

CABARRUS COUNTY



BOARD OF COMMISSIONERS WORK SESSION

**September 5, 2023
4:00 PM**

1. CALL TO ORDER - CHAIRMAN

2. APPROVAL OF WORK SESSION AGENDA - CHAIRMAN

2.1. BOC - Changes to the Agenda Pg. 3

3. DISCUSSION ITEMS - NO ACTION

3.1. Active Living and Parks - St. Stephens Park Masterplan Pg. 5

3.2. Cabarrus Soil and Water Conservation District - Program Year 2023 Annual Report Pg. 27

3.3. Infrastructure and Asset Management - Cabarrus County Behavioral Health Center Project Update Pg. 39

3.4. Tax Administration - Presentation of Schedule of Values Pg. 40

4. DISCUSSION ITEMS FOR ACTION

4.1. Active Living and Parks - Senior Center American Rescue Plan Act Award Pg. 52

4.2. BOC - Appointments to Boards and Committees Pg. 57

4.3. Budget - Carry Forward of Outstanding FY23 Purchase Orders and Contracts to FY24 Pg. 62

4.4. DHS - FY25 5311 Community Transportation Grant Pg. 96

4.5. Finance - Ambulance Receivable Write Off Pg. 105

4.6. Finance - Budget Amendment for SUN Program Grant Pg. 109

4.7. Finance - Lottery Proceeds Pg. 112

4.8. Planning Department - Community Development Budget Amendment Pg. 121

4.9. Safety and Risk - Property and Liability Funds Pg. 128

4.10. Soil and Water - Grant Application to North Carolina Agricultural Development and Farmland Preservation Trust Fund Pg. 130

4.11. Strategy - 2023 Cabarrus County Government Strategic Planning Process Pg. 132

4.12. Tax Administration - 2013 Write-Off, Real and Personal Outstanding Taxes Pg. 163

5. APPROVAL OF REGULAR MEETING AGENDA

5.1. BOC - Approval of Regular Meeting Agenda Pg. 176

6. ADJOURN

In accordance with ADA regulations, anyone in need of an accommodation to participate in the meeting should notify the ADA coordinator at 704-920-2100 at least 48 hours prior to the meeting.

CABARRUS COUNTY



BOARD OF COMMISSIONERS WORK SESSION

**September 5, 2023
4:00 PM**

AGENDA CATEGORY:

Approval of Work Session Agenda - Chairman

SUBJECT:

BOC - Changes to the Agenda

BRIEF SUMMARY:

A list of changes to the agenda is attached.

REQUESTED ACTION:

Motion to approve the agenda as amended.

EXPECTED LENGTH OF PRESENTATION:

1 Minute

SUBMITTED BY:

Lauren Linker, Clerk to the Board

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

ATTACHMENTS:

- ▢ Changes to the Agenda



**CABARRUS COUNTY BOARD OF COMMISSIONERS
CHANGES TO THE AGENDA
September 5, 2023**

UPDATED:

Discussion Items - No Action

4.2 BOC - Appointments to Boards and Committees

- Recommendation letters

4.12 Tax Administration - 2013 Write-Off, Real and Personal Outstanding Taxes

- Removed Insolvents

CABARRUS COUNTY



BOARD OF COMMISSIONERS WORK SESSION

September 5, 2023
4:00 PM

AGENDA CATEGORY:

Discussion Items - No Action

SUBJECT:

Active Living and Parks - St. Stephens Park Masterplan

BRIEF SUMMARY:

Benesch (Design Firm) was selected to create a masterplan for the passive park property in Mt. Pleasant totaling 615 acers. Extensive site review and recommendations considered in the design from NC Wildlife, Forestry and private Ecologist.

The purpose is to review, provide comments and guidance to the proposed masterplan (attached). This proposed design was presented to the Active Living & Parks Commission and the Senior Center Advisory Council with clear support on August 29, 2023.

REQUESTED ACTION:

Receive input.

EXPECTED LENGTH OF PRESENTATION:

10 Minutes

SUBMITTED BY:

Byron Haigler, Active Living and Parks - Assistant Director

Jeff Ashbaugh, Benesch - Landscape Architecture Group Manager

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

ATTACHMENTS:

- ▣ St. Stephens Proposed Masterplan
- ▣ Presentation

- Park main entry at North end of park with minimal site impact (no tree clearing)
 - Secondary park entry / Maintenance at South end of park
 - Minimal development impact in interior forest area
 - Visible Natural Center from the road
 - Minimal park drive impact
- NATURE CENTER**

 - Education Exhibits,
 - Picnic Shelter & Restrooms



CABARRUS COUNTY

St. Stephens Church Road Park Master Plan

PRESENTATION TO COUNTY COMMISSION
SEPTEMBER 5, 2023



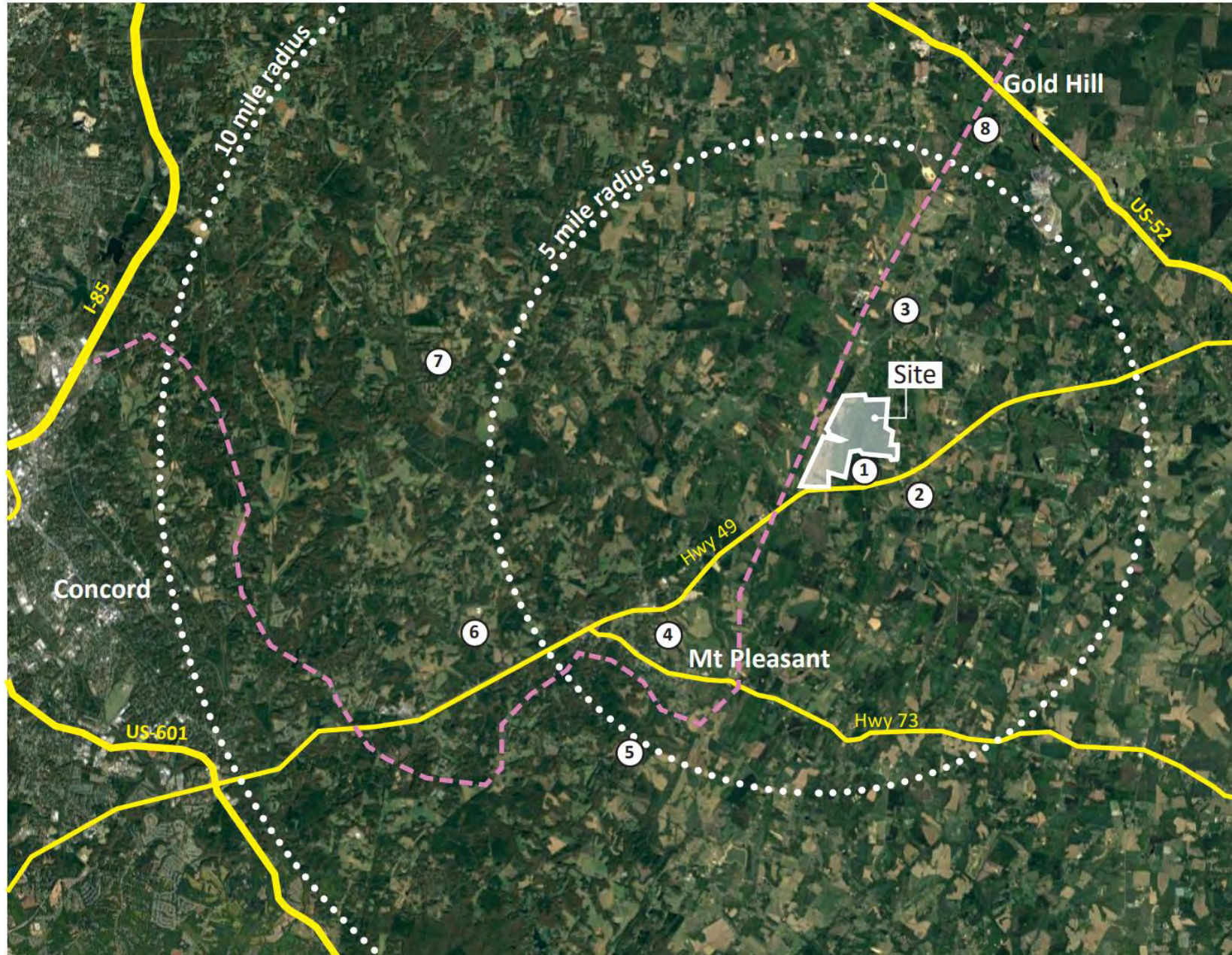
CABARRUS COUNTY

America Thrives Here


Masterplan Process


- Site Analysis
- Program Input from Staff
- Public Input Meeting #1
- Concept Development
- County Commission Update
- Public Input Meeting #2
- Preliminary Masterplan
- Final Masterplan
- Presentations and Approvals

V I C I N I T Y M A P



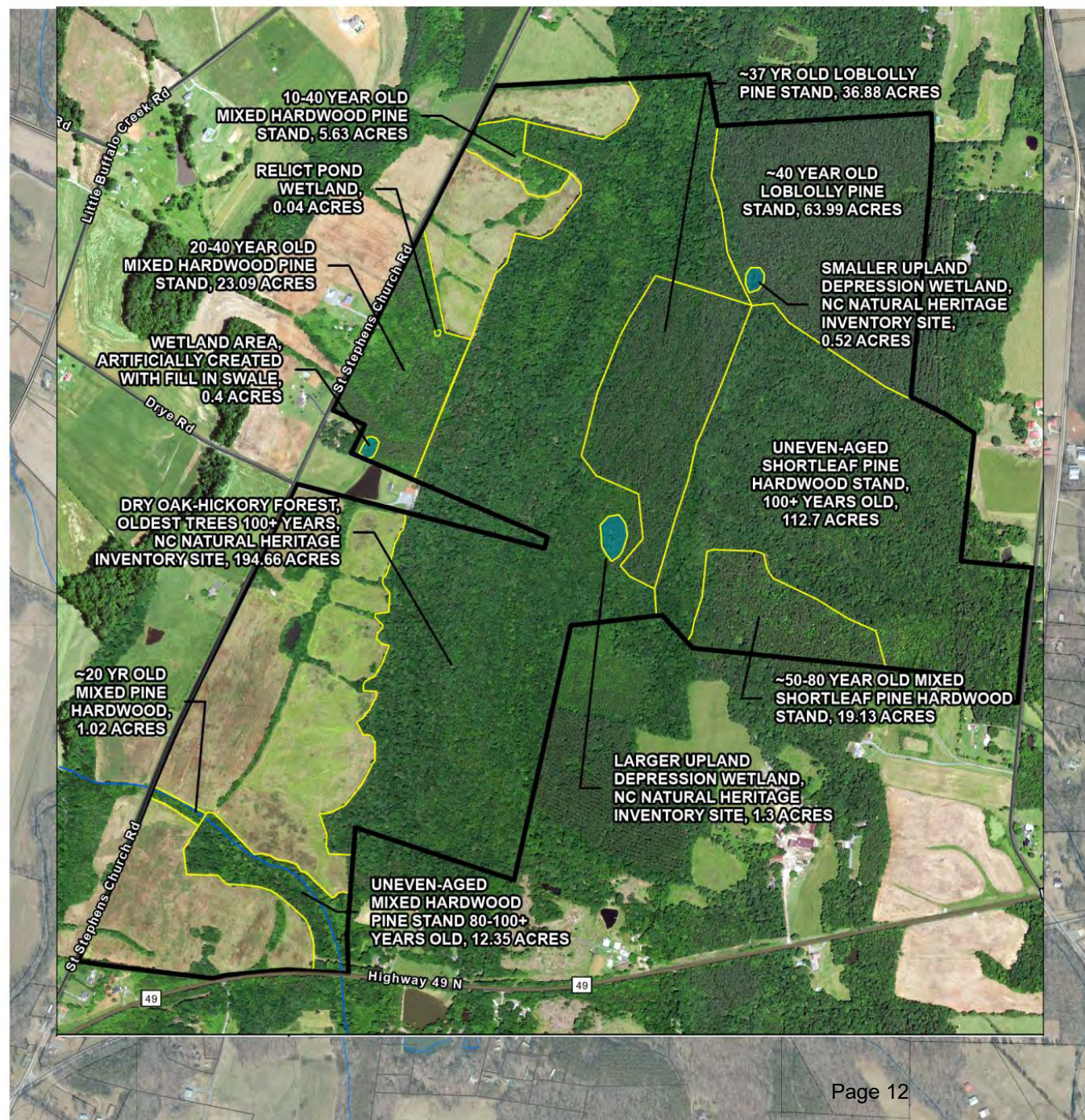
- ① Cline's Country Antiques
- ② Northeast Cabarrus Fire Department
- ③ St. Stephen's Lutheran Church
- ④ Virginia Foil Park
- ⑤ Buffalo Creek Preserve
- ⑥ Mt Pleasant High School
- ⑦ Camp T.N. Spencer Park
- ⑧ Gold Hill Historical Park

 Highways

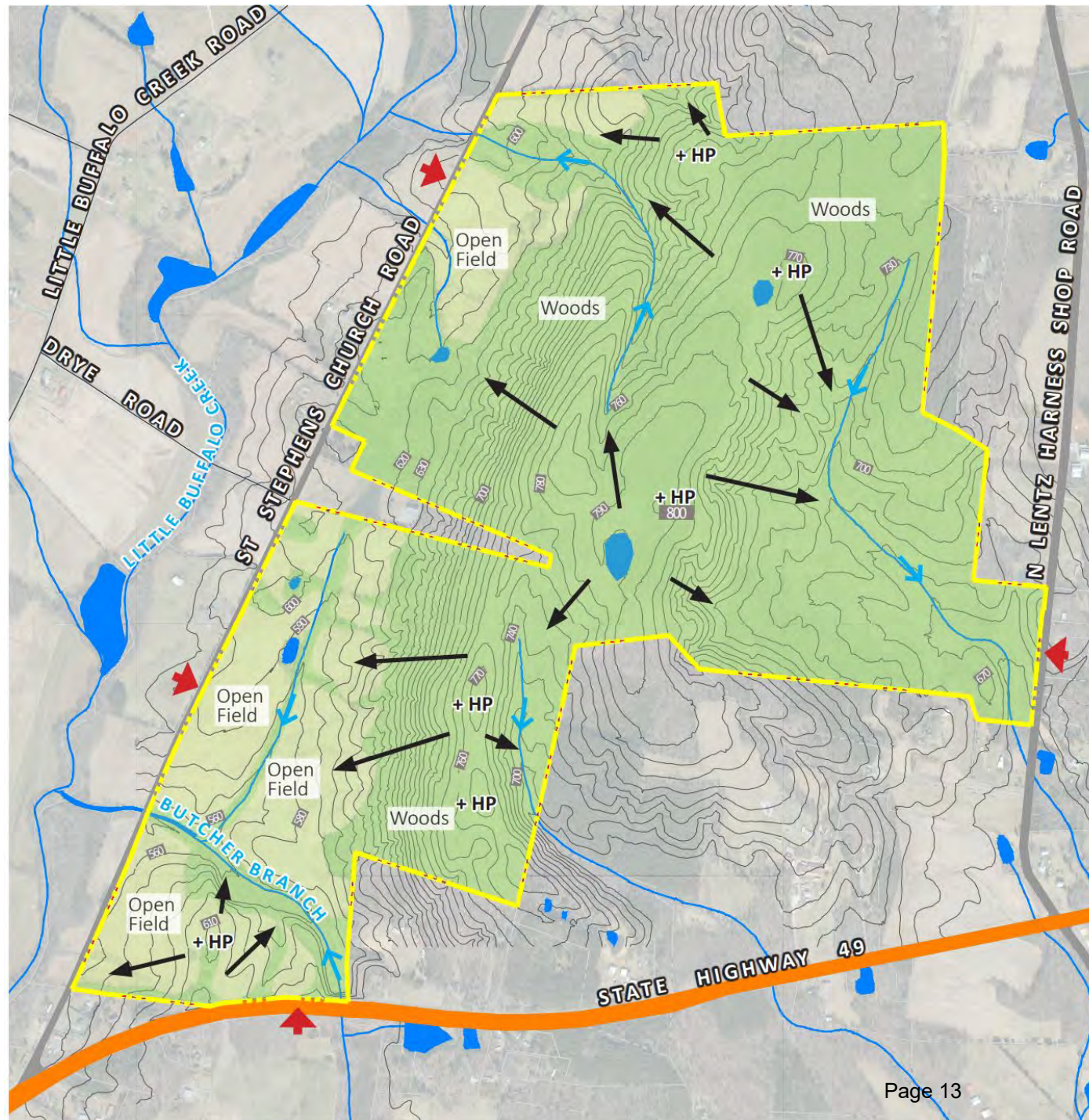
 CTT Trail Connections

PARK SITE





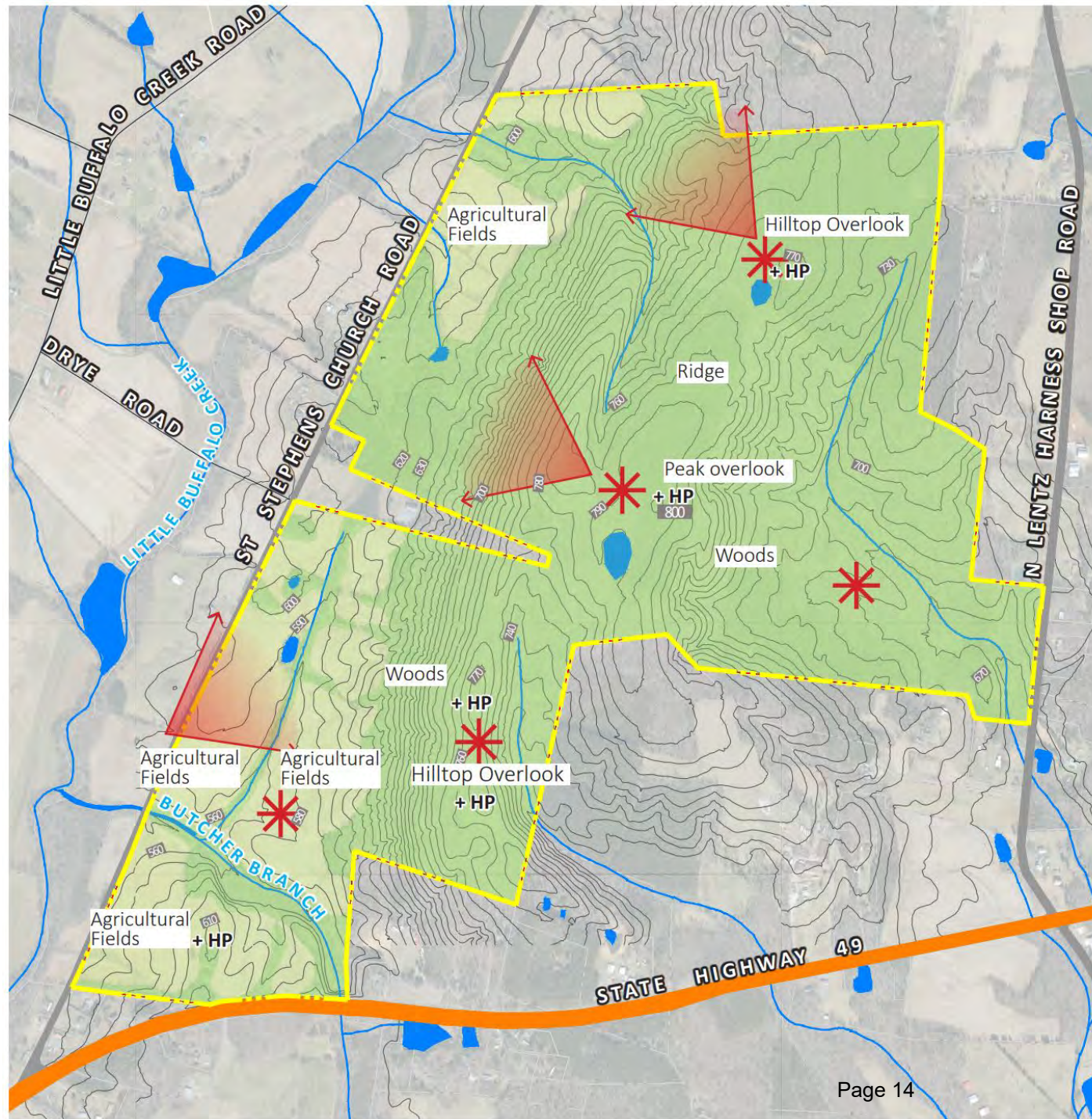
S I T E A N A L Y S I S



LEGEND

- Parcel Boundary
- Access Point
- Existing Stream
- Drainage Feature
- Existing Wetland
- Upland Depression Wetland
- + HP High Point
- Drainage Flow

S I T E A N A L Y S I S



LEGEND



Interest point



View

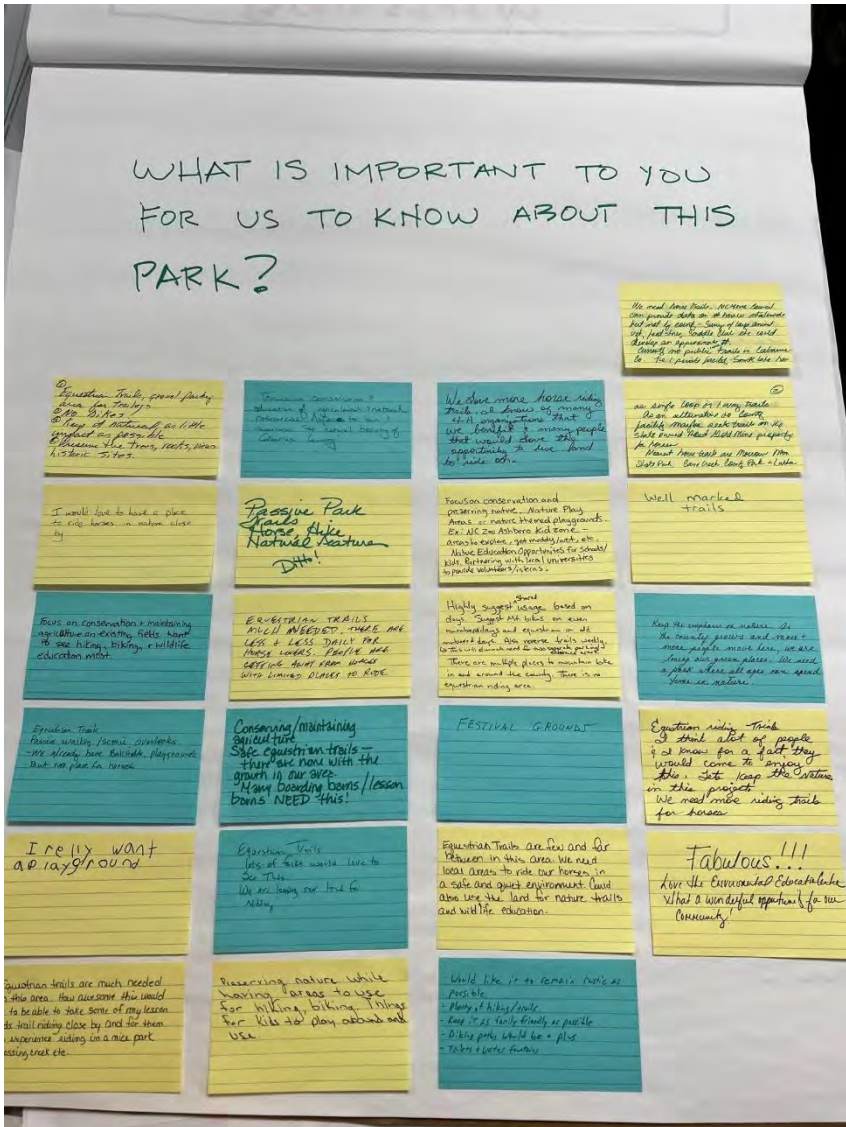
S I T E I M A G E S



S I T E I M A G E S



PUBLIC INPUT MEETING



TOP 10 ACTIVITIES

1.
Hiking/Walking
Trails

2. Equestrian
Trails*

3. Scenic
Overlook

4. Env.
Ed./Nature
Center

5. Playground

6. Open
Space/Green
Space

7. Bird/Wildlife
Watching

8. Picnic
Shelters

9.
Wildlife/Plant
Identification

10. Disc Golf
Course and
Cabins

Master Conceptual Plan

- Park main entry at North end of park with minimal site impact (no tree clearing)
- Secondary park entry / Maintenance at South end of park
- Minimal development impact in interior forest area
- Visible Nature Center from the road
- Minimal park drive impact



- 23 Ft Paved Park Drive , 0.5 Mi
- 10 Ft Vehicle/Walking Trail (Gravel)
- Carolina Thread Trail Segment, 3.3 Mi
- 8 Ft Paved Accessible Trail, 1.2 Mi
- 4 Ft Primitive Trail, 4.2 Mi
- Drainage Feature Buffer
- Interior Forest Boundary
- Bridge / Boardwalk
- Pond
- Wetland Area
- Stream
- Stone Weirs
- Restoration Field
- Scenic Overlook
- Park Access Point
- Nature Center
- Picnic Shelter
- Restroom
- Maintenance Facility
- Parking Lot

POTENTIAL IMPROVEMENTS

Walking/Hiking Trails-New

Regional Trail: CTT, 3.3 miles, gravel



Primitive Trail: 4.2 miles, unpaved



Accessible Trail: 1.2 miles, paved



POTENTIAL IMPROVEMENTS

Nature Center-New facility

- Located in the northeast corner of the park
- Environmental Education
- Classroom and Park Office



POTENTIAL IMPROVEMENTS

Playground and Picnic Shelters-New

- Nature Oriented
- Located near Nature Center
- Connected to Accessible Walking Loop



POTENTIAL IMPROVEMENTS

Park Maintenance

Prescribed Burns & Thinning



Native Grasses & Wildflowers



Agriculture



Masterplan Process (Next Steps)

- Site Analysis
- Program Input from Staff
- Public Input Meeting #1
- Concept Development
- County Commission Update
- Public Input #2
- Preliminary Masterplan
- Final Masterplan
- Presentations and Approvals



QUESTIONS?

