

The Board of Commissioners for the County of Cabarrus met in regular session in the Commissioners' Meeting Room at the Cabarrus County Governmental Center in Concord, North Carolina at 6:30 p.m. on Tuesday, January 22, 2019.

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

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

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

Girl Scout Troop 3561 from Westford United Methodist Church conducted the Flag Ceremony. Scouts participating were: Kristee Smith, Kayleigh King, Emily Johnson, Alaina Johnson, Jurnee Carothers, Kimberly Lisk, Gabrielle Clinton, Amy Bartels and Julia Bartels.

Retired Senior Pastor Andy Langford from Central United Methodist Church delivered the invocation.

**(A) APPROVAL OR CORRECTION OF MINUTES**

**UPON MOTION** of Vice Chairman Honeycutt seconded by Commissioner Shue and unanimously carried, the Board approved the minutes of December 3, 2018 (Work Session), December 12, 2018 (Cabarrus Summit) and December 17, 2018 (Regular Meeting as presented.

**(B) APPROVAL OF THE AGENDA**

Chairman Morris reviewed the following changes to the agenda.

Additions:

Closed Session

L-1 Closed Session - Pending Litigation and Economic Development

Moved to New Business:

G-4 Infrastructure and Asset Management - Midland Branch Library Agreement

Supplemental Information:

New Business

G-2 Economic Development Investment - Project Safety - Public Hearing 6:30 p.m.

- Project Overview
- Grant Analysis

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

Chairman Morris recognized Cabarrus County Youth Commission member, Luke Linkel, from Northwest Cabarrus High School in attendance.

**(C) RECOGNITIONS AND PRESENTATIONS**

**(C-1) Proclamation - Black History Month**

The following proclamation declares February 2019 as Black History Month in Cabarrus County and encourages all citizens to participate in various activities associated with this remembrance.

Chairman Morris read the proclamation aloud.

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

Proclamation No. 2019-01

BLACK HISTORY MONTH PROCLAMATION

WHEREAS, Black History Month is the observance of a special period to recognize the achievements and contributions of African-Americans to our county, state and nation; and

WHEREAS, this observance presents the special opportunity to become more knowledgeable about black heritage, and to honor the many black leaders who have played a part in the progress of our county; and

WHEREAS, such knowledge can strengthen the insight of all our citizens regarding the issues of human rights, the great strides that have been made in the crusade to eliminate the barriers of equality for minority groups, and the continuing struggle against racial discrimination and poverty; and

WHEREAS, as a result of their determination, hard work, intelligence, and perseverance, African-Americans have achieved exceptional success in all aspects of society including business, education, politics, science, athletics and the arts; and

NOW, THEREFORE, BE IT PROCLAIMED that the Board of Commissioners for Cabarrus County, North Carolina, do hereby proclaim February 2019 as Black History Month and encourage all citizens to participate in the educational and celebratory events honoring the contributions and accomplishments of African-Americans.

ADOPTED this 22<sup>nd</sup> day of January, 2019.

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

**(D) INFORMAL COMMENTS**

Chairman Morris opened the meeting for Informal Public Comments at 6:40 p.m. He stated each speaker would be limited to three minutes.

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

**(E) OLD BUSINESS**

None.

**(F) CONSENT**

**(F-1) BOC - Commissioner Appointments for 2019**

A chart was provided outlining commissioner appointments to various boards and committees and appointments as liaisons to the surrounding municipalities for 2019.

UPON MOTION of Vice Chairman Honeycutt, seconded by Commissioner Kiger and unanimously carried, the Board approved the commissioner appointments for 2019 as set forth in the agenda.

NAME OF BOARD	2019 APPOINTMENTS
ACT Work Ready Community Committee	Poole
Active Living and Parks Commission	Shue
Cabarrus County Animal Protection Advisory Board	Kiger
Cabarrus County Board of Education - Business Mtg.	Kiger/Honeycutt
Cabarrus County Board of Education - Work Session	Honeycutt/Kiger
Cabarrus County Partnership for Children (Smart Start)	Morris
Cabarrus Planning and Zoning Commission	Kiger/Shue
Cabarrus-Rowan Urban Area MPO Transportation Adv. Comm.	Poole/Morris
Cardinal Innovations (replaced PBH)	Morris
Cardinal Innovations Commissioner Advisory Board	Shue
Centralina Council of Government Executive Board	Shue
Centralina Council of Government Board of Directors	Shue
Centralina Economic Development Commission	Downs/Planning Staff
Centralina Workforce Development Consortium	Poole
City of Concord	Kiger
City of Kannapolis	Morris
City of Locust	Shue
Cooperative Extension Service	Honeycutt
Council of Planning - NC 73 Corridor	Honeycutt/Poole
Early Childhood Task Force Advisory Board	Poole/Dubois
Exit 49 Taskforce	Poole/Downs
Fire Departments & First Responder Advisory Committee	Poole/Shue
Forester of Cabarrus County	Shue

Home and Community Care Block Grant Advisory Committee	Honeycutt
Human Services Advisory Board	Honeycutt
Juvenile Crime Prevention Council	Morris
Kannapolis Board of Education	Shue/Kiger
Library Board of Trustees	Morris
Local Emergency Planning Committee	Honeycutt
Mental Health Advisory Board	Poole
Public Health Authority of Cabarrus County	Morris
Region F Aging Advisory Committee	Shue
Rowan-Cabarrus Community College Board of Trustees	Morris
Senior Centers Advisory Council	Honeycutt
Soil and Water Conservation District	Shue
Tourism Authority (CVB)	Honeycutt
Town of Harrisburg	Kiger
Town of Midland	Shue
Town of Mt. Pleasant	Poole
Transportation Advisory Board	Morris
Water and Sewer Authority	Poole/Marshall
Watershed Improvement Commission	Morris
Youth Commission	Kiger

**(F-2) BOC - Resolution Amending the Board of Commissioners' 2019 Meeting Schedule**

The venue for the Board Retreat scheduled for February 22 and 23, 2019 needs to be moved to be held in the Multipurpose Room in the Governmental Center. Additionally, the venue has been selected for the 1st Cabarrus Quarterly Summit scheduled for February 13, 2019.

