

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, December 6, 2021.

Public access to the meeting could also 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>

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 asked for a motion to approve the agenda including changes on the changes page, or if there were any additions or corrections.

Commissioner Shue requested Modernization of the Discharge of Firearms and Air Guns Ordinance be added to the agenda.

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

Additions:

Closed Session

3.1 Closed Session - Pending Litigation

Discussion Items for Action

5.17 BOC - Modernization of the Discharge of Firearms and Air Guns Ordinance

Closed Session

7.1 Closed Session

Updated:

Discussion Items for Action

5.13 EDC - Spark Grant Funding for the Cabarrus Center for Innovation and Entrepreneurship

3. Closed Session

3.1 Closed Session - Pending Litigation

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 as authorized by NCGS 143-318.11(a)(3).

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

4. Discussion Items - No Action

4.1 Innovation and Technology - Innovation Report

Todd Shanley, Chief Information Officer, and Kasia Thompson, Communications and Outreach Director, presented the December Innovation Report. The report included the following topics:

- This month's book for the employees' digital book club, "The Gift of Time" by Gail Thomas addresses how delegation can give you space to succeed.
- County Strategic Plan - Five Strategic Initiatives,
 - Transparent and Accountable Government
 - Healthy and Safe Community
 - Thriving Economy

- o Sustainable Growth and Development
- o Culture and Recreation
- Website Redesign
 - o OpenCities/Granicus
 - Content Management System
 - Methodology
 - o Project Goals
 - Maintain and enhance transparency
 - Provide updated and historical information
 - Act as first connection between the County and the public
 - Build internal connection with updated, robust intranet
 - o Create core teams to work on project
 - Technology
 - Steering committee
 - Executive stakeholders
 - o What we have accomplished
 - Core team kickoff meeting
 - Steering committee kickoff meeting
 - Defined top tasks
 - Design workshops
 - Digital services academy kickoff meeting
 - Configured single sign-on for admin users
 - Reviewed content migration tips and tricks
 - o In Progress
 - Content rationalization to determine if pages, form, and documents need to be archived, improved, or migrated
 - Conducting resident website experience survey
 - Gathering anecdotal feedback from departments
 - Determining internal file and content structure
 - Digital service academy recruitment and deliverables
 - o Next steps
 - Review survey results
 - Reveal initial homepage designs
 - Conduct admin training
 - Schedule content publisher and digital service academy training dates
 - Configure remaining single sign-on groups

A discussion ensued. During discussion, Mr. Shanley and Ms. Thompson responded to questions from the Board.

4.2 Infrastructure and Asset Management - Emergency Medical Services Headquarters Project Update

Kyle Bilafer, Area Manager of Operations, presented an updated report on the Emergency Medical Services Headquarters project. Information included: clearing and degrading of property, the concrete pad poured, rock removal and reuse, etc. Mr. Bilafer also reviewed several photos of the work in progress at the site.

A discussion ensued. During discussion, Mr. Bilafer, Mike Downs, County Manager, and Jonathan Marshall, Deputy County Manager, responded to questions from the Board.

4.3 Infrastructure and Asset Management - City of Concord Christmas Tree Location at Courthouse Public Plaza

Kyle Bilafer, Area Manager of Operations, presented a request from the City of Concord to use the courthouse public plaza in the future for the display of their annual Christmas tree. Should the Board agree, a slight modification will be required in the landscape design.

A discussion ensued. During discussion, Mr. Bilafer, Mike Downs, County Manager, and Jonathan Marshall, Deputy County Manager, responded to questions from the Board.

5. Discussion Items for Action

5.1 Cooperative Extension - 4-H Club Access to Archery Range at Camp T.N. Spencer

Tracy LeCompte, Cooperative Extension Director, presented information regarding the 4-H Clubs and the programs available nationwide as well as

locally. In that vein, archery and rifle shooting are included in the Cabarrus County programs. These two programs have annual competitions. Ms. LeCompte presented a request for use of the archery range at Camp T. N. Spencer and the Sheriff's Office Training Range for target practice prior to annual competitions.

Darren Purser, 4-H Volunteer and Certified Rifle Instructor for 4-H Shooting Programs, was also in attendance.

