

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 Monday, October 4, 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>
 980-729-7942 pin 223833660#

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.

Chairman Morris was experiencing audio and video issues and turned the meeting over to Vice Chairman Honeycutt while he rebooted his computer in an effort to correct his technical difficulties.

2. Approval of Agenda

Vice Chairman Honeycutt presented the following changes to the agenda:

Additions:

Discussion Items - No Action

3.1 Cooperative Extension - Introduction of NC Cooperative Extension Volunteer Joyce Kluttz

Discussion Items for Action

4.10 Planning and Development - Duke Energy Helping Home Fund 2.0 Grant

Closed Session

5.1 Closed Session - Pending Litigation and Economic Development

Removed:

Library - LSTA Grant Submission for FY23

Moved to October 18, 2021 Regular Meeting:

New Business

G-1 County Manager - Cabarrus County Mortgage Assistance Program

Supplemental Information:

Discussion Items for Action

4.5 Finance - North Carolina Education Lottery Payment Application for School Debt

- Applications

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

3. Discussion Items - No Action

3.1 Cooperative Extension - Introduction of NC Cooperative Extension Volunteer Joyce Kluttz

Joyce Kluttz, North Carolina Cooperative Extension, State Advisory Council, South Central District volunteer, expressed appreciation for all the collaborative work with the County through the years. Ms. Kluttz presented the mission and goals of North Carolina State Cooperative Extension and further extended an invitation to contact the State, should the Board identify any community needs.

3.2 Infrastructure and Asset Management - Courthouse Expansion Project Update

Kyle Bilafer, Area Manager of Operations, presented an update on the courthouse expansion project. The update included photos of the building in progress. The following information was also reported: all the steel erection has been completed; the elevated slab pours have been completed; equipment has been set up and installation started of chillers and pumps predominately in the basement level; completed and reviewed mockup; started roof and exterior dry-in activities; and completed pre-dry work in basement and first floor.

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

3.3 Infrastructure and Asset Management - Families First Court Child Care Center at Cabarrus County Courthouse

Kyle Bilafer, Area Manager of Operations, reported the County was approached by Families First Court Child Care to include a childcare facility in the either the new or renovated Courthouse that would allow for childcare for the public's use while there on business.

Jeannie Sherrill, Families First - North Carolina, Inc., Executive Director, presented a proposal for a partnership with Cabarrus County to provide a drop-in court childcare center to serve the Cabarrus County Courthouse. Ms. Sherrill stated this idea was the result of a taskforce created four years ago requesting them to explore bringing two of their programs to Cabarrus County. One was the supervised visitation program, which provides a safe nurturing place for children to visit with their non-custodial parents, usually in domestic violence abuse cases. The second program request was to have a drop-in court childcare center that would provide public use to keep children out of the courtroom, reducing distractions for court proceedings, preventing trauma to children witnessing what goes on during court proceedings, and to provide childcare to potential jurors.

A discussion ensued. During discussion, Ms. Sherrill, Ms. Gloria Peters, Larry King's Clubhouse, Executive Director, and Kyle Bilafer, Area Manager of Operations, responded to questions from the Board.

Chairman Morris returned to the meeting at 4:24 p.m. during the discussion and was present for the remainder of the meeting.

3.4 Innovation and Technology - Innovation Report

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

- This month's book for the employees' digital book club, "Failing Forward" by John C. Maxwell addresses successful mental attitudes in turning failure into moving forward successfully.
- County Strategic Plan - Five Strategic Initiatives,
 - Transparent and Accountable Government
 - Healthy and Safe Community
 - Thriving Economy
 - Sustainable Growth and Development
 - Culture and Recreation
- October is Cybersecurity month
 - Own Your Role in Cybersecurity
 - Lock Down Your Login
 - When in Doubt, Throw It Out
 - Keep A Clean Machine
 - Back It Up
 - Own Your Online Presence
 - Share with Care
 - Get Savvy About Wi-Fi Hotspots
- Cybersecurity Resources

4. Discussion Items for Action

4.1 Active Living and Parks - Extension on Commission Terms

Byron Haigler, Active Living and Parks Assistant Director, presented a request to extend committee members' terms by one year for the Active Living and Parks Commission and Senior Centers Advisory Committee due to covid.

