

The Board of Commissioners for the County of Cabarrus met for an Agenda Work Session in the Commissioners' Meeting Room at the Cabarrus County Governmental Center in Concord, North Carolina at 5:30 p.m. on Monday, June 5, 2023.

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

live broadcast at 4:00 p.m. on Channel 22  
<https://www.youtube.com/cabarruscounty>  
<https://www.cabarruscounty.us/cabcotv>

Present - Chairman: Stephen M. Morris  
Vice Chairman: Lynn W. Shue  
Commissioners: Christopher A. Measmer  
Barbara C. Strang  
Kenneth M. Wortman

Also present were Mike Downs, County Manager; Richard M. Koch, County Attorney; Rodney Harris, Deputy County Manager; Kyle Bilafer, Assistant County Manager; Kelly Sifford, Assistant County Manager; and Lauren Linker, Clerk to the Board.

**1. Call to Order**

Chairman Morris called the meeting to order at 5:30 p.m.

**2. Approval of Agenda**

Additions:  
Discussion Items for Action  
4.17 Human Resources - Fire Services Compensation

Updated:  
Discussion Items for Action  
4.2 BOC - County Manager - Provider for Regional Behavioral Health Center

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

Chairman Morris recognized the Boy Scout Troop from First Presbyterian Church in Concord who were in attendance in connection with work for their communications badge.

**3. Public Hearings**

**3.1 County Manager - FY2024 Budget - Public Hearing 5:30 p.m.**

Chairman Morris opened the public hearing at 5:32 p.m. The public hearing notice was published in the Independent Tribune on May 17, 2023. The public hearing notice was also posted on the County's website ([www.cabarruscounty.us](http://www.cabarruscounty.us)) on May 17, 2023, in accordance with Article 2, Administration, Section 2.1 (Use of Electronic Means to Provide Public Notices) of the Cabarrus County Code of Ordinances.

Jasmine Lewter, a resident of Kannapolis, spoke about the current Emergency Assistance Program and needs of an emergency rental assistance program.

Mae Mack, a resident at 92 St. Mary Avenue NW, Concord, spoke regarding funding for a rental assistance program in Cabarrus.

Justin Lewter, a resident at 1832 Mary Wynn Court, Kannapolis, commented on food, clothing and shelter. He expressed support of rental assistance programs.

Mark Ortiz, a resident of Kannapolis, commented on an increase in rental assistance programs.

Bertina Dixon, a resident at 38 Calloway Avenue, Concord, expressed support to increase the funding for emergency rental assistance.

Jayne Williams, a resident at 320 Center Street, Kannapolis, spoke regarding funding for emergency rental assistance.

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

**3.2 County Manager - FY 2024 Economic Development Allocation - Public Hearing 5:30 p.m.**

Chairman Morris opened the public hearing at 5:51 p.m. The public hearing notice was posted on the County's website ([www.cabarruscounty.us](http://www.cabarruscounty.us)) on May 17, 2023, in accordance with Article 2, Administration, Section 2.1 (Use of Electronic Means to Provide Public Notices) of the Cabarrus County Code of Ordinances.

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

**4. Discussion Items for Action****4.1 Sheriff's Office - Retirement of K9 Turbo**

Captain Klinglesmith, presented a request to surplus K9 Turbo. The handler Stephanie Champlin has requested to take ownership and responsibility for Turbo.

**4.2 County Manager - Provider for Regional Behavioral Health Center**

Rodney Harris, Deputy County Manager, provided an introduction. Mr. Harris reported after a review of proposals and interviews, staff recommends entering into a contract with Monarch. He then introduced Dr. Peggy Terhune, Monarch, President and Chief Executive Officer (CEO).

Dr. Terhune presented a PowerPoint presentation overview of Monarch to include the following:

- Who We Are
- Where We Are
- Vision and Values
- Cabarrus County Regional Behavioral Health Center
- The Behavioral Health Urgent Care Experience
- Adult Facility Base Crisis
- Adult Substance Use Disability
- Consolidated Financial Projections

A discussion ensued. During discussion, Dr. Terhune; Kyle Bilafer, Assistant County Manager; and Mr. Harris responded to questions from the Board.

