

# CABARRUS COUNTY



## BOARD OF COMMISSIONERS WORK SESSION

**April 6, 2021  
4:00 PM**

- 
- 1. CALL TO ORDER - CHAIRMAN**
  - 2. APPROVAL OF WORK SESSION AGENDA - CHAIRMAN**
    - 2.1. BOC - Changes to the Agenda Pg. 3
  - 3. DISCUSSION ITEMS - NO ACTION**
    - 3.1. CMO - Non-Profit Resiliency Grant Update Pg. 5
    - 3.2. Innovation and Technology - Innovation Report Pg. 11
  - 4. DISCUSSION ITEMS FOR ACTION**
    - 4.1. Active Living and Parks - Park and Recreation Trust Fund Grant Application Pg. 13
    - 4.2. BOC - Appointments to Boards and Committees Pg. 16
    - 4.3. Board of Elections - HAVA Grant Pg. 18
    - 4.4. EMS - Renewal of Non-Emergency Transport Franchise Agreement with American Transmed Pg. 22
    - 4.5. Finance - Cares Fund Budget Amendment and Project Ordinance Pg. 31
    - 4.6. Finance - Fire District Budget Amendment Pg. 37
    - 4.7. Finance - Update of Capital Project Fund Budgets and Related Project Ordinances Pg. 42
    - 4.8. Human Resources - Personnel Ordinance Changes - Compensation Pg. 53
    - 4.9. Planning and Development - Budget Amendment for Construction Standards Pg. 60
    - 4.10. Planning and Development - Budget Amendment to Place Duke Rebate Revenues Pg. 63
    - 4.11. Recycling / Waste Reduction - Purchase of Scrap Metal Roll Off Containers Pg. 66
  - 5. APPROVAL OF REGULAR MEETING AGENDA**
    - 5.1. BOC - Approval of Regular Meeting Agenda Pg. 71
  - 6. CLOSED SESSION**
    - 6.1. Closed Session - Pending Litigation, Economic Development and Acquisition of Real Property Pg. 75
  - 7. 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

**April 6, 2021  
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:**

**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  
APRIL 6, 2021**

**ADDITIONS:**

**Discussion Items for Action**

- 4.1 Active Living and Parks - Park and Recreation Trust Fund Grant Application**

**UPDATED:**

- 4.7 Finance - Update of Capital Project Fund Budgets and Related Project Ordinances**

**SUPPLEMENTAL INFORMATION:**

**Discussion Items for Action**

- 4.8 Human Resources - Personnel Ordinance Changes - Compensation**
- **Personnel Ordinance Updates**

# CABARRUS COUNTY



## BOARD OF COMMISSIONERS WORK SESSION

**April 6, 2021  
4:00 PM**

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**AGENDA CATEGORY:**

Discussion Items - No Action

**SUBJECT:**

CMO - Non-Profit Resiliency Grant Update

**BRIEF SUMMARY:**

Staff will present an update on the work completed by non-profits participating in the county's Non-Profit Resiliency Grant program.

**REQUESTED ACTION:**

Provide information to the Board.

**EXPECTED LENGTH OF PRESENTATION:**

10 Minutes

**SUBMITTED BY:**

Elie Landrum, Management Analyst

**BUDGET AMENDMENT REQUIRED:**

No

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

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**ATTACHMENTS:**

- Presentation

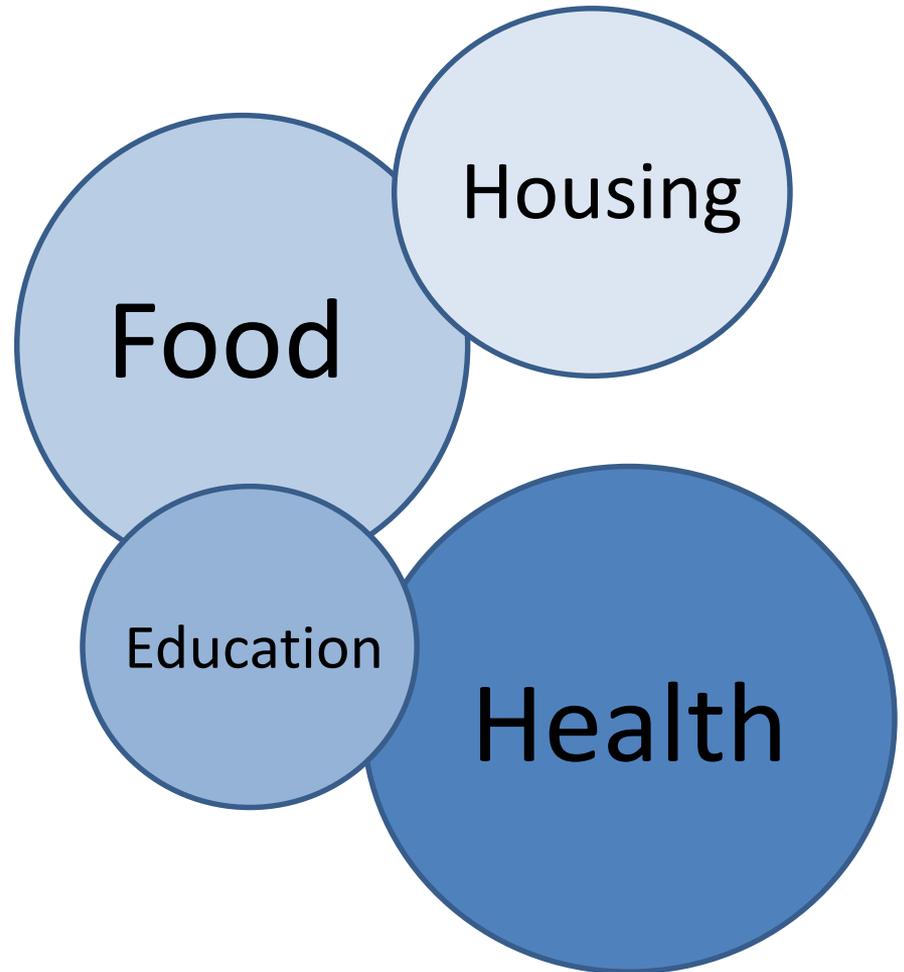
# Non-Profit Resiliency Grant: Success Stories



CABARRUS COUNTY  
*America Thrives Here*

# Grant Overview

- \$1,101,576 awarded
- 32 Organizations Funded



# Success Stories

## SUBGRANTS



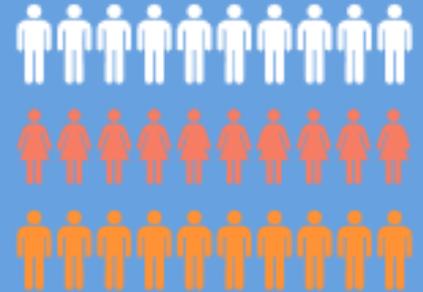
**15**

educational grants were awarded to teachers in Cabarrus County schools

**653**

families received food boxes, hot meals, & toiletries

## FOOD



**48** **ADVOCACY**

families received advocacy on a variety of topics like insurance, health care, and family support services



**MARKETING** **32,000**



impressions, 123 new site visits, and 133 clicks on mental health information through billboard and radio campaigns

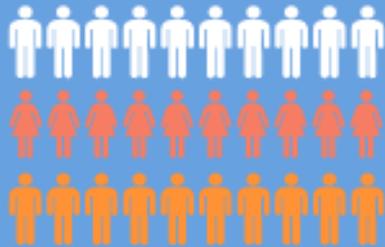


# Success Stories

# 303

## HEALTH CARE

people received health care and mental health services



## HOUSING ASSURED

# 1,812

families and individuals received rental, utility, and other housing assistance



## PAYROLL

# \$\$\$

Continued payroll and job security for non-profit staff in Cabarrus County



## HUNDREDS PPE

of orders of masks, gloves, sanitizer, and other PPE to help keep staff and clients safe



# Funding Updates

- El Puente - \$10,000
- Opportunity House - \$13,400
  
- \$585,286 remaining funds that could be distributed

# CABARRUS COUNTY



## BOARD OF COMMISSIONERS WORK SESSION

**April 6, 2021  
4:00 PM**

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### **AGENDA CATEGORY:**

Discussion Items - No Action

### **SUBJECT:**

Innovation and Technology - Innovation Report

### **BRIEF SUMMARY:**

Presentation of innovation and technology services put into place by IT in collaboration with other departments and community stakeholders in alignment with the County's five strategic priorities.

1. Transparent and Accountable Government
2. Healthy and safe Community
3. A Thriving Economy
4. Culture and Recreation
5. Sustainable Growth and Development

### **REQUESTED ACTION:**

Receive report.

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

15 Minutes

### **SUBMITTED BY:**

Debbie Brannan, Area Manager of Innovation and Technology

### **BUDGET AMENDMENT REQUIRED:**

No

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

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# CABARRUS COUNTY



## BOARD OF COMMISSIONERS WORK SESSION

**April 6, 2021  
4:00 PM**

### **AGENDA CATEGORY:**

Discussion Items for Action

### **SUBJECT:**

Active Living and Parks - Park and Recreation Trust Fund Grant Application

### **BRIEF SUMMARY:**

The Parks and Recreation Trust Fund (PARTF) provides dollar-for-dollar matching grants to local governments for the acquisition and/or development of park and recreational projects to serve the general public. A local government can request a maximum of \$500,000 with each application.

