

The Board of Commissioners for the County of Cabarrus met in regular session in the Commissioners' Meeting Room at the Cabarrus County Governmental Center in Concord, North Carolina at 6:30 p.m. on Monday, November 18, 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.

Chairman Morris called the meeting to order at 6:31 p.m.

Chairman Morris led the Pledge of Allegiance.

Dr. Tom Cabaniss from First Baptist Church in Kannapolis delivered the invocation.

Chairman Morris recognized Youth Commission Hickory Ridge High School representative Brandon Lozano.

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

UPON MOTION of Commissioner Kiger, seconded by Commissioner Shue and unanimously carried, the Board approved the minutes of October 7, 2019 (Work Session), October 21, 2019 (Strategic Plan Meeting), October 21, 2019 (Regular Meeting), and October 29, 2019 (Joint Meeting) as presented.

**(B) APPROVAL OF THE AGENDA**

Chairman Morris reviewed the following changes to the agenda.

Additions:

Closed Session

K-1 Closed Session - Pending Litigation, Economic Development and Personnel Matters

Removed:

New Business

G-1 Economic Development Investment - Project Rooney - Public Hearing 6:30 p.m.

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

**(C) RECOGNITIONS AND PRESENTATIONS**

**(C-1) Active Living and Parks - Shelter Donation from the Parkers**

Londa Strong, Active Living and Parks Director, recognized John and Rachel Parker for their donations and service to the Active Living and Parks Department and Cabarrus County. Ms. Strong also recognized Mr. and Mrs. Parker's donation of a shelter at Frank Liske Park in honor of their son. Additionally, Ms. Strong stated Mr. and Mrs. Parker have provided funding in their Last Wills and Testament for a shelter at Rob Wallace Park.

Mr. Parker expressed appreciation of the community and the service and work of its leaders.

Commissioner Kiger commented on Mr. Parker's dedication and service on the Parks and Recreation Commission.

Chairman Morris also expressed appreciation to Mr. and Mrs. Parker.

**(C-2) Communications and Outreach - NATOA National Video Awards**

Jonathan Marshall, Deputy County Manager, introduced David Baxter, General Manager, Channel 22, regarding awards presented to Cabarrus County and staff at the National Association of Telecommunications Officers and Advisors (NATOA) Conference.

Mr. Baxter recognized Jon Von Cannon, who works freelance with county staff, for his work on the Suther Prairie Farm episode of "Out and About" hosted by Commissioner Shue.

Additionally, Mr. Baxter recognized Jarrett Glass, Cable Television Producer and Judge Clarence Horton, Jr., Historical Moments host, for their work with the program series.

Judge Horton expressed appreciation for the opportunity to participate in the Historical Moments episodes. He additionally thanked Mr. Baxter for his vision and work.

Lastly, Mr. Baxter expressed appreciation for the opportunity to serve the community in this way.

Chairman Morris commended Communications and Outreach staff on their accomplishments, adding that their efforts extend beyond what is shown on Channel 22.

Commissioner Shue commended Communications and Outreach staff on their accomplishments and expressed appreciation for the opportunity to participate in the "Out and About" programs.

**(C-3) Risk Management - Recognition for 10 Years of Loyal Business with Safety National**

Tom Nunn, Contract and Risk Coordinator, announced Safety National recognized Cabarrus County for 10 years of loyal business. In that regard, \$1,000 was donated by Safety National to Kid's Chance of North Carolina on behalf of Cabarrus County. Kid's Chance of North Carolina provides educational scholarships to the children of North Carolina workers who have been catastrophically or fatally injured in work-related accidents. Safety National is the policyholder for the County's Excess and Large Deductible Workers' Compensation plan.

**(C-4) Tax Administration - Greg Belk Awards Recognition**

David Thrift, Tax Administrator, recognized Greg Belk, Land Records Manager, for receipt of two awards from the North Carolina Property Mapper's Association: "2019 Mapper of the Year" and the "President's Pride Award".

Mr. Belk expressed appreciation and thanked the Board and management staff for their support.

**(D) INFORMAL COMMENTS**

Chairman Morris opened the meeting for Informal Public Comments at 6:56 p.m. He stated each speaker would be limited to three minutes.

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

**(E) OLD BUSINESS**

None.

