

The Board of Commissioners for the County of Cabarrus conducted a remote virtual meeting, as allowed by the Board’s Remote Participation Policy, for an Agenda Work Session for Cabarrus County in Concord, North Carolina at 4:00 p.m. on Tuesday, September 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; 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:

Additions:

Discussion Items - No Action

3.1 Cabarrus Health Alliance - Community Update

Discussion Items for Action

4.17 Partners Health Management - Appointment to Board of Directors

Supplemental Information:

Discussion Items for Action

4.10 Infrastructure and Asset Management - Northeast Communications Tower Design-Build Contract

- Proposal

UPON MOTION of Vice Chairman Honeycutt, seconded by Commissioner Shue and unanimously carried, the Board approved the agenda as amended by the following vote: Ayes: Chairman Morris, Vice Chairman Honeycutt, and Commissioners Kiger, Shue and Strang. Nays: None. Absent: None.

3. Discussion Items - No Action

3.1 Cabarrus Health Alliance - Community Update

Dr. Bonnie Coyle, Cabarrus Health Alliance Director, presented a COVID-19 update via a PowerPoint presentation. The following information was presented:

- Shared goal - Create a Covid free Cabarrus County

	8.02.21	8.09.21	8.13.21	8.23.21	8.30.21	9.07.21 Tuesday
Total Confirmed Cases in Cabarrus County	23,240	23,795	24,737	25,599	26,736	28,532
Deaths	266	270	270	273	277	283
% Positive	8.6%	10.8%	12.9%	12.8%	14.2%	15.6%
Cabarrus Residents Hospitalized: Hospitalizations in Cabarrus Co. (including non-Cabarrus residents)	25 59	31 78	34 100	39 141	43 136	66 140
Recovered	22,379	22,603	22,970	23,522	24,467	25,933
Active (all)	595	922	1,497	1,804	1,999	2,316
% total population with one-dose of vaccine	44%	45%	45%	46%	47%	49%
Individuals in county-provided shelter due to COVID	0	0	1	0	0	0

- Case Rates Increasing Statewide
- Data Trends (Cases by Date of Earliest Illness Identification and age) From Beginning of Pandemic to Current
- CHA Covid-19 Testing Data
- Cabarrus Hospitalizations
- Covid Patients in Charlotte Area Hospitals
- Covid-19 Deaths
- Impact of Covid-19 on LTCFs (Long Term Care Facility)
- Percent of Population with at Least One Dose (Cabarrus County)
- Cabarrus Covid Cases
- CHA's Recommendation
- Health and Human Services - Protecting Each Other From Covid-19

A discussion ensued. During discussion, Dr. Coyle responded to questions from the Board.

Dr. Asha Rodriguez, Atrium Health - Cabarrus, Vice President, Facility Executive, was present via electronic means and provided comments regarding operations. Dr. Tri Tang, Atrium Health - Cabarrus, Vice President, Administration, was also in remote attendance.

### **3.2 County Manager - Internal Risk Assessment and Audit Plan**

Rodney Harris, Deputy County Manager, reported one of the Boards' strategic priorities is to have a transparent and accountable government. One of the ways to accomplish that is regularly assessing our risks and conducting internal audits of areas identified as higher risk. Mr. Harris stated the County has contracted with Cherry Bekaert, one of the country's largest accounting firms to perform these services on behalf of the County. He advised the audit plan will be a living document that will change and adapt, based on our needs in the months ahead.

Nick Stone, Cherry Bekaert, Partner, and Lori Daniels, Cherry Bekaert, Risk Advisory Services Manager, shared how the risk assessment was conducted, the results of the assessment, and a proposed three-year audit plan consistent with the County's budget.

The following topics were presented:

- Project Purpose and Scope
  - Risk Assessment
    - Update Understanding of Existing County Departments and Divisions
    - Interview Key Personnel to Identify County Process Areas, Functions and Risks
    - Facilitate Management Self-Assessment Using Agreed Upon Risk Criteria
    - Develop Draft Internal Audit Plan Based on Alignment of Key Risks and Resources
    - Report Perspectives on Risk to County Senior Leadership Team
- Executive Summary
  - Conducted Department Meetings
  - Conducted Risk and Control Diagnostic
  - Identified Common Challenges and Priority Risk Areas
  - Developed 3-Year Internal Audit Plan (Proposed)
- Our View of Risk
  - Risk Themes
    - Grant Management
    - Program Authorization and Funding Appropriations
    - Applications and Systems
    - Control Awareness
- Risk Assessment Results
  - Risk Perspectives
    - Grants Management (Finance)
    - Accounts Receivable (Finance)
    - Contract Administration (County Manager's Office)
    - Purchasing (County Manager's Office)
    - Tax Collections (Tax Administration)
- Proposed Audit Plan
  - Year 1 (FY 2022)
    - Grant Management
    - Vendor Onboarding System Post Implementation Review

