

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 Tuesday, July 6, 2021.

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; 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 4:02 p.m.

### **2. Approval of Agenda**

Chairman Morris presented the following changes to the agenda:

#### Additions:

##### Discussion Items for Action

3.4 County Manager - Ad Hoc Modification to the Central Area Plan Interlocal Agreement

3.5 County Manager - Update on Activities Related to the Stonewall Jackson Training School Property

#### Supplemental Information:

##### Discussion Items for Action

3.1 Active Living and Parks - FY22 Matching Incentive Grants

- Budget Amendment

3.15 Tax Administration - Tax Collector's Annual Settlement and Order Authorizing Collection of FY 2021-2022 Taxes

- Tax 2020 AR Real Personal and DMV
- 2021-2022 Tax Levy

#### Discussion Items - No Action

4.2 County Manager - Cabarrus Recovery Grants Announcement

- RFP Added

4.3 Infrastructure and Asset Management - Frank Liske Park Barn Rebuild Project Update

- Photos Added

#### Updated:

##### Discussion Items for Action

3.2 BOC - Appointments to Boards and Committees

3.13 Planning and Development Department - TEXT2021-00002, Proposed Amendments to Chapter 4 Overlay Districts, Chapter 7 Performance Based Standards and Chapter 16 Flood Damage Prevention - Public Hearing 6:30 p.m.

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

### **3. Discussion Items for Action**

#### **3.2 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 July 19, 2021 regular meeting agenda.

#### **3.3 BOC - Designation of Voting Delegate for NCACC 114th Annual Conference**

Chairman Morris stated the North Carolina Association of County Commissioners (NCACC) is requesting each county to designate a commissioner or other elected official as a voting delegate at the 114<sup>TH</sup> NCACC Annual Business meeting in August 2021.

After a brief discussion, it was the consensus of the Board to delegate Chairman Morris as the voting delegate and Commissioner Strang as the alternate voting delegate to represent Cabarrus County at the 114th NCACC Annual Business meeting.

### **3.4 County Manager - Ad Hoc Modification to the Central Area Plan Interlocal Agreement**

Jonathan Marshall, Deputy County Manager, presented a request for approval of an amendment to the agreement to allow the City of Concord to add on to an existing waterline for water use only.

### **3.5 County Manager - Update on Activities Related to the Stonewall Jackson Training School Property**

Jonathan Marshall, Deputy County Manager, provided an update on surveys, preliminary plans and land transfers in connection with the Stonewall Jackson Training School property. Mr. Marshall stated that some parcels will be sold. Others will be designated as a protected area and connected with the historic property. He advised it is still the State's intent to compensate the County for the surveying work that has been done and will be done, as well as use the proceeds to pay for the fence relocation.

In addition, the UNC Charlotte College of Engineering has contacted the County regarding the idea of doing some architectural mapping of the historic buildings. Mr. Marshall stated no one is allowed in the buildings as a restriction from the State. He advised they may be able to remotely access the property to map some of the interior and create architectural grade drawings of the cottages. Beyond that, he stated they have some drone technology to fly over the buildings and do a further assessment of the conditions of all the buildings.

Mr. Marshall stated the next steps are to complete the property division and finalize those property exchanges. These have been approved by the State and the deed is expected soon. Beyond that, to complete the transfer of the public safety training facility. Once the property is deeded to the County, he stated we will accept proposals and then bring them to the Board for approval.

Mr. Marshall advised creating a web application to assist in solicitation of proposals for redevelopment is going to be a very complicated project.

Jared Poe, Information and Technology Services, GIS Analyst for Innovation and Business Services, reviewed the web application that will be available for public use to assist in solicitation of proposals and redevelopment of the property.

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

### **3.1 Active Living and Parks - FY22 Matching Incentive Grants**

Byron Haigler, Active Living and Parks Assistant Director, reported the matching incentive grant program is in place to encourage the renovation of existing recreation opportunities, the development of new recreation opportunities, or to secure land for recreation opportunities.

Megan Baumgardner, Active Living and Parks Commission Chair, reported the Active Living and Parks Commission reviewed four matching incentive grant requests at their June 17, 2021 meeting. The Active Living and Parks Commission unanimously voted to recommend funding for the Weddington Hills PTO's "Wildcats at Play" playground project and the Hartsell Athletic Association's "Ballfield Maintenance Equipment" requests. The other two were not approved because one application was incomplete and was recommended to be resubmitted later. The last one did not meet the priority and purpose of the grant. Total grant funds available for the projects for this grant cycle is \$50,000.