**(F) CONSENT**

**(F-1) County Manager - Arena Capital Purchase**

As part of the agreement between Cabarrus County and SMG, SMG contributed \$150,000 to Cabarrus County for capital improvement and capital equipment purchases related to the facility in 2016. Of the total \$150,000 contributed, \$41,437.78 remains unspent. The Arena is requesting to purchase security vestibules to further ensure safety at all events. In order to fund these capital purchases, an appropriation of fund balance is necessary via a budget amendment since the funds have not been reappropriated since 2016 and therefore have fallen to fund balance. Moving forward, these funds will be placed in a capital project account so they do not have to be reappropriated every budget year.

**UPON MOTION** of Vice Chairman Honeycutt, seconded by Commissioner Shue and unanimously carried, the Board adopted the budget amendment and related project ordinance.

Date: 11/18/2019	Amount: \$ 41,437.78
Dept. Head: Susan Fearington, (prepared by Sarah Chesley)	Department: Finance, Fund 343 and 420
<input type="checkbox"/> Internal Transfer Within Department	<input type="checkbox"/> Transfer Between Departments/Funds
	<input checked="" type="checkbox"/> Supplemental Request

Purpose: This Budget Amendment moves funds in the amount of \$41,437.78, from the Arena Capital Projects Fund 420 into the Construction and Renovation Fund 343 for the purchase of a Security Vestibule.

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
420	6	8310-6901	Fund Balance Appropriated	20,000.00	41,437.78		61,437.78
420	9	8310-9708	Contribution to Capital Projects Fund	-	41,437.78		41,437.78
343	6	8310-6915	Contribution from Special Revenue fund	-	41,437.78		41,437.78
343	9	8310-9860	Equipment & Furniture	-	41,437.78		41,437.78

Ordinance No. 2019-58

### 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	4,319,370
Capital Reserve Fund Contribution	24,561,439
Special Revenue Contribution	41,438
<b>TOTAL REVENUES</b>	<b>\$44,430,315</b>

- D. The following appropriations are made as listed.

Government Center Chiller Replacement	\$175,709
Governmental Center ADA Bathrooms	151,469
Government Management Furniture & Fixtures	11,000
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	75,000
Arena - Building & Storage Replacement	61,000
Arena - Equipment & Furniture	41,437
Unassigned	106,141
 TOTAL EXPENDITURES	 \$44,430,315
 GRAND TOTAL - REVENUES	 \$44,430,315
GRAND TOTAL - EXPENDITURES	\$44,430,315

## 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 18<sup>th</sup> Day of November, 2019.

CABARRUS COUNTY BOARD OF COMMISSIONERS

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

ATTEST:

/s/ Lauren Linker  
Clerk to the Board

### **(F-2) County Manager - Purchase of Property for a Future High School**

A site has been reviewed and selected for a future high school. The County, through its real estate consultant, has negotiated the purchase of approximately 101 acres off Kannapolis Parkway. The owners of the combined parcels have agreed on terms and pricing and are ready to enter into a contract for sale. The draft contracts are being completed. Those contracts include a due diligence period to allow for final testing of the property and for a preliminary school layout to be completed. A map of the properties is attached including an inset vicinity map.

**UPON MOTION** of Vice Chairman Honeycutt, seconded by Commissioner Shue and unanimously carried, the Board approved the purchase contracts and authorized the County Manager to execute those contracts on behalf of Cabarrus County, subject to review or revisions by the County Attorney; and authorized the Finance Director to prepare the required budget amendment and project ordinance.

Date: 11/18/2019 Amount: 5,129,821.00  
Dept. Head: Susan Fearington (Prepared by Sarah Chesley) Department: Finance

☐ Internal Transfer Within Department ☐ Transfer Between Departments/Funds ☒ Supplemental Request

This budget amendment uses land banking funds of \$2,200,000 and appropriates Fund Balance in the amount of \$2,929,821, for the purchase of land for a Cabarrus County High School (\$5,004,703 + commission of \$125,118). The land is located on Kannapolis Parkway.							
Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
001	6	1960-6901	Fund Balance Appropriated	2,579,535.00	2,929,821.00		5,509,356.00
001	9	1960-9708	Contribution to Capital Projects Fund	8,360,294.00	2,929,821.00		11,290,115.00
							0.00
343	6	1110-6902	Contribution from General Fund	2,200,000.00		2,200,000.00	0.00
343	9	1110-9801	Land Acquisition	2,200,000.00		2,200,000.00	0.00
							0.00

364	6	7347-6902	Contribution from General Fund	-	2,929,821.00		2,929,821.00
364	6	7347-6910	Contribution from Capital Projects Fund	-	2,200,000.00		2,200,000.00
364	9	7347-9801	Land - New High School (Kannapolis Pky)	-	5,129,821.00		5,129,821.00

Ordinance No. 2019-59

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.