- Cybersecurity Vulnerability Assessment
- Year 2 (FY 2023)
  - Policy Review and Internal Control Formalization
  - Contract Administration
  - Capital Projects
- Year 3 (FY 2024)
  - Procure to Pay
  - Billing and Collections (May Include PCI And CC Compliance)
  - DHS Quality Control Functions
- Other Enterprise Risks
  - Human Capital Risk
  - Reputation Risk

There was discussion throughout the presentation with Mr. Stone and Ms. Daniels responding to questions from the Board.

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

Kyle Bilafer, Area Manager of Operations, provided an update on the final floor and design plans, along with the final cost, for the Frank Liske Park Barn Rebuild project. Mr. Bilafer advised the current cost versus the anticipated insurance funds to be received will leave a deficit of approximately \$1.2 million. In this regard, Mr. Bilafer summarized the value engineering plan.

Mr. Bilafer requested guidance from the Board regarding the value engineering plan.

A lengthy discussion ensued. During discussion, Mr. Bilafer and Mike Downs, County Manager, responded to a variety of questions from the Board.

It was the consensus of the Board, for staff to look for the additional funds needed to rebuild the barn as designed.

### 3.4 Innovation and Technology - Innovation Report

Todd Shanley, Chief Information Officer, presented the September Innovation Report. The report included the following topics:

- This month's book for the employees' digital book club, "The Feedback Fix" by Joe Hirsch. It addresses how to lead the way to change
- Cabarrus County ITS Technology Shared Services
  - Reduce Expense to Taxpayers
  - Standardization
  - Internal and External Methodology
  - Internal
    - Laserfiche
    - ESRI GIS
    - Microsoft Office
    - NeoGov
    - PowerDMS
  - External
    - Cabarrus County Schools
    - Kannapolis City Schools
    - Accela
      - Cabarrus County Planning and Zoning
      - City of Concord Planning and Zoning
      - Town of Harrisburg Zoning
      - City of Kannapolis Planning and Zoning
      - CHA Septic Permitting
    - GIS
      - County Wide Addressing Hosting Services
      - Open Data Portal
      - Health Alliance Septic Permits
      - WSACC Collaboration
      - Public Safety
    - 911 System
      - Cabarrus County Sheriff 911
      - Concord 911
      - Kannapolis 911
      - Union County 911
      - Rowan County 911
    - Mobile Data Support

- o Town of Midland
  - o Town of Mt. Pleasant
  - o All Cabarrus Volunteer Fire Departments
- Cabarrus County Partnership for Children
- Cabarrus Arts Council
- Economic Development Corporation
- 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

#### **4. Discussion Items for Action**

##### **4.1 Active Living and Parks - Land and Water Conservation Fund Grant Request**

Londa Strong, Active Living and Parks Director, requested approval to apply for the 2022 Land and Water Conservation Fund Grant (LWCF) to assist with the purchase of the St. Stephens Church Road property.

Ms. Strong stated when the proposal to purchase this property was presented to the Board, Mr. Marshall mentioned alternate funding sources such as grants, and private donations would be explored. This is an opportunity to apply for \$500,000. Additionally, Ms. Strong advised LWCF is a matching program and our payments to date will qualify for the match. The deadline to apply for the 2022 grant distribution is October 1, 2021. Ms. Strong also responded to questions from the Board.

##### **4.2 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 September 20, 2021 regular meeting agenda.

##### **4.3 County Manager - Building Adjacent to County Parking Garage Connection to County Parking Deck and Potential Associated Easement**

Jonathan Marshall, Deputy County Manager, reported the City of Concord has sold the parcel of land next to the County Parking Garage to a developer. The developer plans to build a mixed-use building with retail on the bottom level and residential dwellings above. The County has received a request to connect the building into the parking deck. Kimley-Horn Engineering was retained to ascertain the ability and soundness of the request. After review and inspection, it has been determined the connection could be possible on the upper level of the parking deck.

