,181,991	319,877	-	862,114	27.1%
Soil & Water Conservation	373,664	383,255	142,452	-	240,804	37.2%
Zoning Administration	286,379	286,485	115,806	15	170,664	40.4%
Economic Development Corporation	948,297	948,297	565,734	25,000	357,563	62.3%
Economic Development Incentives	1,700,000	1,700,000	-	-	1,700,000	0.0%
Other Economic & Physical Development*	1,524,113	1,524,113	133,400	72,000	1,318,713	13.5%
Total Economic & Physical Development	\$ 6,358,498	\$ 6,800,743	\$ 1,503,221	\$ 97,015	\$ 5,200,506	23.5%
HUMAN SERVICES						
Veterans Services	\$ 455,992	\$ 455,856	\$ 173,928	\$ -	\$ 281,928	38.2%
Cooperative Extension	471,822	514,754	\$ 138,820	-	375,934	27.0%
Human Services						
Administration	7,355,879	7,367,599	2,253,199	389,928	4,724,473	35.9%
Economic Family Support Services	3,205,610	4,846,607	1,274,517	-	3,572,091	26.3%
Transportation	3,272,559	4,133,953	897,678	825,196	2,411,080	41.7%
Child Welfare	12,283,811	13,217,422	4,285,493	361,238	8,570,692	35.2%
Child Support Services	2,216,543	2,215,787	844,063	13,040	1,358,685	38.7%
Economic Services	10,767,221	9,245,571	2,798,680	93,380	6,353,511	31.3%
Adult and Family Services	2,813,574	2,919,650	1,021,563	38,189	1,859,898	36.3%
Nutrition	944,322	943,958	240,078	189,775	514,105	45.5%
Behavioral Health Division	288,143	290,843	113,561	2,200	175,082	39.8%
Senior Services	818,077	865,626	264,855	272,101	328,670	62.0%
Cabarrus Health Alliance	10,994,141	10,994,141	3,956,001	7,030,963	7,177	99.9%
Other Human Services*	1,045,511	2,747,612	975,416	1,566,971	205,225	92.5%
Total Human Services	\$ 56,933,205	\$ 60,759,379	\$ 19,237,851	\$ 10,782,979	\$ 30,738,550	49.4%
EDUCATION						
Cabarrus County Schools Operating	\$ 87,448,737	\$ 87,448,737	\$ 36,436,969	\$ -	\$ 51,011,768	41.7%
Kannapolis City Schools Operating	10,049,690	10,049,690	4,509,879	-	5,539,811	44.9%
RCCC Operating	4,316,397	4,316,397	1,798,500	-	2,517,897	41.7%
Cabarrus County Schools Capital	36,324	36,324	9,081	-	27,243	25.0%
Kannapolis City Schools Capital	8,832	8,832	2,208	-	6,624	25.0%
RCCC Capital	-	-	-	-	-	-
Other Education*	134,405	134,405	56,001	49,235	29,169	78.3%
Total Education	\$ 101,994,385	\$ 101,994,385	\$ 42,812,638	\$ 49,235	\$ 59,132,512	42.0%
CULTURE & RECREATION						
Active Living & Parks						
Parks	\$ 2,199,055	\$ 2,468,648	\$ 835,726	\$ 313,027	\$ 1,319,896	46.5%
Senior Centers	878,442	928,312	332,873	21,365	574,074	38.2%
Library System	4,941,516	4,942,715	1,747,938	126,698	3,068,079	37.9%
Other Cultural & Recreation*	26,000	26,000	26,000	103,500	(103,500)	498.1%
Total Culture & Recreation	\$ 8,045,013	\$ 8,365,675	\$ 2,942,537	\$ 564,590	\$ 4,858,549	41.9%
DEBT SERVICE						
Schools	\$ -	\$ -	\$ -	\$ -	\$ -	-
Other	-	-	-	-	-	-
Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	\$ 339,783,753	\$ 354,969,396	\$ 108,459,590	\$ 23,492,693	\$ 223,017,113	37.2%
Excess (deficiency) of revenues over (under) expenditures	\$ -	\$ -	\$ (27,681,113)	\$ (23,492,693)	\$ (51,173,806)	

* 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
Community Investment Fund
Statement of Revenues and Expenditures - Budget and Actual
As of November 30, 2023***

*this report was pulled prior to month end close

	Budgeted Amounts			Encumbrances*	Variance with Final Budget	% Collected or Used
	Original	Final	Actual Amounts			
REVENUES						
Other Taxes	\$ (27,930,000)	\$ (27,930,000)	\$ (7,672,361)	\$ -	\$ 20,257,639	27.5%
Intergovernmental Revenues	(404,000)	(404,000)	(191,879)	-	212,121	47.5%
Investement Earnings	-	-	(661,362)	-	(661,362)	100.0%
Other Finance Sources	(46,405,961)	(67,326,493)	(91,100)	-	67,235,393	0.1%
TOTAL REVENUES	\$ (74,739,961)	\$ (95,660,493)	\$ (8,616,701)	\$ -	\$ 87,043,792	9.0%
EXPENDITURES						
Operations	\$ 69,163,094	\$ 90,533,626	\$ 8,513,032	\$ 13,600	\$ 82,006,994	9.4%
Capital Outlay	5,576,867	5,126,867	-	-	5,126,867	0.0%
TOTAL EXPENDITURES	\$ 74,739,961	\$ 95,660,493	\$ 8,513,032	\$ 13,600	\$ 87,133,861	8.9%
Excess (deficiency) of revenues over (under) expenditures	\$ -	\$ -	\$ 103,670	\$ (13,600)	\$ (90,070)	

