

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 Wednesday, September 4, 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 4:00 p.m.

#### Approval of Agenda

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

Commissioner Poole arrived at 4:02 p.m. and was present for the remainder of the meeting.

#### Discussion Items - No Action

#### County Manager - Capital Planning and Debt Affordability

Rodney Harris, Deputy County Manager, presented a PowerPoint Presentation regarding enhancing our capital planning capabilities. Topics included were as follows:

- Capital Needs - \$738,000,000
  - Cabarrus County Schools - \$381,000,000
  - County Facilities - \$247,000,000
  - Courthouse - \$110,000,000
- Projected Population Growth
- Proposed Changes For FY2021
  - Community Investment Fund (CIF)
  - Debt Affordability Model
- Choose a Financial Consultant - DEC Associates, Inc.

Doug Carter, DEC Associates, Inc., President and Managing Director, continued the presentation. Topics included were as follows:

- County's Sound History of Financial Planning
- Best Practices to Meet Capital Needs
- Community Investment Funds (CIF) - Why It Works
- How CIF Works
- Mechanics of CIF
- Create a Debt Affordability Model
  - Provides Transparency

Andrew Carter, DEC Associates, Inc., Vice President, presented an example of a debt affordability model.

Doug Carter continued the presentation regarding the debt affordability model and what is needed to move forward.

Following the presentation, a discussion ensued. During discussion, Mr. Doug Carter, Mike Downs, County Manager, and Mr. Harris responded to questions from the Board. There was a consensus of the Board for staff to move forward with this plan.

#### Infrastructure and Asset Management - Courthouse Expansion Project Update

Kyle Bilafer, Area Manager of Operations, provided an update on the Courthouse Expansion Project. He presented the following information: 85 percent schematic design draft prints were presented to the Construction Manager-At-Risk; there will be continued meetings regarding the public plaza for design and function; building will begin soon for two mock courtrooms for staff review

and comments; etc. He also reported the next update to the Board will include a report on the exterior materials and maintenance. In addition, Mr. Bilafer advised a decision on of art/portraits for the courthouse will need to be made soon.

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

#### **Innovation and Technology - Innovation Report**

Debbie Brannan, Area Manager of Innovation and Technology, presented a PowerPoint presentation titled "Creating a Culture of Innovation". Topics included the employee digital book club and the Finding Rover website.

Ms. Brannan stated in addition to internet usage, the Finding Rover app can be downloaded on smart phones. The app allows a public exchange of pictures and information of lost and found pets in an effort to return pets to their homes. The app also provides information on adoptable pets in the area.

Carol Miller, Animal Protection Advisory Board Chair, commented on the need to educate the public on what steps the public needs to take when finding a lost animal. Ms. Miller expressed support for the Finding Rover website in hopes that more visibility to a larger audience would help reunite pet owners with their lost pets.

A discussion ensued. During discussion, Captain David Taylor, Sheriff's Office, and Ms. Brannan responded to questions from Board members.

#### **Recycling / Waste Reduction - Recycle Right NC Campaign**

Kevin Grant, Sustainability Manager, presented a report on the North Carolina State "Recycle Right" campaign. He stated the campaign will run September 9, 2019 through November 15, 2019 and will focus on anti-contamination of recycle materials.

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

#### **Discussion Items - For Action**

##### **Kannapolis City Schools - Request for Landlord Waiver (Guaranteed Energy Savings)**

Susan Fearrington, Finance Director, reported Kannapolis City Schools (KCS) has requested approval of a Landlord Waiver regarding a guaranteed energy savings program.

Will Crabtree, Kannapolis City Schools (KCS), Director of Business Operations, provided additional information regarding the program. Mr. Crabtree advised Bank of America requested the waiver to protect their assets.

Mike Downs, County Manager, stated the County Attorney and Bond Attorney have reviewed the Waiver and stated this waiver will not have any impact on the County's debt and contracts already in place.