Kyle Bilafer, Area County Manager of Operations, provided a drawing of the project. He stated there will be a loss of parking spaces during construction. Additionally, Mr. Bilafer advised of maintenance issues once the project is completed.

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

##### **4.4 County Manager - Fiscal Recovery Funds Spending Recommendation**

Rodney Harris, Deputy County Manager, presented updates for the Fiscal Recovery Funds spending recommendation provided in the agenda. This information included a duplicate entry for the Salvation Army. The total recommendation should be \$300,000. A second correction relates to additional information received from the Boy Scouts of America. Based on that information and to be consistent with how other after school and childcare programs have been handled, he recommended an award of \$267,400 to that organization. Mr. Harris expressed appreciation to every organization that submitted a proposal. He advised four guiding principles were used to evaluate the proposals: 1) The alignment to the community needs assessment; 2) Organizations that receive funding and any programs that they expand are sustainable long-term; 3) To prioritize direct aid whether that is to individuals, families, small businesses, or non-profits; and 4) To make the plan equitable. Mr. Harris noted the recommendations do not expend all the available funding. He advised the intention is to revisit some of the unfunded requests, particularly regarding childcare once we have final guidance from the Department of Treasury.

Mr. Harris stated five guests are present to speak specifically to their



requests. These requests are for \$2 million or more in funding. He also responded to questions from the Board.

Patrick Graham, Concord Family Enrichment Association, Chief Executive Officer (CEO), presented the Association's plan to provide affordable housing.

A discussion ensued. During discussion, Mr. Graham and Mr. Harris responded to questions from the Board. During discussion, Mr. Harris explained the grant is very specific about where the money can be used. It must be used within a qualified census tract to be eligible for these funds. There are seven qualified census tracts in Cabarrus County.

Louise Mack, Prosperity Unlimited, President/CEO, presented the organization's plan to assist families from home foreclosures. Ms. Mack also responded to questions from the Board.

Ed Hosack, Cooperative Christian Ministries, Executive Director, provided information regarding the homeless to housing project.

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

Dr. Bonnie Coyle, Cabarrus Health Alliance Director, commented on the need for behavioral health in the county, especially for low-income, uninsured and under-insured individuals.

Sonja Bohannon-Thacker, Cabarrus Health Alliance, Licensed Clinical Social Worker, presented information regarding the need for behavioral and mental health care and their proposed project to assist in providing services for those needs.

A discussion ensued. During discussion, Ms. Bohannon-Thacker and Dr. Coyle responded to questions.

Dr. Asha Rodriquez, Atrium Health - Cabarrus, Vice President, Facility Executive, commented on the challenges with the mental health/behavioral health population including mental health treatment space issues.

On behalf of The Cabarrus Health Foundation, Mary Beth Poplin, Atrium Health - Cabarrus, Psychiatric Services Nurse Manager, reported on the current use of the emergency department at Atrium - Cabarrus and the need for additional space due to an increase in people needing and seeking mental health and behavioral health treatment. The Cabarrus Health Foundation presented a proposal to upfit existing space behind the emergency department, which would supply 10 to 12 beds for emergency treatment of mental health patients. This would also free up beds for the emergency department for other emergency treatment needs. Ms. Poplin also responded to questions from the Board.

Chairman Morris opened the floor for general discussion. During discussion, Mr. Harris responded to a variety of questions from the Board. It was the consensus of the Board to move forward with the recommendations for approval at the regular meeting.

#### **4.5 County Manager - FY 21 Funding Re-appropriations**

Rosh Khatri, Budget Director, reported funds budgeted in FY21 for land acquisition need to be re-appropriated to FY22 to complete the land acquisition for the new Emergency Equipment Warehouse and Information Technology Services building as planned.

#### **4.6 County Manager - Limited Lease of Former Thompson Property**

Jonathan Marshall, Deputy County Manager, reported the County purchased approximately 40 acres from Flavia Thompson in 2017 to add to Wallace Park. Lifetime rights were given to her and her son, Darryl Thompson. Mr. Thompson was also granted some limited rights to continue living on the property after her demise. Ms. Thompson passed away last December, and we are approaching the end of the time Mr. Thompson was permitted to live on the land. Mr. Marshall advised that part of the park is not planned for development for some time, so staff is proposing a limited lease for him to continue to live on the property with a lease term ending in 2023. This would benefit the County by having Mr. Thompson as a caretaker for a small part of the property as well as a deterrent to trespassers.

