

The Board of Commissioners for the County of Cabarrus met in regular session in the Multipurpose Room at the Cabarrus County Governmental Center in Concord, North Carolina at 6:30 p.m. on Monday, April 19, 2021.

Public access to the meeting could be obtained through the following means:

In presence in the Board of Commissioners Chambers
Live broadcast at 6:30 p.m. on Channel 22
<https://www.youtube.com/cabarruscounty>
<https://www.cabarruscounty.us/cabcotv>
(704) 920-2023, Pin 1234
E-mail: publiccomment@cabarruscounty.us

Present -	Chairman:	Stephen M. Morris
	Vice Chairman:	Diane R. Honeycutt
	Commissioners:	F. Blake Kiger
		Lynn W. Shue
		Barbara C. Strang

Also present were Mike Downs, County Manager; Richard M. Koch, County Attorney; David Goldberg, Deputy County Attorney; Jonathan Marshall, Deputy County Manager; Rodney Harris, Deputy County Manager; and Lauren Linker, Clerk to the Board.

Richard M. Koch, County Attorney, and Debbie Brannan, Area Manager of Innovation and Technology, were in attendance virtually.

Chairman Morris called the meeting to order at 6:30 p.m.

Chairman Morris provided information on the meeting format and the process for the public to participate in informal public comments.

Chairman Morris recognized Lainey Lancaster, Youth Commission representative from Mount Pleasant High School in attendance.

(A) APPROVAL OR CORRECTION OF MINUTES

UPON MOTION of Vice Chairman Honeycutt, seconded by Commissioner Strang and unanimously carried, the Board approved the minutes of February 26, 2021 (Board Retreat), February 27, 2021 (Board Retreat), March 1, 2021 (Work Session) and March 15, 2021 (Regular Meeting), as presented.

(B) APPROVAL OF THE AGENDA

Chairman Morris reviewed the following changes to the agenda.

Additions:

Recognitions and Presentations

C-2 BOC - Recognition of 2021 First Quarter Super CabCo Employees

C-3 Cooperative Extension - Retirement Recognition of Robbie Furr, Extension Director

Closed Session

K-1 Closed Session - Pending Litigation, Economic Development and Acquisition of Real Property

Supplemental Information:

New Business

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

- Project Overview
- Grant Analysis

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

(C) RECOGNITIONS AND PRESENTATIONS

(C-1) Active Living and Parks - Older Americans Month Proclamation

Myra Baumgardner, Active Living and Parks Commission, presented and read the following proclamation aloud. She also expressed appreciation for the efforts and programs staff has worked on throughout the year.

UPON MOTION of Vice Chairman Honeycutt, seconded by Commissioner Kiger and unanimously carried, the Board adopted the proclamation.

Proclamation No. 2021-08

Older Americans Month 2021
A PROCLAMATION

Whereas, Cabarrus County includes a growing number of older Americans who have built resilience and strength over their lives through successes and difficulties; and

Whereas, Cabarrus County benefits when people of all ages, abilities, and backgrounds are included and encouraged to share their successes and stories of resilience; and

Whereas, Cabarrus County Senior Centers Advisory Council recognizes our need to nurture ourselves, reinforce our strength, and continue to thrive in times of both joy and difficulty; and

Whereas, Cabarrus County can foster communities of strength by:

- creating opportunities to share stories and learn from each other;
- engaging older adults through education, recreation, and service; and
- encouraging people of all ages to celebrate connections and resilience.

Now, therefore, the Cabarrus County Board of Commissioners do hereby proclaim May 2021 to be Older Americans Month and urge every resident to recognize older adults and the people who support them as essential contributors to the strength of our community.

Adopted this 19th day of April, 2021

/s/ Stephen M. Morris
Stephen M. Morris, Chairman
Cabarrus County Board of Commissioners

(C-2) BOC - Recognition of 2021 First Quarter Super CabCo Employees

Debbie Brannan, Area Manager of Innovation and Technology, presented an overview of the Super Cabco program. She stated the program encapsulates the vision to create an environment for employees to thrive and connect with the goals and purpose of Cabarrus County government. Employees can recognize and express appreciation to their peers for their assistance and performance of county goals. Ms. Brannan highlighted a few examples of employees who had been recognized for their extra efforts.

Ms. Brannan presented Super Cabco pins to the commissioners for contributing their time and leadership to Cabarrus County.

Chairman Morris expressed appreciation to those listed and to all employees who go above and beyond in their jobs every day.

