

# CABARRUS COUNTY



## BOARD OF COMMISSIONERS WORK SESSION

**August 5, 2019  
4:00 PM**

- 
- 1. CALL TO ORDER - CHAIRMAN**
  - 2. APPROVAL OF WORK SESSION AGENDA - CHAIRMAN**
    - 2.1. BOC - Changes to the Agenda
  - 3. DISCUSSION ITEMS FOR ACTION**
    - 3.1. BOC - Appointments to Boards and Committees
    - 3.2. BOC - Discussion on Meeting Schedule
    - 3.3. County Manager - Dominion Energy Easement on East First Street
    - 3.4. County Manager - Farmington Ridge Infrastructure Agreement
    - 3.5. County Manager - Reappropriation of Funds for Ongoing Projects, Grants and Commitments
    - 3.6. Finance - Rowan Cabarrus Community College Contingency Request for Advanced Technology Center - \$179,449.14
    - 3.7. Finance - Write-Off of Ambulance and Library Receivables for FY15
    - 3.8. Finance - Cabarrus County Reimbursement Resolution for Limited Obligation Bonds 2020
    - 3.9. Finance - Capital Improvement Plan Funding for Design of Emergency Medical Services Headquarters
    - 3.10. Library - Presentation of Strategic Plan
    - 3.11. Library - Trustee By-Laws Update
    - 3.12. Sheriff's Office - Governor's Highway Safety Program Local Governmental Resolution
  - 4. APPROVAL OF REGULAR MEETING AGENDA**
    - 4.1. BOC - Approval of Regular Meeting Agenda
  - 5. ADJOURN**

*In accordance with ADA regulations, anyone in need of an accommodation to participate in the meeting should notify the ADA coordinator at 704-920-2100 at least 48 hours prior to the meeting.*



# CABARRUS COUNTY



## BOARD OF COMMISSIONERS WORK SESSION

**August 5, 2019  
4:00 PM**

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**AGENDA CATEGORY:**

Approval of Work Session Agenda - Chairman

**SUBJECT:**

BOC - Changes to the Agenda

**BRIEF SUMMARY:**

A list of changes to the agenda is attached.

**REQUESTED ACTION:**

Motion to approve the agenda as amended.

**EXPECTED LENGTH OF PRESENTATION:**

1 Minute

**SUBMITTED BY:**

Lauren Linker, Clerk to the Board

**BUDGET AMENDMENT REQUIRED:**

No

**COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:**

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**ATTACHMENTS:**

- Changes to the Agenda



**CABARRUS COUNTY BOARD OF COMMISSIONERS  
CHANGES TO THE AGENDA  
AUGUST 5, 2019**

**SUPPLEMENTAL INFORMATION:**

**Discussion Items for Action**

**3.10 Library – Presentation of Strategic Plan**

- **PowerPoint Presentation**

**MOVED TO AUGUST REGULAR MEETING:**

**Closed Session – Pending Litigation and Economic Development**

# CABARRUS COUNTY



## BOARD OF COMMISSIONERS WORK SESSION

**August 5, 2019  
4:00 PM**

### **AGENDA CATEGORY:**

Discussion Items for Action

### **SUBJECT:**

BOC - Appointments to Boards and Committees

### **BRIEF SUMMARY:**

The following appointments to Boards and Committees are recommended for August:

#### Animal Protection Advisory Board

An application has been received from Anthony Weiss to serve on the Cabarrus County Animal Protection Advisory Board (CCAPAB). There is one vacant position on this Board. A letter of recommendation from Carol Miller, Chair, CCAPAB is included in the agenda.

Representative recommendation is Anthony Weiss.

#### Juvenile Crime Prevention Council

Megan Baumgardner, Juvenile Crime Prevention Council (JCPC) Chair has left employment from the District Attorney's Office and is no longer eligible to fill the District Attorney/Designee position on the Council. At the June meeting, the Council voted to recommend Ms. Baumgardner be appointed to fill the unexpired At-large seat. Ms. Baumgardner has served on the JCPC since 2010 and also serves on the Active Living and Parks Commission. An exception to the "length of service" and "multiple service" provisions of the Appointment Policy will be needed for her.

Representative recommendation is Megan Baumgardner.

#### Public Health Authority of Cabarrus County

An application has been received for the Public Health Authority of Cabarrus County from Dr. Chip Buckwell. He is the superintendent for Kannapolis City Schools and is eligible to fill the School System position on the Authority. A letter of recommendation is included in the

agenda.

Representative recommendation is Dr. Chip Buckwell.

Transportation Advisory Board

An application has been received from Jon Bradley, He is the Safety Officer for Cabarrus County and is recommended to fill the vacant County Safety Manager position. Mr. Bradley is a resident of Mecklenburg County. An exception to the "residency" provision of the Appointment Policy will be needed for him.

Representative recommendation is Jon Bradley.

Library Board of Trustees

Richard Bovard, Midland representative on the Library Board of Trustees, will have concluded his three-year term on July 31, 2019. Mr. Bovard should be removed from the Trustee roster and thanked for his years of service.

The Board of Library Trustees would like to nominate Pat Caddell, Midland resident, to fill the vacant Midland position.

Representative recommendation is Pat Caddell.

Mount Pleasant Planning Board and Board of Adjustment (ETJ)

The terms of Mount Pleasant Planning Board and Board of Adjustment ETJ members John Murdock, III and Whit Moose, Jr. ended June 30, 2019. The Town Board met and recommends the appointment of Bridget Fowler to fill Mr. Murdock's position and to reappoint Mr. Moose to serve another term. Both Mr. Murdock and Mr. Moose have served on this Board since 2004. An exception to the "length of service" provision of the Appointment Policy will be needed for Mr. Moose.

Representative recommendations are Bridget Fowler and Whit Moose, Jr.

**REQUESTED ACTION:**

Provide information.

**EXPECTED LENGTH OF PRESENTATION:**

1 Minute

**SUBMITTED BY:**

Lauren Linker, Clerk to the Board

**BUDGET AMENDMENT REQUIRED:**

No

**COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:**

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# CABARRUS COUNTY



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**AGENDA CATEGORY:**

Discussion Items for Action

**SUBJECT:**

BOC - Discussion on Meeting Schedule

**BRIEF SUMMARY:**

Due to upcoming scheduling conflicts, several meetings need to be rescheduled. The meetings that need to be addressed are the August and November Cabarrus Summit meeting dates. Additionally, the September work session needs to be rescheduled due to the Cabarrus Aviation Academy that two commissioners will be attending.

**REQUESTED ACTION:**

Receive input.

**EXPECTED LENGTH OF PRESENTATION:**

5 Minutes

**SUBMITTED BY:**

Lauren Linker, Clerk to the Board

**BUDGET AMENDMENT REQUIRED:**

No

**COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:**

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# CABARRUS COUNTY



## BOARD OF COMMISSIONERS WORK SESSION

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**AGENDA CATEGORY:**

Discussion Items for Action

**SUBJECT:**

County Manager - Dominion Energy Easement on East First Street

**BRIEF SUMMARY:**

Dominion Energy is requesting an easement for a new gas line serving downtown Kannapolis on East First Street. The property is owned by Cabarrus County and is across from A.L. Brown High School. A vicinity map and copy of the easement documents are attached.

**REQUESTED ACTION:**

Motion to approve the utility easement for Dominion Energy; and authorize the County Manager to execute the utility easement documents on behalf of Cabarrus County, subject to review or revisions by the County Attorney.

**EXPECTED LENGTH OF PRESENTATION:**

1 Minute

**SUBMITTED BY:**

Jonathan B. Marshall, Deputy County Manager

**BUDGET AMENDMENT REQUIRED:**

No

**COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:**

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**ATTACHMENTS:**

- ▢ UtilityEasement Documents
- ▢ Easements

## UTILITY EASEMENT

PREPARED BY: Jane Foy Painter, Mullen, Holland, & Cooper, P.A., Attorneys at Law  
RETURN TO: Dominion Energy North Carolina  
(Attn: Frank Craig, Engineering Dept.)  
800A Gaston Road  
Gastonia, North Carolina 28053

STATE OF NORTH CAROLINA

COUNTY OF CABARRUS

Project No. 0065401

Know all men by these presents that for and in consideration of the sum of One Dollar (\$1.00) and other valuable consideration paid to **CABARRUS COUNTY**, a body politic and political subdivision of the State of North Carolina (hereinafter designated "Grantor"), the receipt of which is hereby acknowledged, the Grantor hereby bargains, sells, and conveys unto **Public Service Company of North Carolina, Incorporated**, a South Carolina corporation, dba Dominion Energy North Carolina (hereinafter designated "Grantee"), and its successors and assigns, a perpetual and exclusive, except as otherwise provided herein, utility easement for the purpose installing, laying, constructing, maintaining, operating, repairing, altering, replacing, and removing gas pipeline equipment for the transportation and control of natural gas under, upon, over, through and across lands of Grantor, or in which Grantor has an interest situate in Cabarrus County, North Carolina as conveyed to the Grantor by that deed recorded in Book 12176 at Page 99 in the Cabarrus County Registry, together with the rights of ingress and egress over and across the easement and the remaining lands of the Grantor for the purpose of obtaining access to and from the easement. The easement shall be located and described as shown on the Exhibit "A" surveys attached hereto and incorporated herein by reference.

The Grantee shall have the right to assign this Easement in whole or part at any time.

The Grantee shall have the right to remove all trees, undergrowth, and other obstructions which may be located within the easement that may injure, endanger, or interfere with the construction, operation, maintenance, and repair of the pipeline.

The Grantor may make full use and enjoyment of the lands and premises included within the easement herein granted in any manner not inconsistent with the use and purpose of said land by the Grantee; provided, however, that the Grantor, its successors and assigns, shall not construct nor permit to be constructed any house or other permanent structure, nor plant trees or large shrubs, nor allow to be placed or installed any other obstruction, temporary or permanent, that could damage the pipeline or interfere with operation, maintenance or repair of the pipeline by the Grantee, including, but not limited to the accumulation of garbage, rubble, disabled vehicles, tires, or debris of any kind, nor impound nor permit to be impounded any water, on or over the entire area specifically covered by this easement. The Grantor, its successors, and assigns, may build roads, streets or utilities which cross the pipeline located on the easement, but may not construct within and along said pipeline easement any such utilities which run parallel therewith. Utility crossings of the pipeline must provide a minimum two (2) feet vertical clearance above or below the pipeline. Fences may be installed by the Grantor crossing the easement, but only after obtaining advance written approval of the Grantee, and such fences must meet specifications of the Grantee for type and must provide accessibility to the easement suitable to Grantee. The Grantor, for itself, its successors, and assigns, further agrees not to build road, street or utility crossings, or fence crossings, or to change the grade within the easement in any manner which will reduce or increase the cover over the

pipeline or within the easement, unless approved in writing in advance by Grantee. Grantor shall notify Grantee in writing at least 30 days prior to any construction or maintenance activity within the area specifically covered by this easement to obtain such approval and to allow Grantee's representative to be present during such activity. Pipeline markers shall not be relocated or removed from the easement.

To have and to hold said utility easement unto the Grantee, its successors, and assigns, in title forever and the undersigned hereby binds itself, its successors, and assigns to warrant and forever defend all and singular said premises unto the Grantee, its successors, and assigns, against the claims of all persons whomsoever.

It is understood and acknowledged by the undersigned that the person securing this grant is without authority to make any agreement with regard to the subject matter hereof which is not expressed herein, and that no such agreement will be binding on the Grantee.

IN WITNESS WHEREOF this instrument is signed and sealed this \_\_\_\_\_ day of \_\_\_\_\_ 2019.

**CABARRUS COUNTY**

By: \_\_\_\_\_ (SEAL)  
Printed Name: Stephen M. Morris  
Title: Chairman of the Board of Commissioners

Corporate Seal)

ATTEST:

\_\_\_\_\_  
Lauren Linker, Clerk to the Board

STATE OF NORTH CAROLINA  
COUNTY OF \_\_\_\_\_

I, \_\_\_\_\_, a Notary Public of \_\_\_\_\_ County, State of North Carolina, do hereby certify that Lauren Linker, (the "Signatory"), personally appeared before me this day and acknowledged that she is the Clerk to the Board of Commissioners of CABARRUS COUNTY, a body politic and political subdivision of the State of North Carolina, and that by authority duly given and as the act of the County, the foregoing instrument was signed in its name by its Chairman, sealed with its corporate seal and attested by her as its Clerk to the Board.

I certify that the Signatory personally appeared before me this day, and  
(check one of the following)

- (I have personal knowledge of the identity of the Signatory); or  
 (I have seen satisfactory evidence of the Signatory's identity, by a current state or federal identification with the Signatory's photograph in the form of:  
(check one of the following)  
 a driver's license or  
 in the form of \_\_\_\_\_), or  
 (a credible witness has sworn to the identity of the Signatory).

The Signatory acknowledged to me that she voluntarily signed the foregoing document for the purpose stated therein and in the capacity indicated.

Witness my hand and official stamp or seal this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Notary Public

Print Name: \_\_\_\_\_  
[Note: Notary Public must sign exactly as on notary seal]

My Commission Expires: \_\_\_\_\_  
[NOTARY SEAL] (MUST BE FULLY LEGIBLE)



VICINITY MAP - NOT TO SCALE

- NOTES:**
1. BEARINGS BASED ON N.C. GRID NAD83(2011).
  2. SUBJECT PID NUMBERS: 5613-88-5617
  3. AREA COMPUTED BY COORDINATE GEOMETRY METHOD.
  4. THIS PROPERTY MAY BE SUBJECT TO ANY AND ALL EASEMENTS AND/OR RIGHTS-OF-WAY NOT SHOWN HEREON.
  5. ALL DISTANCES ARE HORIZONTAL GROUND DISTANCES IN SURVEY FEET AND DECIMALS THEREOF.
  6. SUBJECT TRACT DEED REFERENCE/SOURCE OF TITLE: DB 12176 PG 99
  7. NO MISSING CORNERS SET.
  8. PROPERTY LINES SHOWN ARE APPROXIMATE AND BASED ON EXISTING DEEDS, PLATS AND VISIBLE FIELD MONUMENTATION DISCOVERED ALONG PROJECT AREA. PROPERTY LINES SHOWN ARE NOT INTENDED TO REPRESENT AN ACTUAL BOUNDARY SURVEY.
  9. GRID NORTH DERIVED FROM APPROVED GPS CONTROL PROCEDURES. COMBINED GRID FACTOR FOR THIS PROJECT IS 0.99987914 NGS MONUMENT "BREW" USED AS BASIS FOR PROJECT: MONUMENT GRID COORDINATES ARE: N 626,058.49 E 1,520,931.08.
  10. THIS MAP MAY NOT BE A CERTIFIED SURVEY AND HAS NOT BEEN REVIEWED BY A LOCAL GOVERNMENT AGENCY FOR COMPLIANCE WITH ANY APPLICABLE LAND DEVELOPMENT REGULATIONS AND HAS NOT BEEN REVIEWED FOR COMPLIANCE WITH RECORDING REQUIREMENTS FOR PLATS.

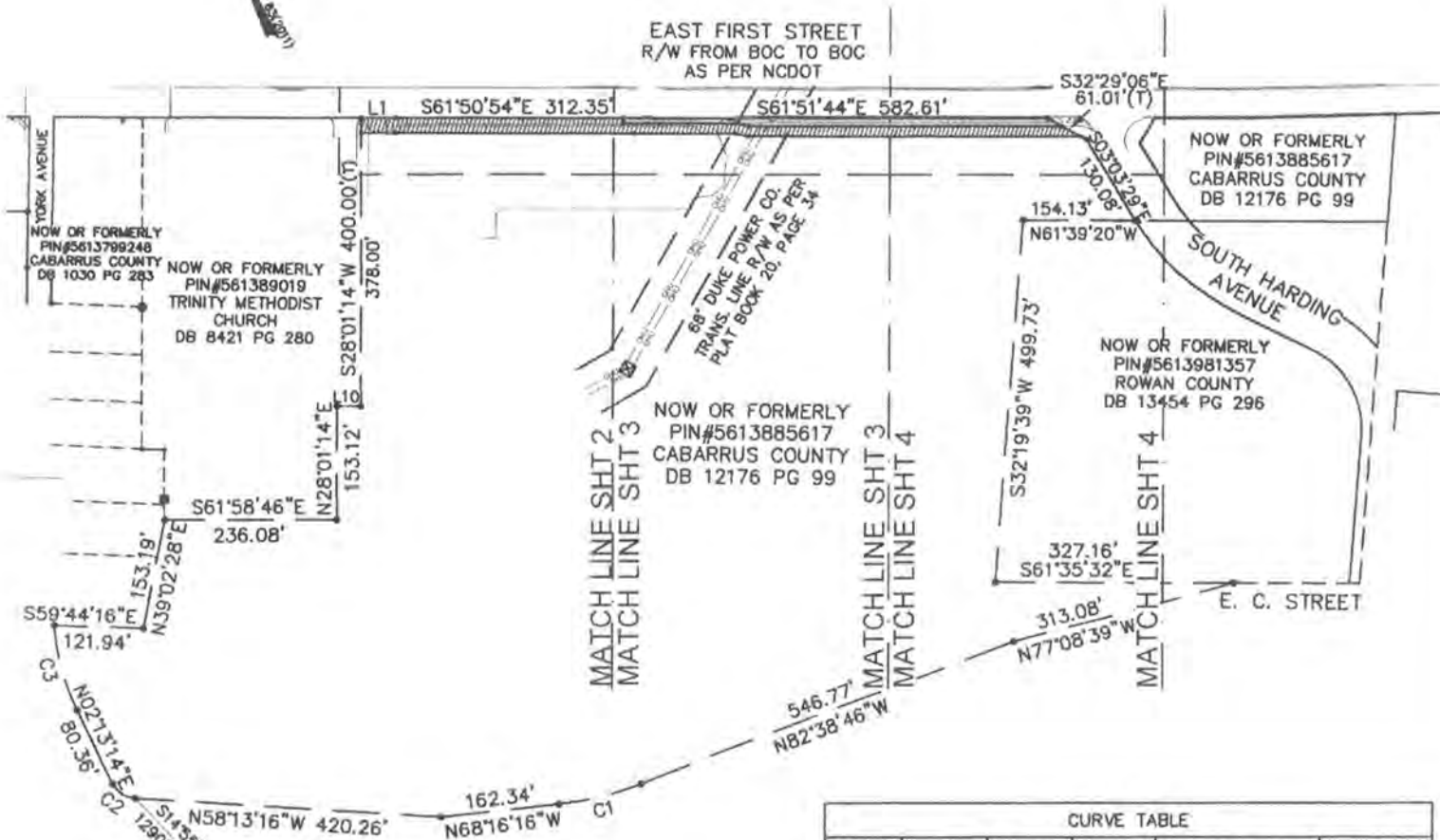
- LEGEND**
- - EXISTING MONUMENT / CORNER AS NOTED
  - - POINT NOT SET
  - DB PG - DEED BOOK PAGE NUMBER
  - R/W - RIGHT OF WAY
  - EIR - EXISTING IRON ROD
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  - φ - POWER POLE
  - OHU- - OVERHEAD UTILITY LINE
  - o-o- - FENCE LINE

**EASEMENT AREA TOTALS**

EXISTING SIDEWALK EASEMENT - 5,863 SF - 0.135 ACRES  
 GASLINE EASEMENT - 17,143 SF - 0.394 ACRES

SEE SHEET 2 FOR LINE TABLE

SEE SHEETS 2, 3 & 4 FOR DETAILS



NCGS MONUMENT "BREW"  
 N.C. GRID COORDS.  
 N(Y)= 262,058.49 sFT  
 E(X)=1,520,931.08 sFT

CURVE TABLE					
CURVE	RADIUS	LENGTH	CHORD	CHORD BEARING	DELTA
C1	463.65'	116.33'	116.03'	S75°27'30"E	014°22'32"
C2	37.87'	37.83'	36.28'	S29°36'13"E	057°14'07"
C3	320.00'	123.00'	122.24'	S13°13'55"W	022°01'23"

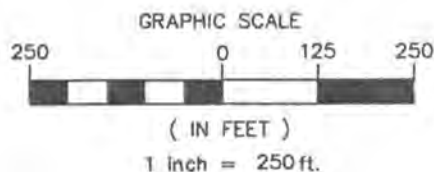
**EASEMENT EXHIBIT FOR DOMINION ENERGY**

EAST FIRST STREET  
 KANNAPOLIS  
 CABARRUS COUNTY, NORTH CAROLINA  
 EASEMENT ACROSS THE PROPERTY OF  
**CABARRUS COUNTY**  
 DB 12176 PG 99



PREPARED BY  
 3556-A CENTRE CIRCLE  
 FORT MILL, SC 29715  
 844-865-5263  
 WWW.TIDEMARKLAND.COM  
 C-4291

THIS SURVEY IS OF A PROPOSED EASEMENT FOR A PUBLIC UTILITY AS DEFINED IN G.S. 62-3.



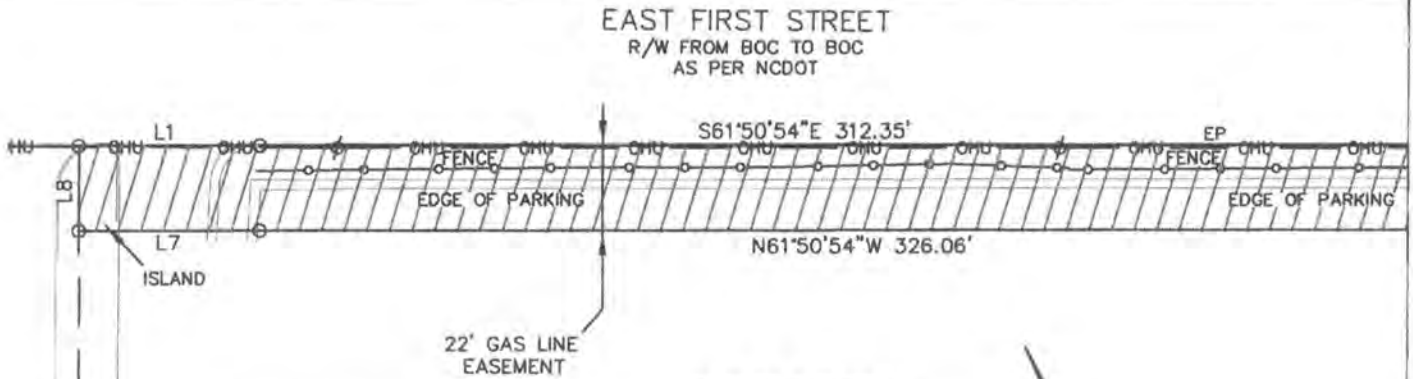
I, JULIA A. McDONALD, CERTIFY THAT THIS EXHIBIT WAS PREPARED UNDER MY SUPERVISION AND THAT IT WAS PREPARED FOR THE PURPOSE OF ACQUISITION OF EASEMENTS ONLY, AND IS NOT INTENDED TO BE A BOUNDARY SURVEY OF THE PROPERTY SHOWN.  
*Julia A. McDonald* 07/10/19  
 NC PLS L-3617 DATE



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  - φ - POWER POLE
  - OHU- - OVERHEAD UTILITY LINE
  - o-o- - CHAINLINK FENCE LINE



LINE TABLE		
LINE	LENGTH	BEARING
L1	47.02'	S61°58'32"E
L2	22.50'	S32°35'11"E
L3	18.00'	N49°01'21"W
L4	7.00'	N28°08'16"E
L5	30.67'	S32°35'11"E
L6	18.00'	N49°01'21"W
L7	46.99'	N61°58'32"W
L8	22.00'	N28°01'14"E
L9	7.79'	S31°47'36"E
L10	33.00'	S61°58'46"E

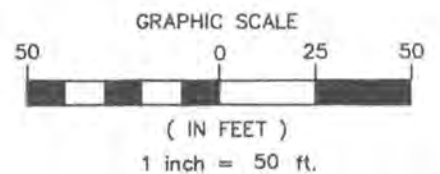
NOW OR FORMERLY  
PIN#5613885617  
CABARRUS COUNTY  
DB 12176 PG 99



MATCH LINE SHT 2  
MATCH LINE SHT 3

EASEMENT EXHIBIT  
FOR  
**DOMINION ENERGY**  
EAST FIRST STREET  
KANNAPOLIS  
CABARRUS COUNTY, NORTH CAROLINA  
EASEMENT ACROSS THE PROPERTY OF  
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DB 12176 PG 99

THIS SURVEY IS OF A PROPOSED  
EASEMENT FOR A PUBLIC UTILITY  
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PREPARED BY  
**TIDEMARK**  
LAND SERVICES  
3556-A CENTRE CIRCLE  
FORT MILL, SC 29715  
844-865-5263  
WWW.TIDEMARKLAND.COM  
C-4291



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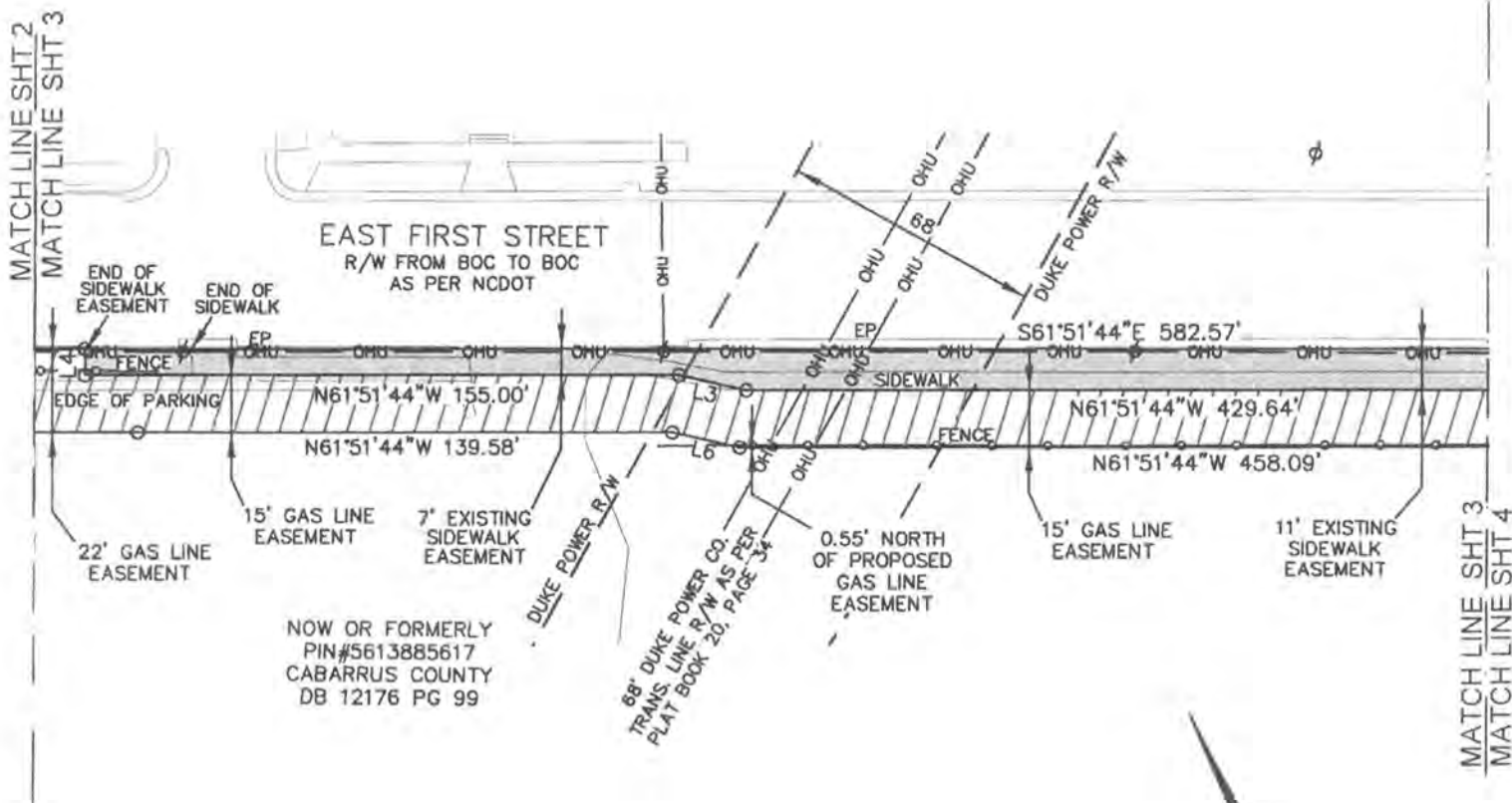
**SHEET 2 OF 4**



