

The Board of Commissioners for the County of Cabarrus met for an Agenda Work Session in the Commissioners' Meeting Room at the Cabarrus County Governmental Center in Concord, North Carolina at 5:30 p.m. on Monday, June 6, 2022.

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

live broadcast at 5:30 p.m. on Channel 22  
<https://www.youtube.com/cabarruscounty>  
<https://www.cabarruscounty.us/cabcotv>

Present - Chairman: Stephen M. Morris  
Vice Chairman: F. Blake Kiger  
Commissioners: Diane R. Honeycutt  
Lynn W. Shue  
Barbara C. Strang

Also present were Mike Downs, County Manager; Richard M. Koch, County Attorney; 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 5:31 p.m.

**2. Approval of Agenda**

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

Additions:

Discussion Items for Action

4.6 Cabarrus County Schools - Approval to Move Forward with Grant Applications for Access Control Systems

Discussion Items - No Action

5.4 County Manager - Northwest High School Replacement Design

Updated:

Discussion Items for Action

4.10 EMS - Purchase of Simulation Equipment for EMS Headquarters

Supplemental Information:

Public Hearings

3.1 Economic Development Investment - Max Solutions, Inc. - Public Hearing 5:30 p.m.

- Project Overview
- Grant Analysis

Discussion Items - No Action

5.3 Cabarrus Cooperative Extension - Agribusiness and Environmental Conservation Field Days

- Backup Information - Agribusiness Days Reimagined

Removed:

Discussion Items - No Action

5.6 Innovation and Technology - Innovation Report

**3. Public Hearings**

**3.1 Economic Development Investment - Max Solutions, Inc. - Public Hearing 5:30 p.m.**

Samantha Grass, Cabarrus County Economic Development Corporation, Project Manager, presented a request for an economic development incentive investment for Max Solutions, Inc. The facility will be located at 700 Derita Road, Suite 100 in Concord and will include 150,000 square feet. The project will create 150 jobs with average wages over \$67,000 (above our current county average wage). The projected investment will be approximately \$27,484,941 in real and personal property. A three-year grant equivalent to 85 percent of the ad valorem taxes on the increase in personal property tax values is requested. A public hearing is required. Ms. Grass also responded to questions from the Board.

**Cabarrus County Economic Development Grant Analysis**

		Year 1	Year 2	Year 3
<b>Total Assessed Value (Real)</b>		\$3,176,944	\$5,176,944	\$5,176,944
<b>Total Assessed Value (Personal)</b>		\$20,077,197	\$18,292,558	\$16,284,838
	<b>\$22,307,997.00</b>	\$20,077,197	\$18,292,558	\$16,284,838
<b>County taxes at .74</b>		\$172,081	\$173,674	\$158,817
<b>Grant @ 85 %</b>		\$146,269	\$147,623	\$134,995
<b>Net Taxes to County</b>		\$25,812	\$26,051	\$23,823
			<b>Taxes</b>	<b>\$ 504,572</b>
			<b>Grant</b>	<b>\$ 428,886</b>
			<b>Net Taxes to County</b>	<b>\$ 75,686</b>

Chairman Morris opened the public hearing at 5:34 p.m. The public hearing notice was posted on the County’s website ([www.cabarruscounty.us](http://www.cabarruscounty.us)) on May 19, 2022, in accordance with Article 2, Administration, Section 2.1 (Use of Electronic Means to Provide Public Notices) of the Cabarrus County Code of Ordinances.

There was no one present to address the Board; therefore, Chairman Morris closed the public hearing.

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

Commissioner Shue **MOVED** to approve an economic development agreement (3 years, 85 percent) between Max Solutions, Inc., and Cabarrus County, and to authorize the County Manager to execute the agreement on behalf of the Board, subject to review or revision by the County Attorney. Commissioner Honeycutt seconded the motion.

The **MOTION** carried with Chairman Morris, Vice Chairman Kiger, and Commissioners Honeycutt and Shue voting for, and Commissioner Strang voting against.