* 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
Other Funds
Statement of Revenues and Expenditures - Budget and Actual
As of November 30, 2023*

*this report was pulled prior to month end close

	Budgeted Amounts			Actual Amounts	Encumbrances*	Variance with Final Budget	% Collected or Used				
	Original	Final									
Arena and Events Center											
REVENUES											
Arena Other Finance Source Revenues	\$ (1,427,390)	\$ (1,761,494)		\$ (1,034,817)	\$ -	\$ 726,677	58.7%				
Fair Sales and Services	(749,831)	(749,831)		(544,043)	-	205,788	72.6%				
Fair Investment Earnings	(15,000)	(15,000)		(57,056)	-	(42,056)	380.4%				
Fair Miscellaneous Revenue	(5,000)	(5,000)		(4,213)	-	788	84.3%				
Total Arena and Events Center Fund	\$ (2,197,221)	\$ (2,531,325)		\$ (1,640,128)	\$ -	\$ 891,197	64.8%				
EXPENDITURES											
Arena and Events Center	\$ 1,276,217	\$ 1,610,321		\$ 371,678	\$ 434,853	\$ 803,789	50.1%				
County Fair	921,004	921,004		675,158	18,310	227,536	75.3%				
Total Arena and Events Center Fund	\$ 2,197,221	\$ 2,531,325		\$ 1,046,836	\$ 453,163	\$ 1,031,325	59.3%				
Landfill Fund											
REVENUES											
Intergovernmental Revenues	\$ (57,000)	\$ (57,000)		\$ (14,570)	\$ -	\$ 42,430	25.6%				
Permits and Fees	(150,000)	(150,000)		(50,754)	-	99,246	33.8%				
Sales and Services	(1,259,000)	(1,259,000)		(601,431)	-	657,569	47.8%				
Investment Earnings	-	-		(98,780)	-	(98,780)	0.0%				
Other Financing Sources	(618,400)	(1,663,531)		-	-	1,663,531	0.0%				
Total Landfill Fund	\$ (2,084,400)	\$ (3,129,531)		\$ (765,535)	\$ -	\$ 2,363,996	107.2%				
EXPENDITURES											
Landfill Operations	\$ 2,084,400	\$ 3,129,531		\$ 1,467,876	\$ 307,420	\$ 1,354,235	56.7%				
Total Landfill Fund	\$ 2,084,400	\$ 3,129,531		\$ 1,467,876	\$ 307,420	\$ 1,354,235	56.7%				
911 Emergency Telephone Fund											
REVENUES											
Intergovernmental Revenues	\$ (346,955)	\$ (346,955)		\$ (115,652)	\$ -	\$ 231,303	33.3%				
Investment Earnings	(5,000)	(5,000)		(27,717)	-	(22,717)	554.3%				
Other Finance Sources	(64,683)	(2,045,268)		-	-	2,045,268	0.0%				
Total 911 Emergency Telephone Fund	\$ (416,638)	\$ (2,397,223)		\$ (143,369)	\$ -	\$ 2,253,854	6.0%				
EXPENDITURES											
Operations	\$ 331,638	\$ 265,048		\$ 41,450	\$ 19,200	\$ 204,398	22.9%				
Debt Service	-	-		-	-	-	0.0%				
Capital Outlay	85,000	2,132,175		299,366	1,747,809.20	85,000	0.0%				
Total 911 Emergency Telephone Fund	\$ 416,638	\$ 2,397,223		\$ 340,816	\$ 1,767,009	\$ 289,398	87.9%				
Self-Insured Funds											
REVENUES											
Sales and Services	\$ (20,871,092)	\$ (20,871,092)		\$ (7,316,899)	\$ -	\$ 13,554,193	35.1%				
Investment Earnings	(25,000)	(25,000)		(154,950)	-	(129,950)	619.8%				
Miscellaneous	(970,785)	(970,785)		(740,221)	-	230,564	76.2%				
Other Finance Sources	(753,040)	(839,244)		-	-	839,244	0.0%				
Total Self-Insured Funds	\$ (22,619,917)	\$ (22,706,121)		\$ (8,212,070)	\$ -	\$ 14,494,051	36.2%				
EXPENDITURES											
Workers Compensation Insurance	\$ 1,971,537	\$ 1,971,537		\$ 278,611	\$ 8,016	\$ 1,684,910	14.5%				
Liability Insurance	2,059,040	2,059,040		1,451,907	-	607,133	70.5%				
Dental Insurance	710,000	710,000		286,390	-	423,610	40.3%				
Hospitalization Insurance	17,879,340	17,965,544		5,692,578	1,727,796	10,545,170	41.3%				
Total Self-Insured Funds	\$ 22,619,917	\$ 22,706,121		\$ 7,709,486	\$ 1,735,812	\$ 13,260,823	41.6%				