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  - [Solid Black Box] - EXISTING CONCRETE MONUMENT
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  - [Shaded Box] - RIGHT OF WAY GRANTED TO THE CITY OF KANNAPOLIS FROM THE KANNAPOLIS BOARD OF EDUCATION - DB 8290 PG 59, DB 8290 PG 62 & DB 8290 PG 65
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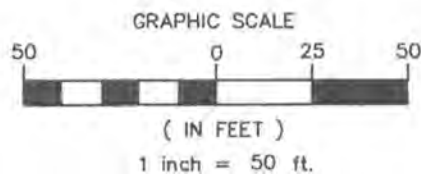


NOW OR FORMERLY  
PIN#5613885617  
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DB 12176 PG 99



EASEMENT EXHIBIT  
FOR  
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EASEMENT ACROSS THE PROPERTY OF  
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PREPARED BY  
**TIDEMARK**  
LAND SERVICES  
3556-A CENTRE CIRCLE  
FORT MILL, SC 29715  
844-865-5263  
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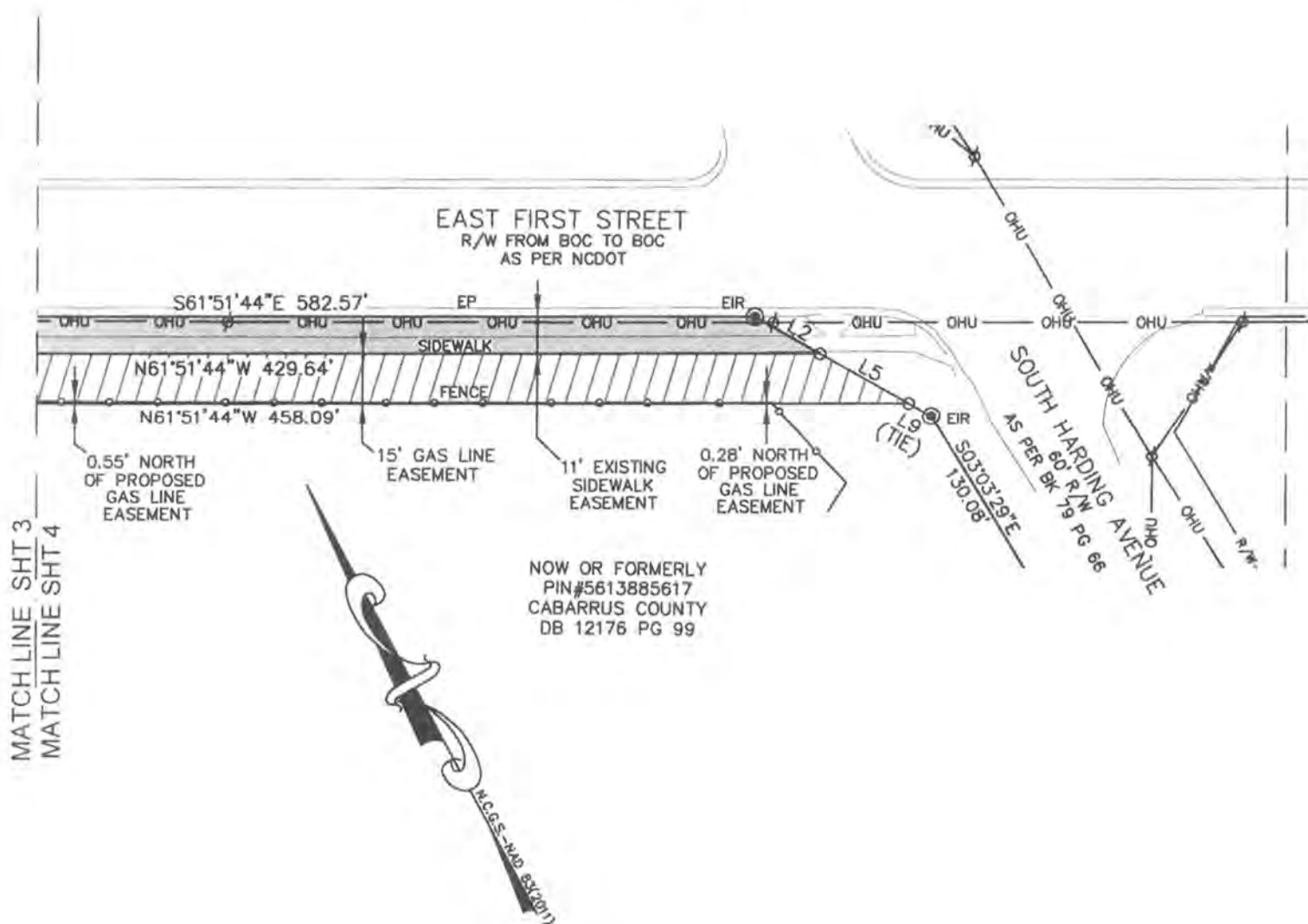


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  10. THIS MAP MAY NOT BE A CERTIFIED SURVEY AND HAS NOT BEEN REVIEWED BY A LOCAL GOVERNMENT AGENCY FOR COMPLIANCE WITH ANY APPLICABLE LAND DEVELOPMENT REGULATIONS AND HAS NOT BEEN REVIEWED FOR COMPLIANCE WITH RECORDING REQUIREMENTS FOR PLATS.

- LEGEND**
- ⊙ - EXISTING MONUMENT/ CORNER AS NOTED
  - - POINT NOT SET
  - DB PG - DEED BOOK PAGE NUMBER
  - R/W - RIGHT OF WAY
  - EIR - EXISTING IRON ROD
  - GAS LINE EASEMENT
  - PIN - PARCEL IDENTIFICATION NUMBER
  - BOC - BACK OF CURB
  - ECM - EXISTING CONCRETE MONUMENT
  - - EXISTING CONCRETE MONUMENT
  - NCDOT - NORTH CAROLINA DEPARTMENT OF TRANSPORTATION
  - (T) - TOTAL DISTANCE
  - RIGHT OF WAY GRANTED TO THE CITY OF KANNAPOLIS FROM THE KANNAPOLIS BOARD OF EDUCATION - DB 8290 PG 59, DB 8290 PG 62 & DB 8290 PG 65
  - EP - EDGE OF PAVEMENT
  - ⊕ - POWER POLE
  - OHU- - OVERHEAD UTILITY LINE
  - o-o- - CHAINLINKED FENCE LINE

SEE SHEET 2 FOR LINE TABLE



MATCH LINE SHT 3  
MATCH LINE SHT 4

EASEMENT EXHIBIT  
FOR

**DOMINION ENERGY**

EAST FIRST STREET  
KANNAPOLIS

CABARRUS COUNTY, NORTH CAROLINA  
EASEMENT ACROSS THE PROPERTY OF  
**CABARRUS COUNTY**

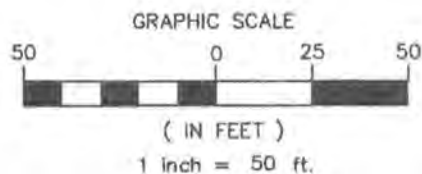
DB 12176 PG 99

PREPARED BY



3556-A CENTRE CIRCLE  
FORT MILL, SC 29715  
844-865-5263  
WWW.TIDEMARKLAND.COM  
C-4291

THIS SURVEY IS OF A PROPOSED  
EASEMENT FOR A PUBLIC UTILITY  
AS DEFINED IN G.S. 62-3.



I, JULIA A. McDONALD, CERTIFY THAT THIS EXHIBIT WAS PREPARED UNDER MY SUPERVISION AND THAT IT WAS PREPARED FOR THE PURPOSE OF ACQUISITION OF EASEMENTS ONLY, AND IS NOT INTENDED TO BE A BOUNDARY SURVEY OF THE PROPERTY SHOWN.

*Julia A. McDonald* 07/10/19  
NC PLS L-3617 DATE

## UTILITY EASEMENT

PREPARED BY: Jane Foy Painter, Mullen, Holland, & Cooper, P.A., Attorneys at Law  
RETURN TO: Dominion Energy North Carolina  
(Attn: Frank Craig, Engineering Dept.)  
800A Gaston Road  
Gastonia, North Carolina 28053

STATE OF NORTH CAROLINA

COUNTY OF CABARRUS

Project No. 0065401

Know all men by these presents that for and in consideration of the sum of One Dollar (\$1.00) and other valuable consideration paid to **CABARRUS COUNTY**, a body politic and political subdivision of the State of North Carolina (hereinafter designated "Grantor"), the receipt of which is hereby acknowledged, the Grantor hereby bargains, sells, and conveys unto **Public Service Company of North Carolina, Incorporated**, a South Carolina corporation, dba Dominion Energy North Carolina (hereinafter designated "Grantee"), and its successors and assigns, a perpetual and exclusive, except as otherwise provided herein, utility easement for the purpose installing, laying, constructing, maintaining, operating, repairing, altering, replacing, and removing gas pipeline equipment for the transportation and control of natural gas under, upon, over, through and across lands of Grantor, or in which Grantor has an interest situate in Cabarrus County, North Carolina as conveyed to the Grantor by that deed recorded in Book 1030 at Page 283 in the Cabarrus County Registry, together with the rights of ingress and egress over and across the easement and the remaining lands of the Grantor for the purpose of obtaining access to and from the easements. The easement shall be located and described as shown on the Exhibit "A" survey attached hereto and incorporated herein by reference.

The Grantee shall have the right to assign this Easement in whole or part at any time.

The Grantee shall have the right to remove all trees, undergrowth, and other obstructions which may be located within the easement that may injure, endanger, or interfere with the construction, operation, maintenance, and repair of the pipeline.

The Grantor may make full use and enjoyment of the lands and premises included within the easement herein granted in any manner not inconsistent with the use and purpose of said land by the Grantee; provided, however, that the Grantor, its successors and assigns, shall not construct nor permit to be constructed any house or other permanent structure, nor plant trees or large shrubs, nor allow to be placed or installed any other obstruction, temporary or permanent, that could damage the pipeline or interfere with operation, maintenance or repair of the pipeline by the Grantee, including, but not limited to the accumulation of garbage, rubble, disabled vehicles, tires, or debris of any kind, nor impound nor permit to be impounded any water, on or over the entire area specifically covered by this easement. The Grantor, its successors, and assigns, may build roads, streets or utilities which cross the pipeline located on the easement, but may not construct within and along said pipeline easement any such utilities which run parallel therewith. Utility crossings of the pipeline must provide a minimum two (2) feet vertical clearance above or below the pipeline. Fences may be installed by the Grantor crossing the easement, but only after obtaining advance written approval of the Grantee, and such fences must meet specifications of the Grantee for type and must provide accessibility to the easement suitable to Grantee. The Grantor, for itself, its successors, and assigns, further agrees not to build road, street or utility crossings, or fence crossings, or to change the grade within the easement in any manner which will reduce or increase the cover over the pipeline or within the easement, unless approved in writing in advance by Grantee. Grantor shall notify Grantee in writing

at least 30 days prior to any construction or maintenance activity within the area specifically covered by this easement to obtain such approval and to allow Grantee's representative to be present during such activity. Pipeline markers shall not be relocated or removed from the easement.

To have and to hold said utility easement unto the Grantee, its successors, and assigns, in title forever and the undersigned hereby binds itself, its successors, and assigns to warrant and forever defend all and singular said premises unto the Grantee, its successors, and assigns, against the claims of all persons whomsoever.

It is understood and acknowledged by the undersigned that the person securing this grant is without authority to make any agreement with regard to the subject matter hereof which is not expressed herein, and that no such agreement will be binding on the Grantee.

IN WITNESS WHEREOF this instrument is signed and sealed this \_\_\_\_\_ day of \_\_\_\_\_ 2019.

**CABARRUS COUNTY**

By: \_\_\_\_\_ (SEAL)  
Printed Name: Stephen M. Morris  
Title: Chairman of the Board of Commissioners

Corporate Seal)

ATTEST:

\_\_\_\_\_  
Lauren Linker, Clerk to the Board

STATE OF NORTH CAROLINA  
COUNTY OF \_\_\_\_\_

I, \_\_\_\_\_, a Notary Public of \_\_\_\_\_ County, State of North Carolina, do hereby certify that Lauren Linker, (the "Signatory"), personally appeared before me this day and acknowledged that she is the Clerk to the Board of Commissioners of CABARRUS COUNTY, a body politic and political subdivision of the State of North Carolina, and that by authority duly given and as the act of the County, the foregoing instrument was signed in its name by its Chairman, sealed with its corporate seal and attested by her as its Clerk to the Board.

I certify that the Signatory personally appeared before me this day, and  
(check one of the following)

\_\_\_\_\_ (I have personal knowledge of the identity of the Signatory); **or**

\_\_\_\_\_ (I have seen satisfactory evidence of the Signatory's identity, by a current state or federal identification with the Signatory's photograph in the form of:

(check one of the following)

\_\_\_ a driver's license *or*

\_\_\_ in the form of \_\_\_\_\_); **or**

\_\_\_\_\_ (a credible witness has sworn to the identity of the Signatory).

The Signatory acknowledged to me that she voluntarily signed the foregoing document for the purpose stated therein and in the capacity indicated.

Witness my hand and official stamp or seal this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Notary Public

Print Name: \_\_\_\_\_

**[Note: Notary Public must sign exactly as on notary seal]**

My Commission Expires: \_\_\_\_\_

☞ [NOTARY SEAL] (MUST BE FULLY LEGIBLE)



VICINITY MAP - NOT TO SCALE

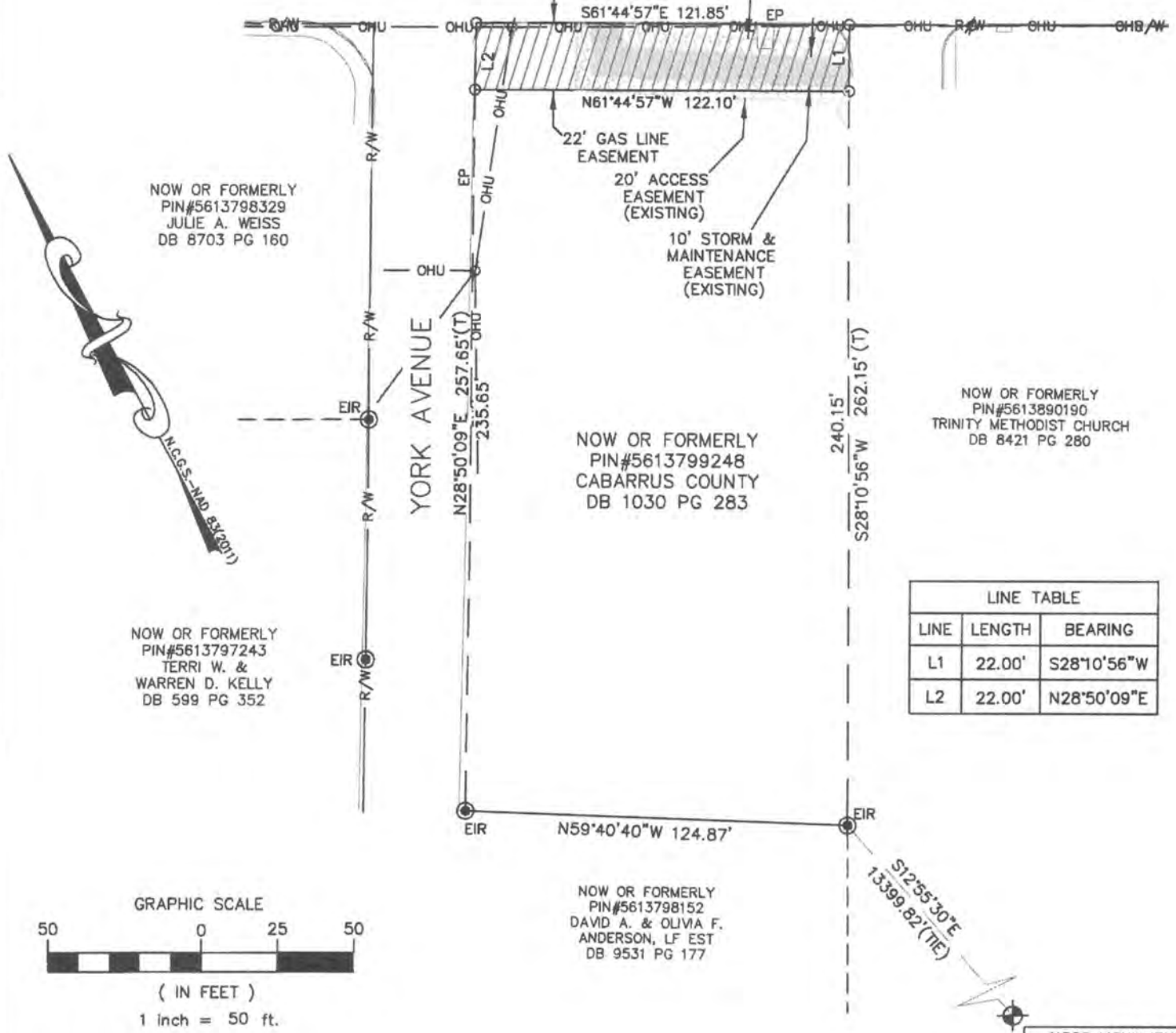
- NOTES:**
1. BEARINGS BASED ON N.C. GRID NAD83(2011).
  2. SUBJECT PID NUMBERS: 5613-79-9248
  3. AREA COMPUTED BY COORDINATE GEOMETRY METHOD.
  4. THIS PROPERTY MAY BE SUBJECT TO ANY AND ALL EASEMENTS AND/OR RIGHTS-OF-WAY NOT SHOWN HEREON.
  5. ALL DISTANCES ARE HORIZONTAL GROUND DISTANCES IN SURVEY FEET AND DECIMALS THEREOF.
  6. SUBJECT TRACT DEED REFERENCE/SOURCE OF TITLE: DB 1030 PG 283
  7. NO MISSING CORNERS SET.
  8. PROPERTY LINES SHOWN ARE APPROXIMATE AND BASED ON EXISTING DEEDS, PLATS AND VISIBLE FIELD MONUMENTATION DISCOVERED ALONG PROJECT AREA. PROPERTY LINES SHOWN ARE NOT INTENDED TO REPRESENT AN ACTUAL BOUNDARY SURVEY.
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  - - POINT NOT SET
  - DB PG - DEED BOOK PAGE NUMBER
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  - EIR - EXISTING IRON ROD
  - ▨ - 22' GAS LINE EASEMENT
  - PIN - PARCEL IDENTIFICATION NUMBER
  - BOC - BACK OF CURB
  - NCDOT - NORTH CAROLINA DEPARTMENT OF TRANSPORTATION
  - (T) - TOTAL DISTANCE
  - EP - EDGE OF PAVEMENT
  - ∅ - POWER POLE
  - OHU- - OVERHEAD UTILITY LINE
  - ▭ - 10' STORM & MAINTENANCE EASEMENT (EXISTING)
  - ▭ - 20' ACCESS EASEMENT (EXISTING)

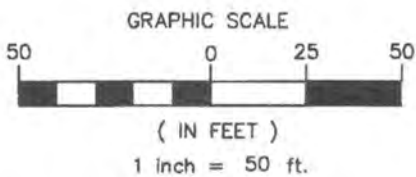
**EASEMENT AREA TOTAL**

22' GAS LINE EASEMENT - 2,683 SF - 0.062 ACRES

**EAST FIRST STREET**  
R/W FROM BOC TO BOC  
AS PER NCDOT



LINE TABLE		
LINE	LENGTH	BEARING
L1	22.00'	S28°10'56"W
L2	22.00'	N28°50'09"E



THIS SURVEY IS OF A PROPOSED EASEMENT FOR A PUBLIC UTILITY AS DEFINED IN G.S. 62-3.

NCGS MONUMENT "BREW"  
N.C. GRID COORDS.  
N(Y)= 262,058.49 sFT  
E(X)=1,520,931.08 sFT

**EASEMENT EXHIBIT FOR DOMINION ENERGY**

EAST FIRST STREET  
KANNAPOLIS  
CABARRUS COUNTY, NORTH CAROLINA  
EASEMENT ACROSS THE PROPERTY OF  
**CABARRUS COUNTY**  
DB 1030, PG 283



PREPARED BY  
**TIDEMARK**  
LAND SERVICES  
3556-A CENTRE CIRCLE  
FORT MILL, SC 29715  
844-865-5263  
WWW.TIDEMARKLAND.COM  
C-4291



I, JULIA A. McDONALD, CERTIFY THAT THIS EXHIBIT WAS PREPARED UNDER MY SUPERVISION AND THAT IT WAS PREPARED FOR THE PURPOSE OF ACQUISITION OF EASEMENTS ONLY, AND IS NOT INTENDED TO BE A BOUNDARY SURVEY OF THE PROPERTY SHOWN.

*Julia A. McDonald* 07/29/19  
NC PLS L-3617 DATE

No.	DATE	REVISION	BY
1	7/29/19	ADD EXISTING EASEMENTS	WCH



Gas Line Easement

Gas Line Easement

1 inch = 300 feet

# CABARRUS COUNTY



## BOARD OF COMMISSIONERS WORK SESSION

**August 5, 2019  
4:00 PM**

---

### **AGENDA CATEGORY:**

Discussion Items for Action

### **SUBJECT:**

County Manager - Farmington Ridge Infrastructure Agreement

### **BRIEF SUMMARY:**

The Board of Commissioners considered an infrastructure agreement for Farmington Ridge at their regular meeting in April 2019. A public hearing for that agreement was held at that time but approval was tabled at request of the County's bond counsel. The draft agreement is back before the Board of Commissioners for consideration.

### **REQUESTED ACTION:**

Motion to approve the infrastructure agreement between Cabarrus County and Rocky River Road Associates LLC; and authorize the County Manager to execute the agreement on behalf of Cabarrus County, subject to review or revisions by the County Attorney.

### **EXPECTED LENGTH OF PRESENTATION:**

5 Minutes

### **SUBMITTED BY:**

Jonathan B. Marshall, Deputy County Manager

### **BUDGET AMENDMENT REQUIRED:**

No

### **COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:**

---

## **ATTACHMENTS:**

- ▣ Draft Agreement
- ▣ Agreement map attachments
- ▣ Agreement example spreadsheet



**STATE OF NORTH CAROLINA**

**COUNTY OF CABARRUS**

**INFRASTRUCTURE REIMBURSEMENT**  
**AGREEMENT**

THIS INFRASTRUCTURE REIMBURSEMENT AGREEMENT (“Agreement”) entered into as of this \_\_\_\_ day of \_\_\_\_\_, 2019, by and between Rocky River Road Associates, LLC, a North Carolina Limited Liability Company (“Developer”) and Cabarrus County (“County”).

WHEREAS, Developer plans a mixed-use development (“Project”) on property located on Rocky River Road in the area particularly as depicted on the map attached hereto as **Exhibit A** (the “Property”).

WHEREAS, in order to facilitate traffic flow within and in the general area of the Project, Developer intends to construct the Road Improvements (defined below) in the location shown on **Exhibit B**;

WHEREAS, the County considers the construction of the Road Improvements and other economic development impacts of the Road Improvements to be of significant public benefit and has recommended the Road Improvements in its Comprehensive Transportation Plan;

WHEREAS, construction of the Road Improvements would not only facilitate the Project and the economic development benefits that would derive therefrom, but it would also expand alternative traffic routes and provide increased connectivity to existing streets and roads in the area;

WHEREAS, the County is willing to participate in the Road Improvements through an infrastructure reimbursement agreement pursuant to N.C.G.S. 153A-451 by reimbursing Developer for a portion of the cost of designing and constructing the Road Improvements under the terms and conditions set forth in this Agreement;

WHEREAS, the County has determined that the cost to the County in reimbursing Developer for designing and constructing Road Improvements is less than it would cost the County to design and construct the road through a public contract pursuant to G.S. 143-128 *et seq.*; and

WHEREAS, the Town of Harrisburg (the “Town”) has also determined to participate in the Road Improvements through an infrastructure reimbursement agreement based on the benefits and rationale set forth herein and the Town and the County will share in the reimbursement for the Road Improvements in accordance with **Exhibit D**, attached hereto.

NOW, THEREFORE, in consideration of the mutual covenants and agreements set forth herein, the parties agree as follows:

1. Definitions.

**“Baseline Tax”** refers to the total *ad valorem* real property taxes (excluding municipal service district taxes) levied by the County on the Property during the County’s 2019 Fiscal Year, based on the finally determined assessed value of the Property for the County’s 2019 Fiscal Year.

**“Fiscal Year”** shall mean the period of time that extends from July 1<sup>st</sup> to June 30<sup>th</sup> of the immediately following calendar year. For example, fiscal year 2019 extends from July 1, 2018 to June 30, 2019.

**“Force Majeure”** means, as applicable, any acts of God, strikes, lockouts or other industrial disturbances, unusual adverse weather conditions, terrorism or other acts of the public enemy, wars, blockades, insurrections, riots, epidemics, landslides, lightning, earthquakes, fires, tornadoes, hurricanes, floods, high-water washouts, other matters outside of Developer’s reasonable control.

**“Maximum Tax Increment Reimbursement Amount”** shall mean up to \$6,000,000, plus cumulative interest, accruing as funds are expended on the Road Improvements, at up to 5% per annum, compounded monthly. The Maximum Tax Increment Reimbursement Amount is a part of the cumulative Baseline Tax levied by the Town and the County and the reimbursement shall be apportioned as shown on Exhibit D, attached hereto.

**“Property”** has the meaning set forth in the Recitals hereto.

**“Road Improvements”** shall mean Farmington Ridge Parkway as shown on Exhibit B, both within the Project site together with all associated improvements, including without limitation, survey and engineering costs, drainage facilities or improvements, utilities, adjacent sidewalks, street lights, planting strips, irrigation, street trees, including Shady Vale Lane and a portion of Dutch Creek Drive as highlighted on Exhibit B, and including signalization of the intersection of Farmington Ridge Parkway and Rocky River Road, and associated improvements to Rocky River Road and Plaza Road Extension as required by the North Carolina Department of Transportation.

