CABARRUS COUNTY

BOARD OF COMMISSIONERS REGULAR MEETING

April 20, 2026 6:00 PM

CALL TO ORDER

PLEDGE OF ALLEGIANCE

INVOCATION

Pastor Dean Rucker, Coldwater Baptist Church

A. APPROVAL OR CORRECTION OF MINUTES

1. Approval or Correction of Meeting Minutes Pg. 5

B. APPROVAL OF THE AGENDA

1. BOC - Changes to the Agenda Pg. 93

C. RECOGNITIONS AND PRESENTATIONS

1. Proclamation - Amyotrophic Lateral Sclerosis Awareness Month Pg. 95
2. Proclamation - Cooperative Extension - National Volunteer Week Pg. 98
3. Proclamation – Emergency Medical Services (EMS) - Cabarrus County Emergency Services Week Pg. 100
4. Proclamation - Foster Care Awareness Month Proclamation Pg. 102
5. Proclamation – National Library Week Pg. 104

6. Proclamation - Mental Health Awareness Month Pg. 106

7. Proclamation - BOC - Clerks to Board of County Commissioners Week Pg. 108

8. Planning and Development - Recognition of Senior Zoning Enforcement Officer James "Jay" Lowe on his retirement from Cabarrus County Government Pg. 111

D. INFORMAL PUBLIC COMMENTS

E. CONSENT AGENDA

1. Boards and Committees - Active Living and Parks Commission - Appointment Pg. 112

2. Board and Committees - Early Childhood Taskforce Advisory Board - Removal Pg. 114

3. Boards and Committees - Early Childhood Task Force Advisory Board - Appointment Pg. 116

4. Boards and Committees - Nursing Home Community Advisory Committee - Appointment Pg. 118

5. Consolidated Human Services Agency - Opioid Settlements - Opt In Notice – Six Remnant Defendant Pg. 120

6. County Manager - Camp T.N. Spencer Park Property Lease Discussion Pg. 133

7. County Manager - EV Car Charging Stations Removal Request Pg. 150

8. County Manager - Vietnam Veterans Park Update Pg. 151

9. Emergency Management - Adoption of 2026 Cabarrus County Emergency Operations Plan (EOP) Revisions Pg. 165

10. Emergency Management - Duke Energy McGuire Nuclear Station Grant Funding Increase & Budget Amendment Pg. 338

11. Emergency Medical Services (EMS) - Proposed EMS Rate Increases Pg. 340

12. Facilities Design and Construction - Bid Award for Construction Standards and Planning and Zoning Renovation Pg. 352

13. Finance - FY 2026 Audit Contract Approval Pg. 355

14. Planning & Development Department – HOME Renewal 2026-2029 Pg. 367

15. Sheriff's Office - Awarding of Service Weapon to Senior Deputy Ashley Verble upon his Retirement Pg. 388

16. Tax Administration - Refund and Release Reports – March 2026 Pg. 391

F. NEW BUSINESS

1. Finance - LGC Debt Application in May for High School and Elementary School - Board Resolutions - Public Hearing 6:00 P.M. Pg. 403

2. BOC - 2026 Commissioner Board Appointments Update Pg. 414

3. Juvenile Crime Prevention Council - Request for Approval of Revised FY 25-26 Cabarrus County JCPC Funding Plan Pg. 419

G. REPORTS

1. BOC - Receive Updates From Commission Members Who Serve As Liaisons To Municipalities Or On Various Boards/Committees Pg. 422

2. BOC - Request for Applications for County Boards/Committees Pg. 423

3. Budget - Monthly Budget Amendment Report Pg. 436

4. Budget - Monthly Financial Update Pg. 447

5. Communications and Outreach - Monthly Summary Report Pg. 453

6. County Manager - Cabarrus Arena and Events Center Financial Report Pg. 457

7. County Manager - Monthly Building Activity Reports Pg. 508

8. EDC - February 2026 Monthly Summary Report Pg. 517

9. Fire Marshal - Cabarrus County Fire Services Monthly Report Pg. 519

10. Super Cab Co - Monthly Report Pg. 554

H. GENERAL COMMENTS BY THE BOARD MEMBERS

I. CLOSED SESSION

J. RETURN TO OPEN SESSION

K. 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.

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

APRIL 20, 2026
6:00 P.M.

AGENDA CATEGORY:

APPROVAL OR CORRECTION OF MEETING MINUTES

SUBJECT:

Approval or Correction of Meeting Minutes

BRIEF SUMMARY:

The following meeting minutes are provided for correction or approval:

September 15, 2025 (Regular Meeting)
October 6, 2025 (Work Session)
October 16, 2025 (Cabarrus Summit)
October 20, 2025 (Regular Meeting)
November 3, 2025 (Work Session)
November 17, 2025 (Regular Meeting)
December 1, 2025 (Work Session)
December 15, 2025 (Regular Meeting)

REQUESTED ACTION:

Motion to approve the aforementioned meeting minutes as presented.