Cabarrus County, North Carolina
Other Funds
Statement of Revenues and Expenditures - Budget and Actual
As of November 30, 2023*
*this report was pulled prior to month end close

	Budgeted Amounts		Actual Amounts	Encumbrances*	Variance with Final Budget	% Collected or Used				
	Original	Final								
Fire Districts Fund										
REVENUES										
Ad Valorem Taxes	\$ (7,099,003)	\$ (7,099,003)	\$ (1,513,574)	\$ -	\$ 5,585,429	21.3%				
Total Fire Districts Fund	\$ (7,099,003)	\$ (7,099,003)	\$ (1,513,574)	\$ -	\$ 5,585,429	21.3%				
EXPENDITURES										
Fire Districts	\$ 7,099,003	\$ 7,099,003	\$ 1,513,574	\$ -	\$ 5,585,429	21.3%				
Total Fire Districts Fund	\$ 7,099,003	\$ 7,099,003	\$ 1,513,574	\$ -	\$ 5,585,429	21.3%				
Social Services Fund										
REVENUES										
Sales and Services	\$ (400,000)	\$ (400,000)	\$ -	\$ -	\$ 400,000	0.0%				
Total Social Services Fund	\$ (400,000)	\$ (400,000)	\$ -	\$ -	\$ 400,000	0.0%				
EXPENDITURES										
Operations	\$ 400,000	\$ 400,000	\$ -	\$ -	\$ 400,000	0.0%				
Total Social Services Fund	\$ 400,000	\$ 400,000	\$ -	\$ -	\$ 400,000	0.0%				
Intergovernmental Fund										
REVENUES										
Sales and Services	\$ (2,170,000)	\$ (2,170,000)	\$ (930,663)	\$ -	\$ 1,239,337	42.9%				
Total Intergovernmental Fund	\$ (2,170,000)	\$ (2,170,000)	\$ (930,663)	\$ -	\$ 1,239,337	42.9%				
EXPENDITURES										
Operations	\$ 2,170,000	\$ 2,170,000	\$ 791,309	\$ -	\$ 1,378,691	36.5%				
Total Intergovernmental Fund	\$ 2,170,000	\$ 2,170,000	\$ 791,309	\$ -	\$ 1,378,691	36.5%				
TOTAL REVENUES										
	\$ (36,987,179)	\$ (40,433,203)	\$ (13,205,339)	\$ -	\$ 27,227,864	32.7%				
TOTAL EXPENDITURES										
	\$ 36,987,179	\$ 40,433,203	\$ 12,869,898	\$ 4,263,404	\$ -	42.4%				
Excess (deficiency) of revenues over (under) expenditures										
	\$ -	\$ -	\$ 335,441	\$ (4,263,404)	\$ 27,227,864					

* 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



BOARD OF COMMISSIONERS REGULAR MEETING

**December 18, 2023
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, Assistant County Manager

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 11/1/2023-11/30/2023

Jurisdiction: All

New Construction

Description	Const Code	Buildings	Housing Units	Estimated Cost
Single Family Houses Detached	101	77	77	\$14,660,699.00
Single Family Houses Attached	102	47	47	\$5,095,886.10
Manufactured Home (Mobile Homes)	106	2	2	\$370,000.00
Hotels, Motels, and Tourist Cabins	213	1	0	\$2,689,357.00
Amusement, Social, and Recreational	318	3	0	\$12,804,671.00
Office, Bank, and Professional Buildings	324	1	0	\$185,627.00
Stores and Customer Services	327	2	0	\$301,000.00
Other Nonresidential Buildings	328	3	0	\$23,220.00
Structures Other Than Buildings	329	9	0	\$326,025.00
Other	999	36	0	\$8,873,518.00
Sub Total (New Construction)		181	126	\$45,330,003.10

Addition, Alteration, and Conversion

Description	Const Code	Buildings	Housing Units	Estimated Cost
Additions, Alterations and Conversions - Residential	434	2	0	\$15,800.00
Additions, Alterations and Conversions - Nonresidential and No housekeeping	437	3	0	\$193,291.00
Sub Total (Addition, Alteration, and Conversion)		5	0	\$209,091.00
Grand Total		186	126	\$45,539,094.10