**“Tax Increment Increase Amount”** shall mean for each applicable Fiscal Year, the amount by which (a) the County’s *ad valorem* taxes levied on the property as shown on Exhibit C, which includes Tax Parcels # 55061407290000, # 55061394160000, and # 55062310830000, that have been paid prior to February 1 during such Fiscal Year on the Property, exceeds (b) the Baseline Tax. An analysis of the tax increment reimbursement is attached hereto as Exhibit D.

2. Design and Construction. The Developer shall:

- a. design the Road Improvements;

- b. obtain all necessary regulatory approvals for construction of Road Improvements;
  - c. acquire all right-of-way and temporary construction easements necessary for the construction of Road Improvements;
  - d. construct the Road Improvements in accordance with all regulatory standards and approvals, including all modifications or improvements required through normal governmental inspection processes; and
  - e. upon completion of the Road Improvements, dedicate or convey, or provide for the dedication or conveyance, to the Town the Road Improvements together with those portions of the right of way thereof located on the Property.
3. County Reimbursement. The County shall reimburse the Developer for the cost of the Road Improvements as follows:
- a. Developer may request a tax increment reimbursement payment on or before September 30th of either the first, second, or third fiscal year that begins following the date of final inspection and acceptance by the Town of the Road Improvements as selected by Developer, and County shall commence making such payments in accordance with the provisions of this Agreement for such year and for each of the eleven calendar years that immediately follow the year when the first reimbursement request is made.
  - b. By March 1 of each calendar year after receiving the reimbursement request pursuant to subsection (a) above, the County shall make a reimbursement payment to Developer in an amount equal to 68% of the Tax Increment Increase Amount for that Fiscal Year. The parties acknowledge that only one request will be made by Developer to commence the reimbursement payments in the first year and that no further request is needed for the payments in the eleven subsequent years.
  - c. Notwithstanding subsection (b) above, in the Fiscal Year in which the County's reimbursement payment would, along with the total amount of all previous reimbursement payments paid pursuant to subsection (b), exceed the Maximum Tax Increment Reimbursement Amount, the County shall pay the Developer only that amount necessary to make the aggregate tax increment reimbursement payments then paid to Developer, together with the tax increment reimbursement payment then due, equal to the Maximum Tax Increment Reimbursement Amount.
  - d. The County's obligation to make reimbursement payments shall terminate upon the earlier of: (i) the Fiscal Year in which total tax increment reimbursement payments equal the Maximum Tax Increment Reimbursement Amount; or (ii)

the end of the eleventh Fiscal Year following the first Fiscal Year in which the County made a reimbursement payment pursuant to the terms of subsection (b) hereof (i.e. after twelve (12) yearly payments).

e. In the final year of reimbursement, the amounts to be paid by the County and the Town shall be prorated based on the amounts that would have been due for that year, in accordance with **Exhibit D**.

4. **Term.** This Agreement shall commence upon execution and shall continue until the County has made its final reimbursement payment pursuant to Section 3. Notwithstanding the foregoing, the County may terminate this Agreement if either: (a) commencement of construction of the Road Improvements has not begun by December 31, 2020; or (b) the Road Improvements are not substantially completed in a good and workman-like manner in accordance with all applicable laws and the applicable standards within thirty-six (36) months following commencement, subject, however to a day for day extension of the thirty-six (36) month completion period for *Force Majeure*, as established by Developer to the reasonable satisfaction of the County. Notwithstanding the foregoing, Developer may terminate this Agreement at any time upon written notice to the County if in its discretion it decides not to develop the Property or to discontinue such development.

5. **Notices.** All notices concerning this project should be addressed as follows:

If to the County:           Cabarrus County  
  Mike Downs  
  65 Church Street S  
  Concord, NC 28025

If to the Developer:       Rocky River Road Associates, LLC  
  James Merrifield  
  2400 South Boulevard, Suite 300  
  Charlotte, NC 28203

Each party may change its address for notification purposes by giving the other party written notice of the new address and the date upon which it shall become effective.

6. **No Third-Party Rights.** This Agreement is entered into by and between the parties hereto for their exclusive benefit. The parties do not intend to create or establish by this Agreement any third-party beneficiary status or rights, and no such third-party shall be entitled to enforce any right of obligation or enjoy any benefit created or established by this Agreement.

7. **Binding Effect.** This Agreement shall be binding upon, inure to the benefit of and be enforceable by the parties hereto and their respective successors or assigns.

8. Applicable Law. This Agreement shall be enforced, interpreted and construed by and under the laws of the State of North Carolina.

9. Interpretation. Each of the parties hereto has agreed to the use of this particular language of the provisions of this Agreement and any questions of doubtful interpretation shall not be resolved by any rule or interpretation against the drafters, but rather in accordance with the fair meaning thereof, having due regard to the benefits and rights intended to be conferred upon the parties hereto and the limitations and restrictions upon such rights and benefits intended to be provided.

10. Entire Agreement. This Agreement is the entire agreement between the parties with respect to its subject matter and there are no other representations, understandings or agreements between the parties relative to such subject matter. This Agreement supersedes all prior agreements, negotiations, representations and proposals ("prior agreements"), written or oral, except to the extent such prior agreements are incorporated by reference into this Agreement.

11. Amendment. No amendment or modification to the Agreement shall be valid until in writing and signed by both parties to this Agreement.

12. Captions. The captions and headings set forth in this Agreement are for convenience of reference only and shall not be construed as part of this Agreement.

13. Counterparts. This Agreement may be executed in any number of counterparts and by different parties hereto in separate counterparts, each of which when so executed shall be an original, but all of which shall together constitute one (1) and the same instrument.

IN WITNESS THEREOF, the parties have executed this Agreement as of the date first above written.

ATTEST:

COUNTY OF CABARRUS

\_\_\_\_\_  
County Clerk

By: \_\_\_\_\_

Title: \_\_\_\_\_

Name: \_\_\_\_\_

[SIGNATURES CONTINUE ON FOLLOWING PAGE]

ROCKY RIVER ROAD ASSOCIATES, LLC  
By: Crosland Rocky River Road, LLC, Manager By:  
Crosland Manager, LLC, its Manager

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

PREAUDIT CERTIFICATION

This instrument has been pre-audited in a manner required by applicable law.

\_\_\_\_\_  
Finance Officer

**EXHIBIT A**  
PROPERTY DEPICTION

**EXHIBIT B**  
ROAD IMPROVEMENTS



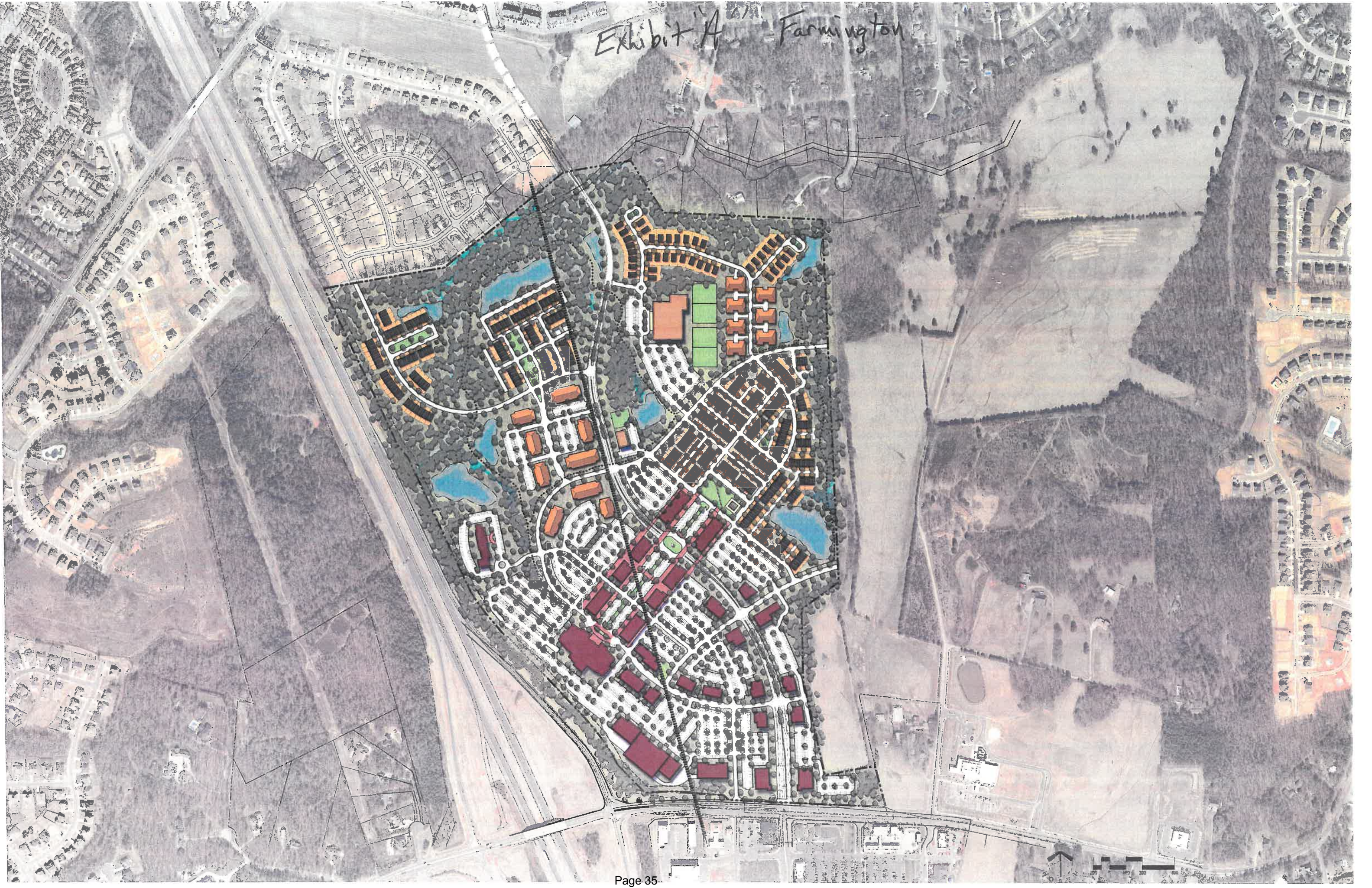
**EXHIBIT C**

**TAX INCREMENT PROPERTY**

**EXHIBIT D**

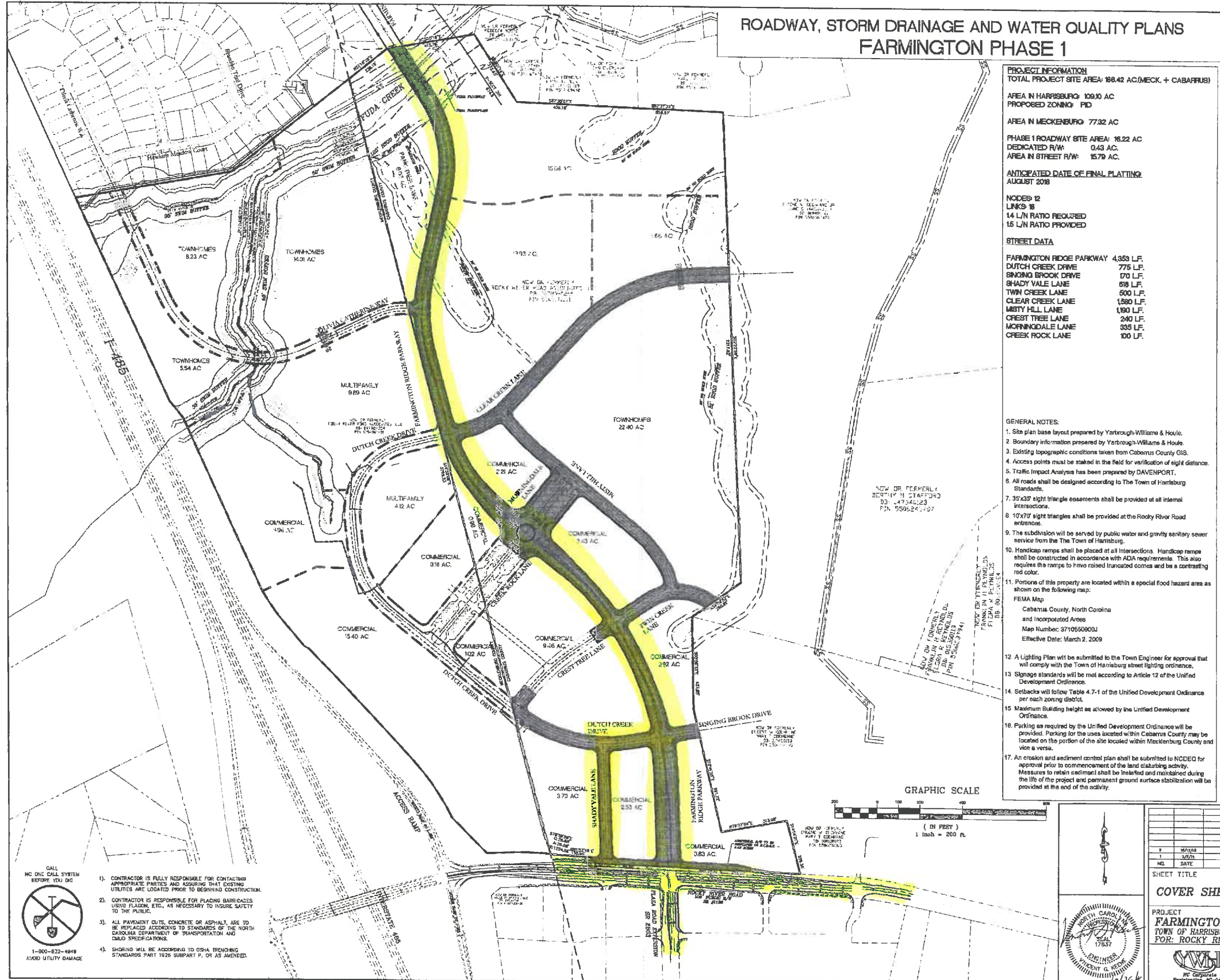
TAX INCREMENT ANALYSIS AND APPORTIONMENT

Exhibit A Farmington



# Exhibit B

## ROADWAY, STORM DRAINAGE AND WATER QUALITY PLANS FARMINGTON PHASE 1



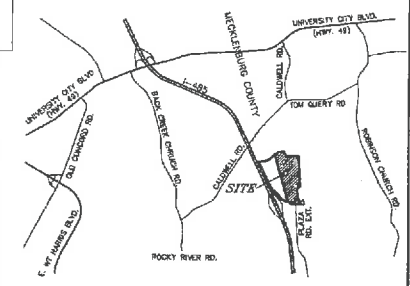
**PROJECT INFORMATION**  
 TOTAL PROJECT SITE AREA: 188.42 AC. (MECK. + CABARRUS)  
 AREA IN HARRISBURG: 109.00 AC  
 PROPOSED ZONING: PD  
 AREA IN MECKENBURG: 77.32 AC  
 PHASE 1 ROADWAY SITE AREA: 18.22 AC  
 DEDICATED R/W: 0.43 AC.  
 AREA IN STREET R/W: 15.79 AC.  
 ANTICIPATED DATE OF FINAL PLATTING:  
 AUGUST 2018

**NOTES:**  
 12  
 LINKS 18  
 14 L/N RATIO REQUIRED  
 15 L/N RATIO PROVIDED

**STREET DATA**

FARMINGTON RIDGE PARKWAY	4,359 L.F.
DUTCH CREEK DRIVE	775 L.F.
SINGING BROOK DRIVE	170 L.F.
SHADY VALE LANE	618 L.F.
TWIN CREEK LANE	500 L.F.
CLEAR CREEK LANE	1,560 L.F.
MISTY HILL LANE	1,190 L.F.
CREST TREE LANE	240 L.F.
MORNINGDALE LANE	333 L.F.
CREEK ROCK LANE	100 L.F.

- GENERAL NOTES:**
1. Site plan base layout prepared by Yarbrough-Williams & Houde.
  2. Boundary information prepared by Yarbrough-Williams & Houde.
  3. Existing topographic conditions taken from Cabarrus County GIS.
  4. Access points must be staked in the field for verification of right distance.
  5. Traffic Impact Analysis has been prepared by DAVENPORT.
  6. All roads shall be designed according to the Town of Harrisburg Standards.
  7. 35'x35' right triangle easements shall be provided at all internal intersections.
  8. 10'x70' right triangles shall be provided at the Rocky River Road entrances.
  9. The subdivision will be served by public water and gravity sanitary sewer service from the Town of Harrisburg.
  10. Handicap ramps shall be placed at all intersections. Handicap ramps shall be constructed in accordance with ADA requirements. This also requires the ramps to have raised truncated corners and be a contrasting red color.
  11. Portions of this property are located within a special flood hazard area as shown on the following map:  
 FEMA Map  
 Cabarrus County, North Carolina  
 and Incorporated Areas  
 Map Number: 3710550800J  
 Effective Date: March 2, 2009
  12. A Lighting Plan will be submitted to the Town Engineer for approval that will comply with the Town of Harrisburg street lighting ordinance.
  13. Signage standards will be met according to Article 12 of the Unified Development Ordinance.
  14. Setbacks will follow Table 4.7-1 of the Unified Development Ordinance per each zoning district.
  15. Maximum Building height as allowed by the Unified Development Ordinance.
  16. Parking as required by the Unified Development Ordinance will be provided. Parking for the uses located within Cabarrus County may be located on the portion of the site located within Mecklenburg County and vice a versa.
  17. An erosion and sediment control plan shall be submitted to NCDEQ for approval prior to commencement of the land disturbing activity. Measures to retain sediment shall be installed and maintained during the life of the project and permanent ground surface stabilization will be provided at the end of the activity.



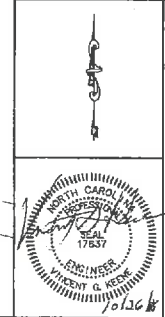
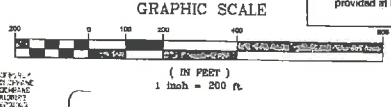
**INDEX OF SHEETS**

- 1 - COVER SHEET
- 2 - SITE PLAN # 1
- 3 - SITE PLAN # 2
- 4 - SITE PLAN # 3
- 5 - SITE PLAN # 4
- 6 - DRAINAGE PLAN # 1
- 7 - DRAINAGE PLAN # 2
- 8 - DRAINAGE PLAN # 3
- 9 - DRAINAGE AREA PLAN # 1
- 10 - DRAINAGE AREA PLAN # 2
- 11 - DRAINAGE AREA PLAN # 3
- 12A - PRE DEVELOPMENT PLAN
- 12B - POST DEVELOPMENT PLAN
- 12C - WET POND #1 DETAIL SHEET
- 12D - SAND FILTER #3 DETAIL SHEET
- 12E - SAND FILTER #5 DETAIL SHEET
- 13 - EROSION CLEARING PLAN #1
- 14 - EROSION CLEARING PLAN #2
- 15 - EROSION CONTROL PLAN # 1
- 16 - EROSION CONTROL PLAN # 2
- 17 - EROSION CONTROL PLAN # 3
- 18 - LANDSCAPE PLAN #1
- 19A - LANDSCAPE PLAN #2
- 19B - LANDSCAPE PLAN #3
- 20 - DETAIL SHEET #1
- 21 - DETAIL SHEET #2
- 22 - DETAIL SHEET #3
- 23 - DETAIL SHEET #4
- 24 - DETAIL SHEET #5
- 25 - ROCKY RIVER ROAD
- 26 - FARMINGTON RIDGE PARKWAY
- 27 - FARMINGTON RIDGE PARKWAY
- 28 - FARMINGTON RIDGE PARKWAY
- 29 - FARMINGTON RIDGE PARKWAY
- 30 - FARMINGTON RIDGE PARKWAY
- 31 - DUTCH CREEK DRIVE
- 32 - DUTCH CREEK DRIVE, SHADY VALE LANE
- 33 - SINGING BROOK DRIVE
- 34 - TWIN CREEK LANE
- 35A - CLEAR CREEK LANE
- 35B - CLEAR CREEK LANE
- 36 - MISTY HILL LANE
- 37 - OLIVIA CATHERINE WAY
- 38 - MORNINGDALE LANE, CREEK ROCK LANE

**THIS PLAN IS A FINAL DESIGN—NOT  
 RELEASED FOR CONSTRUCTION  
 UNLESS INITIALED/DATED AS APPROVED.**

APPROVED: \_\_\_\_\_ / \_\_\_\_\_  
 INITIALS / DATE

- CALL  
 NC ONE CALL SYSTEM  
 BEFORE YOU DIG
- 
1. CONTRACTOR IS FULLY RESPONSIBLE FOR CONTACTING APPROPRIATE PARTIES AND ASSURING THAT EXISTING UTILITIES ARE LOCATED PRIOR TO BEGINNING CONSTRUCTION.
  2. CONTRACTOR IS RESPONSIBLE FOR PLACING BARRICADES USING FLAGGERS, ETC., AS NECESSARY TO INSURE SAFETY TO THE PUBLIC.
  3. ALL PAVEMENT CUTS, CONCRETE OR ASPHALT, ARE TO BE REPLACED ACCORDING TO STANDARDS OF THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION AND CALMO SPECIFICATIONS.
  4. SHORING WILL BE ACCORDING TO OSHA TRENCHING STANDARDS PART 1926 SUBPART P, OR AS AMENDED.
- 1-800-832-4949  
 AVOID UTILITY DAMAGE



NO.	DATE	REVISION	BY
1	5/13/13	REVISED PER CLIENT COMMENTS	WJH
2			
3			

SHEET TITLE  
**COVER SHEET**

PROJECT  
**FARMINGTON**  
 TOWN OF HARRISBURG & TWSP. #1, CABARRUS CO., NC  
 FOR: ROCKY RIVER ROAD ASSOCIATES, LLC

YARBROUGH-WILLIAMS & HOUDE, INC.  
 Planning • Surveying • Engineering  
 1000 S. 11th Street, Suite 1100  
 Charlotte, North Carolina 28203  
 Phone: 704.366.1100 Fax: 704.366.8800

DATE: 5/13/13  
 DRAWN BY: BTG  
 CHECKED BY: MAH  
 SHEET NO.: 1 OF 36

NO DIAL CALL SYSTEM BEFORE YOU DIAL

1-800-832-4848  
AVOID UTILITY DAMAGE

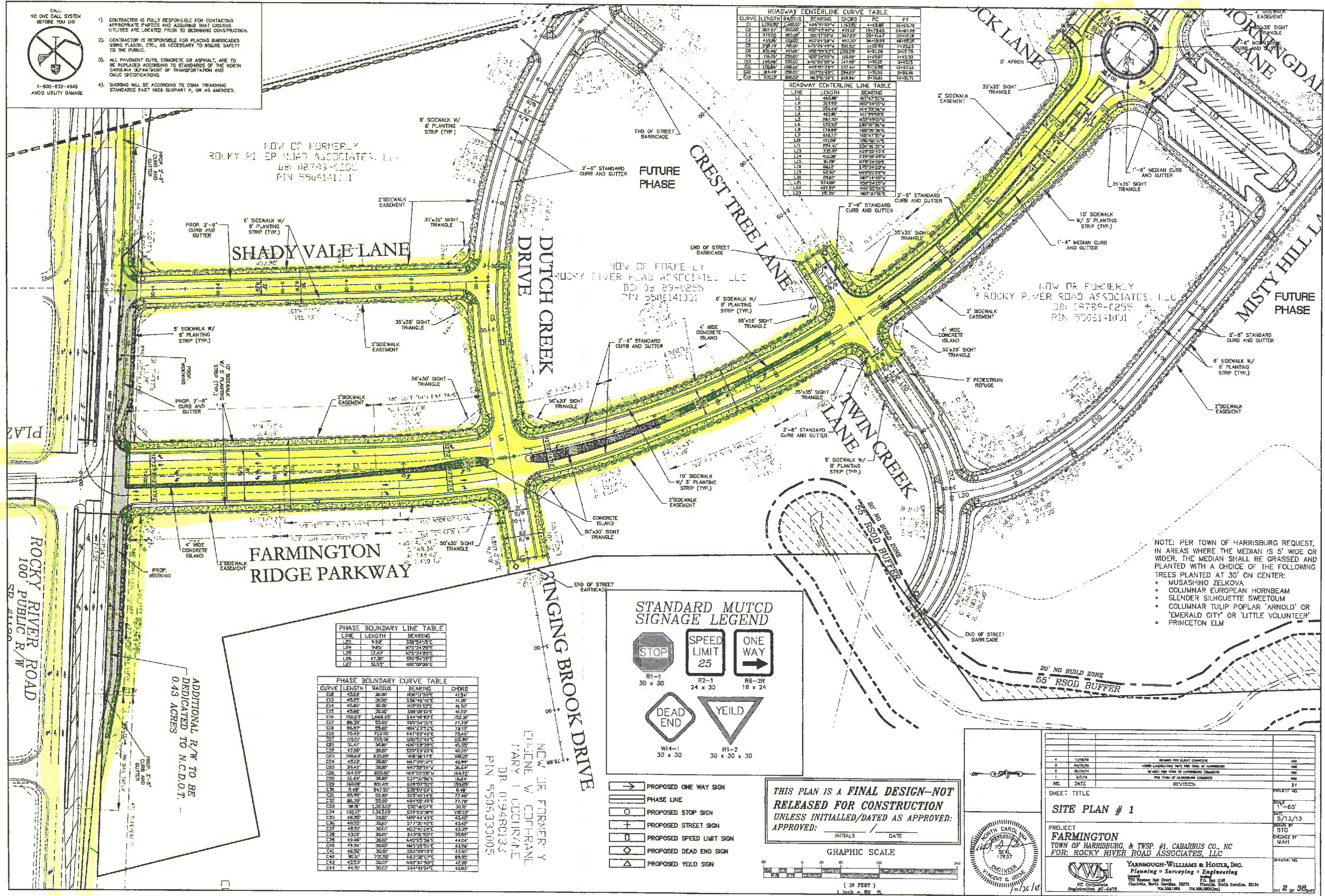
- CONTRACTOR IS FULLY RESPONSIBLE FOR CONTACTING APPROPRIATE PARTIES AND ASSURING THAT EXISTING UTILITIES ARE LOCATED PRIOR TO BEGINNING CONSTRUCTION.
- CONTRACTOR IS RESPONSIBLE FOR PLACING BARRICADES USING FLAGSTICKS, ETC., AS NECESSARY TO INSURE SAFETY TO THE PUBLIC.
- ALL PAVEMENT CURBS, CONCRETE OR ASPHALT, ARE TO BE REPLACED ACCORDING TO STANDARDS OF THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION AND ROAD SPECIFICATIONS.
- SHOWING SHALL BE ACCORDING TO CEMA TRENCHING STANDARDS PART 1628 SUBPART P, OR AS AMENDED.