**3.2 County Manager - FY 2023 Economic Development Allocation - Public Hearing 5:30 p.m.**

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

Chairman Morris opened the public hearing at 5:37 p.m. The public hearing notice was posted on the County’s website ([www.cabarruscounty.us](http://www.cabarruscounty.us)) on May 19, 2022, in accordance with Article 2, Administration, Section 2.1 (Use of Electronic Means to Provide Public Notices) of the Cabarrus County Code of Ordinances.

There was no one present to address the Board; therefore, Chairman Morris closed the public hearing.

**3.3 County Manager - FY 2023 Budget - Public Hearing 5:30 p.m.**

Chairman Morris reviewed the process for the public hearing for the proposed FY23 budget.

Chairman Morris opened the public hearing at 5:38 p.m. The Public Hearing Notice was published on May 25, 2022 in *The Independent Tribune*. The public hearing notice was also posted on the County’s website ([www.cabarruscounty.us](http://www.cabarruscounty.us)) on May 19, 2022, in accordance with Article 2, Administration, Section 2.1 (Use of Electronic Means to Provide Public Notices) of the Cabarrus County Code of Ordinances.

Jim Quick, resident of 126 Spencer Avenue in Concord, commented on attendance at the recent Government 101 class, the proposed budget for the Cabarrus Arena and Events Center and school nurses.

There was no one else present to address the Board; therefore, Chairman Morris closed the public hearing.

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

##### **4.1 Cabarrus Regional Chamber of Commerce - Funding for Edge Factor**

Barbi Jones, Cabarrus County Chamber of Commerce, Executive Director, presented a request for funding to purchase the Edge Factor, a digital learning platform designed for career discovery, connection, and workforce development. Ms. Jones stated a platform overview is included in the agenda along with letters of recommendation from Cabarrus County Schools, Kannapolis City Schools, Rowan-Cabarrus Community College, and the Centralina Workforce Development Board. She stated she is also working with Cabarrus County Schools and Kannapolis City Schools to implement a timeline to roll out teacher training and student implementation should the Board decide to fund this program.

Larissa Hofman, Edge Factor, Vice President, was present via Microsoft Teams and presented an overview of the platform via a PowerPoint presentation. Topics included:

- E-Learning Library Overview
  - Inspiration
  - Exploration
  - Preparation
  - Connection
- New Platform and Features Coming This Summer
  - Mobile App
  - Assessments
  - Journey Map
  - Courses and Badges
  - Achievements and Portfolio
  - Analytics
  - Support Services

A discussion ensued. During discussion, Ms. Hofman and Ms. Jones responded to questions from the Board.

##### **4.2 Cabarrus County Tourism Authority - FY2023 Budget Approval**

Donna Carpenter, Cabarrus County Convention and Visitors Bureau President and Chief Executive Officer, was present via Microsoft Teams and presented an update on the status of tourism in Cabarrus County.

John Mills, Cabarrus County Convention and Visitors Bureau, Executive Vice President presented the proposed FY2023 Tourism Authority Budget totaling \$5,766,060 via a PowerPoint presentation. Topics included Historical data, FY22 Budget and Forecast and FY23 Budget, and FY22 and FY23 Allocations. Owen Parker, Cabarrus County Convention and Visitors Bureau Board Chair was also in attendance.

##### **4.3 BOC - Appointments to Boards and Committees**

Chairman Morris reported information regarding appointments to boards and committees was provided in the agenda. He advised these appointment requests would be included in the Consent section of the June 20, 2022, regular meeting agenda.

##### **4.4 Active Living and Parks - Cox Mill Easement Request from Concord Parks and Recreation**

Londa Strong, Active Living and Parks Director, stated Cox Mill School Park was one that was turned over to the City of Concord to operate and maintain. The City purchased property adjacent to the park where they are building the Jim Ramseur Park. Ms. Strong advised tonight's request is needed to finalize their plan. She further advised the Cabarrus County School Board approved this at their May meeting.