SUBMITTED BY:

Ariadne Olvera, Clerk to Board of Commissioners

BUDGET AMENDMENT REQUIRED:

No

ATTACHMENTS:
1. September 15, 2025 Regular Meeting Draft Minutes
2. October 5, 2025 Work Session Draft Minutes
3. October 16, 2025 Cabarrus Summit Draft Minutes
4. October 20, 2025 Regular Meeting Draft Minutes
5. November 3, 2025 Work Session Draft Minutes

6. November 17, 2025 Regular Meeting Draft Minutes
7. December 1, 2025 Work Session Draft Minutes
8. December 15, 2025 Regular Meeting Draft Minutes

The Board of Commissioners for the County of Cabarrus met in regular session in the Commissioners' Meeting Room at the Cabarrus County Governmental Center in Concord, North Carolina at 6:00 p.m. on Monday, September 15, 2025.

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

live broadcast at 6:00 p.m. on Channel 22
https://www.youtube.com/cabarruscounty
https://www.cabarruscounty.us/cabcotv

Present -	Chairman:	Jeff Jones
	Vice Chair:	Laura B. Lindsey
	Commissioners:	Kenneth M. Wortman
Absent -	Commissioners:	Lynn W. Shue
		Larry G. Pittman

Also present were Kelly Sifford, Interim County Manager; Aalece Pugh, Assistant County Manager; Doug Hall, County Attorney; Lauren Linker, Contract Analyst and Ariadne Olvera, Clerk to the Board.

Chairman Jones called the meeting to order at 6:00 p.m.

Chairman Jones led the Pledge of Allegiance.

Dan Marshall, Local Government Ministries, provided the invocation.

(A) APPROVAL OR CORRECTION OF MINUTES

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board approved the meeting minutes as presented:

April 7, 2025 (Work Session)
April 10, 2025 (Special Meeting)
April 15, 2025 (Budget Meeting)
April 22, 2025 (Regular Meeting)

(B) APPROVAL OF THE AGENDA

Chairman Jones reviewed the following changes to the agenda.

UPDATED:

I-1 Closed Session – Consult with Attorney Including Pending Litigation, Economic Development and Acquisition of Real Property

ADDITIONS:

Recognitions and Presentations:
C-2 Presentation – Cabarrus County Fair

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board approved the agenda as amended.

(C) RECOGNITIONS AND PRESENTATIONS

(C-1) Proclamation - Library Card Sign Up Month

Melanie Holles, Library Director read the proclamation aloud.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board adopted the resolution.

Proclamation No. 2025-14

Library Card Sign-up Month 2025 Proclamation

WHEREAS, libraries are foundational to education, imagination, and opportunity, offering everything from early literacy programs to digital tools that support lifelong learning and personal growth;

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WHEREAS, libraries welcome all people, serving as inclusive and accessible community hubs that connect individuals across cultures, generations, and experiences;

WHEREAS, libraries curate collections and design programs that reflect the diversity of the populations they serve, ensuring equitable access to information, technology, and culture for all;

WHEREAS, libraries help individuals navigate life's challenges by providing trusted information, digital access, job search support, and connections to essential services;

WHEREAS, libraries contribute to thriving local economies by equipping job seekers, entrepreneurs, students, and creators with tools and training to succeed;

WHEREAS, in times of both crisis and calm, libraries and their staff remain steadfast in supporting and strengthening their communities;

WHEREAS, library resources help households save money, reduce waste, and make sustainable choices, all through the simple power of a shared public good;

WHEREAS, a library card opens doors to endless possibilities, from books and technology to lifelong learning and imagination;

NOW, THEREFORE, be it resolved that the Cabarrus Count Board of Commissioners do hereby proclaim September 2025 as Library Card Sign-up Month in Cabarrus County, North Carolina, and encourage all residents to sign up for a library card and explore the endless possibilities it offers.

Adopted this 15th day of September, 2025.

/s/Jeff Jones
Jeff Jones, Chairman
Cabarrus County Board of Commissioners

(C-2) Presentation - Cabarrus County Fair

Todd Shanley, Chief Information Officer/Chief of Staff, and Courtney Wyatt, Fair Executive Director, presented a slideshow of photos from the County fair. They provided a report on the 9-day county event. A more detailed fair report will be distributed later.

Mr. Shanley expressed gratitude to the volunteers and members of the Fair Board and gave special recognition to Jonathan Weaver and the communications team for their efforts.

The Board expressed appreciation.

Vice Chair Lindsey commended staff on a job well done.

(D) INFORMAL COMMENTS

Chairman Jones opened the meeting for Informal Public Comments at 6:14 p.m. He reviewed the guidelines and announced each speaker would have up to three minutes to speak.