ROADWAY CENTERLINE CURVE TABLE

CURVE	LENGTH	RADIUS	BEARING	CHORD	PC	PT
C1	105.24	2000.00	N84°11'30"E	113.38	414.84	1645.78
C2	37.52	800.00	N82°32'00"E	36.72	394.67	394.67
C3	43.84	1000.00	N87°34'00"E	42.20	387.89	469.08
C4	37.52	800.00	N82°32'00"E	36.72	394.67	394.67
C5	37.52	800.00	N75°24'00"E	36.72	103.93	773.63
C6	18.52	400.00	N88°22'00"E	18.12	411.28	218.75
C7	18.52	400.00	N87°24'00"E	18.12	411.28	114.50
C8	148.40	3000.00	N42°03'00"E	147.88	1791.5	3443.5
C9	178.40	1500.00	N49°07'00"E	177.40	1417.67	1147.67
C10	38.40	800.00	S0°00'00"E	38.40	1192.5	1192.5
C11	38.40	800.00	N0°00'00"E	38.40	1192.5	1192.5
C12	38.40	800.00	N0°00'00"E	38.40	1192.5	1192.5

ROADWAY CENTERLINE TABLE

LINE	LENGTH	BEARING
L1	482.88	N87°35'00"E
L2	314.4	N82°32'00"E
L3	482.88	N11°38'00"E
L4	482.88	N11°38'00"E
L5	1355.2	S89°22'00"E
L6	1788.8	N88°22'00"E
L7	65.6	N87°24'00"E
L8	103.2	N87°24'00"E
L9	42.4	S79°24'00"E
L10	42.4	S79°24'00"E
L11	42.4	S79°24'00"E
L12	42.4	S79°24'00"E
L13	42.4	S79°24'00"E
L14	42.4	S79°24'00"E
L15	42.4	S79°24'00"E
L16	42.4	S79°24'00"E
L17	42.4	S79°24'00"E
L18	42.4	S79°24'00"E
L19	42.4	S79°24'00"E
L20	42.4	S79°24'00"E



NOW OR FORMERLY  
ROCKY RIVER ROAD ASSOCIATES, LLC  
JOB: 08789-0255  
PIN: 5506141001

NOW OR FORMERLY  
ROCKY RIVER ROAD ASSOCIATES, LLC  
JOB: 08789-0255  
PIN: 5506141001

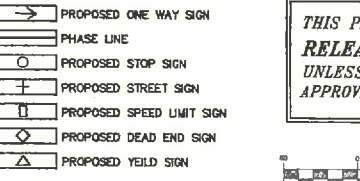
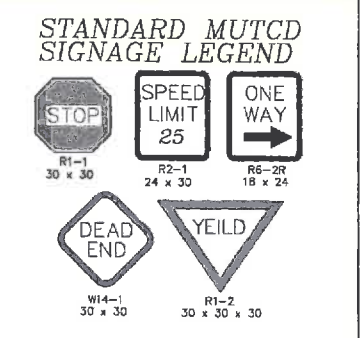
NOW OR FORMERLY  
ROCKY RIVER ROAD ASSOCIATES, LLC  
JOB: 08789-0255  
PIN: 5506141001

PHASE BOUNDARY LINE TABLE

LINE	LENGTH	BEARING
L83	5.92	S52°47'55"E
L84	12.80	N75°24'00"E
L85	17.44	N75°24'00"E
L86	47.36	S50°47'55"E
L87	51.52	N88°09'38"E

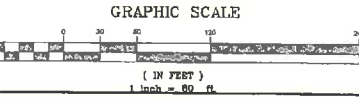
PHASE BOUNDARY CURVE TABLE

CURVE	LENGTH	RADIUS	BEARING	CHORD
C18	45.84	30.00	N68°11'30"E	41.64
C19	45.84	30.00	S56°48'45"E	41.64
C20	45.84	30.00	N11°38'00"E	41.64
C21	45.84	30.00	S89°22'00"E	41.64
C22	158.88	1400.00	S44°18'00"E	155.36
C23	86.88	30.00	S89°22'00"E	77.76
C24	86.88	30.00	N84°11'30"E	77.76
C25	79.44	30.00	S89°22'00"E	70.44
C26	116.16	700.00	S89°22'00"E	116.16
C27	35.41	30.00	N88°09'38"E	45.50
C28	47.36	30.00	S79°24'00"E	45.50
C29	108.48	825.00	N87°11'15"E	108.48
C30	45.84	30.00	N77°28'00"E	45.84
C31	39.48	30.00	N68°11'30"E	36.48
C32	164.59	850.00	N68°33'00"E	164.59
C33	16.44	30.00	S77°28'00"E	16.44
C34	140.08	850.00	S79°24'00"E	140.08
C35	8.48	847.50	S79°24'00"E	8.48
C36	69.92	30.00	S79°24'00"E	77.76
C37	86.88	30.00	N84°11'30"E	77.76
C38	38.88	125.00	S79°24'00"E	38.88
C39	124.16	124.16	S79°24'00"E	124.16
C40	48.32	31.00	N09°44'43"E	43.48
C41	48.32	31.00	S77°28'00"E	43.48
C42	48.32	31.00	N68°11'30"E	43.48
C43	48.32	31.00	S44°18'00"E	43.48
C44	48.32	31.00	S33°09'15"E	43.48
C45	48.32	31.00	N88°09'38"E	43.48
C46	48.32	31.00	N42°03'00"E	43.48
C47	48.32	31.00	N0°00'00"E	43.48
C48	48.32	31.00	S0°00'00"E	43.48
C49	48.32	31.00	S44°18'00"E	43.48



THIS PLAN IS A FINAL DESIGN—NOT  
RELEASED FOR CONSTRUCTION  
UNLESS INITIALED/DATED AS APPROVED:

APPROVED: \_\_\_\_\_ DATE: \_\_\_\_\_



NOTE: PER TOWN OF HARRISBURG REQUEST, IN AREAS WHERE THE MEDIAN IS 5' WIDE OR WIDER, THE MEDIAN SHALL BE GRASSED AND PLANTED WITH A CHOICE OF THE FOLLOWING TREES PLANTED AT 30' ON CENTER:

- MUSASHINO ZELKOVA
- COLUMNAR EUROPEAN HORNBEAM
- SLENDER SILHOUETTE SWEETGUM
- COLUMNAR TULIP POPLAR 'ARNOLD' OR 'EMERALD CITY' OR 'LITTLE VOLUNTEER'
- PRINCETON ELM

REVISIONS

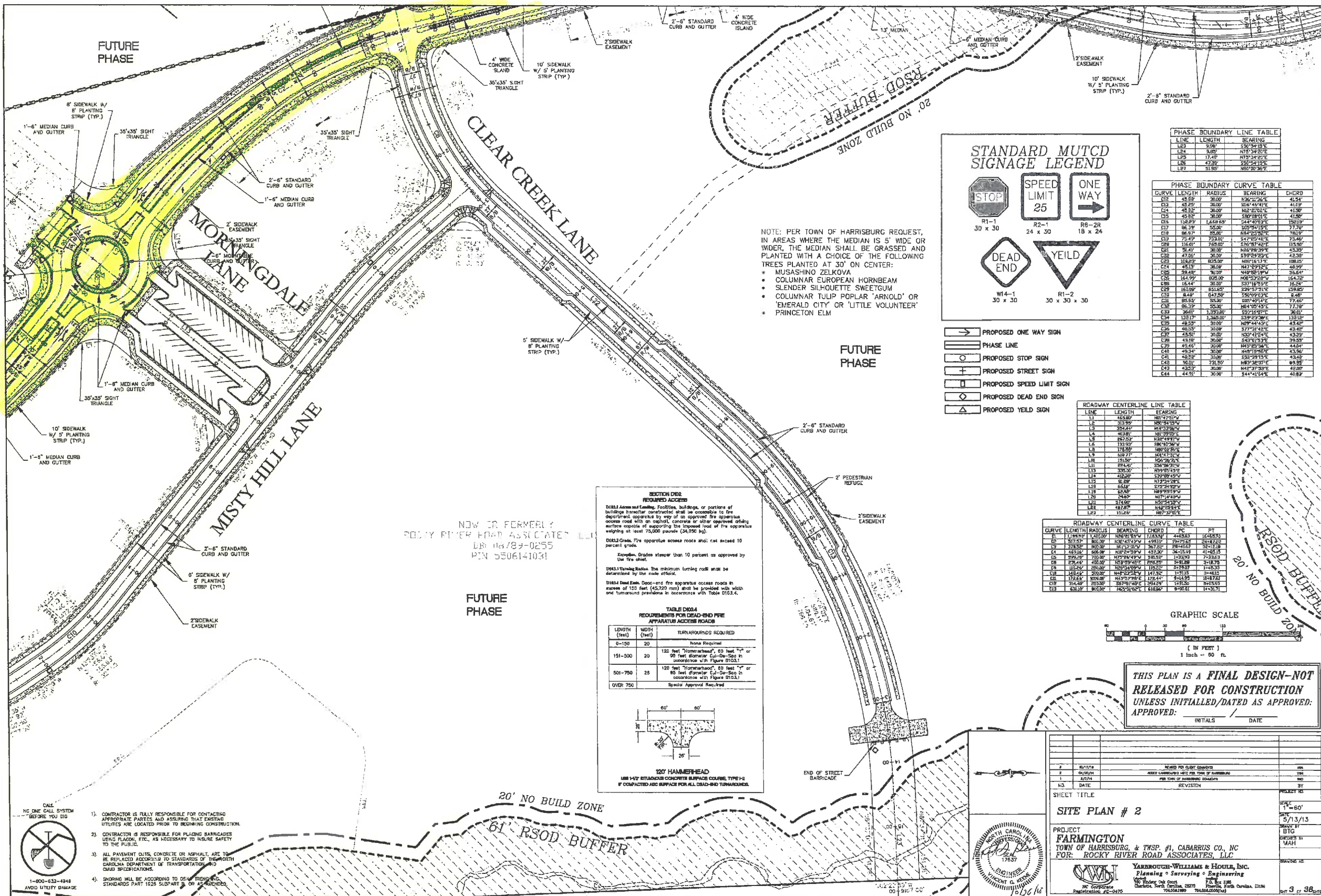
NO.	DATE	REVISION	BY
1	02/24/14	FOR TOWN OF HARRISBURG COMMENTS	MAH
2	02/24/14	FOR TOWN OF HARRISBURG COMMENTS	MAH
3	02/24/14	FOR TOWN OF HARRISBURG COMMENTS	MAH
4	02/24/14	FOR TOWN OF HARRISBURG COMMENTS	MAH

SHEET TITLE: **SITE PLAN # 1**

PROJECT: **FARMINGTON**  
TOWN OF HARRISBURG, & TWP. #1, CABARRUS CO., NC  
FOR: **ROCKY RIVER ROAD ASSOCIATES, LLC**

DATE: 5/13/13  
SCALE: 1"=60'  
DRAWN BY: STG  
CHECKED BY: MAH  
DATE: 5/13/13

YARBROUGH-WILLIAMS & HOUTER, INC.  
Planning • Surveying • Engineering  
100 W. 11th Street, Suite 1100  
Charlotte, North Carolina 28203  
704.536.1199 704.536.0800



### STANDARD MUTCD SIGNAGE LEGEND

R1-1 30 x 30  
 R2-1 24 x 30  
 R6-2R 18 x 24  
 W14-1 30 x 30  
 R1-2 30 x 30 x 30

NOTE: PER TOWN OF HARRISBURG REQUEST, IN AREAS WHERE THE MEDIAN IS 5' WIDE OR WIDER, THE MEDIAN SHALL BE GRASSED AND PLANTED WITH A CHOICE OF THE FOLLOWING TREES PLANTED AT 30' ON CENTER:

- MUSASHINO ZELKOVA
- COLUMNAR EUROPEAN HORNBAM
- SLENDER SILHOUETTE SWEETGUM
- COLUMNAR TULIP POPLAR 'ARNOLD' OR 'EMERALD CITY' OR 'LITTLE VOLUNTEER'
- PRINCETON ELM

LINE	LENGTH	BEARING
L03	50.00'	S30°34'15"E
L04	9.00'	N78°34'20"E
L05	12.45'	N15°34'00"E
L06	47.20'	S32°34'15"E
L07	51.80'	N60°20'30"E

CURVE	LENGTH	RADIUS	BEARING	CHORD
C02	45.50'	30.00'	N36°11'26"E	41.54'
C03	42.25'	30.00'	S24°44'47"E	41.89'
C04	48.25'	30.00'	N32°03'02"E	41.50'
C05	45.80'	30.00'	S10°08'11"E	41.80'
C06	128.25'	1,658.65'	S44°40'35"E	280.19'
C07	66.10'	555.00'	S29°17'15"E	77.30'
C08	66.97'	28.00'	S84°23'35"E	78.19'
C09	72.40'	224.00'	S47°05'41"E	72.40'
C10	116.60'	278.00'	S20°17'42"E	115.30'
C11	51.40'	30.00'	N14°16'39"E	43.20'
C12	47.50'	30.00'	N32°03'02"E	42.20'
C13	10.20'	600.00'	N00°00'00"E	10.20'
C14	48.10'	30.00'	N47°15'25"E	48.50'
C15	39.40'	30.00'	N40°00'00"E	36.44'
C16	164.50'	1,025.00'	N00°00'00"E	164.50'
C17	16.44'	30.00'	S27°16'55"E	16.24'
C18	16.50'	611.400'	S20°17'15"E	16.800'
C19	8.40'	647.80'	S20°02'25"E	8.40'
C20	65.50'	30.00'	S20°40'14"E	77.40'
C21	65.30'	30.00'	N61°19'25"E	77.30'
C22	36.00'	1,393.20'	S37°10'07"E	36.00'
C23	128.17'	1,658.65'	S33°22'36"E	139.10'
C24	48.25'	30.00'	N07°44'43"E	43.40'
C25	48.25'	30.00'	S77°31'45"E	43.40'
C26	43.50'	30.00'	N52°15'15"E	43.50'
C27	43.50'	30.00'	S43°13'35"E	39.20'
C28	43.45'	30.00'	N07°44'43"E	44.44'
C29	43.50'	30.00'	N47°15'25"E	43.50'
C30	48.25'	33.00'	S33°21'15"E	43.40'
C31	50.00'	720.00'	N61°19'25"E	65.20'
C32	43.20'	30.00'	N47°15'25"E	42.00'
C33	44.90'	30.00'	S44°41'54"E	40.80'

LINE	LENGTH	BEARING
L1	483.80'	N61°47'10"W
L2	312.20'	N12°30'00"W
L3	312.20'	N12°30'00"W
L4	46.80'	N61°20'00"E
L5	133.50'	S81°10'30"W
L6	133.50'	S81°10'30"W
L7	118.00'	N12°30'00"W
L8	328.70'	N01°10'00"E
L9	141.50'	N60°10'00"E
L10	69.40'	S28°00'00"W
L11	338.20'	N59°10'00"E
L12	42.00'	S28°00'00"W
L13	81.20'	N72°30'00"E
L14	64.60'	S72°30'00"W
L15	24.00'	N07°12'00"W
L16	24.00'	N07°12'00"W
L17	21.60'	N42°55'00"E
L18	13.60'	N42°55'00"E
L19	13.60'	N07°12'00"E
L20	13.60'	N07°12'00"E
L21	13.60'	N07°12'00"E
L22	13.60'	N07°12'00"E

CURVE	LENGTH	RADIUS	BEARING	CHORD	PC	PT
C1	119.80'	1,200.00'	N28°00'00"E	119.80'	424.50'	142.50'
C2	507.50'	80.00'	N28°00'00"E	499.10'	297.245'	241.825'
C3	278.50'	30.00'	N11°10'00"W	267.20'	267.20'	267.20'
C4	455.50'	60.00'	N28°00'00"E	437.20'	261.150'	414.15'
C5	292.70'	700.00'	N72°30'00"W	285.50'	132.000'	213.245'
C6	278.44'	430.00'	N28°00'00"E	266.80'	212.78'	212.78'
C7	116.25'	30.00'	N28°00'00"E	115.20'	67.920'	114.320'
C8	124.20'	30.00'	N61°19'25"E	124.20'	124.20'	124.20'
C9	124.20'	30.00'	S81°19'40"E	124.20'	124.20'	124.20'
C10	124.20'	30.00'	N61°19'25"E	124.20'	124.20'	124.20'
C11	63.10'	600.00'	N28°00'00"E	63.10'	63.10'	143.51'

**SECTION D001**  
REQUIRED ACCESS

D001.1 Access and Easement, Footings, buildings, or portions of buildings transfer constructed shall be accessible to the department, operated by any of an approved fire apparatus access road with an asphalt, concrete or other approved driving surface capable of supporting the imposed load of the apparatus weighing at least 75,000 pounds (34,090 kg).

D001.2 Grade. The apparatus access roads shall not exceed 10 percent slope.

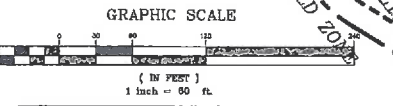
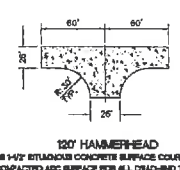
D001.3 Elevation. Grades steeper than 10 percent as approved by the fire chief.

D001.4 Turning Radius. The minimum turning radii shall be determined by the code official.

D001.5 Dead End. Dead-end fire apparatus access roads at a corner of 120 feet (45.720 m) shall be provided with width and turnarounds provisions in accordance with Table D001.6.

**TABLE D001.6**  
REQUIREMENTS FOR DEAD-END FIRE APPARATUS ACCESS ROADS

LENGTH (feet)	WIDTH (feet)	TURNAROUNDS REQUIRED
0-150	20	None Required
151-500	20	120 feet "Hammerhead", 60 feet "T" or 90 feet diameter "U"-Turn in accordance with Figure D001.7
501-750	25	120 feet "Hammerhead", 60 feet "T" or 90 feet diameter "U"-Turn in accordance with Figure D001.7
OVER 750		Special Approval Required



THIS PLAN IS A FINAL DESIGN-NOT RELEASED FOR CONSTRUCTION UNLESS INITIALED/DATED AS APPROVED:  
APPROVED: \_\_\_\_\_ DATE: \_\_\_\_\_

- CALL NO ONE CALL SYSTEM BEFORE YOU DIG
- CONTRACTOR IS FULLY RESPONSIBLE FOR CONTACTING APPROPRIATE PARTIES AND ASSURING THAT EXISTING UTILITIES ARE LOCATED PRIOR TO BEGINNING CONSTRUCTION.
  - CONTRACTOR IS RESPONSIBLE FOR PLACING BARRICADES USING FLAGG, ETC., AS NECESSARY TO INSURE SAFETY TO THE PUBLIC.
  - ALL PAVEMENT CURB, CONCRETE OR ASPHALT, ARE TO BE REPLACED ACCORDING TO STANDARDS OF THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION AND ROAD SPECIFICATIONS.
  - SHOWING WILL BE ACCORDING TO 0544 TRING REC. STANDARDS PART 1028 SUBPART A OR AS NOTICED.

**SITE PLAN # 2**

PROJECT: FARMINGTON  
TOWN OF HARRISBURG & TWP. #1, CABARRUS CO., NC  
FOR: ROCKY RIVER ROAD ASSOCIATES, LLC

YARBROUGH-WILLIAMS & HOULE, INC.  
Planning • Surveying • Engineering  
190 Thomas Dale Road, Suite 1000, Charlotte, NC 28203  
Phone: 704.366.1800 Fax: 704.366.1808  
Registration #2-0472

DATE: 5/13/13  
SCALE: 1"=60'  
DRAWN BY: BTC  
CHECKED BY: MAH  
DESIGNED BY: [Signature]

NO. DATE REVISION BY

SHEET TITLE

DATE: 5/13/13

SCALE: 1"=60'

DRAWN BY: BTC

CHECKED BY: MAH

DESIGNED BY: [Signature]

NO. DATE REVISION BY

SHEET TITLE

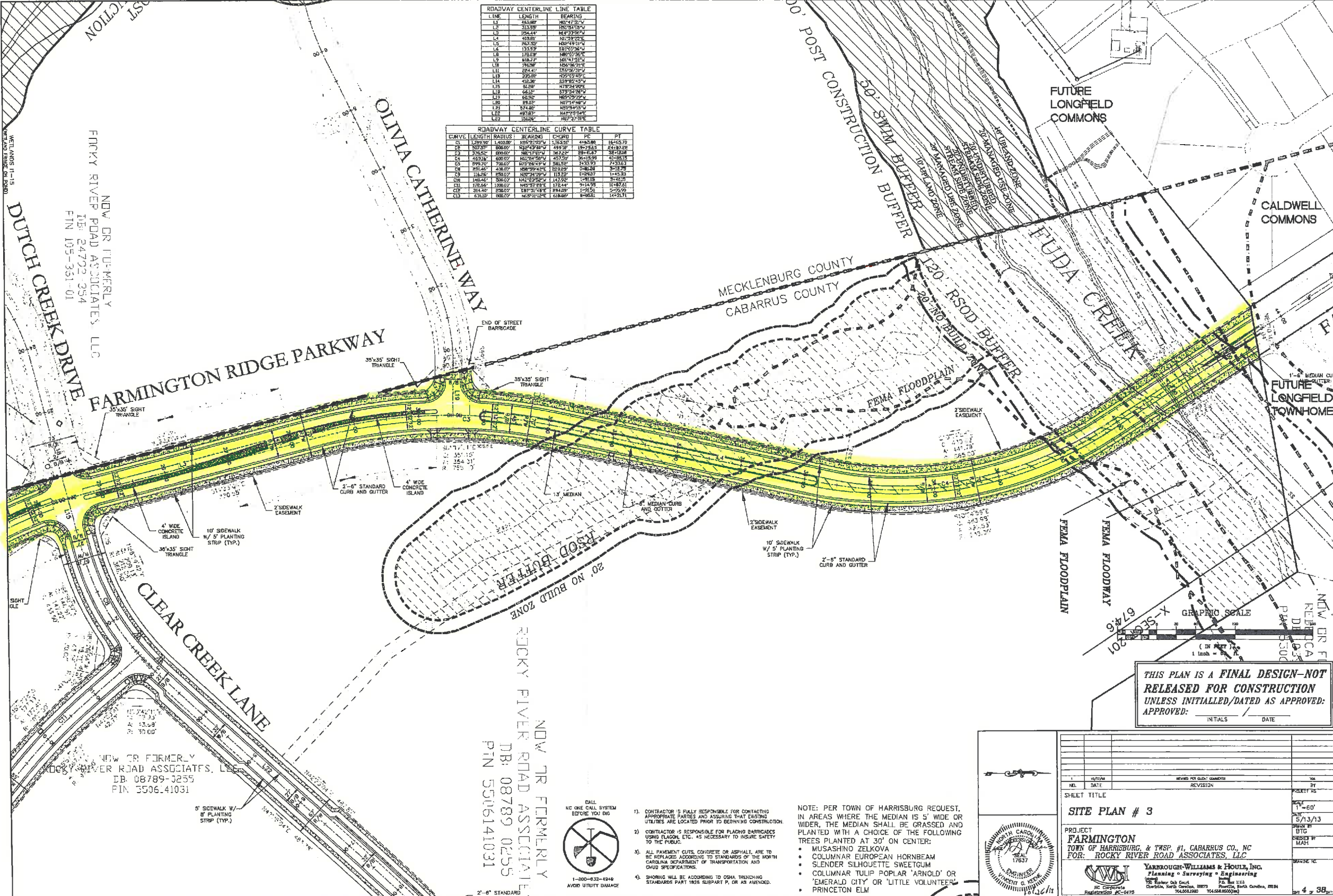
DATE: 5/13/13

SCALE: 1"=60'

DRAWN BY: BTC

CHECKED BY: MAH

DESIGNED BY: [Signature]



LINE	LENGTH	BEARING
L1	483.89	N87°47'35"W
L2	313.58	N52°54'14"W
L3	344.41	N61°39'50"W
L4	428.81	N21°32'02"E
L5	607.32	N67°19'14"W
L6	133.57	S33°00'36"W
L7	118.87	N89°00'00"W
L8	118.87	N01°00'00"E
L9	194.26	N00°00'00"E
L10	278.26	S22°32'25"E
L11	278.26	S33°00'36"W
L12	41.28	N79°24'22"E
L13	41.28	N01°00'00"E
L14	64.12	S22°32'25"E
L15	64.12	S33°00'36"W
L16	81.07	N01°00'00"E
L17	81.07	N89°00'00"W
L18	277.87	N42°25'54"W
L19	154.26	N67°37'38"E

CURVE	LENGTH	RADIUS	BEARINGS	CHORD	PC	PT
C1	129.92	1400.00	N33°20'00"W	126.52	494.28	1645.70
C2	207.97	800.00	N30°42'46"W	49.92	189.24	241.82
C3	124.52	800.00	N61°14'14"W	36.22	88.42	28.12
C4	149.18	400.00	N67°24'00"W	49.70	84.15	42.85
C5	99.22	700.00	N72°28'49"W	24.52	113.93	73.24
C6	281.20	400.00	N00°00'00"E	281.20	146.26	303.26
C7	114.24	200.00	N00°00'00"E	113.52	118.87	114.33
C8	148.44	300.00	N42°25'54"W	147.52	129.18	87.43
C9	172.64	1000.00	N01°00'00"E	172.64	171.99	171.99
C10	314.42	200.00	S81°31'48"E	89.42	128.50	520.90
C11	633.32	100.00	N03°31'02"E	638.66	84.62	149.31

THIS PLAN IS A FINAL DESIGN-NOT RELEASED FOR CONSTRUCTION UNLESS INITIALED/DATED AS APPROVED:  
 APPROVED: \_\_\_\_\_ INITIALS / DATE \_\_\_\_\_

NO.	DATE	REVISION

SHEET TITLE: **SITE PLAN # 3**

PROJECT: **FARMINGTON**  
 TOWN OF HARRISBURG, & TRSP #1, CABARRUS CO., NC  
 FOR: **ROCKY RIVER ROAD ASSOCIATES, LLC**

DESIGNED BY: **BTG**  
 CHECKED BY: **MAH**  
 DATE: **5/13/13**  
 SCALE: **1"=60'**

**YARBROUGH-WILLIAMS & HOULE, INC.**  
 Planning • Surveying • Engineering  
 1000 E. 11th Street, Suite 1111  
 Charlotte, North Carolina 28203  
 Phone: 704.664.1900 Fax: 704.664.1900  
 F.S. No. 1111  
 Registered Professional Engineer  
 License No. 35064

- NOTE: PER TOWN OF HARRISBURG REQUEST, IN AREAS WHERE THE MEDIAN IS 5' WIDE OR WIDER, THE MEDIAN SHALL BE GRASSED AND PLANTED WITH A CHOICE OF THE FOLLOWING TREES PLANTED AT 30' ON CENTER:
- MUSASHIND ZELKOVA
  - COLUMNAR EUROPEAN HORNBEAM
  - SLENDER SILHOUETTE SWEETGUM
  - COLUMNAR TULIP POPLAR 'ARNOLD' OR 'EMERALD CITY' OR 'LITTLE VOLUNTEER'
  - PRINCETON ELM
- CONTRACTOR IS FULLY RESPONSIBLE FOR CONTACTING APPROPRIATE PARTIES AND ASSURE THAT EXISTING UTILITIES ARE LOCATED PRIOR TO BEGINNING CONSTRUCTION.
  - CONTRACTOR IS RESPONSIBLE FOR PLACING BARRICADES USING FLAGRA, ETC. AS NECESSARY TO INSURE SAFETY TO THE PUBLIC.
  - ALL PAVEMENT CUTS, CONCRETE OR ASPHALT, ARE TO BE REPLACED ACCORDING TO STANDARDS OF THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION AND CHAD SPECIFICATIONS.
  - SHOWING WILL BE ACCORDING TO OSHA, TRENCHING STANDARDS PART 1926 SUBPART P, OR AS AMENDED.