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

Resolution No. 2019-01

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

WHEREAS, on December 17, 2018, the Cabarrus County Board of Commissioners adopted a meeting schedule for calendar year 2019, which sets forth the dates, times and locations of various official county meetings;  
WHEREAS, the Board scheduled the 1st Cabarrus Quarterly Summit to be held on February 13, 2019; and

WHEREAS, the Cabarrus Arena and Events Center has been selected as the venue; and

WHEREAS, the Board scheduled the Board Retreat to be held at the Cabarrus Arena and Events Center; and

WHEREAS, the venue needs to be changed to the Multipurpose Room in the Governmental Center in Concord, North Carolina;

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

1. The Board of Commissioners will hold the 1st Cabarrus Quarterly Summit on February 13, 2019 at 6:00 p.m. at the Cabarrus Arena and Events Center in Concord, North Carolina.
2. The Board of Commissioners will hold the Board Retreat on February 22, 2019 at 4:00 p.m. and February 23, 2019 at 8:00 a.m. in the Multipurpose Room at the Governmental Center in Concord, North Carolina.

Adopted this 22nd day of January, 2019.

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

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

**(F-3) County Manager - Convert Board Approved Policy to Administrative Policy**

On December 4, 2004 the Board approved the Cabarrus County Recycling Policy (policy provides guidelines to increase participation in recycling

programs and minimize waste materials in landfills). This policy is administrative in nature and needs flexibility to be modified as operational changes occur. It would be beneficial to the management team if this policy was converted from a Board-approved policy to an administrative policy subject to change at the County Manager's discretion.

**UPON MOTION** of Vice Chairman Honeycutt, seconded by Commissioner Kiger and unanimously carried, the Board approved changing the Cabarrus County Recycling Policy from Board-approved to administrative policy.

**(F-4) Finance - Adjustments to the Construction and Renovation Fund and School Construction Fund**

The Construction and Renovation Fund and the School Construction Fund have some completed projects that need to be adjusted to the actual final project amounts and other projects that need to be written off of the County's General Ledger. A list of the projects is included. Since the funds are multi-year, budget amendments and updated project ordinances will need to be approved.

**UPON MOTION** of Vice Chairman Honeycutt, seconded by Commissioner Kiger and unanimously carried, the Board approved the budget amendments and updated project ordinances for the Construction and Renovation Fund and the School Construction Fund.

Date: 1/22/2019	Amount: 61,068.77
Dept. Head: Susan Fearington (prepared by Sarah Chesley)	Department: Finance - 343 Construction & Renovation
<input type="checkbox"/> Internal Transfer Within Department <input checked="" type="checkbox"/> Transfer Between Departments/Funds <input type="checkbox"/> Supplemental Request	

The purpose of this amendment is to move un-used funds from the following completed projects, Elevator Modernization, Law Enforcement Technology, Landfill Improvements, Veterans Services upfit for new location, Cooperative Extension ADA Bathroom Project, RCCC Land Acquisition and GC ADA Bathroom Project into the Available fund to be used for current or future projects.

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
343	6	1952-6902	Contribution from GF	180,000.00		4,000.00	176,000.00
343	9	1952-9830	Other Improvements - Elevator Modernization	180,000.00		4,000.00	176,000.00
343	6	0000-6902-A VAIL	Contribution from GF	25,367.29	4,000.00		29,367.29
343	9	0000-9830-A VAIL	Other Improvements	38,676.13	4,000.00		42,676.13
							0.00
343	6	2110-6902-EQUIP	Contribution from GF	777,325.00		0.87	777,324.13
343	9	2110-9860-EQUIP	Equipment & Furniture - Law Enforce Technology	791,325.00		0.87	791,324.13
343	6	0000-6902-A VAIL	Contribution from GF	29,367.29	0.87		29,368.16
343	9	0000-9830-A VAIL	Other Improvements	42,676.13	0.87		42,677.00
							0.00
343	6	4610-6902	Contribution from GF	230,323.87		22.37	230,301.50
343	9	4610-9830	Other Improvements - Landfill	230,323.87		22.37	230,301.50
343	6	0000-6902-A VAIL	Contribution from GF	29,368.16	22.37		29,390.53
343	9	0000-9830-A VAIL	Other Improvements	42,677.00	22.37		42,699.37
							0.00
343	6	5110-6921	Contribution from CRF	95,000.00		2,326.00	92,674.00
343	9	5110-9830	Other Improvements - Veterans Services	95,000.00		2,326.00	92,674.00
343	6	0000-6921-A VAIL	Contribution from CRF	13,308.84	2,326.00		15,634.84
343	9	0000-9830-A VAIL	Other Improvements	42,699.37	2,326.00		45,025.37
							0.00
343	6	5410-6902	Contribution from GF	150,000.00		31,187.59	118,812.41
343	9	5410-9830	Other Improvements - Cooperative Extension	150,000.00		31,187.59	118,812.41
343	6	0000-6902-A VAIL	Contribution from GF	29,390.53	31,187.59		60,578.12
343	9	0000-9830-A VAIL	Other Improvements	45,025.37	31,187.59		76,212.96
							0.00
343	6	7240-6902	Contribution from GF	314,001.00		0.50	314,000.50
343	9	7240-9801	Land Acquisition - RCCC	1,244,001.00		0.50	1,244,000.50
343	6	0000-6902-A VAIL	Contribution from GF	60,578.12	0.50		60,578.62
343	9	0000-9830-A VAIL	Other Improvements	76,212.96	0.50		76,213.46
343	6	1110-6921-BATH	Contribution from CRF	175,000.00		23,531.44	151,468.56
343	9	1110-9607-BATH	Architects - GC ADA BATH	20,000.00		5,000.00	15,000.00
343	9	1110-9830-BATH	Other Improvement's - GC ADA BATH	155,000.00		18,531.44	136,468.56
343	6	0000-6921-A VAIL	Contribution from CRF	15,634.84	23,531.44		39,166.28
343	9	0000-9830-A VAIL	Other Improvement's	76,213.46	23,531.44		99,744.90



Date:1/22/2019

Amount:1,057,686.84

Dept. Head: Susan Farrington (prepared by Sarah Chesley)

Department: Finance - 343 Construction & Renovation

☐ Internal Transfer Within Department

☐ Transfer Between Departments/Funds

☒ Supplemental Request

The purpose of this amendment is to close accounts for the following completed projects in the Construction & Renovation Fund, Tax Collectors Renovation, Equipment for Board of Elections, FLP Overflow Parking Lot, Senior Center Parking Lot, Arena Restroom Improvements, Arena Aisle Safety Lighting and the Arena Sign Replacement.