(C-3) Cooperative Extension - Retirement Recognition of Robbie Furr, Extension Director

Mike Downs, County Manager, recognized Cooperative Extension Director, Robbie Furr on his retirement from North Carolina Extension Services in Cabarrus County. Mr. Downs shared highlights of Mr. Furr's career.

Vice Chairman Honeycutt presented Mr. Furr with a service award in appreciation of his service to the citizens of Cabarrus County.

Commissioner Kiger and Chairman Morris provided additional comments.

Mr. Furr expressed appreciation.

(C-4) DHS - Administration Professional's Day Proclamation

Sharon Reese, Social Work Program Manager, was in attendance virtually and presented and read the proclamation aloud.

UPON MOTION of Commissioner Shue, seconded by Commissioner Kiger and unanimously carried, the Board adopted the proclamation.

Proclamation No. 2021-09

PROCLAMATION
ADMINISTRATIVE PROFESSIONALS DAY

WHEREAS, Administrative Professionals Day highlights the major contributions of administrative professionals to business and government; and

WHEREAS, Administrative professionals serve as vital information hubs in the modern office, managing information, answering calls, sorting, scanning and distributing vital documents and mail, organizing the office and mastering office technology; and

WHEREAS, Administrative professionals make vital contributions to today's team-oriented work environment and are key frontline public relations ambassadors for their organizations providing friendly, efficient customer services; and

WHEREAS, Administrative Professionals Day is sponsored by the International Association of Administrative Professionals and is celebrated worldwide, bringing together millions of people for various community events, educational seminars and individual corporate activities.

NOW, BE IT PROCLAIMED, that the Cabarrus Board of County Commissioners for Cabarrus County, North Carolina, do hereby proclaim April 21, 2021 as

ADMINISTRATIVE PROFESSIONALS DAY

Adopted this 19th day of April, 2021.

/s/ Stephen M. Morris
Stephen M. Morris, Chairman
Cabarrus County Board of Commissioners

(C-5) DHS - Foster Care Appreciation Month Proclamation

Sharon Reese, Social Work Program Manager, was in attendance virtually and presented and read the proclamation aloud.

Commissioner Strang **MOVED** to adopt the proclamation. Vice Chairman Honeycutt seconded the motion.

Chairman Morris expressed appreciation to the foster families.

The **MOTION** unanimously carried.

Proclamation No. 2021-10

PROCLAMATION
FOSTER CARE APPRECIATION MONTH
MAY 2021

WHEREAS, Cabarrus County joins the nation in recognizing the month of May as National Foster Family Appreciation Month honoring foster parents who are true champions for the children in their care and who help to ensure their brightest possible futures; and

WHEREAS, children are key to our community's future success, prosperity and quality of life; and

WHEREAS, children have a right to thrive, learn, grow in a safe and loving environment; and

WHEREAS, foster parents, including kinship caregivers, provide the love, safety and stability that children need in order to overcome past traumatic experiences; and

WHEREAS, Cabarrus County foster parents and other caregivers are caring for and nurturing more than 145 children and youth currently in foster care today; and

WHEREAS, Cabarrus County foster parents are helping birth families heal and thrive so children can be safely reunified and reach their full potential; and

WHEREAS, Cabarrus County foster parents help children transition from foster care to permanent homes through adoption or guardianship when they can't be reunified with their parents; and

WHEREAS, our community must come together to recognize the important role foster parents and kinship providers play in caring for abused and neglected children, supporting family reunification and building strong communities; and

WHEREAS, there is always a need for more foster parents in order to ensure children and youth with complex needs have a safe, stable home in their community and siblings can live together; and

WHEREAS, through partnerships with families, child welfare staff, public and private agencies, there is a collaborative effort to ensure that children are supported and cared for;

NOW, THEREFORE, BE IT RESOLVED that we, the Board of Commissioners of Cabarrus County do hereby proclaim May 2021 as FOSTER CARE APPRECIATION MONTH in Cabarrus County, and urge all citizens to engage in activities that strengthen families and communities to provide the optimal environment for children to learn, grow and thrive.

ADOPTED this 19th day of April, 2021.

/s/ Stephen M. Morris
 Stephen M. Morris, Chairman
 Cabarrus County Board of Commissioners

(C-6) EMS - Cabarrus County Emergency Services Week

Jimmy Lentz, Emergency Medical Services (EMS) Director, was in attendance virtually and presented and read the proclamation aloud.

Vice Chairman Honeycutt **MOVED** to adopt the proclamation. Commissioner Strang seconded the motion.