### **3.6 DHS - Energy Programs Outreach Plan**

Lora Lipe, Department of Human Services Economic Support Services Program Administrator, presented the FY22 Energy Program Outreach Plan. Ms. Lipe reported the Low Income Home Energy Assistance Program (LIHEAP) is a federally funded block grant program that is comprised of three different programs - the Crisis Intervention Program (CIP), Low Income Energy Assistance Program (LIEAP), and the Weatherization Program. She stated there are also non-Federal Crisis Intervention Programs - The Energy Neighbor, Share the Warmth, Wake Electric Round Up, and Helping Each Member Cope. Ms. Lipe advised the purpose of this

plan is to assure that eligible households are made aware of the assistance available through the Energy Programs.

### **3.7 DHS - Supplemental Nutrition Funding**

Anthony Hodges, Department of Human Services Program Administrator, Adult and Aging Services, reported the Lunch Plus Program has received additional funds in the amount of \$33,975 through the Agency for Aging. No matching funds will be required. The deadline for the use of these funds is September 30, 2022.

Mr. Hodges stated an additional \$2,500 has been received through CARES funding for the Lunch Plus Program. No matching funds will be required. The deadline for the use of these funds is September 30, 2021. He also responded to questions from the Board.

### **3.8 DHS - Transportation FTA Section 5310 Grant**

Bob Bushey, Transportation Manager, reported the Department of Human Services Transportation Department has applied for the FTA Section 5310 Grant administered by the City of Concord. Included in the application was for not only cost of services (provided for the elderly and disabled), but also the addition of two new vehicles. The additional vehicles would allow expansion of transportation services. Should the County be awarded the full grant named in the application, matching funds in the amount of \$159,806 would be required from the County.

Additionally, Mr. Bushey requested consideration, should the 5310 Grant be awarded, to no longer charge the families for transportation. Families have been charged for transportation as a result of not receiving funding from the ROAP (Rural Operating Assistance Program) Grant.

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

Mike Downs, County Manager, suggested this agenda item be placed under New Business for the July 19, 2021 Regular Meeting.

### **3.9 Finance - Approval of Project Ordinances and Budget Amendment Related to CIP Funded Projects in the FY22 General Fund Budget**

Wendi Heglar, Finance Director, requested approval of a budget amendment and project ordinance to transfer funds from the Community Project Fund to the CIP (Capital Improvement Plan) Fund to allow disbursement for FY22 CIP projects. Ms. Heglar also responded to questions from the Board.

### **3.10 Human Resources - Retiree Health Insurance**

Lundee Covington, Human Resources Director, presented a proposed change to employee health insurance in regards to employees who, per contract, opted out of continued County paid health insurance upon retirement to be allowed to sign a second chance waiver to provide the option to accept County paid health insurance upon retirement.

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

### **3.11 Infrastructure and Asset Management - Cabarrus County Emergency Medical Services Headquarters GMP-1**

Kyle Bilafer, Area Manager of Operations, presented the GMP-1 (early site package) bid received on June 10, 2021 at 3:00 p.m. for the EMS (Emergency Medical Services) Headquarters. This GMP will be added to the current contract the County has with the Construction Manager at Risk, Vannoy - McFarland Joint Venture as a contract extension to the existing contract, which until now has only provided preconstruction services. The GMP-1 bid included the entire early site package and the concrete package. The GMP-1 total is \$3,883,717 and includes Alternate #1 which is an unclassified site excavation.

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

### **3.12 Infrastructure and Asset Management - Courthouse Project Budget Amendment**

Kyle Bilafer, Area Manager of Operations, reported staff has prepared a budget amendment to transfer \$1,700,000 from the Other Improvements account to the Contingency account. The account was utilized for legal matters and

miscellaneous fees. At this point in the project this account does not need to be so robust.

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

Chairman Morris invited everyone to attend the topping off ceremony tomorrow, Wednesday, July 7, 2021 at 10:00 a.m. in front of the Governmental Center.

3.13 Planning and Development Department - TEXT2021-00002, Proposed Amendments to Chapter 4 Overlay Districts, Chapter 7 Performance Based Standards and Chapter 16 Flood Damage Prevention - Public Hearing 6:30 p.m.

Susie Morris, Planning and Zoning Manager, presented proposed changes to Chapter 4 Overlay Districts, Chapter 7 Performance Based Standards, and Chapter 16 Flood Damage Prevention. Ms. Morris stated the Planning and Zoning Commission considered the proposed changes on June 15 and unanimously voted in favor of the changes. A public hearing will be required. Ms. Morris also advised the Board of issues regarding language in the proposed amendment that both the State and FEMA are likely to accept and reviewed several options under consideration. She further advised the final amendments will be provided for approval at the regular meeting.