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
343	6	1310-6902-RENO	Contribution from GF	119,782.25		119,782.25	0.00
343	6	1310-6921-RENO	Contribution from CRF	9,115.79		9,115.79	0.00
343	9	1310-9607-RENO	Architects -Tax Collector's Renovation	13,886.17		13,886.17	0.00
343	9	1310-9830-RENO	Other improvements - Tax Collector's Reno	107,849.79		107,849.79	0.00
343	9	1310-9860-RENO	Equipment & Furniture - Tax Collector's Reno	7,162.08		7,162.08	0.00
343	6	1510-6902-EQUIP	Contribution from GF	317,225.00		317,225.00	0.00
343	6	1510-6910-EQUIP	Contribution from CPF	5,775.00		5,775.00	0.00
343	9	1510-9331-EQUIP	Minor Office Equipment - Board of Elections	323,000.00		323,000.00	0.00
343	6	8140-6902-PLot	Contribution from GF	212,052.34		212,052.34	0.00
343	6	8140-6921-PLot	Contribution from CRF	10,596.68		10,596.68	0.00
343	9	8140-9830-PLot	Other improvements - FLP Overflow Parking Lot	222,649.02		222,649.02	0.00
							0.00
343	6	8145-6902-PLot	Contribution from GF	64,000.00		64,000.00	0.00
343	6	8145-6921-PLot	Contribution from CRF	475.68		475.68	0.00
343	9	8145-9830-PLot	Other improvements - Senior Center Parking Lot	64,475.68		64,475.68	0.00
343	6	8310-6921-BATH	Contribution from CRF	78,169.63		78,169.63	0.00
343	9	8310-9830-BATH	Other Improvements - Arena Restroom Reno	78,169.63		78,169.63	0.00
343	6	8310-6921-LIGHT	Contribution from CRF	129,234.47		129,234.47	0.00
343	9	8310-9606-LIGHT	Engineers - Arena Aisle Safety Lighting	14,200.00		14,200.00	0.00
343	9	8310-9830-LIGHT	Other improvements - Arena Aisle Safety Lighting	115,034.47		115,034.47	0.00
343	6	8310-6921-SIGNS	Contribution from CRF	111,260.00		111,260.00	0.00
343	9	8310-9830-SIGNS	Other Improvements - Arena Sign Replacement	111,260.00		111,260.00	0.00

Date:1/22/2019

Amount:1,654,383.65

Dept. Head: Susan Farrington (Sarah Chesley)

Department: Finance - 364 School Construction Fund

☐ Internal Transfer Within Department

☐ Transfer Between Departments/Funds

☒ Supplemental Request

The purpose of this amendment is to close accounts for the following completed projects in the School Construction Fund, Concord Middle School Roofing project and the Harrisburg Elementary Roofing project.

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
364	6	7302-6921	Contribution from CRF	968,852.92		968,852.92	0.00
364	9	7302-9821	Building & Renovation - Concord Middle Roof	968,852.92		968,852.92	0.00
364	6	7315-6902	Contribution from GF	96,261.74		96,261.74	0.00
364	6	7315-6910	Contribution from CPF	190,557.22		190,557.22	0.00
364	6	7315-6921	Contribution from CRF	398,711.77		398,711.77	0.00
364	9	7315-9821	Building & Renovation - Harrisburg Elementary	685,530.73		685,530.73	0.00

Ordinance No. 2019-01

CABARRUS COUNTY CONSTRUCTION AND RENOVATION PROJECT  
BUDGET ORDINANCE

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

Section I.

- A. The project authorized is the various County construction and renovation related projects. Details of the projects are listed in section C. of this Project Ordinance.
- B. The officers of this unit are hereby directed to proceed with this capital project within the terms of the Generally Accepted Accounting Principles (GAAP) and the budget contained herein.

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

Park & Recreation Trust Fund (PARTF) Grant	\$ 350,000
Rental - Tower Lease	847,693
Sale of Fixed Assets	423,417
Contributions and Donations	117,036
General Fund Contribution	5,112,456
Lease Proceeds (Robert Wallace Park)	4,596,394
Capital Projects Fund Contribution	2,141,264
Capital Reserve Fund Contribution	13,399,547
<b>TOTAL REVENUES</b>	<b>\$26,987,807</b>

- D. The following appropriations are made as listed.

Government Center Chiller Replacement	\$211,000
Governmental Center ADA Bathrooms	151,469
ITS Fiber Technology Improvements	120,000
County Website Design	283,750
Furniture Replacements	184,723
County Operation Center	3,100,000
Elevator Modernization Government Center	176,000
Multiple building Fall Protection Measures	300,000
Jail Camera Upgrade	112,607
LEC Law Enforcement Technology	791,324
Training & Firing Range Renovation	50,000
Sheriff's Admin Roof Repair	150,000
Courthouse Expansion	6,100,000
Clerk of Court Improvements	113,000
Public Safety Training Center	90,000
EMS Headquarters - Consultants	50,000
EMS Co-location - Concord Fire #11	375,000
EMS Heart Monitors	550,111
Emergency Communications Equip & Ethernet Backhaul	2,721,086
JM Robinson High School Wetlands Mitigation	100,000
Landfill Retaining Wall	230,301
Veterans Services Improvements	92,674
Cooperative Ext. ADA Bathrooms	118,812
RCCC Land for future expansion	1,244,001
Robert Wallace Park	8,147,964
Frank Liske Park - Barn Restrooms	126,405
Frank Liske Park - Lower Lot Restrooms	678,506
Carolina Thread Trail	109,329
Frank Liske Park Playground Replacement	100,000
Midland Library Furniture	75,000
Arena - Lighting Control System Replacement	235,000
Unassigned	99,745
<b>TOTAL EXPENDITURES</b>	<b>\$26,987,807</b>
<b>GRAND TOTAL - REVENUES</b>	<b>\$26,987,807</b>
<b>GRAND TOTAL - EXPENDITURES</b>	<b>\$26,987,807</b>

## Section II.

- A. Special appropriations to non-profit organizations shall be distributed after the execution of an agreement which ensures that all County funds are used for statutorily permissible public purposes.
- B. The County Manager or designee is hereby authorized to transfer appropriations within or between funds, or modify revenue and expenditure projections as contained herein under the following conditions:
1. The Manager may transfer amounts between objects of expenditure and revenues within a function without limitation.
  2. The County Manager may transfer amounts up to \$500,000 between functions of the same fund.
  3. The County Manager may transfer amounts between contingency funds which are set aside for a specific project for budgetary shortfalls or upon the appropriate approval of a change order.