Chairman Morris commended EMS staff for their efforts and contributions to the citizens of Cabarrus County.

The **MOTION** unanimously carried.

Proclamation No. 2021-11

CABARRUS COUNTY
 North Carolina
 P R O C L A M A T I O N

WHEREAS, emergency medical services is a vital public service; and

WHEREAS, the members of emergency medical services teams are ready to provide lifesaving care to those in need 24 hours a day, seven days a week; and

WHEREAS, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

WHEREAS, emergency medical services teams consist of emergency physicians, emergency nurses, emergency medical technicians, paramedics, firefighters, educators, administrators, and others; and

WHEREAS, the members of emergency medical services teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education enhance their lifesaving skills; and

WHEREAS, Americans benefit daily from the knowledge and skills of these highly trained individuals; and

WHEREAS, it is appropriate to recognize the value and the accomplishments of emergency medical service providers by designating Emergency Medical Services Week; and

NOW, THEREFORE, BE IT RESOLVED that we, the Cabarrus County Board of Commissioners, in recognition of this event do hereby proclaim the week of May 16 - 22, 2021, as

CABARRUS COUNTY EMERGENCY MEDICAL SERVICES WEEK

Adopted this 19th day of April 2021.

/s/ Stephen M. Morris
Stephen M. Morris, Chairman
Board of Commissioners

(C-7) Planning and Development - Fair Housing Month

Kelly Sifford, Planning and Development Director, presented and read the proclamation aloud.

UPON MOTION of Commissioner Shue, seconded by Commissioner Strang and unanimously carried, the Board adopted the proclamation.

Proclamation No. 2021-12

CABARRUS COUNTY BOARD OF COMMISSIONERS

PROCLAMATION

WHEREAS, April is National Fair Housing Month and April 11, 2021, marks the 53rd anniversary of the passage of the Fair Housing Act, Title VIII of the Civil Rights Act of 1968, as amended, which enunciates a national policy of Fair Housing without regard to race, color, religion, sex, familial status, handicap and national origin, and encourages fair housing opportunities for all; and

WHEREAS, Cabarrus County is committed to highlight the Fair Housing Act by continuing to address discrimination in our community, to support programs that will educate the public about the right to equal housing opportunities, and to plan partnership efforts with other organizations to help assure every one of their right to fair housing; and

WHEREAS, Cabarrus County commits to providing equal services without discrimination based on race, color, religion, sex, familial status, handicap, sexual orientation, gender identity, and national origin; and

NOW, THEREFORE, BE IT PROCLAIMED that the Board of Commissioners for Cabarrus County, North Carolina, do hereby resolve that April 2021, being Fair Housing Month, begins a year-long commemoration of the Fair Housing Act in Cabarrus County and urge all citizens to wholeheartedly recognize this celebration throughout the year.

Adopted this 19th day of April, 2021.

/s/ Stephen M. Morris
Stephen M. Morris, Chairman
Cabarrus County Board of Commissioners

Ms. Sifford announced a Tic Toc challenge was issued for students and the winners will be announced Thursday.

(C-8) Proclamation - Internal Audit Awareness Month

Elie Landrum, Management Analyst, was in attendance virtually and presented and read the proclamation aloud.

UPON MOTION of Vice Chairman Honeycutt, seconded by Commissioner Kiger and unanimously carried, the Board adopted the proclamation.

Proclamation No. 2021-13

PROCLAMATION

INTERNAL AUDIT AWARENESS MONTH

WHEREAS, internal auditing is a vital part of strengthening organizations and protecting stakeholders of both the public and private sectors; and

WHEREAS, internal auditing helps identify and manage the organization's risks and ensure policies, procedures, and controls are in place and working appropriately; and

WHEREAS, internal auditing is an increasingly sophisticated and complex activity requiring specialized knowledge, training, and education; and

WHEREAS, internal auditing is an established profession, led by The Institute of Internal Auditors, with a globally recognized code of ethics and *International Standards for the Professional Practice of Internal Auditing*; and

WHEREAS, the contribution of internal auditors to the success of organizations and the global economy at large deserves our recognition and commendations;

NOW THEREFORE BE IT PROCLAIMED that the Board of Commissioners for Cabarrus County, North Carolina, do hereby proclaim the Month of May 2021 as International Internal Audit Awareness Month and hereby extend greetings and best wishes to all observing International Internal Audit Awareness Month, and invite the citizens of Cabarrus County to join in recognizing professional internal auditors for their contribution.