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 October 18, 2021 regular meeting agenda.

4.3 County Manager - Resolution in Support of Intersection Improvements at NC 24/27 and Reed Mine/Pine Bluff Roads

Jonathan Marshall, Deputy County Manager, presented a request for approval of a resolution of support for intersection improvements on NC 24/27 and Reed Mine and Pine Bluff roads. He stated the towns of Midland and Locust have requested a safety study for the intersection. The North Carolina Department of Transportation is recommending a reduced conflict intersection and has requested a resolution of support from Cabarrus County. The Town and City support the suggested improvements.

4.4 DHS - Congregate Nutrition (Lunch Plus) Budget Amendment

Anthony Hodges, Program Administrator of Adult and Aging Services, presented a request for approval of a budget amendment to correct the allocation of Congregate Nutrition (Lunch Plus) funds. Mr. Hodges advised the USDA amount of \$35,952.00 approved in June is correct, however, the amount approved in the county budget is \$33,705.00.

4.5 Finance - North Carolina Education Lottery Payment Application for School Debt

Wendi Heglar, Finance Director, reported each year lottery proceeds are used to pay debt service related to public schools. Ms. Heglar stated this year \$2,300,000 was included in the FY 22 Community Investment Fund budget to pay towards debt service. The County has received an additional \$180,000 lottery proceeds, which will allow, upon Board approval, 5 mobile units to be moved to Hickory Ridge Elementary.

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

4.6 Finance - Occupancy Tax Waiver

Wendi Heglar, Finance Director, requested a waiver for Wingate by Wyndham for \$2,128.09 for the month of April 2021. The tax was due May 20th, but was not mailed until August 24, 2021. This was the hotel's first violation. Ms. Heglar advised the hotel was in good standing when this agenda item was created, however, their September payment is late. She stated they were called and stated their September payment was mailed the 18th. The payment has not been received yet, however Ms. Heglar advised the mail is taking longer than normal.

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

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

Wendi Heglar, Finance Director, requested approval for a budget amendment recognizing reimbursement funds received from the North Carolina Department of Transportation for Hickory Ridge Elementary School road improvements. The amendment will transfer \$1,038,464 currently in the capital project fund and transfer it to the Community Investment Fund for future use. It also corrects an allocation to Forest Park Elementary School for deferred maintenance.

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

4.8 Infrastructure and Asset Management - Cabarrus County Emergency Medical Services Headquarters GMP-2

Kyle Bilafer, Area Manager of Operations, presented the GMP-2 (New Building) bids that were received on August 31, 2021 and September 7, 2021 (remaining divisions) at 3:00 p.m. Mr. Bilafer advised two separate postings were required because there were not enough bidders on the first day as required by General Statute. He stated the total guaranteed maximum price is \$12,090,775. 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 this point includes preconstruction services, GMP-1 (Early Site Package), and GMP-1.5 (Steel Package).

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

4.9 Infrastructure and Asset Management - Town of Midland Temporary Construction Easement at Rob Wallace Park for Veterans Memorial

Kyle Bilafer, Area Manager of Operations, reported The Town of Midland has requested a temporary construction easement at Rob Wallace Park for the staging, access, and construction of the Town of Midland funded Veterans Memorial. Mr. Bilafer also discussed the need for an agreement after the work has been completed regarding upkeep and maintenance responsibilities.

4.10 Planning and Development - Duke Energy Helping Home Fund 2.0 Grant

Kelly Sifford, Planning and Development Director, reported Duke Energy has granted the North Carolina Weatherization Network members another Helping Homes Grant. This grant, called HHF 2.0, will be for \$32,000 with no required match from the County. The program will provide funding to assist the Weatherization program by removing some of the typical issues that prevent Weatherization such as HVAC, structural or health and safety issues.