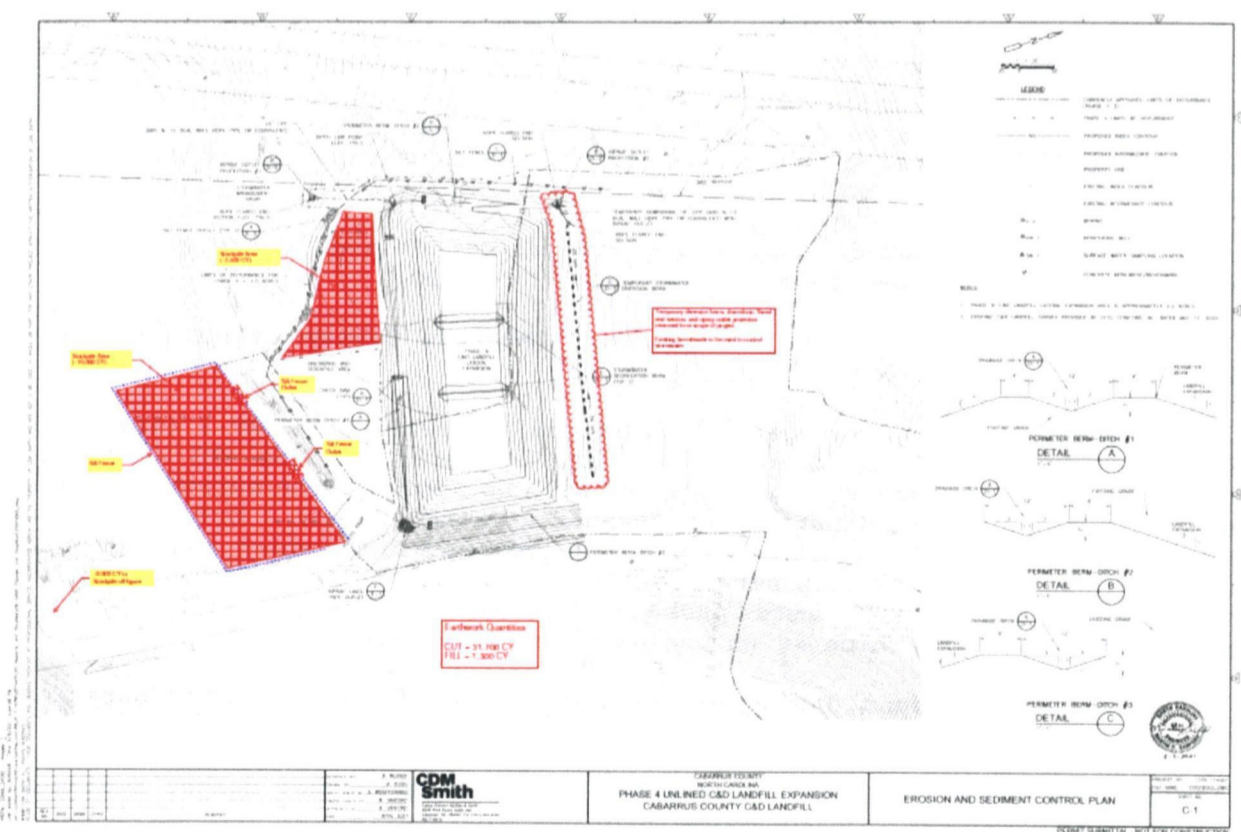
A discussion ensued. During discussion, Ms. Morris responded to questions from the Board.

3.14 Solid Waste / Landfill - Bid Award for Landfill Phase 4 Expansion

Kevin Grant, Environmental Management Director, presented a request for the expansion of Phase 4 at the Landfill. Mr. Grant reported an informal bid process was initiated on May 19, 2021. Three contractors submitted bids to construct the Landfill Phase 4 Expansion. All bids exceeded the amount in the FY22 Landfill budget, however, there are adequate funds in the Landfill Capital Reserve. Due to rapidly decreasing amount of existing landfill airspace, Mr. Grant requested the Board take action today to award approval to Darrell Cody and Sons Grading, LLC to begin construction immediately.