CABARRUS COUNTY



BOARD OF COMMISSIONERS WORK SESSION

**September 5, 2023
4:00 PM**

AGENDA CATEGORY:

Discussion Items - No Action

SUBJECT:

Cabarrus Soil and Water Conservation District - Program Year 2023 Annual Report

BRIEF SUMMARY:

As recommended by Commissioner Shue, the Cabarrus Soil and Water Conservation District Board wants to share our work for the past year with the Board of Commissioners and Administration.

REQUESTED ACTION:

No action required. Informational purposes only at the work session.

EXPECTED LENGTH OF PRESENTATION:

5 Minutes

SUBMITTED BY:

Daniel McClellan, Senior Resource Conservation Specialist

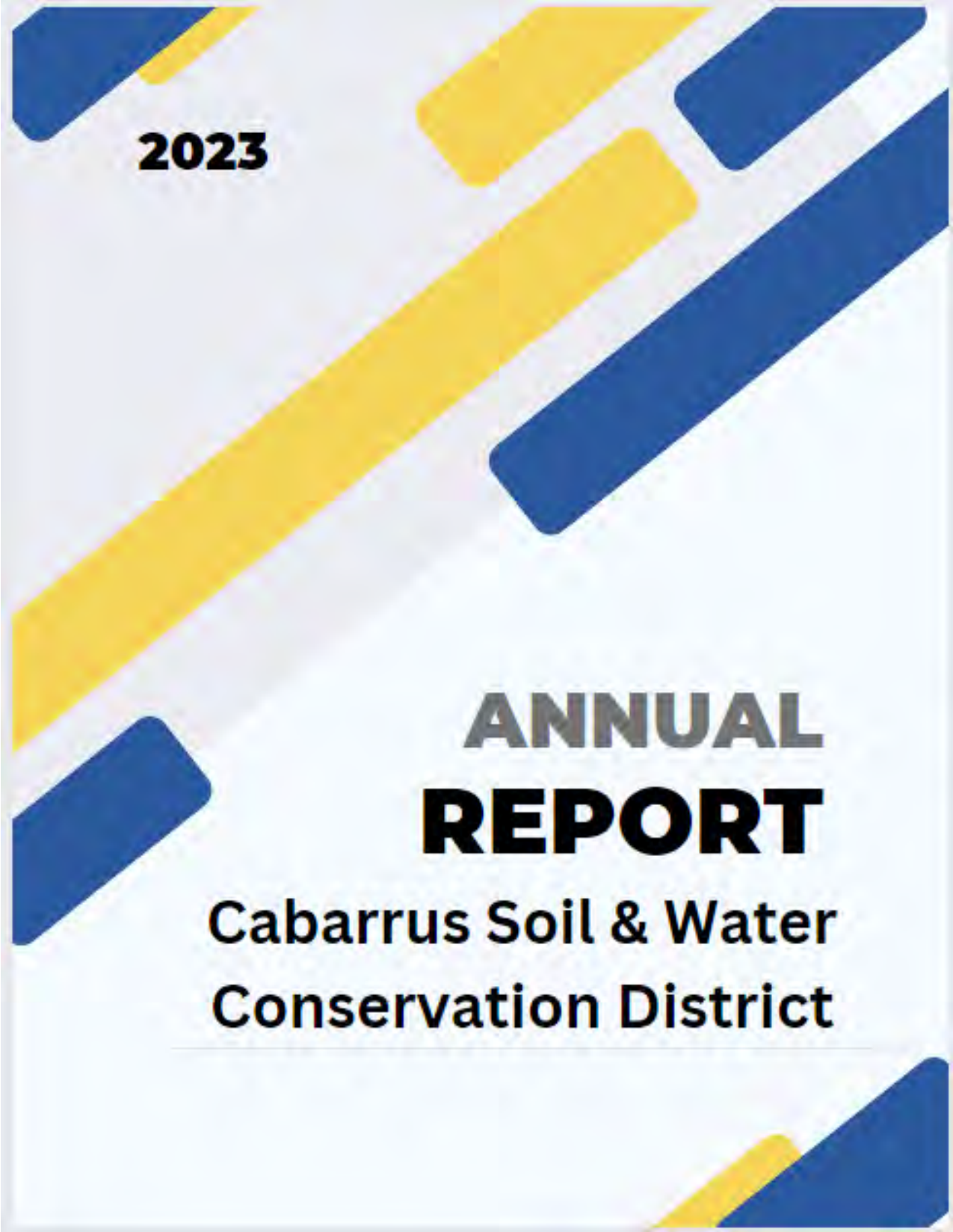
BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

ATTACHMENTS:

- ▢ Annual Report



2023

ANNUAL REPORT

**Cabarrus Soil & Water
Conservation District**

Annual Report

FISCAL YEAR 2023

CABARRUS COUNTY|CONCORD, NC| JUNE 30, 2023

Cabarrus Soil & Water Conservation District MISSION

Cabarrus Soil and Water Conservation District (CSWCD) encourages informed and responsible stewardship of the land and all its natural resources. Customized local programs assist and educate landowners, land users, responsible institutions, students, and various groups in the community with understanding, planning, application and maintenance of sound conservation and land use practices.

IN OTHER WORDS: CABARRUS SOIL AND WATER CONSERVATION DISTRICT EMPOWERS LANDOWNERS TO VOLUNTARILY TAKE ACTION TO INSURE A SUSTAINABLE FUTURE. THE DISTRICT IS LED BY LOCAL SWCD SUPERVISORS AND STAFF WHO OFFER THEIR EXPERTISE THROUGH PROVIDING EDUCATION, FUNDING, AND TECHNICAL ASSISTANCE TO ALL CITIZENS OF CABARRUS COUNTY.

CSWCD was established in 1963, after being in the multi-county district of Brown's Creek, which was the first Soil and Water Conservation District in the country.

CSWCD is comprised of a five-person Board of Supervisors. Three members are elected and two are appointed. The current Board consists of:

Vicky Porter, elected, Chair, 4455 Mt. Pleasant Road S, Concord, NC 28025

Jeff Goforth, elected, Vice-Chair, 2887 Shady Lane Avenue, Concord, NC 28027

Tommy Porter, elected, Secretary-Treasurer, 4455 Mt. Pleasant Road S, Concord, NC 28025

Eddie Moose, appointed member, 101 Little Bear Creek Road, Mt. Pleasant, NC 28124

Kevin May, Jr., appointed member, 1032 Meadowbrook Ln SW, Concord, NC 28027

CSWCD BOARD OF SUPERVISORS



K. May, J. Goforth, E. Moose, T. Porter, V. Porter

STAFF



C. Bass, T. Remsburg, D. McClellan, S. Carroll

Four staff maintain the daily operation of CSWCD:

Daniel McClellan, Manager & Sr. Resource Conservation Specialist,

wdmclellan@cabarruscounty.us

Chuckie Bass, Resource Conservation Specialist, ccbass@cabarruscounty.us

Tammi Remsburg, Resource Conservation Coordinator, tremsburg@cabarruscounty.us

Shelby Carroll, Resource Conservation Easement Specialist, slcarroll@cabarruscounty.us

Office address: 715 Cabarrus Avenue West, Concord, NC 28027

Office phone: 704-920-3300

ACCOMPLISHMENTS for Fiscal Year 2023

PLAN REVIEWS

CSWCD provided 80 plan reviews in FY23 for the county and municipalities. CSWCD receives plans from the county and municipalities to provide feedback on soil types and impacts on watersheds by the proposed development.

CONSERVATION EASEMENTS

The Cabarrus Soil and Water Conservation District currently manages 491.61 acres in conservation easements and owned property. The District has conserved 582.02 acres of land in Cabarrus County, which includes easements that have been transferred to other entities. CSWCD is currently in process on a 148 acres tract of land. The District added another staff member to allow the processing of multiple applications for conservation easement grants. This will allow the District to protect additional tracts of land in the county. CSWCD staff have also assisted land trusts and other agencies in providing Conservation Easement Plans and soil information. This has led to the conservation of an additional 260 acres of Cabarrus County land. With continued

interest in the easement program, the District implemented a July 1st deadline for interested landowners to apply for grants. By implementing a deadline, giving the District time for conservation planning before the application is due.

OUTREACH AND EDUCATION

The district's education programs reached an all-time high for the current Resource Conservation Coordinator this year. In Fiscal Year 2023, CSWCD taught students, teachers, non-formal educators, and citizen of Cabarrus County through 7472 individual education experiences, reaching 24 schools in the county. Our conservation contests reached 2700 students in 12 schools. This year we were able to expand the contest offerings for 6th-12th grades to participate. We plan to continue to market this to those secondary teachers who are not currently participating. The RCC taught six educator professional development programs which reached 77 teachers and other educators.

MAKING CONNECTIONS THROUGH CONSERVATION EDUCATION



Learning about Natural Resources in fun, hands-on ways!



COMMUNITY (FORMALLY “CITIZEN”) SCIENCE

CSWCD has participated in two community science events this year. According to the Oxford Dictionary: “citizen science is the collection and analysis of data relating to the natural world by members of the general public, typically as part of a collaborative project with professional scientists” (<https://en.oxforddictionaries.com>) This allows the public to participate in real science and help scientists collect data on a grander scale.

- The first citizen science event that CSWCD participated in is Big Sweep Cabarrus. This is a connection with the International Coastal Cleanup sponsored by the Ocean Conservancy. By sponsoring this event, the CSWCD joined a half million volunteers in over 112 countries to clean up our waterways. Again, in Cabarrus County, this event involved the public cleaning up at their schools, homes and neighborhoods. (<https://oceanconservancy.org/trash-free-seas/international-coastal-cleanup/annual-data-release/>)
- The other citizen science event for this year was in the City Nature Challenge: Charlotte Metro Area. CSWCD joined with many groups joined to participate in the Bio Blitz. Surrounding counties also again participated in the event this year. There were 254 observers identifying 628 plant, animal and fungus species with a total of 1521 observations of wildlife and plants in the Charlotte Metro area over the 4-day event. This was our 5th year of sponsorship and participation in this international event. (<https://www.inaturalist.org/projects/city-nature-challenge-2020-charlotte-metro>)



Big Sweep Cabarrus

Royal Oaks' cleanup crew

CONSERVATION CONTESTS

CSWCD had 2659 students participate in its annual conservation contests and Envirothon teams. Out of our 32 district winners, 8 went on to compete at Area 8 competition (12 counties) and 5 went on to the state competition.



CWCD had 14 Envirothon teams this year—9 middle school (Mt. Pleasant, JN Fries, and Winkler Middle Schools) and 5 high school (Cannon School and Northwest High School). Three of our advisors were brand new to Envirothon. Unfortunately, none of our teams made it to the state competition this year.

2023 Contest Winners Cabarrus Soil & Water Conservation District		School
Kindergarten Bookmark		
1st	Tatum Tha	Patriots Elementary School
2nd	Aria Jobe	Rocky River Elementary
3rd	Victoria Valladares	Rocky River Elementary
First Grade Bookmark		
1st	Leah Riley	Patriots Elementary School
2nd	Elizabeth Etchison	Patriots Elementary School
3rd	Michaela Berger	Weddington Hills
Second Grade Bookmark		
1st	Elakshi Agarwal	Patriots Elementary School
2nd	Sawyer Proper	Rocky River Elementary
3rd	Victor Dabic	Patriots Elementary School
Third Grade Poster		
1st	Ashley Jara Aliaga	Rocky River Elementary
2nd	Sarayu Penugonda	Patriots Elementary School
3rd	Hudson Morneau	Jackson Park Elementary
Fourth Grade Poster		
1st	Arianis Serrano Gonzalez	Rocky River Elementary
2nd	Janeah Alexander	Patriots Elementary School
3rd	Olivia Manzella	Jackson Park Elementary
Fifth Grade Poster		
1st	Ranya Balimi	Patriots Elementary School
2nd	Skylar Haynes	Jackson Park Elementary
3rd	Melanie Prinz	Jackson Park Elementary
Sixth Grade Essay		
1st	Bailey Johnson	CC Griffin STEM Middle School
2nd	Nicholas Kintz	CC Griffin STEM Middle School
3rd	Nicholas Cecilia	CC Griffin STEM Middle School

Sixth Grade Public Speaking		
1st	Jessa Carter	CC Griffin STEM Middle School
2nd	Nick Shaw	CC Griffin STEM Middle School
3rd	Maliya Moore	CC Griffin STEM Middle School
Seventh Grade Public Speaking		
1st	Arden (Macy) Wicker-Pope	Mount Pleasant Middle School
2nd	Eva Hernandez	Mount Pleasant Middle School
3rd	Manasvi Veeramallu	CC Griffin STEM Middle School
Sixth Grade Slide Show		
1st	Grace Beam	CC Griffin STEM Middle School
2nd	Aiden Townley	CC Griffin STEM Middle School
3rd	Isabella Jackson	CC Griffin STEM Middle School
High School Essay		
1st	Lillian Hays	Mount Pleasant High School
High School Public Speaking		
1st	Maggie Garrido	Mount Pleasant High School

North Carolina Agricultural Cost Share Program (NCACSP)

The District received the annual allocations from the Division of Soil & Water Conservation for cost share programs in July. The District received \$53,746 in Agriculture cost share, \$9,287 in Impaired and Impacted Streams, and \$11,000 in AgWrap funds. This district has encumbered most of the funds that was allocated from the Division of Soil and Water (State funding allocation). The funds were used towards 2 livestock exclusion systems and 1 heavy use area/drinker.



Trenched water line for livestock drinker



Heavy use area with installed drinker



Livestock exclusion fencing

North Carolina Agricultural Water Resources Assistance Program (AgWRAP)

The district also worked with a producer that needed a stable water source for a plant nursery. The district worked with the producer to fund a well so that to provide a water source for nursery plants.



AgWRAP well and well house cover

N.C. Division of Soil and Water Conservation Community Conservation Assistance Program (CCAP)

The CSWCD staff also made many contacts with non-agriculture landowners in the county to provide technical assistance and best management practices for soil and water conservation.

N.C. Streamflow Rehabilitation Assistance Program (StRAP)

The Cabarrus Soil and Water Conservation District received \$258,798 in funding from the NC Division of Soil and Water to remove debris blocking stream channels in their StRAP program. The District has removed a stream blockage on Coldwater Creek with StRAP funding in PY 2023. Stretches of stream on Dutch Buffalo and Coddle Creek will have debris removed through the StRAP program in PY 24.



Coldwater Creek before removal

After debris removal

CABARRUS COUNTY



BOARD OF COMMISSIONERS WORK SESSION

**September 5, 2023
4:00 PM**

AGENDA CATEGORY:

Discussion Items - No Action

SUBJECT:

Infrastructure and Asset Management - Cabarrus County Behavioral Health Center Project Update

BRIEF SUMMARY:

County Staff will provide a current update on the progress of the project.

REQUESTED ACTION:

No action required.

EXPECTED LENGTH OF PRESENTATION:

5 Minutes

SUBMITTED BY:

Kyle Bilafer, Assistant County Manager
Rodney Harris, Deputy County Manager

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

CABARRUS COUNTY



BOARD OF COMMISSIONERS WORK SESSION

**September 5, 2023
4:00 PM**

AGENDA CATEGORY:

Discussion Items - No Action

SUBJECT:

Tax Administration - Presentation of Schedule of Values

BRIEF SUMMARY:

The Schedule of Values, Standards and Rules serves as the Appraisal Manual for the County-Wide Revaluation of all Real Property to be effective January 1, 2024.

NCGS 105-317 (c) governs the adoption of the Schedule of Values and the required process and procedures.

This presentation of the Market and Present Use Schedules of Values, Standards and Rules make them available for inspection online or in the Office of the Cabarrus County Assessor's Office.

REQUESTED ACTION:

Receive the 2024 Market and Present Use Schedule of Values, Standards and Rules and publish a statement of receipt and announcement of public hearing.

EXPECTED LENGTH OF PRESENTATION:

15 Minutes

SUBMITTED BY:

David Thrift - Tax Administrator

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

ATTACHMENTS:

- ▣ Memo to BOC
- ▣ Notice of Submission
- ▣ Schedule of Values



Cabarrus County Tax Administration

David Thrift – Tax Administrator

September 5, 2023

MEMORANDUM

To: Cabarrus County Board of Commissioners

From: David Thrift, Tax Administrator

Re: Schedule of Values

In preparation for the completion of the 2024 Revaluation Project please find attached the proposed Market and Present Use Schedules of Values, Standards, and Rules for your consideration. NCGS 105- 317(c) governs the adoption of the Schedule of Values and the required procedure is as follows:

- 1) The Assessor must submit the proposed Schedules, Standards, and Rules to the Board of County Commissioners not less than 21 days before the meeting at which they will be considered for adoption.
- 2) Upon receipt of the proposed Schedules the Board shall publish a statement in the newspaper stating:
 - a) That the proposed Schedules to be used in the appraisal of real property in the County have been submitted and are available for public inspection in the County Assessor's Office.
 - b) The time and place of a public hearing on the proposed Schedules that shall be held by the Board of County Commissioners at least seven days before adopting the final Schedules.
- 3) When the Board approves the final Schedules, it shall issue an Order adopting them. Notice of this Order shall be published once a week for four successive weeks in the newspaper. The last publication being not less than seven days before the last day for challenging the schedules. The notice shall state:
 - a) That the Schedules, Standards, and Rules to be used in the next scheduled reappraisal of real property in the County have been adopted and are open to examination in the Office of the County Assessor; and
 - b) That a property owner who asserts that the Schedules, Standards, and Rules are invalid may except to the Order and appeal therefrom to the Property Tax Commission within 30 days of the date when the Notice of the Adoption Order was first published.



Cabarrus County Tax Administration

David Thrift – Tax Administrator

Schedule of Values Memo Page 2

Therefore, I recommend the following timetable for this process:

- 1) September 5, 2023 – Board of County Commissioners receives the proposed Schedule of Values from the County Assessor.
- 2) September 6, 2023 – Publish statement of receipt and announcement of public hearing in the newspaper.
- 3) September 18, 2023 – Public Hearing.
- 4) October 2, 2023 – Adopt Schedule of Values.
- 5) October 4, 2023 – First notice of adoption advertised in the newspaper.
- 6) October 11, 2023 – Second notice advertised.
- 7) October 18, 2023 – Third notice advertised.
- 8) October 25, 2023 – Final notice advertised.
- 9) November 1, 2023 – Final day in which an appeal to the Order adopting the Schedules may be filed with the Property Tax Commission.

I further request that the Board adopt the Market Value Schedule and the Present Use Schedule separately. In the event that one is challenged we can still move forward with the other.

David Thrift
Tax Administrator

**NOTICE OF SUBMISSION TO THE CABARRUS COUNTY BOARD OF
COMMISSIONERS OF PROPOSED UNIFORM SCHEDULES OF VALUES,
STANDARDS, AND RULES FOR 2024 COUNTY-WIDE REVALUATION**

TAKE NOTICE that the proposed uniform schedules of values, standards, and rules to be used in appraising real property in Cabarrus County at its true value and at its present-use value have been submitted to the Cabarrus County Board of Commissioners and are available for public inspection in the office of the County Assessor, Cabarrus County Governmental Center, 65 Church Street S., Concord, North Carolina. A copy of the proposed uniform schedules of values, standards, and rules may be viewed on the County's website: www.cabarruscounty.us under Tax Center. A public hearing will be held by the Board of County Commissioners at 6:30 p.m., or as soon as possible thereafter as people may be heard, on Monday, September 18, 2023, at the Cabarrus County Governmental Center, 65 Church Street S., Concord, North Carolina for the purpose of considering the proposed schedules. The final schedules will be adopted by the Board of Commissioners no earlier than seven days following the public hearing.

If reasonable accommodations are needed to participate in the public hearing, please contact the ADA Coordinator at 704-920-2100 at least 48 hours prior to the public hearing.

Notice given this 6th day of September, 2023.

SCHEDULE OF VALUES, STANDARDS AND RULES

CABARRUS COUNTY 2024 REVALUATION PROJECT

- Required by NCGS 105-317 to be “uniform schedules of values, standards and rules.”
- Intended to be prepared in sufficient detail to permit appraisal staff to “uniformly” appraise all real property at market value and present use value.
- Contains all base rates to be applied against property and/or property characteristics.
- Explains the basics of mass appraisal methodology used by the county.
- Be sufficiently broad enough in scope to permit reasonable adjustments and narrow enough to ensure uniformity and equity.
- Typically prepared utilizing market data over a 1.5 to 2 year period.
- Must be developed, reviewed and adopted, including the 30 day challenge period to the PTC, prior to January 1 of the reappraisal year.

SCHEDULE OF VALUES ADOPTION TIMELINE

- September 5, 2023 – Board of County Commissioners receives the proposed Schedule of Values from the County Assessor.
- September 6, 2023 – Publish statement of receipt and announcement of public hearing in the newspaper.
- September 18, 2023 – Public Hearing.
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CABARRUS COUNTY

2024

SCHEDULE OF VALUES, STANDARDS, AND RULES

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CABARRUS COUNTY 2024 APPRAISAL MANUAL

D. Access:

RURAL ACREAGE

Land Model 04

1. Paved – Asphalt, tar and gravel or concrete surfaced streets.
2. Dirt – Dirt streets maintained by the government.
3. Gravel – Dirt streets under government maintenance that have been improved with the addition of loose gravel.
4. Privately Dirt Streets (RT) – These streets are privately maintained, usually by a group of property owners or the developer.
5. No Legal Access (NX) – Parcels having no access are useful mainly as add on property for adjoining owners which have access. Residential use is limited on these parcels; therefore, small tracts do not show the dramatic increase in per acre price.
6. Private Drive (PD) – Parcels have no state maintained access but have an established access drive or an easement less than 60 feet wide to property.
7. Recorded Easements – Parcels that have no state maintained road frontage but have an easement 60 feet wide or greater should be given front footage in the amount of the easement and the road type should be based on the road from which the easement intersects. Parcels with easements less than 60 feet in width should be coded as Private Drive (PD).

PD should be used if the property owner owns adjoining land that has frontage thereby providing access.

Type Access

Code	Factor	
RP	+00	Rural Paved Road - Considered normal with no adjustment required (no W/S).
SP	=00	Suburban Paved Road - Considered normal with no adjustment required (no W/S).
UP	+00	Urban Paved Road - Considered normal with no adjustment required (no W/S).
IS	=10	Interstate
RD	-05	Rural Dirt Road - state maintained.
SD	-05	Suburban Dirt Road - state maintained.
UD	-05	Urban Dirt Road - state maintained.
RG	-05	Rural Gravel Road - state maintained.
RT	-10	Private Dirt Road - not state maintained.
DW		Rural Dirt Road - state maintained with water; see following chart
GW		Rural Gravel Road - state maintained with water; see following chart
PD		Private Drive or easement (no public access); see following chart
PS		Paved with public water and sewer; see following chart.
PW		Paved with public water; see following chart
NX		No legal access to property. The following factors are to be applied to parcels having no access in order to reduce both the base price and the size factor influence. - see chart.