ADOPTED this 19th day of April, 2021.

/s/ Stephen M. Morris
Stephen M. Morris, Chairman
Cabarrus County Board of Commissioners

(C-9) Proclamation - North Carolina 811 Safe Digging Month

Chairman Morris read the following proclamation aloud.

Commissioner Strang **MOVED** to adopt the proclamation. Commissioner Shue seconded the motion.

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

Proclamation No. 2021-14

NORTH CAROLINA 811 SAFE DIGGING MONTH PROCLAMATION

WHEREAS, as utility owners, excavators, designers, and homeowners work to keep pace with North Carolina's economic development, it is important to minimize damages to underground utility lines, danger to workers and the general public, environmental impact, and loss of utility services to the citizens of North Carolina; and

WHEREAS, North Carolina 811, a utility service notification center and leader in education celebrates its 43rd year of continuous service to the State, is key to preventing injuries and damages when excavating; and

WHEREAS, this unique service provides easy, one-call notification about construction and excavation projects that may endanger workers and jeopardize utility lines while promoting workplace and public safety, reducing underground utility damage, minimizing utility service interruptions and protecting the environment; and

WHEREAS, this vital service, which began in 1978 serves the citizens of North Carolina from the mountains to the coast, educates stakeholders about the need for excavation safety whether the project is as small as planting a tree to designing and beginning construction on a new interstate; and

WHEREAS, in 2020, the North Carolina one call system received 2.1 million notification requests and transmitted over 12.2 million requests, providing protection to utility companies infrastructure, their employees, excavators, and customers;

NOW, THEREFORE, BE IT RESOLVED, that the Cabarrus County Board of Commissioners does hereby proclaim the month of April 2021 as "North Carolina 811 Safe Digging Month" to encourage all excavators and homeowners of Cabarrus County to contact 8-1-1 either by dialing 8-1-1 or contacting NC811 via the webpage of NC811.org at least three working days prior to digging in order to "Know What's Below," avoid injury, protect the environment, prevent millions of dollars in damages and to remind excavators that three working days' notice is the law, for safe digging is no accident, and that more information may be obtained by visiting www.nc811.org.

Adopted this 19th day of April, 2021.

/s/ Stephen M. Morris
Stephen M. Morris, Chairman
Cabarrus County Board of Commissioners

(D) INFORMAL COMMENTS

Chairman Morris provided information on the meeting format and the process for the public to participate in informal public comments.

Chairman Morris opened the meeting for Informal Public Comments at 7:11 p.m. He asked Lauren Linker, Clerk to the Board, if any written comments had been submitted, if anyone was waiting on the phone or present in the Board of Commissioners Chambers to present a comment.

Ms. Linker stated no written comments were submitted and there was no one on the phone. There was no one present in the Board of Commissioners Chambers.

There were no comments, nor anyone present via telephone or in person to address the Board; therefore, Chairman Morris closed that portion of the meeting.

(E) OLD BUSINESS

None.

(F) CONSENT

(F-1) Active Living and Parks - Park and Recreation Trust Fund Grant Application

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 landowner. \$117,000 and \$345,000 were the appraisals.

Mr. Marshall has spoken with the realtor involved with the landowner 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.

UPON MOTION of Commissioner Shue, seconded by Vice Chairman Honeycutt and unanimously carried, the Board approved Active Living and Parks to apply for the Park and Recreation Trust Fund Grant.

(F-2) 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.

UPON MOTION of Commissioner Shue, seconded by Vice Chairman Honeycutt and unanimously carried, the Board reappointed Jacqueline Tucker and Sydney Carter to the Animal Protection Advisory Board for three-year terms ending April 30, 2024; including an exception to the length of service provision of the Appointment Policy for Ms. Tucker.

(F-3) 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.

UPON MOTION of Commissioner Shue, seconded by Vice Chairman Honeycutt and unanimously carried, the Board reappointed Dana Ritchie to the Industrial Facilities and Pollution Control Financing Authority for a six-year term ending April 30, 2027; including an exception to the length of service provision of the Appointment Policy.

(F-4) 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.

UPON MOTION of Commissioner Shue, seconded by Vice Chairman Honeycutt and unanimously carried, the Board removed Joe Anderson from the Adult Care Home Community Advisory Committee roster and thanked him for his service.

(F-5) 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.

UPON MOTION of Commissioner Shue, seconded by Vice Chairman Honeycutt and unanimously carried, the Board removed Fernando Little from the Centralina Workforce Development Board roster and thanked him for his service.