4. The County Manager is authorized to transfer funds from the General Fund or Capital Reserve Fund to the appropriate fund for projects approved within the Capital Improvement Plan for the current fiscal year.
5. Upon notification of funding increases or decreases to existing grants or revenues, or the award of grants or revenues, the Manager or designee may adjust budgets to match, including grants that require a County match for which funds are available.
6. The Manager or designee may adjust debt financing from estimated projections to actual funds received.
7. The County Manager may enter into and execute change orders or amendments to construction contracts in amounts less than \$90,000 when the appropriate annual budget or capital project ordinance contains sufficient appropriated but unencumbered funds.
8. The County Manager may award and execute contracts which are not required to be bid or which G.S. 143-131 allows to be let on informal bids so long as the annual budget or appropriate capital project ordinance contains sufficient appropriated but unencumbered funds for such purposes.
9. The County Manager may execute contracts with outside agencies to properly document budgeted appropriations to such agencies where G.S. 153 A-248(b), 259, 449 and any similar statutes require such contracts.
10. The County Manager may reject formal bids when deemed appropriate and in the best interest of Cabarrus County pursuant to G.S. 143-129(a).
11. The County Manager may reduce revenue projections consistent with prevailing economic conditions, and also reduce expenditures correspondingly.

### Section III.

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

- a. The Finance Director is hereby directed to maintain within the Capital Project Fund sufficient detailed accounting records to satisfy the requirements of the law.
- b. The Finance Director is directed to report, at the request of the Board, on the financial status of each project element in Section I and on the total revenues received or claimed.
- c. Copies of this capital project ordinance shall be furnished to the Clerk to the governing Board, and to the Finance Director for direction in carrying out this project.
- d. At the completion of a construction project, all unrestricted excess funds are transferred to the General Fund and the portion of the Capital Project associated with the project is closed.

Adopted this 22<sup>nd</sup> day of January, 2019.

CABARRUS COUNTY BOARD OF COMMISSIONERS

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

ATTEST:

/s/ Lauren Linker  
Clerk to the Board

Ordinance No. 2019-02

CABARRUS COUNTY SCHOOL CONSTRUCTION PROJECT  
BUDGET ORDINANCE

BE IT ORDAINED by the Board of Commissioners of Cabarrus County, North

Carolina that, Pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

Section I.

- A. The project authorized is for the construction and renovations of Public Schools. Details of the projects are listed in section D. of this Project Ordinance.
- B. The officers of this unit are hereby directed to proceed with this capital project within the terms of the Generally Accepted Accounting Principles (GAAP) and the budget contained herein.
  - a. It is estimated that the following revenues will be available to complete capital projects as listed.

General Fund Contribution	\$49,047
Capital Reserve Contribution	2,960,465
Capital Projects Fund Contribution	54,055
 TOTAL REVENUES	 \$3,063,567

- C. The following appropriations are made as listed.

Cox Elementary Sewer Relocation	25,000
Patriots Elementary Mobile Units	122,100
Site Evaluations-Multiple Schools	30,000
J.N. Fries Middle School Other Improvements	300,000
Kannapolis Intermediate Renovations-Carver Elem	1,620,025
A.L. Brown HS Other Improvements	500,000
CBTC Campus Renovations, Safety, Security	184,075
CBTC A/C Units Replacement Phase II	105,000
RCCC - HVAC Replacement	100,000
Available Other Improvements	77,367
 TOTAL EXPENDITURES	 \$3,063,567
 GRAND TOTAL - REVENUES	 \$3,063,567
GRAND TOTAL - EXPENDITURES	\$3,063,567

Section II.

- A. Special appropriations to non-profit organizations shall be distributed after the execution of an agreement which ensures that all County funds are used for statutorily permissible public purposes.
- B. The County Manager or designee is hereby authorized to transfer appropriations within or between funds, or modify revenue and expenditure projections as contained herein under the following conditions:
  - 1. The Manager may transfer amounts between objects of expenditure and revenues within a function without limitation.
  - 2. The County Manager may transfer amounts up to \$500,000 between functions of the same fund.
  - 3. The County Manager may transfer amounts between contingency funds which are set aside for a specific project for budgetary shortfalls or upon the appropriate approval of a change order.
  - 4. The County Manager is authorized to transfer funds from the General Fund or Capital Reserve Fund to the appropriate fund for projects approved within the Capital Improvement Plan for the current fiscal year.
  - 5. Upon notification of funding increases or decreases to existing grants or revenues, or the award of grants or revenues, the Manager or designee may adjust budgets to match, including grants that require a County match for which funds are available.
  - 6. The Manager or designee may adjust debt financing from estimated projections to actual funds received.
  - 7. The County Manager may enter into and execute change orders or amendments to construction contracts in amounts less than \$90,000 when the appropriate annual budget or capital project ordinance

contains sufficient appropriated but unencumbered funds.

8. The County Manager may award and execute contracts which are not required to be bid or which G.S. 143-131 allows to be let on informal bids so long as the annual budget or appropriate capital project ordinance contains sufficient appropriated but unencumbered funds for such purposes.
9. The County Manager may execute contracts with outside agencies to properly document budgeted appropriations to such agencies where G.S. 153 A-248(b), 259, 449 and any similar statutes require such contracts.
10. The County Manager may reject formal bids when deemed appropriate and in the best interest of Cabarrus County pursuant to G.S. 143-129(a).
11. The County Manager may reduce revenue projections consistent with prevailing economic conditions, and also reduce expenditures correspondingly.

### Section III.

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

- a. The Finance Director is hereby directed to maintain within the Capital Project Fund sufficient detailed accounting records to satisfy the requirements of the law.
- b. The Finance Director is directed to report, at the request of the Board, on the financial status of each project element in Section I and on the total revenues received or claimed.
- c. Copies of this capital project ordinance shall be furnished to the Clerk to the governing Board, and to the Finance Director for direction in carrying out this project.
- d. At the completion of a construction project, all unrestricted excess funds are transferred to the General Fund and the portion of the Capital Project associated with the project is closed.

Adopted this 22<sup>nd</sup> day of January, 2019.

CABARRUS COUNTY BOARD OF COMMISSIONERS

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

ATTEST:

/s/ Lauren Linker  
Clerk to the Board

### (F-5) Infrastructure and Asset Management - Transfer of Surplus Vehicle to Mount Mitchell fire and Medical

Mount Mitchell Fire and Medical has requested one surplus vehicle from the Cabarrus County fleet. County staff have identified asset 8376 (VIN # 1FM5K8ARXFGB51421), a 2015 Ford Police Interceptor SUV with 111,287 miles (as of September 2018), as a match for their request.

According to the request from the Mount Mitchell Fire and Medical, the vehicle will be used for training at other departments, picking up supplies and traveling to county meetings. This vehicle will also be set up and in a state of readiness to be used as a quick response vehicle (QRV) for medical calls as well.