No Legal Access (NX)

0.01 - 1.5 Acres = -40%
1.51 - 3.0 Acres = -38%
3.01 - 4.0 Acres = -36%
4.01 - 5.0 Acres = -35%
5.01 - 6.0 Acres = -34%
6.01 - 7.0 Acres = -33%
7.01 - 8.0 Acres = -32%
8.01 - 9.0 Acres = -32%
9.01 - 10.0 Acres = -31%
10.01 - 15.0 Acres = -30%
15.01 - 30.0 Acres = -30%
30.01 - 50.0 Acres = -30%
50.01 - 70.0 Acres = -30%
70.01 - 100.0 Acres = -30%
100.01 - 150.0 Acres = -30%
150.01 - Up Acres = -30%

No Public Access (PD)

0.01 - 1.5 Acres = -15%
1.51 - 3.0 Acres = -15%
3.01 - 4.0 Acres = -15%
4.01 - 5.0 Acres = -15%
5.01 - 6.0 Acres = -15%
6.01 - 7.0 Acres = -15%
7.01 - 8.0 Acres = -15%
8.01 - 9.0 Acres = -15%
9.01 - 10.0 Acres = -15%
10.01 - 15.0 Acres = -15%
15.01 - 30.0 Acres = -15%
30.01 - 50.0 Acres = -16%
50.01 - 70.0 Acres = -17%
70.01 - 100.0 Acres = -18%
100.01 - 150.0 Acres = -19%
150.01 - Up Acres = -20%

Paved with water (PW)

0.01 - 1.5 Acres = +10%
1.51 - 3.0 Acres = +12%
3.01 - 4.0 Acres = +14%
4.01 - 5.0 Acres = +16%
5.01 - 6.0 Acres = +18%
6.01 - 7.0 Acres = +20%
7.01 - 8.0 Acres = +22%
8.01 - 9.0 Acres = +24%
9.01 - 10.0 Acres = +26%
10.01 - 15.0 Acres = +28%
15.01 - 30.0 Acres = +30%
30.01 - 50.0 Acres = +30%
50.01 - 70.0 Acres = +30%
70.01 - 100.0 Acres = +30%
100.01 - 150.0 Acres = +30%
150.01 - Up Acres = +30%

CABARRUS COUNTY 2024 APPRAISAL MANUAL

CABARRUS COUNTY IMPROVEMENT USE CODES AND BASE RATES

DEPRECIATION EXPECTED LIFE BY QUALITY						USE	MODEL	BASE	DESCRIPTION
<u>01</u>	<u>02</u>	<u>03</u>	<u>04</u>	<u>05</u>	<u>06</u>	<u>CODE</u>	<u>NUMBR</u>	<u>RATE</u>	
45	A	A	A	A	70	01	01	126.00	Single Family Residential
70	70	70	70	70	70	01E	01	136.00	Single Family Exceptional
45	A	A	A	A	70	01R	01	126.00	Single Family Rural
30	35	40	45	50	55	02	02	110.00	Manu Home (Multi Sectional)*
20	25	30	35	40	45	03	02	105.00	Manu Home (Single Wide)**
45	A	A	A	A	70	04	03	150.00	Condominium
45	A	A	A	A	70	05	01	126.00	Patio Home
45	A	A	A	A	70	06	03	170.00	Condominium High Rise
45	A	A	A	A	70	07	01	136.00	Single Family Historic Property
45	A	A	A	A	70	08	01	126.00	SFR Modular
45	A	A	A	A	70	09	01	116.00	Townhouse Single Family
40	40	40	45	50	55	10	07	130.00	Commercial
40	40	40	45	50	55	10C	07	110.00	Commercial Condominium
30	35	40	40	40	45	10D	07	80.00	Discount Store
30	35	40	40	45	45	10H	06	90.00	Home Improvement Store
30	35	40	40	45	45	10P	07	130.00	Pharmacy
30	35	40	40	45	45	11	07	160.00	Convenience Store
30	35	40	40	45	45	11M	07	165.00	Mini-Mart Convenience Store
20	20	25	25	30	30	12	06	80.00	Car Wash – Self Serve
20	20	25	25	30	30	12A	06	105.00	Car Wash - Automatic
20	20	25	25	30	30	12D	06	85.00	Car Wash – Drive Thru
35	40	45	45	50	55	13	07	130.00	Department Store
35	40	45	45	45	50	13D	07	100.00	Discount/Department Store
30	35	40	40	40	45	13W	06	60.00	Discount Warehouse Store
30	35	40	40	40	45	14	07	120.00	Super Market
40	45	50	50	55	55	15	07	155.00	Shopping Center-Mall
40	40	45	45	50	50	16	07	115.00	Shopping Center-Strip
40	40	45	45	50	50	17	04	115.00	Office
40	40	45	45	50	50	17D	04	182.00	Drag Way Control Tower
50	50	55	55	60	60	18	04	175.00	Office High Rise > 4
35	35	40	40	45	45	19	04	155.00	Medical/Dental Building
35	35	40	40	45	45	19V	04	175.00	Veterinarian's Office
35	35	40	40	45	45	20	04	160.00	Medical Condo
30	30	35	35	40	45	21	07	160.00	Restaurant
30	30	35	35	40	45	21C	07	140.00	Cafeteria
30	30	35	35	40	40	22	07	180.00	Fast Food
30	35	40	40	45	50	22C	07	160.00	Fast Food/ Convenience
40	45	50	50	55	60	23	04	175.00	Bank
40	40	45	45	50	50	24	04	110.00	Office Condo
40	40	45	45	50	55	25	07	130.00	Comm./Service

CABARRUS COUNTY 2024 APPRAISAL MANUAL

MODEL 01 SINGLE FAMILY RESIDENTIAL - STRUCTURAL ELEMENT DATA

<u>FOUNDATION</u>	<u>PTS</u>	<u>ROOF STRUCTURE</u>	<u>PTS</u>	<u>HEATING FUEL</u>	<u>PTS</u>
01 EARTH	0	08 IRREGULAR TRUSS	13	01 NONE	0
02 PIERS	2	09 BARJOIST	11	02 OIL/WD/COAL	0
03 CONT FOOTING*	*5	10 STEEL FRM, TRUSS	13	03 GAS	1
04 SPREAD FOOTING	6	11 BOWSTRING TRUSS	9	04 ELECTRIC*	*1
05 SPECIAL FOOTING	10	12 REINFORCE CONC	17	05 SOLAR	1
<u>FLOOR SYSTEM</u>		13 PRESTRESS CONC	19	<u>HEATING TYPE</u>	
01 NONE	0	<u>ROOFING COVER</u>		01 NONE	0
02 SLAB ON GRADE	5	01 CORR/ SHEET METAL	2	02 BASEBOARD	3
03 SLAB ABOVE GRADE	9	02 ROLL COMP	1	03 AIR-NO-DUCT	2
04 PLYWOOD*	*8	03 COMPOSITION SHINGLE*	*3	04 AIR-DUCTED	4
05 WOOD	9	04 BLT UP TAR&GRVL	4	05 RADIANT SUSPENDED	2
06 PLATFORM HGT	10	05 RUBBERIZED	10	06 HOTWATER	5
07 STRUCT SLAB	11	06 ASBTS-FIBER SHG/CORR	4	07 STEAM	5
<u>EXTERIOR WALL</u>		07 TILE CLAY	14	08 RADIANT ELECTRIC	3
01 SIDING MINIMUM	6	08 WOOD SHINGLE/SHAKE	6	09 RADIANT WATER	6
02 CORR METAL LIGHT	7	09 COPPER	20	10 HEAT PUMP*	*4
03 COMP OR WALL BRD	10	10 COMP. SHINGLE HEAVY	5	11 HEAT PUMP WALL UT	2
04 SIDING NO SHTG	19	11 SLATE	14	12 HEAT PUMP LOOP SYS	7
05 ASBTS-FIBER SHG/CORR	27	12 METAL PREFINISHED	6	<u>AIR CONDITION TYPE</u>	
06 BRD&BAT/PLYWOOD	21	13 METAL STANDING SEAM	10	01 NONE	0
07 CEMENT FIBER SID	32	14 TILE CONC/PLASTIC	9	02 WALL UNIT	2
08 HARDBOARD	27	15 ENAMEL/STAINLESS SHNG	13	03 CENTRAL*	*4
09 WOOD ON SHTG	31	16 CEMENT FIBER SHINGLE	8	04 PACKAGE ROOF	4
10 ALUMN,VINYL*	*30	<u>INTERIOR WALL</u>		05 CHILLED WATER	3
11 CONCRETE BLOCK	21	01 MASNRY/MIN	6	<u>FIREPLACE (PRICE X QUALITY)</u>	
12 STUCCO	30	02 WALLBRD/WD/METAL	9	NONE	0
13 STUCCO SYNTHETIC	33	03 PLASTER	20	02 PREFAB	1500
14 DESIGN VINYL	31	04 PLYWOOD PANEL	16	03 1 STY SINGLE	2500
15 BRD&BAT 12"/WD SHG	31	05 DRYWALL/SHEETROCK*	*20	04 2 STY SNGL/1 DBL/2PF	3100
16 LOG	33	06 CUSTOM INTERIOR	32	05 2 OR MORE	5000
17 CEDAR, REDWOOD	32	<u>INTERIOR FLOOR COVER</u>		06 MASSIVE	3700
18 SIDING MAXIMUM	36	01 NONE	0	07 2 OR MORE MASSIVE	7400
19 ULT BRICK/IMAT STONE	32	02 PLYWD, LINM	2	<u>MARKET/DESIGN FACTOR</u>	
20 FACE BLOCK/COM BRICK	33	03 CONC FINISHED	1	01 MARKET FACTOR 1	.90
21 FACE BRICK	35	04 CONC COATED	2	02 MARKET FACTOR 2	.95
22 STONE	49	05 ASPHALT TILE	2	03 MARKET FACTOR 3*	*1.00
23 CORR METAL HEAVY	9	06 RUBBER/CORK	4	04 MARKET FACTOR 4	1.05
24 PREFAB METAL	15	07 VINYL TILE	6	05 MARKET FACTOR 5	1.10
25 RNFR CONCRETE	40	08 SHEET VINYL*	6	06 MARKET FACTOR 6	1.15
26 PRECAST PANEL	36	09 PINE/SOFT/LAM WOOD	10	07 MARKET FACTOR 7	1.20
27 PREFIN METAL	43	10 TERRAZZO	18	<u>QUALITY ADJUSTMENT</u>	
28 GLASS/THRML	46	11 CERAMIC TILE	18	01 MINIMUM	.75
<u>ROOF STRUCTURE</u>		12 HARDWOOD/HEART PINE	14	02 BELOW AVERAGE	.90
01 FLAT	3	13 PARQUET	14	03 AVERAGE*	*1.00
02 SHED	5	14 CARPET*	*6	04 ABOVE AVERAGE	1.10
03 GABLE*	*7	15 HARD TILE	18	05 ABOVE AVG/CUSTOM	1.25
04 HIP	8	16 SEAMLESS COATING	8	06 EXCELLENT	1.50
05 GAMBREL/MAN	9	17 PRECAST CONC	1		
06 IRR/CTHRL	13	18 SLATE	23		
07 WOOD TRUSS	07	19 MARBLE	44		

* Indicates the standard used for a 100 point structure.

CABARRUS COUNTY 2024 APPRAISAL MANUAL

Land Model 05 - Present Use Valuation

PRESENT USE VALUE SCHEDULE – NC Use-Value Advisory Board

AGRICULTURE RENTS:

MLRA	BEST	AVERAGE	FAIR
136	\$61.80	\$ 42.10	\$ 27.35

AGRICULTURAL SCHEDULE

MLRA	CLASS I	CLASS II	CLASS III
136	\$ 950	\$ 645	\$ 420

NOTE: All Class 4 or Non-Productive Land will be appraised at \$40.00 per acre.
Rents were divided by a capitalization rate of 6.5% to produce the Agricultural Schedule.

HORTICULTURE

All horticultural crops requiring more than one growing season between planting or setting out and harvest, such as Christmas trees, ornamental shrubs and nursery stock, apple and peach orchards, grapes, blueberries, strawberries, sod and other similar horticultural crops should be classified as horticulture regardless of where located in the state.

All other horticultural crops such as tomatoes, squash, cucumbers, etc., planted or set out and harvested on an annual basis should be classified as agriculture.

HORTICULTURE RENTS

MLRA	BEST	AVERAGE	FAIR
136	\$ 89.20	\$ 58.05	\$ 40.15

HORTICULTURE SCHEDULE

MLRA	CLASS I	CLASS II	CLASS III
136	\$1,370	\$890	\$615

NOTE: All Class 4 or Non-Productive Land will be appraised at \$40.00 per acre.
Rents were divided by a capitalization rate of 6.5% to produce the Horticulture Schedule.

FORESTRY

FORESTRY NET PRESENT VALUES

MLRA	Class I	Class II	Class III	Class IV	Class V
136	\$32.92	\$23.65	\$22.80	\$14.61	\$10.51

FORESTRY SCHEDULE

MLRA	Class I	Class II	Class III	Class IV	Class V
136	\$365	\$260	\$250	\$160	\$115

All Class VI or Non-Productive Land will be appraised at \$40.00 per acre.
Net Present Values were divided by a capitalization rate of 9.00% to produce the Forestland Schedule.

CABARRUS COUNTY



BOARD OF COMMISSIONERS WORK SESSION

**September 5, 2023
4:00 PM**

AGENDA CATEGORY:

Discussion Items for Action

SUBJECT:

Active Living and Parks - Senior Center American Rescue Plan Act Award

BRIEF SUMMARY:

Active Living and Parks was awarded \$9,504 in ARPA funding for both Concord and Mt Pleasant Senior Centers in September of 2022. This funding will operate as a reimbursement that requires no match. It will provide free programming to participants, supplies, marketing, outreach and equipment.

Requesting a Budget Amendment to increase revenue and expenses in the account attached to receive funds.

REQUESTED ACTION:

Motion to adopt the Budget Amendment for ARPA funding for the Concord and Mt Pleasant Senior Centers in the amount of \$19,008.

EXPECTED LENGTH OF PRESENTATION:

5 Minutes

SUBMITTED BY:

Ian Sweeney, ALP Project & Event Manager

BUDGET AMENDMENT REQUIRED:

Yes

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

ATTACHMENTS:

- ▢ ALP SCARPA BA
- ▢ Concord Senior Center Award Letter
- ▢ Mt. Pleasant Senior Center Award Letter

Budget Revision/Amendment Request

Date: 9/18/2023

Amount: 19,008.00

Dept. Head: Londa Strong

Department: Active Living & Parks

☐ Internal Transfer Within Department

☐ Transfer Between Departments/Funds

☒ Supplemental Request

American Rescue Plan Act (ARPA) Funding. Active Living and Parks was awarded \$9,504 in ARPA funding for both Concord and Mt Pleasant Senior Centers in September of 2022. This funding will operate as a reimbursement that requires no match and will be used to provide free programming to participants, program supplies, marketing and outreach, and equipment.

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
001	9	8145-9496-ARPA	Senior Center Operations	\$0	19,008.00		19,008.00
001	6	8145-6496-ARPA	Senior Center Operations	\$0	(19,008.00)		(19,008.00)
				-	-	-	-

Budget Officer

☐ Approved

☐ Denied

County Manager

☐ Approved

☐ Denied

Board of Commissioners

☐ Approved

☐ Denied

Signature

Signature

Signature

Date

Date

Date

Date: September 9, 2022

Vendor Name: Cabarrus County Senior Center – Concord
Contract Person: Londa Strong
Re: ARPA Funding Allocation – Senior Center

Dear Londa,

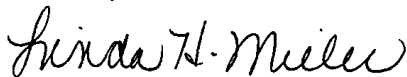
In response to your American Rescue Plan Act (ARPA) Request for Funding, we are pleased to inform you that your budget and proposal have both been carefully reviewed and the amount of **\$9,504** has been approved. You can expect an electronic contract for signature within a few days of this award letter.

As a reminder, your organization will be monitored for both fiscal and program compliance. Keep these issues in mind as you prepare to expend these ARPA related funds. Monitoring Tools and other forms will be available on the NC Division of Aging and Adult Services website at www.ncdhhs.gov/divisions/aging-and-adult-services.

- Both dollar-based, non-unit and unit-based services are required to be entered into the Aging Resource Management System (ARMS) by the 12th of each month.
- Dollar-based entries require proof of receipts or risk the removal of the amount from the Aging Resource Management System (ARMS).
- Any revisions to the ARPA project budget are required to be submitted to the Aging Director, Linda Miller. The revision will need to be approved prior to any funds being moved into ARMS.
- Your contract will last the life of the funding period from July 1, 2022, through September 30, 2024. You will not receive a new contract at the end of the fiscal year. Any changes in the budget will not require a new contract to be drafted.
- The Division of Aging and Adult Services as directed by the Administration on Community Living determines the parameters of this funding and as such the conditions and circumstances may change during the life of the funding cycle. All changes will be communicated to the vendor as soon as possible after receipt of the change notice from DAAS.
- You will receive a copy of the fully signed and executed contract upon the final signature.

Thank you for your commitment to serving older adults. If you have any questions, please contact me anytime.

Sincerely,



Linda Miller

Aging Director

Centralina Area Agency on Aging

Email: lmiller@centralina.org



704-372-2416 | info@centralina.org | www.centralina.org
9815 David Taylor Drive, Suite 100 | Charlotte, NC 28262

Date: September 9, 2022

Vendor Name: Cabarrus County Senior Center – Mt. Pleasant
Contract Person: Londa Strong
Re: ARPA Funding Allocation – Senior Center

Dear Londa,

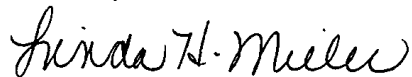
In response to your American Rescue Plan Act (ARPA) Request for Funding, we are pleased to inform you that your budget and proposal have both been carefully reviewed and the amount of **\$9,504** has been approved. You can expect an electronic contract for signature within a few days of this award letter.

As a reminder, your organization will be monitored for both fiscal and program compliance. Keep these issues in mind as you prepare to expend these ARPA related funds. Monitoring Tools and other forms will be available on the NC Division of Aging and Adult Services website at www.ncdhhs.gov/divisions/aging-and-adult-services.

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- You will receive a copy of the fully signed and executed contract upon the final signature.

Thank you for your commitment to serving older adults. If you have any questions, please contact me anytime.

Sincerely,



Linda Miller

Aging Director

Centralina Area Agency on Aging

Email: lmiller@centralina.org



704-372-2416 | info@centralina.org | www.centralina.org
9815 David Taylor Drive, Suite 100 | Charlotte, NC 28262

CABARRUS COUNTY



BOARD OF COMMISSIONERS WORK SESSION

**September 5, 2023
4:00 PM**

AGENDA CATEGORY:

Discussion Items for Action

SUBJECT:

BOC - Appointments to Boards and Committees

BRIEF SUMMARY:

The following appointment to Boards and Committees are recommended for July:

Appointments and Removal - Juvenile Crime Prevention Council

Terms for the following JCPC members end September 30, 2023: Adrian Attaway, Steven Ayers, Sonja Bohannon-Thacker, and Marta Meares. At JCPC's August 16 meeting, Council voted unanimously to recommend all four members be reappointed to another two-year term.

Additionally, Council voted unanimously to accept the resignation of Finance Director James Howden. His member term expires September 30, 2023. Subsequently, Dr. Aalece Pugh-Lily submitted an Application for Appointment to fill the seat vacated by Mr. Howden as the County Manager's Designee. Council voted unanimously to recommend Dr. Pugh-Lily's appointment.

Appointments - Nursing Home Community Advisory Committee

Sandi Lane's term on the Nursing Home Community Advisory Committee will end September 30, 2023. Ms. Lane would like to serve another term. She is recommended for reappointment by the Regional Ombudsman for a three-year term ending September 30, 2026. An exception to the length of service provision of the appointment policy will be needed.

Appointments - Youth Commission

The 2023-2024 Youth Commission has hit the ground running and is excited to have valuable members joining the team. We proudly recommend for the following youth to be appointed for two-year terms:

Hadi Abdul - Northwest Cabarrus High School
Adit Kamdar - Concord High School (Reappointed)
Matthew Torres - Cox Mill High School
Makhi Nash - A.L Brown (Reappointed)
Anna Lin - Hickory Ridge High School
Kavya Saxena - Hickory Ridge High School

REQUESTED ACTION:

Provide information.

EXPECTED LENGTH OF PRESENTATION:

1 Minute

SUBMITTED BY:

Lauren Linker, Clerk to the Board

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

ATTACHMENTS:

- ▢ JCPC - Letter of Recommendation
- ▢ Nursing Home Community Advisory Committee - Letter of Recommendation
- ▢ Youth Commission - Letter of Recommendation



August 31, 2023

Cabarrus County Board of Commissioners
PO Box 707
Concord NC 28026

Dear Commissioners,

During its regular meeting held August 16, 2023, the Cabarrus County Juvenile Crime Prevention Council (JCPC) considered renewal of terms expiring September 30, 2023. With confirmation that the member wished to renew his/her term, the following reappointments were unanimously recommended via Council vote:

- **Officer Adrian Attaway** Currently employed by the Kannapolis Police Department as School Resource Officer at A.L. Brown High School. Officer Attaway serves the JCPC as an at-large member representing Kannapolis City Schools.
- **Dr. Steven Ayers** Senior Pastor at McGill Baptist Church in Concord. Dr. Ayers serves the JCPC in the statutorily-required position of member of the county's faith-based community.
- **Sonja Bohannon Thacker** Behavioral Health Director with Cabarrus Health Alliance. Ms. Bohannon-Thacker serves the JCPC as designee in the statutorily-required position of Local Health Director.
- **Marta Meares** Retired Staff Psychologist and former Acting Clinical Director of the Stonewall Jackson Youth Development Center. Ms. Meares serves the JCPC as an at-large member.

Additionally, the JCPC considered the application of **Dr. Aalece Pugh-Lilly** to fill the seat vacated by County Finance Director James Howden following his resignation as designee of the statutorily-required position of County Manager. For the county, Dr. Pugh-Lilly assists with management of the regional behavioral health center, a jail-based *Stepping Up* program, and behavioral health navigator services, among other responsibilities. In separate votes, the Council voted unanimously to accept Director Howden's resignation and to recommend the appointment of Dr. Pugh-Lilly.

Please do not hesitate to contact me with any questions.

Sincerely,

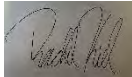
Joanie Bischer
Cabarrus County JCPC
Administrative Assistant
704.785.0932

To those whom it may concern:

Sandi Lane has been a great asset to the Nursing Home Community Advisory Committee. I strongly feel that the longer she serves the more she will have to give to the community. Losing her would be a huge disappointment. Her communication with myself and others is wonderful and her attendance in our meetings is 100%. While she is the only current member on the committee she has been unable to make visits due to the ombudsman policy but she has been staying active and obtaining a multitude of continuing education hours.

At this time I recommend that she be appointed for another term.

Rachel Kiel
8/31/23

A small, square image of a handwritten signature in dark ink, appearing to read 'Rachel Kiel'.



August 22, 2023

Cabarrus County Commissioners
65 Church Street
Concord NC 28025

Dear Commissioners,

The 2023-2024 Youth Commission has hit the ground running and is excited to have valuable members joining the team. We proudly recommend for the following youth to be appointed for two year terms.

Hadi Abdul - Northwest Cabarrus High School
Adit Kamdar - Concord High School (Reappointed)
Matthew Torres - Cox Mill High School
Makhi Nash - A.L Brown (Reappointed)
Anna Lin - Hickory Ridge High School
Kavya Saxena - Hickory Ridge High School

Thank you for your continued support of this program.

Yours in 4-H,

Molly Kleman

Molly Kleman
4-H Youth Development Agent, Cabarrus County Center



CABARRUS COUNTY



BOARD OF COMMISSIONERS WORK SESSION

**September 5, 2023
4:00 PM**

AGENDA CATEGORY:

Discussion Items for Action

SUBJECT:

Budget - Carry Forward of Outstanding FY23 Purchase Orders and Contracts to FY24

BRIEF SUMMARY:

At the end of each fiscal year, the Procurement Department reviews outstanding encumbrances for purchase orders and contracts. After review of justifications from departments to carry forward prior year purchase orders and contracts, the Procurement Department determined Purchase Orders of \$4,276,006.83 and Contracts of \$4,646,267.73 for annually budgeted funds were authorized to be carried forward. The detailed list is attached for review.

The authorized outstanding purchase orders and contracts were carried forward during the fiscal year-end closing process for annually adopted funds. The encumbrance in the expenditure line items and the corresponding budget "transfer in" posted during this process. Fund Balance Appropriated accounts do not automatically post during the fiscal year-end close process. The attached budget amendment appropriates fund balance to balance the budget for the purchase orders and contracts carried forward.

REQUESTED ACTION:

Motion to approve the list of fiscal year 2023 outstanding purchase orders and contracts carried forward to fiscal year 2024 and approve the associated budget amendment to appropriate fund balance.