#### **4.7 DHS - FY23 5311 Community Transportation Grant - Public Hearing 6:30 p.m.**

Bob Bushey, Transportation Manager, requested approval to apply for the North Carolina 5311 Community Transportation Grant which provides funding for county transportation administrative costs such as salaries, training and marketing and supplies. The grant will require a 15 percent (\$26,473.20) County match for the administrative portion and a 10 percent (\$56,068) County match for the capital portion. Mr. Bushey advised a public hearing is required. He also responded to questions from the Board.

#### **4.8 Finance - Lottery Proceeds Allocated for Rowan County Schools within the Kannapolis City Schools District**

Wendy Heglar, Finance Director, reported lottery revenue projects approved and allocated for Kannapolis City Schools that are located within Rowan County are being transferred by the State to the Cabarrus County Disbursing Account. Cabarrus County will serve as caretaker of these funds, therefore being responsible for recording the revenue and expenditures for the Rowan County projects in the Cabarrus County Public School Building Capital Fund. Ms. Heglar advised Rowan County will be submitting a \$457,000 request to the State of North Carolina for the funds to be used for Debt Service. Because the funds are passed through Cabarrus County's general ledger, staff requests approval of an updated project ordinance and related budget amendment.

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

#### **4.9 Infrastructure and Asset Management - Bid Award for County Vehicle Purchases**

Michael Miller, Infrastructure and Asset Management Director, reported a formal bid for eight trucks, five cars, one van, and one SUV was advertised July 15, 2021. Three dealerships submitted bids on August 10, 2021. After the bids were opened and evaluated, it is staff's recommendation to purchase the nine cars from Cloninger Toyota for a total cost of \$123,048.75 and eight trucks, one van, and one SUV from Hilbish Motor Company for a total cost of \$408,983.02. All bids received were within the total amount budgeted in the FY22 vehicle budget to include associated taxes and tag fees. Mr. Miller requested Board approval to move forward with the purchases.

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

#### **4.10 Infrastructure and Asset Management - Northeast Communications Tower Design-Build Contract**

Kyle Bilafer, Area Manager of Operations, reported County staff placed an offer on property to construct the Northeast Communications Tower which is currently in our CIP Plan. We have since closed on that property since the geotechnical investigation came back as a positive. County staff advertised an RFQ (Request for Qualifications) for design-build services and received submissions on June 25, 2021. County staff evaluated the submissions and chose Motorola Solutions, Inc. as the firm to design and build the Northeast Communications Tower. The total amount is \$2,095,637. Mr. Bilafer requested approval at the work session due to time constraints.

**UPON MOTION** of Commissioner Kiger, seconded by Commissioner Shue and unanimously carried, the Board suspended the Rules of Procedure due to time constraints by the following vote: Ayes: Chairman Morris, Vice Chairman Honeycutt, and Commissioners Kiger, Shue and Strang. Nays: None. Absent: None.

**UPON MOTION** of Commissioner Shue, seconded by Vice Chairman Honeycutt and unanimously carried, the Board approved the necessary budget amendment, project ordinances and contract between Cabarrus County and Motorola Solutions, Inc.; and authorized the County Manager to execute the contract on behalf of Cabarrus County, subject to review or revisions by the County Attorney by the following vote: Ayes: Chairman Morris, Vice Chairman Honeycutt, and Commissioners Kiger, Shue and Strang. Nays: None. Absent: None.

Date:	9/7/2021	Amount:	2,435,000.00
Dept. Head:	Wendi Heglar	Department:	Finance - County Capital Projects
<input type="checkbox"/> Internal Transfer Within Department		<input type="checkbox"/> Transfer Between Departments/Funds	
		<input checked="" type="checkbox"/> Supplemental Request	

To move the NE Cabarrus Radio Tower Project to Fund 380 and budget the debt proceeds for the project.							
Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
343	9	2110-9801	Land Acquisition	160,000.00		160,000.00	0.00
343	6	2110-6902 TECH	Contribution from the General Fund	160,000.00		160,000.00	0.00
380	9	2110-9801-TECH	Land Acquisition	-	148,915.00		148,915.00
380	9	2110-9820-TECH	Building Improvements	-	2,286,085.00		2,286,085.00
380	6	2110-6910-TECH	Contribution from Capital Project Fund	-	160,000.00		160,000.00
380	6	2110-6918-2022A	Proceeds from Debt Financing	-	2,275,000.00		2,275,000.00

Ordinance No. 2021-24

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	3,754,144
Lease Proceeds (Robert Wallace Park)	3,666,394
Capital Projects Fund Contribution	2,926,264
Capital Reserve Fund Contribution	9,035,937
Special Revenue Contribution	41,438
TOTAL REVENUES	\$22,065,869

- D. The following appropriations are made as listed.