##### **BOC - Appointments to Boards and Committees**

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

##### **County Manager - Contribution to North Carolina National Guard Museum**

Jonathan Marshall, Deputy County Manager, reported the County received a request from the North Carolina National Guard Museum (NCNG) for a \$1,000 contribution to assist with funding for two monuments in remembrance of World War 1. One monument is to be placed in France near the town of Nauroy and the second one will replace an existing monument on the State Capitol grounds. In addition, the NCNG Museum has requested eight ounces of soil from Cabarrus County to be used at the monument site in France. Mr. Marshall provided a budget amendment for the Board's consideration. He also responded to questions.

##### **Tax Administration - Schedule of Values, Standards and Rules**

David Thrift, Tax Administrator, presented the Schedule of Values, Standards and Rules (the "Schedule") for the Boards' review. Mr. Thrift reported

per statute, the Schedule will be available for public review at the Tax Administration office and on the website. Notice of the Schedule will be published in the newspaper later this week. The Schedule will then be presented for adoption in October and upon adoption, per statute, a notice of adoption will be published in the newspaper.

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

**County Manager - Dominion Energy Easement of East First Street**

Jonathan Marshall, Deputy County Manager, presented the budget amendment for the Dominion Energy Easement in connection with the new gas line for East First Street in Kannapolis.

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

Kristin Jones, Budget and Performance Manager, reported each year funds for new projects, grants and commitments need to be reappropriated to the new fiscal year when not completed in the fiscal year budgeted. In this regard, Ms. Jones reviewed a reappropriation list for the Board's review and approval.

**County Manager - Request to Purchase County Property on Rankin Road**

Jonathan Marshall, Deputy County Manager, reported the County has received an offer to purchase approximately 3.5 acres located at 3302 Rankin Road.

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

By consensus of the Board, the request was denied and it was agreed to continue with the conveyance, of the parcel discussed as well as other parcels of real property, to the Water and Sewer Authority of Cabarrus County (WSACC).

There was further discussion regarding the length of time estimated for the transfer of property to WSACC to be completed.

**County Manager - Resolution of Support for a New Roundabout at Gold Hill and Irish Potato Road**

Jonathan Marshall, Deputy County Manager, reported the North Carolina Department of Transportation (NCDOT) contacted staff requesting consideration and adoption of a resolution supporting the construction of a roundabout at the intersection of Gold Hill and Irish Potato Roads. The NCDOT provided crash data supporting the request. Mr. Marshall stated the NCDOT is in the process of notifying adjacent property owners. He recommended confirmation of the notification of the property owners be verified before the letter of support is approved. He advised of two other roundabouts that are planned for the area; one at Odell and North Carolina Highway 73 (Cabarrus County) and the other at Old Concord-Salisbury and Irish Potato roads (Rowan County).

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

**DHS - FY20 5311 Community Transportation Grant - Public Hearing 6:30 p.m.**

Bob Bushey, Transportation Manager, reported the North Carolina 5311 Community Transportation Grant provides funding for county transportation administrative costs. The grant requires a 15 percent County match for the administrative portion, and a 10 percent County match for the capital portion. Additionally, Mr. Bushey advised a public hearing is required. He also responded to questions from the Board.

**DHS - Transportation Title VI Policy**

Bob Bushey, Transportation Manager, requested adoption of the Title VI policy. He stated the policy is required every three years by the State of North Carolina and the Federal Government.

**Finance - Adjust Soil and Water Prime Farmland Funding to Capital Improvement Plan Level**

Susan Fearington, Finance Director, reported the Soil and Water prime Farmland Fund is reviewed each year. She stated an adjustment of \$29,854.24 is needed to maintain a \$100,000 balance.

**Human Resources - Personnel Ordinance Updates**

Lundee Covington, Human Resources Director, presented new policy updates that included changes to the following sections of the Personnel Ordinance:

- Over Time and Compensatory Time
- Bilingual Incentive
- Leave Of Absence - Holidays
- Vacation Leave
- Leave Without Pay
- Volunteer Service Leave

**Infrastructure and Asset Management - Governmental Center Skylight replacement and Re-Roof Project Construction Manager at Risk Selection**

Michael Miller, Infrastructure and Asset Management Director, reported a Request for Qualifications (RFQ) for Construction Manager at Risk services for the skylight replacement and re-roof project was advertised. After review of the submissions, he stated staff recommends Ike's Construction for this project.