EXPECTED LENGTH OF PRESENTATION:

5 Minutes

SUBMITTED BY:

Rosh Khatri, Budget Director

BUDGET AMENDMENT REQUIRED:

Yes

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

ATTACHMENTS:

- ▣ List of FY23 Purchase Order & Contracts - Carry Over to FY24
- ▣ Budget Amendment

PURCHASE ORDERS BY GL ACCOUNT

YEAR/PERIOD: 2023/13

ACCOUNT/VENDOR	PO	YEAR/PER	OPEN LINE AMT	DESCRIPTION
00191230 Human Resources				
00191230 9605 Consultants				
66479 MCGRATH CONSULTING GROUP INC	2023619	2023/12	42,000.00	BLANKET FOR HR CONSULTING SERV
	ACCOUNT TOTAL		42,000.00	
00191230	ORG TOTAL		42,000.00	
00191510 Board of Elections				
00191510 9697 Elections Expense				
996 ELECTION SYSTEMS & SOFTWARE LLC	2023410	2023/ 8	34,875.00	ballot on demand equipment
40770 EXPRESS BUSINESS SYSTEMS INC	2023536	2023/11	37,000.00	postage for bulk elections mai
60739 NEW BEGINNINGS PUBLISHING INC	2023651	2023/12	3,778.56	printing of BOE cookbooks
	ACCOUNT TOTAL		75,653.56	
00191510	ORG TOTAL		75,653.56	
00191810 Information Technology Svcs				
00191810 9342 DEPT Minor Technology Equipment				
1226 ENVIRONMENTAL SYSTEMS RESEARCH INST	2023636	2023/12	11,000.00	ESRI GIS Indoors
1405 CLARK-POWELL ASSOCIATES INC	2023245	2023/ 4	37,504.00	CH22 Audio and Cameras Upgrade
1405 CLARK-POWELL ASSOCIATES INC	2023281	2023/ 5	3,892.37	CH22 Tricaster
	VENDOR TOTAL		41,396.37	
	ACCOUNT TOTAL		52,396.37	
00191810 9605 Consultants				
10889 TYLER TECHNOLOGIES INC	2023049	2023/ 1	3,200.00	Munis Year End Consulting
	ACCOUNT TOTAL		3,200.00	
00191810 9342 Minor Technology Equipment				
28259 DATA NETWORK SOLUTIONS INC	2022539	2022/11	7,102.00	Milestone - Aruba AP515 - Stat
28259 DATA NETWORK SOLUTIONS INC	2023652	2023/12	24,207.02	ARUBA Access Point for Courtho
	VENDOR TOTAL		31,309.02	
	ACCOUNT TOTAL		31,309.02	
00191810 9445 Purchased Services				
28259 DATA NETWORK SOLUTIONS INC	2023658	2023/12	22,724.91	Mimecast email filter renewal
	ACCOUNT TOTAL		22,724.91	

CABARRUS COUNTY - PROD

PURCHASE ORDERS BY GL ACCOUNT

YEAR/PERIOD: 2023/13

ACCOUNT/VENDOR	PO	YEAR/PER	OPEN LINE AMT	DESCRIPTION
00191810 9342 0543 Minor Technology Equipment				
32485 DAVENPORT GROUP INC	2023462	2023/ 9	6,900.00	Monitors
	ACCOUNT TOTAL		6,900.00	
00191810 9570 Service Contracts				
35641 CNIC INC	2023628	2023/12	15,611.00	Sheriff Admin - Camera Install
63597 A3 COMMUNICATIONS INC	2023608	2023/11	134,388.38	County Access Control Upgrade
	ACCOUNT TOTAL		149,999.38	
00191810 942001 Telecommunications				
63651 MYNET LLC	2023197	2023/ 3	80.50	BLANKET PO FOR VOICEMAIL & OTH
	ACCOUNT TOTAL		80.50	
00191810 9342 DEPT Minor Technology Equipment				
64784 IMPACT TECHNOLOGIES	2023248	2023/ 4	9,383.41	FLP Barn AV
64784 IMPACT TECHNOLOGIES	2023315	2023/ 5	3,678.92	Milestone Projector Upgrade
64784 IMPACT TECHNOLOGIES	2023568	2023/11	13,636.66	Milestone Conf Center Install
64784 IMPACT TECHNOLOGIES	2023629	2023/12	8,153.45	Milestone - Conference Room AV
	VENDOR TOTAL		34,852.44	
	ACCOUNT TOTAL		34,852.44	
00191810 9445 Purchased Services				
64784 IMPACT TECHNOLOGIES	2023656	2023/12	23,263.90	2023 Courthouse - Assisted Lis
64827 CENTRALSQUARE TECHNOLOGIES, LLC	2023637	2023/12	12,935.00	Freedom App for volunteer fire
	ACCOUNT TOTAL		36,198.90	
00191810 9605 Consultants				
65241 SPATIAL FOCUS LLC	2023545	2023/11	14,150.00	Kannapolis Address Projects
	ACCOUNT TOTAL		14,150.00	
00191810 9445 Purchased Services				
65409 HUNTINGTON TECHNOLOGY FINANCE	2023616	2023/12	5,198.69	SAN Property Tax
66073 DATA COMMUNICATIONS OF NC INC	2023639	2023/12	4,112.00	2023 Courthouse - Floorbox Cab
	ACCOUNT TOTAL		9,310.69	
00191810 ORG TOTAL			361,122.21	
00191940 Grounds Maintenance				

CABARRUS COUNTY - PROD

PURCHASE ORDERS BY GL ACCOUNT

YEAR/PERIOD: 2023/13

ACCOUNT/VENDOR	PO	YEAR/PER	OPEN LINE AMT	DESCRIPTION
00191940 9504 Building and grounds materials				
3091 VULCAN MATERIALS COMPANY	2023157	2023/ 3	4,500.00	WASHED SCREENING MATERIAL
3091 VULCAN MATERIALS COMPANY	2023158	2023/ 3	1,804.09	RIP RAP 300 TONS
3091 VULCAN MATERIALS COMPANY	2023159	2023/ 3	8,466.48	ABC GRAVEL
3091 VULCAN MATERIALS COMPANY	2023162	2023/ 3	9,572.44	CRUSHED STONE 400 TONS
VENDOR TOTAL			24,343.01	
ACCOUNT TOTAL			24,343.01	
00191940 ORG TOTAL			24,343.01	
00191950 IAM Administration				
00191950 9605 Consultants				
66289 PERFORMANCE POTENTIAL UNCORKED LLC	2023291	2023/ 5	2,772.60	CONSULTING SERVICES
ACCOUNT TOTAL			2,772.60	
00191950 ORG TOTAL			2,772.60	
00191952 Building Maintenance				
00191952 9606 Engineers				
741 CONCORD ENGINEERING &	2023487	2023/ 9	400.00	FLP Parks Office/Mini Golf Pre
741 CONCORD ENGINEERING &	2023501	2023/10	4,875.00	Milestone SW Fee Reduction Pro
VENDOR TOTAL			5,275.00	
17297 REI ENGINEERS INC	2023556	2023/11	30,375.00	Concrete Engineering
27666 THE EI GROUP INC	2023174	2023/ 3	6,176.00	Consulting services for mold r
61287 ALFRED BENESCH & COMPANY	2022517	2022/11	4,230.74	KL sidewalk project
ACCOUNT TOTAL			46,056.74	
00191952 9607 Architect				
63746 SILLING ASSOCIATES INC	2023400	2023/ 8	22,046.50	Afton Library and ALC upfit co
ACCOUNT TOTAL			22,046.50	
00191952 ORG TOTAL			68,103.24	
00191953 Facility Services				
00191953 9445 Purchased Services				
6729 BFI WASTE SERVICES LLC	2022349	2022/ 8	3,869.04	WASTE, TRASH, RECYCLING PICK U
6729 BFI WASTE SERVICES LLC	2023020	2023/ 1	29,375.82	All Refuse Removal (Trash) at
VENDOR TOTAL			33,244.86	
ACCOUNT TOTAL			33,244.86	

CABARRUS COUNTY - PROD

PURCHASE ORDERS BY GL ACCOUNT

YEAR/PERIOD: 2023/13

ACCOUNT/VENDOR	PO	YEAR/PER	OPEN LINE AMT	DESCRIPTION
00191953 9394 Janitorial Supplies				
9510 BUCKEYE INTERNATIONAL INC	2022019	2022/ 1	80.77	Janitorial Equipment and Suppl
9510 BUCKEYE INTERNATIONAL INC	2023014	2023/ 1	23,845.51	Blanket PO for Custodial Suppl
	VENDOR TOTAL		23,926.28	
	ACCOUNT TOTAL		23,926.28	
	00191953 ORG TOTAL		57,171.14	
00191955 Fleet Maintenance				
00191955 9863 Motor Vehicles				
37496 KNAPHEIDE TRUCK EQUIPMENT CO MIDSOU	2023374	2023/ 7	13,697.82	F550 DUMP BODY
65433 PERFORMANCE FORD INC	2023084	2023/ 1	68,461.94	2- 2023 FORD F150 FACILITY SER
65433 PERFORMANCE FORD INC	2023112	2023/ 2	42,981.17	WSACC NEW F150 RESPONDER
65433 PERFORMANCE FORD INC	2023208	2023/ 3	56,347.94	NEW EXPEDITION FOR ALP
65433 PERFORMANCE FORD INC	2023209	2023/ 3	62,456.89	NEW EXPEDITION FOR COUNTY MANA
	VENDOR TOTAL		230,247.94	
66141 MODERN AUTOMOTIVE NETWORK LLC	2023146	2023/ 2	4,561.74	NEW VEHICLES FOR DHS
66481 E&J EQUIPMENT	2023649	2023/12	8,184.00	SERVICE BODY FOR CHEVROLET 250
66481 E&J EQUIPMENT	2023650	2023/12	30,363.00	3 SERVICE BEDS FOR CHEVROLET 2
	VENDOR TOTAL		38,547.00	
	ACCOUNT TOTAL		287,054.50	
	00191955 ORG TOTAL		287,054.50	
00192110 County Sheriff				
00192110 9331 Minor Office Equipment & Furn				
5535 STEP UP INC	2023600	2023/11	6,499.85	CID/CSI: Charis x 7
5535 STEP UP INC	2023601	2023/11	11,196.20	CIVIL/RECORDS: Chairs x 14
	VENDOR TOTAL		17,696.05	
17295 GALLS LLC	2023473	2023/ 9	11,910.00	CERT: Riot Duty Helmet w/Gas
55006 GMC GLASS LLC	2023572	2023/11	3,610.00	FURNITURE: Glass tabletop, Enc
	ACCOUNT TOTAL		33,216.05	
00192110 9340 Uniforms				
58196 SAFARILAND LLC	2023560	2023/11	24,131.40	JAIL: Class B Shirts x 475
	ACCOUNT TOTAL		24,131.40	
00192110 9331 Minor Office Equipment & Furn				
58196 SAFARILAND LLC	2023563	2023/11	11,639.12	PATROL: 308 Sig Rifles x 8
	ACCOUNT TOTAL		11,639.12	

CABARRUS COUNTY - PROD

PURCHASE ORDERS BY GL ACCOUNT

YEAR/PERIOD: 2023/13

ACCOUNT/VENDOR	PO	YEAR/PER	OPEN LINE AMT	DESCRIPTION
00192110 9340 Uniforms 58196 SAFARILAND LLC	2023582	2023/11	3,307.15	BADGES: x 170
	ACCOUNT TOTAL		3,307.15	
00192110 9860 Equipment & Furniture 61792 CAROLINA RECORDING SYSTEMS LLC	2023586	2023/11	9,440.00	COMM CTR: Internal Recording
64266 TRIUMPH SYSTEMS INC	2023580	2023/11	6,198.00	RANGE: Shoot House Traininer
	ACCOUNT TOTAL		15,638.00	
00192110 9520 Autos & Trucks Maintenance 64324 PRO CAL PROFESSIONAL DECALS INC	2023559	2023/11	12,744.00	HARRISBURG: Restriping & Deca
	ACCOUNT TOTAL		12,744.00	
00192110 9863 TRAFU Motor Vehicles 64941 APPLIED CONCEPTS INC	2023294	2023/ 5	5,055.00	TRAFU: Stalker Lidar RLR
	ACCOUNT TOTAL		5,055.00	
00192110 9863 Motor Vehicles 65433 PERFORMANCE FORD INC 65433 PERFORMANCE FORD INC 65433 PERFORMANCE FORD INC	2023139 2023140 2023141	2023/ 2 2023/ 2 2023/ 2	169,386.68 780,357.36 83,039.80	PATROL: 2023 FORD F-150 Inter PATROL: 2023 Ford Explorer Pol H'BURG: 2023 Ford Explorer Po
	VENDOR TOTAL		1,032,783.84	
	ACCOUNT TOTAL		1,032,783.84	
00192110 9863 TRAFU Motor Vehicles 65433 PERFORMANCE FORD INC	2023143	2023/ 2	83,039.80	TRAFU: 2023 Ford Explorer Pol
	ACCOUNT TOTAL		83,039.80	
00192110 9863 Motor Vehicles 65433 PERFORMANCE FORD INC 65433 PERFORMANCE FORD INC	2023306 2023307	2023/ 5 2023/ 5	164,285.76 41,071.44	SRO: Patrol Vehicles-Ford Pol H-17 2023 Ford Police Incepto
	VENDOR TOTAL		205,357.20	
	ACCOUNT TOTAL		205,357.20	
00192110 9316 Supplies 66009 RENDER MEDICAL INC	2023589	2023/11	1,851.30	SRT: Trauma Kits x 17
	ACCOUNT TOTAL		1,851.30	
00192110 9863 Motor Vehicles 66011 EMERGENCY VEHICLES INC	2022536	2022/11	386,974.00	BOMB: Emergency Response Truc
	ACCOUNT TOTAL		386,974.00	

CABARRUS COUNTY - PROD

PURCHASE ORDERS BY GL ACCOUNT

YEAR/PERIOD: 2023/13

ACCOUNT/VENDOR	PO	YEAR/PER	OPEN LINE AMT	DESCRIPTION
00192110 9310 Ammunition				
66125 KIESLER POLICE SUPPLY INC	2023135	2023/ 2	19,322.70	SRT: Ammunition x 70,000 roun
66125 KIESLER POLICE SUPPLY INC	2023305	2023/ 5	13,817.55	AMMUNITION: Federal Rounds x
66125 KIESLER POLICE SUPPLY INC	2023583	2023/11	10,146.40	AMMUNITION: 308 x 10,000 round
VENDOR TOTAL			43,286.65	
ACCOUNT TOTAL			43,286.65	
00192110 9860 Equipment & Furniture				
66295 AARDVARK	2023592	2023/11	12,752.00	SRO/DARE: Breaching Tool
ACCOUNT TOTAL			12,752.00	
00192110 9340 Uniforms				
66359 BOYER, WAYNE	2023513	2023/10	2,549.00	MOTOR: Shirts x 7 w/patches
ACCOUNT TOTAL			2,549.00	
00192110 9860 Equipment & Furniture				
66450 BOUNCE IMAGING INC	2023562	2023/11	5,890.00	SRT: Throw Camera Bounce Imagi
66459 CRIME POINT INC	2023595	2023/11	24,223.00	VICE: Surveillance Cameras x
66459 CRIME POINT INC	2023596	2023/11	13,799.00	VICE: Surveillance Cameras x
VENDOR TOTAL			38,022.00	
ACCOUNT TOTAL			43,912.00	
00192110 9316 Supplies				
66462 SHADOW TECH LLC	2023590	2023/11	36.00	PATROL: Tripods for 308 Rifle
ACCOUNT TOTAL			36.00	
00192110 9331 Minor Office Equipment & Furn				
66462 SHADOW TECH LLC	2023590	2023/11	4,623.85	PATROL: Tripods for 308 Rifle
ACCOUNT TOTAL			4,623.85	
00192110 9860 Equipment & Furniture				
66467 BRINC DRONES INC	2023599	2023/11	28,196.00	SRT: Drone
ACCOUNT TOTAL			28,196.00	
00192110 ORG TOTAL			1,951,092.36	
00192130 Detention Center				
00192130 9860 Equipment & Furniture				
66489 TEK84 INC	2023653	2023/12	207,000.00	TEK84 INTERCEPT WHOLE BODY SEC
ACCOUNT TOTAL			207,000.00	

CABARRUS COUNTY - PROD

PURCHASE ORDERS BY GL ACCOUNT

YEAR/PERIOD: 2023/13

ACCOUNT/VENDOR	PO	YEAR/PER	OPEN LINE AMT	DESCRIPTION
00192130	ORG TOTAL		207,000.00	
00192140	Animal Control			
00192140 9863	Motor Vehicles			
65433	PERFORMANCE FORD INC	2023138 2023/ 2	84,693.34	A/C: 2023 F-150 Police Resp
	ACCOUNT TOTAL		84,693.34	
00192140	ORG TOTAL		84,693.34	
00192210	Courts			
00192210 9331	Minor Office Equipment & Furn			
5535	STEP UP INC	2023643 2023/12	3,181.82	Bulletin Boards (Encased) for
	ACCOUNT TOTAL		3,181.82	
00192210 9445	Purchased Services			
6729	BFI WASTE SERVICES LLC	2022349 2022/ 8	766.59	WASTE, TRASH, RECYCLING PICK U
6729	BFI WASTE SERVICES LLC	2023020 2023/ 1	1,958.39	All Refuse Removal (Trash) at
	VENDOR TOTAL		2,724.98	
	ACCOUNT TOTAL		2,724.98	
00192210 9394	FS Janitorial Supplies			
9510	BUCKEYE INTERNATIONAL INC	2022019 2022/ 1	9,550.00	Janitorial Equipment and Suppl
9510	BUCKEYE INTERNATIONAL INC	2023014 2023/ 1	9,538.22	Blanket PO for Custodial Suppl
	VENDOR TOTAL		19,088.22	
	ACCOUNT TOTAL		19,088.22	
00192210 9504	BM Building and grounds materials			
39272	CASCO SIGNS INC	2023625 2023/12	3,099.28	New Courthouse charters of fre
	ACCOUNT TOTAL		3,099.28	
00192210 9501	BM Buildings & Grounds Maintenanc			
57291	PREMIUM POWER SYSTEMS	2023386 2023/ 7	25,855.00	Relocation of Courthouse gener
	ACCOUNT TOTAL		25,855.00	
00192210 9504	BM Building and grounds materials			
66287	HOME DEPOT USA INC	2023605 2023/11	6,039.00	Clocks for new courtrooms
	ACCOUNT TOTAL		6,039.00	
00192210	ORG TOTAL		59,988.30	

PURCHASE ORDERS BY GL ACCOUNT

YEAR/PERIOD: 2023/13

ACCOUNT/VENDOR	PO	YEAR/PER	OPEN LINE AMT	DESCRIPTION
00192410 Construction Standards				
00192410 9445 Purchased Services 38055 ACCELA INC	2021399	2021/11	72,345.00	Accele Project hours
	ACCOUNT TOTAL		72,345.00	
00192410 9333 Safety Training & Equipment 47658 SAF-GARD SAFETY SHOE COMPANY	2023035	2023/ 1	131.97	SAFETY BOOTS
	ACCOUNT TOTAL		131.97	
00192410 9340 Uniforms 60739 NEW BEGINNINGS PUBLISHING INC	2023216	2023/ 3	416.00	Uniforms for 28 inspectors (\$2
	ACCOUNT TOTAL		416.00	
	00192410 ORG TOTAL		72,892.97	
00192710 Emergency Management				
00192710 9860 Equipment & Furniture 1405 CLARK-POWELL ASSOCIATES INC	2023168	2023/ 3	49,965.00	EOC AV Upgrade
1405 CLARK-POWELL ASSOCIATES INC	2023567	2023/11	16,331.32	CH22 - Mic Upgrade CO
	VENDOR TOTAL		66,296.32	
	ACCOUNT TOTAL		66,296.32	
	00192710 ORG TOTAL		66,296.32	
00192730 Emergency Medical Services				
00192730 9340 Uniforms 128 ANDERSON UNIFORM CO INC	2023050	2023/ 1	9.90	FY23 Blanket order for EMS uni
	ACCOUNT TOTAL		9.90	
00192730 9340 PPE Uniforms - PPE 128 ANDERSON UNIFORM CO INC	2023052	2023/ 1	1,920.27	FY23 Blanket order for EMS pro
	ACCOUNT TOTAL		1,920.27	
00192730 9560 Minor Equipment Maintenance 34378 FERNO WASHINGTON INC	2023610	2023/11	4,699.65	STAIR CHAIR, NEW AMBULANCE
	ACCOUNT TOTAL		4,699.65	
00192730 9360 Medical Supplies 41297 THE CHARLOTTE MECKLENBURG HOSPITAL	2023110	2023/ 1	1,039.69	FY23 Blanket order for EMS pha
	ACCOUNT TOTAL		1,039.69	

CABARRUS COUNTY - PROD

PURCHASE ORDERS BY GL ACCOUNT

YEAR/PERIOD: 2023/13

ACCOUNT/VENDOR	PO	YEAR/PER	OPEN LINE AMT	DESCRIPTION
00192730 9330 Tools & Minor Equipment				
48346 ZOLL MEDICAL CORPORATION	2023399	2023/ 8	5,708.80	ZOLL AED 3 BLS Hospital Packag
	ACCOUNT TOTAL		5,708.80	
00192730 9340 Uniforms				
50841 LOFLIN ENTERPRISES	2023051	2023/ 1	48.10	FY23 blanket order for EMS uni
	ACCOUNT TOTAL		48.10	
00192730 9340 PPE Uniforms - PPE				
50841 LOFLIN ENTERPRISES	2023053	2023/ 1	2,395.25	FY23 Blanket order for EMS foo
58196 SAFARILAND LLC	2023058	2023/ 1	4,077.20	FY23 Blanket order for EMS bod
	ACCOUNT TOTAL		6,472.45	
00192730 9863 Motor Vehicles				
64717 EMERGENCY TRANSPORTATION ASSOCIATES	2023345	2023/ 6	160,228.44	Ambulance Remount - remounting
65453 SPARTAN FIRE AND EMERGENCY APPARATU	2023344	2023/ 6	258,916.22	1 Demers MX-164 4x2 Gas Type 1
66488 FRAZER LTD	2023660	2023/12	337,506.00	AMBULANCE
	ACCOUNT TOTAL		756,650.66	
00192730 ORG TOTAL			776,549.52	
00193280 Zoning Administration				
00193280 9333 Safety Training & Equipment				
47658 SAF-GARD SAFETY SHOE COMPANY	2023035	2023/ 1	15.01	SAFETY BOOTS
	ACCOUNT TOTAL		15.01	
00193280 ORG TOTAL			15.01	
00195910 Other Human Services				
00195910 9705 OPIOD Public Health Authority				
457 CABARRUS HEALTH ALLIANCE	2023646	2023/12	354.00	NASAL NARCAN
457 CABARRUS HEALTH ALLIANCE	2023648	2023/12	202.00	TARGETED MESSAGING CAMPAIGN
	VENDOR TOTAL		556.00	
	ACCOUNT TOTAL		556.00	
00195910 ORG TOTAL			556.00	
00198140 Active Living & Parks-Park Op				

CABARRUS COUNTY - PROD

PURCHASE ORDERS BY GL ACCOUNT

YEAR/PERIOD: 2023/13

ACCOUNT/VENDOR	PO	YEAR/PER	OPEN LINE AMT	DESCRIPTION
00198140 9357 CSP Park Operation Supplies-CSP				
64474 NEXT LEVEL RECREATION OF THE CAROLI	2023577	2023/11	2,000.00	Park Operation Supplies
ACCOUNT TOTAL			2,000.00	
00198140 9357 FLP Park Operation Supplies-FLP				
64474 NEXT LEVEL RECREATION OF THE CAROLI	2023577	2023/11	5,200.00	Park Operation Supplies
ACCOUNT TOTAL			5,200.00	
00198140 9357 RWP Park Operation Supplies				
64474 NEXT LEVEL RECREATION OF THE CAROLI	2023577	2023/11	10,000.00	Park Operation Supplies
ACCOUNT TOTAL			10,000.00	
00198140 9357 VVP Park Operation Supplies-VVP				
64474 NEXT LEVEL RECREATION OF THE CAROLI	2023577	2023/11	1,200.00	Park Operation Supplies
ACCOUNT TOTAL			1,200.00	
00198140 ORG TOTAL			18,400.00	
00198145 Active Liv& Pks-Senior Center				
00198145 9496 Senior Center Operations Grant				
62398 GRIFFITH STEVEN G	2023321	2023/ 5	580.00	Concord Senior Center Back Lan
ACCOUNT TOTAL			580.00	
00198145 ORG TOTAL			580.00	
00198240 Library System				
00198240 9302 Circulation stock				
12884 MIDWEST TAPE	2023057	2023/ 1	698.95	Circulation Stock
ACCOUNT TOTAL			698.95	
00198240 ORG TOTAL			698.95	

PURCHASE ORDERS BY GL ACCOUNT

YEAR/PERIOD: 2023/13

ACCOUNT/VENDOR	PO	YEAR/PER	OPEN LINE AMT	DESCRIPTION
001 General Fund				
	FUND TOTAL		4,156,983.03	

PURCHASE ORDERS BY GL ACCOUNT

YEAR/PERIOD: 2023/13

ACCOUNT/VENDOR	PO	YEAR/PER	OPEN LINE AMT	DESCRIPTION
27094610 Landfill Operations				
27094610 9414 Waste Disposal Charges				
62606 REPUBLIC SERVICES INC	2023019	2023/ 1	26,003.78	Charlotte Motor Speedway Landf
	ACCOUNT TOTAL		26,003.78	
27094610 9445 MULCH Purchased Services				
65961 H&M WOOD PRESERVING INC	2023233	2023/ 3	26,250.00	Yard Waste Grinding and Remova
	ACCOUNT TOTAL		26,250.00	
27094610 ORG TOTAL			52,253.78	
27094620 Waste Reduction/Recycling				
27094620 9370 Recycling Program Expense				
11070 MECKLENBURG COUNTY	2023023	2023/ 1	446.70	Meck Co MRF Recycling Tip Fees
	ACCOUNT TOTAL		446.70	
27094620 9445 Purchased Services				
23547 USA LAMP & BALLAST RECYCLING INC	2023349	2023/ 7	995.27	Used lamp, battery and mercury
	ACCOUNT TOTAL		995.27	
27094620 9370 Recycling Program Expense				
64148 ELECTRONIC RECYCLERS INTERNATIONAL	2023148	2023/ 2	4,538.05	TV's, Computers, Electronics &
	ACCOUNT TOTAL		4,538.05	
27094620 ORG TOTAL			5,980.02	

PURCHASE ORDERS BY GL ACCOUNT

YEAR/PERIOD: 2023/13

ACCOUNT/VENDOR	PO	YEAR/PER	OPEN LINE AMT	DESCRIPTION
270 Landfill Fund			58,233.80	FUND TOTAL

PURCHASE ORDERS BY GL ACCOUNT

YEAR/PERIOD: 2023/13

ACCOUNT/VENDOR	PO	YEAR/PER	OPEN LINE AMT	DESCRIPTION
42098310 Arena & Events Center				
42098310 9501 Buildings & Grounds Maintenance				
59835 HOLISTIC HVAC LLC	2023486	2023/ 9	60,790.00	Arena Gold Hall HVAC Replaceme
	ACCOUNT TOTAL		60,790.00	
	42098310 ORG TOTAL		60,790.00	

PURCHASE ORDERS BY GL ACCOUNT

YEAR/PERIOD: 2023/13

ACCOUNT/VENDOR	PO	YEAR/PER	OPEN LINE AMT	DESCRIPTION
420 Cabarrus Arena & Events Ctr		FUND TOTAL	60,790.00	