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

5.2 Cooperative Extension - 4-H Club Access to Cabarrus County Sheriff's Office Training Range

Tracy LeCompte, Cooperative Extension Director, presented a request for approval to allow the 4-H rifle team to practice target shooting at the Cabarrus County Sheriff's Office Training Range. She stated the request is for approximately 25 youth and screened adults to access the location multiple times a month to practice March - October 2022.

A discussion ensued. During discussion, Ms. LeCompte, Mike Downs, County Manager, Darren Purser, 4-H Volunteer and Certified Rifle Instructor for 4-H Shooting Programs, and Chief Deputy James Bailey, Cabarrus County Sheriff's Office, responded to questions from the Board.

5.3 Active Living and Parks - Fees and Charges

Londa Strong, Active Living and Parks Director, reported Byron Haigler was tasked with updating changes to the Fees and Charges Policy. She stated he would update the Board on the changes. Ms. Strong advised Commissioner Kiger was at the last Active Living and Park's Commission meeting and may have additional input.

Byron Haigler, Active Living and Parks Assistant Director, reviewed a summary of the proposed fees and charges. He advised these items are addressed during this time of year so that they can be in place in January for the entire calendar year.

A discussion ensued. During discussion, Ms. Strong and Mr. Haigler responded to questions from the Board.

5.4 Active Living and Parks - PARTF Grant Waiver Request

Londa Strong, Active Living and Parks Director, stated Cabarrus County has not received funding through the Recreation Trust Fund Grant (PARTF) in connection with the purchase of a 13.795-acre parcel of land adjacent to Rob Wallace Park. It appears, should the State budget pass, funding should be available sometime after the first of the year 2022. The current property owners want to complete the transaction prior to January 1, 2022. Therefore, staff applied for and was granted a grant waiver, which would allow the County to purchase the property without forfeiting the ability to receive grant funds, should they be awarded.

Ms. Strong requested approval of a budget amendment to purchase the property using monies from the General Fund.

A discussion ensued. During discussion, Ms. Strong and Jonathan Marshall, Deputy County Manager, responded to questions from the Board. Byron Haigler, Active Living and Parks Assistant Director, was also in attendance.

UPON MOTION of Commissioner Shue, seconded by Commissioner Kiger and unanimously carried, the Board suspended the Rules of Procedure due to time constraints.

UPON MOTION of Commissioner Kiger, seconded by Commissioner Strang and unanimously carried, the Board approved the purchase of the 13,795-acre parcel adjacent to Rob Wallace Park for \$100,000 with funding from the Fund Balance account and adopted the budget amendment.

Date:	<input type="text" value="12/6/2021"/>	Amount:	<input type="text" value="100,000.00"/>
Dept. Head:	<input type="text" value="Londa Strong"/>	Department:	<input type="text" value="ALPS"/>
<input type="checkbox"/> Internal Transfer Within Department		<input type="checkbox"/> Transfer Between Departments/Funds	
		<input type="checkbox"/> Supplemental Request	

The ALP Department would like to purchase the 13.795 acre parcel before January 1, 2022 at the agreed on price of \$100,000. The property appraised at \$354,500.

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
001	6	1910-6901	Fund Balance Appropriated	2,192,832.37	100,000.00		2,292,832.37
001	9	8140-9801	Land Acquisition		100,000.00		100,000.00

5.5 BOC - Appointments to Boards and Committees

Chairman Morris reported information regarding appointments to boards and committees was provided in the agenda. He asked if there were any questions from Board members. There were none. He advised these appointment requests would be included in the Consent section of the December 20, 2021 regular meeting agenda.

5.6 BOC - Commissioner Appointments for 2022

Chairman Morris reported a list regarding commissioner appointments for members or liaisons to various boards and committees was provided for the coming 2022 year. He reviewed a number of changes made through the year and requests for several of the committees. Chairman Morris recommended the Board to allow him and the Clerk to make adjustments to the list and send to them for input prior to the regular meeting. He also requested Board members provide the Clerk with which committees they prefer to serve on.

A discussion ensued.