An applicant must match the grant dollar-for-dollar, 50 percent of the total cost of the project, and may contribute more than 50 percent. The appraised value of land to be donated to the applicant can be used as part of the match. The value of in-kind services, such as volunteer work, cannot be used as part of the match.

There are 13 acres adjacent to Rob Wallace Park the landowner has indicated they would sell to Cabarrus County at a reduced cost. The reduced amount would allow Cabarrus County to utilize the reduction as the match. Two appraisals have been performed on the property, one by Cabarrus County and one by the land owner. \$117,00 and \$345,000 were the appraisals.

Mr. Marshall has spoken with the realtor involved with the land owner and the family did agree to a valuation of \$200,000. (50% donated) If the grant is awarded, Cabarrus County would receive \$100,000 to pay for the property.

Property acquired with PARTF must be dedicated forever for public recreational use.

The Park and Recreation Trust Fund Grant application deadline is May 3, 2021.

### **REQUESTED ACTION:**

Motion to apply for the Park and Recreation Trust Fund Grant.

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

5 Minutes

**SUBMITTED BY:**

Londa Strong, ALP Director

**BUDGET AMENDMENT REQUIRED:**

No

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

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**ATTACHMENTS:**

- ▣ Survey



# CABARRUS COUNTY



## BOARD OF COMMISSIONERS WORK SESSION

**April 6, 2021  
4:00 PM**

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### **AGENDA CATEGORY:**

Discussion Items for Action

### **SUBJECT:**

BOC - Appointments to Boards and Committees

### **BRIEF SUMMARY:**

The following appointment to Boards and Committees are recommended for April:

#### Appointments - Animal Protection Advisory Board

The terms of Animal Protection Advisory Board members Jacqueline Tucker and Sydney Carter end April 30, 2021. Both Ms. Tucker and Ms. Carter have indicated they would like to serve another term. Ms. Tucker has served on this Board since 2015. An exception to the length of service provision of the Appointment Policy will be needed for her.

Representative recommendations are Jacqueline Tucker and Sydney Carter.

#### Appointments - Industrial Facilities and Pollution Control Financing Authority

Dana Ritchie's term on the Industrial Facilities and Pollution Control Financing Authority ends April 30, 2021. Ms. Ritchie is willing to serve another term. If reappointed, an exception to the length of service provision of the Appointment Policy will be needed for her.

The Authority meets on an as-needed basis and the County Attorney serves as the contact for this Authority.

Representative recommendation is Dana Ritchie.

#### Appointments (Removals) - Adult Care Home Community Advisory Committee

Joe Anderson's term on the Adult Care Home Community Advisory Committee ended February 28, 2021. Mr. Anderson is not interested in serving another term.

Appointments and Removals - Centralina Workforce Development Board

Current Centralina Workforce Development Board (CWDB) member Fernando Little with Atrium Health Cabarrus informed the Board that he has been promoted to a new position and will not be able to continue to represent Cabarrus County on the Board.

To continue representation from the Health Care sector and Cabarrus County, Beatriz Rodriguez, Human Resources Business Partner – North Market with Atrium Health Cabarrus, has been recommended to replace Fernando Little on the Board and complete his term. Ms. Rodriguez does not reside in Cabarrus County. An exception to the residency provision of the Appointment Policy will be needed for her.

Representative recommendation is Beatriz Rodriguez.

**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



## BOARD OF COMMISSIONERS WORK SESSION

**April 6, 2021  
4:00 PM**

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### **AGENDA CATEGORY:**

Discussion Items for Action

### **SUBJECT:**

Board of Elections - HAVA Grant

### **BRIEF SUMMARY:**

Board of Elections received a HAVA Grant from the state in the amount of \$55,896.13. The grant funds will be used to purchase hand scanners. Staff is seeking Board approval of the grant award and subsequent budget amendment.

### **REQUESTED ACTION:**

Motion to approve the grant award and adopt the budget amendment.

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

5 Minutes

### **SUBMITTED BY:**

Elizabeth Landrum, Management Analyst, on behalf of Carol Soles, Elections Director

### **BUDGET AMENDMENT REQUIRED:**

Yes

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

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### **ATTACHMENTS:**

- Budget Amendment

▣ award letter

**Budget Revision/Amendment Request**

Date:

Amount:

Dept. Head:

Department:

- Internal Transfer Within Department     
  Transfer Between Departments/Funds     
  Supplemental Request

Purpose: Board of Elections received HAVA grant funds in the amount of \$55,896.13. The funds will be used to purchase hand scanners. This budget amendment budgets that grant accordingly.

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
001	9	1510-9854	HAVA Title I Grant Expense	-	55,896.13		55,896.13
001	6	1510-6357	HAVA Title I Grant	-	55,896.13		55,896.13

**Budget Officer**

- Approved  
 Denied

**County Manager**

- Approved  
 Denied

**Board of Commissioners**

- Approved  
 Denied

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

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

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

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

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

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

**NOTICE OF SUBGRANT -2020 HAVA Funds - NC  
Amended February 2, 2021**

Subgrantee:	<i>Cabarrus County Board of Elections</i>
CFDA Number: 90.404 Agreement Number: NC20101001-013	Budget Period: 7/1/2020 – 6/30/2021
<b>Funds Description</b>	
This obligation of funds constitutes the Subgrantee’s share, as authorized under Session Law 2020-17, Sec. 11.2(a), of \$11,677,441 of federal and \$2,335,488 of state matching funds awarded under Election Security Grants in the federal Consolidated Appropriations Act of 2020 to improve the administration of federal elections.	
<b>Funding Information</b>	
<b>Description</b>	<b>Amount</b>
Allocated funding based on percentage of voter registration within Department of Commerce Tier as of 1/9/ 2021	\$128,541
Reimbursements as of 1/27/2021	\$72,644.87
Remaining Balance of Allocation after reimbursements paid as of 1/27/2021	\$55,896.13
<b>Permissible Uses</b>	
<p>Reimbursement-eligible expenditures are those incurred to improve the administration of federal elections, as authorized under HAVA Title I, Section 101, including:</p> <ul style="list-style-type: none"> <li>• Improving the administration of elections for Federal office, including to enhance election technology and make election security improvements</li> <li>• Educating voters concerning voting procedures, voting rights, and voting technology.</li> <li>• Training election officials, poll workers, and election volunteers.</li> <li>• Improving, acquiring, leasing, modifying, or replacing voting systems and technology and methods for casting and counting votes.</li> <li>• Improving the accessibility and quantity of polling places, including providing physical access for individuals with disabilities, providing non-visual access for individuals with visual impairments, and providing assistance to Native Americans, Alaska Native citizens, and to individuals with limited proficiency in the English language.</li> <li>• Establishing toll-free telephone hotlines that voters may use to report possible voting fraud and voting rights violations, to obtain general election information, and to access detailed automated information on their own voter registration status, specific polling place locations, and other relevant information.</li> <li>• Expenditures incurred to prevent, prepare for, and respond to the coronavirus pandemic during 2020 federal elections.</li> </ul>	
<b>Grant Administration</b>	
Grant Administration Award recipients and sub-recipients must adhere to all applicable federal requirements including Office of Management and Budget (OMB) guidance: Title 2 C.F.R. Subtitle A, Chapter II, Part 200-Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 C.F.R. § 200).	

# CABARRUS COUNTY



## BOARD OF COMMISSIONERS WORK SESSION

**April 6, 2021  
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### **AGENDA CATEGORY:**

Discussion Items for Action

### **SUBJECT:**

EMS - Renewal of Non-Emergency Transport Franchise Agreement with American Transmed

### **BRIEF SUMMARY:**

American Transmed is the non-emergency EMS transport provider for Cabarrus County. Cabarrus County has maintained a franchise agreement for the last three year with American Transmed. This has been a great working relationship that we are interested in continuing with this renewal request. Staff recommends that a renewal period of three years. Franchise agreements require two reading and approvals so this item will also need to be scheduled for the May work session for the second reading as well as the May regular meeting for the public hearing.

### **REQUESTED ACTION:**

Motion to schedule Public Hearing for May 17th regular meeting.

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

5 Minutes

### **SUBMITTED BY:**

Jimmy Lentz, EMS Director

### **BUDGET AMENDMENT REQUIRED:**

No

## COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

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### ATTACHMENTS:

- ▣ Resolution
- ▣ Contract
- ▣ Certificate of Insurance



**FRANCHISE ORDINANCE OF THE CABARRUS  
COUNTY BOARD OF COMMISSIONERS  
GRANTING A FRANCHISE TO OPERATE  
NON-EMERGENCY AMBULANCE SERVICE  
TO AMERICAN TRANSMED**

**WHEREAS**, Cabarrus County regulates the provision of Vehicles For Hire in Article 82 of the Cabarrus County Code of Ordinances and N.C. Gen. Stat. §153A-250, including franchises for non-emergency ambulance services; and

**WHEREAS**, those services have been provided by American TransMed according to the standards defined in Section 82-52 of the Ordinance; and

**WHEREAS**, the Board of Commissioners have held a hearing as required by Section 82-53 of the Ordinance; and

**WHEREAS**, based on information submitted by American TransMed and information submitted at the hearing, the Board of Commissioners made the following findings:

- a. The public necessity and convenience requires the proposed ambulance service.
- b. Each such ambulance and its required equipment have been certified by the State as acceptable for the type of franchise requested.
- c. American TransMed and its officers or partners are responsible persons to conduct or work in the proposed business.
- d. Only duly certified emergency medical technicians are employed as operators and attendants by American TransMed for the non-emergency service franchise.
- e. All other requirements of Article 82 and all other applicable laws and ordinances have been met.