PURCHASE ORDERS BY GL ACCOUNT

YEAR/PERIOD: 2023/13

ACCOUNT/VENDOR		PO	YEAR/PER	OPEN	LINE	AMT	DESCRIPTION
REPORT	PO	TOTAL				4,276,006.83	

** END OF REPORT - Generated by Suzanne R Burgess **

CONTRACTS BY GL ACCOUNT

YEAR/PERIOD: 2023/13

ACCOUNT/VENDOR	CONTRACT	YEAR/PER	OPEN AMT	DESCRIPTION
00191115	Legal Department			
00191115 9609				
ROBINSON BRADSHAW & HINSON PA	20220040	2022/ 1	29,795.21	Engagement Agreement
	ACCOUNT TOTAL		29,795.21	
	ORG 00191115TOTAL		29,795.21	
00191210	County Manager			
00191210 9445				
CHERRY BEKAERT LLP	20210247	2021/ 8	42,487.18	Internal Audit & Risk Advisory Services
CENTRALINA COUNCIL OF GOVERNMENTS	20230155	2023/ 7	11,250.00	Strategic Planning Process
	ACCOUNT TOTAL		53,737.18	
00191210 963701				
LOCKHART CHILD DEVELOPMENT CENTER	20210280	2021/10	113,740.00	Childcare Services Center
	ACCOUNT TOTAL		113,740.00	
	ORG 00191210TOTAL		167,477.18	
00191710	Finance			
00191710 9605				
THREE ONE COMPANY LLC	20220278	2022/ 9	11,250.00	cashVest Liquidity & Treasury Analysis
	ACCOUNT TOTAL		11,250.00	
	ORG 00191710TOTAL		11,250.00	
00191810	Information Technology Svcs			
00191810 9445				
SIRSI CORPORATION	20220230	2022/ 7	9,389.96	SirsiDynix software Contract Renewal
MCCI LLC	20230251	2023/12	16,486.00	JustFOIA Pro Plus document management software
	ACCOUNT TOTAL		25,875.96	
00191810 942001				
MCNC	20180380	2018/10	25,680.00	Leased Fiber Agreement
	ACCOUNT TOTAL		25,680.00	
	ORG 00191810TOTAL		51,555.96	
00191952	Building Maintenance			
00191952 9820				
MCKNIGHT SMITH WARD GRIFFIN ENGINE	20220233	2022/ 7	1,700.00	Electrical engineering for GC backup generator
	ACCOUNT TOTAL		1,700.00	

CONTRACTS BY GL ACCOUNT

YEAR/PERIOD: 2023/13

ACCOUNT/VENDOR	CONTRACT	YEAR/PER	OPEN AMT	DESCRIPTION
00191952 9606				
MCKNIGHT SMITH WARD GRIFFIN ENGINE	20230232	2023/11	1,300.00	Engineering for backup generator at Landfill
ACCOUNT TOTAL			1,300.00	
00191952 9445 SODC				
P C GODFREY INC	20230048	2023/ 2	18,739.25	SODC Boiler PM Contract
ACCOUNT TOTAL			18,739.25	
00191952 9607				
MORRIS-BERG ARCHITECTS INC	20220270	2022/ 9	4,084.00	Programming of Milestone Building
GRIFFIN ARCHITECTURE PA	20220234	2022/ 7	2,709.11	Cooperative Extension Kitchen Renovation
GRIFFIN ARCHITECTURE PA	20230174	2023/ 8	16,000.00	Governmental Center Restroom Renovation Design
			18,709.11	
ACCOUNT TOTAL			22,793.11	
00191952 9606				
ESP ASSOCIATES INC	20230054	2023/ 2	18,511.19	Midland Tower Road Engineering
ALFRED BENESCH & COMPANY	20220092	2022/ 2	2,632.00	SC Rear of facility amenity improvements per AL
ALFRED BENESCH & COMPANY	20220211	2022/ 6	13,259.00	RWP Thompson Dam Engineering
ALFRED BENESCH & COMPANY	20230092	2023/ 3	3,017.95	Civil engineering for renovation to FLP Amphit.
			18,908.95	
AME CONSULTING ENGINEERS PC	20220051	2022/ 1	14,166.66	HCH Exterior Lighting Feasibility and Design
ACCOUNT TOTAL			51,586.80	
00191952 9607				
SILLING ASSOCIATES INC	20210145	2021/ 5	14,155.50	Jail Mezzanine Screening Design and OPCC
C DESIGN INC	20230137	2023/ 5	18,750.00	SDA 5th and 7th floor limited SD and OPCC
ACCOUNT TOTAL			32,905.50	
00191952 9606				
SCHEESER BUCKLEY MAYFIELD LLC	20220107	2022/ 3	29,815.00	IAM Ops Center HVAC Engineering and CD's Maste
ACCOUNT TOTAL			29,815.00	
00191952 9607				
BILOBA ARCHITECTURE PLLC	20230242	2023/11	20,500.00	IAM Ops Center Office 407 Renovations
ACCOUNT TOTAL			20,500.00	
ORG 00191952TOTAL			179,339.66	

CABARRUS COUNTY - PROD



CONTRACTS BY GL ACCOUNT

YEAR/PERIOD: 2023/13

ACCOUNT/VENDOR	CONTRACT	YEAR/PER	OPEN AMT	DESCRIPTION
00192110 00192110 9860 MOTOROLA SOLUTIONS INC	County Sheriff 20240017	2023/12	1,136,694.00	RMS/JMS/CAD 5 year agreement
	ACCOUNT TOTAL		1,136,694.00	
00192110 9331 AXON ENTERPRISE INC	20210213	2021/ 6	25,701.39	Master Services and Purchasing Agrmnt-Body Came
	ACCOUNT TOTAL		25,701.39	
00192110 9445 FLOCK GROUP INC	20230142	2023/ 6	12,500.00	PATROL: Traffic Cameras
	ACCOUNT TOTAL		12,500.00	
	ORG 00192110TOTAL		1,174,895.39	
00192740 00192740 9331 PRS TOWER MANAGEMENT SERVICES LLC	Emergency Telephone 20220356	2022/12	49,300.00	Annual Communication(s) Tower management and co
	ACCOUNT TOTAL		49,300.00	
	ORG 00192740TOTAL		49,300.00	
00195610 00195610 9605 310-1 MGT OF AMERICA CONSULTING LLC	DHS -Administration Operations 20220242	2022/ 8	9,440.00	2 CFR 200 Cost Allocation Plan FY 21, 22, 23
	ACCOUNT TOTAL		9,440.00	
	ORG 00195610TOTAL		9,440.00	
00195630 00195630 9700 FAMILIES FIRST-NC INC	DHS - Child welfare 20230105	2023/ 4	46,915.45	American Rescue Plan Act Subaward Agrmnt
	ACCOUNT TOTAL		46,915.45	
	ORG 00195630TOTAL		46,915.45	
00195910 00195910 97914 SUN1 CABARRUS HEALTH ALLIANCE	Other Human Services 20230106	2023/ 4	203,670.98	SUN Project Funding Agreement
	ACCOUNT TOTAL		203,670.98	
00195910 97914 SUN CABARRUS COUNTY PARTNERSHIP FOR CH	20230104	2023/ 4	414,264.33	SUN Project Funding
	ACCOUNT TOTAL		414,264.33	

CONTRACTS BY GL ACCOUNT

YEAR/PERIOD: 2023/13

ACCOUNT/VENDOR	CONTRACT	YEAR/PER	OPEN AMT	DESCRIPTION
00195910 97914 SUN2 ENDLESS OPPORTUNITIES	20230110	2023/ 4	13,610.00	SUN Project Funding Agreement
	ACCOUNT TOTAL		13,610.00	
	ORG 00195910TOTAL		631,545.31	
00198140 00198140 9605 ALFRED BENESCH & COMPANY	Active Living & Parks-Park Op 20230084	2023/ 3	19,892.96	St. Stephens Park Masterplan
	ACCOUNT TOTAL		19,892.96	
00198140 9831 0211 INGOLD, MICHAEL	20230114	2023/ 5	6,482.00	Harrisburg Youth Athletics Project MIG
	ACCOUNT TOTAL		6,482.00	
	ORG 00198140TOTAL		26,374.96	

CONTRACTS BY GL ACCOUNT

YEAR/PERIOD: 2023/13

ACCOUNT/VENDOR	CONTRACT	YEAR/PER	OPEN	AMT	DESCRIPTION
FUND 001 General Fund		TOTAL:		2,377,889.12	

CONTRACTS BY GL ACCOUNT

YEAR/PERIOD: 2023/13

ACCOUNT/VENDOR	CONTRACT	YEAR/PER	OPEN AMT	DESCRIPTION
27094620	Waste Reduction/Recycling			
27094620 9414 ECO FLO HOLDING INC	20210138	2021/ 4	33,480.80	HHW Collection Event Operations and Disposal
	ACCOUNT TOTAL		33,480.80	
27094620 9445 ECO FLO HOLDING INC	20210138	2021/ 4	18,416.06	HHW Collection Event Operations and Disposal
	ACCOUNT TOTAL		18,416.06	
	ORG 27094620	TOTAL	51,896.86	

CONTRACTS BY GL ACCOUNT

YEAR/PERIOD: 2023/13

ACCOUNT/VENDOR	CONTRACT	YEAR/PER	OPEN	AMT	DESCRIPTION
FUND 270 Landfill Fund		TOTAL:		51,896.86	

CONTRACTS BY GL ACCOUNT

YEAR/PERIOD: 2023/13

ACCOUNT/VENDOR	CONTRACT	YEAR/PER	OPEN AMT	DESCRIPTION
40192740	911	Emergency Telephone Sys	Fd	
40192740 9860				
MOTOROLA SOLUTIONS INC	20240017	2023/12	1,856,964.00	RMS/JMS/CAD 5 year agreement
	ACCOUNT TOTAL		1,856,964.00	
	ORG 40192740TOTAL		1,856,964.00	

CONTRACTS BY GL ACCOUNT

YEAR/PERIOD: 2023/13

ACCOUNT/VENDOR	CONTRACT	YEAR/PER	OPEN	AMT	DESCRIPTION
FUND 401	911 Emergency Telephone Sys	Fd	TOTAL:	1,856,964.00	

CONTRACTS BY GL ACCOUNT

YEAR/PERIOD: 2023/13

ACCOUNT/VENDOR	CONTRACT	YEAR/PER	OPEN AMT	DESCRIPTION
42098310	Arena & Events Center			
42098310 9649				
SMG	20170126	2017/ 2	187,494.00	SMG operations and food and beverage contract
	ACCOUNT TOTAL		187,494.00	
42098310 9820				
IN SITU STUDIO	20230238	2023/11	85,820.00	Arena Midway Assembly/Stage Area
	ACCOUNT TOTAL		85,820.00	
	ORG 42098310TOTAL		273,314.00	

CONTRACTS BY GL ACCOUNT

YEAR/PERIOD: 2023/13

ACCOUNT/VENDOR	CONTRACT	YEAR/PER	OPEN	AMT	DESCRIPTION
FUND 420	Cabarrus Arena & Events Ctr	TOTAL:		273,314.00	

CONTRACTS BY GL ACCOUNT

YEAR/PERIOD: 2023/13

ACCOUNT/VENDOR	CONTRACT	YEAR/PER	OPEN AMT	DESCRIPTION
Self-Insured Hospitalization				
61091917				
61091917 9570				
THE CHARLOTTE MECKLENBURG HOSPITAL	20220215	2022/ 6	35,781.38	EHC contract with Atrium 2022
	ACCOUNT TOTAL		35,781.38	
61091917 9360				
THE CHARLOTTE MECKLENBURG HOSPITAL	20220215	2022/ 6	40,510.58	EHC contract with Atrium 2022
	ACCOUNT TOTAL		40,510.58	
61091917 9445				
THE BENEFIT COMPANY	20220442	2022/12	9,911.79	The Benefits Company for Open Enrollment
	ACCOUNT TOTAL		9,911.79	
	ORG 61091917TOTAL		86,203.75	

CONTRACTS BY GL ACCOUNT

YEAR/PERIOD: 2023/13

ACCOUNT/VENDOR	CONTRACT	YEAR/PER	OPEN	AMT	DESCRIPTION
FUND 610 Self-Insured Fund		TOTAL:		86,203.75	

CONTRACTS BY GL ACCOUNT

YEAR/PERIOD: 2023/13

ACCOUNT/VENDOR	CONTRACT	YEAR/PER	OPEN	AMT	DESCRIPTION
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REPORT CONTRACT TOTALS: 4,646,267.73

** END OF REPORT - Generated by Suzanne R Burgess **

SUMMARY OF FUNDS

YEAR/PERIOD: 2023/13

FUNDS	DESCRIPTION	PO TOTAL	CONTRACT TOTAL	GRAND TOTAL
001	General Fund	4,156,983.03	2,377,889.12	6,534,872.15
270	Landfill Fund	58,233.80	51,896.86	110,130.66
420	Cabarrus Arena & Events Ctr	60,790.00	273,314.00	334,104.00
401	911 Emergency Telephone Sys Fd	.00	1,856,964.00	
610	Self-Insured Fund	.00	86,203.75	

** END OF REPORT - Generated by Suzanne R Burgess **

Budget Revision/Amendment Request

Date: 9/18/2023

Amount: \$8,922,274.56

Dept. Head: Rosh Khatri

Department: Budget Office

☐ Internal Transfer Within Department

☐ Transfer Between Departments/Funds

☒ Supplemental Request

Purchase Orders of \$4,276,006.83 and Contracts of \$4,646,267.73 for annually budgeted funds were authorized to be rolled. The authorized outstanding purchase orders and contracts were carried forward during the fiscal year-end closing process for annually adopted funds. The encumbrance in the expenditure line items and the corresponding budget "transfer in" posted during this process. Fund Balance Appropriated accounts do not automatically post during the fiscal year-end close process. This budget amendment appropriates fund balance to balance the budget for the purchase orders and contracts carried forward.

Fund	Indicator	Department/ Object/ Project	Account Name	Increase Amount	Decrease Amount
001	6	1910-6901	General Fund - Fund Balance Appropriated	6,534,872.15	
270	6	4610-6901	Landfill Fund - Fund Balance Appropriated	110,130.66	
420	6	8310-6901	Arena & Event Ctr Fund - Fund Balance Appropriated	334,104.00	
401	6	2740-6901	911 Emergency Telephone Sys Fund - FB Appropriated	1,856,964.00	
610	6	1917-6901	Self Insured Health Ins Fund - FB Appropriated	86,203.75	

Budget Officer

☐ Approved
☐ Denied

County Manager

☐ Approved
☐ Denied

Board of Commissioners

☐ Approved
☐ Denied

Signature

Signature

Signature

Date

Date

Date

CABARRUS COUNTY



BOARD OF COMMISSIONERS WORK SESSION

**September 5, 2023
4:00 PM**

AGENDA CATEGORY:

Discussion Items for Action

SUBJECT:

DHS - FY25 5311 Community Transportation Grant

BRIEF SUMMARY:

The North Carolina 5311 Community Transportation Grant provides funding for county transportation administrative costs such as salaries, training and marketing and supplies. This grant requires a 15% County match for the administrative portion, and a 10% County match for the capital portion. A public hearing is required to apply for this grant.

REQUESTED ACTION:

Schedule a public hearing for September 18, 2023 at 6:30 p.m. or as soon thereafter as persons may be heard.

EXPECTED LENGTH OF PRESENTATION:

5 Minutes

SUBMITTED BY:

Bob Bushey, Transportation Manager

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

ATTACHMENTS:

- ▢ Local Share Certification
- ▢ Program Resolution
- ▢ Public Hearing Record

FY 2025 LOCAL SHARE CERTIFICATION FOR FUNDING

Cabarrus County

Requested Funding Amounts

<u>Project</u>	<u>Total Amount</u>	<u>Local Share**</u>
5311 Administrative	\$ <u>194,578.00</u>	\$ <u>29,188.00</u> (15%)
5311 Operating (No State Match)	\$ _____	\$ _____ (50%)
5310 Operating (No State Match)	\$ _____	\$ _____ (50%)
5307 Operating	\$ _____	\$ _____ (50%)
5307 Planning	\$ _____	\$ _____ (10%)
Combined Capital	\$ <u>1,755,000.00</u>	\$ <u>175,500.00</u> (10%)
Mobility Management	\$ _____	\$ _____ (50%)
5310 Capital Purchase of Service	\$ _____	\$ _____ (10%)
_____	\$ _____	\$ _____ (____%)
_____	\$ _____	\$ _____ (____%)
_____	\$ _____	\$ _____ (____%)

Funding programs covered are 5311, 5310, 5339 Bus and Bus Facilities, 5307 (Small fixed route, regional, and consolidated urban-rural systems)

TOTAL	\$ <u>1,949,578.00</u>	\$ <u>204,688</u>
	Total Funding Requests	Total Local Share

****NOTE: Applicants should be prepared for the entire Local Share amount in the event State funding is not available.**

The Local Share is available from the following sources:

<u>Source of Funds</u>	<u>Apply to Grant</u>	<u>Amount</u>
<u>Local County Funds</u>	<u>5311</u>	\$ <u>204,688</u>
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____

FY 2025 Local Share Certificate (page 2)

_____	_____	\$ _____
_____	_____	\$ _____
<hr/>		
TOTAL		\$ <u>204,688</u>

**** Fare box revenue is not an applicable source for local share funding**

I, the undersigned representing (*Legal Name of Applicant*) **Cabarrus County** do hereby certify to the North Carolina Department of Transportation, that the required local funds for the FY2024 Community Transportation Program and 5307 Governors Apportionment will be available as of **July 1, 2023**, which has a period of performance of July 1, 2023 – June 30, 2024.

Signature of Authorized Official

Michael Down/County Manager

Type Name and Title of Authorized Official

Date

PUBLIC TRANSPORTATION PROGRAM RESOLUTION

FY 2025 RESOLUTION

Section 5311 (including ADTAP), 5310, 5339, 5307 and applicable State funding, or combination thereof.

Applicant seeking permission to apply for Public Transportation Program funding, enter into agreement with the North Carolina Department of Transportation, provide the necessary assurances and the required local match.

A motion was made by (*Board Member's Name*) _____ and seconded by (*Board Member's Name or N/A, if not required*) _____ for the adoption of the following resolution, and upon being put to a vote was duly adopted.

WHEREAS, Article 2B of Chapter 136 of the North Carolina General Statutes and the Governor of North Carolina have designated the North Carolina Department of Transportation (NCDOT) as the agency responsible for administering federal and state public transportation funds; and

WHEREAS, the North Carolina Department of Transportation will apply for a grant from the US Department of Transportation, Federal Transit Administration and receives funds from the North Carolina General Assembly to provide assistance for rural public transportation projects; and

WHEREAS, the purpose of these transportation funds is to provide grant monies to local agencies for the provision of rural, small urban, and urban public transportation services consistent with the policy requirements of each funding source for planning, community and agency involvement, service design, service alternatives, training and conference participation, reporting and other requirements (drug and alcohol testing policy and program, disadvantaged business enterprise program, and fully allocated costs analysis); and

WHEREAS, the funds applied for may be Administrative, Operating, Planning, or Capital funds and will have different percentages of federal, state, and local funds.

WHEREAS, non-Community Transportation applicants may apply for funding for “purchase-of-service” projects under the Capital Purchase of Service budget, Section 5310 program.

WHEREAS, (*Legal Name of Applicant*) Cabarrus County hereby assures and certifies that it will provide the required local matching funds; that its staff has the technical capacity to implement and manage the project(s), prepare required reports, obtain required training, attend meetings and conferences; and agrees to comply with the federal and state statutes, regulations, executive orders, Section 5333 (b) Warranty, and all administrative requirements related to the applications made to and grants received from the Federal Transit Administration, as well as the provisions of Section 1001 of Title 18, U. S. C.

WHEREAS, the applicant has or will provide all annual certifications and assurances to the State of North Carolina required for the project;

NOW, THEREFORE, be it resolved that the (*Authorized Official's Title*)* County Manager of (*Name of Applicant's Governing Body*) Cabarrus County Board of Commissioners is hereby authorized to submit grant application (s) for federal and state funding in response to NCDOT's calls for projects, make the necessary assurances and certifications and be empowered to enter into an agreement with the NCDOT to provide rural, small urban, and urban public transportation services.

I (*Certifying Official's Name*)* Michael Downs (*Certifying Official's Title*) County Manager do hereby certify that the above is a true and correct copy of an excerpt from the minutes of a meeting of the (*Name of Applicant's Governing Board*) Cabarrus County Board of Commissioners duly held on the 18th day of September, 2023.

Signature of Certifying Official

****Note that the authorized official, certifying official, and notary public should be three separate individuals.***

Seal Subscribed and sworn to me
(date) _____

*Notary Public **

Printed Name and Address

My commission expires
(date) _____

Affix Notary Seal Here

Important – A public hearing MUST be conducted whether or not requested by the Public.

PUBLIC HEARING RECORD

Section 5311 (including ADTAP), 5310, 5339, 5307 and applicable State funding, or combination thereof.

APPLICANT: Cabarrus County

DATE: 9/19/2022

PLACE: Cabarrus County Commissioners Chambers

TIME: 6:30pm

How many BOARD MEMBERS attended the public hearing? _____

How many members of the PUBLIC attended the public hearing? _____

Public Attendance Surveys

☐ *(Attached)*

☐ *(Offered at Public Hearing but none completed)*

I, the undersigned, representing *(Legal Name of Applicant)* Cabarrus County do hereby certify to the North Carolina Department of Transportation, that a Public Hearing was held as indicated above and

During the Public Hearing

☐ *(NO public comments)*

☐ *(Public Comments were made and meeting minutes will be submitted after board approval)*

The estimated date for board approval of meeting minutes is: _____

Signature or Clerk to the Board

Printed Name and Title

9/19/2022

Date

Affix Seal Here

Voluntary Title VI Public Involvement

Title VI of the Civil Rights Act of 1964 requires the North Carolina Department of Transportation (NC DOT) to gather statistical data regarding participants and beneficiaries of the agency's federal-aid programs and activities. NC DOT collects information on race, color, national origin and gender of the attendees to this public meeting to ensure the inclusion of all segments of the population impacted by a proposed project.

NC DOT wishes to clarify that this information gathering process **is completely voluntary** and that you are not required to disclose the statistical data requested to participate in this meeting. This form is a public document used to collect data, only.

The completed forms will be held on file at the North Carolina Department of Transportation. For Further information regarding this process please contact the NCDOT Title VI Program at telephone number 919.508.1808 or email at titlevi@ncdot.gov.

Project Name:		Date:
Meeting Location:		
Name (please print)		Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female
General ethnic identification categories (check one)		
<input type="checkbox"/> Caucasian	<input type="checkbox"/> Hispanic American	<input type="checkbox"/> American Indian/Alaskan Native
<input type="checkbox"/> African American	<input type="checkbox"/> Asian/Pacific Islander	Other: _____
Color:		National Origin:

After completing this form, please fold and place it inside the designated box on the registration table.

Thank you for your cooperation.

CABARRUS COUNTY



BOARD OF COMMISSIONERS WORK SESSION

**September 5, 2023
4:00 PM**

AGENDA CATEGORY:

Discussion Items for Action

SUBJECT:

Finance - Ambulance Receivable Write Off

BRIEF SUMMARY:

Cabarrus County's year-end procedure includes adjusting the Accounts Receivable-Ambulance balance to include the outstanding balances for the closing year plus the three preceding fiscal years while writing off the unpaid balance in the 4th year, which is Fiscal Year 2019. Historical analyses indicate amounts are no longer collectible in the fourth year following billing. This year, we are requesting the write off of \$1,823,817.28.

Writing off the balance does not prevent the collection of these outstanding balances. It simply allows the Finance Department to adjust the Accounts Receivable- Ambulance balance to accurately reflect the balance which is considered collectible.

The County's third-party billing company, EMS Management & Consultants, is responsible for ensuring all claims are filed timely with insurance companies. In addition, the County's Emergency Medical Services staff are diligent in attempting to collect past due balances through the use of a collection agency, garnishments, and the State's Debt Setoff program.

REQUESTED ACTION:

Motion to authorize the Finance Department to write off the outstanding ambulance receivable balance from Fiscal Year 2019.

EXPECTED LENGTH OF PRESENTATION:

1 Minute

SUBMITTED BY:

James Howden, Finance Director

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

ATTACHMENTS:

- ▣ Write-off Memo
- ▣ Ambulance Write-off Analysis



Cabarrus County Finance Department

To: Jim Howden, Finance Director

Copy: Jimmy Lentz, EMS Director

From: Suzanne Burgess, Finance, Deputy Finance Director

Date: August 14, 2023

Subj: Write-off of Uncollectible Accounts Receivable - Ambulance

Cabarrus County's year-end procedure includes adjusting the Accounts Receivable-Ambulance balance to include the outstanding balances for the closing year plus the three preceding fiscal years. Therefore, at June 30, 2023, the Accounts Receivable-Ambulance balance should include outstanding amounts owed for fiscal years 2020 through 2023, totaling \$12,679,322.50.

The current Accounts Receivable-Ambulance general ledger balance is \$14,503,139.78 and needs to be adjusted by writing off a total of \$1,823,817.28.

The proposed write-off amount represents unpaid account balances for fiscal year 2019. Historical analyses indicate amounts are no longer collectible in the fourth year following billing.

The County's third-party billing company, EMS Management & Consultants, is responsible for ensuring all claims are filed timely with insurance companies. In addition, the County's Emergency Medical Services staff are diligent in attempting to collect past-due balances through the use of a collection agency, garnishments, and the State's Debt Setoff program.