NOW OR FORMERLY  
 ROCKY RIVER ROAD ASSOCIATES, LLC  
 DB: 24722-254  
 PIN: 105-351-01

NOW OR FORMERLY  
 ROCKY RIVER ROAD ASSOCIATES, LLC  
 DB: 08789-0255  
 PIN: 5506.41031

NOW OR FORMERLY  
 ROCKY RIVER ROAD ASSOCIATES, LLC  
 DB: 08789-0255  
 PIN: 5506.41031

PIN 55061407290000

Ex. C

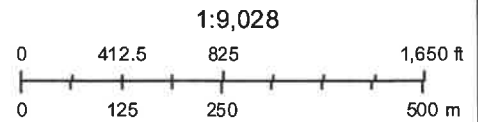


Property Real ID	01-024 -0001.00	Parcel PIN	55061407290000
Physical Address:	9880 ROCKY RIVER RD HARRISBURG NC 28215	Land Units	109
Owner Name 1:	ROCKY RIVER ROAD ASSOC LLC	Land Units Type	AC
Owner Name 2:		Land Value	4178520
Mailing Address:	C/O MERRIFIELD PATRICK 521 E MOREHEAD ST STE 400	Building Value	0
Mail City:	CHARLOTTE	Assessed Value	4178520
Mail State:	NC	Market Value	4178520
Mail Zip:	28202		

Cabarrus County shall not be held liable for any errors in the data represented on this record. This includes errors of omission, commission, concerning the content of the data, and relative positional accuracy of the data. The data cannot be construed to be a legal document. Primary sources from which this data was compiled must be consulted for verification of information represented on this map document.

Map Created By Cabarrus County IT Department  
Data Sources: Cabarrus County Land Records

Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), swisstopo, © OpenStreetMap contributors, and the GIS User Community



Print Date: April 10, 2019



# Exhibit D

## Farmington TIF Analysis

C:\Users\KYoung\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.Outlook\PIALE2KM\Rocky River TIF calculation with student cost Revised 1.29.19.xlsx\TIF

HARRISBURG	# of Units/ sq ft/		Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12	Year 13	Year 14	Total
	acres	Unit Costs															
<b>Absorption</b>																	
Town Homes (150 Units)	150	\$250,000	\$0	\$0	\$6,250,000	\$6,250,000	\$6,250,000	\$6,250,000	\$6,250,000	\$6,250,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Single Family Homes (140)	140	\$350,000	\$0	\$0	\$8,750,000	\$8,750,000	\$8,750,000	\$8,750,000	\$8,750,000	\$5,250,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Number Town Homes					25	50	75	100	125	150	150	150	150	150	150	150	150
Number Single Family					25	50	75	100	125	140	140	140	140	140	140	140	140
Estimated Students					28.30	56.60	84.90	113.20	141.50	161.47	161.47	161.47	161.47	161.47	161.47	161.47	161.47
ADM (1)					\$1,900	\$1,938	\$1,977	\$2,016	\$2,057	\$2,098	\$2,140	\$2,183	\$2,226	\$2,271	\$2,316	\$2,362	\$2,362
County Annual ADM Cost					\$53,770	\$109,691	\$167,827	\$228,245	\$291,012	\$338,724	\$345,499	\$352,409	\$359,457	\$366,646	\$373,979	\$381,459	\$3,368,716
<b>Commercial - Harrisburg</b>																	
		Cost PSF/#															
Office	75,900	\$250	\$0	\$0	\$0	\$0	\$15,250,000	\$0	\$3,725,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Retail	77,014	\$275	\$0	\$0	\$8,831,350	\$0	\$9,625,000	\$0	\$2,722,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Outparcels	4	\$1,500,000	\$0	\$0	\$6,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Daycare	12,000	\$250	\$0	\$0	\$3,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	164,918		0	0	17,831,350	0	24,875,000	0	6,447,500	0	0	0	0	0	0	0	0
Cochrane Frontage					1,118,920												
Annual Additions					\$33,950,270	\$15,000,000	\$39,875,000	\$15,000,000	\$21,447,500	\$11,500,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Cumulative			\$0	\$0	\$33,950,270	\$48,950,270	\$88,825,270	\$103,825,270	\$125,272,770	\$136,772,770	\$136,772,770	\$136,772,770	\$136,772,770	\$136,772,770	\$136,772,770	\$136,772,770	\$136,772,770
Less Base (2)	108	\$40,000	\$0	\$0	(\$5,297,440)	(\$5,297,440)	(\$5,297,440)	(\$5,297,440)	(\$5,297,440)	(\$5,297,440)	(\$5,297,440)	(\$5,297,440)	(\$5,297,440)	(\$5,297,440)	(\$5,297,440)	(\$5,297,440)	(\$5,297,440)
Tax Increment Value			\$0	\$0	\$28,652,830	\$43,652,830	\$83,527,830	\$98,527,830	\$119,975,330	\$131,475,330	\$131,475,330	\$131,475,330	\$131,475,330	\$131,475,330	\$131,475,330	\$131,475,330	\$131,475,330
Town of Harrisburg (1)	90%	\$0.3550	\$0	\$0	\$91,546	\$142,260	\$277,653	\$334,064	\$414,919	\$463,784	\$473,060	\$482,521	\$492,172	\$502,015	\$512,055	\$522,296	
Cabarrus County (1)	100%	\$0.7200	\$0	\$0	\$206,300	\$320,586	\$625,697	\$752,821	\$935,029	\$1,045,148	\$1,066,051	\$1,087,372	\$1,109,119	\$1,131,301	\$1,153,927	\$1,177,006	
Cabarrus ADM Contribution	32%				(\$66,016)	(\$102,588)	(\$200,223)	(\$240,903)	(\$299,209)	(\$334,447)	(\$341,136)	(\$347,959)	(\$354,918)	(\$362,016)	(\$369,257)	(\$376,642)	(\$3,395,314)
Cabarrus Net Contribution	68%				\$140,284	\$217,999	\$425,474	\$511,919	\$635,820	\$710,700	\$724,914	\$739,413	\$754,201	\$769,285	\$784,671	\$800,364	
Total TIF Reimbursement			\$0	\$0	\$231,830	\$360,259	\$703,127	\$845,983	\$1,050,739	\$1,174,485	\$1,197,974	\$1,221,934	\$1,246,372	\$1,271,300	\$1,296,726	\$1,322,660	
TIF Beginning Balance		\$6,000,000	\$6,000,000	\$6,300,000	\$6,615,000	\$6,713,920	\$6,689,357	\$6,320,698	\$5,790,750	\$5,029,548	\$4,106,541	\$3,113,894	\$2,047,655	\$903,665	\$0	\$0	
Annual Interest		5.00%	300,000	315,000	330,750	335,696	334,468	316,035	289,537	251,477	205,327	155,695	102,383	45,183	0	0	
TIF Reimbursement			0	0	(231,830)	(360,259)	(703,127)	(845,983)	(1,050,739)	(1,174,485)	(1,197,974)	(1,221,934)	(1,246,372)	(948,848)	0	0	
Ending Balance			\$6,300,000	\$6,615,000	\$6,713,920	\$6,689,357	\$6,320,698	\$5,790,750	\$5,029,548	\$4,106,541	\$3,113,894	\$2,047,655	\$903,665	\$0	\$0	\$0	

(1) - Millage Rates and ADM increase by 2% annually.

(2) - Base includes the following:

Description	Tax Parcel #	Acreage	Value
Rocky River	55061140729000	109.00	\$4,178,520
Cochrane	55061394160000	12.15	\$612,360
Cochrane	55062310830000	6.11	\$506,560
			\$5,297,440

**Farmington TIF Analysis**

C:\Program Files (x86)\neevia.com\docConverterPro\temp\NVDC\6F0C12AC-D6CB-4848-8AAE-F3E1F4031098\Cabarrus.16871.1.Copy\_of\_Exhibit\_D\_to\_Town\_and\_County\_Farmington\_Agreements.xlsx\TIF

HARRISBURG	# of Units/ sq ft/ acres	Unit Costs	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12	Year 13	Year 14	Total
<b>Absorption</b>																	
Town Homes (150 Units)	150	\$250,000	\$0	\$0	\$6,250,000	\$6,250,000	\$6,250,000	\$6,250,000	\$6,250,000	\$6,250,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Single Family Homes (140)	140	\$350,000	\$0	\$0	\$8,750,000	\$8,750,000	\$8,750,000	\$8,750,000	\$8,750,000	\$5,250,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Number Town Homes					25	50	75	100	125	150	150	150	150	150	150	150	150
Number Single Family					25	50	75	100	125	140	140	140	140	140	140	140	140
Estimated Students					28.30	56.60	84.90	113.20	141.50	161.47	161.47	161.47	161.47	161.47	161.47	161.47	161.47
ADM (1)					\$1,900	\$1,938	\$1,977	\$2,016	\$2,057	\$2,098	\$2,140	\$2,183	\$2,226	\$2,271	\$2,316	\$2,362	
County Annual ADM Cost					\$53,770	\$109,691	\$167,827	\$228,245	\$291,012	\$338,724	\$345,499	\$352,409	\$359,457	\$366,646	\$373,979	\$381,459	\$3,368,716

**Commercial - Harrisburg**

		Cost PSF/#	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12	Year 13	Year 14	Total
Office	75,900	\$250	\$0	\$0	\$0	\$0	\$15,250,000	\$0	\$3,725,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Retail	77,014	\$275	\$0	\$0	\$8,831,350	\$0	\$9,625,000	\$0	\$2,722,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Outparcels	4	\$1,500,000	\$0	\$0	\$6,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Daycare	12,000	\$250	\$0	\$0	\$3,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	164,918		0	0	17,831,350	0	24,875,000	0	6,447,500	0	0	0	0	0	0	0	0

**Cochrane Frontage**

					1,118,920												
Annual Additions					\$33,950,270	\$15,000,000	\$39,875,000	\$15,000,000	\$21,447,500	\$11,500,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Cumulative			\$0	\$0	\$33,950,270	\$48,950,270	\$88,825,270	\$103,825,270	\$125,272,770	\$136,772,770	\$136,772,770	\$136,772,770	\$136,772,770	\$136,772,770	\$136,772,770	\$136,772,770	\$136,772,770
Less Base (2)	108	\$40,000	\$0	\$0	(\$5,297,440)	(\$5,297,440)	(\$5,297,440)	(\$5,297,440)	(\$5,297,440)	(\$5,297,440)	(\$5,297,440)	(\$5,297,440)	(\$5,297,440)	(\$5,297,440)	(\$5,297,440)	(\$5,297,440)	(\$5,297,440)
Tax Increment Value			\$0	\$0	\$28,652,830	\$43,652,830	\$83,527,830	\$98,527,830	\$119,975,330	\$131,475,330	\$131,475,330	\$131,475,330	\$131,475,330	\$131,475,330	\$131,475,330	\$131,475,330	\$131,475,330

Town of Harrisburg (1)	90%	\$0.3550	\$0	\$0	\$91,546	\$142,260	\$277,653	\$334,064	\$414,919	\$463,784	\$473,060	\$482,521	\$492,172	\$502,015	\$512,055	\$522,296	
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Cabarrus ADM Contribution	32%				(\$66,016)	(\$102,588)	(\$200,223)	(\$240,903)	(\$299,209)	(\$334,447)	(\$341,136)	(\$347,959)	(\$354,918)	(\$362,016)	(\$369,257)	(\$376,642)	(\$3,395,314)
Cabarrus Net Contribution	68%				\$140,284	\$217,999	\$425,474	\$511,919	\$635,820	\$710,700	\$724,914	\$739,413	\$754,201	\$769,285	\$784,671	\$800,364	
Total TIF Reimbursement			\$0	\$0	\$231,830	\$360,259	\$703,127	\$845,983	\$1,050,739	\$1,174,485	\$1,197,974	\$1,221,934	\$1,246,372	\$1,271,300	\$1,296,726	\$1,322,660	

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Annual Interest		5.00%	300,000	315,000	330,750	335,696	334,468	316,035	289,537	251,477	205,327	155,695	102,383	45,183	0	0
TIF Reimbursement			0	0	(231,830)	(360,259)	(703,127)	(845,983)	(1,050,739)	(1,174,485)	(1,197,974)	(1,221,934)	(1,246,372)	(948,848)	0	0
Ending Balance			\$6,300,000	\$6,615,000	\$6,713,920	\$6,689,357	\$6,320,698	\$5,790,750	\$5,029,548	\$4,106,541	\$3,113,894	\$2,047,655	\$903,665	\$0	\$0	\$0

(1) - Millage Rates and ADM increase by 2% annually.

(2) - Base includes the following:

Description	Tax Parcel #	Acreage	Value
Rocky River	55061140729000	109.00	\$4,178,520
Cochrane	55061394160000	12.15	\$612,360
Cochrane	55062310830000	6.11	\$506,560
			\$5,297,440

**Calculation in Year 4**

Tax Incremental Value		\$43,652,830
Tax Rate base	\$0.72	
Escalation rate	2.00%	
Tax Rate escalated	\$ 0.7344	
Tax Amount		\$320,586

# CABARRUS COUNTY



## BOARD OF COMMISSIONERS WORK SESSION

**August 5, 2019  
4:00 PM**

---

### **AGENDA CATEGORY:**

Discussion Items for Action

### **SUBJECT:**

County Manager - Reappropriation of Funds for Ongoing Projects, Grants and Commitments

### **BRIEF SUMMARY:**

Each year there are new projects, grants and commitments that need to be transitioned to the new fiscal year when they are unable to be completed within the fiscal year they were budgeted. A reappropriation of funds, via fund balance, is needed to transition the projects to the new fiscal year. Attached you will find the reappropriation list of items by department.

### **REQUESTED ACTION:**

Motion to approve the reappropriation list and authorize the Budget and Performance Manager to prepare the related budget amendment.

### **EXPECTED LENGTH OF PRESENTATION:**

5 Minutes

### **SUBMITTED BY:**

Kristin Jones, Budget and Performance Manager

### **BUDGET AMENDMENT REQUIRED:**

Yes

### **COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:**

---

### **ATTACHMENTS:**

▢ Reappropriation List

Department	Project / Grant	Account Information FY 19	Account Information FY 20	Account Description	Amount	Justification
Communications and Outreach	CARTology	00191220-9695	00191220-9695	Marketing Activities	500.00	Extend reach of grant-funded promotions for CARTology.
Infrastructure & Asset Mgmt. - Building Maintenance	Human Services Center Painting, project #37	00191952-9501	00191952-9501	Building and Ground Maintenance	4,500.00	Use funds for Main Lobby Renovations
Infrastructure & Asset Mgmt. - Building Maintenance	Human Services Center Flooring Replacement Phase VII, project #43	00191952-9501	00191952-9501	Building and Ground Maintenance	4,500.00	Use funds for Main Lobby Renovations
Information Technology Systems	Travel and Training	00191810-9610	191810-9610	Travel	7,000.00	Several security courses were delayed due to reorganization and employee turnover. The particular course is the Certification in Wireless Network Administration - Global Knowledge Online Training. It is training for security, maintenance and support of wireless network.
Information Technology Systems	Digital Plan Review Project	00191810-9605	00191810-9605	Consultants	23,000.00	Go Live for ePermit Hub digital plan review process is set for the fall.
Information Technology Systems	Furniture	00191810-9331	00191810-9331	Minor Office Equipment	2,926.00	Furniture needed to complete office moves with reorganization
Information Technology Systems	Scanning for Sheriff	00191810-9321	00191810-9321	Imaging Expense	12,901.00	Scanning documents for the Sheriff's office. Delayed due to finding vendor that can scan the microfilm.
<b>General Government Total</b>					<b>\$ 55,327.00</b>	
Emergency Management	Emergency Performance Grant	00192710-9482	00192710-9482	Emergency Performance Grant	3,722.72	Grant funds to be rolled over to complete emergency operations projects.
Emergency Medical Services	Personal Protective Equipment	00192730-9340-PPE	00192730-9340-PPE	Uniforms- Personal Protective Equipment	6,900.00	Due to 11 new hires starting in June (FY 19) the department was unable to purchase and receive personal protective equipment (vests) in time.
Sheriff's Office - Administration	Vehicle Up-fits	00192110-9863	00192110-9863	Motor Vehicles	90,646.08	These funds were approved through additional Medicaid Hold Harmless funds receiving in FY 19 for the Sheriff's Office to purchase 12 vehicles/up fits ahead of schedule, therefore reducing the cost impact to FY 20's budget. These vehicle purchases and up fits were unable to be completed within FY 19 and therefore the funds associated need to be reappropriated. The vehicles are tied to a PO that automatically rolls, the funds requested will roll the remaining associated for up fits.
Sheriff's Office - Administration	Governors Highway Safety Program	00192110-9333-GHSP	00192110-9333-GHSP	Safety Equipment for the Governors Highway Safety Program	9,139.06	Grant carryover for funds associated with the Motorcycle Safety grant. This grant expires September 30, 2019.
Sheriff's Office - Administration	Computers for Governmental Security Officers	00192110-9342	00192110-9342	Minor Technology Equipment	3,292.00	Money allocated for computers for Governmental Security Division unspent at year end.
Sheriff's Office - Jail	State Criminal Alien Assistance Program Grant	00192130-9853	00192130-9853	State Criminal Alien Assistance Program Grant	24,001.80	Ongoing Projects in the Jail related to incarcerating undocumented criminal aliens. BJA administers the State Criminal Alien Assistance Program (SCAAP) in conjunction with the Bureau of Immigration and Customs Enforcement (ICE) and Citizenship and Immigration Services, Department of Homeland Security (DHS). SCAAP provides federal payments to states and localities that incurred correctional officer salary costs for incarcerating undocumented criminal aliens with at least one felony or two misdemeanor convictions for violations of state or local law, and incarcerated for at least 4 consecutive days during the reporting period.
<b>Public Safety Total</b>					<b>\$ 137,701.66</b>	
Planning and Development	Equipment and Furniture	00193230-9860	00193230-9860	Equipment and Furniture	6,660.35	Furniture replacements for planning staff and front counter work space. This item was discussed during the budget review session with Management and it was recommended that current year funds be used to cover the costs. There was not enough time to work with the vendor, order furniture and have the furniture delivered/installed before the end of year deadline and therefore need to be reappropriated.
Community Development	Duke Energy Rebate Program funds	00193250-9315-DE	00193250-9315-DE	DE Health & Safety	8,490.86	Carryover funds received from the Duke Energy Rebate Program. The rebates are generated from energy efficiency measures installed with Weatherization Assistance Program grant funds in homes of Duke Energy customers.
Community Development	Duke Energy Rebate Program funds	00193250-9315-DL	00193250-9315-DL	DL Health & Safety	60,874.90	Carryover funds received from the Duke Energy Rebate Program. The rebates are generated from energy efficiency measures installed with Weatherization Assistance Program grant funds in homes of Duke Energy customers.

Department	Project / Grant	Account Information FY 19	Account Information FY 20	Account Description	Amount	Justification
Community Development	Duke Energy Rebate Program funds	00193250-9330-DE	00193250-9330-DE	DE Tools & Minor Equipment	3.54	Carryover funds received from the Duke Energy Rebate Program. The rebates are generated from energy efficiency measures installed with Weatherization Assistance Program grant funds in homes of Duke Energy customers.
Community Development	Duke Energy Rebate Program funds	00193250-9330-DL	00193250-9330-DL	DL Tools & Minor Equipment	1,042.06	Carryover funds received from the Duke Energy Rebate Program. The rebates are generated from energy efficiency measures installed with Weatherization Assistance Program grant funds in homes of Duke Energy customers.
Community Development	Duke Energy Rebate Program funds	00193250-9493-DE	00193250-9493-DE	DE Operations	894.32	Carryover funds received from the Duke Energy Rebate Program. The rebates are generated from energy efficiency measures installed with Weatherization Assistance Program grant funds in homes of Duke Energy customers.
Community Development	Duke Energy Rebate Program funds	00193250-9493-DL	00193250-9493-DL	DL Operations	7,248.07	Carryover funds received from the Duke Energy Rebate Program. The rebates are generated from energy efficiency measures installed with Weatherization Assistance Program grant funds in homes of Duke Energy customers.
<b>Economic and Physical Development Total</b>					<b>\$ 85,214.10</b>	
Waste Reduction / Recycling	Household Hazardous Waste	00194620-9414	00194620-9414	Waste Disposal Charges	4,000.00	These funds are to cover household hazardous waste received by residents prior to the end of FY19 but transported and disposed in FY20
Waste Reduction / Recycling	NC Electronic Management Fund Expense	00194620-937001	00194620-937001	NC Electronic Management Fund Expense	17,494.81	Funds received from state - only to be used for electronics/television recycling program.
<b>Environmental Protection Total</b>					<b>\$ 21,494.81</b>	
Department of Human Services - Administration	Child Support Enforcement Scanning Project	00195610-9321-310-1	00195610-9321-310-1	Imaging Expense	58,282.00	Reappropriate funds tied to the cost for scanning documents (ITS and DHS projects) into storage. This expense is necessary to clear needed space and have an image for documentation purposes.
Department of Human Services - Administration	Equipment Upgrades and Software Licenses	00195610-9342-383-1	00195610-9342-383-1	Minor Technology Equipment	82,000.00	Upgrades delayed due to the delay of NCFast phase 4.
Department of Human Services - Administration	Preparation of Indirect Cost Plan	00195610-9605-310-1	00195610-9605-310-1	Consultants	2,225.00	The project is for the preparation of the Indirect Cost Plan by MGT. The total cost is \$8,900.00. 75% of the work was completed in FY 2019, was invoiced and paid, (\$6,675). The 25% balance was completed in FY 20. There was a contract (20190237) associated with this project, however, the vendor number had to be updated due to a change in MGT's tax ID. The contract was closed and not rolled due to a STOP being placed on the original vendor number that was associated with the contract. Therefore, I am requested the balance to be reappropriated to FY 20 to pay 25% balance, (\$2,225)
Department of Human Services - Child Welfare	Special Needs Kids Program	00195630-9332	00195630-9332	Special Needs	47,596.22	State funds required to be carried forward each year until expended in full. This money is for adoption awareness and to support children and families for adoption.
Department of Human Services - Senior Services	Special Program Supplies-SHIIP	00195760-9356-SHIIP	00195760-9356-SHIIP	Special Program Supplies - SHIIP	4,178.61	This Federal grant runs through September 2019. The SHIIP program is the Senior Health Insurance Information Program.
Cooperative Extension	Cannon Foundation Grant - 4-H	00195410-9104 4HCAN	00195410-9104 4HCAN	Temporary Employees - 4HCAN	3,821.00	4-H Cannon grant awarded January 2019 through November 2019. Funds need to be re-appropriated in order to pay for aux employee, pay for program supplies, pay for travel, and for incidental expenses related to this grant program.
Cooperative Extension	Cannon Foundation Grant - 4-H	00195410-9201 4HCAN	00195410-9201 4HCAN	Social Security - 4HCAN	375.67	4-H Cannon grant awarded January 2019 through November 2019. Funds need to be re-appropriated in order to pay for aux employee, pay for program supplies, pay for travel, and for incidental expenses related to this grant program.
Cooperative Extension	Cannon Foundation Grant - 4-H	00195410-9202 4HCAN	00195410-9202 4HCAN	Medicare - 4HCAN	87.65	4-H Cannon grant awarded January 2019 through November 2019. Funds need to be re-appropriated in order to pay for aux employee, pay for program supplies, pay for travel, and for incidental expenses related to this grant program.

Department	Project / Grant	Account Information FY 19	Account Information FY 20	Account Description	Amount	Justification
Cooperative Extension	Cannon Foundation Grant - 4-H	00195410-9230 4HCAN	00195410-9230 4HCAN	Workers' Compensation - 4HCAN	5.49	4-H Cannon grant awarded January 2019 through November 2019. Funds need to be re-appropriated in order to pay for aux employee, pay for program supplies, pay for travel, and for incidental expenses related to this grant program.
Cooperative Extension	Cannon Foundation Grant - 4-H	00195410-9356 4HCAN	00195410-9356 4HCAN	Special Program Supplies - 4HCAN	938.33	4-H Cannon grant awarded January 2019 through November 2019. Funds need to be re-appropriated in order to pay for aux employee, pay for program supplies, pay for travel, and for incidental expenses related to this grant program.
Cooperative Extension	Cannon Foundation Grant - 4-H	00195410-9610 4HCAN	00195410-9610 4HCAN	Travel and Education - 4HCAN	368.84	4-H Cannon grant awarded January 2019 through November 2019. Funds need to be re-appropriated in order to pay for aux employee, pay for program supplies, pay for travel, and for incidental expenses related to this grant program.
<b>Human Services Total</b>					<b>\$ 199,878.81</b>	
Active Living and Parks	Senior Center Operations	00198145-9496	00198145-9496	Senior Center Operations Grant	2,020.99	Funds were encumbered for the purchase and installation of an electronic sign at the Concord Senior Center. Once the contract was paid out in early July, a balance remained above the actual cost invoiced. Funds will be used for senior center operations and supplies.
Library	Equipment and Furniture	00198240-9331	00198240-9331	Equipment and Furniture	3,243.70	Furniture replacements for library staff due to reclassifications in positions. Due to timing delays, these items were unable to be purchased and delivered/installed before the end of the fiscal year end deadline and therefore the funds associated need to be reappropriated.
Infrastructure & Asset Mgmt. - Building Maintenance	Arena Sealant Injection, project # 103	42098310-9501	42098310-9501	Building and Ground Maintenance	20,000.00	Continued water sealing and injection around remaining building portions.
<b>Culture and Recreation Total</b>					<b>\$ 25,264.69</b>	
<b>TOTAL</b>					<b>\$ 524,881.07</b>	

Fund	Category	
General Fund	General Government	55,327.00
	Public Safety	137,701.66
	Economic and Physical Development	85,214.10
	Environmental Protection	21,494.81
	Human Services	199,878.81
	Culture and Recreation	5,264.69
Arena Fund	Culture and Recreation	20,000.00
	<b>Grand Total</b>	<b>524,881.07</b>



# CABARRUS COUNTY



## BOARD OF COMMISSIONERS WORK SESSION

**August 5, 2019  
4:00 PM**

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### **AGENDA CATEGORY:**

Discussion Items for Action

### **SUBJECT:**

Finance - Rowan Cabarrus Community College Contingency Request for Advanced Technology Center - \$179,449.14

### **BRIEF SUMMARY:**

Rowan Cabarrus Community College has made a request for the release of contingency funds in the amount of \$179,449.14 for the Advanced Technology Center. Cabarrus County holds contingency funds in the Capital Reserve Fund until needs arise during school construction projects. A memo is included for your review.