- E. 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.
- F. 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.
- G. 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	6,265,218
Lease Proceeds (Robert Wallace Park)	4,596,394
Capital Projects Fund Contribution	4,319,370
Capital Reserve Fund Contribution	24,561,439
Special Revenue Contribution	41,438
<b>TOTAL REVENUES</b>	<b>\$42,230,315</b>

- H. The following appropriations are made as listed.

Government Center Chiller Replacement	\$175,709
Governmental Center ADA Bathrooms	151,469
Government Management Furniture & Fixtures	11,000
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	175,000
Arena - Building & Storage Replacement	161,000
Arena - Equipment & Furniture	41,437
Unassigned	106,141
 TOTAL EXPENDITURES	 \$42,230,315
 GRAND TOTAL - REVENUES	 \$42,230,315
GRAND TOTAL - EXPENDITURES	\$42,230,315

## 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 18<sup>th</sup> Day of November, 2019.

CABARRUS COUNTY BOARD OF COMMISSIONERS

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

ATTEST:

/s/ Lauren Linker  
Clerk to the Board

Ordinance No. 2019-60

CABARRUS COUNTY SCHOOL CONSTRUCTION PROJECT  
BUDGET ORDINANCE

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

Section I.

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

General Fund Contribution	\$8,164,162
Capital Reserve Contribution	7,901,411
Capital Projects Fund Contribution	4,146,555
 TOTAL REVENUES	 \$20,212,128

- C. The following appropriations are made as listed.

CCS Security Cameras	\$815,246
CCS FMD Capital Outlay Projects	878,074
CCS Non-FMD Capital Outlay Projects	60,812
Mt. Pleasant Elementary School Electrical Services CCS	568,700
Mt. Pleasant Elementary Roof Repair	1,046,408
Cox Elementary Sewer Relocation	23,537
Patriots Elementary Mobile Units	122,100
Site Evaluations-Multiple Schools	42,000
20 Mobile Units/Other Improvements-Multiple Schools	2,400,000
10 Yellow Buses-Multiple Schools	880,000
CCS Activity Buses	300,000
J.N. Fries Middle School Other Improvements	300,000
New Cabarrus County Middle School	2,132,500
New Cabarrus County Middle School Land	2,500,000
New Cabarrus High School Land (Kannapolis Pky	5,129,821
Kannapolis Intermediate Renovations-Carver Elem	1,617,288



A.L. Brown HS Other Improvements	500,000
A.L. Brown HS Gymnasium	200,000
RCCC - South Campus Fire Alarm Replacement	112,000
RCCC - HVAC Replacement	100,000
CBTC A/C Units Replacement Phase II	230,000
CBTC Campus Renovations, Safety, Security	184,021
Available Other Improvements	69,621
 TOTAL EXPENDITURES	 \$20,212,128
 GRAND TOTAL - REVENUES	 \$20,212,128
GRAND TOTAL - EXPENDITURES	\$20,212,128

## 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 18<sup>th</sup> day of November, 2019.

CABARRUS COUNTY BOARD OF COMMISSIONERS

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

ATTEST:

/s/ Lauren Linker  
Clerk to the Board

**(F-3) Finance Contractual Incentive Payment for SMG (Cabarrus Arena)**

The contract between Cabarrus County and SMG, the operator of the Cabarrus Arena and Events Center, includes annual incentive payments based on quantitative and qualitative measurements, as well as food sale volumes. The attached documents detail the calculations of the incentive amounts. This document has been reviewed by Finance and County Manager staff and is in keeping with the contract. A budget amendment for the incentive payments is included with this agenda item.

**UPON MOTION** of Vice Chairman Honeycutt, seconded by Commissioner Shue and unanimously carried, the Board approved the incentive payments and adopted the associated budget amendment.