UPON MOTION of Vice Chairman Honeycutt, seconded by Commissioner Kiger and unanimously carried, the Board declared asset 8376 surplus property and authorized disposition in accordance with the County's policy.

### (F-6) Kannapolis City Schools - Approval of a Resolution Acknowledging the Execution of Delivery by the Kannapolis Board of Education of a Guaranteed Energy Savings Contract

Kannapolis City Schools plans to enter into a guaranteed energy savings contract, not to exceed \$4,000,000, pursuant to G.S. 143-64.17 et. seq. for the



purpose of providing certain energy conservation measures authorized thereby as the project so as to reduce energy consumption and/or energy-related operating cost. A resolution for approval and a presentation from Trane detailing the energy savings as well as the capital replacement of equipment for the school system was provided. No additional funds will be required from the County for this contract.

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

Resolution No. 2019-02

RESOLUTION ACKNOWLEDGING THE EXECUTION AND DELIVERY BY THE  
KANNAPOLIS CITY SCHOOLS BOARD OF EDUCATION OF A GUARANTEED  
ENERGY SAVINGS CONTRACT

BE IT RESOLVED by the Board of Commissioners (the "Board") of the County of Cabarrus, North Carolina (the "County") as follows:

1. The Board hereby finds, determines and acknowledges that:

- (a) The Kannapolis City Schools Board of Education (the "School Board") plans to enter into a guaranteed energy savings contract, not to exceed \$4,000,000, pursuant to G.S. 143-64.17 et. seq. for the purpose of providing certain energy conservation measures authorized thereby (the "Project") so as to reduce energy consumption and/or energy-related operating costs;
- (b) the School Board intends to finance the Project by entering into an installment contract (the "Contract") pursuant to G.S. 143-64,17 and G.S. 160A-20, as amended;
- (c) the energy savings resulting from the Project are expected to equal or exceed the total costs payable under the Contract as shown in an evaluation performed by a [licensed architect or engineer] on behalf of the School Board;
- (d) the payments under the Contract are not expected to require any additional appropriations to be made to the School Board nor any increase in taxes; and
- (e) the Board does not intend to reduce appropriations to the School Board based upon a reduction of energy costs in a manner that would inhibit the ability of the School Board to make the payments under the Contract, provided that the County is not bound in any manner to appropriate funds to the School Board in amount sufficient for the School Board to make such payments.

2. This resolution shall take effect upon its passage.

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

I DO HEREBY CERTIFY that this is a true and correct copy of the resolution duly adopted by the Board of Commissioners of the County of Cabarrus at a regular meeting held January 22, 2019.

January 22, 2019  
Date

Lauren Linker  
Clerk to the Board

**(F-7) Planning and Development - Community Development Grant Request**

Community Development staff requested approval to apply for Weatherization, Heating and Air Repair and Replacement, and Housing and Home Improvement Program funds as part of the annual budget process. Additionally, staff requested permission to apply for any grant programs Duke Energy has that does not require matching funds. Staff is recommending the County not apply for the HOME (Home Investments Partnerships Program) this year as we have not identified viable, qualified candidates for housing rehabilitation.

**UPON MOTION** of Vice Chairman Honeycutt, seconded by Commissioner Kiger and unanimously carried, the Board approved staff's recommendation for pursuing housing grants for FY20.

**(F-8) Salisbury-Rowan Community Action Agency, Inc. Presentation of FY19-20 Application for Funding**

The Salisbury-Rowan Community Action Agency, Inc. (SRCCA) presented their FY2019-20 Application for Funding at the work session. This agency provides services for economically disadvantaged citizens in Cabarrus and Rowan counties.

**UPON MOTION** of Vice Chairman Honeycutt, seconded by Commissioner Kiger and unanimously carried, the Board acknowledged receipt of the SRCCA's FY 2019-20 Community Services Block Grant funding application.

**(F-9) Tax Administration - Refund and Release Reports - December 2018**

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

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

**UPON MOTION** of Vice Chairman Honeycutt, seconded by Commissioner Kiger and unanimously carried, the Board approved the December 2018 Refund and Release Reports as submitted, including the NCVTS Refund Report, and granted authority to the Tax Collector to process the refunds and releases. The report is hereby incorporated into the minutes by reference and is on file with the Clerk to the Board.

**(G) NEW BUSINESS**

**(G-1) DHS - Transportation 5307 Grant - Public Hearing 6:30 p.m.**

Bob Bushey, Transportation Manager, requested approval for the Department of Human Services Transportation to apply for unspent 5307 Federal Funds through the State of North Carolina in the amount of \$41,188. He stated these funds will be used to replace radios in the transportation vehicles that have exceeded their useful life. A 20 percent local match, public hearing, and adoption of a resolution are required.

Chairman Morris opened the public hearing at 6:42 p.m. The Public Hearing Notice was published in English and Spanish on January 11, 2019 in *The Independent Tribune*. The public hearing notice was also posted on the County's website ([www.cabarruscounty.us](http://www.cabarruscounty.us)) in English and Spanish on January 8, 2019 in accordance with Article 2, Administration, Section 2.1 (Use of Electronic Means to Provide Public Notices) of the Cabarrus County Code of Ordinances.

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

**UPON MOTION** of Commissioner Shue, seconded by Commissioner Kiger and unanimously carried, the Board approved an application for unspent 5307 funds, related resolutions and authorized the budget officer to prepare the appropriate budget amendment.

Date:	1/22/2019	Amount:	41,188.00
Dept. Head:	Karen Calhoun (prepared by Kristin Jones)	Department:	DHS-Transportation
<input type="checkbox"/> Internal Transfer Within Department		<input type="checkbox"/> Transfer Between Departments/Funds <input checked="" type="checkbox"/> Supplemental Request	

Purpose: Request to move funds for the County portion of replacement radios for Transportation vans as they have exceeded their useful life. This is part of the 5307 grant. This BA records the revenue and expenditures associated with the grant as well as the local match portion.

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
001	9	5610/942001/383-1	Telecommunications	57,000.00		8,238.00	48,762.00
001	9	5240/9520	Auto and Truck Maintenance	220,000.00	8,238.00	-	228,238.00
001	6	5240/6380	5307 Grant	-	32,950.00		32,950.00
001	9	5240/9520	Auto and Truck Maintenance	228,238.00	32,950.00		261,188.00

Resolution No. 2019-03

**PUBLIC TRANSPORTATION PROGRAM RESOLUTION**

FY 2019 RESOLUTION

Section 5311 (including ADTAP), 5310, 5339, 5307 and applicable State funding, or combination thereof.