Government Management Furniture & Fixtures	\$ 26,300
Enterprise Physical Security	300,000
County Website Design	283,750
Jail Camera Upgrade	172,607
Public Safety Training Center	90,000
EMS Co-location - Concord Fire #11	482,761
Emergency Communications Equip & Ethernet Backhaul	2,929,605
JM Robinson High School Wetlands Mitigation	100,000
Robert Wallace Park	8,147,965
Carolina Thread Trail	109,329
Frank Liske Park - Lower Lot Restrooms	728,506
Arena - Lighting Control System Replacement	175,000
Arena - Building & Storage Replacement	161,000
Arena - Equipment & Furniture	116,438
Contribution to County Capital Projects Fund	8,212,811
Unassigned	29,797
TOTAL EXPENDITURES	\$22,065,869
GRAND TOTAL - REVENUES	\$22,065,869
GRAND TOTAL - EXPENDITURES	\$22,065,869

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 7<sup>th</sup> day of September, 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. 2021-25

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	\$ 77,592,97
Debt Proceeds 2022 Draw Note	76,926,452
Contributions from Capital Projects Fund	25,177,039
Contribution from General Fund	36,140,371
Contribution from Capital Reserve Fund	6,246,688
Contribution from Internal Service Fund	1,065,425
<b>TOTAL REVENUES</b>	<b>\$223,148,952</b>

- C. The following appropriations are made as listed.

Courthouse Site Enabling Construction & Renovation	\$ 134,859,518
Governmental Center Skylight & Roof Replacement	2,183,853
Contribution to Capital Reserve (Reimb for Skylight Project)	2,085,000
Artificial Turf Fields	4,401,748
Frank Liske Barn Replacement	4,765,425
Legal / Closing Expenses	952,508
Governmental Center Parking Deck Sealing	350,000
Emergency Equipment Warehouse/ ITS Location	14,862,656
Fiber Infrastructure Improvement	720,000
Jail Annex HVAC Replacement	193,000
Sheriff Training & Firing Range Renovations	2,450,000
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	525,000
West Cabarrus Library & Senior Center	2,400,000
Deferred Maintenance Projects	6,261,450
EMS Headquarters	18,670,000
Northeast Area Park	2,164,024
Northeast Area Land	3,650,150
Mental Health Facility	3,097,554
Other Improvements Unallocated	11,259,436
Enterprise Physical Security Project (ITS)	700,000
Concord Senior Center Overflow Parking Lot	100,000
Contribution to the General Fund	47,500
Frank Liske Park Softball Complex Utilities	60,000
Rob Wallace Park	1,000,000
Animal Shelter Expansion	190,000

Frank Liske Park Stormwater Project	570,803
Northeast Cabarrus Radio Tower Project	2,435,000
TOTAL EXPENDITURES	\$223,148,952
GRAND TOTAL - REVENUES	\$223,148,952
GRAND TOTAL - EXPENDITURES	\$223,148,952

## 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 7<sup>th</sup> day of September, 2021.

CABARRUS COUNTY BOARD OF COMMISSIONERS

BY: /s/ Stephen M. Morris

Stephen M. Morris, Chairman

ATTEST:

/s/ Lauren Linker

Clerk to the Board

**4.11 Infrastructure and Asset Management - Recommended Approval of Preferred Alternates for Emergency Medical Services Headquarters Project**

Kyle Bilafer, Area Manager of Operations, reported North Carolina General Statute 133-3 requires performance standards to be used when specifying products. The statute also allows preferred brands of equipment to be bid as an alternate on the Cabarrus County Emergency Medical Services Headquarters Project provided the performance standards were approved by the Cabarrus County Board of Commissioners. To be approved, the alternate must either provide a cost savings or maintain/improve the functioning of a process or system affected by the brand alternate. Mr. Bilafer requested approval for the preferred brand alternates for the equipment as indicated on the attachment included in the agenda.