Date: <u>11/18/2019</u>	Amount: <u>79,535.00</u>
Dept. Head: <u>Susan Fearrington (prepared by staff)</u>	Department: <u>Finance Arena</u>
<input type="checkbox"/> Internal Transfer Within Department <input type="checkbox"/> Transfer Between Departments/Funds <input checked="" type="checkbox"/> Supplemental Request	
Purpose: This budget amendment appropriates fund balance from the General Fund and allocates funds to pay the Arena performance management fees to SMG Management Company. The fees are calculated per the SMG/Cabarrus County contract dated July 1, 2015 and are related to specific profitability and performance measurements. Fees are composed of a quantitative portion relating to Gross Operating Revenue and a qualitative portion relating to more subjective performance measures. The incentive for the Arena Operations is \$41,231 and the incentive for the Food & Beverage is \$38,304.	

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
001	6	1960-6901	Fund Balance Appropriated	2,500,000.00	79,535.00		2,579,535.00
001	9	1960-9741	Contribution to SMG	723,710.00	79,535.00		803,245.00
420	6	8310-6902	Contribution from General Fund	723,710.00	79,535.00		803,245.00
420	9	8310-9404	Performance incentives		41,231.00		41,231.00
420	9	8310-9404-FSVC	Performance Incentives Food & Beverage		38,304.00		38,304.00

**(F-4) Finance - Update of Investment Policy, List of Banking Institutions and List of Investment Officers**

Finance staff worked with the Local Government Commission, the North Carolina Capital Management Trust, and reviewed other jurisdictions to update the County's Investment policy. The policy has not been updated in several years. Some of the updates include 1) a new 40 percent commercial paper limit, 2) clear descriptions of the Finance Director and Investment Officer responsibilities and roles, and 3) a requirement that investment institutions/brokers be evaluated annually.

Authorized Investment Officers

Finance Director.....Susan B. Fearrington

Assistant Finance Director.....Suzanne Burgess  
 Accounting Supervisor.....Katrina Myers-Arnold

Cabarrus County  
Approved Banking Institutions

<u>Bank</u>	<u>Official Depositories (1)</u>	<u>Investments (2)</u>
Sun Trust	X	
Fifth Third	X	
BB&T	X	X
Regions Bank	X	X
First Bank	X	
NC Cash Management Trust	X	X
Multi-Bank Securities		X
Raymond James		X

(1) Designated as official depositories per G.S.159-31

(2) Approved for investing purposes per G.S.159-30

**UPON MOTION** of Vice Chairman Honeycutt, seconded by Commissioner Shue and unanimously carried, the Board approved the updated Investment Policy, list of Banking Institutions, and list of authorized Investment Officers.

**(F-5) Infrastructure and Asset Management - Courthouse Expansion Project Schematic Design Approval**

Staff and the design team provided an update on the Cabarrus County Courthouse Expansion project and requested the Board of Commissioners approval on the schematic design.

**UPON MOTION** of Vice Chairman Honeycutt, seconded by Commissioner Shue and unanimously carried, the Board approved the presented schematic design of the courthouse expansion project.

**(F-6) Infrastructure and Asset Management - Offer for Purchase of Surplus Ambulances**

After receiving an offer of \$1,000 from joinETA.com for the purchase of County Asset 8357, a 2014 Chevrolet ambulance (VIN: 1GB6G5CL1E1108867) and a second offer of \$1,000 from joinETA.com for the purchase of County Asset 8358, another 2014 Chevrolet ambulance (VIN: 1GB6G5CL6E1108279), a notice for upset bids was published. Staff provided an update on the status of the bid process at the work session.

**UPON MOTION** of Vice Chairman Honeycutt, seconded by Commissioner Shue and unanimously carried, the Board accepted the offer and proceeded with the sale of County Asset 8357, a 2014 Chevrolet ambulance (VIN: 1GB6G5CL1E1108867) and County Asset 8358, another 2014 Chevrolet ambulance (VIN: 1GB6G5CL6E1108279), to joinETA.com.