Jerry Anderson, a resident of 133 Kennedy Avenue, Concord, spoke regarding public speaking.

Jeeter Anderson, a resident of 133 Kennedy Avenue, Concord, commented on DSS.

Amy Palacios, a resident of 3832 Grovesner St, Harrisburg, spoke regarding national, local and school matters.

Lori Stadler, a resident of 568 Todd Drive NE, Concord, spoke regarding the importance of communication between the commissioners and the public.

Chris Cranston, a resident of 475 High Meadows Drive, Concord, commented on transparency.

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Matthew Ford, a resident of 6325 Barrier Store Rd, Mt. Pleasant, spoke on the public education efforts at the fair by the fire departments.

Wes Huneycutt, a resident at 2700 Cal Bost Road, Midland, spoke on the need for unity.

There was no one else to address the Board, therefore, Chairman Jones closed the public comments.

(E) CONSENT

(E-1) Boards and Committees - Appointment - Juvenile Crime Prevention Council

Dr. Aalece Pugh serves in Seat 8 as the County Manager's Designee. The Juvenile Crime Prevention Council (JCPC) requested her reappointment to this seat for a two-year term, expiring September 30, 2027.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board reappointed Aalece Pugh to Seat 8 for County Manager or Designee to a two-year term expiring September 30, 2027.

(E-2) Boards and Committees - Appointment - Juvenile Crime Prevention Council

Dr. Steve Ayers currently holds Seat 10 as a Member of the Faith Community on the Juvenile Crime Prevention Council (JCPC). Following a review of active applications, Dr. Ayers was the only qualified candidate for this seat. The JCPC requested his reappointment to Seat 10 as a member of the faith community.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board reappointed Dr. Steven Ayers to Seat 10 as a Member of the Faith Community for a two-year term expiring September 30, 2027; and to include any necessary exceptions to the Appointment Policy.

(E-3) Boards and Committees - Appointment - Juvenile Crime Prevention Council

Sonja Bohannon-Thacker currently holds Seat 16 as the Local Health Director's Designee. The JCPC requested her reappointment.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board reappointed Sonja Bohannon-Thacker to Seat 16 as Local Health Director or Designee for a two-year term expiring September 30, 2027; and to include any necessary exceptions to the Appointment Policy.

(E-4) Boards and Committees - Appointment - Juvenile Crime Prevention Council

Holly Edwards currently holds Seat 15 as a Member of the Business Community. Ms. Edwards was initially appointed by the Commissioners in June 2025 to complete the unexpired term of this seat. The JCPC requested Holly Edwards be reappointed to Seat 15 as a Member of the Business Community.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board reappointed Holly Edwards to Seat 15 as a Member of the Business Community for a two-year term expiring September 30, 2027.

(E-5) Boards and Committees - Appointment - Juvenile Crime Prevention Council

The JCPC unanimously recommended the appointment of Sergeant Taylor Holman-White of the Concord Police Department (CPD) for a two-year term, expiring September 30, 2027, as the Chief of Police Designee (Seat 2), following the vacancy left by Sgt. Matthew Greer.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board appointed Sgt. Taylor Holman-White to Seat 2 as Chief of Police Designee for a two-year term expiring September 30, 2027.

(E-6) Boards and Committees - Appointment - Juvenile Crime Prevention Council

Adrian Attaway currently holds Seat 19(c) as a Member At Large, reserved for a representative of Kannapolis City Schools. Officer Attaway is employed by the Kannapolis Police Department and serves as a School Resource Officer. Following a review of active applications, he is the only qualified candidate for this seat. The JCPC requested his reappointment to Seat 19(c) as a Member At Large, representing Kannapolis City Schools.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board reappointed Adrian Attaway to Seat 19(c) as a

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Member At Large, reserved for a Representative of Kannapolis City Schools, for a two-year term expiring September 30, 2027.

(E-7) Boards and Committees - Appointment - Juvenile Crime Prevention Council

Rekita McDuffie currently holds Seat 7 as the DSS Director's Designee. The JCPC requested her reappointment to Seat 7 as DSS Director or Designee for a two-year term, expiring September 30, 2027.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board reappointed Rekita McDuffie to Seat 7 as DSS Director or Designee for a two-year term expiring September 30, 2027.

(E-8) Boards and Committees - Removal - Juvenile Crime Prevention Council

Roshini Selvakumar resigned from Seat 12a on the JCPC. It is requested that she be removed from the roster.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board removed Roshini Selvakumar from Seat 12a on the JCPC roster and thanked her for her service.

(E-9) Boards and Committees - Removal - Juvenile Crime Prevention Council

Ashley Fitch resigned from Seat 19a on the JCPC. It is requested that she be removed from the roster.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board removed Ashley Fitch from Seat 19a on the JCPC roster and thanked her for her service.