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

Commissioner Shue **MOVED** to approve the contract between Cabarrus County and Ike's Construction and authorize the County Manager to execute the contract on behalf of Cabarrus County, subject to review or revisions by the County Attorney. Vice Chairman Honeycutt seconded the motion.

A discussion ensued. During discussion, Kyle Bilafer, Area Manager of Operations, and Mr. Miller responded to questions from the Board. Mr. Bilafer advised this approval is for approval of a pre-construction contract. He stated when it comes to the final price, when the GMP (Guaranteed Maximum Price) comes back, that will come back to the Board for approval.

The **MOTION** unanimously carried.

**Planning and Development - 2018-2019 HOME Program Consolidated Annual Performance and Evaluation Report (CAPER) - Public Hearing 6:30 p.m.**

Jonathan Marshall, Deputy County Manager, stated as a member of the Cabarrus/Iredell/Rowan HOME Consortium, Cabarrus County has prepared its annual CAPER (Consolidated Annual Performance and Evaluation Report). Mr. Marshall noted the funds were used for the Prosperity Ridge Project. He further stated a public hearing is required and no further action is required for the CAPER.

**Sheriff's Office - Additional Position Allocation**

Sheriff Van Shaw presented a request from the Town of Harrisburg for two additional law enforcement positions. The positions, along with vehicles and equipment will be fully funded by the Town of Harrisburg. If approved a budget amendment will be needed.

**Sheriff's Office - Motorola Contract**

Sheriff Van Shaw presented a request for a contract with Motorola for the third and final phase of the Ethernet Backhaul project.

A discussion ensued. During discussion, Sheriff Shaw and Travis McGhee, Network and Radio Engineer, responded to questions from the Board.

**Solid Waste / Landfill - Revised Saturday Operation Hours**

Kevin Grant, Sustainability Manager, presented a request to change the landfill construction and demolition area hours on Saturday from 8:00 a.m. - 2:00 p.m. to 8:00 a.m. - 12:00 p.m. The recycling convenience center will remain 8:00 a.m. - 2:00 p.m.

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

**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 September 16, 2019 regular meeting agenda as follows.

Approval or Correction of Minutes

- Approval or Correction of Minutes

Recognitions and Presentations

- Boards and Committees - Recognition of Member Services
- BOC - Recognition of Ashley O. Thrift Award
- BOC - Recognition of William Pilkington on His Retirement from the Cabarrus Health Alliance

Consent

- Appointments and Removals - Juvenile Crime Prevention Council
- Appointments and Removals - mental health Advisory Board
- Appointments and Removals - Region F Aging Advisory Committee
- Appointments and Removals - Watershed Improvement Commission
- County Manager - Contribution to North Carolina National Guard Museum
- County Manager - Dominion Energy Easement on East First Street
- County Manager - Reappropriation of Funds for Ongoing Projects, Grants and Commitments
- County Manager - Resolution of Support for a new Roundabout at Gold Hill and Irish Potato Roads
- DHS - Transportation Title VI Policy
- Finance - Adjust Soil and Water Prime Farmland Funding to Capital Improvement Plan Level
- Human Resources - personnel Ordinance Updates
- Kannapolis City Schools - Request for landlord Waiver (Guaranteed Energy Savings)
- Sheriff's Office - Additional Position Allocation
- Sheriff's Office - Motorola Contract
- Solid Waste/Landfill - Revised Saturday Operating Hours
- Tax Administration - Refund and Release Reports - August 2019

New Business

- DHS - FY20 5311 Community Transportation Grant - Public Hearing 6:30 p.m.
- Planning and Development - 2018-2019 HOME Program Consolidated Annual Performance and Evaluation Report (CAPER) - Public Hearing 6:30 p.m.
- Tax Administration - Presentation of Schedule of Values, Standards and Rules - Public Hearing 6:30 p.m.

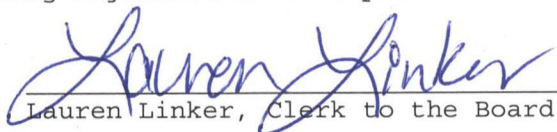
Reports

- 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 - August 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 6:48 p.m.



  
Lauren Linker, Clerk to the Board