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

Chairman Morris advised information for June appointments to boards and committees has been provided to the commissioners. He asked if anyone had any questions, comments, or concerns regarding the upcoming requests. There were none.

**4.4 BOC - NACo Voting Credentials - 2023 Annual Conference**

The National Association of Counties, NACo, will hold their 2023 Annual Conference in Travis County, Texas from July 21 through 24, 2023. In order to participate in the Association's annual election of officers, a voting delegate needs to be designated. Chairman Morris volunteered to be the designated voting delegate.

**4.5 BOC - Resolution Amending the Cabarrus County Board of Commissioners' 2023 Meeting Schedule**

Chairman Morris stated an amendment to the Board of Commissioners' 2023 Meeting Schedule is needed due to the Fourth of July holiday. The work session will be moved to July 10, 2023.

**4.6 County Manager - Easement for Back Creek Greenway**

Kelly Sifford, Assistant County Manager, presented for consideration a proposed easement agreement, which would allow the Town of Harrisburg to hold an easement on Back Creek in connection with the construction of a greenway. The easement will cross the Hickory Ridge Middle and High School properties.

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

**4.7 County Manager - Fiscal Year 2023 Funding Re-appropriations**

Rosh Khatri, Budget Director, presented a request to reappropriate certain funds from FY2023 to FY2024 to allow completion of projects allocated in the FY2023 budget. A budget amendment will be needed.

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

**4.8 County Manager - Resolution Redesignating the Site of the Cabarrus County Courthouse**

Kyle Bilafer, Assistant County Manager, advised pursuant to N. C. G. S. §153A-169, the Board of Commissioners may adopt by resolution any regulations concerning the use of County property and may redesignate the site of any county building, including the courthouse, with proper notice. Mr. Bilafer requested approval of the resolution in the redesignation of the new courthouse address to be 61 Union Street.

A brief discussion ensued. During discussion, Rich Koch, County Attorney responded to questions from the Board.

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

Commissioner Measmer, **MOVED** to approve the resolution. Vice Chairman Shue seconded the motion.

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

Resolution No. 2023-11

RESOLUTION REDESIGNATING THE SITE OF THE CABARRUS COUNTY COURTHOUSE

WHEREAS, pursuant to N.C.G.S. §153A-169, the Board of Commissioners shall supervise the maintenance, repair, and use of all County property; and

WHEREAS, the Cabarrus County Courthouse is currently located at 77 Union St S, Concord, North Carolina 28025; and

WHEREAS, Cabarrus County recently constructed a new courthouse located at 61 Union St. S, Concord, North Carolina 28025, which is planned to open to the public on June 19, 2023; and

WHEREAS, pursuant to N.C.G.S. §153A-169, the Board of Commissioners may adopt by resolution any regulations concerning the use of County property and may redesignate the site of any county building, including the courthouse, with proper notice as set out therein; and

WHEREAS, the County published notice of its intent to redesignate the site of the courthouse on its internet site on May 8, 2023.

NOW, THEREFORE, be it and it is hereby resolved that:

1. The Cabarrus County Board of Commissioners provided proper notice of its intent to redesignate the site of the Cabarrus County Courthouse as required in N.C.G.S. §153A-169.
2. The site of the Cabarrus County Courthouse shall be redesignated as the property located at 61 Union St S, Concord, North Carolina 28025.
3. This redesignation shall become effective June 5, 2023 5, 2023.

Adopted this the 5<sup>th</sup> day of June 2023.

/s/ Stephen M. Morris  
Stephen M. Morris, Chairman  
Cabarrus County Board of Commissioners

ATTEST:  
/s/ Lauren Linker  
Lauren Linker  
Clerk to the Board

**4.9 DHS - FY24 Home and Community Care Block Grant Funding Plan**

Anthony Hodges, Social Work Program Administrator, provided the FY24 Home and Community Care Block Grant (HCCBG) funding plan for the Board's consideration. The grant provides programs for citizens 60 years of age and older. The grant would require a 10% County match of \$112,292. Since the FY24 budget approval, additional funds have been granted, The anticipated county match would be approximately \$6,900.