(E-10) Boards and Committees - Removal - Juvenile Crime Prevention Council

Marta Meares resigned from Seat 19g on the JCPC, It is requested that she be removed from the roster.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board removed Marta Meares from Seat 19g on the JCPC roster and thanked her for her service.

(E-11) Boards and Committees - Appointment - Youth Commission

The Youth Commission requested removal of members due to term expirations or high school graduation. Returning board members conducted group interviews on August 18th to select representatives who best reflect the youth of Cabarrus County based on experience and school representation. It is requested that Malchiah Lewis be reappointed as an A.L. Brown High School representative for a two-year term beginning September 15, 2025, and ending June 1, 2027.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board reappointed Malchiah Lewis as an A.L. Brown High School representative to the Youth Commission for a two-year term beginning September 15, 2025, and ending June 1, 2027.

(E-12) Boards and Committees - Appointment - Youth Commission

The Youth Commission requested removal of members due to term expirations or high school graduation. Returning board members conducted group interviews on August 18th to select representatives who best reflect the youth of Cabarrus County based on experience and school representation. It is requested that Abigail Towery be appointed as a Central Cabarrus High School representative for a two-year term beginning September 15, 2025, and ending June 1, 2027.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board appointed Abigail Towery as a Central Cabarrus High School representative to the Youth Commission for a two-year term beginning September 15, 2025, and ending June 1, 2027.

(E-13) Boards and Committees - Appointment - Youth Commission

The Youth Commission requested removal of members due to term expirations or high school graduation. Returning board members conducted group interviews on August 18th to select representatives who best reflect the youth of Cabarrus County based on experience and school representation. It is requested that Ayush Kamdar be appointed as a Concord High School representative for a two-year term beginning September 15, 2025, and ending June 1, 2027.

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UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board appointed Ayush Kamdar as a Concord High School representative to the Youth Commission for a two-year term beginning September 15, 2025, and ending June 1, 2027.

(E-14) Boards and Committees - Appointment - Youth Commission

The Youth Commission requested removal of members due to term expirations or high school graduation. Returning board members conducted group interviews on August 18th to select representatives who best reflect the youth of Cabarrus County based on experience and school representation. It is requested that Pranav Yeleswarapu be appointed as a Cox Mill High School representative for a two-year term beginning September 15, 2025, and ending June 1, 2027.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board appointed Pranav Yeleswarapu as a Cox Mill High School representative to the Youth Commission for a two-year term beginning September 15, 2025, and ending June 1, 2027.

(E-15) Boards and Committees - Appointment - Youth Commission

The Youth Commission requested removal of members due to term expirations or high school graduation. Returning board members conducted group interviews on August 18th to select representatives who best reflect the youth of Cabarrus County based on experience and school representation. It is requested that Kavya Saxena be reappointed as a Hickory Ridge High School representative for a two-year term beginning September 15, 2025, and ending June 1, 2027.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board reappointed Kavya Saxena as a Hickory Ridge High School representative to the Youth Commission for a two-year term beginning September 15, 2025, and ending June 1, 2027.

(E-16) Boards and Committees - Appointment - Youth Commission

The Youth Commission requested removal of members due to term expirations or high school graduation. Returning board members conducted group interviews on August 18th to select representatives who best reflect the youth of Cabarrus County based on experience and school representation. It is requested that Peyton Letteer be appointed as a Jay M. Robinson High School representative for a two-year term beginning September 15, 2025, and ending June 1, 2027.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board appointed Peyton Letteer as a Jay M. Robinson High School representative to the Youth Commission for a two-year term beginning September 15, 2025, and ending June 1, 2027.

(E-17) Boards and Committees - Appointment - Youth Commission

The Youth Commission requested removal of members due to term expirations or high school graduation. Returning board members conducted group interviews on August 18th to select representatives who best reflect the youth of Cabarrus County based on experience and school representation. It is requested that Mitanshi Parsode be appointed as a Northwest Cabarrus High School representative for a two-year term beginning September 15, 2025, and ending June 1, 2027.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board appointed Mitanshi Parsode as a Northwest Cabarrus High School representative to the Youth Commission for a two-year term beginning September 15, 2025, and ending June 1, 2027.

(E-18) Boards and Committees - Appointment - Youth Commission

The Youth Commission requested removal of members due to term expirations or high school graduation. Returning board members conducted group interviews on August 18th to select representatives who best reflect the youth of Cabarrus County based on experience and school representation. It is requested that Brody Decker be appointed as a West Cabarrus High School representative for a two-year term beginning September 15, 2025, and ending June 1, 2027.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board appointed Brody Decker as a West Cabarrus High School representative to the Youth Commission for a two-year term beginning September 15, 2025, and ending June 1, 2027.