NOW THEREFORE, THE CABARRUS COUNTY BOARD OF COMMISSIONERS RESOLVES THAT:

1. The Board of Commissioners grants a franchise to American TransMed for the operation of non-emergency ambulance services for the period of July 1, 2021 to June 30, 2024.
2. The terms of this franchise shall include the following:
  - a. The geographic boundary for this franchise shall be the entirety of the County.
  - b. Any change in ownership or management of American TransMed shall terminate the franchise and shall require a new application and new franchise award.
  - c. The franchise may not be sold, assigned, mortgaged or otherwise transferred without the approval of the County and a finding of conformance with all requirements of Article 82.
  - d. The terms of Section 82-57 of the Ordinance shall be included in the franchise agreement as they relate to termination, suspension, or revocation.

- e. The Board of Commissioners authorize the County Manager to negotiate and execute the franchise agreement with American TransMed, not inconsistent with this Ordinance, after drafting and review by the County Attorney.

Approved after readings in two consecutive regular meetings of the Board of Commissioners on April 19, 2021 and May 17, 2021, pursuant to N.C. Gen. Stat. §153A-46.

BOARD OF COMMISSIONERS OF CABARRUS COUNTY

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Stephen M. Morris, Chairman

ATTEST:

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Lauren Linker, Clerk to the Board

STATE OF NORTH CAROLINA  
COUNTY OF CABARRUS  
FRANCHISE AGREEMENT FOR

NON-EMERGENCY AMBULANCE  
SERVICES

THIS FRANCHISE AGREEMENT FOR NON-EMERGENCY AMBULANCE SERVICES ("Agreement") is entered into effective the 1<sup>st</sup> day of July, 2021 by and between CABARRUS COUNTY ("County") and AMERICAN TRANSMED, INC. a South Carolina corporation ("Provider").

RECITALS

1. Pursuant to N.C. Gen. Stat. 5153A-250, the County is authorized to enact an ordinance and to award franchises for operation of a non-emergency ambulance service.
2. Pursuant to that authority, the County has enacted Article 82 of its Code of Ordinances, permitting it to award such a franchise and regulate the operator of the same.
3. By ordinance duly enacted at its regular meetings on April 19, 2021 and May 17, 2021 the County's Board of Commissioners approved the awarding of a franchise for non-emergency ambulance services to Provider, subject to the provisions of the franchise ordinance, Article 82 of the Code of Ordinances and this Agreement.

In consideration of the above Recitals and the Terms below, which the parties agree constitute sufficient consideration to make this Agreement legally binding and enforceable, the parties agree as follows.

TERMS

1. Services and Scope to be performed. The Provider shall provide "Services" as set forth in the attached Exhibit A. In this Agreement, Services is defined as the goods, vehicles, materials, labor, services and/or supplies Provider is required to provide pursuant to this Agreement and all of the Provider's duties to the County and to Provider's customers and clients that arise from this Agreement, the franchise ordinance and Article 82 of the Code of Ordinances. Any amendments, corrections or change orders by either party must be in writing and signed by both parties.
2. Term. This Agreement shall commence on the date provided above and end on June 30, 2024. This Agreement shall not be automatically extended unless agreed to in writing by the County.
3. Insurance. Provider shall maintain insurance policies at all times with minimum limits as follows:

<u>Coverage</u>	<u>Minimum Limits</u>
a) Workers' Compensation	\$100,000 bodily injury per each accident \$100,000 bodily injury by disease per employee, \$500,000 bodily injury per disease policy limit
c) General Liability	\$1,000,000 per occurrence/\$2,000,000 aggregate
e) Automobile Liability	\$1,000,000 per occurrence
f) Umbrella	\$1,000,000 per occurrence/\$2,000,000 aggregate
h) Professional Liability	\$1,000,000 per occurrence/\$2,000,000 aggregate

The County reserves the right to require other coverages and higher limits if warranted by the nature of this Agreement and the type of Services to be provided. Provider shall provide the County with a Certificate of Insurance for review prior to the execution of this Agreement. Provider shall provide to the County immediate written notice of cancellation, reduction, or other modification of coverage of insurance. Upon failure of the Provider to provide such notice, Provider assumes sole responsibility for all losses incurred by the County for which insurance would have provided coverage. The insurance certificate shall be for the initial Agreement period and shall be renewed by the Provider for each subsequent extension period of the Agreement.

The County shall be named as an additional insured and it is required that coverage be placed with an "A" rated insurance company acceptable to the County. In the event that Provider fails at any time to maintain and keep in force the required insurance, the County has the right to cancel and terminate the Agreement without notice. Provider's insurance shall be considered primary and noncontributory.

4. Default. If the Provider fails to perform the Services in accordance with the provisions of this Agreement, including Exhibit A, or violate any of the provisions of the franchise ordinance or Article 82 of the Code of Ordinances, the County may, in its discretion, terminate this Agreement or perform or cause to be performed some or all of the Services, and doing so shall not waive any of the County's rights and remedies. The County will comply with the provisions of Section 82-57 of its Code of Ordinances prior to any termination. The Provider shall reimburse the County for all costs incurred by the County in exercising its right to terminate or to perform or cause to be performed some or all of the Services pursuant to this Agreement.

5. Notice. All notices and other communications required or permitted by this Agreement shall be in writing and shall be given either by personal delivery,

approved carrier, fax, or certified United States mail, return receipt requested, addressed as follows: if to the County, to its Contract Administrator; if to Provider to its billing address or main office address.

6. Indemnification. To the maximum extent allowed by law, the Provider shall defend, indemnify, and save harmless the County and its agents, officers, and employees, from and against all claims of any kind that arise in any manner from, in connection with, or out of this Agreement as a result of the acts or omissions of the Provider or its subcontractors or anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, except for damage or injury caused solely by the negligence of the County or its agents, officers or employees. In performing its duties under this section, the Provider shall at its sole expense defend the County and its agents, officers and employees with legal counsel reasonably acceptable to County. This provision shall remain in force despite termination of this Agreement (whether by expiration of the term or otherwise) or termination of the Services of the Agreement.

7. M i s c e l l a n e o u s .

(a) Choice of Law or Forum. This Agreement shall be deemed made in Cabanus County, North Carolina. This Agreement shall be governed by and construed in accordance with the laws of North Carolina. The exclusive forum and venue for all actions arising out of this Agreement shall be the appropriate division of the North Carolina General Court of Justice in Cabarrus County. Such actions shall neither be commenced in nor removed to federal court.

(b) Waiver. No action or failure to act by the County shall constitute a waiver of any of its rights or remedies that arise out of this Agreement, nor shall such action or failure to act constitute approval of or acquiescence in a breach of this Agreement, except as may be specifically agreed in writing.

(c) Compliance with Law. Nothing contained in this Agreement shall be deemed or construed so as to in any way estop, limit, or impair the County from exercising or performing any regulatory, policing, legislative, governmental, or other powers of functions. The Provider shall comply with all applicable laws, rules and regulations.

(d) Severability. If any provision of this Agreement shall be unenforceable, the remainder of this Agreement shall be enforceable to the extent permitted by law.

(e) Assignment. Without the County's written consent, the Provider shall not assign (which includes to delegate) any of its rights (including the right to payment) or duties that arise out of this Agreement. Unless the County otherwise agrees in writing, the Provider and all assigns shall be subject to all of the County's defenses and shall be liable for all of the Provider's duties that arise from this Agreement and all of the County's claims that arise from this Agreement.

(f) Principle of Interpretation. Although this Agreement is in part the County's standard form, the Provider acknowledges and agrees that this Agreement is deemed to be the product of negotiation and any ambiguity shall not be construed automatically against either party.

(g) Entire Agreement. This Agreement contains the entire agreement between the parties pertaining to the subject matter of this Agreement. With respect to that subject matter, there are no promises, agreements, conditions, inducements, warranties, or understandings, written or oral, expressed or implied, between the parties, other than as set forth or referenced in this Agreement.

IN WITNESS, the parties have executed this Agreement through their respective duly authorized agents or officers.

CABARRUS COUNTY

COUNTY MANAGER

ATTEST BY:

Date: \_\_\_\_\_

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

Date: \_\_\_\_\_

PROVIDER

AMERICAN TRANSMED, INC

03/15/21

  
ATTEST BY: *M. Brian Lawson*

Date: 03/15/2021

President

\_\_\_\_\_  
Title

03/15/21

Date: \_\_\_\_\_

APPROVED BY COUNTY FINANCE OFFICER

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

\_\_\_\_\_  
County Finance Director



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
5/01/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> McGriff Insurance Services 47 Airpark Court (29607) P.O. Box 27149 Greenville, SC 29616-2149	<b>CONTACT NAME:</b> SC Certificate Team <b>PHONE (A/C, No, Ext):</b> 864 297-4444 <b>E-MAIL ADDRESS:</b> SCcertificates@mcgriffinsurance.com	<b>FAX (A/C, No):</b> 888-751-3014	
	INSURER(S) AFFORDING COVERAGE INSURER A : Lloyds		NAIC #
<b>INSURED</b> American TransMed, Inc. Palmetto Transport, LLC Post Office Box 2101 Gaffney, SC 29342	INSURER B : AXIS Surplus Insurance Company		26620
	INSURER C : Key Risk Insurance Company		10885
	INSURER D : Continental Western Insurance Co		10804
	INSURER E :		
	INSURER F :		

**COVERAGES**                      **CERTIFICATE NUMBER:**                      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL/SUBR INSR   WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> BI/PD Ded:10,000 GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		W2B1E1200101	05/01/2020	05/01/2021	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$50,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$3,000,000 PRODUCTS - COMP/OP AGG \$0
D	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		CNA429376344	05/01/2020	05/01/2021	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
B	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$0		P00100014038502	05/01/2020	05/01/2021	EACH OCCURRENCE \$3,000,000 AGGREGATE \$3,000,000
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input checked="" type="checkbox"/> Y    N/A	KEY0137493	08/01/2019	08/01/2020	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
A	Professional Liab		W2B1E1200101	05/01/2020	05/01/2021	\$1,000,000 Per Claim \$3,000,000 Aggregate
A	Abuse/Molestation		W2B1E1200101	05/01/2020	05/01/2021	\$1,000,000 Aggregate

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

\*Roger Shiflett and Greg Kirby are excluded from Workers Compensation coverage.