Jason Pauling, City of Concord Senior Planner, presented a request for three easements for the Jim Ramseur Park, which are as follows:

- Permanent Access and Greenway Easement - approximately 5.42 acres adjacent to and include the existing driveway for access to the park site, and improvements "resurfacing" of the driveway
- Permanent Public Sanitary Sewer Easement - 0.164 acres to connect to the existing sewer lift station on the school property, and to improve the station to accommodate sewer for the future park



- Permanent Sidewalk Easement - 0.381 acres in order to install a public sidewalk in the future to assist with connectivity

Mr. Pauling reported the City of Concord has contracted with Woolpert, LLP to complete the design. Additionally, the Concord City Council has approved the schematic plan, and the design development will take place over the next year along with construction drawings.

A discussion ensued. During discussion, Mr. Pauling and Kelly Sifford, Cabarrus County Planning and Development Director, responded to questions from the Board. Sheila Lowery, City of Concord Parks and Recreation Assistant Director, was also in attendance.

#### **4.5 Active Living and Parks - Matching Incentive Grant Update Proposal**

Ian Sweeney, Active Living and Parks, Project and Events Manager, reported the matching incentive grant program is a 50/50 match for seed money for civic and community groups to construct, improve, and acquire recreation and park facilities in Cabarrus County. It must be sponsored by a non-profit and must be located on public property owned by Cabarrus County, the boards of education, a municipality within the county or leased to the county for at least 15 years.

Mr. Sweeney reviewed the proposed changes to the current incentive grant guidelines recommended by the Active Living and Parks Commission. He advised applications for this year are due Friday, June 10, 2022.

#### **4.6 Cabarrus County Schools - Approval to Move Forward with Grant Applications for Access Control Systems**

Brian Cone, Cabarrus County Schools (CCS), Director of Architecture, Planning and Construction, requested approval to submit applications to the North Carolina Public Instruction School Building Repair and Renovation Fund grant to replace antiquated and outdated access control systems at four different facilities. Mr. Cone stated the cost is approximately \$260,000. Due to the sensitive nature of timing of the grants, he requested the Board to take action on this item tonight. Mr. Cone also responded to questions.

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

**UPON MOTION** of Commissioner Honeycutt, seconded by Vice Chairman Kiger, and unanimously carried, the Board approved submission of the grant application for the North Carolina Distribution Request Public School Building Repair and Renovation Fund to replace four access control systems that are out of lifecycle.

#### **4.7 Cabarrus County Schools - Stallings Road Right-of-Way Dedication**

Kyle Bilafer, Area Manager of Operations, presented two requests regarding the Stallings Road right-of-way dedication on behalf of Cabarrus County Schools.

The first part is related to the land purchase associated with the 2015 extension of Raging Ridge Road. The established right-of-way that was a part of this project was never dedicated back to the North Carolina Department of Transportation (NCDOT) as required. The dedication is a normal procedure when road improvements are made to the North Carolina State Highway Road System giving them authority and right for maintenance and repairs required.

The second part of the request is a 30' sanitary sewer public utility easement, which would allow access for the Harmony Subdivisions currently being developed on the north side of Stallings Road. With the Board's approval, the County Manager and County Attorney will need to negotiate and complete the legal agreement for the purchase of the utility easement in the amount of \$2,425 with the Harmony Subdivision Developer. This will then allow the County Manager to execute the agreement once finalized.

Richard Koch, County Attorney, provided additional information regarding the value of the easements.

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

**UPON MOTION** of Vice Chairman Kiger, seconded by Commissioner Shue, and unanimously carried, the Board dedicated the established right-of-way back to the North Carolina Department of Transportation (NCDOT) as required.

Commissioner Strang **MOVED** to approve a 30' sanitary sewer public utility easement allowing access for the Harmony Subdivisions currently being developed on the north side of Stallings Road and to authorize the County Manager to negotiate the purchase of this utility easement in the amount of \$2,425.00 with the Harmony Subdivision Developer, subject to review and revision by the County Attorney. Commissioner Shue seconded the motion.