UPON MOTION of Commissioner Shue, seconded by Vice Chairman Honeycutt and unanimously carried, the Board appointed Beatriz Rodriguez to the Centralina Workforce Development Board as a Private Sector representative to complete an unexpired term ending June 30, 2021, including an exception to the residency provision of the Appointment Policy.

(F-6) Board of Elections - HAVA Grant

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.

UPON MOTION of Commissioner Shue, seconded by Vice Chairman Honeycutt and unanimously carried, the Board approved the grant award and adopted the budget amendment.

Date:4/19/2021

Amount:55,896.13

Dept. Head:Carol Soles (prepared by Elie Landrum)

Department:Board of Elections

☐ 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 wil 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

(F-7) Finance - Cares Fund Budget Amendment and Project Ordinance

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.

UPON MOTION of Commissioner Shue, seconded by Vice Chairman Honeycutt and unanimously carried, the Board approved the related budget amendment to budget additional revenue from interest earned, appropriated funds for COVID 19 related health care claims and approved the revised special revenue project ordinance to include Emergency Rental Assistance Grant and Interest Income.

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

Ordinance No. 2021-05

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
TOTAL REVENUES	\$14,504,686

- 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
TOTAL EXPENDITURES	\$14,504,686
GRAND TOTAL - REVENUES	\$14,504,686
GRAND TOTAL - EXPENDITURES	\$14,504,686

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 19th day of April, 2021.

CABARRUS COUNTY BOARD OF COMMISSIONERS

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

ATTEST:

/s/ Lauren Linker
Clerk to the Board

(F-8) Finance - Fire District Budget Amendment

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.

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

Date:	4/19/2021	Amount:	1,304,500.00		
Dept. Head:	Wendi Heglar (Prepared by Katrina Myers-Arnold)	Department:	Finance		
Internal Transfer Within Department		Transfer Between Departments/Funds		<input checked="" type="checkbox"/> 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

(F-9) Finance - Update of Capital Project Fund Budgets and Related Project Ordinances

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.

UPON MOTION of Commissioner Shue, seconded by Vice Chairman Honeycutt and unanimously carried, the Board approved the Multi-year Budget Amendments and revised Project Ordinances.

Budget Revision/Amendment Request							
Date:	4/19/2021	Amount:	\$	17,579,488.91			
Dept. Head:	Wendi Heglar	Department:	Finance, 343 Construction & Renovation Fund				
<input type="checkbox"/> Internal Transfer Within Department		<input type="checkbox"/> Transfer Between Departments/Funds		<input 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
			Skylight Repair Moved from 343 to 380 in FY20				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
			Closed project for Cubicles in Finance				
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
			Closed Project for FALPR (Fall Protection for Various Buildings)				
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
			Court Expansion moved from 363 to 380 in FY20				
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
			Turf Fields Project moved from 343 to 380 in FY20				
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
			Closed Project Frank Liske Park Playground Replacement				
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
			Closed Project for Libraries				

Ordinance No. 2021-06

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
TOTAL REVENUES	\$23,225,870

- 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
 TOTAL EXPENDITURES	 \$23,225,870
 GRAND TOTAL - REVENUES	 \$23,225,870
GRAND TOTAL - EXPENDITURES	\$23,225,870

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 19th Day of April, 2021.

CABARRUS COUNTY BOARD OF COMMISSIONERS

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

ATTEST:

/s/ Lauren Linker
Clerk to the Board

Ordinance No. 2021-07

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
 TOTAL REVENUES	 \$174,364,989

- C. The following appropriations are made as listed.

Courthouse Site Enabling Construction & Renovation	\$ 134,859,518
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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
 TOTAL EXPENDITURES	 \$174,364,989
 GRAND TOTAL - REVENUES	 \$174,364,989
GRAND TOTAL - EXPENDITURES	\$174,364,989

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 19th day of April, 2021.

CABARRUS COUNTY BOARD OF COMMISSIONERS

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

ATTEST:

/s/ Lauren Linker
Clerk to the Board

(F-10) Human Resources - Personnel Ordinance Changes - Compensation

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.

UPON MOTION of Commissioner Shue, seconded by Vice Chairman Honeycutt and unanimously carried, the Board approved changes to the Personnel Ordinance.

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 27th 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 25th 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 25th 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.**

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 4th 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.

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

(F-11) Planning and Development - Budget Amendment to Place Duke Rebate Revenues

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.