<b>CERTIFICATE HOLDER</b> Cabarrus County P O Box 707 Concord, NC 28026-0707	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

# CABARRUS COUNTY



## BOARD OF COMMISSIONERS WORK SESSION

**April 6, 2021  
4:00 PM**

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### **AGENDA CATEGORY:**

Discussion Items for Action

### **SUBJECT:**

Finance - Cares Fund Budget Amendment and Project Ordinance

### **BRIEF SUMMARY:**

The County received CARES ACT funds to use for COVID 19 related expenditures. Interest earned on the funds must be used for COVID related expenditures.

The County received Emergency Rental Assistance funding in January to assist households that are unable to pay rent and utilities due to the COVID-19 pandemic. Acceptance of the grant award and related budget amendment was approved by the Board in February. The project ordinance has been revised to include revenue and appropriations of the funds.

### **REQUESTED ACTION:**

Motion to approve the related budget amendment to budget additional revenue from interest earned, appropriate funds for COVID 19 related health care claims and approve the revised special revenue project ordinance to include Emergency Rental Assistance Grant and Interest Income.

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

1 Minute

### **SUBMITTED BY:**

Wendi Heglar, Finance Director

### **BUDGET AMENDMENT REQUIRED:**

Yes

## COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

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### ATTACHMENTS:

- ▣ Budget Amendment
- ▣ Project Ordinance

Date: April 19, 2021

Amount: 3,498.70

Dept. Head: Suzanne Burgess for Wendi Heglar

Department: Finance

Internal Transfer Within Department

Transfer Between Departments/Funds

X Supplemental Request

This budget amendment is to budget interest revenue for CARES - COVID Relief funds earned through December 31, 2020. The interest earned will be used to pay COVID related health insurance claims.

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
440	6	1925-6701	CARES RELIEF FUNDS - INTEREST	-	3,498.70	-	3,498.70
440	9	1925-964102	COVID RELATED HEALTH CLAIMS	52,411.30	3,498.70	-	55,910.00

Total 0.00

**Budget Officer**

**County Manager**

**Board of Commissioners**

Approved

Approved

Approved

Denied

Denied

Denied

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**CABARRUS COUNTY  
CARES RELIEF FUNDS – SPECIAL REVENUE  
PROJECT 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 receiving and disbursing funds as directed by CARES Act funding and the US Department of State Treasury and Emergency Rental Assistance Program (ERAP) funding and the US Department of State Treasury.
- 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), the grant terms, the rules and regulations of the US Department of State Treasury and the budget contained herein.
- C. It is estimated that the following revenues will be available to fund COVID 19 and Emergency Rental Assistance expenditures:

CARES Act Relief Funds	\$7,972,670
Interest Income	3,499
Emergency Rental Assistance (ERAP)	6,528,517
<b>TOTAL REVENUES</b>	<b>\$14,504,686</b>

- D. The following appropriations are made for expenditures related to COVID19 and Emergency Rental Assistance:

Salaries and Benefits	\$3,581,275
Other Public Health Expenditures	2,415,010
Municipal Distribution	1,979,884
Contracted Employees (ERAP)	652,851
Emergency Rental Assistance (ERAP)	5,875,666
<b>TOTAL EXPENDITURES</b>	<b>\$14,504,686</b>

<b>GRAND TOTAL – REVENUES</b>	<b>\$14,504,686</b>
<b>GRAND TOTAL – EXPENDITURES</b>	<b>\$14,504,686</b>

Section II.

- A. Special appropriations to non-profit organizations shall be distributed after the execution of an agreement which ensures that all County funds are used for statutorily permissible public purposes.
- B. The County Manager or designee is hereby authorized to transfer appropriations within or between funds, or modify revenue and expenditure projections as contained herein under the following conditions:
  - 1. The Manager may transfer amounts between objects of expenditure and revenues within a function without limitation.

2. The County Manager may transfer amounts up to \$500,000 between functions of the same fund.
3. The County Manager may transfer amounts between contingency funds which are set aside for a specific project for budgetary shortfalls or upon the appropriate approval of a change order.
4. The County Manager is authorized to transfer funds from the General Fund or Capital Reserve Fund to the appropriate fund for projects approved within the Capital Improvement Plan for the current fiscal year.
5. Upon notification of funding increases or decreases to existing grants or revenues, or the award of grants or revenues, the Manager or designee may adjust budgets to match, including grants that require a County match for which funds are available.
6. The Manager or designee may adjust debt financing from estimated projections to actual funds received.
7. The County Manager may enter into and execute change orders or amendments to construction contracts in amounts less than \$90,000 when the appropriate annual budget or capital project ordinance contains sufficient appropriated but unencumbered funds.
8. The County Manager may award and execute contracts which are not required to be bid or which G.S. 143-131 allows to be let on informal bids so long as the annual budget or appropriate capital project ordinance contains sufficient appropriated but unencumbered funds for such purposes.
9. The County Manager may execute contracts with outside agencies to properly document budgeted appropriations to such agencies where G.S. 153 A-248(b), 259, 449 and any similar statutes require such contracts.
10. The County Manager may reject formal bids when deemed appropriate and in the best interest of Cabarrus County pursuant to G.S. 143-129(a).
11. The County Manager may reduce revenue projections consistent with prevailing economic conditions, and also reduce expenditures correspondingly.

### Section III.

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

- a. The Finance Director is hereby directed to maintain within the Capital Project Fund sufficient detailed accounting records to satisfy the requirements of the law.
- b. The Finance Director is directed to report, at the request of the Board, on the financial status of each project element in Section I and on the total revenues received or claimed.
- c. Copies of this capital project ordinance shall be furnished to the Clerk to the governing Board, and to the Finance Director for direction in carrying out this project.

- d. At the completion of a construction project, all unrestricted excess funds are transferred to the General Fund and the portion of the Capital Project associated with the project is closed.

Adopted this the 19<sup>th</sup> day of April, 2021.

CABARRUS COUNTY BOARD OF COMMISSIONERS

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

ATTEST:

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

# CABARRUS COUNTY



## BOARD OF COMMISSIONERS WORK SESSION

**April 6, 2021  
4:00 PM**

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**AGENDA CATEGORY:**

Discussion Items for Action

**SUBJECT:**

Finance - Fire District Budget Amendment

**BRIEF SUMMARY:**

This budget amendment will increase Fire Districts' current year property tax collections as well as increase related districts' turnovers. Per the Fire Tax Districts budget ordinance, Section V. (7), upon notification of funding increases of revenues, the Manager may adjust budgets to match.

**REQUESTED ACTION:**

Motion to adopt the budget amendment.

**EXPECTED LENGTH OF PRESENTATION:**

1 Minute

**SUBMITTED BY:**

Wendi Heglar, Finance Director

**BUDGET AMENDMENT REQUIRED:**

Yes

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

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**ATTACHMENTS:**

- ▣ Budget Amendment
- ▣ Backup for Amendment

**Budget Revision/Amendment Request**

Date:

Amount:

Dept. Head:

Department:

Internal Transfer Within Department

Transfer Between Departments/Funds

Supplemental Request

**To increase Fire Districts' current year property tax collections as well as increase related districts' turnovers. Per the Fire Tax Districts budget ordinance, Section V. (7), upon notification of funding increases of revenues, the Manager may adjust budgets to match.**

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
430	6	2710-6011	Property Tax Current Year Coll	5,692,557.00	1,304,500.00		6,997,057.00
430	9	2710-975601	Con Rural	50,227.00	4,000.00		54,227.00
430	9	2710-9773	Rimer Fire	203,182.00	40,000.00		243,182.00
430	9	2710-9774	Mt Mitchel	99,345.00	35,000.00		134,345.00
430	9	2710-9775	Gold H VFD	39,555.00	10,000.00		49,555.00
430	9	2710-9776	Mt Pleasant	541,988.00	110,000.00		651,988.00
430	9	2710-9777	Kann Rural	216,319.00	15,000.00		231,319.00
430	9	2710-9778	Georgevill	266,791.00	45,000.00		311,791.00
430	9	2710-9779	Flowes St	424,589.00	120,000.00		544,589.00
430	9	2710-9780	Odell	804,537.00	165,000.00		969,537.00
430	9	2710-9781	Richf VFD	11,073.00	5,500.00		16,573.00
430	9	2710-9783	Jackson Pk	231,467.00	25,000.00		256,467.00
430	9	2710-9784	Cold Water	230,919.00	10,000.00		240,919.00
430	9	2710-9785	Allen	445,827.00	180,000.00		625,827.00
430	9	2710-9786	Midland	820,779.00	310,000.00		1,130,779.00
430	9	2710-9788	Northeast	181,060.00	45,000.00		226,060.00
430	9	2710-9798	Harris VFD	1,124,899.00	185,000.00		1,309,899.00