Cabarrus County Commercial Building Plan Review Summary

Begin Date: 11/1/2023 through End Date: 11/30/2023

Wilkinson	File Date	Address	Application Name	Description	Est Cost	Est Sq Ft
BU2023-04076	11/1/2023	6095 GLEN AFTON BLVD CONCORD, NC 28027	SHELCO, LLC. (SHELL)	CORE & SHELL ~~Cabarrus County Library ALC ~~ Library & Active Living Center at Afton Ridge ~~ New 1 story library with active learning center for community to use.	\$7,261,527	40,780
BU2023-04078	11/1/2023	2510 LAUREL VIEW DR NW CONCORD, NC 28027	Matic Patio & Landscaping LLC	4 Sq ft Irrigation Controller Building	\$10,800	4
BU2023-04082	11/2/2023	6095 GLEN AFTON BLVD CONCORD, NC 28027	SHELCO, LLC. (UPFIT)	Cabarrus County Library & ALC~~ INTERIOR UPFIT New 1 story library with active learning center for community to use.	\$4,280,497	40,780
BU2023-04088	11/3/2023	550 CABARRUS AVE W CONCORD, NC 28027	TOTAL DEMO WAREHOUSE	Demolition of detached warehouse	\$8,000	1,500
BU2023-04089	11/3/2023	119 WEST AVE KANNAPOLIS, NC 28081	David C Rowland	Change Storefront, replace windows, duct replacement	\$25,000	0
BU2023-04091	11/3/2023	3332 NC HWY 49 S HARRISBURG, NC 28075	Basement renovation	Upgrading Plumbing on basement	\$10,000	150
BU2023-04107	11/6/2023	4539 NC HWY 49 S HARRISBURG, NC 28075	ABC INSPECTION	ABC INSPECTION		
BU2023-04115	11/6/2023	3001 S RIDGE AVE CONCORD, NC 28025	PEAK CITY CONSTRUCTION, CORP. (COMMERCIAL SOLAR)	COMMERCIAL SOLAR: PUBLIC STORAGE #08638~~Roof mount installation of 60 panels for a 24.6kW photovoltaic system	\$0	0
BU2023-04118	11/7/2023	328 STEWART ST NW CONCORD, NC 28027	MILES-MCCELLAN CONSTRUCTION COMPANY, INC.	Kannapolis Fire Department Station #4 ~~Renovation of full building	\$1,025,000	5,422
BU2023-04120	11/7/2023	300 FIREHOUSE DR KANNAPOLIS, NC 28083	MILES-MCCELLAN CONSTRUCTION COMPANY, INC.	Kannapolis Fire Department Station #1~~Renovation of full fire station	\$1,795,000	13,515
BU2023-04121	11/7/2023	1739 DALE EARNHARDT BLVD KANNAPOLIS, NC 28083	Cannon Chiropractic - Wall Sign 2	Cannon Chiropractic ~~ (1) 27.5 sqft non-illuminated wall sign on wall to left of entry	\$1,510	28
BU2023-04122	11/7/2023	450 SPORTSMAN DR KANNAPOLIS, NC 28027	450 SPORTSMAN DR - TEMPORARY USE	PANDA EXPRESS - OFFICE TRAILER FOR TEMP USE 11.28.23 - 3.28.24	\$5,000	200
BU2023-04128	11/7/2023	1054 DRAKE MILL LN SW CONCORD, NC 28025	Rocky River Retaining Walls	INSTALLATION OF (2) MECHANICALLY STABILIZED EARTH WALLS AS SPECIFIED ON SITE PLANS AS: WALL NO. 1 WALL NO. 2	\$20,000	2,433
BU2023-04133	11/7/2023	5204 DELANEY DR KANNAPOLIS, NC 28027	NIGHT OWL NATIONAL CONTRACTORS, INC. - Solar Smartflower - The Elliott Apartments	COMMERCIAL: SOLAR SMARTFLOWER SYSTEM AT THE ELLIOTT APARTMENTS ~~ Concrete slab foundation and ground-mounted solar smartflower to be installed at existing apartment complex	\$5,000	0
BU2023-04135	11/7/2023	380 GEORGE W LILES PKWY NW CONCORD, NC 28027	M A STEWART ELECTRIC (LIGHT POLES)	(SHELL) Starbucks Concord~~17 LIGHT POLES IN PARKING LOT		