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

Date: April 19th, 2021

Amount: 9,621.67

Dept. Head: Kelly Sifford

Department: Planning & Development - Community Development

Internal Transfer Within Department

Transfer Between Departments/Funds

☒ Supplemental Request

The amendment is for rebate funds received from Duke Energy for completed weatherization units on homes that have Duke Energy as their electricity provider.

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
460	2	46063250-6841-DE	Duke Power Rebate	-	9,621.67		9,621.67
460	2	46093250-9315-DE	Health & Safety - Duke	43,550.92	9,621.67		53,172.59

(F-12) Recycling / Waste Reduction - Purchase of Scrap Metal Roll Off Containers

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.

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

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

☒ 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	-	206,465.64
001	9	4620-9860	Equipment	-	20,000.00	-	20,000.00

(F-13) Sheriff's Office - Request to Award a Service Weapon to Lt. Robert Keith Wensil Upon Retirement

Lt. Keith Wensil began his career with the Cabarrus County Sheriff's Office July 6 1992. He worked the Detention Center until 1997 when he was assigned to the Patrol Division. He was promoted through the ranks to Sergeant on Patrol and then ultimately to Lieutenant in 2019.

It is requested that Lt. Wensil's service weapon (Sig Sauer P320 .40 cal handgun serial # 58C352279) be declared surplus property and awarded to him for the price of \$1.00 upon his retirement.

UPON MOTION of Commissioner Shue, seconded by Vice Chairman Honeycutt and unanimously carried, the Board declared a service weapon (Sig Sauer P320 .40 cal handgun serial # 58C352279) as surplus property and awarded it to Lt. Wensil for the price of \$1.00 upon his retirement.

(F-14) Tax Administration - Refund and Release Reports - March 2021

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 Commissioner Shue, seconded by Vice Chairman Honeycutt and unanimously carried, the Board approved the March 2021 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

(G-1) Economic Development Investment - Project Spring - Public Hearing 6:30 p.m.

Samantha Grass, Cabarrus County Economic Development Corporation, Recruitment Project Manager, presented a request for an economic development investment for Project Spring, which proposes to build four industrial spec buildings at 560 Pitts School Road, NW in Concord. Phase I will include buildings A, B and C with a projected investment of \$9.5 million. Construction will begin this summer and be completed in March/April, 2022. Phase 2 will include building D; construction will begin upon 70% occupancy in Phase I (estimated late 2022 and completion in mid to late 2023). The estimated project investment for Phase 2 is \$ 3.5 million. Square footage for all four buildings would total 119,400 SF with an approximate investment of \$13,000,000 in real property. A three-year grant equivalent to 85 percent of the ad valorem taxes on the increase in real property tax values was requested. A public hearing is required.

Cabarrus County Economic Development Grant Analysis - Project Spring

	Year 1	Year 2	Year 3
Total Assessed Value	\$13,000,000.00	\$13,000,000.00	\$13,000,000.00
County taxes at .74	\$ 96,200.00	\$ 96,200.00	\$ 96,200.00
Grant @ 85 %	\$ 81,770.00	\$ 81,770.00	\$ 81,770.00
Net Taxes to County	\$ 14,430.00	\$ 14,430.00	\$ 14,430.00
	3 year taxes	\$ 288,600.00	
	3 year grant	\$ 245,310.00	
	3 year net revenue	\$ 43,290.00	

A discussion ensued. During discussion, Ms. Grass responded to questions from the Board.

Chairman Morris opened the public hearing at 7:18 p.m. The Public Hearing Notice was posted the County's website (www.cabarruscounty.us) on April 9, 2021

in accordance with Article 2, Administration, Section 2.1 (Use of Electronic Means to Provide Public Notices) of the Cabarrus County Code of Ordinances.

Chairman Morris asked Lauren Linker, Clerk to the Board, if any written comments had been submitted, if anyone was waiting on the phone or present in the Board of Commissioners Chambers to present a comment. Ms. Linker stated no written comments were submitted and no one was present in the Board of Commissioners Chambers. There was no one on the phone.

There were no comments, no one in person, nor any comments via the phone on this matter; therefore, Chairman Morris closed the public hearing.

UPON MOTION of Commissioner Kiger, seconded by Commissioner Shue and unanimously carried, the Board approved an economic development agreement (3 years, 85 percent) between Project Spring and Cabarrus County, and authorized the County Manager to execute the Agreement on behalf of the Board, subject to review or revision by the County Attorney.

(G-2) EMS - Renewal of Non-Emergency Transport Franchise Agreement with American Transmed - Public Hearing 6:30 p.m.