Budget Officer

County Manager

Board of Commissioners

Approved

Denied

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

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

Approved

Denied

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

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

Approved

Denied

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*Signature*

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

ORG	OBJ	ACCOUNT	ACCOUNT DESCRIP'	REVISED BUDGET	YTD ACTUAL	Feb REAL Distr	REAL Addt'l 4 MTHS	NCVTS Feb Distr	NCVTS Addt'l 4 MTHS	Available Budget	Budget Amendment	
43062710	6011	430 -00-00-6-2710-6011 -	Tax Cur Yr	(5,692,557.00)	(5,452,041.55)							
43062710	6012	430 -00-00-6-2710-6012 -	Prop Tax D	-	(43,584.34)							
43092710	975601	430 -20-00-9-2710-975601-	Con Rural	50,227.00	47,511.86	458.32	1,833.28	467.63	1,870.52	(1,914.61)	3,829.22	4,000.00
43092710	9773	430 -20-00-9-2710-9773 -	Rimer Fire	203,182.00	189,411.21	4,475.50	17,902.00	2,080.65	8,322.60	(19,009.96)	38,019.92	40,000.00
43092710	9774	430 -20-00-9-2710-9774 -	Mt Mitchel	99,345.00	89,496.22	4,374.08	17,496.32	809.30	3,237.20	(16,068.12)	32,136.24	35,000.00
43092710	9775	430 -20-00-9-2710-9775 -	Gold H VFD	39,555.00	37,744.95	736.68	2,946.72	384.64	1,538.56	(3,796.55)	7,593.10	10,000.00
43092710	9776	430 -20-00-9-2710-9776 -	Mt Plesant	541,988.00	508,958.34	12,157.29	48,629.16	5,160.72	20,642.88	(53,560.39)	107,120.78	110,000.00
43092710	9777	430 -20-00-9-2710-9777 -	Kann Rural	216,319.00	196,370.68	2,752.06	11,008.24	2,453.50	9,814.00	(6,079.48)	12,158.96	15,000.00
43092710	9778	430 -20-00-9-2710-9778 -	Georgevill	266,791.00	253,395.47	4,462.40	17,849.60	2,394.91	9,579.64	(20,891.02)	41,782.04	45,000.00
43092710	9779	430 -20-00-9-2710-9779 -	Flowes St	424,589.00	402,354.33	11,480.10	45,920.40	4,524.36	18,097.44	(57,787.63)	115,575.26	120,000.00
43092710	9780	430 -20-00-9-2710-9780 -	Odell	804,537.00	784,776.90	12,571.86	50,287.44	7,330.24	29,320.96	(79,750.40)	159,500.80	165,000.00
43092710	9781	430 -20-00-9-2710-9781 -	Richf VFD	11,073.00	11,159.91	345.54	1,382.16	88.78	355.12	(2,258.51)	4,517.02	5,500.00
43092710	9783	430 -20-00-9-2710-9783 -	Jackson Pk	231,467.00	220,509.84	2,012.45	8,049.80	2,305.02	9,220.08	(10,630.19)	21,260.38	25,000.00
43092710	9784	430 -20-00-9-2710-9784 -	Cold Water	230,919.00	203,086.37	3,648.86	14,595.44	2,689.25	10,757.00	(3,857.92)	7,715.84	10,000.00
43092710	9785	430 -20-00-9-2710-9785 -	Allen	445,827.00	425,851.39	15,892.39	63,569.56	5,423.21	21,692.84	(86,602.39)	173,204.78	180,000.00
43092710	9786	430 -20-00-9-2710-9786 -	Midland	820,779.00	895,079.34	13,241.85	52,967.40	2,397.60	9,590.40	(152,497.59)	304,995.18	310,000.00
43092710	9788	430 -20-00-9-2710-9788 -	Northeast	181,060.00	170,475.70	4,183.26	16,733.04	1,950.32	7,801.28	(20,083.60)	40,167.20	45,000.00
43092710	9798	430 -20-00-9-2710-9798 -	Harris VFD	1,124,899.00	1,059,443.38	21,730.62	86,922.48	9,266.28	37,065.12	(89,528.88)	179,057.76	185,000.00
				5,692,557.00	5,495,625.89	114,523.26	458,093.04	49,726.41	198,905.64	(624,317.24)	1,248,634.48	<u>1,304,500.00</u>

# CABARRUS COUNTY



## BOARD OF COMMISSIONERS WORK SESSION

**April 6, 2021  
4:00 PM**

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### **AGENDA CATEGORY:**

Discussion Items for Action

### **SUBJECT:**

Finance - Update of Capital Project Fund Budgets and Related Project Ordinances

### **BRIEF SUMMARY:**

Budget amendment and project ordinance updates are included with this agenda for the Construction and Renovation Fund (Fund 343) and the County Construction Fund (Fund 380).

Several projects closed in the Construction and Renovation Fund. The budget amendment will account for the completion of the projects.

The County Construction Fund budget amendment recognizes and appropriates Medicaid Hold Harmless revenues for design/construction of a future mental health facility. This is a transfer from the General Fund.

### **REQUESTED ACTION:**

Motion to approve the Multi-year Budget Amendments and revised Project Ordinances.

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

1 Minute

### **SUBMITTED BY:**

Wendi Heglur, Finance Director  
Rodney Harris, Deputy County Manager

### **BUDGET AMENDMENT REQUIRED:**

Yes

## COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

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### ATTACHMENTS:

- ▣ Fund 343 BA
- ▣ Budget Amendment
- ▣ Fund 343 Project Ordinance
- ▣ Fund 380 Project Ordinance

### Budget Revision/Amendment Request

<b>Date:</b>	4/19/2021	<b>Amount:</b>	\$ 17,579,488.91
<b>Dept. Head:</b>	Wendi Heglar	<b>Department:</b>	Finance, 343 Construction & Renovation Fund
<input type="checkbox"/> Internal Transfer Within Department	<input type="checkbox"/> Transfer Between Departments/Funds	<input checked="" type="checkbox"/> Supplemental Request	

The purpose of this budget amendment is to close completed projects and projects that were moved from the 343 Construction & Renovation Fund in FY20. The Project names are listed below.

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
343	6	1110-6902-RPAIR	Contribution From General Fund	492,722.00		492,722.00	0.00
343	6	1110-6910-RPAIR	Contribution From Capital Projects Fund	393,106.00		393,106.00	0.00
343	6	1110-6921-RPAIR	Contribution From Capital Reserve Fund	1,691,894.00		1,691,894.00	0.00
343	9	1110-9708-RPAIR	Contribution to Capital Projects Fund	2,577,722.00		2,577,722.00	0.00
			<i>Skylight Repair Moved from 343 to 380 in FY20</i>				0.00
343	6	1710-6902	Contribution From General Fund	33,590.93		33,590.93	0.00
343	9	1710-9860	Equipment & Furniture	33,590.93		33,590.93	0.00
			<i>Closed project for Cubicles in Finance</i>				
343	6	1952-6902-FALPR	Contribution From General Fund	300,000.00		300,000.00	0.00
343	9	1952-9708-FALPR	Contribution to Capital Projects Fund	48,793.23		48,793.23	0.00
343	9	1952-9830-FALPR	Other Improvements	251,206.77		251,206.77	0.00
			<i>Closed Project for FALPR (Fall Protection for Various Buildings)</i>				
343	6	2210-6902-COURT	Contribution From General Fund	68,785.98		68,785.98	0.00
343	6	2210-6921-COURT	Contribution From Capital Reserve Fund	12,519,178.00		12,519,178.00	0.00
343	9	2210-9708-COURT	Contribution to Capital Projects Fund	12,519,178.00		12,519,178.00	0.00

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
343	9	2210-9830-COURT	Other Improvements	68,785.98		68,785.98	0.00
			<i>Court Expansion moved from 363 to 380 in FY20</i>				
343	6	8140-6921-CVB	Contribution from Capital Reserve Fund	1,932,937.00		1,932,937.00	0.00
343	9	8140-9708	Contribution to Capital Projects Fund	1,932,937.00		1,932,937.00	0.00
			<i>Turf Fields Project moved from 343 to 380 in FY20</i>				
343	6	8140-6921-REPL	Contribution From Capital Reserve Fund	97,275.00		97,275.00	0.00
343	9	8140-9860-RPAIR	Equipment & Furniture	97,275.00		97,275.00	0.00
			<i>Closed Project Frank Liske Park Playground Replacement</i>				
343	6	8240-6921	Contribution From Capital Reserve Fund	50,000.00		50,000.00	0.00
343	9	8240-9708	Contribution to Capital Projects Fund	18,110.02		18,110.02	0.00
343	9	8240-9830	Other Improvements	31,889.98		31,889.98	0.00
			<i>Closed Project for Libraries</i>				
<b>Budget Officer</b>			<b>County Manager</b>		<b>Board of Commissioners</b>		
<input type="checkbox"/> Approved			<input type="checkbox"/> Approved		<input type="checkbox"/> Approved		
<input type="checkbox"/> Denied			<input type="checkbox"/> Denied		<input type="checkbox"/> Denied		
_____			_____		_____		
<i>Signature</i>			<i>Signature</i>		<i>Signature</i>		
_____			_____		_____		
<i>Date</i>			<i>Date</i>		<i>Date</i>		