5.7 BOC - Ordinance Implementing State Criminal Justice Reforms

David Goldberg, Deputy County Attorney, reported the General Assembly recently passed, and the governor signed, a criminal justice reform package judicial reform. Under previous law, a violation of most county ordinances is punishable as a Class 3 misdemeanor subject to a fine of between \$50 and \$500, unless the county ordinance provides for a lesser penalty. The Cabarrus County Code of Ordinances implements this provision by providing a general, default penalty of a Class 3 misdemeanor with a fine of up to \$500 for any violation of the County Code. Under the reform this cannot be used, and each ordinance will need to state if it is punishable as a Class 3 misdemeanor or as a civil penalty. Additionally, the reform has determined certain ordinances can no longer be considered punishable criminally. Therefore, staff requests approval to update the County's Code of Ordinances.

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

5.8 BOC - Resolution Establishing the Board of Commissioners' 2022 Meeting Schedule

Chairman Morris stated a resolution is required to establish the Board of Commissioners' meeting schedule each year. A copy for 2022 was provided for review.

5.9 County Manager - Appropriate Fund Balance for Cabarrus Dream Center

Rodney Harris, Deputy County Manager, introduced Gwen Stowers, Multiply Church, Pastor, and Doug Stafford, Cabarrus Dream Center Volunteer Advocate.

Ms. Stowers and Mr. Stafford provided historical and current information of the working and services located at the Cabarrus Dream Center as well as future goals. The current focus is to implement and provide services to the community in the areas of behavioral health and teen trafficking. In that regard, a request was made to help with funding for renovation of space for behavioral health and human trafficking services to provide space needed for these services.

Mr. Harris provided additional funding information and recommended Fund Balance be used for the project.

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

5.10 County Manager - Easement Request at CC Griffin Middle School

Jonathan Marshall, Deputy County Manager, reviewed the sewer easement previously approved regarding land adjacent to CC Griffin Middle School. The City of Concord has approved a subdivision for that area. Currently, there is an 11' gap between the existing easement and the property line. The developer

has requested an easement to make the connection. Mr. Marshall also responded to questions from the Board.

5.11 DHS - Appropriation of American Rescue Plan Funding to Families First, Inc.

Rodney Harris, Deputy County Manager, advised grant funding from the State of North Carolina (for the first time in fourteen years) has not been provided for the Visitation Station, which service Cabarrus and Rowan County.

Jeannie Sherrill, Visitation Station, Director, and Beth Hamilton, Visitation Station, Program Manager, provided a history and information regarding programs provided through Visitation Station. Since funding for the upcoming year was not received through the North Carolina Governor's Crime Commission Grant, a request of \$99,500 was made to continue Visitation Station in Cabarrus County. Funding would come from the Cabarrus County American Rescue Plan. To note, the Rowan County Board of Commissioners approved the needed funds for continuation in Rowan County.

A discussion ensued. During discussion, Ms. Sherrill and Ms. Hamilton responded to questions from the Board.

5.12 DHS - Appropriation of Low-Income Household Water Assistance Program Funding

Lora Lipe, Economic Support Services Program Administrator, presented a request for approval of a budget amendment for a new, temporary federally funded program, Low Income Household Water Assistance Program (LIHWAP). The program provides emergency assistance to low-income households to prevent disconnection or provide assistance with reconnection for drinking and wastewater services. The program begins December 1, 2021 and will be administered through September 30, 2023, based upon funding availability. Cabarrus County has been allocated \$226,472 in program funding and \$45,255 in administration funding. No county funds are required.

5.13 EDC - Spark Grant Funding for the Cabarrus Center for Innovation and Entrepreneurship

Paige Castrodale, Economic Development Corporation, Executive Director, presented a PowerPoint presentation in connection with two programs, Spark Grant and Retail Lab. Topics included:

- Overview of programs
 - Spark Grants
 - Focused on startups with rapidly scalable commercial ideas that can gradually make an impact on the county tax and employment base
 - 21 total application in first round (Spring 2021)
 - Companies went through curriculum aimed at moving ideas to repeatable revenue models
 - Eight finalists pitched to Cabarrus Entrepreneurship Council, four \$5,000 grants were awarded
 - All applicants continue to be supported by the Cabarrus Center in the form of free online course tuition, office hours and access to our mentor network
 - Retail Lab Bootcamp
 - Focused on new and existing retail goods and services, food and beverage and entertainment businesses
 - Some are scalable through licensing or franchising, but most will be main street businesses
 - 32 total applications in first round (Fall 2021)
 - 16 companies were accepted into the Bootcamp, supported by the Small Business Center
 - Eight companies pitched to the Cabarrus Entrepreneurship Council; five total grants were awarded
 - Six companies overall are expected to participate in the Retail Lab Store
- Funding request - \$75,000 over three years (\$25,000/year) to support administrative, operational and curricular costs associated with both Spark and Retail Lab programs
 - \$150,000 total is being requested from the County and its municipalities
 - Matching funds will be secured from private sector to support grant funding
 - Two program cycles per year for each program

A discussion ensued. During discussion, Ms. Castrodale responded to a variety of questions from the Board.

5.14 Finance - Update Capital Project Fund Budget and Related Project Ordinance

Wendi Heglar, Finance Director, reported Kannapolis City Schools (KCS) approved \$500,000 for their maintenance budget for A.L. Brown Tennis Courts. She advised KCS would like to use these funds for a roof at Jackson Park (\$330,000) and a boiler (\$70,000) and track maintenance (\$100,000) at A.L. Brown. She stated a budget amendment will not be required for this action because the funds were already budgeted. Staff wanted to keep the Board informed of the change.

A discussion ensued. During discussion, Will Crabtree, KCS Business Operations Director, responded to questions.

Ms. Heglar then presented a request for approval of a budget amendment to increase the Emergency Medical Services Headquarters budget by \$1,700,000 to cover increased construction costs and an additional \$210,000 for deferred maintenance to cover the Milestone Building.

A discussion ensued. During discussion, Kyle Bilafer, Area Manager of Operations, responded to questions from the Board.

5.15 Infrastructure and Asset Management - Recommended Approval of Preferred Alternates for Frank Liske Park Barn Replacement and Emergency Equipment Warehouse - ITS Building Projects(s)

Kyle Bilafer, Area Manager of Operations, requested approval for brand preferred alternates in connection with the Cabarrus County Frank Liske Park Barn Replacement Project and the Emergency Medical Services Equipment Warehouse projects.

5.16 Sheriff's Office - Acceptance of Private Funds for Purchase of Motorcycle

Chief Deputy James Bailey, Cabarrus County Sheriff's Office, presented a request for approval for a donation by Amy Thomas, Owner of Speedway Harley Davidson. Chief Bailey reported the Sheriff's Office currently leases a motorcycle from them. The lease expires on December 11, 2021 and the motorcycle will be available for sale. Ms. Thomas would like to donate the cost of the motorcycle to the Sheriff's Office for them to purchase it.

Additionally, Ms. Thomas would like to donate up to four electric bicycles to Cabarrus County for use by the Sheriff's Office at high-density events. Each bicycle ranges in price from \$2,888.35 to \$3,724.94.

UPON MOTION of Vice Chairman Honeycutt, seconded by Commissioner Shue and unanimously carried, the Board suspended the Rules of Procedure due to time constraints.

UPON MOTION of Vice Chairman Honeycutt, seconded by Commissioner Strang and unanimously carried, the Board accepted the donation award and adopted the associated budget amendment.

Date: Amount:
 Dept. Head: Department:
 Internal Transfer Within Department Transfer Between Departments/Funds Supplemental Request

Budget Amendment needed to record expected Revenue and Asset Purchase, due to donation from ACRT ENTERPRISES, LLC.
 ACRT ENTERPRISES, LLC (Speedway Harley-Davidson) intends to make a cash donation to Cabarrus County in the month of December, 2021 sufficient for Cabarrus County to purchase the following inventory from ACRT ENTERPRISES, LLC: 2020 Harley Davidson Motorcycle VIN # 1HD1FMP13LB634502. This motorcycle is currently under lease to Cabarrus County; this lease expires December 11, 2021 with a purchase option of \$ 16,785.00.