Cabarrus County Commercial Building Plan Review Summary

Begin Date: 11/1/2023 through End Date: 11/30/2023

BU2023-04139	11/8/2023	261 NC HWY 49 S CONCORD, NC 28025	NEW DIMENSIONS OUTDOOR SERVICES INC (Encore Village PH1)	INSTALLATION OF (4) MECHANICALLY STABILIZED EARTH WALLS AS SPECIFIED ON BUILDING PLANS AS: WALL NO. 1 WALL NO. 2 WALL NO. 3 WALL NO. 4	\$66,000	7,399
BU2023-04142	11/8/2023	4245 MAIN ST HARRISBURG, NC 28075	VENTURE CHURCH OF HARRISBURG	Daycare permit		
BU2023-04152	11/8/2023	1102 S MAIN ST KANNAPOLIS, NC 28083	ST. JOHN ENTERPRISES, LLC Salon St John - UPFIT	Salon St John ~~ 10 chair salon with nail station	\$65,000	1,600
BU2023-04177	11/13/2023	4001 STOUGHT RD 100 CONCORD, NC 28027	GROUND THUNDER CONSTRUCTION INC (DEMO)	Frank Liske Park Office, Concessions & Minigolf ~~ DEMO EXISTING BUILDING Park staff office, public toilets and Concessions building and minigolf course.	\$25,000	2,400
BU2023-04178	11/13/2023	4001 STOUGHT RD 100 CONCORD, NC 28027	GROUND THUNDER CONSTRUCTION INC (REPLACED OLD)	Frank Liske Park Office, Concessions & Minigolf ~~ NEW Park staff office, public toilets and Concessions building and minigolf course.	\$1,262,647	2,543
BU2023-04181	11/13/2023	1070 VINEHAVEN DR NE CONCORD, NC 28083	COOK CUSTOM BUILDERS, INC.	COMMERCIAL UPFIT	\$346,805	817
BU2023-04185	11/14/2023	6095 GLEN AFTON BLVD CONCORD, NC 28027	SHELCO, LLC.	CONSTRUCTION TRAILER	\$7,000	0
BU2023-04188	11/14/2023	7575 RUBEN LINKER RD NW CONCORD, NC 28027	BETACOM INCORPORATED	Cloverdale Wireless ~~ Add/replace antennas and RRUS on existing tower with no changes to tower height or ground space	\$15,000	0
BU2023-04195	11/14/2023	1030 COPPERFIELD BLVD NE CONCORD, NC 28025	LA FAVE CONST CO - Copperfield Market Building No 8 (SHELL)	Copperfield Market Building No 8 (SHELL) - shell retail building	\$705,000	5,600
BU2023-04197	11/15/2023	7120 WEDDINGTON RD CONCORD, NC 28027	BOOE CONSTRUCTION LLC - , Suite 136-140	Weddington Rd Business Park Building A, Suite 136-140 ~~ 2976 sf general office+ 917 sf Warehouse upfit in existing shell building. Associated plumbing, mechanical and electrical infrastructure	\$148,000	4,000
BU2023-04198	11/15/2023	7120 WEDDINGTON RD CONCORD, NC 28027	BOOE CONSTRUCTION LLC Business Park Building A Suite 144-148	Weddington Rd Business Park Building A Suite 144-148~~ 2694 SF general office + 1153 SF S1 Warehouse Up-Fit in existing shell building, including associated Plumbing, Mechanical, and Electrical infrastructure	\$108,000	4,000
BU2023-04200	11/15/2023	7120 WEDDINGTON RD CONCORD, NC 28027	BOOE CONSTRUCTION Suite 116 tenant up-fit	SUITE 116 tenant up-fit - 508 sf general office+ 1391 sf Warehouse upfit in existing shell building. Associated plumbing, mechanical and electrical infrastructure	\$27,000	2,000
BU2023-04201	11/15/2023	7120 WEDDINGTON RD CONCORD, NC 28027	BOOE CONSTRUCTION Suite 120-124 Upfit	SUITE 120-124 UPFIT - 652 sf general office+ 3208 sf Warehouse upfit in existing shell building. Associated plumbing, mechanical and electrical infrastructure.	\$64,000	4,000
BU2023-04208	11/15/2023	685 PITTS SCHOOL RD NW CONCORD, NC 28027	LANDMARK BUILDERS OF THE TRIAD, INC	Axial Bonds Farm BLDG 2 Spec ~~ First generation interior upfit office in existing shell building.	\$94,500	2,000
BU2023-04209	11/15/2023	2263 SPIDER DR NE KANNAPOLIS, NC 28083	JOHNSON'S ROOFING SERVICE	Remove existing TPO roof system and metal flashings. Replace wet or damaged existing materials. Install new TPO roof system and metal flashings.	\$35,400	44
BU2023-04210	11/15/2023	3234 PERRY ST CONCORD, NC 28027	BETACOM INCORPORATED	VERIZON: Add/replace antennas and RRUs on existing tower with no changes to tower height or ground space .	\$15,000	0