**Budget Revision/Amendment Request**

Date:

Amount:

Dept. Head:

Department:

- Internal Transfer Within Department     
  Transfer Between Departments/Funds     
  Supplemental Request

Recognize and appropriate Medicaid Hold Harmless revenues for design/construction of a future mental health facility

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
001	6	00161910-6445	Medicaid Hold Harmless	2,000,000.00	3,097,554.00		5,097,554.00
001	9	00191960-9708	Contribution to Capital Project Fund	15,164,572.00	3,097,554.00		18,262,126.00
380	6	38065310-6902- MENTAL	Contribution from General Fund		3,097,554.00		3,097,554.00
380	9	38095310-9820- MENTAL	Mental Health Facility		3,097,554.00		3,097,554.00

**Budget Officer**

- Approved  
 Denied

**County Manager**

- Approved  
 Denied

**Board of Commissioners**

- Approved  
 Denied

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*Signature*

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*Signature*

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*Signature*

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*Date*

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*Date*

\_\_\_\_\_  
*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	1,056,214
Sale of Fixed Assets	1,012,442
Contributions and Donations	223,036
General Fund Contribution	3,914,143
Lease Proceeds (Robert Wallace Park)	3,666,394
Capital Projects Fund Contribution	3,926,264
Capital Reserve Fund Contribution	9,035,939
Special Revenue Contribution	41,438
<b>TOTAL REVENUES</b>	<b>\$23,225,870</b>

- D. The following appropriations are made as listed.

Government Management Furniture & Fixtures	\$ 25,833
Enterprise Physical Security	300,000
County Website Design	283,750
Jail Camera Upgrade	172,607
Sheriff Radio Communications Tower	160,000
Public Safety Training Center	90,000
EMS Co-location – Concord Fire #11	482,761
Emergency Communications Equip & Ethernet Backhaul	2,929,606
JM Robinson High School Wetlands Mitigation	78,618
NE Area Park – Other Improvements	589,024
NE Area Park - Land	1,000,000
Robert Wallace Park	8,147,965
Carolina Thread Trail	109,329
Frank Liske Park – Lower Lot Restrooms	693,951
Arena – Lighting Control System Replacement	170,815
Arena – Building & Storage Replacement	161,000
Arena – Equipment & Furniture	116,438
Contribution to County Capital Projects Fund	7,623,787
Unassigned	90,386
<b>TOTAL EXPENDITURES</b>	<b>\$23,225,870</b>

<b>GRAND TOTAL – REVENUES</b>	<b>\$23,225,870</b>
<b>GRAND TOTAL – EXPENDITURES</b>	<b>\$23,225,870</b>

## Section II.

- A. Special appropriations to non-profit organizations shall be distributed after the execution of an agreement which ensures that all County funds are used for statutorily permissible public purposes.
- B. The County Manager or designee is hereby authorized to transfer appropriations within or between funds, or modify revenue and expenditure projections as contained herein under the following conditions:
  - 1. The Manager may transfer amounts between objects of expenditure and revenues within a function without limitation.
  - 2. The County Manager may transfer amounts up to \$500,000 between functions of the same fund.
  - 3. The County Manager may transfer amounts between contingency funds which are set aside for a specific project for budgetary shortfalls or upon the appropriate approval of a change order.
  - 4. The County Manager is authorized to transfer funds from the General Fund or Capital Reserve Fund to the appropriate fund for projects approved within the Capital Improvement Plan for the current fiscal year.
  - 5. Upon notification of funding increases or decreases to existing grants or revenues, or the award of grants or revenues, the Manager or designee may adjust budgets to match, including grants that require a County match for which funds are available.
  - 6. The Manager or designee may adjust debt financing from estimated projections to actual funds received.
  - 7. The County Manager may enter into and execute change orders or amendments to construction contracts in amounts less than \$90,000 when the appropriate annual budget or capital project ordinance contains sufficient appropriated but unencumbered funds.
  - 8. The County Manager may award and execute contracts which are not required to be bid or which G.S. 143-131 allows to be let on informal bids so long as the annual budget or appropriate capital project ordinance contains sufficient appropriated but unencumbered funds for such purposes.
  - 9. The County Manager may execute contracts with outside agencies to properly document budgeted appropriations to such agencies where G.S. 153 A-248(b), 259, 449 and any similar statutes require such contracts.
  - 10. The County Manager may reject formal bids when deemed appropriate and in the best interest of Cabarrus County pursuant to G.S. 143-129(a).
  - 11. The County Manager may reduce revenue projections consistent with prevailing economic conditions, and also reduce expenditures correspondingly.

## Section III.

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

- a. The Finance Director is hereby directed to maintain within the Capital Project Fund sufficient detailed accounting records to satisfy the requirements of the law.

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

Adopted this 19<sup>th</sup> Day of April, 2021.

CABARRUS COUNTY BOARD OF COMMISSIONERS

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

ATTEST:

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

# CABARRUS COUNTY COUNTY CAPITAL PROJECTS 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 County Facilities. Details of the project 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.

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

Debt Proceeds 2020 Draw Note	\$ 77,592,977
Debt Proceeds 2022 Draw Note	49,126,301
Contributions from Capital Projects Fund	25,017,039
Contribution from General Fund	17,905,583
Contribution from Capital Reserve Fund	3,657,664
Contribution from Internal Service Fund	1,065,425
<b>TOTAL REVENUES</b>	<b>\$174,364,989</b>

- C. The following appropriations are made as listed.

Courthouse Site Enabling Construction & Renovation	\$ 134,859,518
Governmental Center Skylight & Roof Replacement	2,220,074
Contribution to Capital Reserve (Reimb for Skylight Project)	2,085,000
Artificial Turf Fields	4,401,748
Frank Liske Barn Replacement	4,765,426
Legal / Closing Expenses	952,508
Governmental Center Parking Deck Sealing	350,000
Operations Center Renovations	5,526,434
Fiber Infrastructure Improvement	420,000
Jail Annex HVAC Replacement	240,000
Sheriff Training & Firing Range Renovations	1,900,000
Human Services HVAC	180,000
Facility/Field Expansion	14,327
Frank Liske Park ADA Renovations	1,100,000
Frank Liske Park Water Line	780,000
Frank Liske Park Playground Replacement	120,000
Camp Spencer Vending & Archery Building	625,000
West Cabarrus Library & Senior Center	2,400,000
Deferred Maintenance Projects	2,157,400
EMS Headquarters	6,170,000
Metal Health Facility	3,097,554
<b>TOTAL EXPENDITURES</b>	<b>\$174,364,989</b>

<b>GRAND TOTAL – REVENUES</b>	<b>\$174,364,989</b>
<b>GRAND TOTAL – EXPENDITURES</b>	<b>\$174,364,989</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.
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  - 1. The Manager may transfer amounts between objects of expenditure and revenues within a function without limitation.
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  - 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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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 April, 2021.

CABARRUS COUNTY BOARD OF COMMISSIONERS

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

ATTEST:

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

# CABARRUS COUNTY



## BOARD OF COMMISSIONERS WORK SESSION

**April 6, 2021  
4:00 PM**

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### **AGENDA CATEGORY:**

Discussion Items for Action

### **SUBJECT:**

Human Resources - Personnel Ordinance Changes - Compensation

### **BRIEF SUMMARY:**

There are two compensation related changes Human Resources would like to present for approval. One ties to our process for internal promotions as discussed during the budget retreat. The other is a process simplification for ALPs that would also benefit from a simplification in the rehire rates for returning staff.

### **REQUESTED ACTION:**

Motion to approve changes to the Personnel Ordinance.

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

5 Minutes

### **SUBMITTED BY:**

Lundee Covington, Human Resources Director

### **BUDGET AMENDMENT REQUIRED:**

No

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

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### **ATTACHMENTS:**

▣ Personnel Ordinance Updates

## **Personnel Ordinance Updates – April 2021**

The changes requested are tied to the compression presentation shared with the Board of Commissioners at the Budget Retreat on Saturday, February 27<sup>th</sup> with the exception on one item on seasonal staff. The goal of these changes is to move the County into a better position to prevent recurrent of wage compression.

### **Pay for Internal Promotions**

We are requesting greater flexibility in setting promotional increases for internal applications. See the current Personnel Ordinance language followed by suggested updates that match up to the process we use for external hires. The goal is to be more competitive with internal staff moves and to

**Current:**

#### **Section 3. Use of Salary Ranges**

The following provisions shall govern the hiring rate of pay, as well as the granting of within-the-range pay increases:

- (a) Hiring Range. The hiring range for a vacant position is the entry or minimum rate through the 25<sup>th</sup> percentile of the salary grade assigned to the job class for the position. Appointment within the hiring range is based on factors such as applicant qualifications being higher than the desired/required education, abilities and experience for the class; a shortage of available qualified applicants; and/or the refusal of qualified applicants to accept employment at the minimum rate for the grade. The County Manager has final appointment approval for initial hire **or internal promotion** within the hiring range and in extraordinary circumstances may approve appointments above the hire rate.

#### **Section 6. Pay Rates in Promotion, Demotion, Transfer, and Reclassification**

- (b) When an employee is promoted to a position in a higher salary range, the employee shall be eligible for a salary level increase equivalent to the competitive market rate, not to exceed the hire rate of the position, with a minimum increase of 5%.