Bid Tabulation  
Cabarrus County C&D Landfill - Phase 4 Expansion

Vendor/Contractor	Bid Received Date	Cost
Ike's Construction, Inc	6/18/2021	\$270,000.00
Carolina SiteWorks, Inc	6/18/2021	\$271,783.00
Darrell Cody & Sons Grading, LLC	6/18/2021	\$176,745.00



Date: July 6, 2021

Amount: 70,000.00

Dept. Head: Suzanne Burgess for Kevin Grant

Department: Landfill

☒ Internal Transfer Within Department

☐ Transfer Between Departments/Funds

☐ Supplemental Request

This budget amendment is to appropriate funds to the Landfill Expansion account from the Capital Reserve account. After receiving bids for the Landfill Expansion #4, additional funds are needed.

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
270	9	4610-9830-2203	Landfill Expansion	80,000.00	70,000.00	-	150,000.00
270	9	4610-9661	Capital Reserve	231,420.00	-	70,000.00	161,420.00

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

UPON MOTION of Commissioner Shue, 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.

UPON MOTION of Commissioner Strang, seconded by Vice Chairman Honeycutt and unanimously carried, the Board approved the contract between Cabarrus County and Darrell Cody & Sons Grading, LLC and authorized the County Manager to execute the contract on behalf of Cabarrus County, subject to review by the County Attorney.

3.15 Tax Administration - Tax Collector's Annual Settlement and Order Authorizing Collection of FY 2021-2022 Taxes

David Thrift, Tax Administrator, presented a request to accept the Tax Collector’s annual settlement and to approve the Order to Collect FY 2021-2022 taxes. He reported the Tax Collector is required by NCGS 105-373 to give an annual settlement on current and delinquent taxes. The report reflects outstanding real property taxes in the amount of \$2,253,291 and outstanding personal property taxes in the amount of \$770,775, for a combined total of \$3,024,067, as of June 30, 2021.

Additionally, a list of taxes (\$27,550) deemed uncollectable was requested to add to the insolvent list for write-off in three years.

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

4. Discussion Items - No Action

4.1 Cabarrus Health Alliance - 2020 Community Health Needs Assessment

Marcella Beam, Cabarrus Health Alliance (CHA) Chief Community Health Officer, presented a PowerPoint presentation in connection with the Community Health Needs Assessment (CHNA) report. The following topics were included:

- Survey Participants
- Magnitude
- Seriousness of Consequences
- Feasibility
- Final Results
  - Housing
    - Housing and Homelessness
  - Behavioral Health (Mental Health)
    - 1.7 Providers per 10,000 Population
    - Stepping Up Initiative
  - Education (Early Childhood)
    - Childcare Centers
    - Average Annual Fees
    - Subsidized Child Care
- Steps Following Needs Assessment

A discussion ensued. During discussion, Ms. Beam responded to questions from the Board. Dr. Bonnie Coyle, Cabarrus Health Alliance (CHA), Public Health Director, was also in attendance.

4.2 County Manager - Cabarrus Recovery Grants Announcement

Rodney Harris, Deputy County Manager, announced Cabarrus County will receive \$42,043,458 in American Rescue Plan (ARP) Grant Awards. The following information was presented:

- Federal
  - American Rescue Plan
- County
  - Government Use
  - Community Use
- Community
  - Business
  - Non-Profits
- Eligible Categories
  - Stabilizing Businesses or Organizations
  - Providing Job Training
  - Continuing with Delayed Initiatives
  - Assisting Households with Food and Shelter
  - Delivering Crisis Intervention Services
  - Supporting Mental and Physical Health
  - Making Improvements to Help Prevent and Eliminate Covid-19
  - Aiding Industries – Tourism, Travel or Hospitality
- Qualified Census Tracts
- RFP Process Requirements
  - Letter of Transmittal
  - Executive Summary
  - Statement of Work
  - Population Served
  - Results/Evaluation
  - Link to Covid-19
  - Spending Plan
- RFP Process Timeline
  - RFP Issues: July 6
  - Pre-Proposal Conference: July 14
    - 9:00 – 11:00 A.M.
    - Virtually Through Microsoft Teams
    - Audio Available
    - Recording Available
  - Written Questions Deadline: July 21
  - Proposal Deadline: August 6
- RFP Process Reviwes
  - Qualifications, Experience and Approach
  - Alignment to the County's Strategic Priorities
  - Ability to Comply with County/Federal Requirements
  - Ability to Comply with County Contracting Requirements
- RFP Process Community Engagement
  - Outreach Launch; July 7
    - Community Partners
    - County Boards and Committees
    - Chamber Network
    - Commercial Realtors/Lenders
    - Non-Profit /Faith-Based Networks
    - RCCC Small Business Center
    - EDC
    - Media Outreach
    - Canvassing

Additional information is available at [cabarruscounty.us/CRG](http://cabarruscounty.us/CRG).