**4.10 Finance - Budget Amendment Ambulance Fees and EMS/MC billing service fees**

Jim Howden, Finance Director, requested consideration of a budget amendment to the FY 2023 budget to cover the increased cost for the ambulance billing service company, EMS Management and Consultants (EMSMC) used by Emergency Medical Services (EMS). Collections have been higher than expected this year. Therefore, the budget amendment would allow an additional \$100,000 placed in the fund to cover the anticipated additional expenses owed to EMSMC.

**4.11 Finance - Cabarrus County Schools Health Sciences Institute**

Jim Howden, Finance Director, advised Cabarrus County Schools has requested \$2,000,000 to renovate the current temporary Cabarrus Health Science Institute and to help fund the design and development for the new permanent location. Mr. Howden stated the funds would come from the Community Investment Funds Fund Balance.

A lengthy discussion ensued. During discussion, Mr. Howden; Mike Downs, County Manager; and Rodney Harris, Deputy County Manager, responded to questions from the Board.

**4.12 Finance - Capital Improvement Plan ("CIP") Funded Projects in the FY2024 General Fund Budget**

Jim Howden, Finance Director, presented budget amendments, project ordinances and reimbursement resolutions that reflect the Capital Improvement Plan in the FY2024 budget for the Board's consideration. This will allow the projects to begin upon approval of the FY2024 budget.

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

**4.13 Finance - Governmental Accounting Standards Board (GASB) 87 Budget Amendment**

Jim Howden, Finance Director, advised Governmental Accounting Standards Board (GASB) 87 established a single model for lease accounting based on the principal that leases are financing of the "right to use" an asset. Actual expenditures were paid out of the general fund throughout the fiscal year and will be moved to the debt service principal and interest accounts in CIF for reporting purposes. A budget amendment will be needed.

**4.14 Finance - Government Accounting Standards Board (GASB) 96**

Jim Howden, Finance Director, reported the Governmental Accounting Standards Board (GASB) 96 established as "a contract that conveys the right to use another party's information (IT) software, alone or in combination with tangible assets as specified in the contract. Mr. Howden recommended the capitalization threshold of \$100,000. A resolution to establish the materiality threshold and associated budget amendment were provided for consideration.

**4.15 Finance - Health Insurance Fund Balance Budget Amendment**

Jim Howden, Finance Director, advised the Finance Department annually reviews revenues and expenditures for the Health Insurance Internal Service Fund. Based on this year's analysis a budget amendment will be needed to increase funds for health insurance claim expenditures so as to not exceed the budget at FY2023 year-end. The budget amendment was presented for consideration.

**4.16 Finance - Opioid Abatement Funding**

Jim Howden, Finance Director, reported Cabarrus County has received additional opioid abatement funding. Cabarrus County has an agreement with Partners Health Care Management wherein they will reimburse the County for opioid related expenses. In turn, the County will have an agreement with Cabarrus Health Alliance to reimburse their expenditures. Mr. Howden presented a budget amended for consideration to track the revenues and expenses for the additional funding.

**4.17 Human Resources - Fire Services Compensation**

Lundee Covington, Human Resources Director, presented a compensation adjustment request in connection with Fire Services. Ms. Covington stated staff has and continues to work on a career development plan.

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

Jason Burnett, Emergency Management Director, and Jacob Thompson, Fire Marshal, was in attendance.

**4.18 Human Resources - Personnel Ordinance Update**

Lundee Covington, Human Resources Director, presented the updated longevity bonus pay language needed in the personnel ordinance to reflect a new longevity bonus program for county employees with greater than 5 years of service.

A discussion ensued. During discussion, Ms. Covington and Rodney Harris, Deput County Manager, responded to questions from the Board.

**4.19 Infrastructure and Asset Management - Rob Wallace Phase II B Bid Award**

Kyle Bilafer, Assistant County Manager, and Michael Miller, Design and Construction Director, provided an update on the Request for Bid for the Rob Wallace Park Phase II B project. A pre-bid meeting was held on site on April 27, 2023. Bids were received on May 11, 2023. Four bids were received for the project. Based on the bid tabulation, staff recommends Ike's Construction, Inc. be awarded the contract for the project, which will commence the second week of July 2023.

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

**UPON MOTION** of Commissioner Measmer, seconded by Commissioner Wortman and unanimously carried, the Board approved the contract between Cabarrus County and Ike's Construction, Inc. and authorized the County Manager to execute the contract on behalf of Cabarrus County, subject to review or revisions by the County Attorney.