**Proposed:**

#### **Section 6. Pay Rates in Promotion, Demotion, Transfer, and Reclassification**

- (b) When an employee is promoted to a position in a higher salary range, the employee shall be eligible for a salary increase equivalent to the competitive market rate. **Increases shall be calculated based on credit for experience and education. Increases that exceed the 25<sup>th</sup> percentile of the range must be approved by the County Manager.**

## Reclassifications

The last change to this section removed the 5% automatic reclassification adjustment and replaced with a more market driven approach. In practice that has reduced the reclass amount for all for around 3%. That has made fiscal sense for those with a one grade movement but has exacerbated the compression problem especially for those with multiple grade moves. By not moving to the equivalent placement within the new range, we are depressing their relative placement within the range. Our ranges are spaced at 5% spread so a lesser move leads to compression. This will also correct the consistency issue between mid-year reclassifications and those that occur as part of a salary study project.

We are requesting reconsideration of this section as proposed.

Current:

### Section 6. Pay Rates in Promotion, Demotion, Transfer, and Reclassification

(f) When a position is reclassified to a higher salary range, the employee in the position shall receive approximately 5% or an increase to the entry level of the new salary grade, whichever is greater.

### Section 7. Pay Rates in Pay Plan Adjustments

When the Board of Commissioners approves a change in salary range for a class of positions, the salaries of the employees whose positions are allocated to that class shall be affected as follows:

(a) When a class of positions is assigned to a higher salary range, employees in those positions shall receive a percentage increase as recommended by County Manager based on salary study results or an increase to the entry level of the new salary grade, whichever is greater to maintain market competitiveness.

Proposed:

(a) When a class of positions is assigned to a higher salary range, employees in those positions shall receive an increase to move them to the same range placement within the new grade.

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## Market Study Cycle

For the purposes of external market review, County positions are divided into 3 groups - Public Safety, Department of Human Services (DHS) and all other departments positions. Each group is reviewed externally every third year. We are proposing adding a 4<sup>th</sup> year after each cycle to complete an internal review and made any adjustments to policy for the upcoming three year cycle. This will prevent changes mid-process that will lead to inconsistency between the groups and allow for a through review to prevent recurrence of wage compression.

Current:

### Section 2. Administration of the Pay Plan

The County Manager shall be responsible for the administration and maintenance of the pay plan. The

pay plan is intended to provide equitable compensation for all positions reflecting the differences in duties, responsibilities, and qualifications; the comparable rates of pay for positions in private and public employment in the area; the financial condition of the County; and other factors.

The pay plan of Cabarrus County shall be administered in a fair and systematic manner in accordance with work performed. The pay plan shall be externally competitive, shall maintain proper internal relationships among positions, and shall recognize performance as the basis for pay increases within the established salary range.

Market compensation and/or classification studies shall be conducted annually with each department on a three-year review cycle. The annual study will be performed by an outside consultant to maintain a pay scale consistent with like jobs in the local market including similar governmental entities. Recommendations will be presented to the Board of Commissioners prior to the budget and if approved will be effective with the new fiscal year. Additionally, the County Manager shall, when necessary, direct comparative studies of all factors affecting the level of salary.

**Proposed:**

Market compensation and/or classification studies shall be conducted annually with each department on a **review cycle of not less than four years**. The annual study will be performed by an outside consultant to maintain a pay scale consistent with like jobs in the local market including similar governmental entities. Recommendations will be presented to the Board of Commissioners prior to the budget and if approved will be effective with the new fiscal year. Additionally, the County Manager shall, when necessary, direct comparative studies of all factors affecting the level of salary.

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**Pay Increases for Seasonal Employees**

The current evaluation and merit process is cumbersome and not well-suited to our seasonal staff such as Active Living & Parks Camp Counselors and Recreation Facility Operators. We have recommended a new end-of-season evaluation form and accompanying pay increase for returning staff. If approved, this section could be added to the Ordinance section on Merit Increase Administration.

**Current:**

(b) Merit Increase Administration. Each year, an employee shall receive a performance evaluation and be considered for a merit increase on the anniversary of his or her date in that position. Merit increases are determined by the score received on the evaluation and any program adjustments. An employee must receive a 2.01 rating or greater on the 5.00 point scale to qualify. If an employee qualifies, the department head recommends a merit increase according to the chart below. After administrative review by the Human Resources Director, the increase is added to the employee's base salary.

An employee that receives a rating of 2.00 or lower will normally require a Performance Improvement Plan (PIP) to bring his or her performance to position expectations. Department Heads are responsible for reasonable and appropriate action to assist an employee in attaining expected job performance. Complete a PIP for an overall 2.00 or lower or scores a 1 or 2 in an individual competency. If improvement is not made within three months' disciplinary measures in accordance with Article VII shall begin.

An employee is eligible for a merit increase in accordance with the following:

Performance Evaluation			Merit Pay Increase	
From	To	Point Spread	Levels	Percent
0.00	2.00	2.00	0	0.00
2.01	2.38	0.37	1	0.50
2.39	2.63	0.24	2	1.00
2.64	2.88	0.24	3	1.50
2.89	3.25	0.36	4	2.00
3.26	3.72	0.46	5	2.50
3.73	4.15	0.42	6	3.00
4.16	4.58	0.42	7	3.50
4.59	5.00	0.41	8	4.00

Employees at the maximum of their assigned salary range may participate in the merit process through a lump sum bonus award. The award is an annual one-time award in the amount of the employee's recommended merit increase. If the employee has not reached the maximum of the range but a merit recommendation will put them over, they may receive up to the range maximum as a salary addition and the remainder for that year as a lump sum payment.

**Proposed Addition:**

**Seasonal Employees**

Employees hired into seasonal position will receive an end-of-season evaluation as their assignment ends. Increases will be based on a flat rate versus percentage-based increase.

And chart:

Performance Evaluation	Flat Rate Increase
------------------------	--------------------

From	To	Point Spread	Levels	Increase
0	5	5	0	0.00
6	11	5	1	\$.25
12	15	3	2	\$.50

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# CABARRUS COUNTY



## BOARD OF COMMISSIONERS WORK SESSION

**April 6, 2021  
4:00 PM**

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**AGENDA CATEGORY:**

Discussion Items for Action

**SUBJECT:**

Planning and Development - Budget Amendment for Construction Standards

**BRIEF SUMMARY:**

Construction Standards has experienced significant growth this year in the number of permits issued and the associated revenues. Staff is requesting to increase the revenues and increase expenses by the corresponding amount. Staff is requesting that the additional funds go toward vehicle purchases, bank fees, uniforms and consulting services for improvements in the Accela software and any associated technological needs.

**REQUESTED ACTION:**

Motion to adopt the budget amendment.

**EXPECTED LENGTH OF PRESENTATION:**

5 Minutes

**SUBMITTED BY:**

Kelly Sifford, AICP  
Planning and Development Director

**BUDGET AMENDMENT REQUIRED:**

Yes

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

---

**ATTACHMENTS:**

- Budget Amendment

### Budget Revision/Amendment Request

Date: 4/19/2021

Amount: 490,100.00

Dept. Head: Kelly Sifford, AICP

Department: Planning and Development

Internal Transfer Within Department

Transfer Between Departments/Funds

Supplemental Request

Budget Amendment to increase revenues and expenses. Construction Standards will exceed revenue projections this year and staff is proposing to use the additional funding to purchase replacement vehicles that we in next years budget , consulting work on Accela, and increase Bank Charges for this year.

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
00162410	6505		Inspection Fees	4,200,000.00	490,100.00		4,690,100.00
00192410	9445		Purchased Services	31,500.00	150,000.00		181,500.00
00192410	9663		Vehicles	-	259,600.00		259,600.00
00192410	9420		Bank Service Charges	105,000.00	80,000.00		185,000.00
00192410	9340		Uniforms	7,160.00	500.00		7,660.00
							0.00
							0.00
							0.00

**Total** 0.00

**Budget Officer**

**County Manager**

**Board of Commissioners**

Approved

Approved

Approved

Denied

Denied

Denied

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

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

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

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

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

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

# CABARRUS COUNTY



## BOARD OF COMMISSIONERS WORK SESSION

**April 6, 2021  
4:00 PM**

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### **AGENDA CATEGORY:**

Discussion Items for Action

### **SUBJECT:**

Planning and Development - Budget Amendment to Place Duke Rebate Revenues

### **BRIEF SUMMARY:**

The Community Development Division participates in the Duke Energy Rebate program. As state funded Weatherization units that are Duke Energy customers are completed, staff is able to request a rebate for that work which is required to be placed back into the program to expand the service. The attached budget amendment assigns that funding to expense accounts so that additional clients can be assisted.

### **REQUESTED ACTION:**

Motion to adopt the budget amendment.

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

5 Minutes

### **SUBMITTED BY:**

Kelly Sifford, AICP  
Planning and Development Director

### **BUDGET AMENDMENT REQUIRED:**

Yes

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

---

**ATTACHMENTS:**

- Budget Amendment



# CABARRUS COUNTY



## BOARD OF COMMISSIONERS WORK SESSION

**April 6, 2021  
4:00 PM**

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### **AGENDA CATEGORY:**

Discussion Items for Action

### **SUBJECT:**

Recycling / Waste Reduction - Purchase of Scrap Metal Roll Off Containers

### **BRIEF SUMMARY:**

The Recycling / Waste Reduction Department is requesting approval to purchase three (3) - 40 yard roll off containers. These will be used as part of the scrap metal collection program. White Good Funds received from the state will be used for the purchase of the roll off containers.