**(F-7) Sheriff's Office - Request to Award a Service Weapon to Sergeant Sara Price Upon Retirement**

Sergeant Sara Price will retire from the Cabarrus County Sheriff's Office on November 29, 2019. Pursuant to N.C.G.S. 20-187.2, it is requested that Sergeant Price's service weapon (Sig Sauer P320 .40 caliber, serial number 58C351917) be declared surplus property, and awarded to her for the price of \$1.00.

**UPON MOTION** of Vice Chairman Honeycutt, seconded by Commissioner Shue and unanimously carried, the Board declared a service weapon (Sig Sauer P320 Serial Number 58C351917) as surplus property and awarded it to Sergeant Price for the price of \$1.00 upon her retirement.

**(F-8) Tax Administration - Refund and Release Reports - October 2019**

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

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

**UPON MOTION** of Vice Chairman Honeycutt, seconded by Commissioner Shue and unanimously carried, the Board approved the October 2019 Refund and Release Reports as submitted, including the NCVTS Refund Report, and granted authority to the Tax Collector to process the refunds and releases. The report is hereby incorporated into the minutes by reference and is on file with the Clerk to the Board.

**(G) NEW BUSINESS**

None.

**(H) REPORTS**

**(H-1) BOC - Receive Updates from Commission Members Who Serve as Liaisons to Municipalities or on Various Boards/Committees**

Vice Chairman Honeycutt gave a list of upcoming events through the Active Living and Parks Department.

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

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

- Adult Care Home Community Advisory Committee - 7 Vacant Positions
- Charlotte Douglas International Airport Commission - 1 Position Expiring Soon
- Concord Planning and Zoning Commission (ETJ) - 1 Vacant Position
- Harrisburg Fire Advisory Board (ETJ) - 1 Vacant Position
- Home and Community Care Block Grant Committee - 6 Positions Expiring Soon
- Human Services Advisory Committee - 3 Positions Expiring Soon
- Juvenile Crime Prevention Council - 1 Vacant Position (Student Under 18 CCS)
- Mental Health Advisory Board - 13 Positions Expiring Soon
- Nursing Home Community Advisory Committee - 8 Vacant Positions
- Region F Aging Advisory Committee - 1 Vacant Position
- Senior Centers Advisory Council - 5 Positions Expiring Soon
- Transportation Advisory Board - 3 Vacant Positions (Midland, NC, Mental Health, and Clergy)
- Youth Commission - 5 Vacant Positions (Cox Mill, Hickory Ridge, Jay M. Robinson, and Mount Pleasant High schools)

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

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

The Board received the Cabarrus County Construction Standards Dodge Report for October 2019 and the Cabarrus County Commercial Building Plan Review Summary for October 2019 for informational purposes as part of the Agenda. No action was required of the Board.

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

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

**(H-5) Economic Development Corporation - October 2019 Monthly Summary Report**

The Board received the Cabarrus Economic Development Corporation (EDC) monthly report for the month of October 2019 as part of the Agenda. No action was required of the Board.

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

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

**(I) GENERAL COMMENTS BY BOARD MEMBERS**

Commissioner Kiger commented on the "Out and About" program and expressed appreciation to the Communications and Outreach Department.

Commissioner Shue announced the Christmas Tree Lighting ceremony in Concord will be Friday night, November 22, 2019 and the Concord Christmas Parade will be Saturday, December 23, 2019. He also wished everyone a happy Thanksgiving.

Chairman Morris mentioned the ceremony to celebrate the 25<sup>th</sup> Anniversary for the Concord Padgett Regional Airport and the importance of its existence to the County.

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

None.

**(K) CLOSED SESSION****(K-1) Closed Session - Pending Litigation, Economic Development and Personnel Matters**

UPON MOTION of Commissioner Shue, seconded by Commissioner Kiger and unanimously carried, the Board moved to go into closed session to discuss matters related to pending litigation, economic development and personnel matters as authorized by NCGS 143-318.11(a)(3), (4) and (6).

Commissioner Poole left the meeting at 7:06 p.m.

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

**Return to Open Session**

There was a brief discussion regarding a request the Board received for a proclamation on radon. The Concord Christmas Tree Lighting Ceremony was also discussed.

**(L) ADJOURN**

UPON MOTION of Vice Chairman Honeycutt, seconded by Commissioner Shue and unanimously carried, the meeting adjourned at 7:57 p.m.



*Lauren Linker*  
Lauren Linker Clerk to the Board