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

#### **4.3 Infrastructure and Asset Management - Frank Liske Park Barn Rebuild Project Update**

Kyle Bilafer, Area Manager of Operations, provided four Frank Liske Park Barn rebuild designs for the Board's review. Renderings of the designs were displayed and reviewed.

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

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

Debbie Brannan, Area Manager of Innovation and Technology, and Landon Patterson, Senior Analyst/Programmer, presented the July Innovation Report. The report included the following topics:

- This month's book for the employees' digital book club, "Never Stop Learning." It addresses continually learning to promote reinvention of one's self and to thrive in the workplace.
- County Strategic Plan - Five Strategic Initiatives
  - o Transparent and Accountable Government
  - o Healthy and Safe Community
  - o Thriving Economy
  - o Sustainable Growth and Development
  - o Culture and Recreation
- Human Services Vehicle Reservation Application
  - o Check Out to Include Items Included
  - o Check In
  - o Vehicle Historical Check Out Information
  - o Various Data Statistics

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

#### 5. Approval of Regular Meeting Agenda

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

**UPON MOTION** of Commissioner Kiger, seconded by Vice Chairman Honeycutt and unanimously carried, the Board approved the agenda as follows for the July 19, 2021 regular meeting and scheduled the public hearings for July 19, 2021 at 6:30 p.m. or as soon thereafter as persons may be heard.

#### Approval or Correction of Minutes

- Approval or Correction of Minutes

#### Recognitions and Presentations

- Human Resources - Recognition of Sergeant Pamela S. Landers Retirement from Cabarrus County Sheriff Department

#### Consent

- Active Living and Parks - FY22 Matching Incentive Grants
- Appointments - Adult Care Home Community Advisory Committee
- Appointments and Removals - Cabarrus County Planning and Zoning Commission
- BOC - Designation of Voting Delegate for NCACC 114th Annual Conference
- County Manager - Ad Hoc Modification to the Central Area Plan Interlocal Agreement
- County Manager - Update on Activities Related to the Stonewall Jackson Training School Property
- DHS - Energy Programs Outreach Plan
- DHS - Supplemental Nutrition Funding
- Finance - Approval of Project Ordinances and Budget Amendment Related to CIP Funded Projects in the FY22 General Fund Budget
- Human Resources - Retiree Health Insurance
- Infrastructure and Asset Management - Cabarrus County Emergency Medical Services Headquarters GMP-1
- Infrastructure and Asset Management - Courthouse Project Budget Amendment
- Sheriff's Office - Award of Service Weapon to Captain Laura Heggins Upon Her Retirement
- Sheriff's Office - Request to Award Service Weapon to Sergeant Pam Landers Upon Her Retirement
- Tax Administration - Refund and Release Reports - June 2021
- Tax Administration - Tax Collector's Annual Settlement and Order Authorizing Collection of FY 2021-2022 Taxes

#### New Business

- Economic Development Investment - Project Vision - Public Hearing 6:30 p.m.
- Planning and Development Department - TEXT2021-00002, Proposed Amendments to Chapter 4 Overlay Districts, Chapter 7 Performance Based Standards and Chapter 16 Flood Damage Prevention - Public Hearing 6:30 p.m.
- DHS - Transportation FTA Section 5310 Grant

#### 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 - June 2021 Monthly Summary Report

**6. Closed Session**

**6.1 Closed Session - Pending Litigation, Economic Development and Personnel Matters**

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 personnel matters as authorized by NCGS 143-318.11(a)(3), (4) and (6).

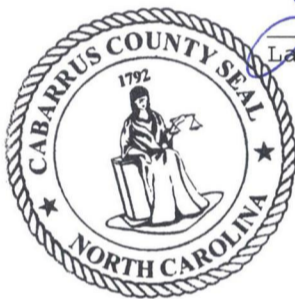
UPON MOTION of Vice Chairman Honeycutt, seconded by Commissioner Strang and unanimously carried, the Board moved to come out of closed session.

**Return to Open Session**

UPON MOTION of Chairman Morris, seconded by Commissioner Shue and unanimously carried, the Board approved for a notice of intent to be sent to initiate condemnation on the Cardinal Innovation's property on Milestone Avenue, per North Carolina General Statute 40A-40.

**7. Adjourn**

UPON MOTION of Vice Chairman Honeycutt, seconded by Commissioner Kiger and unanimously carried, the meeting adjourned at 7:51 p.m.



  
Lauren Linker, Clerk to the Board