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
001	6	2110-Revenue	Revenue		16,785.00		16,785.00
001	9	2110-9863	Motor Vehicles	1,663,789.89	16,785.00		1,680,574.89

5.17 BOC - Modernization of the Discharge of Firearms and Air Guns Ordinance

David Goldberg, Deputy County Attorney, presented an update to the proposed gun ordinance. The ordinance relates to the unincorporated areas of the county.

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

Chief Deputy James Bailey, Cabarrus County Sheriff's Office, advised he and Sheriff Shaw support the proposed updates to the ordinance.

A discussion ensued. During discussion, Mr. Goldberg, Chief Bailey, and Todd Shanley, Chief Information Officer, responded to questions from the Board.

6. Approval of Regular Meeting Agenda

6.1 BOC - Approval of Regular Meeting Agenda

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

UPON MOTION of Vice Chairman Honeycutt, seconded by Commissioner Shue and unanimously carried, the Board approved the agenda as follows for the December 20, 2021 regular meeting and scheduled the public hearings for December 20, 2021 at 6:30 p.m. or as soon thereafter as persons may be heard.

Approval or Correction of Minutes

- Approval or Correction of Meeting Minutes

Board Organization

- Board of Commissioners - Election of Chairman
- Board of Commissioners - Election of Vice Chairman
- Board of Commissioners - Comments from Chairman and Vice Chairman

Recognitions and Presentations

- Human Resources - Recognition of Captain David W. Taylor's Retirement from Cabarrus County Sheriff's Office
- Human Resources - Recognition of Ronnie Blackmon's Retirement from Cabarrus County Human Services Department
- Proclamation - Reverend Dr. Martin Luther King, Jr. Day

Consent

- Appointments - Industrial Facilities and Pollution Control Financing Authority
- Appointments (Removals) - Nursing Home Community Advisory Committee
- Appointments and Removals - Human Services Advisory Board
- Appointments and Removals - Mental health Advisory Board
- Appointments and Removals - Public Health Authority of Cabarrus County
- Active Living and Parks - Fees and Charges
- BOC - Commissioner Appointments for 2022
- BOC - Ordinance Implementing State Criminal Justice Reforms
- BOC - Resolution Establishing the Board of Commissioners' 2022 Meeting Schedule
- Cooperative Extension - 4-H Club Access to Archery Range at Camp T.N. Spencer
- Cooperative Extension - 4-H Club Access to Cabarrus County Sheriff's Office Training Range
- County Manager - Appropriate Fund balance for Cabarrus Dream Center
- County Manager - Easement Request at CC Griffin Middle School
- DHS - Appropriation of American Rescue Plan Funding to Families First, Inc.
- DHS - Appropriation of Low Income Household Water Assistance Program Funding
- EDC - Spark Grant Funding for the Cabarrus Center for Innovation and Entrepreneurship
- Finance - Update Capital Project Fund budget and Related Project Ordinance
- Infrastructure and Asset Management - Recommended Approval of Preferred Alternates for Frank Liske Park Barn Replacement and Emergency Equipment Warehouse - ITS building Project(s)
- Sheriff's office - Award of Service Weapon to Captain David W. Taylor Upon His Retirement
- Tax Administration - Refund and Release Reports - November 2021

New Business

- Economic Development Investment - Project Independence - K - Public Hearing 6:30 p.m.
- Economic Development Investment - Project Independence - O - Public Hearing 6:30 p.m.
- BOC - Modernization of the Discharge of Firearms and Air Guns Ordinance - 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 - November 2021 Monthly Summary Report

7. Closed Session

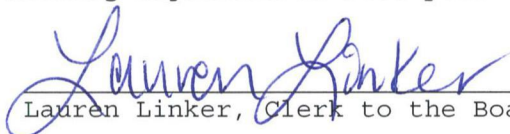
7.1 Closed Session

UPON MOTION of Vice Chairman Honeycutt, seconded by Commissioner Shue and unanimously carried, the Board moved to go into closed session as authorized by NCGS 143-318.11(a) (1), (3), (4) and (6).

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

8. Adjourn

UPON MOTION of Vice Chairman Honeycutt, seconded by Commissioner Kiger and unanimously carried, the meeting adjourned at 9:03 p.m.



Lauren Linker, Clerk to the Board