Please submit the write-off request to the Board of Commissioners for approval. Writing-off the fiscal year 2019. balance does not prevent the collection of these outstanding balances. It simply allows the Finance Department to adjust the Accounts Receivable-Ambulance balance to accurately reflect the balance which is considered collectible.

CABARRUS COUNTY
ACCOUNTS RECEIVABLE - AMBULANCE
Fiscal Year Ended June 30, 2023

Description	FY19	FY20	FY21	FY22	FY23	Total
Billing						
Charges, net of contractual allowances	7,339,417.82	7,502,786.75	8,547,101.66	10,198,686.64	12,787,631.02	46,375,623.89
Collections						
Payments, net of refunds	(5,515,600.54)	(5,422,713.41)	(6,002,836.02)	(7,564,847.84)	(7,366,486.30)	(31,872,484.11)
Accounts Receivable - Ambulance						
Unpaid balances at June 30, 2023	1,823,817.28	2,080,073.34	2,544,265.64	2,633,838.80	5,421,144.72	14,503,139.78 ✓
Proposed Write-off						
Uncollectible, fiscal year 2019					(1,823,817.28)	
Adjusted Accounts Receivable - Ambulance, June 30, 2023						12,679,322.50

Prepared by:
Suzanne Burgess, Cabarrus County Finance Department

Notes:

Historical data show that the percentage of collectibility is about 57 percent in the year billed, 15 percent in the year following billing, one percent in the second year following billing, and one percent in the third year following billing. Accounts are fully uncollectible in the fourth year following billing. The County's third-party billing company, EMS Management & Consultants, typically writes-off an account balance when it is unpaid after approximately 90 days. Cabarrus County Emergency Medical Services staff continue collection procedures, so the County does not consider amounts to be uncollectible at this time, thus requiring the above analysis and adjustment.

CABARRUS COUNTY**BOARD OF COMMISSIONERS
WORK SESSION****September 5, 2023
4:00 PM****AGENDA CATEGORY:**

Discussion Items for Action

SUBJECT:

Finance - Budget Amendment for SUN Program Grant

BRIEF SUMMARY:

This budget amendment is to budget revenues and expenditures for a Federal Substance Abuse Prevention Treatment (SAPT) Block Grant for \$1,000,000. The grant funds will be used for Substance Use Network (SUN) projects to support families impacted by substance abuse disorders. The annual grant funds were allocated for Fiscal Year 2023 with a possible extension through Fiscal Year 2024. The grant was approved by the Board of Commissioners March 2023. The grant was not budgeted in Fiscal Year 2024 annual budget because an extension was not approved by June 30, 2023. The extension was approved July 2023, FY 2024. A County match is not required.

REQUESTED ACTION:

Motion to adopt budget amendment.

EXPECTED LENGTH OF PRESENTATION:

1 Minute

SUBMITTED BY:

Rodney Harris, Deputy County Manager

BUDGET AMENDMENT REQUIRED:

Yes

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

ATTACHMENTS:

- Budget Amendment for SUN Program

Budget Revision/Amendment Request

Date: September 18, 2023

Amount: 1,000,000.00

Dept. Head: Rodney Harris

Department: Other Human Services

☐ Internal Transfer Within Department

☐ Transfer Between Departments/Funds

☒ Supplemental Request

This budget amendment is to budget revenues and expenditures for a Federal Substance Abuse Prevention Treatment (SAPT) Block Grant for \$1,000,000. The grant funds will be used for Substance Use Network (SUN) projects to support families impacted by substance abuse disorders. The annual grant funds were allocated for Fiscal Year 2023 with a possible extension through Fiscal Year 2024. The grant was approved by the Board of Commissioners March 2023. The grant was not budgeted in Fiscal Year 2024 annual budget because an extension was not approved by June 30, 2023. The extension was approved July 2023, FY 2024. A County match is not required.

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
001	6	5910-6279-SUN	SAPT Block Grant - SUN Project	-	1,000,000.00	-	1,000,000.00
001	9	5910-97915-SUN	SAPT Block Grant - SUN Project - SUDA Institute	-	727,532.00	-	727,532.00
001	9	5910-97915-SUN1	SAPT Block Grant - SUN Project - Cabarrus Health Alliance	-	202,468.00	-	202,468.00
001	9	5910-97915-SUN2	SAPT Block Grant - SUN Project - Endless Opportunities	-	70,000.00	-	70,000.00

Budget Officer

☐ Approved
☐ Denied

County Manager

☐ Approved
☐ Denied

Board of Commissioners

☐ Approved
☐ Denied

Signature _____

Signature _____

Signature _____

Date _____

Date _____

Date _____

CABARRUS COUNTY



BOARD OF COMMISSIONERS WORK SESSION

**September 5, 2023
4:00 PM**

AGENDA CATEGORY:

Discussion Items for Action

SUBJECT:

Finance - Lottery Proceeds

BRIEF SUMMARY:

Lottery proceeds in the amount of \$2,300,000 were included in the Fiscal Year 2024 Community Investment Fund budget to pay a portion of debt services related to public school debt. An additional \$432,161 is being requested from the Repairs and Renovations portion of the lottery funds to be used for the replacement of the HVAC system in the Education Center as part of the 29 approved deferred maintenance projects in FY 2024 Cabarrus County Schools Capital Project budget.

A budget amendment, the Lottery Capital Project Fund Ordinance and the corresponding school applications are included for your review.

REQUESTED ACTION:

Motion to approve the budget amendment and the Public School Lottery Funding Project Ordinance and authorize the Chairman to execute the three Public School Building Capital Fund applications to release funds from the North Carolina Education Lottery Fund, after review and revision by the county attorney.

EXPECTED LENGTH OF PRESENTATION:

5 Minutes

SUBMITTED BY:

James Howden, Finance Director

BUDGET AMENDMENT REQUIRED:

Yes

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

ATTACHMENTS:

- ▣ Budget Amendment
- ▣ Project Ordinance - Fund 320
- ▣ CCS Lottery Application - Debt Portion
- ▣ CCS Lottery Application - RR Portion
- ▣ KCS Lottery Application - Debt Portion

Budget Revision/Amendment Request

Date: **9/18/2023**

Amount: **2,732,161.00**

Dept. Head: **James Howden**

Department: **Finance, Fund 320**

☐ Internal Transfer Within Department ☐ Transfer Between Departments/Funds ☒ Supplemental Request

This amendment records the Public School Building Capital Lottery funds requested from the Department of Public Instruction. \$2,300,000 of the funds will be used towards the FY24 school debt service payments. Cabarrus County Schools' portion is \$2,047,000 and Kannapolis City Schools' portion is \$253,000. \$432,161 of this request will be from the Repairs and Renovations portion of the lottery funds to be used for the replacement of the HVAC system in the Education Center as part of the 29 approved deferred maintenance projects in FY 2024 budget.

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
320	6	7210-6444	Lottery Proceeds	17,530,000.00	2,300,000.00		19,830,000.00
320	9	7210-9704	Contribution to General Fund/CIF	15,380,000.00	2,300,000.00		17,680,000.00
320	6	7210-6444-RR	Lottery Proceeds - Renovations	-	432,161.00		432,161.00
320	9	7210-9708	Contributions to Capital Project Fund	-	432,161.00		432,161.00

Budget Officer

County Manager

Board of Commissioners

☐ Approved
☐ Denied

☐ Approved
☐ Denied

☐ Approved
☐ Denied

Signature

Signature

Signature

Date

Date

Date

PUBLIC SCHOOL BUILDING CAPITAL PROJECTS FUND 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.

Lottery Proceeds	\$21,314,310
------------------	--------------

TOTAL REVENUES	\$21,314,310
-----------------------	---------------------

- D. The following appropriations are made as listed.

Capital Outlay	\$1,484,310
Transfer out	\$19,830,000

TOTAL EXPENDITURES	\$21,314,310
---------------------------	---------------------

GRAND TOTAL – REVENUES	\$21,314,310
GRAND TOTAL – EXPENDITURES	\$21,314,310

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 the 18th day of September 2023.

CABARRUS COUNTY BOARD OF COMMISSIONERS

BY: _____
Stephen M. Morris, Chairman

ATTEST:

Clerk to the Board

**APPLICATION
PUBLIC SCHOOL BUILDING CAPITAL FUND
NORTH CAROLINA EDUCATION LOTTERY**

Approved: _____

Date: _____

County: Cabarrus

Contact Person: Phil Penn

LEA: Cabarrus County #130

Title: Chief Financial Officer

Address: PO Box 388 Concord, NC 28026

Phone: 704-260-5705

Project Title: 2023/2024 Debt Service for School Construction

Location: Concord, NC

Type of Facility: Debt Service for School Construction (LOBS 2015D)

North Carolina General Statutes, Chapter 18C, provides that a portion of the proceeds of the North Carolina State Lottery Fund be transferred to the Public School Building Capital Fund in accordance with G.S. 115C-546.2. Further, G.S. 115C-546.2 (d) has been amended to include the following:

(3) No county shall have to provide matching funds...

(4) A county may use monies in this Fund to pay for school construction projects in local school administrative units and to retire indebtedness incurred for school construction projects.

(5) A county may not use monies in this Fund to pay for school technology needs.

As used in this section, "Public School Buildings" shall include only facilities for individual schools that are used for instructional and related purposes, and does not include central administration, maintenance, or other facilities. ***Applications must be submitted within one year following the date of final payment to the Contractor or Vendor.***

Short description of Construction Project: Debt Service for LOBS issued to build and renovate
School buildings for the Cabarrus County Schools #130

Estimated Costs:

Purchase of Land	_____	\$	_____
Planning and Design Services	_____		_____
New Construction	_____		_____
Additions / Renovations	_____		_____
Repair	_____		_____
Debt Payment / Bond Payment	_____		2,047,000.00
TOTAL	_____	\$	2,047,000.00

Estimated Project Beginning Date: 7/1/2023 Est. Project Completion Date: 6/30/2024

We, the undersigned, agree to submit a statement of state monies expended for this project within 60 days following completion of the project.

The County Commissioners and the Board of Education do hereby jointly request approval of the above project, and request release of \$ 2,047,000.00 from the Public School Building Capital Fund (Lottery Distribution). We certify that the project herein described is within the parameters of G.S. 115C-546.

(Signature — Chair, County Commissioners)

(Date)

(Signature — Chair, Board of Education)

(Date)

**DISTRIBUTION REQUEST
PUBLIC SCHOOL BUILDING
REPAIR & RENOVATION FUND
NORTH CAROLINA EDUCATION LOTTERY**

DPI USE ONLY

Approved By: _____

Date: _____

Date of Request: _____

County: Cabarrus County Contact Person: James Howden
Address: 65 Church St. S., Concord NC, 28025 Title: Finance Director
LEA: Cabarrus County Schools (130) Phone: 704-920-2894
Address: 4425 Old Airport Road, Concord NC, 28025 Email: jmhowden@cabarruscounty.us

Project Title: HVAC Replacement - Education Center
Project Address: 4425 Old Airport Road
Concord, NC 28025
Type of Facility: Education Center

The Public School Building Repair & Renovation Fund was established by S.L. 2021-180, Section 4.4.(a1). The purpose of the Fund is to provide revenue to counties for repair and renovation projects. Per G.S. 115C-546.16, counties are to utilize funds for enlargement, improvement, expansion, repair, or renovation of classroom facilities at public school buildings within local school administrative units (LEAs) located in the county. As used in this context, "Public School Buildings" shall include only facilities for individual schools that are used for instructional and related purposes, and does not include administration, maintenance, or other facilities.

Brief Project Description (include est. start/end dates): Replace the failing HVAC system that is 20 years old.
December 2023 / July 2024

Estimated Costs:

Planning and Design Services.....	\$	_____
New Construction – Facility Enlargement	\$	_____
New Construction – Addition(s)	\$	_____
Existing Construction – Facility Improvements	\$	450,000.00
Existing Construction – Facility Repairs	\$	_____
Existing Construction – Facility Renovations	\$	_____
TOTAL	\$	450,000.00

We, the undersigned, agree to submit a statement of state monies expended for this project within 60 days following completion of the project.

The County Commissioners and the Board of Education do hereby jointly request approval of the above project, and request the release of \$ 432,161.00 from the Public School Building Repair & Renovation Fund. We certify that the project herein described is within the parameters of G.S. 115C-546.

(Signature – Chair, County Commissioners)

Devin Adcox

(Date)

5/17/23

(Signature – Chair, Board of Education)

(Date)

PRINT FORM

CLEAR FORM

**APPLICATION
PUBLIC SCHOOL BUILDING CAPITAL FUND
NORTH CAROLINA EDUCATION LOTTERY**

Approved: _____

Date: _____

County: Cabarrus

Contact Person: Chip Buckwell

LEA: Kannapolis City Schools #132

Title: Director of Business Operation

Address: 100 Denver St. Kannapolis, NC

Phone: 704-938-1131

Project Title: 2023/2024 Debt Service for School Construction

Location: Kannapolis, NC

Type of Facility: Debt Service for School Construction (LOBS 2015D)

North Carolina General Statutes, Chapter 18C, provides that a portion of the proceeds of the North Carolina State Lottery Fund be transferred to the Public School Building Capital Fund in accordance with G.S. 115C-546.2. Further, G.S. 115C-546.2 (d) has been amended to include the following:

- (3) No county shall have to provide matching funds...
- (4) A county may use monies in this Fund to pay for school construction projects in local school administrative units and to retire indebtedness incurred for school construction projects.
- (5) A county may not use monies in this Fund to pay for school technology needs.

As used in this section, "Public School Buildings" shall include only facilities for individual schools that are used for instructional and related purposes, and does not include central administration, maintenance, or other facilities. ***Applications must be submitted within one year following the date of final payment to the Contractor or Vendor.***

Short description of Construction Project: Debt Service for LOBS issued to build and renovate School buildings for the Kannapolis City Schools #132

Estimated Costs:

Purchase of Land	_____	\$	_____
Planning and Design Services	_____		_____
New Construction	_____		_____
Additions / Renovations	_____		_____
Repair	_____		_____
Debt Payment / Bond Payment	_____		253,000.00
TOTAL	_____	\$	253,000.00

Estimated Project Beginning Date: 7/1/23 Est. Project Completion Date: 6/30/24

We, the undersigned, agree to submit a statement of state monies expended for this project within 60 days following completion of the project.

The County Commissioners and the Board of Education do hereby jointly request approval of the above project, and request release of \$ 253,000.00 from the Public School Building Capital Fund (Lottery Distribution). We certify that the project herein described is within the parameters of G.S. 115C-546.

(Signature — Chair, County Commissioners)

(Date)

(Signature — Chair, Board of Education)

(Date)

CABARRUS COUNTY



BOARD OF COMMISSIONERS WORK SESSION

**September 5, 2023
4:00 PM**

AGENDA CATEGORY:

Discussion Items for Action

SUBJECT:

Planning Department - Community Development Budget Amendment

BRIEF SUMMARY:

Grant allotment amounts for Community Development Programs are typically not available in February when the initial budget is submitted. Therefore, the Community Development budget that is entered is an estimate based on funding from the previous year. Funding for July 1, 2023 - June 30, 2024, has been released by the State. The current budgets for the Housing and Home Improvement (HHI) Program, the North Carolina Department of Environmental Quality Department of Energy Weatherization Assistance Program (NCDEQ WAP), the North Carolina Department of Environmental Quality Low Income Home Energy Assistance Program (NCDEQ LIHEAP) and the North Carolina Department of Environmental Quality Low Income Home Heating and Air Repair & Replacement Program (NCDEQ HARRP) budgets need to be amended to reflect funding received.

REQUESTED ACTION:

Motion to accept grant award, adopt associated budget amendment, and allow staff to execute the program contracts for July 2023 - June 2024, after review and revision by the county attorney.

EXPECTED LENGTH OF PRESENTATION:

1 Minute

SUBMITTED BY:

Susie Morris, Planning Department Director

BUDGET AMENDMENT REQUIRED:

Yes

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

ATTACHMENTS:

- ▣ HARRP Amendment
- ▣ HHI Amendment
- ▣ LIHEAP Amendment
- ▣ WAP Amendment

Budget Revision/Amendment Request

Date: 9/18/2023

Amount: 166,352.00

Dept. Head: Susie Morris

Department: Community Development

☐ Internal Transfer Within Department

☐ Transfer Between Departments/Funds

☒ Supplemental Request

Purpose: The NCDEQ LIHEAP HARP Program Grant received was more than the amount projected for the County's FY24 budget submitted in February. The State does not release grant amounts until May or June, well after the County budget is submitted. The amounts projected were based on the previous fiscal year's grant.

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
001	6	3250-6258	HARP Grant	99,256.00	166,352.00		265,608.00
001	9	3250-9384-HARP	HARP Materials	70,991	105,409.00		176,400.00
001	9	3250-9493-HARP	HARP Operations	23,664	51,936.00		75,600.00
001	9	3250-9493	Operations	57,603.00	9,007.00		66,610.00

Total 584,218.00

Budget Officer

☐ Approved

☐ Denied

County Manager

☐ Approved

☐ Denied

Board of Commissioners

☐ Approved

☐ Denied

Signature

Signature

Signature

Date

Date

Date

Budget Revision/Amendment Request

Date: **9/18/2023**

Amount: **9,513.00**

Dept. Head: **Susie Morris**

Department: **Community Development**

☐ Internal Transfer Within Department

☐ Transfer Between Departments/Funds

☒ Supplemental Request

Purpose: The HCCBG HHI Program Grant received for FY24 was more than the amount projected in February for the County's FY24 budget. The State does not release grant amounts until May or June, well after the County budget is submitted. The amounts projected were based on the previous fiscal year grant.

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
001	6	3250-6622	Home Improvement Program Fees	51,439.00	9,513.00		60,952.00
001	9	3250-9493-HHIFA	Operations	20,000.00	5,231.00		25,231.00
001	9	3250-9493-HHIHR	Operations	12,000.00	4,282.00		16,282.00

Total 102,465.00

Budget Officer

☐ Approved

☐ Denied

Signature

Date

County Manager

☐ Approved

☐ Denied

Signature

Date

Board of Commissioners

☐ Approved

☐ Denied

Signature

Date

Budget Revision/Amendment Request

Date: 9/18/2023

Amount: 142,636.00

Dept. Head: Susie Morris

Department: Community Development

☐ Internal Transfer Within Department

☐ Transfer Between Departments/Funds

☒ Supplemental Request

Purpose: The NCDEQ LIHEAP WX Program Grant received was more than the amount projected for the County's FY24 budget submitted in February. The State does not release grant amounts until May or June, well after the County budget is submitted. The amounts projected were based on the previous fiscal year's grant.

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
001	6	3250-622701	LIHEAP WX Grant	138,164.00	142,636.00		280,800.00
001	9	3250-9301-LIHP	LIHP Office Supplies	154.00	286.00		440.00
001	9	3250-931501-LIHP	LIHP Health & Safety Materials	13,900.00	13,100.00		27,000.00
001	9	3250-931502-LIHP	LIHP Health & Safety Operations	8,000.00	19,000.00		27,000.00
001	9	3250-9330-LIHP	LIHP-Tool & Minor Equipment	1,155.00	845.00		2,000.00
001	9	3250-9340-LIHP	Uniforms	770.00	562.00		1,332.00
001	9	3250-9346-LIHP	Fuel	2,541.00		41.00	2,541.00
001	9	3250-9384-LIHP	LIHP Materials	42,890.00	65,455.00		108,345.00
001	9	3250-9420-LIHP	LIHP Cell Phones	-	1,308.00		1,308.00
001	9	3250-9493-LIHP	LIHP Operations	42,399.00	29,601.00		72,000.00
001	9	3250-9520-LIHP	Autos & Truck Maintenance	1,540.00	460.00		2,000.00
001	9	3250-9560-WX	Minor Equipment Maintenance	616.00			616.00
001	9	3250-9630-LIHP	LIHP Dues & Subscriptions	1,386.00	1,586.00		2,972.00
001	9	3250-9644-LIHP	Insurance	5,600.00		439.00	5,161.00
001	9	3250-9493	Operations	57,603.00	10,913.00		68,516.00

Total 602,031.00

Budget Officer

County Manager

Board of Commissioners

☐ Approved
☐ Denied

Signature

Date

☐ Approved
☐ Denied

Signature

Date

☐ Approved
☐ Denied

Signature

Date

Budget Revision/Amendment Request

Date: 9/18/2023

Amount: \$47,143.00

Dept. Head: Susie Morris

Department: Community Development

☐ Internal Transfer Within Department ☐ Transfer Between Departments/Funds ☒ Supplemental Request

Purpose: The NCDEQ DOE Weatherization Program Grant received was less than the amount projected for the County's FY24 budget submitted in February. The State does not release grant amounts until May or June, well after the County budget is submitted. The amounts projected were based on the previous fiscal year's grant.

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
001	6	6227	Weatherization Program Grant	102,121.00	47,143.00		149,264.00
001	9	3250-9301-WX	WX Office Supplies	46.00	154.00		200.00
001	9	3250-931501-WX	WX Health & Safety Materials	7,600.00	3,025.00		10,625.00
001	9	3250-931502-WX	WX Health & Safety Operations	4,700.00	5,300.00		10,000.00
001	9	3250-9330-WX	WX Tools	345.00	155.00		500.00
001	9	3250-9340-WX	WX Uniforms	230.00	270.00		500.00
001	9	3250-9346-WX	WX Fuel	759.00	603.00		1,362.00
001	9	3250-9384-WX	WX Materials	23,260.00	13,453.00		36,713.00
001	9	3250-9420-WX	WX Cell Phones		648.00		648.00
001	9	3250-9493-WX	WX Operations	19,419.00	10,581.00		30,000.00
001	9	3250-9520-WX	WX Autos & Trucks	460.00	340.00		800.00
001	9	3250-9560-WX	WX Minor Equipment Maintenance	184.00	116.00		300.00
001	9	3250-9610-WX	WX Travel & Education	21,375.00		4,691.00	16,684.00
001	9	3250-9630-WX	WX Dues & Subscriptions	414.00	1,014.00		1,428.00
001	9	3250-9644-WX	Insurance	2,600.00	210.00		2,810.00
001	9	3250-949302-WX	Readiness Funds		19,041.00		19,041.00
001	9	3250-9493-WX	Operations	57,603.00		3,076.00	54,527.00
							Total: \$335,402.00

Budget Officer

County Manager

Board of Commissioners

☐

Approved

☐

Approved

☐

Approved

☐

Denied

☐

Denied

☐

Denied

Signature

Signature

Signature

Date

Date

Date

CABARRUS COUNTY



BOARD OF COMMISSIONERS WORK SESSION

**September 5, 2023
4:00 PM**

AGENDA CATEGORY:

Discussion Items for Action

SUBJECT:

Safety and Risk - Property and Liability Funds

BRIEF SUMMARY:

A budget amendment is need to appropriate funds from the Property and Liability Internal Service Fund to replace a vehicle, asset number 8430, that was totaled.

REQUESTED ACTION:

Motion to approve the budget amendment.

EXPECTED LENGTH OF PRESENTATION:

1 Minute

SUBMITTED BY:

Jon Bradley, Risk and Safety Director
Kyle Bilafer, Assistant County Manager

BUDGET AMENDMENT REQUIRED:

Yes

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

ATTACHMENTS:

- ▢ Budget Amendment

Budget Revision/Amendment Request

Date: September 18, 2023

Amount: 49,000.00

Dept. Head: Kyle Bilafer (prepared by Suzanne Burgess)

Department: ISF - Porperty and Liability Fund

☐ Internal Transfer Within Department

☐ Transfer Between Departments/Funds

☒ Supplemental Request

This budget amendment is to transfer funds from the Property and Liability Internal Service Fund to Fleet Maintenance to purchase a replacement vehicle for Active Living and Parks.

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
600	9	1919-9863	Motor Vehicles	75,000.00	-	49,000.00	26,000.00
600	9	1919-9704	Contribution to General Fund	-	49,000.00	-	49,000.00
001	6	1955-6931	Contribution from Internal Service Fund	-	49,000.00	-	49,000.00
001	9	1955-9863	Motor Vehicles - Fleet	1,120,654.50	49,000.00	-	1,169,654.50

Budget Officer

☐ Approved
☐ Denied

County Manager

☐ Approved
☐ Denied

Board of Commissioners

☐ Approved
☐ Denied

Signature _____

Signature _____

Signature _____

Date _____

Date _____

Date _____

CABARRUS COUNTY



BOARD OF COMMISSIONERS WORK SESSION

**September 5, 2023
4:00 PM**

AGENDA CATEGORY:

Discussion Items for Action

SUBJECT:

Soil and Water - Grant Application to North Carolina Agricultural Development and Farmland Preservation Trust Fund

BRIEF SUMMARY:

As approved in the August 1, 2023 meeting, the Soil and Water Conservation District Board requested to apply for state and federal Farmland Preservation Grants to purchase development rights for permanent agricultural conservation easements on three parcels of farmland.

Farmland Preservation supports goals of both the Board of Commissioners, and the Soil and Water Conservation District Board by improving the quality of life for county citizens. Permanently protecting farmland ensures the land base necessary for the county's agricultural economy while simultaneously keeping the tax burden low by maximizing the amount of land acreage where the cost of county services are lowest. The Soil and Water Conservation District Board has previously applied for and received grant funding to preserve a total of 508 acres of farmland.

Any contracts or cooperative agreements associated with successful grant applications will be submitted to the county for approval of budget amendment(s).

REQUESTED ACTION:

Motion to authorize Soil & Water Conservation District staff to submit applications to the North Carolina Agricultural Development, Farmland Preservation Trust Fund and federal USDA agricultural land easement programs.

