

The Board of Commissioners for the County of Cabarrus met for an Agenda Work Session in the Multipurpose Room at the Cabarrus County Governmental Center in Concord, North Carolina at 4:00 p.m. on Monday, August 5, 2019.

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

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

Call to Order

Chairman Morris called the meeting to order at 4:03 p.m.

Approval of Agenda

Chairman Morris presented the following changes to the agenda:

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

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

Discussion Items - For Action

BOC - Appointments to Boards and Committees

Chairman Morris reported information regarding requests for appointments for several boards and committees has been provided. He advised these items will be placed on the Consent Agenda on the regular meeting.

BOC - Discussion on Meeting Schedule

Chairman Morris announced due to upcoming scheduling conflicts, the dates for several meetings need to be rescheduled.

A discussion ensued. During discussion, there was consensus of the Board to reschedule the September 3, 2019 work session to September 4, 2019.

Discussion continued regarding dates for the third and fourth quarterly Cabarrus Summits.

UPON MOTION of Commissioner Kiger, seconded by Commissioner Shue and unanimously carried, the Board rescheduled the third Quarterly Cabarrus Summit from August 14, 2019 to August 21, 2019.

Additional discussion ensued regarding the fourth Quarterly Cabarrus Summit.

UPON MOTION of Commissioner Kiger, seconded by Commissioner Shue and unanimously carried, the Board rescheduled the Fourth Quarter Cabarrus Summit from November 13, 2019 to November 20, 2019.

Note: A resolution amending the Board of Commissioners' 2019 Meeting Schedule was approved at the August regular meeting.

County Manager - Dominion Energy Easement on East First Street

Jonathan Marshall, Deputy County Manager, reported Dominion Energy has requested easements for a new gas line to serve downtown Kannapolis on East First Street. The property is owned by Cabarrus County and is across from A.L. Brown High School. He stated it has been the practice for funds received on school property such as these to be credited to benefit the school. He further

stated a budget amendment would need to be added to the item for approval at the regular meeting.

County Manager - Farmington Ridge Infrastructure Agreement

Jonathan Marshall, Deputy County Manager, reported an infrastructure agreement for Farmington Ridge was presented at the April 2019 regular meeting. A public hearing was also held at that time. The matter was tabled at the request of bond counsel. After further research and work, the draft agreement is back before the Board for consideration.

Mr. Jim Merrifield, MPV Properties and Rocky River Road Associates, provided an update on the Farmington Ridge Parkway Agreement.

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

Kristin Jones, Budget and Performance Manager, reported each year it is necessary to re-appropriate funds through fund balance to complete projects, grants and commitments not completed in the fiscal year budgeted. Ms. Jones reviewed the list of items per department for reappropriation.

Mike Downs, County Manager, provided additional comments.

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

Susan Fearrington, Finance Director, provided a review of the project and contingency fund for the Rowan-Cabarrus Community College (RCCC) Advanced Technology Center.

Dr. Carol Spalding, RCCC President, requested the amount of \$179,449.14 from the contingency funds for change orders, which would complete Phase 1 of the Advanced Technology Center project.

A discussion ensued. During discussion, Ms. Fearrington, Dr. Spalding and Jonathan Chamberlain, Chief Officer, RCCC Division of College Environment, responded to questions from the Board.

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

Susan Fearrington, Finance Director, requested approval to write-off FY2015 ambulance and library receivables. She stated all means for collection have been exhausted and it is the County's practice to keep three years plus the current year's receivables on the General Ledger.

A discussion ensued. During discussion, Ms. Fearrington and Emory Ortiz, Library Director, responded to questions from the Board.

Commissioner Poole arrived at 4:33 p.m. and was in attendance for the remainder of the meeting.

Finance - Cabarrus County Reimbursement Resolution for Limited Obligation Bonds 2020

Susan Fearrington, Finance Director, requested approval of a resolution that would allow the County to advance funds to pay certain original expenditures associated with the Governmental Center's skylight and roof project and the preliminary expenditures related to the new courthouse. The County would then receive reimbursement with proceeds from the Limited Obligation Bond debt to be incurred in by the County in the spring of 2020. Ms. Fearrington also responded to questions from the Board.