Applicant seeking permission to apply for Public Transportation Program funding, enter into agreement with the North Carolina Department of Transportation, provide the necessary assurances and the required local match.

A motion was made by Commissioner Lynn W. Shue and seconded by Commissioner F. Blake Kiger for the adoption of the following resolution, and upon being put to a vote was duly adopted.

WHEREAS, Article 2B of Chapter 136 of the North Carolina General Statutes and the Governor of North Carolina have designated the North Carolina Department of Transportation (NCDOT) as the agency responsible for administering federal and state public transportation funds; and

WHEREAS, the North Carolina Department of Transportation will apply for a grant from the US Department of Transportation, Federal Transit Administration and receives funds from the North Carolina General Assembly to provide assistance for rural public transportation projects; and

WHEREAS, the purpose of these transportation funds is to provide grant monies to local agencies for the provision of rural, small urban, and urban public transportation services consistent with the policy requirements of each funding source for planning, community and agency involvement, service design, service alternatives, training and conference participation, reporting and other requirements (drug and alcohol testing policy and program, disadvantaged business enterprise program, and fully allocated costs analysis); and

WHEREAS, the funds applied for may be Administrative, Operating, Planning, or Capital funds and will have different percentages of federal, state, and local funds.

WHEREAS, non-Community Transportation applicants may apply for funding for "purchase-of-service" projects under the Section 5310 program.

WHEREAS, Cabarrus County hereby assures and certifies that it will provide the required local matching funds; that its staff has the technical capacity to implement and manage the project(s), prepare required reports, obtain required training, attend meetings and conferences; and agrees to comply with the federal and state statutes, regulations, executive orders, Section 5333 (b) Warranty, and all administrative requirements related to the applications made to and grants received from the Federal Transit Administration, as well as the provisions of Section 1001 of Title 18, U. S. C.

WHEREAS, the applicant has or will provide all annual certifications and assurances to the State of North Carolina required for the project;

NOW, THEREFORE, be it resolved that the County Manager of Cabarrus County is hereby authorized to submit grant application (s) for federal and state funding in response to NCDOT's calls for projects, make the necessary assurances and certifications and be empowered to enter into an agreement with the NCDOT to provide rural, small urban, and urban public transportation services.

**(G-2) Economic Development Investment - Project Safety - Public Hearing 6:30 p.m.**

Page Castrodale, Economic Development Corporation, Existing Industry Director, requested an economic development investment for Project Safety (Safewaze) pursuant to NC General Statute 158.7.1. Project Safety proposes to relocate to 225 Wilshire Avenue SW in Concord with a projected new investment of approximately \$1,500,000 in personal property. The project plans to create 36 jobs with average wages above our current County average wage. A five-year grant equivalent to 85 percent of the ad valorem taxes is requested. A public hearing is required.

**Cabarrus County Economic Development Grant Analysis - Project Safety**

	Year 1	Year 2	Year 3	Year 4	Year 5
Total Assessed Value	\$1,500,000.00	\$1,500,000.00	\$1,500,000.00	\$1,500,000.00	\$1,500,000.00
County Taxes at .72	\$10,800.00	\$10,800.00	\$10,800.00	\$10,800.00	\$10,800.00
Grant @ 85%	\$9,180.00	\$9,180.00	\$9,180.00	\$9,180.00	\$9,180.00
Net Taxes to County	\$1,620.00	\$1,620.00	\$1,620.00	\$1,620.00	\$1,620.00
				5 Year Taxes	\$54,000.00

5 Year Grant	\$45,900.00
5 Year Net Revenue	\$8,100.00

Chairman Morris opened the public hearing at 6:44 p.m. The Public Hearing Notice was posted on the County's website ([www.cabarruscounty.us](http://www.cabarruscounty.us)) on January 8, 2019 in accordance with Article 2, Administration, Section 2.1 (Use of Electronic Means to Provide Public Notices) of the Cabarrus County Code of Ordinances.

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

Commissioner Shue **MOVED** to approve an economic development agreement (5 years, 85 percent) between Project Safety (Safewaze) and Cabarrus County, and to authorize the County Manager to execute the Agreement on behalf of the Board, subject to review or revision by the County Attorney. Commissioner Kiger seconded the motion.

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

**(G-3) Finance -Presentation for the Fiscal Year 2018 Comprehensive Annual Financial Report**

Susan Fearrington, Finance Director, announced, upon Board approval, the CAFR (Fiscal Year 2018 Comprehensive Annual Financial Report will be available to the public on the County's website ([www.cabarruscounty.us](http://www.cabarruscounty.us))). She expressed appreciation to county staff for their efforts throughout the audit process. Ms. Fearrington reported the Government Finance Officers Association (GFOA) of the United States and Canada awarded a Certificate of Achievement for Excellence in Financial Reporting to Cabarrus County for its Comprehensive Annual Financial Report for the fiscal year ended June 30, 2017. This was the thirty-third consecutive year that Cabarrus County has received this prestigious award. Ms. Fearrington then presented the Comprehensive Annual Financial Report (CAFR) for the fiscal year ended June 30, 2018. The presentation included topics and findings as follows:

- Independent Auditors Report
  - Unmodified opinion on statements
  - No financial findings
  - No accounting policy issues were noted
- Grants Compliance
  - No material weaknesses or significant deficiencies were noted
- General Fund Balance Sheet
- Statement of Revenues, Expenditures and Changes in Fund Balance
- Fund balances
  - Revenues - Under expenditures by \$1.4 million
  - Expenditures
- Use of funds transfer from last year
  - Courthouse architect
  - Governmental Center chiller
  - Radio Ethernet
  - Arena lighting
  - West Cabarrus High School contingency setup and technology
  - School buses purchase
  - Hickory Ridge Elementary School for construction owner, technology, equipment and furniture
- Property taxes received were over amount budgeted for receipt
- Amount collected from inspection fees
- Increases in ad valorem taxes
- Local option sales tax
- County departments savings
- Fund balance calculation - \$12.3 million available for transfer to Capital Improvement Projects

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

C.J. Palmer, Senior Manager, Elliott Davis, PLLC, reviewed the audit procedures used and findings. He reported his firm performed a clean audit and had no journal entries and that no adjustments were made as part of their audit procedures. Mr. Palmer advised that due to federal regulations, audit reports may change in reporting format in a few years. He then expressed appreciation to the County for the opportunity provide audit services.

Ms. Fearrington thanked all involved in the CAFR report and the audit. She requested the Board accept the FY2018 CAFR, and approve the related budget amendment and project ordinance.

