

The Board of Commissioners for the County of Cabarrus met for an Agenda Work Session in the Multipurpose Room at the Cabarrus County Governmental Center in Concord, North Carolina at 4:00 p.m. on Monday, June 7, 2021.

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

live broadcast at 4:00 p.m. on Channel 22
<https://www.youtube.com/cabarruscounty>
<https://www.cabarruscounty.us/cabcotv>
(704) 920-2023, Pin 1234

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; Jonathan Marshall, Deputy County Manager; Rodney Harris, Deputy County Manager; Kyle Bilafer, Area Manager of Operations; Debbie Brannan, Area Manager of Innovation and Technology; and Lauren Linker, Clerk to the Board.

1. Call to Order

Chairman Morris called the meeting to order at 4:00 p.m.

2. Approval of Agenda

Chairman Morris presented the following changes to the agenda:

Supplemental Information:

Discussion Items for Action

4.9 DHS - Medicare Improvements for Patients and Providers Act (MIPPA) Contract Approval

- Budget Amendment

Updated:

Closed Session

7.1 Closed Session - Pending Litigation and Acquisition of Real Property

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

3. Discussion Items - No Action

3.1 Active Living and Parks - Re-Open Plan

Londa Strong, Active Living and Parks Director, reported on the plans to re-open the senior centers, including instructors, caterers, etc., on July 6, 2021.

Londa Strong, Active Living and Parks Director, reported the Active Living and Parks Department has developed a plan in place to re-open facilities and programs. She proposed a staggered re-open, in order to secure instructors for classes, a vendor for the Lunch and Learn Program, and Bands for the weekend dances. Additionally, 2 part-time evening staff retired, and they are in the process of hiring to replace them in order to be open in the evenings and Saturday mornings.

Ms. Strong advised the plan is to have the game room (basically billiards) open in addition to the fitness room and classes that are currently in place. Other classes and programs as well as outside groups and organizations will begin the week of July 6, 2021, after the Grand Re-Opening and 30 Year Celebration of the Concord Senior Center that opened in June 1991.

Ms. Strong advised all of the programs and classes planned to begin the week of July 6th are contingent on getting instructors hired for classes, contracts in place for bands or other entertainment, and a vendor to supply lunch for the Lunch and Learn Program. July 6th is also the beginning of a new session for activities.

Ms. Strong further advised the parks have been open throughout COVID adhering to the Executive Orders for exactly what could be utilized or open. All facility rentals are now open, programs are back, summer camp will again be held at the Arena and adhere to the executive order dealing with face masks and

other recommendations on programming, and department led road races will begin again with June 18th being the first 5K, the June Bug Race.

A brief discussion ensued.

3.2 Innovation and Technology - Innovation Report

Debbie Brannan, Area Manager of Innovation and Technology, presented the June Innovation Report. The report included the following topics:

- This month's book for the employees' digital book club, "The Crucible's Gift", which tells of five leaders who thrive in adversity. It provides for self-development, increase integrity and boost connection with colleagues
- County Strategic Plan - Five Strategic Initiatives
 - Transparent and Accountable Government
 - Healthy and Safe Community
 - Thriving Economy
 - Sustainable Growth and Development
 - Culture and Recreation
- My CabCo tax system
 - 9 month assessment
 - 3,500+ accounts created
 - 10,000+ transactions
 - \$22,000,000+ collected
 - E-billing (Digital tax bill) option
 - Customer feedback

A discussion ensued. During discussion, Ms. Brannan responded to comments and questions from the Board.

3.3 BOC - Cabarrus County Ordinance Clarification for Section 46-2 (Discharge of Firearms)

Commissioner Strang presented citizen concerns regarding discharging firearms on personal property and the need for clarity for law enforcement. In that regard, she provided a proposed update to the Cabarrus County Firearm Ordinance for the Board's consideration. Commissioner Strang advised a public hearing would be needed.

David Goldberg, Deputy County Attorney, reviewed the firearm ordinance and the proposed update.