EXPECTED LENGTH OF PRESENTATION:

5 Minutes

SUBMITTED BY:

Daniel McClellan, Senior Resource Conservation Specialist

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

CABARRUS COUNTY



BOARD OF COMMISSIONERS WORK SESSION

**September 5, 2023
4:00 PM**

AGENDA CATEGORY:

Discussion Items for Action

SUBJECT:

Strategy - 2023 Cabarrus County Government Strategic Planning Process

BRIEF SUMMARY:

In January, Commissioners approved working with Centralina Regional Council (Centralina) to develop a board-guided strategic plan that establishes a desired future for our organization that aligns with identified trends and needs.

Commissioners began providing feedback in early February and the official plan kickoff took place at the FY24 Budget Retreat. The discussion continued at the March Work Session with Board feedback on the staff-recommended vision and mission themes. From there, staff managed several rounds of stakeholder input on strategies, barriers, resources, measures and values.

The strategy team returns today to provide their recommendation for the final strategic plan.

REQUESTED ACTION:

Motion to adopt the presented strategic plan as the framework for County efforts to empower people, act intentionally and decisively, and focus on the future, covering the years FY25 through FY29.

EXPECTED LENGTH OF PRESENTATION:

15 Minutes

SUBMITTED BY:

Kasia Thompson, Strategy Manager
Elie Landrum, Management Analyst

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

ATTACHMENTS:

- ▣ Presentation
- ▣ Framework

Strategic Plan Update

Kasia Thompson & Elie Landrum
Cabarrus County Board of Commissioners
September 2023



CABARRUS COUNTY
America Thrives Here

Plan Development

- ✓ Unanimous approval
- ✓ Moves the organization toward the desired future
- ✓ Supports organizational alignment
- ✓ Improves performance
- ✓ Incorporates feedback
- ✓ Leaves room for flexibility
- ✓ Takes us down the road



Process Recap

- **January:** Research/planning (staff and community inputs); formed Core Team for ongoing feedback
- **February:** Kickoff with BOC (1) and leadership
- **March:** BOC feedback on mission/vision (2); leadership goal work
- **April:** Staff presentations; finalize vision/mission
- **May:** BOC Endorsement of vision/mission (3); staff pulse survey; community input (ARPA, Gov 101)
- **June:** Staff feedback on goals and strategies (surveys, discussions, workshops), staff values exercise
- **July:** Staff inputs on strategies, impact metrics and values; revisions to strategies and metrics
- **August:** BOC feedback (4), final adjustments
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- **October:** Task force creation and planning for alignment with FY25 budget
- **Spring 2024:** Business plan development
- **July 2024:** Fully aligned plan and budget



Implementation Forecast

Balanced scorecard approach

- How will we sustain our ability to grow and change?
- Where should we make internal improvements?
- Are allocated resources making a positive impact?
- How do we appear to our community and employees?

Plan sustainability



Implementation Forecast

Implementation Plan

- **Who:** Task force of champions and decision makers (with feedback loops)
- **What:** Develops implementation plans, tracks progress, evaluates impact and updates strategies

Annual Business Plan

- **Who:** Departments/Divisions
- **What:** Determines capacity and resources available to carry out various implementation plans, determines what's needed to overcome barriers, who will carry out tasks and how, and reports on trends and impacts

Day-to-day Operations

- **Who:** All employees
- **What:** Carry out business plan areas assigned to them, report on metrics and impacts, and make front-line recommendations



STRATEGIC *Plan*



OUR VISION

Cabarrus County strives to:

EMPOWER *our People*

ACT *Intentionally & Decisively*

FOCUS *on the Future*



OUR MISSION

THROUGH
meaningful partnerships
and engagement

WE
serve and support

ALL
on their journey to thrive.



OUR VALUES

TEAMWORK

RESPECT

COMMUNICATION

INTEGRITY

ACCOUNTABILITY



OUR VALUES

TEAMWORK

We work together to build a stronger organization. Everyone contributes skills, knowledge and efforts to achieve common goals.

COMMUNICATION

We practice clear, accurate and timely communication to support connection, understanding and trust. We involve the right people and remove communication barriers to improve outcomes.

RESPECT

We value each other. We treat and expect to be treated with respect to shape healthy relationships, foster cooperation, learn and create a welcoming environment.

INTEGRITY

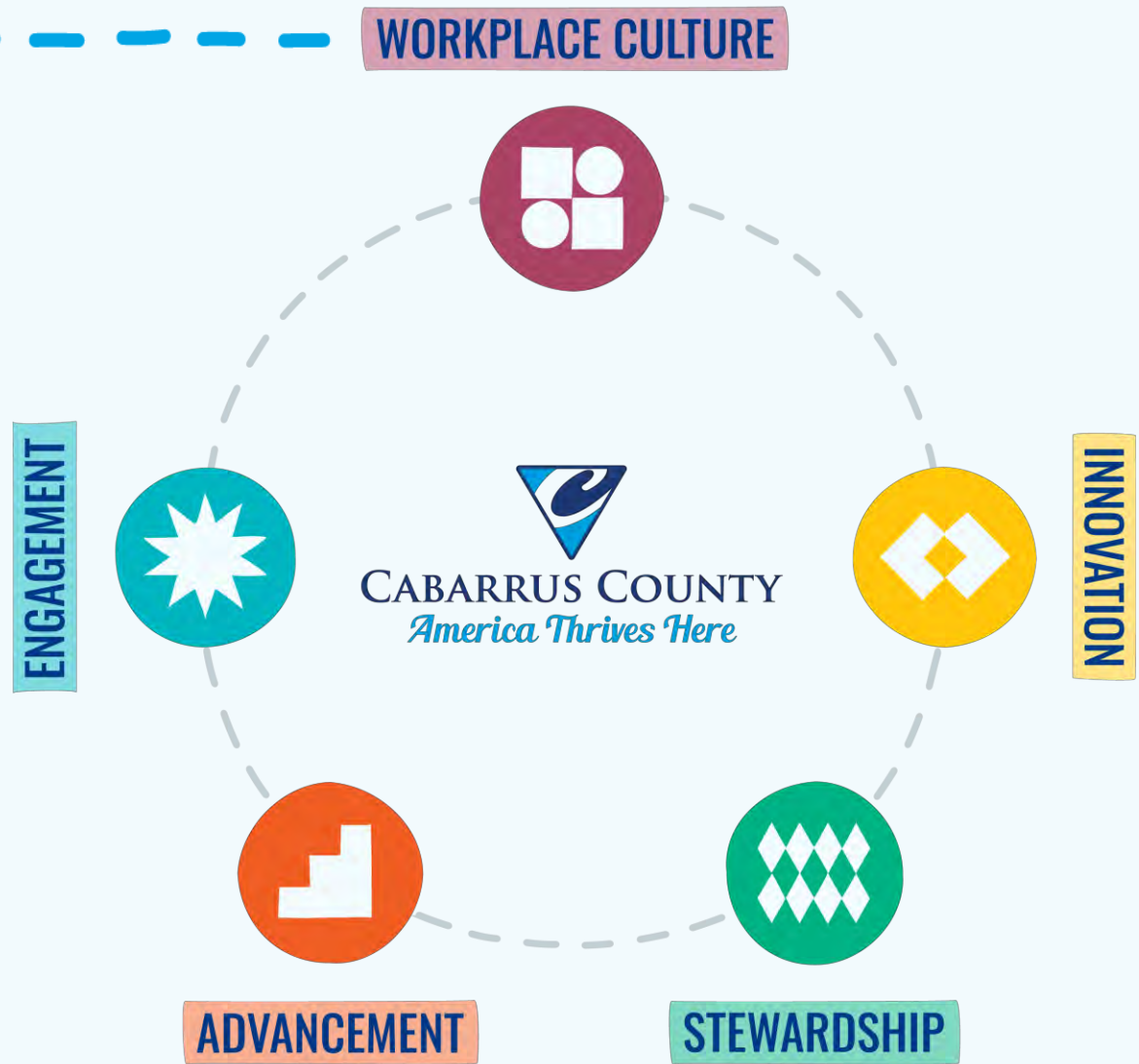
We demonstrate integrity by always upholding the organization's ethical and professional standards. We are dependable and work to establish credibility through honest, transparent actions.

ACCOUNTABILITY

We are accountable to ourselves, our team and our community. We are willing to have crucial conversations and pursue opportunities for improvement. We directly address issues, learn from our experiences and respond with professionalism.



OUR GOALS



GOALS AND STRATEGIES

ENGAGEMENT

STRENGTHEN COMMUNITY TIES TO INCREASE UNDERSTANDING, PARTICIPATION AND TRUST

- Improve the value of information, resources and opportunities we offer the community
- Design and implement purposeful relationship-building activities to elevate the County's presence within the community
- Develop new approaches to manage customer requests and establish standards to ensure positive customer experiences

WORKPLACE CULTURE

SUPPORT EMPLOYEES THROUGH SHARED ACTIONS, VALUES AND CULTURE TO DELIVER EXCEPTIONAL SERVICE AND BECOME AN EMPLOYER OF CHOICE

- Invest in and foster opportunities for consistent employee support, development and advancement
- Enhance the County's employee recognition efforts by honoring growth, contributions, achievements and dedication to the organization
- Build strong, supportive teams by developing an organizational framework that helps employees recognize their strengths, address their weaknesses and adapt to changes for the benefit of the entire team
- Offer employees greater access to information and opportunities to collaborate

STEWARDSHIP

RESPONSIBLY MANAGE RESOURCES AND CARE FOR ASSETS TO SUPPORT THE INTERESTS OF OUR COMMUNITY

- Sustain responsible financial practices, uphold mandated responsibilities and meet evolving needs
- Promote and support the maximum efficiency, durability, safety functionality and sustainability of County assets
- Partner to safeguard natural and historic resources

INNOVATION

MODERNIZE COUNTY GOVERNMENT TO MEET CURRENT AND FUTURE NEEDS, IMPROVE EFFICIENCY AND RAISE THE LEVEL OF ACCOUNTABILITY

- Measure and report progress made toward the County's strategic and business plans to drive internal performance and accountability
- Develop guidelines to assess and adjust ordinances, policies and procedures for relevance and efficiency
- Create opportunities for employee involvement in the decision-making process and practice responsive leadership

ADVANCEMENT

CREATE PATHWAYS FOR UPWARD ECONOMIC MOBILITY TO SUPPORT A PROSPEROUS AND SUSTAINABLE FUTURE FOR OUR COMMUNITY.

- Connect residents to the full range of County programs and services available to them
- Support efforts to diversify and strengthen the local economy
- Grow internal and external partnerships to accomplish shared goals for prioritized needs
- Align workforce capacity to strategic priorities, population growth and service demand

Plan Outcomes

Engagement

We'll have a better relationship with the people we serve

- The public will know what we do
- The public will participate in our processes
- We'll know more about what the public needs and how they need it

Workplace culture

We'll be known as one of the best local employers

- Improved organizational understanding
- Improved employee satisfaction/retention
- Higher productivity

Stewardship

We'll demonstrate an efficient and effective use of tax dollars

- The public will know we're meeting our statutory responsibilities and responding to their needs
- Our employees and assets are cared for
- We'll protect things that are important to our community

Innovation

We'll become a government that's equipped for the future

- Relatable policies
- Better workflows and processes
- Clearer intent and follow through
- Improved accountability and transparency

Advancement

We'll actively support efforts to improve the quality of life in Cabarrus County

- Quality education and job training
- More local jobs
- More opportunities for business owners
- Higher wages
- Purposeful partnerships that address local needs and challenges
- **More people are connected to resources that can change their life**

Plan Monitoring & Reporting

Regularly (Every 4-8 weeks)

- Task force meetings
 - Develop timebound plans
 - Assign responsibility
 - Track progress
 - Monitor environment/trends

Quarterly

- Qualitative and quantitative progress updates (beginning in September 2024)

Annually

- Plan review
- Business plan alignment
- Budget alignment
- Comprehensive plan report (July/August)

Next Steps

Launch

- Soft launch at the Cabarrus County Fair
- Leadership Cabarrus (Oct. 17)
- Employee Appreciation (Oct. 31, Nov. 1)
- Gov 101 (November)
- Coffee and conversations (November)
- “Living the Plan” workshops (November, December, January)
- Podcast production (December)

Form task force for each goal

- Develop well-rounded teams that create time-bound tasks for each strategy
- Align FY25 budget to strategic plan
- Regular updates will begin in FY25

Community Engagement

- Participation in research and planning
- Open task force meetings
- Community conversations



STRATEGIC *Plan*

Key Information

Project Goals

- ✓ Moves County toward the desired future
- ✓ Supports organizational alignment
- ✓ Improves performance
- ✓ Incorporates feedback
- ✓ Leaves room for flexibility
- ✓ Takes us to our next state

BOC and staff participation

- Guidance throughout the process
- Defined which challenges will become priorities we can collectively overcome
- Created a better, more inclusive plan that has generated good buzz

Next steps

- Launch
- Form a task force for each goal
- Community engagement around the plan and ways to achieve our goals

Timeline

- **January:** Research/planning (staff and community inputs); formed Core Team for ongoing feedback
- **February:** Kickoff with BOC (1) and leadership
- **March:** BOC feedback on mission/vision (2); leadership goal work
- **April:** Staff presentations; finalize vision/mission
- **May:** BOC Endorsement of vision/mission (3); staff pulse survey; community input (ARPA, Gov 101)
- **June:** Staff feedback on goals and strategies (surveys, discussions, workshops), staff values exercise
- **July:** Staff inputs on strategies, impact metrics and values; revisions to strategies and metrics
- **August:** BOC feedback (4), final adjustments
- **September-January:** Plan launch
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Thank You!

Kasia Thompson: KThompson@CabarrusCounty.us

Elie Landrum: EKLandrum@CabarrusCounty.us



CABARRUS COUNTY
America Thrives Here



Cabarrus County Strategic Plan Framework

*September 5, 2023
Board of Commissioners Work Session*

Vision

Cabarrus County strives to empower people, act intentionally & decisively, and focus on the future.

Mission

Through meaningful partnerships and engagement, we serve and support all on their journey to thrive.

Values

Teamwork: We work together to build a stronger organization. Everyone contributes skills, knowledge and efforts to achieve common goals.

Respect: We value each other. We treat and expect to be treated with respect to shape healthy relationships, foster cooperation, learn and create a welcoming environment.

Communication: We practice clear, accurate and timely communication to support connection, understanding and trust. We involve the right people and remove communication barriers to improve outcomes.

Integrity: We demonstrate integrity by always upholding the organization's ethical and professional standards. We are dependable and work to establish credibility through honest, transparent actions.

Accountability: We are accountable to ourselves, our team and our community. We are willing to have crucial conversations and pursue opportunities for improvement. We directly address issues, learn from our experiences and respond with professionalism.

GOAL 1: Engagement

Strengthen community ties to increase understanding, participation and trust

Strategies

- I. Improve the value of information, resources and opportunities we offer the community
- II. Design and implement purposeful relationship-building activities to elevate the County's presence within the community
- III. Develop new approaches to manage customer requests and establish standards to ensure positive customer experiences

Examples of potential Implementation Plan measures

- *Improve community survey results for level of public involvement in decision making, awareness of ways to participate in local government, customer service, efforts to inform about local issues and decisions, trust accuracy of County information, transparency, and improved quality of life*
- *Customer service scores*
- *Increased participation rate*
- *Improve employee survey results for workplace incivility*

GOAL 2: WORKPLACE CULTURE

Support employees through shared actions, values and culture to deliver exceptional service and become an employer of choice

Strategies

- I. Invest in and foster opportunities for consistent employee support, development and advancement
- II. Enhance the County's employee recognition efforts by honoring growth, contributions, achievements and dedication to the organization
- III. Build strong, supportive teams using an organizational framework that helps employees recognize their strengths, address their weaknesses and adapt to changes for the entire team's benefit
- IV. Offer employees greater access to information and opportunities to collaborate

Examples of potential Implementation Plan measures

- *Improved retention rate*
- *Improve employee survey results for turnover intention, communication, feeling valued, commitment, resources, psychological safety, voice and satisfaction*
- *Improved organizational understanding*
- *% of County employees who maintained or improved annual performance score*

GOAL 3: STEWARDSHIP

Responsibly manage resources and care for assets to support the interests of our community

Strategies

- I. Sustain responsible financial practices, uphold mandated responsibilities and meet evolving needs
- II. Promote and support the maximum efficiency, durability, safety, functionality and sustainability of County assets
- III. Partner to safeguard natural and historic resources

Examples of potential Implementation Plan measures

- *Maintaining or improving bond ratings*
- *Revenue per capita*
- *# of business hours facilities were down (by facility)*
- *Improve community survey results for protecting water quality and the environment, land preservation*
- *Increase the number of acres of land preserved as conservation easements*

GOAL 4: INNOVATION

Modernize county government to meet current and future needs, improve efficiency and raise the level of accountability

Strategies

- I. Measure and report progress made toward the County's strategic and business plans to drive internal performance and accountability
- II. Develop guidelines to assess and adjust ordinances, policies and procedures for relevance and efficiency
- III. Create opportunities for employee involvement in the decision-making process and practice responsive leadership

Examples of potential Implementation Plan measures

- *Increase data collection and reporting*
- *# of ordinances reviewed by staff and community*
- *% of County business plans that meet or exceed 80% of targets*
- *Improve community survey results for recruitment of new companies and jobs, support for growth of local businesses and overall impression of local economic development*
- *Improve employee survey results for top-down decision making and silence*

GOAL 5: ADVANCEMENT

Create pathways for upward economic mobility to support a prosperous and sustainable future for our community

Strategies

- I. Connect residents to the full range of County programs and services available to them
- II. Support efforts to diversify and strengthen the local economy
- III. Grow internal and external partnerships to accomplish shared goals for prioritized needs
- IV. Align workforce capacity to strategic priorities, population growth and service demand

Examples of potential Implementation Plan measures

- # of residents receiving services that are referred to another County service
- # of residents served through programs that address top needs identified in the community survey
- Partner satisfaction scores (asking partners in projects addressing top needs if the County is doing what it can do, should do and/or what it has committed to doing)
- Improve employee survey results for emotional exhaustion
- # and or \$ of overtime hours by division
- Customer service survey

CABARRUS COUNTY



BOARD OF COMMISSIONERS WORK SESSION

**September 5, 2023
4:00 PM**

AGENDA CATEGORY:

Discussion Items for Action

SUBJECT:

Tax Administration - 2013 Write-Off, Real and Personal Outstanding Taxes

BRIEF SUMMARY:

The Tax Collector uses every effort to collect all outstanding taxes. However, NCGS 105-378 expresses a ten-year statute of limitations preventing the Tax Collector from using remedies to collect taxes remaining unpaid prior to tax year 2014. "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.

REQUESTED ACTION:

Motion to approve the write-off of real and personal outstanding taxes for 2013 totaling \$110,410.18.

EXPECTED LENGTH OF PRESENTATION:

5 Minutes

SUBMITTED BY:

David Thrift, Tax Administrator

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

ATTACHMENTS:

- ▯ 2013 Write Off

2013 Write Off

Tax Year	Bill #	Amount	Name
2013	16653	50.39	BEN FRANKLIN FL ENTERPRISES IN
2013	67155	223.28	MID SOUTH INDUSTRIES INC
2013	96578	14.31	UNKNOWN TWP 4 MAP 99
2013	89551	5.09	SOUTHBROOK HOMEOWNERS ASSOC
2013	69784	144.29	MOSER DAN COMPANY INC NC CORP
2013	69782	71.19	MOSER DAN COMPANY INC NC CORP
2013	69785	32.51	MOSER DAN COMPANY INC NC CORP
2013	50672	43.63	HORTON LANDVEST INC A NC CORP
2013	33799	165.13	DRY WILLIE MAE
2013	25009	182.05	CAUTHEN MARTHA JEAN
2013	30261	93.2	CRUSE WILLIE W & OTHERS
2013	10112	39	A J FURR INC
2013	83086	182.05	RUCKER MARY HEIR
2013	96557	48.77	UNKNOWN TWP 4 MAP 110
2013	58473	599.23	LAND AND HABITAT CONSERVATION
2013	73558	186.98	OTTEY MARGARET S
2013	27398	66.54	CODDLE CREEK VILLAGE LLC
2013	38342	72.66	FOGGIE WILLIAM
2013	22882	238.7	CALDWELL EMMETT W
2013	96562	120.1	UNKNOWN TWP 4 MAP 23
2013	96548	148.73	UNKNOWN TWP 12 MAP 37
2013	65737	148.73	MCKINLEY KATHERINE B
2013	44959	33.21	HAMILTON FRANK HEIR
2013	22884	148.73	CALDWELL EMMETT W
2013	61684	148.73	LOVE J GREEN HEIR
2013	94677	314.67	TOLBERT NANCY SMITH HEIR
2013	99076	148.73	WATTS JAMES
2013	95089	177.6	TRES COMPADRES LLC
2013	95090	199.37	TRES COMPADRES LLC
2013	49937	115.41	HOLMES EVA
2013	71938	119.84	NEWTON J B JR
2013	21370	608.75	BRYCE PETERS FINANCIAL CORP
2013	72454	400.87	NOBLITT DONALD E
2013	96554	102.08	UNKNOWN TWP 12-62-31 10
2013	16931	1280.06	BENTON EDNA ESTATE
2013	59208	217.59	LEDBETTER BUFORD B
2013	94679	148.73	TOLBERT NANCY SMITH HEIR
2013	96555	454.62	UNKNOWN TWP 2 MAP 20 PCL 3 19
2013	96561	24.74	UNKNOWN TWP 4 MAP 15 PARCEL 65
2013	94678	148.73	TOLBERT NANCY SMITH HEIR
2013	96443	90.45	UMBERGER B L ESTATE
2013	16581	562.19	BELL MISSION CHURCH
2013	96576	90.45	UNKNOWN TWP 4 MAP 85
2013	96572	19.29	UNKNOWN TWP 4 MAP 74 PCL 22 20
2013	96571	286.13	UNKNOWN TWP 4 MAP 74 PARCEL 48

2013	44987	37.08 HAMILTON OLLIE R
2013	35323	1665.9 ELDER DELORES
2013	67352	19.29 MILLER CAROL JEAN
2013	96563	96.38 UNKNOWN TWP 4 MAP 28
2013	35562	515.99 ELWOOD DUSTIN R
2013	99758	346.43 WENSIL CLYDE C
2013	26575	31.39 CLARK PEARLIE ESTATE OF
2013	96574	172.28 UNKNOWN TWP 4 MAP 76 PARCEL 28
2013	99203	65.54 WEAKS CORA HEIR
2013	99228	65.54 WEAKS TOM HRS
2013	90460	108.24 STANBACK MATTIE HEIR
2013	67491	364.41 MILLER HORACE HEIR
2013	48883	119.25 HILL OREN J
2013	70321	203.12 MT CANAAN COLORED HOLINESS CH
2013	22881	238.7 CALDWELL EMMETT W
2013	96565	13.36 UNKNOWN TWP 4 MAP 37
2013	96564	72.66 UNKNOWN TWP 4 MAP 36
2013	67351	22.85 MILLER CAROL JEAN
2013	96583	268.35 UNKOWN TWP 4 MAP 39 PARCEL 114
2013	41412	12.17 GIBSON MAUDE MRS
2013	83539	268.35 RUX DORIS M
2013	96560	54.87 UNKNOWN TWP 4 MAP 15
2013	88936	90.45 SMITH THEODORE F MRS
2013	95088	268.35 TRES COMPADRES LLC
2013	96566	108.24 UNKNOWN TWP 4 MAP 44
2013	31780	143.82 DAWSEY SAM HEIR
2013	96568	72.66 UNKNOWN TWP 4 MAP 57
2013	63678	631.97 MARTINS BATTERY SALVAGE INC
2013	62885	15.74 MALDONADO-DIAZ LUIS
2013	96570	15.74 UNKNOWN TWP 4 MAP 59
2013	37530	71.16 FINK DONALD
2013	96569	77.4 UNKNOWN TWP 4 MAP 57 PCL 34 70
2013	56993	110.61 KISER GEORGE L JR
2013	83365	28.77 RUSSELL G GREGORY
2013	89548	950.28 SOUTHAMPTON GROUP LLC
2013	96577	72.66 UNKNOWN TWP 4 MAP 95 PCL 58 10
2013	22307	146.79 BUTLER EDD HEIR
2013	101104	43.01 WILEY JENNIE REYN MRS ESTATE
2013	74782	329 PARKS CORNELL EST
2013	64172	209.04 MAXWELL BILLY RAY
2013	96556	43.01 UNKNOWN TWP 4 MAP 10
2013	96539	126.03 UNKNOWN OWNER(4-10-2.00)
2013	74783	84.52 PARKS CORNELL EST
2013	16681	22.27 BENFIELD ELLA N K
2013	74784	530.75 PARKS CORNELL EST
2013	77287	1114.51 POLARIS PROPERTIES LLC
2013	44153	111.74 GURKIN HUBERT L JR