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(E-19) Boards and Committees - Appointment - Youth Commission

The Youth Commission requested removal of members due to term expirations or high school graduation. Returning board members conducted group interviews on August 18th to select representatives who best reflect the youth of Cabarrus County based on experience and school representation. The JCPC requested that Bahija Whitsett-Bates be appointed as a West Cabarrus High School representative for a two-year term beginning September 15, 2025, and ending June 1, 2027.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board appointed Bahija Whitsett-Bates as a West Cabarrus High School representative to the Youth Commission for a two-year term beginning September 15, 2025, and ending June 1, 2027.

(E-20) Boards and Committees - Appointment - Youth Commission

The Youth Commission requested removal of members due to term expirations or high school graduation. Returning board members conducted group interviews on August 18th to select representatives who best reflect the youth of Cabarrus County based on experience and school representation. It is requested that Kameron Doan be appointed as an At-Large High School representative for a two-year term beginning September 15, 2025, and ending June 1, 2027.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board appointed Kameron Doan as an At-Large High School representative to the Youth Commission for a two-year term beginning September 15, 2025, and ending June 1, 2027.

(E-21) Boards and Committees - Appointment - Youth Commission

The Youth Commission requested removal of members due to term expirations or high school graduation. Returning board members conducted group interviews on August 18th to select representatives who best reflect the youth of Cabarrus County based on experience and school representation. It is requested that Deleshka Jara Aliaga be appointed as an At-Large High School representative for a two-year term beginning September 15, 2025, and ending June 1, 2027.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board appointed Deleshka Jara Aliaga as an At-Large High School representative to the Youth Commission for a two-year term beginning September 15, 2025, and ending June 1, 2027.

(E-22) Boards and Committees - Removal - Adult Care Home Community Advisory Committee

Sharron MacKinnon has resigned from the Adult Care Home Community Advisory Committee. It is requested that she be removed from the roster.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board removed Sharron MacKinnon from the Adult Care Home Community Advisory Committee.

(E-23) Boards and Committees - Removal - Fair Advisory Commission

Courtney Wyatt was appointed to the Fair Advisory Commission on January 21, 2025. Since her appointment, she has been hired by Cabarrus County Local Government as the Fair Director and has therefore resigned from her seat on the Fair Advisory Commission. It is requested that she be removed from the Fair Advisory Commission roster.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board removed Courtney Wyatt from the Fair Advisory Commission and thanked her for her service.

(E-24) Boards and Committees - Removal - Fair Advisory Commission

Jimmy Petty has resigned from his seat on the Fair Advisory Commission. It is requested that he be removed from the Fair Advisory Commission roster.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board removed Jimmy Petty from the Fair Advisory Commission and thanked him for his service.

(E-25) Board of Commissioners - Resolution Amending the Board of Commissioners' 2025 Meeting Schedule - October Cabarrus Summit

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An amended resolution to reflect the meeting location of the October Summit was provided for consideration.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board approved the amended resolution.

Resolution No. 2025-17

RESOLUTION AMENDING THE
CABARRUS COUNTY BOARD OF COMMISSIONERS'
2025 MEETING SCHEDULE

WHEREAS, beginning in August, the agenda work sessions of the Cabarrus County Board of Commissioners will be held on the first Monday of each month at 5:00 p.m. in the Multipurpose Room at the Governmental Center; and

WHEREAS, the regular meetings of the Board of Commissioners will be held on the third Monday of each month at 6:00 p.m. in the Commissioners' Meeting Room at the Governmental Center; and

WHEREAS, the Cabarrus County Board of Commissioners' 2025 meetings may be conducted remotely in a virtual setting, as allowed by the Board's Remote Participation Policy; and

WHEREAS, the Martin Luther King, Jr. holiday requires a change in the regular meeting date in January 2025; and

WHEREAS, the President's Day holiday requires a change in the regular meeting date in February 2025; and

WHEREAS, the Easter holiday requires a change in the regular meeting date in April 2025; and

WHEREAS, the Labor Day holiday requires a change in the agenda work session meeting date in September 2025; and

WHEREAS, the National Association of Counties (NACo) Conference requires a change in the work session meeting date in March 2025; and

NOW, THEREFORE, BE IT RESOLVED, the Cabarrus County Board of Commissioners, pursuant to North Carolina General Statute 153A-40(a), does hereby:

(1) Establish the Board's agenda work session schedule to meet at 5:00 p.m. (unless noted otherwise) in the Multipurpose Room at the Governmental Center on the following dates:

August 4, 2025
September 2, 2025 (Tuesday)
October 6, 2025
November 3, 2025
December 1, 2025

(2) Establish the Board's regular meeting schedule to meet at 6:00 p.m. in the Commissioner's Meeting Room at the Governmental Center on the following dates:

January 21, 2025 (Tuesday) July 21, 2025
February 18, 2025 (Tuesday) August 18, 2025
March 17, 2025 September 15, 2025
April 22, 2025 (Tuesday) October 20, 2025
May 19, 2025 November 17, 2025
June 16, 2025 December 15, 2025