A lengthy discussion ensued. During discussion, Mr. Goldberg, Richard Koch, County Attorney, and Sheriff Van Shaw responded to questions from the Board. It was the consensus of the Board to revise the proposed ordinance and include in the June regular meeting agenda. It was also determined a public hearing is not required.

4. Discussion Items for Action

4.1 Active Living and Parks - Eagle Scout Project

Joshua Coffman, Park Program Manager, reported the Active Living and Parks office received a request to approve an Eagle Scout project from Boy Scout Jonathan Leadingham. Mr. Coffman stated the project has been presented to and unanimously approved by the Active Living and Parks Commission.

Mr. Leadingham, Life Scout with Troop 48, presented his Eagle Scout Project idea for a Vietnam Veterans Park Heritage Trail and Online Database located at the Vietnam Veterans Park in Kannapolis.

A discussion ensued. During discussion, Mr. Leadingham and Mr. Coffman responded to questions from the Board.

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

Commissioner Strang **MOVED** to approve the Eagle Scout project for the Vietnam Veterans Park Heritage Trail and Online Database, to be located at Vietnam Veterans Park. Vice Chairman Honeycutt seconded the motion.

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

4.3 Board of Elections - ADA Voting Equipment

Carol Soles, Board of Elections Director, presented a recommendation and requested final approval for the purchase of new ADA voting equipment.

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

UPON MOTION of Vice Chairman Honeycutt, seconded by Commissioner Shue and unanimously carried, the Board approved the ADA voting equipment recommendation as presented.

4.2 Active Living and Parks - School Park Agreements for Pitts School Road Elementary and Winecoff Elementary

Byron Haigler, Active Living and Parks Assistant Director presented a request for approval of school park agreements for both Pitts School road Elementary and Winecoff Elementary schools. The agreements will transfer operational responsibilities of the school parks from the County to the Concord Parks and Recreation Department. The Concord City Council has reviewed, approved, and signed the agreements.

Mike Downs, County Manager, explained the County has made the decision to move out of the athletics and this is one more step in the process of turning the youth athletic sport programs over to the municipalities and/or Volunteer Athletic Associations.

Sheila Lowery, Concord Parks and Recreation, Assistant Director, was also in attendance.

4.4 BOC - Appointments to Boards and Committees

Chairman Morris reported information regarding appointments to boards and committees was provided in the agenda. He advised these appointment requests would be included in the Consent section of the June 21, 2021 regular meeting agenda.

4.5 BOC - NACo Voting Credentials - 2021 Annual Conference

Chairman Morris reported the National Association of Counties (NACo) will hold their Annual Conference in Prince George's County, Maryland on July 9-12, 2021. While no one from Cabarrus County will attend in person, Chairman Morris will attend virtually. In order to participate in the Association's annual election of officers, a voting delegate needs to be designated. Chairman Morris volunteered to be the designated voting delegate.

4.6 County Manager - Duke Energy Easement at J.M. Robinson High School

Jonathan Marshall, Deputy County Manager, reported Duke Energy has requested a small easement at a power pole in front of J.M. Robinson High School. The pole will need some additional support for a service being extended to development across Pitts School Road.

4.7 County Manager - Easements for Building Adjacent to County Parking Garage

Jonathan Marshall, Deputy County Manager, presented a request for a mixed-use building (Novi Flats) that will be constructed next to the County Parking Deck that needs at least two easements from the County. A water meter easement and a generator easement along with diagrams were provided to the Board for review. County staff coordinated with the Novi Flats construction team on both easements. Mr. Marshall advised there will likely be a third request for an access easement to permit direct access from the top floor of the parking deck to the mixed-use building. He stated that request will be presented at a later meeting.

A discussion ensued. During discussion, Richard Koch, County Attorney, and Mr. Marshall responded to questions from the Board.

4.8 DHS - FY22 HCCBG Funding Plan

Anthony Hodges, Social Work Program Administrator, presented the FY22 Home and Community Care Block Grant (HCCBG) funding plan. The HCCBG serves citizens ages 60 and older and promotes health and well-being services for qualified recipients. The grant funds to be received total \$898,247. He stated a 10 percent match is required.