2013	62368	404.84 LYNCH A A & R B & W J
2013	19035	119.31 BOST CHARLIE A SR
2013	49157	119.31 HINSON EMILY B
2013	78346	119.31 PROPST EVON B
2013	53727	112.74 JOHNSON C R ESTATE OF
2013	26958	127.17 CLINE INVESTMENT CO
2013	26945	127.17 CLINE HAROLD W
2013	75459	148.73 PEAY DAN W HEIR
2013	21417	148.73 BUCHANAN POLLY
2013	41655	160.29 GINYARD CARRIE
2013	22917	163.17 CALDWELL LUCENDA P ESTATE
2013	69438	170.49 MORRISON BEULAH EST
2013	70823	402.41 MURRAY HAZEL
2013	67367	47.66 MILLER CLARENCE & FRED
2013	67563	47.66 MILLER JULIETTE P
2013	24663	62.1 CASTEL ANNIE BELL EST
2013	48580	135.27 HIDDEN VALLEY COMMUNITY
2013	96582	81.26 UNKNOWN TWP 9-14-14 60
2013	38076	385.42 FLEET FINANCE & MORTGAGE INC
2013	71948	763.09 NEWTON LAWRENCE
2013	97704	14.2 WADDELL CONSTRUCTORS INC
2013	97705	14.2 WADDELL CONSTRUCTORS INC
2013	22883	177.6 CALDWELL EMMETT W
2013	47826	87.65 HELMS MICHAEL E
2013	64193	581.89 MAXWELL LIZZIE HEIR
2013	31880	198.71 DEAL C M
2013	96545	32.12 UNKNOWN TWP 11 MAP 4
2013	96540	128.74 UNKNOWN PCL 11-7-84.30
2013	42033	87.65 GOLD NUGGET OF CABARRUS CO INC
2013	17899	119.84 BLACKWELDER EMMITT
2013	17900	119.84 BLACKWELDER EMMITT
2013	80030	148.73 REID R G ESTATE
2013	96547	148.73 UNKNOWN TWP 12 MAP 36
2013	96549	119.84 UNKNOWN TWP 12 MAP 37
2013	77207	148.73 PLUNKETT MARGARET S
2013	26956	119.84 CLINE INVESTMENT CO
2013	14458	148.73 BANNER ESSIE S
2013	70766	119.84 MURPHY EDWARD M JR
2013	62031	148.73 LOWERY E D MRS EST
2013	27274	148.73 COBLE SALLIE
2013	38532	181.73 FORD LULA S
2013	52813	148.73 JACKSON ELLA HEIR
2013	24107	148.73 CARR FRANK W HEIRS
2013	45021	220.92 HAMLIN JUANITA W
2013	51046	148.73 HOWIE MARGARET E
2013	99214	179.62 WEAKE FLOYD JR
2013	96551	159.84 UNKNOWN TWP 12 MAP 39

2013	99215	90.97 WEAKS FLOYD JR
2013	102662	249.8 WOODSON JANIE S
2013	15974	259.8 BAXTER OLLIE HEIR
2013	69009	226.48 MOREHEAD NANNIE HRS
2013	62007	196.79 LOWE JOSEPHINE M
2013	95092	79.86 TRES COMPADRES LLC
2013	95093	381.97 TRES COMPADRES LLC
2013	96553	95.42 UNKNOWN TWP 12 MAP 53 PCL 7 20
2013	96350	150.95 TWP 12 MAP 7 PARCEL 8 50
2013	39765	322 FURR A E EST
2013	22885	299.78 CALDWELL EMMETT W
2013	36602	22.72 FAGGART TIMOTHY L
2013	32004	59.27 DEATON E J HEIRS
2013	37467	25.35 FINCHER MARTHA HUDGENS
2013	95087	268.35 TRES COMPADRES LLC
2013	51032	19.29 HOWIE CLAUDE MRS
2013	51033	19.29 HOWIE CLAUDE MRS
2013	52832	148.73 JACKSON IDELLA
2013	74319	9.66 PALMER CARRIE
2013	95091	76.54 TRES COMPADRES LLC
2013	96558	119.84 UNKNOWN TWP 4 MAP 118
2013	52559	293.12 ISENHOUR W I HEIR
2013	85770	379.75 SHANKLE TOM HEIRS
2013	85771	148.73 SHANKLE TOM HEIRS
2013	85769	235.36 SHANKLE TOM HEIRS
2013	96552	89.87 UNKNOWN TWP 12 MAP 5
2013	24437	1462.43 CARTER LORENE
2013	69783	238.24 MOSER DAN COMPANY INC NC CORP
2013	51150	37.08 HUBBARD LOIS I
2013	37451	924.98 FINAL PROPERTIES LLC
2013	26810	701.95 CLEGG SONJI S
2013	12830	16.21 ARMONAS DEBORAH J
2013	62550	11.59 MABE LARRY E
2013	70579	61.16 MULLIS STEPHANIE DAWN
2013	18734	77.32 BOMBARD FREDERICK H
2013	28734	143.95 COPELAND SAMUEL
2013	82220	47.47 RODRIGUEZ JORGE L
2013	96933	397.86 VANCE CLAUDE STEVEN JR
2013	72637	912.8 NORTH FORK MT PLEASANT
2013	74899	157.79 PARRISH HELEN MARIE
2013	102206	246.45 WING ZONE
2013	22536	214.34 C & A LIMITED
2013	46291	9.51 HARRISON'S THIS AND THAT
2013	52831	59.73 JACKSON HOWARD FELIX
2013	36665	2990.35 FALAPCO INCORPORATED
2013	15007	12.35 BARNHARDT CHARLES DONALD JR
2013	101277	136.89 WILLARD TERRI CAUDLE

2013	74880	45.19 PARRAL SAMUEL CHAVEZ
2013	32391	54.28 DENNIS KENNETH
2013	39295	20.87 FREEMAN LAWRENCE R JR
2013	29354	107.83 CPI IMAGES LLC
2013	27919	110.08 COMEAU WENDY SUE
2013	10280	61.16 ABNEY JOHN MICHAEL
2013	70331	218.38 MT PLEASANT MACHINE CO INC
2013	43868	45.12 GROOMS JIM
2013	30286	173.62 CRUZ JOSE ANGEL PRUDENCIO
2013	27571	12.99 COLEMAN JAMES M
2013	39645	71.89 FULLER JAMES RICHARD II
2013	25628	41.75 CHAVEZ JANE M
2013	29401	102.92 CRAFTED CABINETS
2013	52702	388.4 J PS WHEEL ALIGNMENT INC
2013	81353	18.09 RIVERA IGNACIO A
2013	43906	12.16 GROUND FLOOR HOMES INC
2013	51711	195.4 HUNTER SANDRA
2013	84479	11.59 SCARBOROUGH JEFFERY L
2013	70753	20.87 MURPHEY DANIEL P
2013	85400	109.18 SELF RAY
2013	45883	19.95 HARRINGTON JEFF
2013	72664	1040.45 NORTHFORK MT PLEASANT
2013	88710	1714.36 SMITH RANDAL C DDS
2013	67224	477.53 MIGAN THOMAS F
2013	100289	2.27 WHITE JEFFREY HOWARD
2013	42478	114.95 GOOMIS JERRI
2013	40573	57.26 GARCIA GERARDO
2013	92187	17.05 SUMMITT INC
2013	15628	1442.66 BARRY GRANT INC
2013	40536	71.93 GAONA ENELFA
2013	39538	64.59 FRYE EVELYN YOW
2013	72025	54.76 N-FOCUS LAND SURVEYING INC
2013	26650	530.07 CLASSIC MANOR BUILDERS INC
2013	83717	26.92 S WOLF SECURITY
2013	76524	33.97 PHILMAN DANNY L
2013	68759	14.9 MOORE ROBERT T
2013	79118	44.37 RAMIREZ CECILIA
2013	43394	180.37 GREENTREE FINANCIAL LLC
2013	75822	42.21 PEREZ RENE VASQUEZ
2013	89292	180.37 SOLEDA ARMANDO
2013	84126	26.32 SANDOVAL MARIA L
2013	29355	103.88 CPI IMAGES LLC
2013	37251	87.87 FERNANDO NIEVES OMAR
2013	85397	78.61 SELF MICHAEL
2013	24683	46.22 CASTILLO JORGE
2013	32654	139.86 DIAZ JORGE
2013	39764	377.05 FURR & SON MASONRY INC

2013	76982	67.85 PLAIN & FANCY CATERING
2013	11439	92.26 ALLIED DEVELOPMENT GROUP INC
2013	26768	25.24 CLAY TONY DELANO JR
2013	55232	113.03 K RUNYAN CONTRACTING INC
2013	95059	61.16 TREJA EVER
2013	96803	139.86 VALERA AQUILINO LEON
2013	86572	25.93 SHOE STEVEN L
2013	79242	111.92 RANDALL KEPLEY
2013	102556	25.4 WOODARD BOBBY R JR
2013	102900	14.5 WYATT DARRELL K
2013	29353	97.16 CPI IMAGES LLC
2013	23739	138.5 CARLSON RICHARD M & BETTY A
2013	62464	120.56 M H CONSULTING
2013	92185	16.75 SUMMIT PHOTOGRAPHY LLC
2013	45972	12.35 HARRIS FR8 LLC
2013	74900	121.98 PARRISH JOHN H JR
2013	51723	174.31 HUNTER WESLEY TODD
2013	57939	7.72 L&M FREEDOM ENTERPRISES INC
2013	25241	39.43 CHAD ALLEN INVESTMENTS INC
2013	75392	12.96 PAYNE WILLIAM LUTHER
2013	96105	90.32 TUCKER YOLANDA K
2013	69003	85.35 MOREHEAD DARE ENTERPRISES
2013	59468	142.82 LEGACY PLAY
2013	53695	45.78 JOHNSON AMANDA
2013	73209	70.91 OLIVARES JAIME
2013	59014	202.82 LAWSON MARGARET C
2013	21754	11.59 BURGESS LARRY D JR
2013	85511	64.59 SELLERS STEPHEN B
2013	91977	42.21 SUASTEGUI JORGE MORALES
2013	99835	20.03 WESSELMAN PLUMBING INC
2013	66507	413.02 MEDLIN GLENN DAVIS III
2013	42479	191.96 GOOMIS JERRY
2013	81378	87.95 RIVERA RAUL &
2013	99460	73.66 WEDDINGTON LOLEDA B
2013	61807	73.8 LOVE STEPHANIE
2013	29896	57.24 CRISCO ROAD PAINT & BODY SHOP
2013	96769	53.8 VALADES MARINO
2013	55333	65.1 KAMOLNIK RICK
2013	84919	532.68 SCOTT DAVID EUGENE
2013	54765	18.19 JORDAN RICKY J
2013	76717	215.65 PIGG STEPHEN WAYNE JR
2013	74321	28.44 PALMER CLAYTON CARL JR
2013	83813	64.25 SAFRIT JACKIE W
2013	67308	125.91 MILKE THOMAS M
2013	55377	1141.38 KANNAPOLIS GRILL & SEAFOOD
2013	71738	38.48 NEWMAN ANDREW CLAY
2013	101274	11.59 WILLARD CHRISTIPHER JOSEPH

2013	11974	104.22 ALVARDO TOMAS GOMEZ
2013	40809	11.59 GARRIGAN THOMAS P
2013	85860	284.84 SHAVER MATTHEW LEWIS
2013	78109	18.3 PRICE LINDA
2013	47079	46.76 HATLEY WILLIE HERRIN
2013	50275	24.68 HONEYCUTT ROBERT W
2013	63441	20.87 MARTIN BOBBY E
2013	14940	11.59 BARNETT DENNIS S
2013	63233	31.45 MARIN DAVID JIMENEZ
2013	12125	532.26 AMERICAN STREET CLEANING LLC
2013	53630	39.46 JMJI CUSTOM GRAPHICS & DESIGN
2013	43244	53.8 GREEN SANDRA KEPLY
2013	69509	13.35 MORRISON HAZEL A
2013	43363	87.09 GREENE SMITH AND ASSOC
2013	85434	15.24 SELLERS DONALD E & DEANE
2013	64211	23.19 MAY BENJAMIN A
2013	48285	40.15 HERNANDEZ DAVID
2013	25878	20.87 CHILDRESS OREN TYLER
2013	45321	18.78 HANN RAYMOND L
2013	73442	32.46 ORTIZ JORGE
2013	23566	767.69 CAPITOL INFRASTRUCTURE LLC
2013	43007	16.98 GRAY JOHNNY L & WIFE
2013	66530	26.17 MEDLIN ROBERT LEE
2013	35357	10 ELITE EMBROIDERY INC
2013	34787	22.03 EAST WIND INSURANCE
2013	50714	122.63 HOSTON GERALDINE
2013	38112	28.48 FLEMMING DEMARION ANTHONY
2013	11358	59.19 ALLEN NANCY MARIE
2013	99740	100.51 WELTER KRISTEN D
2013	85610	12.96 SETTLE THOMAS MICHAEL PHILLIP
2013	41090	2523.63 GEN 3 MOTORSPORTS
2013	97785	102.68 WAGNER JUSTIN JACKSON
2013	48168	302.01 HENSLEY THERESA
2013	31511	287.04 DAVIS KENNETH GLENN
2013	17312	902.62 BIERMAN MARK A
2013	48448	2.11 HESTER GROUP THE INC
2013	42157	113.29 GONZALEZ LUCERO MORALES
2013	70908	43.48 MWK WORLDWIDE INC
2013	25669	182.08 CHEEK LINDA D
2013	31844	61.82 DDI METAL WORKS INC
2013	20396	50.89 BRITT CHARLES E
2013	89588	27.24 SOUTHERN INSPIRATIONS LLC
2013	44620	103.88 HAIRE LISA P
2013	73434	188.08 ORTIZ CAYETANO
2013	94188	40.47 THOMPSON ROBERT EDWIN
2013	78489	20.87 PUCKETT GEYNELL F
2013	46410	65.17 HARTSELL BARBARA JANICE

2013	85327	190.32	SEGOVIA RAFAEL
2013	59752	224.25	LEONARD MARGARET ANN
2013	59850	118.68	LEWIS ADL LLC
2013	29481	12.75	CRANFIELD MELVIN FRANKLIN
2013	43402	20.87	GREENWOOD JOSHUA DAVID
2013	97317	107.56	VERDUZCO SERGIO YANEZ
2013	59658	429.24	LENOIR PETS INC
2013	40172	191.76	G & G INVESTMENTS &
2013	74295	50.6	PALAEZ LUIS
2013	13701	221.4	AVIATOR PLACE LLC
2013	93651	282.62	THE LUBE SHOP INC
2013	33733	11.59	DRILLIEN DOUGLAS P
2013	97037	61.4	VANG STEPHANIE M
2013	55832	342.2	KELLSWATER BRIDGE DEVELOPMENT
2013	55121	20.87	JULIAN CHRISTOPHER DALE
2013	61318	12.55	LONG JAMIE R
2013	78279	58.5	PROMOTIONS IN MOTION INC
2013	73488	118.3	OSBORNE LARRY E
2013	96772	59.64	VALDERAMA MIREYA CORTEZ
2013	56615	60.24	KING APRIL MICHELLE
2013	11227	196.86	ALLEN ALBERT S
2013	39486	138.72	FRITZ DEBORAH METCALF
2013	45290	444.7	HANEY JOHN DANIEL III
2013	66207	20.87	MCRORIE EDWARD L
2013	13616	5.88	AUTEN JERRY W
2013	98386	174.43	WALTER BETTY JO
2013	93684	1685.37	THE VILLA TRAILER PARK
2013	23840	276.84	CAROLINA GRANITE & CABINET INC
2013	42956	624.38	GRAY EARY
2013	30438	203.12	CUNNINGHAM FRANKIE
2013	67213	914.7	MIDTRAIL ASSOCIATES LLC NC LLC
2013	12581	21.78	ANTON PAULA
2013	87459	68.55	SINGLETON RALPH DOUGLAS
2013	87193	1258.93	SIMON DIESEL LLC /A NC LLC
2013	20	594.48	AUTOMOBILE SPORTSWEAR INC
2013	19	27.16	DALTON MARY HELEN GARRISON
2013	68	265.54	4TH GENERATION MOTORSPORTS
2013	67	190.09	4TH GENERATION MOTORSPORTS
2013	10051	147.98	4TH GENERATION MOTORSPORTS
2013	42141	41.33	GONZALEZ GLADYS
2013	74026	7013.04	P&E MACHINING LLC
2013	278	1933	P&E MACHINING LLC
2013	53147	23.46	JAMZ AUTOMOTIVE LLC
2013	96455	165.51	UNAREZ GERARDO
2013	23714	66.42	CARLISLE JAMES
2013	34289	1.92	DURANT SERVICES LLC
2013	102156	269.08	WINE DOWN WINE BAR INC

2013	916	4625.31 IOWA STEAK CO
2013	917	4743.9 IOWA STEAK CO
2013	918	4348.58 IOWA STEAK CO
2013	410317	45.87 NW SIGN INDUSTRIES INC
2013	410465	272.83 VANCE CLAUDE STEVEN JR
2013	410171	123.68 GREENTREE FINANCIAL LLC
2013	410136	17.99 ELLIS JAMES CARLTON
2013	410012	16.97 ARHAGBA OKIEMUTE
2013	410054	146.99 C & A LIMITED
2013	410141	19.52 FLEMMING DEMARION ANTHONY
2013	410142	35.75 FORNEY CHARLES A
2013	410197	16.93 HONEYCUTT ROBERT W
2013	410208	25.02 JACOBS LADDER HOME IMPROVEMENT
2013	410246	294.33 LENOIR PETS INC
2013	410370	12.43 RIVERA IGNACIO A
2013	410398	18.02 SANDOVAL MARIA L
2013	410434	11.5 SUMMIT PHOTOGRAPHY LLC
2013	410442	41.96 TALBERT CHARLES H SR
2013	410169	36.87 GREEN SANDRA KEPLY
2013	410348	18.31 PROVIDENCE MEDICAL CLINIC INC
2013	410331	31 PARRAL SAMUEL CHAVEZ
2013	410121	99.63 DIXON TERRY LEE
2013	410345	35.07 POWER FIRST INC
2013	410511	1207.36 CANNELLA'S BAKE SHOP LLC
2013	410513	47.55 IOWA STEAK CO
2013	410509	62.57 ZAVALA JESUS
2013	410002	41.96 ABNEY JOHN MICHAEL
2013	410007	71.45 ALVARDO TOMAS GOMEZ
2013	410014	19.73 ARMBRUSTER JASON K
2013	410031	95.7 BAVINO WILLIE
2013	410040	550.16 BIO-M-BOS
2013	410049	17.51 BROOKS PAULA F
2013	410050	262.05 BROWN KATIE
2013	410069	77.69 CASTANEDA ANTONIO AYALA
2013	410070	31.68 CASTILLO JORGE
2013	410072	41.96 CASTRO MARIA DEL ROSARIO
2013	410093	31.68 CORTES ARQUIMIDES R
2013	410098	44.94 COTA PATRICIA
2013	410113	10.56 DEJESUS ELIDIO
2013	410133	106.48 EASTON LISA MAE
2013	410135	9.94 ELIZALDE EDGARDO OCAMPO
2013	410143	62.41 FOUR STAR LAWN CARE
2013	410148	25.85 FUNDAMENTALS FREE TUTORING LLC
2013	410153	15.91 GAONA RUBEN N
2013	410159	1780.97 GEN 3 MOTORSPORTS
2013	410162	154.72 GLITTERING DREAMS LLC
2013	410498	236.5 GLITTERING DREAMS LLC

2013	410166	77.69 GONZALEZ LUCERO MORALES
2013	410174	10.68 HANKINS VAUGHN JESSE
2013	410183	27.55 HERNANDEZ DAVID
2013	410201	82.12 IMPACT MEDIA SOURCE
2013	410204	77.94 INFINITE FIRE PROTECTION INC
2013	410237	15.3 LANDSCAPE LOGIC INC
2013	410264	519.43 LULU & EDWARD GROUP INC
2013	410297	65.25 MORALES ERNESTINA CALVILLO
2013	410305	41.96 MULLIS STEPHANIE DAWN
2013	410308	29.82 MWK WORLDWIDE INC
2013	410326	22.27 ORTIZ JORGE
2013	410330	34.71 PALAEZ LUIS
2013	410353	30.44 RAMIREZ CECILIA
2013	410354	90.1 RAMOS JOSE
2013	410355	27.03 RAMOS MARI BEL
2013	410356	93.82 RAMSEY DIANE
2013	410371	60.3 RIVERA RAUL &
2013	410405	130.5 SEGOVIA RAFAEL
2013	410421	123.68 SOLEDA ARMANDO
2013	410428	57.85 STARNES RANDY LEE
2013	410432	28.94 SUASTEGUI JORGE MORALES
2013	410435	11.72 SUMMITT INC
2013	410447	907.41 THE MILLER GROUP
2013	410454	41.96 TREJA EVER
2013	410462	101.96 URIOSTEGUI ANA PAULINA DORANTE
2013	410463	36.87 VALADES MARINO
2013	410464	40.91 VALDERAMA MIREYA CORTEZ
2013	410468	130.5 VILLANUEVA CESAR
2013	410475	50.51 WEDDINGTON LOLEDA B
2013	410487	9.94 WYATT DARRELL K
2013	410027	47.55 BARCELATA EFRAIN VERGARA
2013	410393	114.79 SALINAS DIOJENES LOPEZ
2013	410126	11.44 DOUG HERBERT PERFORMANCE
2013	410301	9.94 MORRISON HAZEL A
2013	410019	44.55 AVILA ROCIO ROGACIANA
2013	410150	51.19 FURR KENNETH ALAN
2013	410015	50.73 ARROW THERMAL PRODUCTS
2013	410417	14.76 SLH & B ENTERPRISES INC
2013	410313	26.37 NEWMAN ANDREW CLAY
2013	410276	15.91 MAY BENJAMIN A
2013	410147	87.01 FRIEDAH MARY ANN FRANCES
2013	410125	27.03 DONJUAN YADIRA RUIZ
2013	410060	66.79 CANALES ELIZABETH FRYE
2013	410170	17.58 GREENE CHRISTOPHER MICHAEL
2013	410055	344.24 C&J PLUMBING LLC
2013	410494	3281.11 C&J PLUMBING LLC
2013	410332	168.2 PARRISH HELEN MARIE

2013	410388	18.45 S WOLF SECURITY
2013	410424	15.48 SPECTRASITE COMMUNICATION INC
2013	410175	12.87 HANN RAYMOND L
2013	410400	1059.72 SBA TOWERS II LLC
2013	410100	66.62 CPI IMAGES LLC
2013	410101	73.92 CPI IMAGES LLC
2013	410102	71.24 CPI IMAGES LLC
2013	410501	601.14 MINUTE KEY INC
2013	410051	24.15 BUDGET RENT-A-CAR SYSTEM INC

CABARRUS COUNTY



BOARD OF COMMISSIONERS WORK SESSION

**September 5, 2023
4:00 PM**

AGENDA CATEGORY:

Approval of Regular Meeting Agenda

SUBJECT:

BOC - Approval of Regular Meeting Agenda

BRIEF SUMMARY:

The proposed agenda for the September 18, 2023 regular meeting is attached.

REQUESTED ACTION:

Motion to approve the agenda for the September 18, 2023 regular meeting as presented.

EXPECTED LENGTH OF PRESENTATION:

1 Minute

SUBMITTED BY:

Lauren Linker, Clerk to the Board

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

ATTACHMENTS:

▢ Regular Meeting

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**September 18, 2023
6:30 PM**

MISSION STATEMENT

THROUGH VISIONARY LEADERSHIP AND GOOD STEWARDSHIP, WE WILL ADMINISTER STATE REQUIREMENTS, ENSURE PUBLIC SAFETY, DETERMINE COUNTY NEEDS, AND PROVIDE SERVICES THAT CONTINUALLY ENHANCE QUALITY OF LIFE

CALL TO ORDER BY THE CHAIRMAN

PRESENTATION OF COLORS

- A. APPROVAL OF THE AGENDA**
- B. RECOGNITIONS AND PRESENTATIONS**
- C. INFORMAL PUBLIC COMMENTS**
- D. OLD BUSINESS**
- E. CONSENT AGENDA**

(Items listed under consent are generally of a routine nature. The Board may take action to approve/disapprove all items in a single vote. Any item may be withheld from a general action, to be discussed and voted upon separately at the discretion of the Board.)

- 1. Appointments and Removal - Juvenile Crime Prevention Council
- 2. Appointments - Nursing Home Community Advisory Committee
- 3. Appointments - Youth Commission
- 4. Active Living and Parks - Senior Center American Rescue Plan Act Award
- 5. Budget - Carry Forward of Outstanding FY23 Purchase Orders and Contracts to FY24
- 6. Finance - Ambulance Receivable Write Off
- 7. Finance - Budget Amendment for SUN Program Grant
- 8. Finance - Lottery Proceeds
- 9. Planning Department - Community Development Budget Amendment

10. Safety and Risk - Property and Liability Funds
11. Soil and Water - Grant Application to North Carolina Agricultural Development and Farmland Preservation Trust Fund
12. Strategy - 2023 Cabarrus County Government Strategic Planning Process
13. Tax Administration- 2013 Write-Off, Real and Personal, Outstanding Taxes and 2020 Insolvents Write-Off
14. Tax Administration - Refund and Release Reports – August 2023

F. NEW BUSINESS

1. DHS - FY25 5311 Community Transportation Grant - Public Hearing 6:30 p.m.
2. Tax Administration - Schedule of Values - Public Hearing 6:30 p.m.

G. GENERAL COMMENTS BY BOARD MEMBERS

H. WATER AND SEWER DISTRICT OF CABARRUS COUNTY

I. CLOSED SESSION

J. ADJOURN

In accordance with ADA regulations, anyone who needs an accommodation to participate in the meeting should notify the ADA Coordinator at 704-920-2100 at least forty-eight (48) hours prior to the meeting.