(3) Sets quarterly summits scheduled at 6:00 p.m. at the following locations:

January 15, 2025 Mt. Pleasant
April 16, 2025 Cabarrus Arena
July 16, 2025 Library and Active Living Center at Afton Ridge
October 15, 2025 Cabarrus Arena

(4) The Board will hold a Budget Public Hearing at the June 2, 2025 Work Session meeting at 5:30 p.m. in the Commissioners Meeting Room at the Governmental Center; and

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(5) Sets a Board retreat, to be held at the Governmental Center in the Multipurpose Room on February 21 at 5:00 p.m. to continue February 22 at 8:00 a.m.; and

(6) Sets the NACo Legislative Conference in Washington, DC, on March 1-4,
2025; and

(7) Sets the NCACC County Assembly Day and Legislative Reception in Raleigh, North Carolina on June 10-11, 2025; and

(8) Sets budget workshop meetings on April 15, 2025 and June 5, 2025 at 5:00
p.m. in the Multipurpose Room in the Governmental Center; and

(9) Sets the NACo Annual Conference in Allegheny County, Pittsburgh, Pennsylvania on July 11 - 14, 2025; and

(10) Sets the NCACC Annual Conference in Pitt County, North Carolina on August 20 - 23, 2025; and

BE IT FURTHER RESOLVED that any recessed, special or emergency meeting will be held as needed with proper notice as required by North Carolina General Statute 153A-40.

Adopted this the 15th day of September, 2025.

/s/ Jeff Jones
Jeff Jones, Chairman
Board of Commissioners

Attest:
/s/ Lauren Linker
Lauren Linker, Clerk to the Board

(E-26) Board of Elections - Final Approval of Upgrade of Elections Equipment

The Board of Elections plans to purchase a software upgrade. The State Board of Elections requires final approval for this purchase. The Cabarrus County Board of Elections has approved a resolution requesting that the Board of Commissioners grant final approval to proceed. A simulated election was conducted on July 8, and the State Board of Elections has authorized the purchase. Funding for the upgrade was included in the current budget. The Board of Elections requested approval of the purchase of the Board of Elections software upgrade.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board approved the purchase of the Board of Elections software upgrade.

(E-27) County Manager - Opioid Settlements Interlocal Resolution

Information regarding the existing interlocal agreement between Cabarrus County and the City of Concord related to the National Opioid Settlement Funds was provided. Under this agreement, the City of Concord directs its settlement proceeds to Cabarrus County, and the County agrees to use all current and future opioid settlement funds received from the City in accordance with the North Carolina Memorandum of Agreement for Opioid Settlements. A resolution and associated budget amendments were provided for considertion to formally authorize the use of these redirected funds.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board approved the resolution and any necessary budget amendments related to the interlocal agreement with the City of Concord concerning the National Opioid Settlement Funds.

Resolution No. 2025-18

A RESOLUTION BY THE COUNTY OF CABARRUS
TO POOL NATIONAL SETTLEMENT PROCEEDS WITH THE CITY OF CONCORD

WHEREAS Cabarrus County, among other local governments in North Carolina, joined with thousands of other local governments across the country to file lawsuits against opioid manufacturers and pharmaceutical distribution companies to hold those companies accountable for their misconduct; and

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WHEREAS representatives of local North Carolina governments, the North Carolina Association of County Commissioners, and the North Carolina Department of Justice negotiated settlements on behalf of the State of North Carolina and local governments within the state to provide for the equitable distribution of proceeds resulting from the national settlement; and

WHEREAS the State and local governments share a common desire to abate, alleviate and remediate the impacts of the misconduct described above throughout North Carolina and in its local communities; and

WHEREAS a Memorandum of Agreement (NC MOA) was executed by the North Carolina Department of Justice and numerous local governments, including the City of Concord and Cabarrus County in 2021, which terms of each party's NC MOA requires any settlement funds received be utilized only for specifically enumerated opioid remediation activities; and

WHEREAS given the unique role of counties in North Carolina providing public health services, including those related to fighting drug addiction, some North Carolina cities and towns have determined that their share of annual national opioid litigation settlement funds pursuant to the NC MOA, should be re-directed to the county in which the town or city is located, and

WHEREAS under Article 20 of Chapter 160A of North Carolina General Statutes, as amended, cities and counties are authorized to jointly enter into interlocal cooperation undertakings with other local governments for the joint exercise of any power, function, public enterprise, right, privilege, or immunity of local governments in North Carolina; and

WHEREAS pursuant to section B.4.b. of the MOA, the City may direct opioid settlement proceeds governed by the NC MOA and allocated to the City for remediation ("City Settlement Proceeds") to the County along with all rights and responsibilities concerning these proceeds; and

WHEREAS the County and the City wish to enter into an agreement in which the City directs City Settlement Proceeds from the National Opioid Settlement Funds to the County, and in return the County agrees to use any current or future opioid settlement proceeds transferred or re-directed from the City as required in the NC MOA.