**4.12 Infrastructure and Asset Management - Revocable License Agreements Authorization**

Kyle Bilafer, Area Manager of Operations, reported Cabarrus County recently purchased the parcel that houses the Infrastructure and Asset Management Operations Center and the future Emergency Equipment Warehouse and Technology Services building that is currently being designed. During the surveying process, it was determined there were four separate encroachments from adjacent property owners. Staff discussed these encroachments with each of the property owners and the owners are agreeable to signing a revocable license agreement. The agreement would acknowledge the encroachment, identify the maintenance responsibilities, and allow the County to terminate the agreement, and therefore the use of the premises. Mr. Bilafer also responded to questions from the Board.

**4.13 Planning and Development - 2020-2021 HOME Program CAPER Report and Associated Public Hearing 6:30 p.m.**

Kelly Sifford, Planning and Development Director, reported Cabarrus County participates in the Cabarrus/Iredell/Rowan HOME Consortium. Each year that Cabarrus County participates, staff must produce the CAPER (Consolidated Annual Performance and Evaluation Report) detailing the grant activities for the year and hold a public hearing. Ms. Sifford stated funds expended this year total \$655 of the original allocation and a match of \$174,286. Program income brings the grant total to \$184,686. She advised staff has not received the final executed copy of the grant so only required fair housing activities have taken place at this time.

**4.14 Planning and Development - 2020-2021 Housing and Home Improvement Budget Amendment**

Kelly Sifford, Planning and Development Director, reported the County received \$577 less than expected for the Housing and Home Improvement Program. A budget amendment is needed to reduce the grant revenues and expenses by \$577 to match the actual allocation.

**4.15 Planning and Development - Budget Amendment for Weatherization Program**

Kelly Sifford, Planning and Development Director, reported each year the Weatherization Program budgets are provided too late from the State of North Carolina to be included in the approved county budget. Therefore, a budget amendment is needed to adjust the projections for funding in the approved budget to the actual revenues awarded for this year's program. The amendment also adjusts the expenses to match the new revenues. Ms. Sifford stated the amendment will include an increase in Weatherization funds and a decrease in Heating and Air Repair and Replacement funds.

#### **4.16 Tax Administration - 2011 Write-Off Real and Personal Outstanding Taxes**

Janice Morrison, Tax Collection Manager, reported the Tax Collections Department uses every effort to collect all outstanding taxes. However, North Carolina General Statute 105-378 expresses a ten-year statute of limitations, which prevents the Tax Collector from using remedies to collect outstanding taxes prior to tax year 2012. "Use of Remedies Barred" states that no county or municipality may maintain an action or procedure to enforce any remedy provided by law for the collection of taxes or the enforcement of any tax liens unless the action or procedure is instituted within 10 years from the date the taxes became due. Ms. Morrison requested Board approval to write-off outstanding real and personal ad valorem taxes in the amount of \$312,251.85 for tax year 2011.

#### **4.17 Board of Commissioners - Partners Board Appointment**

Chairman Morris announced with the recent approval by Dr. Mandy Cohen, Secretary of North Carolina Department of Health and Human Services, Partners Behavioral Health Board of Directors has increased the number of seats on their board to accommodate new counties. Therefore, it has been requested the Board of Commissioners appoint a Cabarrus County designee to serve on Partners Behavioral Health Board of Directors. Chairman Morris stated the Partners' Board meets on the third Thursday of each month at 6:00 p.m. and currently the meetings are held using Zoom. When the meetings are held in person, they will be held in the basement Multipurpose Room in the Hickory office. He further stated Partners became the County's LME (Local Management Entity) September 1, 2021 and the County is no longer affiliated with Cardinal Innovations.

Chairman Morris advised that Commissioner Shue had served on the Cardinal Innovations Board and was willing to serve, however, he has a conflict in his schedule. He recommended Paula Yost (Chairman of the Child Protection Team) to be appointed to serve as the Cabarrus County designee. Chairman Morris stated action is needed today since the next Partners' Board meeting is September 16<sup>th</sup> which is before the County's September regular meeting.