Jimmy Lentz, Emergency Medical Services (EMS) Director, reported American Transmed is the non-emergency EMS transport provider for Cabarrus County. The county has maintained a franchise agreement for the last three years with American Transmed. The agreement will expire in June, 2021 and staff requests renewal for another three years.

Mr. Lentz read the first reading of the ordinance aloud. A second reading will be conducted at the May regular meeting.

Chairman Morris opened the public hearing at 7:24 p.m. The Public Hearing Notice was posted the County's website (www.cabarruscounty.us) on April 9, 2021 in accordance with Article 2, Administration, Section 2.1 (Use of Electronic Means to Provide Public Notices) of the Cabarrus County Code of Ordinances.

Chairman Morris asked Lauren Linker, Clerk to the Board, if any written comments had been submitted, if anyone was waiting on the phone or present in the Board of Commissioners Chambers to present a comment. Ms. Linker stated no written comments were submitted and no one was present in the Board of Commissioners Chambers. There was no one on the phone.

There were no comments, no one in person, nor any comments via the phone on this matter; therefore, Chairman Morris closed the public hearing.

(G-3) Infrastructure and Asset Management - Courthouse Expansion Public Art Update

Kyle Bilafer, Area Manager of Operations, provided an update in connection with the public art for the courthouse expansion.

Mr. Bilafer reported the Public Art Committee will develop and issue an open call RFQ (Request for Qualifications) to any artists throughout the nation. Five finalists will be chosen and from those five, proposals (\$2,500 each) from three will be accepted.

Additionally, the Public Art Commission determined an approximate reasonable cost for the artwork in the main lobby of the courthouse to be \$357,500; this would include the cost for the artist proposals. It is also recommended that if approved, the cost would be included in the RFQ.

There was discussion throughout the presentation with Mr. Bilafer responding to questions from the Board.

Commissioner Kiger **MOVED** to approve the Cabarrus County Courthouse Expansion Public Art Committee's recommendation for a RFQ (Request for Qualifications) with a dollar amount not to exceed \$357,500. Commissioner Shue seconded the motion.

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

(G-4) Infrastructure and Asset Management - Frank Liske Park Barn Rebuild Project Update

Kyle Bilafer, Area Manager of Operations, provided an update on the final schematic design, building systems narrative and basic drawings for the Frank Liske Park Barn rebuild project.

There was discussion throughout the update. During discussion, Mr. Bilafer, Londa Strong, Active Living and Parks Director, and Mike Downs, County Manager, responded to questions from the Board. Ms. Strong was in attendance virtually.

(G-5) Tax Administration - Resolution in Opposition of a Portion of SB 196

David Thrift, Tax Administrator, presented a resolution in opposition of a portion of Senate Bill 196 for the Board's consideration. The portion opposed would hold the county and ultimately the taxpayers responsible for payment of the foreclosure attorney's fees should the owner redeem the real property prior to the judge's foreclosure order. Mr. Thrift read the resolution aloud.

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

UPON MOTION of Vice Chairman Honeycutt, seconded by Commissioner Shue and unanimously carried, the Board adopted the resolution.

Resolution No. 2021-03

CABARRUS COUNTY BOARD OF COMMISSIONERS
RESOLUTION IN OPPOSITION TO THE PORTION OF
SENATE BILL 196 THAT PERTAINS TO COURT APPOINTED
COMMISSIONER'S FEES

WHEREAS, Senate Bill 196 (the "Bill") has been introduced in the current session of the North Carolina General Assembly;

WHEREAS, a portion of the Bill pertains to the commissions earned by court appointed commissioners in tax foreclosures conducted on behalf of local governments under NCGS Section 105-374(i);

WHEREAS, persons and firms appointed in this capacity must complete many tasks and advance much expense, including but not limited to:

- advertising, posting and listing the property for sale, which includes for most firms that conduct this service, updating the firm website with the sale information
- conducting the public sale at the courthouse which includes
 - o auctioning the property
 - o collecting deposits
 - o issuing receipts
 - o filing the Report of Sale
 - o providing information to interested bidders regarding the remaining processes
- monitoring the sale through the upset bid period
 - o processing upset bids, which includes
 - receiving the upset bids from the Clerk's Office
 - mailing a copy of the upset bid to all the parties in the action
 - refunding deposits made at the public sale
- collecting the balance of the sales proceeds from the highest bidder after the upset bid period has expired
- drawing legal documents, including:
 - o the commissioner's deed
 - o the motion to confirm the sale
 - o the order to confirm the sale
 - o the account to the Clerk of Court as to the funds received and disbursed
- attending the hearing on the motion to confirm the sale
- recording the commissioner's deed
- transmitting every document filed with the Clerk to every party involved in the foreclosure action, including all lienholders and owners of record;