NOW THEREFORE, in consideration of the premises and the fulfillment of the terms of this Agreement, the City requests that the County utilize the City Settlement Proceeds received by the City prior to July 1, 2023, in the amount of $200,000.00, from the National Opioid Settlement Funds as follows:

a. Name of strategy: Evidence-Based Addiction Treatment
b. Strategy is included in Exhibit A
c. Item letter and/or number in Exhibit A or Exhibit B to the MOA: 2
d. Amounted authorized for this strategy: $200,000.00
e. Period of time during which expenditure may take place:
   Start date 11/02/2025 through End date 06/30/2029
f. Description of the program, project, or activity:

Cabarrus County's Emergency Medical System (EMS) will utilize funds to render mobile MAT through its Community Paramedicine program. FDA-approved medications would be used for individuals battling opioid use disorders to promote long-term recovery. Mobile MAT would be considered an Option A, Strategy 2 (Evidence-based Addiction Treatment), allowing for immediate support and funding. The intent is to use FDA-approved medications in combination with behavioral therapies to treat opioid use disorders (OUD) and promote long-term recovery.

g. Provider: Cabarrus County Emergency Medical Services (EMS)

The total dollar amount of Opioid Settlement Funds appropriated across the above named and authorized strategies is $ 200,000. This resolution is a complement to Resolution # 2024-44 whereby the Cabarrus County Board of Commissioners approved use of Opioid Settlement Funds for Strategy A.2 by the aforementioned provider.

Adopted this the 15th day of September, 2025.

/s/ Jeff Jones
Jeff Jones, Chairman
Board of Commissioners

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Attest:
/s/ Lauren Linker
Lauren Linker, Clerk to the Board

(E-28) Legal - Boundary Agreements With Two Neighboring Property Owners at Virginia Foil Park

During preparations for the installation of fencing at Virginia Foil Park, the County discovered a small discrepancy in the location of the common boundary with two neighboring property owners. Their deeds and surveys, which predated the County's documentation by many years, indicated a different boundary line. The neighboring owners have been using the area in question as part of their yards for an extended period. To proceed with the fence project, boundary agreements were needed to formally correct the common boundary. A resolution authorizing the County Manager to execute boundary agreements with these neighboring property owners to correct the common boundary so the County can proceed with the fence project was previously provided for consideration.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board approved the resolution authorizing the County Manager to execute boundary agreements with the neighboring property owners to correct the common boundary.

Resolution No. 2025-19

A RESOLUTION BY THE COUNTY OF CABARRUS TO APPROVE TWO BOUNDARY AGREEMENTS ADJACENT TO VIRGINIA FOIL PARK

WHEREAS, the County purchased the property now known as Virginia Foil Park on December 29, 2021, and

WHEREAS, in 2025 the County embarked upon a project to erect a fence along a portion of the boundary of Virginia Foil Park, and

WHEREAS, it was discovered that there exist minor discrepancies in the location of the common boundary line between Virginia Foil Park and the property of Christine Miles resulting in overlap with the Miles property along her West line in the de minimus amount of approximately 185 square feet or 4/1000ths of an acre, as well as a gap (or "no man's land") along her North line in the de minimus amount of approximately 650 square feet or less than 2/100ths of an acre; and there exists an overlap with the Roger Johnson property along his West line in the de minimus amount of approximately 43 square feet or 1/1000ths of an acre; and

WHEREAS, the County, Miles and Johnson desire to establish an agreed upon common boundary between Virginia Foil Park, the Miles property, and the Johnson property so that installation of the fence may proceed, and to avoid the possibility of questions and potential litigation about the location of the boundary and the fence to be installed along the boundary;

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners approves the proposed location of the new boundaries as shown on the maps of survey prepared by CESI dated August 8, 2025 which maps of survey are incorporated fully herein by reference, and the Board does hereby authorize the County Manager to execute boundary agreements with Christine Miles and spouse, and with Roger Johnson and spouse, for recordation in the Office of the Register of Deeds.

Adopted this 15th day of September 2025.

/s/ Jeff Jones
Jeff Jones, Chairman
Board of Commissioners

Attest:
/s/ Lauren Linker
Lauren Linker, Clerk to the Board

(E-29) Legal - N.C.G.S. 153A-94.2(b) "Fostering Care in N.C. Act" Effective October 1, 2025

The "Fostering Care in N.C. Act" (H612, S.L. 2025-16) added a new statute requiring the Board of Commissioners to ensure an SBI background check is conducted for any new hires on or after October 1, 2025, who "work with children in any capacity." A similar requirement was added to N.C.G.S. 160A for

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municipalities. A resolution was previously provided for consideration to ensure compliance with this new law.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board approved the resolution requiring an SBI background check for any new hires on or after October 1, 2025, who "work with children in any capacity."