Cabarrus County Commercial Building Plan Review Summary

Begin Date: 11/1/2023 through End Date: 11/30/2023

BU2023-04211	11/15/2023	120 ROBINSON AVE HARRISBURG, NC 28075		DAYCARE		
BU2023-04212	11/15/2023	160 INTERNATIONAL DR NW CONCORD, NC 28027	SouthWood Corporation/ Adrian Gray	Cambria - SIGN ~~ Installation of one (1) set of non-illuminated channel letters 28"H X 127 3/4"W. Installation of two (2) tenant panels.	\$1,500	25
BU2023-04213	11/16/2023	685 PITTS SCHOOL RD NW CONCORD, NC 28027	LANDMARK BUILDERS OF THE TRIAD, INC	COMMERCIAL UPFIT - FIRST GENERATION INTERIOR UPFIT	\$101,000	2,500
BU2023-04214	11/16/2023	50 POPLAR STATION CIR NW CONCORD, NC 28027	DENYSE SIGNS INC	REFACE EXISTING MONUMENT SIGN	\$9,681	25
BU2023-04216	11/16/2023	484 CABARRUS AVE W CONCORD, NC 28027	HEARTLAND CONTRACTING LLC	IAM Office Renovation ~~ We are dividing an office into two offices and other general renovations.	\$91,791	517
BU2023-04222	11/17/2023	7201 SCOTT PADGETT PKWY NW CONCORD, NC 28027	SHERRI HARTSELL	Homewood Suites Signs ~~ Remove existing signs are replace with new. 2 wall signs and one face replacement	\$10,300	175
BU2023-04225	11/17/2023	7144 WEDDINGTON RD CONCORD, NC 28027	WEDDINGTON HOLDINGS LLC	ABC		
BU2023-04227	11/17/2023	4350 MAIN ST HARRISBURG, NC 28075		COMMERCIAL UPFIT	\$24,909	450
BU2023-04228	11/17/2023	5498 MILESTONE AVE KANNAPOLIS, NC 28081	REDWOOD CONSTRUCTION COMPANY LLC	BUS SHELTER	\$15,220	220
BU2023-04229	11/17/2023	818 S UNION ST CONCORD, NC 28025	KOONTZ CONSTRUCTION, LLC	COMMERCIAL UPFIT	\$111,000	2,400
BU2023-04234	11/17/2023	6825 JENKINS LN HARRISBURG, NC 28075	VIVEK GADDAM	DAYCARE		
BU2023-04242	11/20/2023	172 SPRING ST SW CONCORD, NC 28025	AYA HOUSE INC	Family Care Home/Substance Abuse Recovery		
BU2023-04245	11/20/2023	4035 FRENCH FIELDS LN HARRISBURG, NC 28075	Abbington Swimming Pool Deck Expansion	Abbington Swimming Pool Deck Expansion~~to include related retaining wall (less than 4' high), reconfigured pool fence (existing gates to remain), and drainage provisions.	\$90,000	1,700
BU2023-04248	11/20/2023	117 CABARRUS AVE W CONCORD, NC 28025	COFFEY LAND DEVELOPERS	REPAIRS ON EXISTING PORCH AND FOUNDATION	\$30,000	496
BU2023-04253	11/20/2023	806 N CANNON BLVD KANNAPOLIS, NC 28083	VARNER HAULING AND GRADING, INC.	COMMERCIAL DEMO	\$5,000	10,800
BU2023-04254	11/20/2023	426 S LITTLE TEXAS RD KANNAPOLIS, NC 28083	VARNER HAULING AND GRADING, INC	COMMERCIAL DEMO	\$5,000	1,120