**UPON MOTION** of Commissioner Strang, seconded by Vice Chairman Honeycutt and unanimously carried, the Board suspended the Rules of Procedure due to time constraints by the following vote: Ayes: Chairman Morris, Vice Chairman Honeycutt, and Commissioners Kiger, Shue and Strang. Nays: None. Absent: None.

**UPON MOTION** of Chairman Morris, seconded by Commissioner Shue and unanimously carried, the Board appointed Paula Yost to serve as the commissioners' designee on the Partners Behavioral Health Board of Directors for a three-year term that began September 1, 2021 and ending June 30, 2024 by the following vote: Ayes: Chairman Morris, Vice Chairman Honeycutt, and Commissioners Kiger, Shue and Strang. Nays: None. Absent: None.

### **5. Approval of Regular Meeting Agenda**

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

**UPON MOTION** of Commissioner Strang, seconded by Vice Chairman Honeycutt and unanimously carried, the Board approved the agenda as follows for the September 20, 2021 regular meeting and scheduled the public hearings for 6:30 p.m. or as soon thereafter as persons may be heard by the following vote: Ayes: Chairman Morris, Vice Chairman Honeycutt, and Commissioners Kiger, Shue and Strang. Nays: None. Absent: None.

#### **Approval or Correction of Minutes**

- Approval or Correction of Minutes

#### **Recognitions and Presentations**

- Proclamation - Hispanic and Latino Heritage Month

#### **Consent**

- Active Living and Parks - LWCF Grant Request
- Appointments - Library Board of Trustees



- Appointments and Removals - Juvenile Crime Prevention Council
- County Manager - Building Adjacent to County Parking Garage Connection to County Parking Deck and Potential Associated Easement
- County Manager - Fiscal Recovery Funds Spending Recommendation
- County Manager - FY 21 Funding Re-appropriations
- County Manager - Limited Lease of Former Thompson Property
- Finance - Lottery Proceeds Allocated for Rowan County Schools within the Kannapolis City Schools District
- Infrastructure and Asset Management - Bid Award for County Vehicle Purchases
- Infrastructure and Asset Management - Recommended Approval of Preferred Alternates for Emergency Medical Services Headquarters Project
- Infrastructure and Asset Management - Revocable License Agreements Authorization
- Planning and Development - 2020-2021 Housing and Home Improvement Budget Amendment
- Planning and Development - Budget Amendment for Weatherization Program
- Sheriff's Office - Request to Award Service Weapon to Sergeant Dean Vernon Upon His Retirement
- Tax Administration - 2011 Write-Off Real and Personal Outstanding Taxes
- Tax Administration - Refund and Release Reports - August 2021

#### New Business

- DHS - FY23 5311 Community Transportation Grant - Public Hearing 6:30 p.m.
- Planning and Development - 2020-2021 HOME Program CAPER Report and Associated Public Hearing 6:30 p.m.

#### 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 Budget Amendment Report
- Budget - Monthly Financial Update
- County Manager - Monthly Building Activity Reports
- County Manager - Monthly New Development Report
- EDC - August 2021 Monthly Summary Report

### 6. Closed Session

#### **6.1 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) by the following vote: Ayes: Chairman Morris, Vice Chairman Honeycutt, and Commissioners Kiger, Shue and Strang. Nays: None. Absent: None.

**UPON MOTION** of Commissioner Shue, seconded by Vice Chairman Honeycutt and unanimously carried, the Board moved to come out of closed session by the following vote: Ayes: Chairman Morris, Vice Chairman Honeycutt, and Commissioners Kiger, Shue and Strang. Nays: None. Absent: None.

#### **Return to Open Session**

**UPON MOTION** of Vice Chairman Honeycutt, seconded by Commissioner Shue and unanimously carried, the Board scheduled a public hearing for an economic development investment for Project Tape on Monday, September 20, 2021 at 6:30 p.m. or as soon thereafter as persons may be heard by the following vote: Ayes: Chairman Morris, Vice Chairman Honeycutt, and Commissioners Kiger, Shue and Strang. Nays: None. Absent: None.

### 7. Adjourn

**UPON MOTION** of Commissioner Shue, seconded by Commissioner Kiger and unanimously carried, the meeting adjourned at 8:53 p.m. by the following vote: Ayes: Chairman Morris, Vice Chairman Honeycutt, and Commissioners Kiger, Shue and Strang. Nays: None. Absent: None.



*Lauren Linker*  
 Lauren Linker, Clerk to the Board