### **REQUESTED ACTION:**

Motion to approve or disapprove the use of contingency funds for the Rowan Cabarrus Community College Advanced Technology Center project and authorize the County Finance Director to prepare the associated Budget Amendment and Project Ordinances.

### **EXPECTED LENGTH OF PRESENTATION:**

10 Minutes

### **SUBMITTED BY:**

Susan Fearington, Cabarrus County Finance Director  
Dr. Carol Spalding, RCCC President  
Jonathan Chamberlain, RCCC Chief Officer

### **BUDGET AMENDMENT REQUIRED:**

Yes

### **COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:**

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**ATTACHMENTS:**

- ▣ RCCC Request Memo



July 30, 2019

Mr. Mike Downs  
Cabarrus County Government  
65 Church St., South  
Concord, NC 28025

Subject: Request for Access to Contingency

Reference: SCO Project #16-15695-02B – Cabarrus Advanced Technology Center

Dear Mr. Downs,

In order to cover the cost of change orders associated with the Advanced Technology Center Project, the Board of Trustees for Rowan-Cabarrus Community College is requesting transfer of \$179,449.14 from the Project Contingency into the construction budget line item. These changes, documented in the attached spreadsheet amount to less than 1.3% of the contract value. They result from unforeseen conditions, owner requested changes to scope, Authority Having Jurisdiction (AHJ) requested changes, and designer errors and omissions. With the Exception of RCO# 08, 51, 53, and 54 amounting to an estimated \$20,708.90, all have received approval from the Board of Trustees.

Sincerely,

  
Carol Spalding  
President

CATC Change Order Log

RCO #	PCO #	Description	Estimated Amount	Proposed Amount	RCCC Board Approval	SCO Change Order #	Official Contract Change Amount
	1	Final GMP Reconciliation		\$ -	Yes	1	\$ -
0007	1	Future Data/Fiber Conduit		\$ 8,347.00	Yes	2	\$ 8,347.00
0002	1	Electrical Duct Bank Modification		\$ 2,783.61	Yes	3	\$ (12,058.41)
0003	2	Reconciliation of Hose Valve Cabinets in Stairs		\$ (11,622.00)	Yes	3	
0004	3	Modify all 2x2 Ceiling Tiles to College Standard		\$ (1,138.77)	Yes	3	
0008	4	Credit for Removal of Tempered Glass Requirements		\$ (3,011.25)	Yes	3	
0009	5	Add 2 Circuits to feed 2 OH Doors inside Flex Labs		\$ 930.00	Yes	3	
0001	1	Modification to Uni-Sex Restroom		\$ (3,460.09)	Yes	4	\$ (20,793.60)
0014	2	Modification to Truncated Domes at Pavers and in Runway		\$ 3,355.64	Yes	4	
0021	3	Modifying Fire Hydrant to Double Storz per City Requirements		\$ 3,822.55	Yes	4	
0025	4	Revisions to Electrical Drawings dated 6/18/19		\$ (6,738.00)	Yes	4	
0026	5	Revisions to Civil Drawings per Field Instruction #2		\$ (17,773.70)	Yes	4	
0013	1	Modification to IDU Units at Stairwells		\$ 5,100.22	Yes	5	\$ 59,903.06
0020	2	Modification to Electrical and Data		\$ 34,301.84	Yes	5	
0023	3	Add Polymeric Sand at Doorways		\$ 736.00	Yes	5	
0028	4	Mass Notification Locations		\$ 4,430.00	Yes	5	
0030	5	Strategic Connections Scope Gap		\$ 15,335.00	Yes	5	
0006	1	Storm Drain Demo Clarification		\$ 504.59	Yes	6	\$ 11,714.29
0011	2	Modify Stair Doors to Single 3'-6"		\$ (2,903.75)	Yes	6	
0019	3	2nd Floor Ceiling Height		\$ (275.55)	Yes	6	
0024	4	Additional Water Lines at Waterless Urinals		\$ 1,187.00	Yes	6	
0033	5	Modify Fire Alarm Devices at both Interior and Exterior		\$ 13,202.00	Yes	6	
0032	1	Stair B Shaftwall Framing Support		\$ 2,607.35	Yes	7	\$ (4,141.65)
0034	2	Credit for F Fixture		\$ (1,139.00)	Yes	7	
0036	3	Floor Box and Busway Locations		\$ 1,257.00	Yes	7	
0038	4	Credit for Eye Wash Stations		\$ (3,867.00)	Yes	7	
0040	5	Credit for 2nd Mockup Window Water Test		\$ (3,000.00)	Yes	7	
0044	1	Parking Lot Lighting		\$ 76,667.00	Yes	8	\$ 98,677.55
0042	2	HVAC Supply Location Clarification		\$ 2,864.58	Yes	8	
0043	3	Modification to Data and Electrical Design		\$ 5,875.00	Yes	8	
0041	4	Light Fixture and Hose Reel Conflict		\$ 1,005.00	Yes	8	
0039	5	Exposed Clips at Ceilings		\$ 4,867.00	Yes	8	

CATC Change Order Log

RCO #	PCO #	Description	Estimated Amount	Proposed Amount	RCCC Board Approval	SCO Change Order #	Official Contract Change Amount
0037	6	Sound Attenuation		\$ 7,398.97	Yes	8	
29		Shaft Wall Rough-in Conflict Stair A		\$ 5,604.00	Yes	9	
45		Add back Return Air Fans to RTUs		\$ 6,000.00	Yes	9	
46		Aux switch in Elevator		\$ 966.00	Yes	9	
47		CRAC 1 Power		\$ 1,297.00	Yes	9	
48		Changes to Emergency Lighting		\$ 1,500.00	Yes	9	
52		Re-stripe Handicap Parking Space		\$ 1,725.00	Yes	9	
08		Unsuitable Soils above allowance	\$ 10,000.00				
51		Additional Aux for Elevator	\$ 2,000.00				
53		Move strobes in Rooms 106 & 326	\$ 2,000.00				
54		Epoxy floor - Room 103	\$ 6,708.90				
<b>Totals</b>			<b>\$ 20,708.90</b>	<b>\$ 158,740.24</b>			<b>\$ 141,648.24</b>

# CABARRUS COUNTY



## BOARD OF COMMISSIONERS WORK SESSION

**August 5, 2019  
4:00 PM**

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### **AGENDA CATEGORY:**

Discussion Items for Action

### **SUBJECT:**

Finance - Write-Off of Ambulance and Library Receivables for FY15

### **BRIEF SUMMARY:**

The County's practice is to keep three years of ambulance receivables plus the current year's receivables on the General Ledger. This practice allows the outstanding receivable balance of \$1,355,737 for Fiscal Year 2015 to be written off. The Emergency Medical Services Department has exhausted all means of collections for the Fiscal Year 2015 bills.

Following these same guidelines, the County's practice is to keep three years of Library receivables plus the current year's receivables on the General Ledger. This practice allows the outstanding receivable balance of \$96,371 for Fiscal Year 2015 to be written off. The Library Department has exhausted all means of collections for the Fiscal Year 2015 fines.

### **REQUESTED ACTION:**

Motion to authorize the Finance Department to write-off the outstanding Fiscal Year 2015 receivable balance for the ambulance bills and library fines.

### **EXPECTED LENGTH OF PRESENTATION:**

5 Minutes

### **SUBMITTED BY:**

Susan Fearington, Finance Director

### **BUDGET AMENDMENT REQUIRED:**

No

## COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

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### ATTACHMENTS:

- ▢ EMS Write off Memo
- ▢ EMS Bill Write Off
- ▢ Library Fine Write Off



## Cabarrus County Finance Department

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To: Susan B Farrington, Finance Director

Copy: Jimmy Lentz, EMS Director

From: Suzanne Burgess, Finance, Assistant Finance Director

Date: August 05, 2019

Subj: Write-off of Uncollectible Accounts Receivable - Ambulance

Cabarrus County's year-end procedure includes adjusting the Accounts Receivable-Ambulance balance to include the outstanding balances for the closing year plus the three preceding fiscal years. Therefore, at June 30, 2019, the Accounts Receivable-Ambulance balance should include outstanding amounts owed for fiscal years 2016 through 2019, totaling \$9,497,227.

The current Accounts Receivable- Ambulance general ledger balance is \$10,852,964 and needs to be adjusted by writing off a total of \$1,355,737.

The proposed write-off amount represents unpaid account balances for fiscal year 2015. Historical analyses indicate amounts are no longer collectible in the fourth year following billing.

The County's third-party billing company, EMS Management & Consultants, is responsible for ensuring all claims are filed timely with insurance companies. In addition, the County's Emergency Medical Services staff are diligent in attempting to collect past-due balances through the use of a collection agency, garnishments and the State's Debt Setoff program.

Please submit the write-off request to the Board of Commissioners for approval. Writing-off the fiscal year 2015 balance does not prevent the collection of these outstanding balances. It simply allows the Finance Department to adjust the Accounts Receivable-Ambulance balance to accurately reflect the balance which is considered collectible.



**CABARRUS COUNTY**  
**ACCOUNTS RECEIVABLE - AMBULANCE**  
**Fiscal Year Ended June 30, 2019**

Description	FY15	FY16	FY17	FY18	FY19	Total
<b>Billing</b>						
Charges, net of contractual allowances	5,623,877	6,727,260	7,275,293	7,066,004	7,339,418	34,031,852
<b>Collections</b>						
Payments, net of refunds	(4,268,140)	(4,676,323)	(4,951,094)	(5,155,016)	(4,128,315)	(23,178,888)
<b>Accounts Receivable - Ambulance</b>						
Unpaid balances at June 30, 2019	1,355,737	2,050,937	2,324,199	1,910,988	3,211,103	10,852,964
<b>Proposed Write-off</b>						
Uncollectible, fiscal year 2015						(1,355,737)
<b>Adjusted Accounts Receivable - Ambulance, June 30, 2019</b>						<b>9,497,227</b>

**Prepared by:**

Suzanne Burgess, Cabarrus County Finance Department

**Notes:**

Historical data show that the percentage of collectibility is about 55 percent in the year billed, 15 percent in the year following billing, one percent in the second year following billing, and one percent in the third year following billing. Accounts are fully uncollectible in the fourth year following billing. The County's third-party billing company, EMS Management & Consultants, typically writes-off an account balance when it is unpaid after approximately 90 days. Cabarrus County Emergency Medical Services staff continue collection procedures, so the County does not consider amounts to be uncollectible at this time, thus requiring the above analysis and adjustment.

<b>CABARRUS COUNTY</b>							
<b>ACCOUNTS RECEIVABLE - LIBRARY</b>							
<b>Fiscal Year Ended June 30, 2019</b>							
<b>Description</b>	<b>FY15</b>	<b>FY16</b>	<b>FY17</b>	<b>FY18</b>	<b>FY19</b>	<b>Total</b>	
Unpaid balances at June 30, 2019	\$ 96,371.23	\$ 48,397.16	\$ 159,827.07	\$ 106,398.75	\$ 119,900.44	\$ 530,894.65	
<b>Proposed Write-off</b>							
Uncollectible, fiscal year 2015						(96,371.23)	
<b>Adjusted Accounts Receivable - Library, June 30, 2019</b>						<b>\$ 434,523.42</b>	
			001-1507	Library Receivable unadjusted 6-30-19		447,662.07	
				Adjustment needed		\$ (13,138.65)	
Receivable will be maintained in the General Ledger 3 past years plus the current year. Per discussion with CJ Palmer from Elliott Davis, the entire amount will be recorded as uncollectible.							

# CABARRUS COUNTY



## BOARD OF COMMISSIONERS WORK SESSION

**August 5, 2019  
4:00 PM**

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### **AGENDA CATEGORY:**

Discussion Items for Action

### **SUBJECT:**

Finance - Cabarrus County Reimbursement Resolution for Limited Obligation Bonds 2020

### **BRIEF SUMMARY:**

It is requested that the County advance its own funds to pay certain original expenditures associated with the renovation/replacement of the Governmental Center's existing skylight and roof and various preliminary expenditures related to the new Cabarrus County Courthouse facility. Approval of the attached resolution will allow the County to pay original expenditures then reimburse itself with proceeds from the Limited Obligation Bond debt to be incurred by the County in the spring of 2020.

### **REQUESTED ACTION:**

Motion to adopt the reimbursement resolution for the renovation/replacement of the Governmental Center's existing skylight and roof and various preliminary expenditures related to the new Cabarrus County Courthouse facility.

### **EXPECTED LENGTH OF PRESENTATION:**

5 Minutes

### **SUBMITTED BY:**

Susan Ferrington, Finance Director

### **BUDGET AMENDMENT REQUIRED:**

No

### **COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:**

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**ATTACHMENTS:**

- LOBS 2020 Reimbursement Resolution

**EXTRACT FROM MINUTES OF BOARD OF COMMISSIONERS OF  
THE COUNTY OF CABARRUS, NORTH CAROLINA**

The Board of Commissioners for the County of Cabarrus, North Carolina, met in regular session in the Commissioners' Meeting Room in the Cabarrus County Governmental Center in Concord, North Carolina, the regular place of meeting, at 6:30 p.m., on August 19, 2019, with Stephen M. Morris, Chairman, presiding. The following Commissioners were:

PRESENT: Chairman Stephen M. Morris; Vice Chairman Diane R. Honeycutt and Commissioners F. Blake Kiger, Elizabeth F. Poole and Lynn W. Shue.

ABSENT: [None.]

ALSO PRESENT: Michael K. Downs, County Manager; Susan B. Fearington, Finance Director; Richard M. Koch, Esq., County Attorney; and Lauren Linker, Clerk to the Board.

\* \* \* \* \*

Chairman Stephen M. Morris introduced the following resolution and its title was read:

**RESOLUTION DECLARING OFFICIAL INTENT TO REIMBURSE  
EXPENDITURES WITH PROCEEDS OF DEBT PURSUANT TO UNITED STATES  
DEPARTMENT OF TREASURY REGULATIONS**

BE IT RESOLVED by the Board of Commissioners of Cabarrus County:

1. The Board hereby finds, determines and declares as follows:

(a) Treasury Regulations Section 1.150-2 (the "Regulations"), promulgated by the United States Department of Treasury on June 17, 1993, prescribes certain specific procedures applicable to certain obligations issued by the County after June 30, 1993, including, without limitation, a requirement that the County timely declare its official intent to reimburse certain expenditures with the proceeds of debt to be issued thereafter by the County.

(b) The County has advanced and/or will advance its own funds to pay certain capital costs (the "Original Expenditures") associated with financing, in whole or in part, (i) the renovation/replacement of the Governmental Center's existing skylight and roof, (ii) the design of various types of large mechanical, plumbing, fire protection and electrical equipment to be associated with the new Courthouse facility including, without limitation, elevators, chillers and generators, (iii) site development and stabilization of the site of a new Courthouse facility including, without limitation, (A) demolition of the existing Courthouse Annex, (B) any and all related utilities relocation, (C) excavation of the existing Courthouse Annex parking lot, (D) utility and road shoring for the new Courthouse facility, (iv) the acquisition of any necessary rights-of-way and easements related to each of the foregoing and (v) various real and personal property improvements related to each of the foregoing (collectively, the "Projects").

(c) The funds heretofore advanced or to be advanced by the County to pay the Original Expenditures are or will be available only on a temporary basis, and do not consist of funds that

were otherwise earmarked or intended to be used by the County to permanently finance the Original Expenditures.

(d) As of the date hereof, the County reasonably expects that it will reimburse itself for such Original Expenditures with the proceeds of debt to be incurred by the County, and the maximum principal amount of debt to be incurred with respect to the Projects is expected to be \$8,750,000.

(e) All Original Expenditures to be reimbursed by the County were paid no more than 60 days prior to, or will be paid on or after the date of, this declaration of official intent. The County understands that such reimbursement must occur not later than 18 months after the later of (i) the date the Original Expenditure was paid; or (ii) the date the Projects are placed in service or abandoned, but in no event more than 3 years after the Original Expenditure was paid.

2. This resolution shall take effect immediately.

Commissioner \_\_\_\_\_ moved to approve the passage of the foregoing resolution and Commissioner \_\_\_\_\_ seconded the motion, and the resolution was passed by the following vote:

Ayes: Chairman Stephen M. Morris, Vice Chairman Diane R. Honeycutt and Commissioners F. Blake Kiger, Elizabeth F. Poole and Lynn W. Shue.

Nays: [None.]

Not Voting: [None.]

\* \* \* \* \*

I, Lauren Linker, Clerk to the Board of Commissioners for the County of Cabarrus, North Carolina, DO HEREBY CERTIFY that the foregoing is a true copy of so much of the proceedings of said Board of Commissioners at a regular meeting held on August 19, 2019, as relates in any way to the passage of the resolutions hereinabove referenced, and that said proceedings are recorded in Minute Book No. [ ] of the minutes of said Board of Commissioners, beginning at page \_\_\_ and ending at page \_\_\_.

I DO HEREBY FURTHER CERTIFY that the schedule of regular meetings of said Board of Commissioners has been on file in my office pursuant to North Carolina General Statutes §143-318.12 as of a date not less than seven (7) days before said meeting.

WITNESS my hand and the corporate seal of said County, this 19th day of August, 2019.

\_\_\_\_\_  
Clerk to the Board of Commissioners  
for the County of Cabarrus, North Carolina

[SEAL]

# CABARRUS COUNTY



## BOARD OF COMMISSIONERS WORK SESSION

**August 5, 2019  
4:00 PM**

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### **AGENDA CATEGORY:**

Discussion Items for Action

### **SUBJECT:**

Finance - Capital Improvement Plan Funding for Design of Emergency Medical Services Headquarters

### **BRIEF SUMMARY:**

As part of the FY20 Capital Improvement Plan (CIP), funding for the design of a new Emergency Medical Services (EMS) Headquarters was decided to be funded through unused Mt. Pleasant Middle School contingency funds. The project will be tracked in the Construction and Renovation Fund and the unused contingency is currently included in the Capital Reserve Fund. A budget amendment and two project ordinances are included for review and approval.

### **REQUESTED ACTION:**

Motion to approve the EMS Headquarters budget amendment and two associated project ordinances.

### **EXPECTED LENGTH OF PRESENTATION:**

5 Minutes

### **SUBMITTED BY:**

Susan Farrington, Finance Director

### **BUDGET AMENDMENT REQUIRED:**

Yes

### **COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:**

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**ATTACHMENTS:**

- ▢ CIP EMS Headquarters
- ▢ Amendment EMS Headquarters
- ▢ Fd 343 Project Ordinance
- ▢ Fd 450 Project Ordinance



# Capital Improvement Plan

**Department:** Emergency Medical Services  
**Function:** Public Safety

**Project Title:** EMS Headquarters

**Type:** New  
**Status:** Future

**Total Cost:** \$ 7,770,000



## Project Description

Creation of an Emergency Medical Services Headquarters Base. This will result in a centralized location for primary EMS resources, EMS disaster equipment, EMS training, and community education. Potential locations (others will be identified as well) at present include Cabarrus Ave, Burrage Rd or Davidson Dr. Formal conversations and identification of partners will result in a more accurate prediction of cost.

## Background & Justification/Status

The current primary location at 31 Willowbrook Drive in Concord has served a dual role as a station and headquarters since 1978. Currently, three ambulances, one supervisor, two administrative staff, one community paramedic, and two senior managers share this space along with storage of medical supplies. Training is currently conducted at the Cabarrus Sheriff Department center or other available locations. Gaps have been identified in the storage of bulk medical supplies, disaster resources, specialty resources, and spare ambulances. This EMS organization lacks administrative and identity functionality as a result of its current headquarters arrangement. EMS services and staffing will look different in the future as a result of the dynamic nature of healthcare.

## Impact If Not Funded and Maximum Time it Can be Delayed

EMS has been extremely effective in the delivery of service and use of space within the current parameters. We have reached our maximum efficiency and creativity with the current headquarters arrangement. The most the project can be delayed is FY2019. Delays will result in additional costs.

\*This Capital Improvement Project was presented and approved at the August 2018 Board Meeting post budget adoption at \$50,000 for planning and programming.

Project Costs	FY 2019 Adopted	FY 2020 Proposed	FY 2021 Planning	FY 2022 Planning	FY 2023 Planning	FY 2024 Planning	Future Years
Planning/Design	50,000	120,000					
Land/Acquisition							
Construction			3,600,000				4,000,000
Building Improvements							
Equipment							
Other							
<b>TOTAL</b>	<b>\$ 50,000</b>	<b>\$ 120,000</b>	<b>\$ 3,600,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,000,000</b>

## Funding Sources

General Fund							
Capital Reserve Fund	50,000	120,000					
Multi Year Fund/Other Funds							
Debt							
Grants							
Permits/Fees							
To Be Funded			3,600,000				4,000,000
<b>TOTAL</b>	<b>\$ 50,000</b>	<b>\$ 120,000</b>	<b>\$ 3,600,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,000,000</b>

## Operating Budget Impact

Salaries & Benefits							
Materials & Supplies							
Contracts & Services							
Capital Outlay							
Other							
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

### Budget Revision/Amendment Request

Date: 8/19/2019

Amount: \$ 120,000.00

Dept. Head: Susan Fearrington, (prepared by Sarah Chesley)

Department: Finance, Construction & Reno Fund 343

Internal Transfer Within Department
  Transfer Between Departments/Funds
  Supplemental Request

**Purpose: This Budget Amendment moves funds from the Capital Reserve Fund to the Construction and Renovation Fund for the EMS Headquarters project in the 343 Construction and Renovation fund.**

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
450	9	7220-9708	Cont'b to Capital Project Fund	61,571,813.30	120,000.00		61,691,813.30
450	9	7332-9660	Contingency - MPMS	120,000.00		120,000.00	0.00
343	9	2730-9830	Other Improvements - EMS Headquarters	-	120,000.00		120,000.00
343	6	2730-6921	Cont'b from CRF - EMS Headquarters	50,000.00	120,000.00		170,000.00

**Budget Officer**

- Approved  
 Denied

**County Manager**

- Approved  
 Denied

**Board of Commissioners**

- Approved  
 Denied

\_\_\_\_\_  
*Signature*

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*Date*

# 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	945,978
Sale of Fixed Assets	1,012,442
Contributions and Donations	148,036
General Fund Contribution	8,455,218
Lease Proceeds (Robert Wallace Park)	4,596,394
Capital Projects Fund Contribution	4,399,370
Capital Reserve Fund Contribution	24,561,439

<b>TOTAL REVENUES</b>	<b>\$44,468,877</b>
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- D. The following appropriations are made as listed.

Government Center Chiller Replacement	\$175,709
Governmental Center ADA Bathrooms	151,469
Land Bank	2,200,000
Government Center Skylight/Roof Repairs	2,085,000
County Building Camera Systems	24,099
Enterprise Physical Security	300,000
ITS Fiber Technology Improvements	120,000
County Website Design	283,750
Furniture Replacements	184,501
County Operation Center	4,768,787
Elevator Modernization Government Center	176,000
Multiple building Fall Protection Measures	300,000
Jail Camera Upgrade	172,607
LEC Law Enforcement Technology	791,324
Training & Firing Range Renovation	1,750,000
Sheriff's Admin Roof Repair	113,659
Sheriff Radio Communications Tower	160,000
Courthouse Expansion	12,519,000
Clerk of Court Improvements	68,786
Public Safety Training Center	90,000
EMS Headquarters – Consultants	170,000
EMS Co-location – Concord Fire #11	482,761
EMS Heart Monitors	566,111

Emergency Communications Equip & Ethernet Backhaul	2,819,370
JM Robinson High School Wetlands Mitigation	100,000
Landfill Retaining Wall	230,301
Veterans Services Improvements	92,674
Cooperative Ext. ADA Bathrooms	118,812
RCCC Land for future expansion	1,244,001
NE Area Park – Other Improvements	589,024
NE Area Park - Land	1,000,000
Robert Wallace Park	8,147,965
Frank Liske Park – Barn Restrooms	126,405
Carolina Thread Trail	109,329
Frank Liske park Playground Replacement	100,000
Frank Liske Park – Lower Lot Restrooms	728,506
Frank Liske Park – Water Line Replacement	360,000
Camp Spencer – Vending machine Bldg and overlook	425,000
Library - Midland Furniture	40,786
Library – Concord Office Reno	50,000
Arena – Lighting Control System Replacement	155,000
Arena – Building & Storage Replacement	161,000
Other Capital Projects Funds	80,000
Unassigned	137,141

**TOTAL EXPENDITURES** **\$44,468,877**

**GRAND TOTAL – REVENUES** **\$44,468,877**

**GRAND TOTAL – EXPENDITURES** **\$44,468,877**

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 19<sup>th</sup> Day of August, 2019.

CABARRUS COUNTY BOARD OF COMMISSIONERS

BY: \_\_\_\_\_  
Stephen M. Morris, Chairman

ATTEST:

\_\_\_\_\_  
Clerk to the Board

# 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	\$ 835,142
Contributions from General Fund	57,001,965
Contributions from Capital Projects Fund	2,089,009
Contributions from CVB	1,678,771
Contributions from other Governments	3,000,000

<b>TOTAL REVENUES</b>	<b>\$64,604,887</b>
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- D. The following appropriations are made as listed:

Mt. Pleasant Middle School	3,627,164
Mt. Pleasant Elementary School – Electrical Svc	568,700
Royal Oaks Elementary	4,476,490
Kannapolis Middle School	5,018,148
G.W. Carver Renovations	1,518,241
RCC CBTC Campus Renovations, Safety, Security	184,075
RCC CBTC A/C Unit Replacement Phase II	330,000
RCCC South Campus Fire Alarm Replacement	112,000
Patriot’s Elementary Mobile Units	122,100
Cox Mill Elementary Sewer Relocation	23,537
CCS Site Study- Multiple Schools	42,000
J.N. Fries Upfit to Traditional Middle School (FY18)	300,000
AL Brown High School Paving	500,000
CCS 20 Mobile Units-Multiple Schools BC20	2,600,000
CCS Buses for WCHS & HRES	415,246
CCS Security Cameras	880,000
New Middle School	240,000
Available for School Construction Projects	65,513
CCS Performance Learning Center	590,709
West Cabarrus High School	7,428,442
Hickory Ridge Elementary School	4,742,804
RCCC Advanced Technology Center (ATC)	2,293,941
School Contingencies	1,127,043
Operations Center Building Improvements	850,000
Enterprise Physical Security	300,000
Training & Firing Range Renovations	1,750,000
Public Safety Training Center	75,000
Carolina Thread Trail	59,329

Sheriff Detention Center Equipment	14,000
Veteran's Renovations	92,674
FLP – Lower Lot Restroom	530,595
County Website Development	283,750
Courthouse Expansion	12,519,000
FLP Barn Restrooms	126,405
EMS Heart Monitors	566,111
EMS Relocation to Concord Fire #10	375,000
Government Center Bathroom ADA	151,469
Door Access & Security Camera Network-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	170,000
Midland Library Furniture	90,786
Operations Center	500,000
Governmental Center Skylight/Roof Repairs	1,611,894
Available for the Construction & Renovation Projects	7,380
Downtown Parking Deck	910,000
Warehouse	141,264
Rob Wallace Park	3,091,047
Arena – Storage Building Replacement	161,000
CVB/Park Projects from Occupancy Tax	1,678,770
Other County Capital Projects	107,260
<b>TOTAL EXPENDITURES</b>	<b>\$64,604,887</b>
<b>GRAND TOTAL – REVENUES</b>	<b>\$64,604,887</b>
<b>GRAND TOTAL – EXPENDITURES</b>	<b>\$64,604,887</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 \$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.
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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 19<sup>th</sup> day of August, 2019.