Cabarrus County Commercial Building Plan Review Summary

Begin Date: 11/1/2023 through End Date: 11/30/2023

BU2023-04258	11/21/2023	5151 POPLAR TENT RD CONCORD, NC 28027	Postal Annex	Postal Annex ~~ CONSTRUCTION OF THE POSTAL ANNEX TENANT IMPROVEMENT CONSISTS OF A NONSTRUCTURAL INTERIOR ALTERATION OF AN EXISTING COMMERCIAL SPACE, INCLUDES A TOTAL OF 1299 SQUARE FEET. WORK CONSISTS OF NEW FINISHES, PAINTING, PLACEMENT OF TENANT FIXTURES. DEMOLITION IS REQUIRED. DISPLAY FIXTURES AND CABINETS WILL BE FURNISHED BY THE OWNER AND INSTALLED BY THE CONTRACTOR. MODIFICATION OF EXISTING ELECTRICAL SERVICE INCLUDES NEW CIRCUITS FOR CASH REGISTERS AND COPY MACHINES. EXISTING CEILING AND LIGHTING TO REMAIN UNCHANGED. PLUMBING AND MECHANICAL TO REMAIN IN SERVICE AS-IS.	\$29,711	1,228
BU2023-04262	11/21/2023	5825 THUNDER RD NW CONCORD, NC 28027	Nikki Cook - ms consultants, inc.	Nikki Cook - Remodel of existing Walmart supercenter. Exterior scope of work to include with new exterior paint and signage. Interior scope of work to include remodel of existing sales floor, pharmacy, breakroom, deli, restrooms, new online grocery pickup and customer areas.	\$3,166,000	24,028
BU2023-04268	11/21/2023	1420 CONCORD PKWY S CONCORD, NC 28027	SOUTHWOOD CORPORATION	SIGN: Eli Lilly Concord ~~ Installation of one (1) set of Channel Letters (180"H X 330"W) 412.5 square feet	\$20,000	0
BU2023-04270	11/22/2023	4601 CORPORATE DR NW 155 CONCORD, NC 28027	Novant Health Pharmacy	Novant Health Pharmacy ~~ The existing space will be upfit for Novant Health to install refrigerators, freezers and furniture for their mail order pharmacy. A backup generator, new RTU, and IT room will be installed as well as power required for equipment.	\$551,502	7,000
BU2023-04273	11/22/2023	7831 GATEWAY LN NW CONCORD, NC 28027	CONCORDE CONSTRUCTION CO	Hilton Garden Inn - Renovation ~~ For this existing six story hotel we will be renovating all the guestrooms, along with re-painting the stairwells and updating the lighting in the elevator landings. There will be no work done on the existing lobby.	\$2,689,357	84,113
BU2023-04274	11/22/2023	65 CHURCH ST S CONCORD, NC 28025	IKES CONSTRUCTION INC	Second Floor Restroom Alterions for the Cabarrus Co. Governmental Center ~~ Replacement of plumbing and lighting fixtures and wall, floor, and ceiling finishes in two group restrooms.	\$185,627	360
BU2023-04278	11/22/2023	81 MCCACHERN BLVD SE CONCORD, NC 28025	Ashley Blaire	partial demo - knocking down a wall	\$7,000	2,500
BU2023-04279	11/22/2023	81 MCCACHERN BLVD SE CONCORD, NC 28025		ABC		
BU2023-04289	11/27/2023	3799 NC HWY 73 E CONCORD, NC 28025		ABC		
BU2023-04294	11/28/2023	107 COUNTRY CLUB DR NE CONCORD, NC 28025	SUMMITT CELLULAR, LLC	Wireless Small Cell ~~ VERIZON-SMC_SHOPPING_5-OMNI ANTENNA, CONDUIT, POWER METER, RADIO SHROUD, FIBER HANDHOLE AND EQUIPMENT CABINET, OMNI ANTENNA, CONDUIT, POWER METER, RADIO SHROUD, FIBER HANDHOLE AND EQUIPMENT CABINET	\$15,000	0
BU2023-04316	11/28/2023	4478 RACEWAY DR SW CONCORD, NC 28027	Casco Signs INC. - I & R Waterproofing Inc.(SIGN)	I & R Waterproofing Inc. ~~ One non-illuminated wall sign on the front elevation. One freestanding sign installed on the front of the property.	\$100	15
BU2023-04324	11/29/2023	12449 PINE BLUFF RD MIDLAND, NC 28107	GraphiCal Creations, Inc.	Pine Bluff ~~ We are building an entrance monument for the Pine Bluff monument.	\$9,025	0
BU2023-04325	11/29/2023	3700 TAYLOR GLEN LN NW CONCORD, NC 28027	I. L. LONG CONSTRUCTION CO., INC.	Unit 366 C Apartment refurbishment including paint, flooring, cabinets and tops, electrical and plumbing fixture replacements	\$30,000	1,500