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

**4.8 County Manager - Adoption of the New Retention and Disposition Schedule for North Carolina**

Lauren Linker, Clerk to the Board, stated the new retention and disposition schedule determines if and when certain public records are to be destroyed.

**4.9 DHS - FY23 HCCBG (Home and Community Care Block Grant) Funding Plan**

Anthony Hodges, HCCBG (Home and Community Care Block Grant) Lead Agency Representative, reported \$1,010,636 will be received from the FY23 HCCBG. A 10 percent match will be required. Cabarrus County will serve as the lead agency in distribution of the funds. Mr. Hodges advised the plan has been approved by the HCCBG Advisory Committee.

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

**4.10 EMS - Purchase of Simulation Equipment for EMS Headquarters**

Justin Brines, Emergency Medical Services (EMS) Deputy Chief, presented a request to purchase simulation equipment for EMS headquarters. Funding was previously approved. He stated the equipment will be purchased from sole source vendors.

The request includes:

Echo Healthcare - Echo complete package - (\$249,490) Full immersive interactive technology enabled classroom 7 LifeCast simulation manikins (3 adults, 2 toddlers, 2 babies) iSimulate PRO (heart monitor simulator).

CAE Healthcare Learning Space Experience and mid-fidelity Ares simulation manikin. LearningSpace allows real time recording and playback of simulations for debrief and continued learning. CAE mid-fidelity Ares complete simulation manikin allows for realistic scenarios with real time feedback for learning.

Mr. Brines advised he was just made aware the pricing is going up 14 percent July 1, 2022. He requested the Board take action tonight in order to purchase the equipment before the price increases go into effect.

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

**UPON MOTION** of Vice Chairman Kiger, seconded by Commissioner Honeycutt, and unanimously carried, the Board approved these sole source exception purchases and authorized the County Manager to execute the contract between Cabarrus County and CAE Healthcare, subject to revision by the County Attorney.

**4.11 Human Resources - Personnel Ordinance Updates**

Lundee Covington, Human Resources Director, reported effective July 1, 2022, Human Resources would like to freeze evaluation dates as currently established (hire date or position date) and not make changes for future employee job changes (promotions and demotions) to ensure a consistent one-time per 12 months performance evaluation process for all employees.

**4.12 Legal - Ad Hoc Amendment to Central Area Land Use Plan Interlocal Agreement for 3535 Katrina Avenue, Further Identified as PIN 5641-70-7417**

Richard Koch, County Attorney, presented a request received from the City of Concord for water service for 3535 Katrina Avenue, which is located in Area A of the Central Area Land Use Plan Interlocal Agreement.

**4.13 Planning and Development - Budget Amendment to Allocate Newly Awarded Duke Helping Home Fund Revenues and Expenses**

Kelly Sifford, Planning and Development Director, reported Duke Energy has awarded an additional \$20,000 for the Helping Home Fund. Approval of a budget amendment is needed in order to accept those funds. Ms. Sifford advised staff has expended almost all of the previous grant serving 11 households. The repairs include 6 HVAC replacements, 1 HVAC repair, 3 water heaters, 2 washers, 2 dryers and 2 stoves.

**5. Discussion Items - No Action****5.1 BOC - NCACC Annual Conference Update**

Mike Downs, County Manager, announced Cabarrus County will be hosting the upcoming North Carolina Association of County Commissioners annual conference August 11 through 13, 2022 at the Embassy Suites in Concord.

A discussion ensued.

**5.2 BOC - NCACC County Legislative Goals**

Mike Downs, County Manager, requested the Board to review the Legislative Goals handbook, previously submitted legislative goals, and submit any modifications or additions for consideration. The submission deadline for legislative goals is September 30, 2022, and goals submitted by or before the deadline will be referred to a steering committee for review and consideration.