**BREAK**

The Board took a break at 7:15 p.m. The meeting and resumed at 7:20 p.m.

**4.20 Juvenile Crime Prevention Council - Approval of FY 23-24 JCPC Certification**

Jim Howden, Finance Manager, on behalf of the Juvenile Crime Prevention Council (JCPC), reported the FY2023-2024 Funding Plan has been appealed. In that regard, he requested approval of \$15,500 from the FY2023-2024 JCPC Certification for administration expenses.

**4.21 Planning and Development - Community Development Budget Amendment**

Kelly Sifford, Assistant County Manager, requested approval of a budget amendment to reflect the funds received from citizens participating in the Housing and Home Improvement Program.

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

**4.22 Planning and Development - Community Development Grant Required Plans and Programs**

Robert Anderson, Community Development Planner, presented the new plans for Fair Housing, Section 3, Anti-Displacement, Section 504, Citizen Participation, Procurement, Equal Opportunities and others. The plans will extend the programs until June, 2026. A Resolution will be needed.

**4.23 Register of Deeds - Use of Register of Deeds Automation Fund for Re-indexing Cabarrus County Land Records**

Wayne Nixon, Register of Deeds, requested use of the Cabarrus County Register of Deeds automation fund to upgrade and reindex land records from January 1, 1938 through December 31, 1982.

**5. Discussion Items - No Action****5.1 BOC - Alternative Funding Options**

Commissioner Wortman brought about discussion of alternative funding options for deferred maintenance costs.

Vice Chairman Shue expressed support. However, he raised concerns with the names of the schools and does not want to infringe on current naming of facilities. He commented other facilities, such as the event center, could potentially pay a lot of the deferred maintenance costs using alternative options.

Commissioner Measmer also expressed support of the initiative. He raised questions regarding specifics of potential sponsorships and would like to hear more information on alternative revenue streams.

Commissioner Strang discussed sponsorship of athletes. She also questioned if the sponsor would be able to decide where the funds go.

Chairman Morris proposed a task force and stated there may be some opposing factors to consider when establishing guidelines.

The Board continued discussion with a wrap up.

**5.2 BOC - Discussion on Central Cabarrus High School Tennis Courts**

Commissioner Wortman provided options and cost estimates for improvements to the Central Cabarrus High School tennis courts.

A discussion ensued. During discussion, Mike Downs, County Manager, and Rodney Harris, Deputy County Manager, provided additional information and responded to questions from the Board.

**5.3 BOC - Solicitation Ordinance**

Commissioner Strang discussed solicitation concerns of citizens in the unincorporated areas of the county particularly in the Harrisburg area.

A discussion ensued. During discussion, Evan Lee, General Counsel, responded to questions.

Consensus was to obtain additional information from other sources such as the District Attorney and Sheriff's Offices.

**5.4 Budget - Budget Discussion**

Rosh Khatri, Budget Director, reviewed items in the proposed FY2024 budget and the upcoming budget workshop.

A discussion ensued. During discussion, Rodney Harris, Deputy County Manager; Mike Downs, County Manager; and Mr. Khatri responded to questions from the Board.

**5.5 Infrastructure and Asset Management - Cabarrus County Parking Deck Reserved Spaces Discussion**

Kyle Bilafer, Assistant County Manager, provided a proposed chart for the 300 reserved parking spaces in the County parking deck noted in the agreement with the City of Concord. Some of the spaces will be for Novi-Flats, the rest will be for similar projects by the City of Concord.

Mr. Bilafer also reported he and Todd Shanley, Chief Information Officer, will collect data in this regard for review of future needs.

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

After discussion, consensus was to paint the reserved parking spaces on part of the third floor along with all spaces on the fourth and fifth floors.