Cabarrus County Commercial Building Plan Review Summary

Begin Date: 11/1/2023 through End Date: 11/30/2023

BU2023-04327	11/29/2023	3700 TAYLOR GLEN LN NW CONCORD, NC 28027	I. L. LONG CONSTRUCTION CO., INC.	UNIT 354 C Apartment refurbishment including paint, flooring, cabinets and tops, electrical and plumbing fixture replacements	\$30,000	1,000
BU2023-04328	11/29/2023	231 WEST AVE KANNAPOLIS, NC 28081	STENZEL DEVELOPMENT, LLC, T/A	Press Wine Bar~~Wine bar/restaurant build out with small kitchen, bar, indoor and outdoor seating, and retail area.	\$315,000	2,016
BU2023-04330	11/29/2023	128 S MAIN ST KANNAPOLIS, NC 28081	Corner Station Deli _Upfit/change-in-use	Corner Station Deli _Upfit/change-in-use~~	\$184,000	1,440
BU2023-04334	11/29/2023	9611 BROOKDALE DR HARRISBURG, NC 28215	CANELLI CONSTRUCTION LLC	CAPRICCIO'S~~ In order to install a new, larger walking cooler. One of the 3 existing walls that go around the current walking cooler will be removed and re build 2 feet further. The existing walls will be raised to be 12' tall Materials to be used will be to match existing building finish	\$8,000	90
BU2023-04336	11/30/2023	3700 TAYLOR GLEN LN NW 211A CONCORD, NC 28027	I. L. LONG CONSTRUCTION CO., INC.	Unit 211 A- Apartment refurbishment including paint, flooring, cabinets and tops, electrical and plumbing fixture replacements	\$30,000	1,500
BU2023-04337	11/30/2023	3700 TAYLOR GLEN LN NW, UNIT# 212A CONCORD, NC 28027	I. L. LONG CONSTRUCTION CO., INC.	Unit 212A - Interior renovation of existing apartment unit including new finishes and fixtures.	\$30,000	1,000
BU2023-04338	11/30/2023	3700 TAYLOR GLEN LN NW 411A CONCORD, NC 28027	I. L. LONG CONSTRUCTION CO., INC.	UNIT 411A - interior renovation of existing apartment unit including new finishes and fixtures.	\$30,000	1,000
BU2023-04340	11/30/2023	2880 STADIUM DR KANNAPOLIS, NC 28083	SAMET CORPORATION	Chick-fil-A (food distribution) - Upfit ~~ Upfit existing shell space - New spaces will consist of Office area, Dry goods storage, Cooler storage and Freezer storage.	\$20,000,000	127,326
BU2023-04341	11/30/2023	7250 WEDDINGTON RD CONCORD, NC 28027	RITE LITE SIGNS, INC.	Axial - Bonds Farm 3 ~~ Non-illuminated reverse channel letter logos, mounted near building ID numbers	\$6,575	0
BU2023-04344	11/30/2023	5985 THUNDER RD NW CONCORD, NC 28027	KPI PARTNERS INC	Thunder Rd Monument Sign ~~Non-illuminated monument sign. Double-sided tenant sign on aluminum frame with acrylic face panels	\$2,000	0
BU2023-04347	11/30/2023	5650 POPLAR TENT RD CONCORD, NC 28027	J.D. GOODRUM CO., INC	Dorton Park Renovations ~~ Installation of (2) pre-fabricated bridges and abutments.	\$200,000	1,400
BU2023-04350	11/30/2023	685 PITTS SCHOOL RD NW CONCORD, NC 28027	RITE LITE SIGNS, INC.	Axial - Bond Farms BLDG 2 ~~ Installation of non-illuminated, reverse channel letter logo near bldg numbers.	\$6,358	0
BU2023-04356	12/1/2023	5555 CONCORD PKWY S CONCORD, NC 28027	BRIAN MILLER	Cirque du Soleil - BAZZAR ~~ (TEMPORARY SET UP DEC 23 - JAN 24) Live theatrical circus performed in a Big Top tent with a capacity of up to approximately 2600 people. Generators will power the site, public toilets will be fully plumbed and a NC certified engineer has stamped all our drawings and calculations, hereby attached.	\$25,000	180,000
BU2023-04366	12/1/2023	7650 GRIFFINS GATE DR SW CONCORD, NC 28025	CALVIN CONSTR. SERVICE, LLC, T/A CCS CONSTR. SERVICES	Mills at Rocky River Retaining Wall ~~ Install a segmental retaining wall	\$218,051	0
				Total Plans Reviewed: 74	\$182,861,572	2,396,636

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**December 18, 2023
6:30 PM**

AGENDA CATEGORY:

Reports

SUBJECT:

EDC - November 2023 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:**

Page Castrodale, EDC Executive Director

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

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

ATTACHMENTS:

- Report

Project Activity Report

NOVEMBER 2023

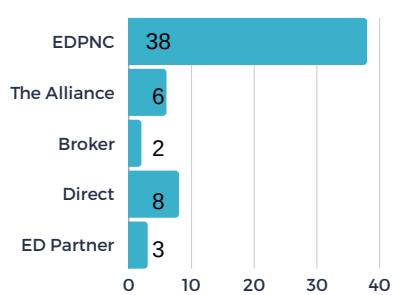


STATS OVER THE PAST MONTH

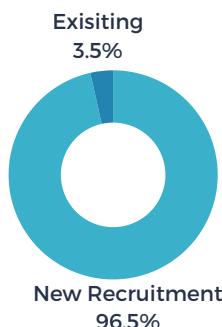
The EDC received 11 new projects/RFIs (request for information) in November and submitted sites/buildings for 6 of the new requests. There were 3 client/consultant site visits or meetings in November.

Project Activity Highlights

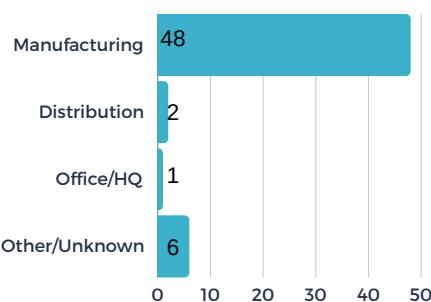
PROJECTS BY SOURCE



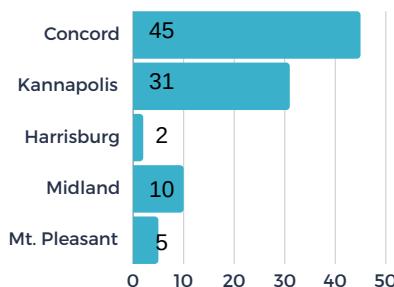
PROJECTS BY TYPE



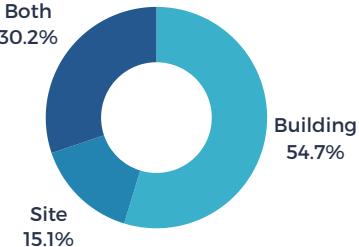
PROJECTS BY INDUSTRY



OF PROJECTS BY LOCATION



BUILDINGS VS. SITE - %



187

average jobs per project



92M

average investment per project

148K

average square feet per project



27

average acres per project



28%

of Cabarrus EDC's projects involved companies outside of the U.S.