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

4.9 DHS - Medicare Improvements for Patients and Providers Act (MIPPA) Contract Approval

Anthony Hodges, Social Work Program Administrator, reported Cabarrus County Department of Human Services received the Medicare Improvements for Patients and Providers Act (MIPPA) grant in the amount of \$6,608. The grant runs from October 1, 2020 - September 30, 2021. The grant funds are used as part of the community outreach program to assist seniors in the community.

4.10 Finance - Budget Amendment for GASB 84 Statement

Wendi Heglar, Finance Director, requested approval of a budget amendment for appropriation of revenues and expenditures for the Department of Social Services Fund and Intergovernmental Fund. According to Statement Number 84 of the Governmental Accounting Standards Board (GASB), these funds need to change from an agency fund to a special revenue fund.

4.11 Finance - Budget Amendment for Self-Insurance Dental Fund

Wendi Heglar, Finance Director, reported the Finance Department reviews the Self Insurance Dental Fund at end of each fiscal year. Budgets are created and based on average weekly claims and monthly administrative fees for the prior fiscal year. She stated there has been an increase in weekly dental claims and monthly administrative fees throughout the fiscal year. Ms. Heglar advised a budget amendment is needed to budget additional revenue received from employee premiums and budget additional expenditures for administrative fees and dental claims.

4.12 Finance - Other Post-Employment Benefits Trust

Wendi Heglar, Finance Director, presented a resolution and Trust Agreement in connection with an Irrevocable Trust for the post-employment benefits (known as OPEB). She stated the County provides certain benefits for its eligible retirees. The Trust would give management the authority to invest in the Trust on behalf of the County. The County's liability at June 30, 2020 was \$34,499,299. The only way to offset this liability is to invest in an irrevocable trust. The State provides the Ancillary Governmental Participants Investment Program established by the Treasurer for local governments OPEB Trust Funds.

A discussion ensued. During discussion, Ms. Heglar and Mike Downs, County Manager, responded to questions from the Board.

4.13 Finance - Uniform Guidance for Federal Procurement

Tom Nunn, Procurement Officer, reported the Federal Government has given local governmental entities permission to increase the micro-purchasing threshold from \$10,000 to as much as \$50,000. Currently, the State of North Carolina has a minimum purchasing threshold of \$30,000. The County requests approval of a resolution to increase its federal micro-purchasing threshold limit to match that of the State of North Carolina's procurement laws.

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

Wendi Heglar, Finance Director, reported each year the multi-year fund budgets and project ordinances are evaluated and updated. Based on the Finance Department's evaluation, staff requests approval of budget amendments and project ordinances for the following: The Construction and Renovation Fund (Fund 343), the Small Projects Fund (Fund 460), the Sheriff's Fund (Fund 461), the County Capital Projects Fund (Fund 380) and the School Capital Project Fund (Fund 390). The Northeast Area Land and Park will move from the Small Project Fund and the Construction and Renovation Fund to the County Capital Projects Fund.

4.15 Planning and Development - Budget Amendment for Duke Rebate Funds

Kelly Sifford, Planning and Development Director, requested approval of a proposed budget amendment to place the Duke Rebate program revenues into expense line items as required by the program. Currently the earned sum of \$3,858.75 will need to be moved.

Break

The Board of Commissioners took a short break at 5:23 p.m. and went into closed session following the break.

7. Closed Session**7.1 Closed Session - Pending Litigation 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 and acquisition of real property as authorized by NCGS 143-318.11(a)(3) and (5).

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

Return to Open Session

The meeting returned to open session at 6:20 p.m.

5. Budget FY 2022 Public Hearings**5.1 County Manager - FY 2022 Budget - Public Hearing 6:30 p.m.**

Rosh Khatri, Budget Director, presented an update of changes made to the proposed FY22 budget since May 17, 2021. He stated the updates had an overall increased effect of .03 percent.

Rodney Harris, Deputy County Manager, provided additional information and options regarding the next steps toward adoption of the budget.

Chairman Morris opened the public hearing at 6:30 p.m. The Public Hearing Notice was published on May 26, 2021 in *The Independent Tribune*. The public hearing notice was also posted on the County's website (www.cabarruscounty.us) on May 24, 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.