CABARRUS COUNTY BOARD OF COMMISSIONERS

BY: \_\_\_\_\_  
Stephen M. Morris, Chairman

ATTEST:

\_\_\_\_\_

Clerk to the Board



# CABARRUS COUNTY



## BOARD OF COMMISSIONERS WORK SESSION

**August 5, 2019  
4:00 PM**

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**AGENDA CATEGORY:**

Discussion Items for Action

**SUBJECT:**

Library - Presentation of Strategic Plan

**BRIEF SUMMARY:**

The library system has worked with a consultant--funded through an LSTA grant through the State Library of NC--to complete a 5-year strategic plan. Attached is the final draft, to be approved by the Board of Commissioners to officially be adopted as of August 19, 2019.

**REQUESTED ACTION:**

Motion to approve the library system's 5-year strategic plan, effective August 19, 2019.

**EXPECTED LENGTH OF PRESENTATION:**

10 Minutes

**SUBMITTED BY:**

Emery Ortiz, Library Director

**BUDGET AMENDMENT REQUIRED:**

No

**COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:**

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**ATTACHMENTS:**

- CCPL Strategic Plan for FY20-FY25

▣ PowerPoint Presentation



**CABARRUS COUNTY**  
*Public Library System*

**Cabarrus County Public Library**  
**Strategic Plan: FY2020 – FY2025**

Funded through a grant from the  
Institute of Museum and Library Services (IMLS)  
under the provisions of the Library Services and Technology Act  
as administered by the State Library of North Carolina

# Table of Contents

Executive Summary ..... 3

Introduction ..... 5

    The Planning Process

    Staff Planning Team

    Community Needs Assessment

    Developing the Plan

Mission Statement, Values ..... 8

Areas of Focus, Goals, and Activities ..... 9

    Youth Services

    Teen Services

    Adult Services

    Community Engagement

    Operations

## Executive Summary

In June 2018, the Cabarrus County Public Library received a federally-funded LSTA (Library Services and Technology Act) grant to develop a new, community-engaged strategic plan for its libraries by implementing the planning process outlined in the Aspen Institute report, *Rising to the Challenge: Re-Envisioning Public Libraries*, and the accompanying *Action Guide*.

### Library Areas of Focus and Goals

#### Youth Services

- Goal 1.1. Preschool children (birth to five years) will be provided with programs and resources to prepare for and encourage a lifetime of learning.
- Goal 1.2. School-age children (six to twelve years) will have access to programs and resources that spark curiosity and inspire learning.
- Goal 1.3. The library will enhance the knowledge and skills of caregivers through resources and programs.

#### Teen Services

- Goal 2.1. Teens will have access to dedicated spaces that foster positive social interactions and allow for the exploration of materials and resources.
- Goal 2.2. Teens will have access to engaging programs and opportunities to contribute to the development of teen services.
- Goal 2.3. Teens will have access to current technologies that encourage creation, collaboration, and exploration.

#### Adult Services

- Goal 3.1. Adults will have access to engaging programs that promote lifelong learning.
- Goal 3.2. Adults will have access to current technologies that enable modern methods of business, education, and recreation.
- Goal 3.3. Adults will have access to well-developed collections that promote reading for enjoyment and personal growth.

### Community Engagement

- Goal 4.1. The library and organizations in the community will mutually benefit from collaborations and partnerships that create lasting connections and opportunities to serve.
- Goal 4.2. The public will benefit from an increased awareness of the library's resources and services.
- Goal 4.3. The library will promote social equity through increased access to library services for underserved populations.

### Operations

- Goal 5.1. Library users will be served by trained and educated staff whose knowledge of current resources has been enhanced in order to meet the needs of the community.
- Goal 5.2. Library users will benefit from the library having sufficient staff to cover both operating hours and programming needs in order to meet the needs of the community.
- Goal 5.3. The library will provide adequate facilities to meet public demand and support the future success and continued growth of the community.

## Introduction

In June 2018, the Cabarrus County Public Library received a federally-funded LSTA (Library Services and Technology Act) grant to develop a new, community-engaged strategic plan for its libraries by implementing the planning process outlined in the Aspen Institute report, *Rising to the Challenge: Re-Envisioning Public Libraries*, and the accompanying *Action Guide*.

### The Planning Process

The Cabarrus County Public Library chose to use the planning process outlined in the Aspen Institute report, *Rising to the Challenge: Re-Envisioning Public Libraries*, and the accompanying *Action Guide*, both of which have been supported by the Bill & Melinda Gates Foundation.

This planning process was developed by the Aspen Institute Dialogue on Public Libraries, a working group of leaders from the library field, business executives, individuals from various levels of government, individuals from community development organizations, and education experts. That group came together to craft and articulate a shared vision for the future of public libraries, based on the following ideas:

- Libraries are critical partners in the educational ecosystem.
- Libraries are a gateway to lifelong learning.
- To be successful, libraries need to:
  - Align with community goals.
  - Provide access to content in all formats.
  - Ensure long-term sustainability.

The planning process focuses on the library as people, moving away from a focus on building collections to focus on “building human capital, relationships, and knowledge networks in the community”; the library as place; and the library as a platform that “supports the learning and civic needs of the community.”

Consequently, the planning process asked community stakeholders to identify the needs of the community served by the library and the ways in which the library can best meet those needs. The process included a survey of the citizens served by the Cabarrus County Public Library, to which a total of 311 individuals responded.

### **Staff Planning Team**

A staff planning team, made up of members of the staff of the Cabarrus County Public Library, oversaw the planning process. The staff planning team included:

Stacy Garber	Emery Ortiz
Amanda Lynch	Christie Reale
Denise McLain	Brandy Shaver
Jenny Meeseree	Carly Varnadore
Melinda Metz	Kyle White
Aryn O'Connor	Adrian Zeck

The Cabarrus County Public Library's planning process was facilitated by Dr. Robert Burgin, a library consultant with nearly 45 years of experience in library education, library consulting, and library administration.

### **Community Needs Assessment**

The consultant provided the library staff planning team with a community needs assessment, based on demographic data for Cabarrus County; surveys of the county's citizens and the library staff; library usage, funding, and technology data; meetings with staff members and library board members; interviews with library users and community stakeholders; and several public forums.

The demographic data reflect the fact that Cabarrus County is younger than the rest of the state; has a rapidly growing population; has a relatively wealthy population; has a healthy population; and is more highly educated than the state as a whole. Demographic trends for the past ten years show that, compared with the rest of the state, Cabarrus County has experienced less aging of the population; a growth in levels of education; more rapid population growth; a growth in the percentage of minority populations; and increased economic well-being.

A survey of Cabarrus County citizens found that respondents most frequently used the library for books for adults, books for children, and programs for children. About half of the respondents rated the ability of the library's resources and services to meet their needs as excellent, and two thirds rated the quality of customer service and support provided by the library staff as excellent. Respondents rated books for adults, books for children, programs for children, and the library Website as the most important library resources and services. About



half of the respondents felt that some factor limited their use of the library, and the most frequently identified limit to library use was inconvenient library hours.

A survey of library staff found that a large number of staff regarded the library's ability to meet the needs of its customers as very good. Staff identified the library's strengths as the staff itself, children's services and resources, and the collections. Staff saw facilities, communications within the staff, publicity, and technology as the greatest weaknesses. Staff listed the top priorities for the library in the future as staffing, collections, and programs. Staff saw the most important library services as books for children, free Wi-Fi, and programs for children.

Data regarding library usage and funding show that the Cabarrus County Public Library is providing a high level of library service to the citizens of Cabarrus County, ranking among the top half of county libraries in the state in half of the fifteen measures examined. Over the past ten years, usage and funding for the Cabarrus County Public Library have grown faster than they have for the average county library in the state in ten of the thirteen areas examined. A recent statewide assessment of the degree to which the library has been successful in providing public access to computer technology found that the Cabarrus County Library exceeds the state average on two of the three major areas and exceeds the state average on seven of the eleven benchmarks that make up those three areas.

Participants in the interviews and community forums identified the library staff, the programs for children, and the library's collections as strengths of the library. These individuals also identified the following as ways to improve the library: new library facilities in Harrisburg, Mt. Pleasant, and western Cabarrus County; more books; more adult programming; and more marketing.

### **Developing the Plan**

The library's staff team used the community needs assessment to recommend service priorities or areas of focus for the library's strategic plan. The library's staff team then identified goals and activities for each of the focus areas and re-affirmed their support for the mission statement and values of the library.

*Strategic Plan, FY2020 – FY2025*  
*Cabarrus County Public Library*

**Mission Statement**

The Cabarrus County Public Library mission is to connect Cabarrus County Citizens with information and resources that educate, enrich, and empower.

**Values**

**Community**

We provide resources and spaces that bring people together.

**Hospitality**

We offer a welcoming, safe environment with a friendly, knowledgeable staff.

**Accessibility**

We believe in equal and equitable access to education and information for all.

**Diversity**

We embrace the differences and similarities of all people and ideas.

***Strategic Plan, FY2020 – FY2025***  
***Cabarrus County Public Library***

***Areas of Focus, Goals, and Activities***

**Youth Services**

**Goal 1.1. Preschool children (birth to five years) will be provided with programs and resources to prepare for and encourage a lifetime of learning.**

Activity 1. The library will continue to provide story times for babies, toddlers, preschool children, and families.

Activity 2. The library will continue to provide Music & Movement story times.

Activity 3. The library will continue to provide preschool visits.

Activity 4. The library will continue to provide Art and Science programs for preschool children.

Activity 5. The library will begin participating in the 1,000 Books Before Kindergarten program.

Activity 6. The library will increase the marketing of non-English language materials for preschool children, for example, resources on Tumblebooks.

Activity 7. The library will increase the number of non-English language materials for preschool children.

Activity 8. The library will increase the diversity of its preschool collections to reflect the diversity in the communities being served.

**Goal 1.2. School-age children (six to twelve years) will have access to programs and resources that spark curiosity and inspire learning.**

Activity 1. The library will continue to provide STEAM activities for school-age children.

Activity 2. The library will continue to provide Summer Reading Programs for school-age children.

Activity 3. The library will continue to provide homeschool programs.

Activity 4. The library will continue to provide collections of books and other materials for school-age children.

Activity 5. The library will expand access to online resources to school-age children.

Activity 6. The library will explore a program to pair school-age children with teens to build confidence in reading and comprehension.

Activity 7. The library will increase the marking of non-English language materials for school-age children.

Activity 8 . The library will develop collections and resources that support the non-English languages taught in the public schools.

Activity 9. The library will increase the diversity of its collections for school-age children to reflect the diversity in the communities being served.

Activity 10. The library will implement a PAWS for Reading program to develop reading skills and confidence among school-age children.

**Goal 1.3. The library will enhance the knowledge and skills of caregivers through resources and programs.**

Activity 1. The library will continue to provide a Parent/Teacher collection.

Activity 2. The library will continue to provide opportunities for networking and resource sharing among parents and caregivers.

Activity 3. The library will continue to provide programs specifically for parents and caregivers in conjunction with the Cabarrus Health Alliance and/or other community partners.

Activity 4. The library will provide Every Child Ready to Read training for parents and caregivers.

Activity 5. The library will integrate literacy building tips for parents and caregivers into story times.

Activity 6. The library will create and provide parents and caregivers with resources to further enhance and build upon library programming.

## Teen Services

**Goal 2.1. Teens will have access to dedicated spaces that foster positive social interactions and allow for the exploration of materials and resources.**

Activity 1. The library will continue to provide dedicated teen collections.

Activity 2. The library will provide dedicated teen spaces for programming and study as facilities allow, and develop ways to more easily monitor these spaces.

Activity 3. The library will increase the diversity of its collections for teens to reflect the diversity in the communities being served.

Activity 4. The library will increase nonfiction materials that address areas of interest to teens.

Activity 5. The library will expand access to online resources for teens.

**Goal 2.2. Teens will have access to engaging programs and opportunities to contribute to the development of teen services.**

Activity 1. The library will continue to use the Teen Advisory Board to involve teens in collection development, displays, and programming.

Activity 2. The library will continue to provide volunteer activities for teens.

Activity 3. The library will continue to provide programs for teens that present opportunities for creative expression.

Activity 4. The library will expand its leisure programming for teens.

**Goal 2.3. Teens will have access to current technologies that encourage creation, collaboration, and exploration.**

Activity 1. The library will provide teens with access to technologies that support creation, collaboration, and exploration, for example, robotics.

Activity 2. The library will provide programs to teach coding and to expose teens to the creative possibilities of coding.

## Adult Services

### **Goal 3.1. Adults will have access to engaging programs that promote lifelong learning.**

Activity 1. The library will continue to provide access to resources and programs related to local history and genealogy.

Activity 2. The library will continue to provide educational classes and general interest programs for adults.

Activity 3. The library will continue to provide adult programs that foster discussions of literature.

Activity 4. The library will continue to provide creative programs for adults, for example, craft programs.

Activity 5. Library staff will continue to stay knowledgeable about high-interest topics and to develop adult programs around these topics.

Activity 6. The library will expand its programming for younger adults.

### **Goal 3.2. Adults will have access to current technologies that enable modern methods of business, education, and recreation.**

Activity 1. The library will continue to provide access to e-books.

Activity 2. The library will continue to provide access to e-resources, including Universal Class.

Activity 3. The library will continue to provide public access computers.

Activity 4. The library will continue to provide computer classes and hands-on technology training.

Activity 5. The library will continue to provide one-on-one technology assistance.

Activity 6. The library will continue to provide technology support for job seekers.

Activity 7. The library will continue to raise the public's awareness of its technologies and e-resources.

**Goal 3.3. Adults will have access to well-developed collections that promote reading for enjoyment and personal growth.**

Activity 1. The library will continue to provide accurate, modern, and relevant resources for adults.

Activity 2. The library will continue to provide collections that mirror the growing diversity of our community.

Activity 3. The library will continue to adhere to the strategies set forth in its Collection Development Policy.

Activity 4. The library will increase the number of non-English language materials in its adult collections.

Activity 5. The library will improve its readers' advisory services for adults.

Activity 6. The library will increase the number of digital book lists that it provides for adults.

Activity 7. The library will improve the marketing of its collections.

Activity 8. The library will conduct an inventory of its collections.

## Community Engagement

**Goal 4.1. The library and organizations in the community will mutually benefit from collaborations and partnerships that create lasting connections and opportunities to serve.**

Activity 1. The library will continue to engage in outreach activities to educational institutions.

Activity 2. The library will continue to maintain relationships with established community partners.

Activity 3. The library will continue to work with other county departments and agencies

Activity 4. The library will continue to look for opportunities to establish relationships with new partners, especially:

- a) Organizations that promote education and literacy.
- b) Organizations that provide free or low-cost resources.
- c) Organizations that work with our underserved populations.

**Goal 4.2. The public will benefit from an increased awareness of the library's resources and services.**

Activity 1. The library will continue to provide a monthly newsletter to library users.

Activity 2. The library will continue to provide an online calendar.

Activity 3. The library will continue to provide a Website and online catalog.

Activity 4. The library will continue to provide press releases.

Activity 5. The library will continue to provide a Facebook presence.

Activity 6. The library will expand its presence on relevant social media platforms.

Activity 7. The library will continuously look for opportunities and platforms to share our message.

Activity 8. The library will procure support for innovative marketing methods that will reach new users.



**Goal 4.3. The library will promote social equity through increased access to library services for underserved populations.**

Activity 1. The library will continue to provide programs to children and adults with special needs.

Activity 2. The library will continue to provide literacy services by recruiting tutors to help teach adults English reading and speaking skills.

Activity 3. The library will continue to provide library services to the Cabarrus County Detention Center.

Activity 4. The library will continue to provide library services to homebound individuals.

Activity 5. The library will continue to provide diverse collections and non-English language collections.

Activity 5. The library will build stronger partnerships with organizations that work with underserved populations.

Activity 6. The library will build stronger partnerships with organizations that provide nontraditional outreach, such as food banks.

Activity 7. The library will market library services in languages other than English.

Activity 8. The library will provide signage in languages other than English.

Activity 9. The library will provide more bilingual staff.

Activity 10. The library will provide more staff in Literacy Services.

Activity 11. The library will explore alternative methods to provide services to underserved populations.

## Operations

**Goal 5.1. Library users will be served by trained and educated staff whose knowledge of current resources has been enhanced in order to meet the needs of the community.**

Activity 1. The library will continue to provide all-staff training days twice a year.

Activity 2. The library will continue to encourage staff to attend workshops and conferences.

Activity 3. The library will continue to encourage staff to participate in Webinars and other forms of online training.

Activity 4. The library will provide more staff training related to other county departments.

Activity 5. The library will provide more staff training related to the library's e-resources.

Activity 6. The library will provide more training for new staff.

Activity 7. The library will provide more cross-training between departments within the library.

**Goal 5.2. Library users will benefit from the library having sufficient staff to cover both operating hours and programming needs in order to meet the needs of the community.**

Activity 1. The library will attempt to bring staffing levels up to state standards and averages for public libraries in North Carolina.

Activity 2. The library will assess current staffing levels, current job descriptions, and current allocation of duties to maximize the efficiency of existing staff.

Activity 3. The library will explore ways to use the technologies to maximize the efficiency of existing staff.

**Goal 5.3. The library will provide adequate facilities to meet public demand and support the future success and continued growth of the community.**

Activity 1. The county will plan for and provide adequate library facilities to meet the needs of the growing communities in Cabarrus County.

Activity 2. The county will take into consideration adequate staffing needs for new and expanded facilities.

Activity 3. The library will continuously assess the use of library space and explore alternative methods of maximizing existing library space.

Activity 4. The library will explore alternative methods of providing additional library services points, for example, lockers, mobile services, etc.



# CABARRUS COUNTY *Public Library System*

Strategic Plan: 2020 - 2025



CABARRUS COUNTY  
*America Thrives Here*

# The Aspen Institute's *Rising to the Challenge: Re-Envisioning Public Libraries*

- Libraries are critical partners in the educational ecosystem.
- Libraries are a gateway to lifelong learning.
- To be successful, libraries need to:
  - Align with community goals.
  - Provide access to content in all formats.
  - Ensure long-term sustainability.

# Timeline

- **August 2018** – Surveys are published to gather community and staff input on current services
- **October 2018** - Community Needs Assessment compiled from public and staff survey responses
- **November 2018** – Results reported to Library Board of Trustees and Cabarrus County Board of Commissioners; Steering Committee has initial meeting
- **February and March 2019** – Interviews are conducted with community leaders; public forums are held in each service area
- **April 2019** – Steering Committee begins first draft of strategic plan
- **May 2019** – Strategic Plan is finalized
- **July 2019** – Strategic Plan is approved by the Library Board of Trustees

# Area of Focus: Youth Services

- **Goal 1.1.** Preschool children (birth to five years) will be provided with programs and resources to prepare for and encourage a lifetime of learning.
- **Goal 1.2.** School-age children (six to twelve years) will have access to programs and resources that spark curiosity and inspire learning.
- **Goal 1.3.** The library will enhance the knowledge and skills of caregivers through resources and programs.

# Area of Focus: Teen Services

- **Goal 2.1.** Teens will have access to dedicated spaces that foster positive social interactions and allow for the exploration of materials and resources.
- **Goal 2.2.** Teens will have access to engaging programs and opportunities to contribute to the development of teen services.
- **Goal 2.3.** Teens will have access to current technologies that encourage creation, collaboration, and exploration.





# Area of Focus: Adult Services

- **Goal 3.1.** Adults will have access to engaging programs that promote lifelong learning.
- **Goal 3.2.** Adults will have access to current technologies that enable modern methods of business, education, and recreation.
- **Goal 3.3.** Adults will have access to well-developed collections that promote reading for enjoyment and personal growth.



# Area of Focus: Community Engagement

- **Goal 4.1.** The library and organizations in the community will mutually benefit from collaborations and partnerships that create lasting connections and opportunities to serve.
- **Goal 4.2.** The public will benefit from an increased awareness of the library's resources and services.
- **Goal 4.3.** The library will promote social equity through increased access to library services for underserved populations.

# Area of Focus: Operations

- **Goal 5.1.** Library users will be served by trained and educated staff whose knowledge of current resources has been enhanced in order to meet the needs of the community.
- **Goal 5.2.** Library users will benefit from the library having sufficient staff to cover both operating hours and programming needs in order to meet the needs of the community.
- **Goal 5.3.** The library will provide adequate facilities to meet public demand and support the future success and continued growth of the community.

# Implementation

- Broad activities included under each goal that either enhance current services or expand services
- No dates are tied to activities: most are on-going, and many require prior action beyond the scope of library services
- Per the Library Board of Trustees, an Annual Report will be presented each year to review activities that have taken place, or been completed, within each year spanning the Strategic Plan
- Internal policies and procedures are currently being updated to align with the Strategic Plan

# CABARRUS COUNTY



## BOARD OF COMMISSIONERS WORK SESSION

**August 5, 2019  
4:00 PM**

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### **AGENDA CATEGORY:**

Discussion Items for Action

### **SUBJECT:**

Library - Trustee By-Laws Update

### **BRIEF SUMMARY:**

It has been nearly 10 years since the Library Board of Trustees updated their by-laws. A review and update was completed at their schedule meeting on 7/18/2019.

### **REQUESTED ACTION:**

Motion to approve the revised by-laws of the Library Board of Trustees.

### **EXPECTED LENGTH OF PRESENTATION:**

1 Minute

### **SUBMITTED BY:**

Emery Ortiz, Library Director

### **BUDGET AMENDMENT REQUIRED:**

No

### **COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:**

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### **ATTACHMENTS:**

- ▢ Library Board of Trustees By-Laws: Update

**BY-LAWS**  
of  
**CABARRUS COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES**

**ARTICLE I: PURPOSE**

The Board of Trustees of the Cabarrus County Public Library exists by virtue of the provision of North Carolina General Statute 153A-265 through 153A-266 and exercises the powers, authority, and assumes the responsibilities delegated to it by the Cabarrus County Board of Commissioners.

**ARTICLE II: COMPOSITION, APPOINTMENT, TERM, REMOVAL**

The Board of Trustees shall be composed of seven (7) members. All members must be residents of Cabarrus County and shall be chosen from the area of which they are a resident.

The members shall be appointed as follows:

<u>#</u>	<u>Area</u>	<u>Appointing Body</u>
1	Concord	City of Concord
1	Concord	Cabarrus County Board of Commissioners
2	Kannapolis	Cabarrus County Board of Commissioners
1	Midland	Cabarrus County Board of Commissioners
1	Harrisburg	Town of Harrisburg
1	Mt Pleasant	Cabarrus County Board of Commissioners

The Cabarrus County Board of Commissioners shall designate one of its own members to serve ex-officio on the Board of Trustees. The Commissioner shall serve in an advisory capacity and have no vote.

Members of the Board shall serve without compensation.

The Board of Trustees will nominate a candidate for a vacancy based on applicants available. The Cabarrus County Board of Commissioners shall appoint and reappoint members as vacancies occur, with utmost consideration of the Trustee's nominee. The Board of Commissioners may remove a Trustee at any time for incapacity, unfitness, misconduct or neglect of duty (GS 153A-265).

**ARTICLE III: TERMS**

Members shall be appointed for three-year terms, with a maximum of two consecutive terms. After a board member has served two terms he or she may be reappointed after an absence of one year.

#### **ARTICLE IV: BOARD POWERS AND DUTIES**

The Cabarrus County Board of Commissioners reserves the supervision and care of library facilities, appointments of employees, and budget development for itself.

The Trustees role is:

1. To assist with and recommend programs and policies for the library. The Cabarrus County Board of Commissioners have legal regulatory power for the library;
2. To make recommendations to the governing body concerning the construction and improvement of buildings and other structures for the library system;
3. To establish a schedule of fines and charges for the late return of, failure to return, damage to, and loss of library materials, and to take other measures to protect and regulate the use of such materials;
4. To serve as the final authority in the availability of library materials;
5. To serve as an authority in banning appeals;
6. To extend the privileges and use of the library system to nonresidents of the county which is supporting the system, on any terms or conditions the board may prescribe;
7. To otherwise advise the Cabarrus County Board of Commissioners on library matters.

#### **ARTICLE V: LIBRARY DIRECTOR**

The Library Director shall be the executive officer of the library system and shall have general supervision and the responsibility of the libraries under the direction of the Deputy County Manager. The Library Director shall be responsible for the employment and direction of the staff, for the library services to the public and for the operation of the libraries under the financial condition set forth in the annual budget.

The Library Director shall issue notices of all regular meetings and, on the authorization of the chairman, of all special meetings; shall maintain the minutes and other records of the board; and shall notify the Clerk to the Commissioners of any vacancies on the board.

#### **ARTICLE VI: OFFICERS**

Officers of the board are chosen for a one-year term at the July meeting. The officers shall be the Chairman and Vice-Chairman. The Chairman of the board shall preside at all meetings, appoint all committees, authorize calls for special meetings and generally perform the duties of a presiding officer. In the absence of the Chairman, the Vice-Chairman shall serve as chairman for the meeting.

## **ARTICLE VII: MEETINGS**

The Board shall schedule six regular bi-monthly meetings, at a regular time and date agreeable to members of the board. Special meetings may be called by the Chairman or on the written request of two members for the transaction of business stated in the call for the meeting.

A quorum of the board shall consist of a simple majority of the board. *Robert's Rules of Order* shall govern all proceedings. All meetings of the board will be governed by the North Carolina Open Meetings Law (NCGS 143-318.9 to 143-318.18). Order of business shall follow this order: (a) Call to Order, (b) Public Comment Period, (c) Approval of Minutes, (d) Director's Report, (e) Unfinished Business, (f) New Business, (g) Branch Reports, (h) Board Comments, (i) Announcements, (j) Adjournment.

## **ARTICLE VIII: AMENDMENT**

These by-laws may be amended by a majority vote of members present at a regular meeting of the Board of Trustees at which a quorum is present, provided that the proposed amendment was made known to all members in the call for the meeting.

## **ARTICLE IX: APPROVAL**

These by-laws are subject to the approval of the Board of County Commissioners.  
*(Approved 2/15/2010)*



# CABARRUS COUNTY



## BOARD OF COMMISSIONERS WORK SESSION

**August 5, 2019  
4:00 PM**

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**AGENDA CATEGORY:**

Discussion Items for Action

**SUBJECT:**

Sheriff's Office - Governor's Highway Safety Program Local Governmental Resolution

**BRIEF SUMMARY:**

The Cabarrus County Sheriff's Office applied for and received funding through the GHSP for the formation of a traffic safety team for use throughout problem areas within the county. This request asks for approval of the allocation of those funds in accordance with the agreement (attached).

**REQUESTED ACTION:**

Motion to suspend the Rules of Procedure.

Motion to accept grant award and approve the resolution and related budget amendment.