A brief discussion ensued.

UPON MOTION of Commissioner Kiger, seconded by Commissioner Shue and unanimously carried, the Board accepted the Fiscal Year 2018 Comprehensive Annual Financial Report as presented and approved the related budget amendment and Capital Reserve Project Ordinance.

Date: 1/22/2019

Amount: 12,303,742.00

Dept. Head: Susan Fearrington

Department: Finance

☐ Internal Transfer Within Department

☐ Transfer Between Departments/Funds

☒ Supplemental Request

Transfer per 15% Fund Balance Policy based on 6-30-18 CAFR							
Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
001	9	1960-9707	Contribution to Capital Reserve Fund	-	12,303,742.00		12,303,742.00
001	6	1960-6901	Fund Balance Appropriated	682,229.00	12,303,742.00		12,985,971.00
				-			0.00
450	6	7220-6902	Contribution from General Fund	79,684,286.16	12,303,742.00		91,988,028.16
450	9	7220-9821	Building & Renovations	4,713,562.20	12,303,742.00		17,017,304.20

Ordinance No. 2019-03

CABARRUS COUNTY CAPITAL RESERVE  
CAPITAL PROJECT BUDGET ORDINANCE

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

Section I.

- A. The project authorized is for the purpose of accumulating and appropriating funds specifically for future County and School capital projects.
- B. The officers of this unit are hereby directed to proceed with this capital project within the terms of the Generally Accepted Accounting Principles (GAAP) and the budget contained herein.
- C. It is estimated that the following revenues will be available to complete capital projects as listed.

Interest on Investments	\$ 560,142
Contributions from General Fund	91,988,028
Contributions from Capital Projects Fund	338,309
Contributions from CVB	573,771
Contributions from other Governments	3,000,000
TOTAL REVENUES	\$96,460,250

- D. The following appropriations are made as listed:

Mt. Pleasant Middle School	3,627,164
Royal Oaks Elementary	4,476,490
Kannapolis Middle School	5,018,148
Odell 3-5 Elementary School	19,755,175
G.W. Carver Renovations	1,520,978
CBTC Campus Renovations, Safety, Security	184,075
CBTC A/C Unit Replacement	205,000
Concord Middle School Roof	884,359
Harrisburg Elementary School Roof	630,306
Site Study Multiple Schools	30,000
J.N. Fries Middle School - Upfit	300,000
A.L. Brown High School Paving	500,000
Performance Learning Center	590,709
West Cabarrus High School	10,165,495
Hickory Ridge Elementary School	3,733,001
RCCC - Advanced Technology Center	2,293,941
RCCC Renovations	280,043
Cabarrus County Schools - Buses FY16	875,000
Cabarrus County Schools - Mobile Units FY16	1,110,000
Cabarrus County Schools yellow buses (10) FY17	880,000



Cabarrus County Schools mobile units (20) FY17	2,400,000
Kannapolis City Schools yellow buses (5) FY17	441,739
School Contingencies	2,017,889
Tax Collector's Office Renovation	9,116
Frank Liske Park Overflow Parking Lot	24,908
Training & Firing Range Renovations	50,000
Public Safety Training Center	75,000
Carolina Thread Trail	50,000
FLP - Western Playground Restroom Facility	375,000
Arena Aisle Safety Lighting	185,000
Arena Marquee Replacement & Sign Enhancement	112,500
County Website Development	250,000
Renovations to 2325 Lake Concord Road	195,000
Courthouse Expansion	6,100,000
Arena Restroom Renovations	100,000
FLP Barn Restrooms	102,000
EMS Heart Monitors	550,111
EMS Relocation to Concord Fire #10	375,000
Government Center Bathroom ADA	205,000
Door Access & Security Cameras - Sheriff	70,000
ITS - Fiber Infrastructure Improvements	120,000
Governmental Center Chiller Replacement	211,000
Radio Network & Ethernet Backhaul & Edge	500,000
Arena Lighting Control System Replacement	235,000
Frank Liske Park Playground Replacement	100,000
EMS Headquarters - Consultant	50,000
Midland Library Furniture	75,000
Operations Center	2,641,264
County Facility Projects	27,717
Downtown Parking Deck	1,070,000
Robert Wallace Park	3,091,047
Park Projects/CVB	573,771
Other County Capital Projects	17,017,304
 TOTAL EXPENDITURES	 \$96,460,250
 GRAND TOTAL - REVENUES	 \$96,460,250
GRAND TOTAL - EXPENDITURES	\$96,460,250

## Section II.

- A. Special appropriations to non-profit organizations shall be distributed after the execution of an agreement which ensures that all County funds are used for statutorily permissible public purposes.
- B. The County Manager or designee is hereby authorized to transfer appropriations within or between funds, or modify revenue and expenditure projections as contained herein under the following conditions:
  1. The Manager may transfer amounts between objects of expenditure and revenues within a function without limitation.
  2. The County Manager may transfer amounts up to \$100,000 between functions of the same fund.
  3. The County Manager may transfer amounts between contingency funds which are set aside for a specific project for budgetary shortfalls or upon the appropriate approval of a change order.
  4. The County Manager is authorized to transfer funds from the General Fund or Capital Reserve Fund to the appropriate fund for projects approved within the Capital Improvement Plan for the current fiscal year.
  5. Upon notification of funding increases or decreases to existing grants or revenues, or the award of grants or revenues, the Manager or designee may adjust budgets to match, including grants that require a County match for which funds are available.
  6. The Manager or designee may adjust debt financing from estimated projections to actual funds received.
  7. The County Manager may enter into and execute change orders or amendments to construction contracts in amounts less than \$90,000 when the appropriate annual budget or capital project ordinance

contains sufficient appropriated but unencumbered funds.

8. The County Manager may award and execute contracts which are not required to be bid or which G.S. 143-131 allows to be let on informal bids so long as the annual budget or appropriate capital project ordinance contains sufficient appropriated but unencumbered funds for such purposes.
9. The County Manager may execute contracts with outside agencies to properly document budgeted appropriations to such agencies where G.S. 153 A-248(b), 259, 449 and any similar statutes require such contracts.
10. The County Manager may reject formal bids when deemed appropriate and in the best interest of Cabarrus County pursuant to G.S. 143-129(a).
11. The County Manager may reduce revenue projections consistent with prevailing economic conditions, and also reduce expenditures correspondingly.