Martin Ericson, Chair of the Cabarrus County Board of Elections and resident of Concord, expressed appreciation for the transparency and outreach to the community in connection with the budget and the work and efforts of all regarding the 2020 elections.

There was no one else present to address the Board, no written comments were submitted and there was no one on the phone; therefore, Chairman Morris closed the public hearing.

Vice Chairman Honeycutt **MOVED** to direct staff to prepare the FY22 Budget Ordinance consistent with the FY22 recommended budget and technical adjustments for adoption by the Board at the Regular Meeting on June 21, 2021. Commissioner Shue seconded the motion.

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

5.2 County Manager - FY 2022 Economic Development Allocation - Public Hearing 6:30 p.m.

Chairman Morris stated pursuant to North Carolina General Statute 158-7.1, the County must conduct a separate public hearing for economic development appropriations. A funding plan is approved during the public hearing when each new economic incentive is approved, and now one is required for the County's annual appropriation for the contribution to the Cabarrus Economic Development Corporation.

Chairman Morris opened the public hearing at 6:41 p.m. The Public Hearing Notice was posted on the County's website (www.cabarruscounty.us) on May 24, 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.

There was no one present to address the Board; no written comments were submitted and there was no one on the phone; therefore, Chairman Morris closed the public hearing.

6. Approval of Regular Meeting Agenda

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

Vice Chairman Honeycutt **MOVED** to approve the agenda as presented. Commissioner Shue seconded the motion.

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

Approval or Correction of Minutes

- Approval or Correction of Minutes

Recognitions and Presentations

- Human Resources - Recognition of Sergeant Dennis Gray's Retirement from Cabarrus County Sheriff's Department

Consent

- Active Living and Parks - School Park Agreements for Pitts School Road Elementary and Winecoff Elementary
- Appointments - Board of Equalization and Review
- Appointments - Centralina Workforce Development Board
- Appointments - Harrisburg Fire Advisory Board
- Appointments - Human Services Advisory Board
- Appointments - Jury Commission
- Appointments - Rowan-Cabarrus Community College Board of Trustees
- Appointments - Water and Sewer Authority of Cabarrus County
- Appointments and Removals - Cabarrus County Planning and Zoning Commission
- Appointments and Removals - Juvenile Crime Prevention Council
- Appointments and Removals - Public Health Authority of Cabarrus County
- Appointments and Removals - Tourism Authority of Cabarrus County
- Appointments and Removals - Transportation Advisory Board
- BOC - NACo Voting Credentials - 2021 Annual Conference
- County Manager - Duke Energy Easement at J.M. Robinson High School
- County Manager - Easements for Building Adjacent to County Parking Garage
- DHS - FY22 HCCBG Funding Plan
- DHS - Medicare Improvements for Patients and Providers Act (MIPPA) Contract Approval
- Finance - Budget Amendment for GASB 84 Statement
- Finance - Budget Amendment for Self Insurance Dental Fund
- Finance - Other Post-Employment Benefits Trust
- Finance - Uniform Guidance for Federal Procurement
- Finance - Update of Capital Project Fund Budgets and Related Project Ordinances
- Planning and Development - Budget Amendment for Duke Rebate Funds
- Sheriff - Award of Service Weapon to Sgt. Dennis Gray Upon His Retirement
- Tax Administration - Refund and Release Reports - May 2021

New Business

- County Manager - Adoption of the FY22 Budget
- BOC - Cabarrus County Ordinance Clarification for Section 46-2 (Discharge of Firearms)

Reports

- BOC - Receive Updates from Commission Members who Serve as Liaisons to Municipalities or on Various Boards/Committees
- BOC - Request for Applications for County Boards/Committees
- Budget - Monthly Financial Update
- County Manager - Monthly Building Activity Reports
- County Manager - Monthly New Development Report
- EDC - May 2021 Monthly Summary Report

8. Adjourn

UPON MOTION of Commissioner Kiger, seconded by Commissioner Strang and unanimously carried, the meeting adjourned at 6:44 p.m.



Lauren Linker
 Lauren Linker, Clerk to the Board