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

Susan Fearrington, Finance Director, reported as part of the FY20 Capital Improvement Plan (CIP), it was decided funding for the design of the new Emergency Medical Services (EMS) Headquarters would come from unused contingency funds from the construction of the Mount Pleasant Middle School.

A discussion ensued. During discussion, Mr. Downs and Jonathan Marshall, Deputy County Manager, responded to questions from the Board.

Library - Presentation of Strategic Plan

Emery Ortiz, Library Director, presented a PowerPoint presentation in connection with the Library 5-Year Strategic Plan. Topics included were as follows:

- Timeline
- Area of Focus
 - o Youth Services
 - o Teen Services
 - o Adult Services
 - o Community Engagement
 - o Operations
- Implementation

A brief discussion ensued.

Library - Trustee By-Laws Update

Emery Ortiz, Library Director, provided an update to the Library Board of Trustees By-laws. She stated the Library Board of Trustees has reviewed and approved a recommendation for the by-laws to be presented to the Board for approval.

Chairman Morris, also a member of the Library Board of Trustees, expressed support for the update to the by-laws.

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

Cabarrus County Sheriff Van Shaw reported the Sheriff's Office has received a grant through the Governor's Highway Safety program (GHSP) for the formation of a traffic safety team. He requested the Board's approval of acceptance of the grant.

Lieutenant Aaron Rankin provided an overview of the grant requirements, programs, and focus of the new traffic safety team.

Sheriff Shaw stated this grant, with a required match, would provide funding for two full-time positions. It would also provide funding for vehicles and other costs associated with the two positions. He further stated this is a three-year program with an opportunity to renew.

Mike Downs, County Manager, commented on grant requirements. He recommended funding come from Contingency for the first year, if approved.

A discussion ensued. During discussion, Mr. Downs and Sheriff Shaw responded to questions from the Board.

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

Vice Chairman Honeycutt **MOVED** to accept the grant award and approve the resolution and related budget amendment. Commissioner Shue seconded the motion.

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

Date: Amount:

Dept. Head: Department:

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

LOCAL GOVERNMENTAL RESOLUTION

WHEREAS, the Cabarrus County Sheriff's Office has completed an application contract for traffic safety funding; and that Cabarrus County Board of Commissioners 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 IN OPEN MEETING ASSEMBLED IN THE CITY OF Concord, NORTH CAROLINA, THIS 5th DAY OF August, 2019, 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 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 \$190,596.00 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 \$33,635.00 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 /s/ Stephen M. Morris, Chairman

ATTESTED BY /s/ Lauren Linker

DATE: August 5, 2019

BOC - Approval of Regular Meeting Agenda

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

UPON MOTION of Vice Chairman Honeycutt, seconded by Commissioner Kiger and unanimously carried, the Board approved the July 29, 2019 regular meeting agenda as follows.

Approval or Correction of Minutes

- Approval or Correction of Minutes

Recognitions and Presentations

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

Consent

- Appointments - Cabarrus County Animal Protection Advisory Board
- Appointments - Juvenile Crime Prevention Council
- Appointments - Public Health Authority of Cabarrus County
- Appointments - Transportation Advisory Board
- Appointments and Removals - Library Board of Trustees
- Appointments and Removals - Mount Pleasant Planning Board and Board of Adjustment (ETJ)
- BOC - Resolution Amending the Board of Commissioners' 2019 Meeting Schedule
- County Manager - Dominion Energy Easement on East First Street
- County Manager - Farmington Ridge Infrastructure Agreement
- County Manager - Reappropriation of Funds for Ongoing Projects, Grants and Commitments
- Finance - Write-Off of Ambulance and Library receivables for FY15
- Finance - Cabarrus County Reimbursement Resolution for Limited Obligation Bonds 2020
- Finance - Capital Improvement Plan Funding for Design of Emergency Medical Services Headquarters
- Finance - Rowan Cabarrus Community College Contingency Request for Advanced Technology Center - \$430,543
- Library - Presentation of Strategic Plan

- Library - Trustee By-Laws Update
- Tax Administration - Refund and Release Reports - July 2019

New Business

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

Reports

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

Adjourn

UPON MOTION of Commissioner Kiger, seconded by Commissioner Shue and unanimously carried, the meeting adjourned at 5:10 p.m.



Lauren Linker, Clerk to the Board