### Section III.

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

- a. The Finance Director is hereby directed to maintain within the Capital Project Fund sufficient detailed accounting records to satisfy the requirements of the law.
- b. The Finance Director is directed to report, at the request of the Board, on the financial status of each project element in Section I and on the total revenues received or claimed.
- c. Copies of this capital project ordinance shall be furnished to the Clerk to the governing Board, and to the Finance Director for direction in carrying out this project.
- d. At the completion of a construction project, all unrestricted excess funds are transferred to the General Fund and the portion of the Capital Project associated with the project is closed.

Adopted this 22<sup>nd</sup> day of January, 2019.

CABARRUS COUNTY BOARD OF COMMISSIONERS

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

ATTEST:

/s/ Lauren Linker  
Clerk to the Board

### **(G-4) Infrastructure and Asset Management - Midland Branch Library Agreement**

Kyle Bilafer, Area Manager of Operations, reported County staff has worked with the County Attorney and Town of Midland staff to develop a Midland Branch Library Agreement detailing the terms of the lease and the responsibilities of the various parties. Mr. Bilafer stated he has been notified by Doug Paris, Town of Midland Manager, of changes requested by Town of Midland's attorney. Such changes were to add addresses of the buildings, how the library will be staffed and the operating hours covered under Section 6. He further stated County staff and the County Attorney have approved of the requested changes. Mr. Bilafer also responded to questions from the Board.

**UPON MOTION** of Commissioner Shue, seconded by Vice Chairman Honeycutt and unanimously carried, the Board approved the agreement between Cabarrus County and the Town of Midland for the Midland Branch Library, and authorized the Chair of the Board of Commissioners to execute the agreement on behalf of Cabarrus County, subject to review or revisions by the County Attorney.

### **(H) APPOINTMENTS TO BOARDS AND COMMITTEES**

#### **(H-1) Appointments - Active Living and Parks Commission**

The terms for Active Living and Parks Commission members Michael Specht (At-large), Chris Furr (Midland) and Megan Baumgardner (Northwest Cabarrus)

expire January 31, 2019. All are eligible and willing to serve another term. The Active Living and Parks Commission voted unanimously to recommend the Boards' consideration for reappointment for all three members. Ms. Baumgardner also serves on the JCPC. An exception to the "service on multiple boards" provision of the Appointment Policy will be needed for her.

**UPON MOTION** of Commissioner Shue, seconded by Vice Chairman Honeycutt and unanimously carried, the Board reappointed Michael Specht, Chris Furr and Megan Baumgardner to the Active Living and Parks Commission for three-year terms ending January 31, 2022; including an exception to the "service on multiple boards" provision of the Appointment Policy for Ms. Baumgardner.

**(H-2) Appointments - Cabarrus County Youth Commission**

The following students are recommended to be appointed to the Cabarrus County Youth Commission. A letter in regards to the Youth Commission's recommendation is included in the agenda.

Tisha Abdul - Cox Mill High School  
Wesley Barnes - Hickory Ridge High School  
Gabriella Parra - Mount Pleasant High School

**UPON MOTION** of Vice Chairman Honeycutt, seconded by Commissioner Kiger and unanimously carried, the Board appointed Tisha Abdul, Wesley Barnes and Gabriella Parra to the Cabarrus County Youth Commission for two-year terms ending June 30, 2020.

**(I) REPORTS**

**(I-1) BOC - Receive Updates from Commission Members Who Serve as Liaisons**

Vice Chairman Honeycutt, liaison to the Department of Human Services Advisory Board, on behalf of Karen Calhoun, Department of Human Services Director, announced that due to the Federal Government Shutdown, there may be an impact on recipients of the Food and Nutrition Program. Recipients are encouraged to be mindful, and budget and stretch benefits as long as possible. There will also be a food drive in February to help stock the food pantry at Cooperative Christian Ministries.

Commissioner Kiger, Liaison to the Youth Commission, announced the 4-H calendar is now public and can be viewed at [www.cabarrus.ces.ncsu.edu](http://www.cabarrus.ces.ncsu.edu).

**(I-2) Board of Commissioners - Request for Applications for County Boards/Committees**

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

- Active Living and Parks Commission - 1 Expired Term
- Adult Care Home Community Advisory Committee - 11 Vacant Positions
- Agricultural Advisory Board - 2 Terms Expiring Soon
- Cabarrus County Animal Protection Advisory Board - 1 Vacant Position
- Cabarrus County Planning and Zoning Commission - 2 Vacant Positions (Alternates)
- Concord Planning and Zoning Commission (ETJ) - 1 Vacant Position
- Home and Community Care Block Grant Committee - 3 Terms Expiring Soon
- Juvenile Crime Prevention Council - 1 Vacant Position (Student Under 18)
- Mount Pleasant Planning Board and Board of Adjustment - 1 Vacant Position (Alternate)
- Nursing Home Community Advisory Committee - 7 Vacant Positions
- Transportation Advisory Board - 3 Vacant Positions (Midland, NC Mental Health and Clergy)
- Watershed Improvement Commission - 1 Term Expiring Soon
- Youth Commission - 6 Vacant Positions (A.L. Brown, Concord, Cox Mill, Hickory Ridge, Jay M. Robinson, Mount Pleasant, and Northwest Cabarrus High Schools)

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

**(I-3) County Manager - Monthly Building Activity Reports**

The Board received the Cabarrus County Construction Standards Dodge Report for December 2018 and the Cabarrus County Commercial Building Plan Review

Summary for December 2018 for informational purposes as part of the Agenda. No action was required of the Board.

**(I-4) County Manager - Monthly New Development Report**

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

**(I-5) Economic Development Corporation - December 2018 Monthly Summary Report**

The Board received the Cabarrus Economic Development Corporation (EDC) monthly report for the month of December 2018 as part of the Agenda. No action was required of the Board.

**(I-6) Finance - Monthly Financial Update**

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

**(J) General Comments by Board Members**

Commissioner Kiger congratulated Morris-Berg Architects on the design and completion of the new Performance Learning Center.

**(K) WATER AND SEWER DISTRICT OF CABARRUS COUNTY**

None.

**(L) CLOSED SESSION**

**(L-1) Closed Session - Pending Litigation and Economic Development**

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

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

**Return to Open Session**

A discussion ensued regarding the ribbon cutting ceremony for the Midland Library.

Vice Chairman Honeycutt left the meeting at 9:05 p.m.

The Board checked their calendars and scheduled the ribbon cutting ceremony for the Midland Library at 6:00 p.m. on Tuesday, February 26, 2019.

**(M) ADJOURN**

UPON MOTION of Commissioner Shue, seconded by Commissioner Kiger and unanimously carried, the meeting adjourned at 9:07 p.m.

  
Lauren Linker, Clerk to the Board