4.11 Procurement Office - Ordinance for Disposing of Personal Property Valued at Less Than \$30,000

David Goldberg, Deputy County Attorney, presented a request for an ordinance that would allow the County Manager to sale or dispose of property valued at less than \$30,000. Donations to non-profits would still be brought to the Board for determination of action. Mr. Goldberg also responded to questions from the Board.

4.12 Property and Liability ISF - Sheriff Vehicle Replacement

Kyle Bilafer, Area Manager of Operations, requested a transfer of funds from the Property and Liability Internal Service Funds to the General Fund to replace a Sheriff's Office Vehicle (2020 Ford Interceptor Utility) destroyed in an accident on August 09, 2021.

5. Approval of Regular Meeting Agenda

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

UPON MOTION of Commissioner Shue, seconded by Commissioner Strang and unanimously carried, the Board approved the agenda and public hearings as follows for the October 18, 2021 regular meeting 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 Meeting Minutes

Recognitions and Presentations

- BOC - Red Ribbon Week 2021 Proclamation
- DHS - Adoption Recognition Month Proclamation
- Planning and Development - Weatherization Day Proclamation
- Veterans Services - Veterans Day Proclamation

Consent

- Active Living and Parks - Extension on Commission Terms
- Appointments - Library Board of Trustees
- Appointments - Juvenile Crime Prevention Council
- Appointments and Removals - Adult Care Home Community Advisory Committee
- Appointments and Removals - Cabarrus County Youth Commission
- County Manager - Resolution in Support of Intersection Improvements at NC 24/27 and Reed Mine/Pine Bluff Roads
- DHS - Congregate Nutrition (Lunch Plus) Budget Amendment
- Finance - North Carolina Education Lottery Payment Application for School Debt
- Finance - Occupancy Tax Waiver
- Finance - Update of Capital Project Fund Budgets and Related Project Ordinances
- Infrastructure and Asset Management - Cabarrus County Emergency Medical Services Headquarters GMP-2
- Infrastructure and Asset Management - Town of Midland Temporary Construction Easement at Rob Wallace Park for Veterans Memorial

- Planning and Development - Duke Energy Helping Home Fund 2.0 Grant
- Procurement Office - Ordinance for Disposing of Personal Property Valued at Less Than \$30,000
- Property and Liability ISF - Sheriff Vehicle Replacement
- Tax Administration - Refund and Release Reports - September 2021

New Business

- County Manager - Cabarrus County Mortgage Assistance Program

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 - September 2021 Monthly Summary Report

6. Closed Session

6.1 Closed Session - Pending Litigation and Economic Development

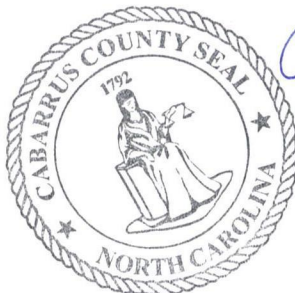
UPON MOTION of Commissioner Shue, seconded by Commissioner Kiger and unanimously carried, the Board moved to go into closed session to discuss matters related to pending litigation and economic development as authorized by NCGS 143-318.11(a)(3) and (4) by the following vote: Ayes: Chairman Morris, Vice Chairman Honeycutt, and Commissioners Kiger, Shue and Strang. Nays: None. Absent: None.

Commissioner Strang left the meeting at 7:03 p.m.

UPON MOTION of Vice Chairman Honeycutt, seconded by Commissioner Shue 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 and Shue. Nays: None. Absent: Commissioner Strang.

7. Adjourn

UPON MOTION of Commissioner Kiger, seconded by Vice Chairman Honeycutt and unanimously carried, the meeting adjourned at 7:55 p.m. by the following vote: Ayes: Chairman Morris, Vice Chairman Honeycutt, and Commissioners Kiger, and Shue Nays: None. Absent: Commissioner Strang.



Lauren Linker

Lauren Linker, Clerk to the Board