### **REQUESTED ACTION:**

Motion to adopt the budget amendment.

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

1 Minute

### **SUBMITTED BY:**

Kevin Grant, Environmental Management Director

### **BUDGET AMENDMENT REQUIRED:**

Yes

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

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### **ATTACHMENTS:**

- ▣ Quote
- ▣ Budget Amendment



# Bakers Waste Equipment, Inc.

1808 Norwood St SW  
Lenoir NC 28645  
USA

## QUOTATION

Original

Quote No.: 41961  
Date: 03/01/21  
Valid Until: 04/01/21  
Customer No.: C01159  
Customer Ref. No.:  
Page No.: Page 1 of 2

### BILL TO

**Cabarrus County**  
PO Box 707  
Kevin Grant  
Concord NC 28026  
USA

### SHIP TO

**Cabarrus County**  
4441 Irish Potato Rd  
704-920-3209 Kevin Grant  
Concord NC 28026  
USA

### TOTAL

**\$ 18,493.88**

**Sales Employee:** House Acct  
**Contact Name:** Kevin Grant  
**Terms:** N30

**Ship Via:**  
**FOB:**

Item No.	Description	Unit Price	Quantity	Total
ROT-40-22	Roll Off Tub 40 cu yd	\$ 5,678.00	3.000	\$ 17,034.00
Baker Green - FN001,				

We Appreciate Your Interest In BWE Products, And For This Opportunity To Do Business,

Carissa Orren  
BWE Customer Service  
(800) 221-4153 (Toll Free)  
(828) 726-3001 (ext 304)  
(828) 726-3010 (Fax)  
corren@bwe-nc.com (Email)  
www.bwe-nc.com (Website)

\*Lead Time: Approx ( 8 ) Weeks After Receipt Of Order - Subject To Change At Time Of Order

\*Prices Quoted Are Good For 30 Days From The Date Of The Quote

\*Sales Tax Will Be Applied Unless BWE Has A Tax Exempt Certificate On File

\*Customer Is Responsible And Liable For Offloading Equipment Upon Delivery Unless Alternate Methods Have Been Arranged Prior To Delivery

#### Order Terms and Conditions:

Order Confirmation – quotes are confirmed into orders based on customer verbal or written confirmation.

ALL INFORMATION CONTAINED IN A CONFIRMED QUOTE WILL BE CONSIDERED CORRECT AND ACCURATE AT THE TIME OF THE ORDER

Purchase Orders are recommended and preferred to confirm an order. The quoted product item, price, quantity, and specifications are also acknowledged at the time the order is confirmed.

Prices will be subject to change based on any subsequent alteration to quantity, product design or specification, logistics, or delivery schedule.

\*Order Cancellations – cancelled or revised orders if the order is already in production must be approved by BWE and will be subject to 25% cancelation or change order fee.

\*Fees may be higher on custom engineered products.

Payment Terms – method and payment terms are confirmed at time of order. New accounts will be subject to a deposit, prepayment, and / or COD payment terms until a credit application can be processed for payment term options

Warranty – standard BWE warranty applies to all new products sold. Warranty date begins on the date the product is received



# Bakers Waste Equipment, Inc.

1808 Norwood St SW  
Lenoir NC 28645  
USA

## QUOTATION

Original

**Quote No.:** 41961  
**Date:** 03/01/21  
**Valid Until:** 04/01/21  
**Customer No.:** C01159  
**Customer Ref. No.:**  
**Page No.:** Page 2 of 2

Item No.	Description	Unit Price	Quantity	Total
----------	-------------	------------	----------	-------

and is only valid if the products have been received, and paid for in full  
 Shipping Damages – any damages must be noted at the time of delivery to the freight company that delivers the product.  
 Failure to do so may jeopardize any damage claim to repair, return, or replace the damaged product. Customer is responsible for offloading equipment, and is liable for any damages incurred during offloading  
 \*Return Policy – products must have return authorization from BWE prior to them being returned. Standard items returned are subject to a 25% restocking fee. Fees may be higher or return authorization declined if the products are custom engineered.  
 \*BWE reserves the sole right to waive any return or restocking fees.

Subtotal	\$ 17,034.00
Discount	
Shipping	\$ 250.00
Tax	\$ 1,209.88
<b>Total</b>	<b>\$ 18,493.88</b>

**Remarks:** 3)ROT-40-22  
LTL

Date: April 19, 2021

Amount: 20,000.00

Dept. Head: Suzanne Burgess for Kevin Grant

Department: Environmental Management - Recycling

Internal Transfer Within Department

Transfer Between Departments/Funds

X Supplemental Request

This budget amendment is to appropriate restricted fund balance to purchase three roll off containers for scrap metal collections. Currently, the excess white goods fund balance is \$172,224 and will be used for this purchase.

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
001	6	4620-6901	Fund Balance Appropriated	186,465.64	-	20,000.00	166,465.64
001	9	4620-9860	Equipment	-	20,000.00	-	20,000.00

Total 0.00

Budget Officer

County Manager

Board of Commissioners

Approved

Approved

Approved

Denied

Denied

Denied

Signature

Signature

Signature

Date

Date

Date

# CABARRUS COUNTY



## BOARD OF COMMISSIONERS WORK SESSION

**April 6, 2021  
4:00 PM**

---

**AGENDA CATEGORY:**

Approval of Regular Meeting Agenda

**SUBJECT:**

BOC - Approval of Regular Meeting Agenda

**BRIEF SUMMARY:**

The proposed agenda for the April 19, 2021 regular meeting is attached.

**REQUESTED ACTION:**

Motion to approve the agenda for the April 19, 2021 regular meeting as presented.

**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 April 19, 2021 Regular Meeting Agenda

# CABARRUS COUNTY



## BOARD OF COMMISSIONERS REGULAR MEETING

**April 19, 2021  
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. Active Living and Parks - Older Americans Month Proclamation
2. DHS - Administration Professional's Day Proclamation
3. DHS - Foster Care Appreciation Month Proclamation
4. EMS - Cabarrus County Emergency Services Week
5. Planning and Development - Fair Housing Month
6. Proclamation - Internal Audit Awareness Month
7. Proclamation - North Carolina 811 Safe Digging Month

#### **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. Active Living and Parks - Park and Recreation Trust Fund Grant Application
2. Appointments - Animal Protection Advisory Board
3. Appointments - Industrial Facilities and Pollution Control Financing Authority
4. Appointments (Removals) - Adult Care Home Community Advisory Committee
5. Appointments and Removals - Centralina Workforce Development Board
6. Board of Elections - HAVA Grant
7. EMS - Renewal of Non-Emergency Transport Franchise Agreement with American Transmed
8. Finance - Cares Fund Budget Amendment and Project Ordinance
9. Finance - Fire District Budget Amendment
10. Finance - Update of Capital Project Fund Budgets and Related Project Ordinances
11. Human Resources - Personnel Ordinance Changes - Compensation
12. Planning and Development - Budget Amendment for Construction Standards
13. Planning and Development - Budget Amendment to Place Duke Rebate Revenues
14. Recycling / Waste Reduction - Purchase of Scrap Metal Roll Off Containers
15. Sheriff's Office - Request to Award a Service Weapon to Lt. Robert Keith Wensil Upon Retirement
16. Tax Administration - Refund and Release Reports - March 2021

**G. NEW BUSINESS**

1. Infrastructure and Asset Management - Courthouse Expansion Public Art Update
2. Infrastructure and Asset Management - Frank Liske Park Barn Rebuild Project Update

**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. Budget - Monthly Financial Update
4. County Manager - Monthly Building Activity Reports
5. County Manager - Monthly New Development Report
6. EDC - March 2021 Monthly Summary Report

**I. GENERAL COMMENTS BY BOARD MEMBERS**

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

**K. CLOSED SESSION**

**L. ADJOURN**

**Scheduled Meetings**

<b>April 21</b>	<b>Cabarrus Summit</b>	<b>6:00 p.m.</b>	<b>Cabarrus Arena</b>
<b>May 3</b>	<b>Work Session</b>	<b>4:00 p.m.</b>	<b>Multipurpose Room</b>
<b>May 17</b>	<b>Regular Meeting</b>	<b>6:30 p.m.</b>	<b>BOC Meeting Room</b>
<b>June 7</b>	<b>Work Session</b>	<b>4:00 p.m.</b>	<b>Multipurpose Room</b>
<b>June 7</b>	<b>Budget Public Hearing</b>	<b>6:30 p.m.</b>	<b>BOC Meeting Room</b>
<b>June 21</b>	<b>Regular Meeting</b>	<b>6:30 p.m.</b>	<b>BOC Meeting Room</b>

**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.

# CABARRUS COUNTY



## BOARD OF COMMISSIONERS WORK SESSION

**April 6, 2021  
4:00 PM**

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### **AGENDA CATEGORY:**

Closed Session

### **SUBJECT:**

Closed Session - Pending Litigation, Economic Development and Acquisition of Real Property

### **BRIEF SUMMARY:**

A closed session is needed to discuss matters related to pending litigation, economic development and acquisition of real property as authorized by NCGS 143-318.11(a)(3), (4) and (5).

### **REQUESTED ACTION:**

Motion to go into closed session to discuss matters related to pending litigation, economic development and acquisition of real property as authorized by NCGS 143-318.11(a)(3), (4) and (5).

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

1 Hour or More

### **SUBMITTED BY:**

Mike Downs, County Manager

### **BUDGET AMENDMENT REQUIRED:**

No

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

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