WHEREAS, these services are substantial, valuable, essential to the foreclosure process and have historically been delivered at no charge, except for the commission provided by the statute;

WHEREAS, the costs for these services under NCGS Section 105-374(i), as currently enacted, are paid out of the sales proceeds but if a party wishes to redeem a property from foreclosure and avoid its transfer to a new owner, the redeeming party pays the commission and the other costs of the action, along

with the delinquent taxes to redeem the property, thereby alleviating the local government, and its taxpayers that pay their taxes on time, of the burden of the cost to foreclose on delinquent property tax liens;

WHEREAS, by disallowing the commissioner's fee if the property is redeemed between the time of the public auction and the filing of the order of confirmation, the Bill reverses the current treatment of these fees by pushing the costs of them to local government and their taxpayers that pay their taxes on time;

WHEREAS, the effect of this Bill will be unfair to the taxpayers of local government that pay their taxes on time and will increase the costs to local government, in that these substantial and valuable services are an integral part of the foreclosure process.

NOW THEREFORE, BE IT RESOLVED, that the Cabarrus County Board of Commissioners does hereby oppose that portion of SB 196 that pertains to commissions earned by court appointed commissioners under NCGS Section 105-374 and requests that the pertinent portion of the statute remain as currently enacted.

This the 19th day of April, 2021.

/s/ Stephen M. Morris
Stephen M. Morris, Chair
Cabarrus County Board of Commissioners

ATTEST:

/s/ Lauren Linker
Clerk to the Board

(H) REPORTS

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

Commissioner Strang reported the Youth Commission is continuing their work on their mental health initiative. Additionally, the Town of Midland is still working on their Veterans Park, waiting to hear back from the City of Concord on the Highway 24/27 Sewer Project, and they announced they are planning to hold their July 4th celebration this year.

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

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

- Active Living and Parks Commission - 2 Expired Terms
- Adult Care Home Community Advisory Committee - 8 Vacant Positions
- Concord Planning and Zoning Commission (ETJ) - 1 Vacant Position
- Harrisburg Fire Advisory Board (ETJ) - 1 Vacant Position
- Human Services Advisory Board - 1 Vacant Position
- Juvenile Crime Prevention Council - 2 Vacant Positions
- Nursing Home Community Advisory Committee - 8 Vacant Positions
- Region F Aging Advisory Committee - 2 Vacant Positions
- Transportation Advisory Board - 3 Vacant Positions
- Youth Commission - 5 Vacant Positions

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

(H-3) Budget - Monthly Financial Update

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

(H-4) County Manager - Monthly Building Activity Reports

The Board received the Cabarrus County Construction Standards Dodge Report for March 2021 and the Cabarrus County Commercial Building Plan Review Summary for March 2021 for informational purposes. No action was required of the Board.

(H-5) 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-6) Economic Development Corporation - March 2021 Monthly Summary Report

The Board received the Cabarrus Economic Development Corporation (EDC) monthly report for the month of March 2021 for informational purposes. No action was required of the Board.

(I) GENERAL COMMENTS BY BOARD MEMBERS

Chairman Morris commented on the emphasis in the community for Covid-19 vaccinations. He noted several locations in the area providing vaccinations and encouraged everyone to take advantage of the opportunity.

Youth Commissioner Lainey Lancaster thanked the Board for their invitation to participate in the meeting.

(J) WATER AND SEWER DISTRICT OF CABARRUS COUNTY

None.

(K) CLOSED SESSION

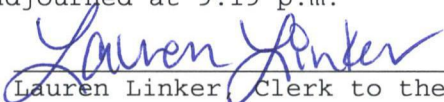
(K-1) Closed Session - Pending Litigation, Economic Development and Acquisition of Real Property

UPON MOTION of Vice Chairman Honeycutt, seconded by Commissioner Shue and unanimously carried, the Board moved 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).

UPON MOTION of Commissioner Strang, seconded by Commissioner Shue and unanimously carried, the Board moved to come out of closed session.

(L) ADJOURN

UPON MOTION of Commissioner Kiger, seconded by Commissioner Shue and unanimously carried, the meeting adjourned at 9:19 p.m.


Lauren Linker, Clerk to the Board