**EXPECTED LENGTH OF PRESENTATION:**

5 Minutes

**SUBMITTED BY:**

Chief Deputy James N. Bailey

**BUDGET AMENDMENT REQUIRED:**

Yes

**COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:**

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**ATTACHMENTS:**

- ▣ Governor's Highway Safety Program
- ▣ Budget Amendment

North Carolina Governor's Highway Safety Program
LOCAL GOVERNMENTAL RESOLUTION

WHEREAS, the Cabarrus County Sheriff's Office (herein called the "Agency") (The Applicant Agency) has completed an application contract for traffic safety funding; and that Cabarrus County Board of Commissioners (The Governing Body of the Agency) (herein called the "Governing Body") has thoroughly considered the problem identified and has reviewed the project as described in the contract;

THEREFORE, NOW BE IT RESOLVED BY THE Cabarrus County Board of Commissioners (Governing Body) IN OPEN MEETING ASSEMBLED IN THE CITY OF CONCORD, NORTH CAROLINA,

THIS \_\_\_ DAY OF \_\_\_, 20\_\_\_, AS FOLLOWS:

- 1. That the project referenced above is in the best interest of the Governing Body and the general public; and
2. That Lieutenant Aaron Rankin (Name and Title of Representative) is authorized to file, on behalf of the Governing Body, an application contract in the form prescribed by the Governor's Highway Safety Program for federal funding in the amount of \$ 190596.00 (Federal Dollar Request) to be made to the Governing Body to assist in defraying the cost of the project described in the contract application; and
3. That the Governing Body has formally appropriated the cash contribution of \$ 33635.00 (Local Cash Appropriation) as required by the project contract; and
4. That the Project Director designated in the application contract shall furnish or make arrangement for other appropriate persons to furnish such information, data, documents and reports as required by the contract, if approved, or as may be required by the Governor's Highway Safety Program; and
5. That certified copies of this resolution be included as part of the contract referenced above; and
6. That this resolution shall take effect immediately upon its adoption.

DONE AND ORDERED in open meeting by \_\_\_\_\_ (Chairperson/Mayor)

ATTESTED BY \_\_\_\_\_ (Clerk)

SEAL

DATE \_\_\_\_\_

# North Carolina Governor's Highway Safety Program Traffic Safety Project Contract – Form GHSP-01

## SECTION A – GENERAL INFORMATION

1. Agency: CABARRUS COUNTY	4. Contact Person for Agency: Aaron Rankin
2. Agency Address: SHERIFF PO Box 525 CONCORD, NC 28026-0525	5. Telephone Number: * +1 (704) 920-3000
3. Physical Location of Agency * 30 Corban Ave SE, Concord, NC 28025	6. Cell Phone: +1 (704) 791-4037
8. Federal Tax ID Number / Type of Agency  Federal Tax ID Number: *56-6000281 DUNS No : * 086861630 County: *CABARRUS COUNTY  Type of Agency <input type="checkbox"/> State <input type="checkbox"/> Non-Profit <input checked="" type="checkbox"/> County <input type="checkbox"/> Higher Education <input type="checkbox"/> Municipality <input type="checkbox"/> Hospital	7. Email of Contact Person * atrankin@cabarruscounty.us  9. Project Year *  <input checked="" type="radio"/> New <input type="radio"/> Continuation Year: <input checked="" type="radio"/> 1 <input type="radio"/> 2 <input type="radio"/> 3 <input type="radio"/> 4+
	10. Allocation of Funding *  Federal % 85.00      Local % 15.00
11. Project Title: * Cabarrus County Sheriff's Office County Wide Traffic Enforcement And Education Unit	

12. Budget	Source of Funds		
	Total Project Amount	Federal Amount	State/Local Amount
Personnel Costs	\$116,831.00	\$99,306.00	\$17,525.00
Contractual Services			
Commodities Costs			
Other Direct Costs	\$107,400.00	\$91,290.00	\$16,110.00
Indirect Costs			
<b>Total Project Costs</b>	<b>\$224,231.00</b>	<b>\$190,596.00</b>	<b>\$33,635.00</b>

13. Specify How Non-Federal Share Will Be Provided: \*  
 Cabarrus County will provide the non-Federal share of the funds. (Account 00192110-9101)

Project Number: PT-20-06-28	CFDA#: 20. 600 - State and Community Highway Safety Work Type: Enforcement-PTS
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## SECTION B – DESCRIPTION OF PROJECT

**Statement of Problem** ( Provide detailed information of the highway safety problems in your area to be addressed through this project. Include countywide crash data for the last three years and any other relevant information to validate the statements. For more detailed information see "How to write an effective traffic safety project" located at:  
<https://connect.ncdot.gov/municipalities/Law-Enforcement/Pages/Law-Enforcement-Reporting.aspx>)

**Statement of Problem**  
 The Cabarrus County Sheriff's Office has 183 sworn deputies with 60 of those positions assigned to patrol duties. Those 60 deputies provide law enforcement services to approximately 66,000 residents of Cabarrus County to include all unincorporated areas of the county and the towns of Harrisburg, Midland and Mt. Pleasant. The Sheriff's Office does not have a dedicated traffic unit to cover the entire county. Traffic enforcement is part of the normal patrol duties with traffic crash investigation divided between the NC Highway Patrol and the deputies assigned to work inside of the three separate towns. The towns of Harrisburg, Mt. Pleasant and Midland all have contracts with the Sheriff's Office to provide 24-hour law enforcement services within their town limits. In 2016, the Cabarrus County Sheriff's Office was dispatched to 23,912 calls for service, followed by an increase in 2017 to 24,101 calls for service.

The Cabarrus County Sheriff's Office investigated 708 crashes in 2017. Alcohol or drug use was suspected in 26 of those crashes. Of the 26 impairment related crashes, seven (27%) resulted in injury and in 11 (42%) of those crashes the driver recorded a blood alcohol concentration between .11 and .35. For all other crashes investigated by the Sheriff's Office in 2017, 25% resulted in injury or death.

While impaired drivers are a safety issue, they are not the only contributing factor to the rise of crashes in Cabarrus County. In just three short years, the Cabarrus County Sheriff's Office has investigated 2,064 crashes, with a 14.5% increase in crashes each year.

If you look at the reported numbers from 2017 for just the crashes investigated by the Cabarrus County Sheriff's Office that puts the economic cost of crashes at just over \$8.2 million. If you incorporate all of the crashes in Cabarrus County as a whole, the economic impact skyrockets to over \$111 million.

Regardless of who investigates the crash, it is the responsibility of the Cabarrus County Sheriff's Office to enforce the laws of the road, which can help to reduce the number of crashes. Even though the Sheriff's Office might not investigate the crash, the violations that lead to these crashes are preventable through education and enforcement. According to NHTSA, one of the best methods for reducing impaired driving is a combination of high-visibility enforcement (including checking stations) and heavy public awareness. This philosophy holds true for other rules of the road violations to include speeding, seatbelt and child seat use, and distracted driving to name a few.

According to the 2017 census, Cabarrus County is home to approximately 206,000 residents and is the 11th most populated in North Carolina. The county's business community is diverse with a mix of small and large organizations in industries ranging from bioscience, motorsports, tourism, retail, and manufacturing. Cabarrus County is located in the central piedmont area of the state, with a total area of 364 square miles, and it borders Mecklenburg County, the most populated county in North Carolina. Cabarrus County is home of two of the largest tourist attractions on the East Coast, Concord Mills Mall and the Charlotte Motor Speedway. Cabarrus County continues to grow and has seen a 16.2% increase in population since 2010. According to the NC Budget and Management website, Cabarrus County is predicted to have a population of just over 213,000 by July 2019. Major companies such as Amazon have opened distribution centers in Cabarrus County, which has led to an increase in population and traffic, especially during the normal workweek hours. Cabarrus County saw an increase of employment from 87,960 employees to 92,139 employees (4.75%) from 2015 to 2016.

Cabarrus County has 11 major highways that run through it. They include Interstate 85, US Highways 29, 52 and 601 and NC Highways 3, 24, 27, 49, 52, 73 and 200. The average household owns 2 cars and has an average commute time of 27.8 minutes. Located just 20 minutes from downtown Charlotte, Cabarrus County is home to a large portion of Charlotte's workforce.

There are circumstances, especially where young drivers are involved, that education may be the only prevention tool we need. This unit will identify ways to reach younger drivers and to reduce the number of crashes involving them. Cabarrus County is ranked 11th in North Carolina for crashes involving young drivers and 19th for young-driver-involved serious injury crashes. This is an area where a dedicated unit can spend the time needed to improve this ranking through education before the need for enforcement arises. The young drivers of Cabarrus County represent the future and with the average age a Cabarrus County resident being only 37, the number of young drivers will only increase as each year passes.

The creation of a county-wide traffic enforcement and education unit whose sole purpose is to identify, enforce and educate those drivers who decide to operate a vehicle in a dangerous manner and place all other persons in danger is a large and critical part of the solution to decrease traffic crashes in Cabarrus County. However, it is important that the Sheriff's Office also maintain (and increase, where possible) its current efforts. With the county-wide traffic unit, the Sheriff's Office should consider a heavy media campaign. The contributing circumstances surrounding these crashes are 100% preventable. Most citizens do the right thing and operate their vehicles with due regard for the safety of others. For those who continue to choose to endanger the lives of others by driving while impaired, speeding, driving while distracted, violating the right of way laws and not wearing or using occupant protection devices, a message must be sent: You will be caught, you will be prosecuted. The Cabarrus County Sheriff's Office believes that the careless operation of a motor vehicle has such terrible consequences that it must create an entire unit dedicated to finding and arresting these drivers.

To meet and address the goals and objectives listed, members of the Unit will be required to complete training in basic crash reconstruction. The training is offered in various locations throughout the state, including the NC Justice Academy. To be recognized as a crash reconstructionist, one must complete six weeks of training, if they are not already certified. In addition to the initial six weeks of training, deputies can also specialize in pedestrian, motorcycle, and commercial motor vehicle reconstruction, which would not be completed until years two and three of the grant. This will allow us to stretch the training over the length of the grant to reduce the time officers would be away for training. Members of the Unit shall be certified as Crash Data Record technicians and analysts. Members of the Unit will attend the annual GHSP Traffic Symposium. Grant funds will be used to cover registration or class fees, lodging, and per diem.

**To be completed by law enforcement agencies seeking first year grant:**

Provide the agency's number of sworn officers	183
Does the agency currently have a dedicated traffic or DWI unit?	Yes <input type="radio"/> No <input checked="" type="radio"/>
If a dedicated traffic or DWI unit exists, how many officers are assigned to the unit?	0

For applicants requesting enforcement grants, please provide the following county fatality rankings:  
 Information can be located at:

<https://connect.ncdot.gov/municipalities/Law-Enforcement/Pages/Law-Enforcement-Reporting.aspx>

Overall Fatality Ranking:	23rd
Alcohol Fatality Ranking:	23rd
Unrestrained Fatality Ranking:	30th
Speed Related Fatalities:	15th
Other Applicable Rankings: (Specify)	Number of Serious Injuries - 15th / Young Drivers Involved in Crashes - 11th

As part of this project all law enforcement agencies must enter traffic enforcement citations data of their agency for the past three years.

Year 2016	Occupant Protection Citations	67	DWI Citations	121	Speed Citations	2,473
Year 2017	Occupant Protection Citations	26	DWI Citations	90	Speed Citations	1,292
Year 2018	Occupant Protection Citations	29	DWI Citations	92	Speed Citations	1,058

**Goals and Objectives** (Provide at least one SMART (Specific, Measurable, Attainable, Realistic and Timely) goals and objectives. For more detailed information see "How to write an effective traffic safety project" located at:

<https://connect.ncdot.gov/municipalities/Law-Enforcement/Pages/Law-Enforcement-Reporting.aspx>)

Goal #1: To decrease traffic-related (type A) serious injuries in Cabarrus County by 20 percent from the 2013-2017 calendar year average of 50.2 injuries to 40 injuries during the fiscal year October 1, 2019 to September 30, 2020.

- Objectives:
- Identify the top 8 high crash locations and conduct targeted enforcement efforts a minimum of once a week.
  - Conduct/participate in 3 outreach/educational traffic safety events each quarter.
  - Participate and report in all GHSP and national highway safety campaigns. (including, but not limited to Booze It & Lose It, Click It or Ticket, Child Passenger Safety, Distracted Driving Awareness, Motorcycle Awareness, etc.). Full campaign participation is accomplished through increased high visibility enforcement as appropriate.
  - Train/re-train 2 officers in advanced traffic crash investigation.
  - Train/re-train 2 officers in DDACTS.
  - Meet quarterly with local and state DOT engineers to discuss crash causes in high crash locations.
  - Coordinate with local media outlets on traffic enforcement and outreach activities a minimum of 2 times a quarter.
  - Coordinate or participate in a minimum of 2 multi-agency traffic enforcement activities per quarter.
  - Engage a minimum of 3 media partners in the traffic safety message.
  - Increase the number of occupant protection citations by 400% from the 2018 total of 29 to 116 from October 1, 2019 to September 1, 2020.
  - Increase the number of speeding citations by 100% from the 2018 total of 1058 to 2116 from October 1, 2019 to September 1, 2020.

Goal #2: To reduce the number of alcohol-related crashes in Cabarrus County by 10 percent from the 2013-2017 calendar year average of 206 crashes to 185 crashes during the fiscal year October 1, 2019 to September 30, 2020.

- Objectives:
- Increase the number of DWI arrests by 50 percent from 92 in calendar year 2018 to 138 during the fiscal year

October 1, 2019 to September 30, 2020.

- Conduct/participate in 2 impaired driving checking stations/saturation patrols each month.
- Identify the top 5 alcohol-related crash locations and conduct targeted enforcement efforts a minimum of 1 time a week
- Train/re-train 4 officers in SFST, ARIDE and/or DRE.
- Conduct/participate in 2 impaired driving outreach/educational events each quarter.
- Participate and report in all GHSP and national highway safety campaigns focused on impaired driving (including, but not limited to Booze It & Lose It, St. Patrick's Day, Operation Firecracker, Labor Day, Halloween, and Holiday campaigns, etc.) Full campaign participation is accomplished through increased high visibility enforcement.
- Engage a minimum of 3 media partners in the traffic safety message focused on impaired driving.

Goal #3: Reduce the number of young (age 20 and younger) driver-involved crashes in Cabarrus County by 10 percent from the 2013-2017 calendar year average of 1250 crashes to 1125 crashes during the fiscal year October 1, 2019 to September 30, 2020.

- Objectives:
- Identify the top 8 young driver-involved high crash locations and conduct targeted enforcement efforts a minimum of 2 times a month.
  - Conduct/participate in 2 day-time seat belt initiatives each quarter.
  - Conduct/participate in 2 night-time seat belt initiatives each quarter.
  - Conduct/participate in 4 highway safety outreach/educational events focused on teens/young drivers each year.
  - Conduct/participate in 4 outreach/educational events focused on young drivers highlighting the importance of occupant restraint use and other high-risk driving behaviors each year.
  - Participate and report in all GHSP and national highway safety campaigns, especially those focused on youth related highway safety issues.
  - Conduct/participate in 2 school zone enforcement operations each month.
  - Conduct/participate in 4 distracted driving (such as using a hand-held cell phone or texting while driving) enforcement operations each year.
  - Engage a minimum of 3 media partners in the traffic safety message focused on young drivers.
  - Contact local media outlets with information about enforcement initiatives, educational events or other traffic safety topics 1 time a month.

**Below are the 5-year goals of the NC Governor's Highway Safety Program (GHSP). To be eligible for funding, your traffic safety project should match one or more of the GHSP goals. Check all that apply.**

- Reduce NC's traffic-related fatalities by 25% from the 2008-2012 average of 1,317 to 988 by 2020.
- Reduce NC's alcohol-related fatalities by 35% from the 2008-2012 average of 386 to 251 by 2020.
- Reduce NC's unrestrained fatalities by 30% from the 2008-2012 average of 407 to 285 by 2020.
- Reduce NC's speed-related fatalities by 25% from the 2008-2012 average of 479 to 359 by 2020.
- Reduce NC's young driver-involved fatal crashes by 30% from the 2008-2012 average of 196 to 137 by 2020.
- Reduce NC's motorcycle fatalities by 25% from the 2008-2012 average of 177 to 133 by 2020.
- Increase NC's seat belt usage rate 4.4 percentage points to 95% by 2020.

### SECTION C – BUDGET DETAIL

#### Personnel Costs

#	Personnel Position	Salary
1	Deputy (2 Deputies x \$39,945.36/year)	\$79,891.00

2  
3  
4  
5  
6  
7  
8  
9  
10

Total Salaries Cost: \$79,891.00

#	Personnel Fringe Benefits	Cost
1	Fringe benefits (2 officers)	\$36,940.00
2		
3		
4		
5		
6		
7		
8		
9		
10		

Total Fringe Benefits Cost: \$36,940.00

Total Personnel Costs: \$116,831.00

**Contractual Services**

#	Contractual Service To Be Provided	Cost
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		

Total Contractual Services:

**Commodities Costs**

#	Commodities	Cost
1		
2		
3		
4		



5  
6  
7  
8  
9  
10  
11  
12

Total Commodities Cost:

**Other Direct Costs**

#	Equipment	Quantity	Cap Amount	Cost
1	Patrol Vehicle-Includes emergency lighting, siren, radio, console	2	\$35,000.00	\$70,000.00
2	Mobile Data Terminal-Includes hardware, software, modem, data	2	\$6,000.00	\$12,000.00
3	In-Car Video System-Includes installation and shipping	2	\$6,000.00	\$12,000.00
4	Lidar-Includes shipping	2	\$3,500.00	\$7,000.00
5	Radar-Includes installation and shipping	2	\$2,500.00	\$5,000.00
6				
7				
8				

Total Equipment Cost \$106,000.00

**# Other Items and Equipment Direct Cost: (Cost Limited to Less Than \$5000 Per Item) Cost**

1				
2				
3				
4				
5				
6				
7				
8				

Total Other Items and Equipment Direct Cost:

**# Travel Cost**

1	In-State Travel		\$1,400.00
2	Out-of-State Travel		

Total Travel Cost: \$1,400.00

Total Other Direct Costs: \$107,400.00

**Indirect Costs**

#	Indirect Costs	Cost
1		
2		
3		
4		

Total Indirect Costs

**SECTION D – SCHEDULE OF TASKS BY QUARTERS**

List the schedule of tasks by quarters, referring specifically to the objectives in Section B. Tasks should be a bulleted list of activities to be performed in each quarter.

**Conditions for Enforcement Projects Only**

*By checking this box, the above agency agrees to the terms below as additional activities to be performed as part of this project.*

A minimum of one (1) nighttime and one (1) daytime seat belt initiative per month;  
 A minimum of one (1) impaired driving checkpoint per month;  
 A minimum of 50% of seat belt initiatives must be conducted at night between the hours of 7:00 p.m. and 7:00 a.m.;  
 Participation in all "Click It or Ticket" and "Booze It & Lose It" campaigns;  
 Participation in any event or campaign as required by the GHSP;  
 Attempt to utilize one of the Forensic Tests for Alcohol Branch's Mobile Breath Alcohol Testing (BATMobiles) units during at least one of the impaired driving checkpoints.

**First Quarter (October, November, December)**

Begin selection process for the hiring of the sworn officer positions. Obtain quotes to purchase authorized equipment for the Enforcement and Education Unit. Begin to develop training presentations on the topic of the dangers of driving while impaired, speeding, distracted driving and motorcycle awareness. Solicit input from the GHSP about the educational component. Conduct required safety belt checkpoints during the first quarter. Conduct required impaired driving check point during the quarter. Participate in any "Click It or Ticket", "Booze It & Lose It" or any event/campaign as required by GHSP during the quarter. Prepare and submit quarterly progress report to GHSP.

**Second Quarter (January, February, March)**

Equipment received and assigned to the Enforcement and Education Unit. Deputies selected to join the Unit. Begin media campaign on the dangers of driving while impaired, speeding, and distracted driving. In March begin the motorcycle awareness campaign. Document the number of educational campaigns conducted. Enforcement and Education protocols in place to address goals of the project. Document the progress made to date on enforcement and education. Conduct required safety belt checkpoints during the second quarter. Conduct required impaired driving check point during the quarter. Participate in any "Click It or Ticket", "Booze It & Lose It" or any event/campaign as required by GHSP during the quarter. Prepare and submit quarterly progress report to GHSP.

**Third Quarter (April, May, June)**

Monitor progress to date on the Enforcement and Education Unit. Work with BikeSafe NC to promote motorcycle awareness and safety. Document the number of educational campaigns conducted. Document the progress made to date on enforcement. Conduct required safety belt checkpoints during the third quarter. Conduct required impaired driving checkpoint during the quarter. Participate in any "Click It or Ticket", "Booze It & Lose It" or any event/campaign as required by GHSP during the quarter. Prepare and submit quarterly progress report to GHSP. Attend NCGHSP Traffic Safety Conference.

**Fourth Quarter (July, August, September)**

Continue to monitor progress to date on the Enforcement and Education Unit. Document the number of educational campaigns conducted. Document the progress made to date on enforcement. Begin preparation for Year 2 of the Enforcement and Education Unit funding request to GHSP. Conduct required safety belt checkpoints during the fourth quarter. Conduct required impaired driving checkpoint during the quarter. Participate in any "Click It or Ticket", "Booze It & Lose It" or any event/campaign as required by GHSP during the quarter. Prepare and submit final progress report to GHSP.

**AGENCY AUTHORIZING SIGNATURE**

I have read and accept terms and conditions of the grant funding and attached the Grant Agreement. The information supplied in this application is true to the best of my knowledge.

Name: \_\_\_\_\_ PIN: \_\_\_\_\_ Date: \_\_\_\_\_

**NCDOT AUTHORIZING SIGNATURE**

Name: \_\_\_\_\_ PIN: \_\_\_\_\_ Date: Jun 27, 2019

**Note:**

1. Submitting grant application is not a guarantee of grant being approved
2. Once form has been submitted, it cannot be changed unless it has a status of "Return"

## Budget Revision/Amendment Request

Date: 8/5/2019

Amount: 190,596.00

Dept. Head: Kristin Jones

Department: Sheriff's Office

Internal Transfer Within Department     
  Transfer Between Departments/Funds     
  Supplemental Request

Purpose: The Cabarrus County Sheriff's Office applied for and received funding through the Governor's Highway Safety Program (GHSP) for the formation of a traffic safety team for use throughout problem areas within the county. This request asks for approval of the allocation of those funds in accordance with the agreement (attached). This is a three year grant through the North Carolina Department of Transportation. This grant is federally funded up to 85% with a 15% local match in the first year. The 15% local match includes personnel costs (salary and fringe) for 2 deputies and other indirect costs, which includes: patrol vehicles to include emergency lighting, siren, radio, in car video system, console and additional vehicle up fits as well as travel costs. This grant is a 3 year commitment for the county with the increase in local match increasing up to 50% in year 3. In order to fund the local match of 15%, this budget amendment decreases the Board contingency account.

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
001	6	2110/6342/GHSP	NC Department of Transportation - GHSP	-	190,596.00		190,596.00
001	9	2110/9101	Salaries and Benefits	10,067,086.00	116,831.00		10,183,917.00
001	9	2110/9610	Travel and Training	60,000.00	1,400.00		61,400.00
001	9	2110/9863	Motor Vehicles	1,072,938.00	106,000.00		1,178,938.00
001	9	1910/9660	Board Contingency	996,341.00	-	33,635.00	962,706.00

**Budget Officer**

Approved  
 Denied

**County Manager**

Approved  
 Denied

**Board of Commissioners**

Approved  
 Denied

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Date*

# CABARRUS COUNTY



## BOARD OF COMMISSIONERS WORK SESSION

**August 5, 2019  
4:00 PM**

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**AGENDA CATEGORY:**

Approval of Regular Meeting Agenda

**SUBJECT:**

BOC - Approval of Regular Meeting Agenda

**BRIEF SUMMARY:**

The proposed agenda for the August 19, 2019 is attached.

**REQUESTED ACTION:**

Motion to approve the agenda for the August 19, 2019 regular meeting.

**EXPECTED LENGTH OF PRESENTATION:**

1 Minute

**SUBMITTED BY:**

Lauren Linker, Clerk to the Board

**BUDGET AMENDMENT REQUIRED:**

No

**COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:**

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**ATTACHMENTS:**

- ▣ Proposed August 19, 2019 Agenda

# CABARRUS COUNTY



## BOARD OF COMMISSIONERS REGULAR MEETING

**August 19, 2019  
6:30 PM**

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### MISSION STATEMENT

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

### CALL TO ORDER BY THE CHAIRMAN

### PRESENTATION OF COLORS

### INVOCATION

#### A. APPROVAL OR CORRECTIONS OF MINUTES

1. Approval or Correction of Meeting Minutes

#### B. APPROVAL OF THE AGENDA

#### C. RECOGNITIONS AND PRESENTATIONS

1. DHS - Child Support Awareness Month Proclamation
2. Communications and Outreach - North Carolina City and County Communicators' (NC3C) Excellence in Communications Awards Recognition

#### 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 - Cabarrus County Animal Protection Advisory Board
2. Appointments - Juvenile Crime Prevention Council
3. Appointments - Public Health Authority of Cabarrus County

4. Appointments - Transportation Advisory Board
5. Appointments and Removals - Library Board of Trustees
6. Appointments and Removals - Mount Pleasant Planning Board and Board of Adjustment (ETJ)
7. BOC - Resolution Amending the Board of Commissioners' 2019 Meeting Schedule
8. County Manager - Dominion Energy Easement on East First Street
9. County Manager - Farmington Ridge Infrastructure Agreement
10. County Manager - Reappropriation of Funds for Ongoing Projects, Grants and Commitments
11. Finance - Write-Off of Ambulance and Library receivables for FY15
12. Finance - Cabarrus County Reimbursement Resolution for Limited Obligation Bonds 2020
13. Finance - Capital Improvement Plan Funding for Design of Emergency Medical Services Headquarters
14. Finance - Rowan Cabarrus Community College Contingency Request for Advanced Technology Center - \$430,543
15. Library - Presentation of Strategic Plan
16. Library - Trustee By-Laws Update
17. Tax Administration - Refund and Release Reports - July 2019

**G. NEW BUSINESS**

1. Economic Development Investment - Project Cylinder (Personal Property) – Public Hearing 6:30 p.m.
2. Economic Development Investment - Project Cylinder (Real Property) – Public Hearing 6:30 p.m.
3. Economic Development Investment - Project Wavy - Public Hearing 6:30 p.m.

**H. REPORTS**

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

**I. GENERAL COMMENTS BY BOARD MEMBERS**

**J. WATER AND SEWER DISTRICT OF CABARRUS COUNTY**

**K. CLOSED SESSION**

1. Closed Session - Pending Litigation and Economic Development

**L. ADJOURN**

## Scheduled Meetings

September 2	Work Session	4:00 p.m.	Multipurpose Room
September 16	Regular Meeting	6:30 p.m.	BOC Meeting Room
October 7	Work Session	4:00 p.m.	Multipurpose Room
October 21	Regular Meeting	6:30 p.m.	BOC Meeting Room

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

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

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

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

<b>Sunday - Saturday</b>	<b>1:00 P.M.</b>
<b>Sunday - Tuesday</b>	<b>6:30 P.M.</b>
<b>Thursday &amp; Friday</b>	<b>6:30 P.M.</b>

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.