**5.3 Cabarrus Cooperative Extension - Agribusiness and Environmental Conservation Field Days**

Tracy LeCompte, Cooperative Extension Director, presented Cooperative Extension's plans and events to increase agricultural awareness. Ms. LeCompte stated the cultural event will be held in the Spring rather than at the Cabarrus County Fair. The remaining Cooperative Extension events such as animal exhibits, will remain at the fair. It is anticipated the new schedule will expand all the events and programs. Ms. LeCompte requested input from the Board.

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

**5.4 County Manager - Northwest High School Replacement Design**

Rodney Harris, Deputy County Manager, was in attendance via Microsoft Teams. He advised there are some funding challenges with the new high school project, depending on the timing of when the school gets built. He stated staff has worked on a solution to fit into the County's financial model to meet the funding needs.

Brian Cone, Cabarrus County Schools (CCS), Director of Architecture, Planning and Construction, presented an update on the increasing cost to build the Northwest High School replacement.

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

**5.5 County Manager - Southeast Library and Senior Center Site Selection**

Kyle Bilafer, Area Manager of Operations, reported in order to replace the Harrisburg branch library, along with adding a new senior center, the County needs suitable land in the southeast. Staff has identified four options that can meet the county's needs. Mr. Bilafer reviewed the options noting the positives and negatives for each site. He then requested input from the Board.

A lengthy discussion ensued. During discussion Mr. Bilafer and Rodney Harris, Deputy County Manager, 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 Commissioner Strang, seconded by Commissioner Honeycutt and unanimously carried, the Board approved the agenda as follows for the June 20, 2022 regular meeting.

Approval or Correction of Minutes

- Approval or Correction of Meeting Minutes

Recognitions and Presentations

- Active Living and Parks - July Park and Recreation Month Proclamation
- Human Resources - Recognition of Senior Parks Program Manager Perry Gabriel on His Retirement from Cabarrus County Government

Consent

- Active Living and Parks - Cox Mill Easement Request from Concord Parks and Recreation
- Active Living and Parks - Matching Incentive Grant Update Proposal
- Appointments - Board of Equalization and Review
- Appointments - Centralina Workforce Development Board
- Appointments - Mount Pleasant Planning Board and Board of Adjustment (ETJ)
- Appointments - Public Health Authority of Cabarrus County
- Appointments - Transportation Advisory Board
- Appointments and Removals - Juvenile Crime Prevention Council
- Appointments and Removals - Tourism Authority of Cabarrus County
- Appointments (Removals) - Adult Care Home Community Advisory Committee
- Appointments (Removals) - Cabarrus County Youth Commission
- Cabarrus County Tourism Authority - FY2023 Budget Approval
- Cabarrus Regional Chamber of Commerce - Funding for Edge Factor
- County Manager - Adoption of the New Retention and Disposition Schedule for North Carolina
- DHS - FY23 HCCBG (Home and Community Care Block Grant) Funding Plan
- Human Resources - Personnel Ordinance Updates
- Legal - Ad Hoc Amendment to Central Area Land Use Plan Interlocal Agreement for 3535 Katrina Avenue, Further Identified as PIN 5641-70-7417
- Planning and Development - Budget Amendment to Allocate Newly Awarded Duke Helping Home Fund Revenues and Expenses
- Tax Administration - Refund and Release Reports - May 2022

New Business

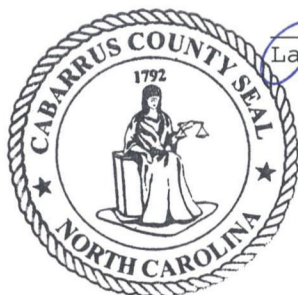
- County Manager - Adoption of the FY23 Budget

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 - May 2022 Monthly Summary Report

7. Adjourn

UPON MOTION of Commissioner Shue, seconded by Vice Chairman Kiger and unanimously carried, the meeting adjourned at 7:35 p.m.



*Lauren Linker*  
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 Lauren Linker, Clerk to the Board