**5.6 Infrastructure and Asset Management - Emergency Equipment Warehouse and ITS Building Project Update**

Michael Miller, Design and Construction Director, provided an update of the Emergency Equipment Warehouse and ITS Building project to include:

- Milestones over the past 30 days
  - Parking lot curbing 90% completed

- o Drywall 95% complete in the building
- o Store front and curtain wall are completed
- o Fire department pressure test completed and passed inspection by the City of Concord's fire department
- o Bi Directional Amplifier (BDA) survey has been completed and passed
- Milestones for the upcoming 30 days
  - o Generator pad to be completed
  - o Primer and paint on the inside of the building
  - o Acoustical panel grid to be installed

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

#### **5.7 Infrastructure and Asset Management - Emergency Medical Services Headquarters Project Update**

Michael Miller, Design and Construction Director, provided an updated on the Emergency Medical Services Headquarters project, which included the following:

- Milestones over the past 30 days
  - o Permanent power to the building
  - o Floor and wall tile in the restrooms installed
  - o Acoustical spray to exposed ceilings and roof deckings in the fitness and scenario rooms
  - o Paving along Union Cemetery Road side
- Milestones for the next 30 days
  - o HVAC equipment started to acclimate the building for finishes
  - o Continue installation of the floor tile

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

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

#### **6.1 BOC - Approval of Regular Meeting Agenda**

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

**UPON MOTION** of Commissioner Strang, seconded by Vice Chairman Shue and unanimously carried, the Board approved the agenda as follows for the June 19, 2023 regular meeting as presented.

#### Approval or Correction of Minutes

- Approval or Correction of Meeting Minutes

#### Recognitions and Presentations

- Active Living and Parks - July Park and Recreation Month
- Cabarrus Soil and Water Conservation - Contest Winners
- Human Resources - Recognition of Teresa Hillie on Her Retirement from Cabarrus County Department of Human Services

#### Consent

- Appointments - Board of Equalization and Review
- Appointments - Jury Commission
- Appointments - Region F Aging Advisory Committee
- Appointments - Water and Sewer Authority of Cabarrus County
- Appointments and Removals - Cabarrus County Tourism Authority
- Appointments and Removals - Centralina Workforce Development Board
- Appointments and Removals - Juvenile Crime Prevention Council
- Appointments and Removals - Transportation Advisory Board
- Appointments (Removals) - Youth Commission
- BOC - NACo Voting Credentials - 2023 Annual Conference
- BOC - Resolution Amending the Cabarrus County Board of Commissioners' 2023 Meeting Schedule
- County Manager - Easement for Back Creek Greenway
- County Manager - Provider for Regional Behavioral Health Center
- DHS - FY24 Home and Community Care Block Grant Funding Plan
- Finance - Budget Amendment Ambulance Fees and EMS | MC billing service fees
- Finance - Cabarrus County Schools Health Sciences Institute
- Finance - Governmental Accounting Standards Board (GASB) 87 Budget Amendment

- Finance - Government Accounting Standards Board (GASB) 96
- Finance - Health Insurance Fund Balance Budget Amendment
- Finance - Opioid Abatement Funding
- Human Resources - Fire Services Compensation
- Human Resources - Personnel Ordinance Update
- Juvenile Crime Prevention Council - Approval of FY 23-24 JCPC Certification
- Planning and Development - Community Development Budget Amendment
- Planning and Development - Community Development Grant Required Plans and Programs
- Register of Deeds - Use of Register of Deeds Automation Fund for Re-indexing Cabarrus County Land Records
- Sheriff's Office - Awarding of Service Weapon to Captain Kevin Pfister Upon His Retirement
- Sheriff's Office - Retirement of K9 Turbo
- Tax Administration - Refund and Release Reports - May 2023

New Business

- County Manager - Adoption of the Fiscal year 2024 Budget

Old Business

- County Manager - Fiscal year 2023 Funding Re-appropriations
- Finance - Capital Improvement Plan ("CIP") Funded Projects in the FY2024 General Fund Budget

Reports

- BOC - Receive Updates from Commission Members who Serve as Liaisons to Municipalities or on Various Boards/Committees
- BOC - Request for Applications for County Boards/Committees
- Budget - Monthly Budget Amendment Report
- Budget - Monthly Financial Update
- County Manager - Monthly Building Activity Reports
- County Manager - Monthly New Development Report
- EDC - May 2023 Monthly Summary Report

**6. Adjourn**

UPON MOTION of Commissioner Strang, seconded by Commissioner Measmer and unanimously carried, the meeting adjourned at 9:11 p.m.



  
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Lauren Linker, Clerk to the Board