Resolution N0. 2025-20

A RESOLUTION BY THE COUNTY OF CABARRUS TO REQUIRE S.B.I. BACKGROUND CHECKS PURSUANT TO N.C.G.S 153A-94.2(b)

WHEREAS, the "Fostering Care in N.C. Act" (H612, S.L. 2025-16) has added a new G.S. 153A94.2(b) directing the Commissioners to require an SBI background check for any new hires on or after October 1, 2025 who "work with children in any capacity"; and

WHEREAS, the Board of Commissioners desires to adopt this Resolution in order to enforce the said provisions of G.S. 153A-94.2(b);

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners directs that N.C.G.S. 153A-94.2 is hereby adopted as the policy of this County, and that all hiring practices by any County department shall be conducted in compliance with same.

Adopted this 15th day of September, 2025

/s/ Jeff Jones
Jeff Jones, Chairman
Board of Commissioners

Attest:
/s/ Lauren Linker
Lauren Linker, Clerk to the Board

(E-30) Legal - Proposed Settlements with (1) Purdue and Certain Affiliated Entities, and the Sackler Family a/k/a the "Purdue Direct Settlement"; and (2) Eight Additional Opioids Manufacturers: Alvogen, Amneal, Apotex, Hikma, Indivior, Mylan, Sun, and Zydus a/k/a the "Secondary Manufacturers Settlements"

Two new national opioid settlements have been reached: the "Purdue Direct Settlement" and the "Secondary Manufacturers Settlements." North Carolina municipalities wishing to participate must opt in by September 30, 2025, for the Purdue Direct Settlement and by October 8, 2025, for the Secondary Manufacturers Settlements. After the opt-in deadlines, initial calculations for each settlement will be made and communicated. A resolution authorizing the County Manager or County Attorney to execute the necessary participation documents for these settlements is required.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board approved the resolution authorizing the County Manager or County Attorney to execute each tentative participation documentation for the national opioid settlements.

Resolution No. 2025-21

RESOLUTION BY THE COUNTY OF CABARRUS AUTHORIZING EXECUTION OF OPIOID SETTLEMENTS WITH SECONDARY OPIOID MANUFACTURERS, PURDUE PHARMA LP, AND THE SACKLER FAMILY, AND APPROVING THE THIRD SUPPLEMENTAL AGREEMENT FOR ADDITIONAL FUNDS BETWEEN THE STATE OF NORTH CAROLINA AND LOCAL GOVERNMENTS ON PROCEEDS RELATING TO THE SETTLEMENT OF OPIOID LITIGATION

WHEREAS more than 41,500 North Carolinians lost their lives to a drug overdose from 2000-2023.

WHEREAS the Centers for Disease Control and Prevention has estimated the total economic burden of prescription opioid misuse alone in the United States to be $78.5 billion a year, including the costs of healthcare, lost productivity, addiction treatment, and criminal justice involvement;

WHEREAS, in 2024, the estimated overdose death rate in Cabarrus was 18.9 out of 100,000 residents representing (projected) 46.00 people who died of an overdose. This rate is a -26% change from the prior year. This promising trend underscores the importance of ongoing investments in overdose prevention and support for people with opioid use disorder in Cabarrus County;

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WHEREAS certain counties and municipalities in North Carolina joined with thousands of local governments across the country to file lawsuits against opioid companies, manufacturers, pharmaceutical distributors, and chain drug stores to hold those companies accountable for their misconduct;

WHEREAS settlements (collectively "the Secondary Opioid Manufacturer Settlements") have been reached in litigation against Alvogen, Inc., Amneal Pharmaceuticals LLC, Apotex Corp., Hikma Pharmaceuticals USA Inc. f/k/a West-Ward Pharmaceuticals Corp., Indivior Inc., Sun Pharmaceutical Industries, Inc., Viatris Inc., and Zydus Pharmaceuticals (USA) Inc., as well as their subsidiaries, affiliates, officers, and directors (collectively "the Secondary Opioid Manufacturer Defendants") named in the Secondary Opioid Manufacturer Settlements;

WHEREAS representatives of local North Carolina governments, the North Carolina Association of County Commissioners, and the North Carolina Department of Justice have negotiated and prepared a Third Supplemental Agreement for Additional Funds ("SAAF-3") to provide for the equitable distribution of the proceeds of the Secondary Opioid Manufacturer Settlements;

WHEREAS settlements have been reached, under Purdue Pharma L.P.'s bankruptcy plan, whereby Purdue Pharma L.P. ("Purdue") and members of the Sackler family will pay approximately $7.4 billion to settle opioid claims across the nation, which settlements would be subject in North Carolina to the equitable distribution of the proceeds as set forth in the Memorandum of Agreement ("MOA") which has already been approved by this Board;

WHEREAS by joining the Secondary Opioid Manufacturer Settlements, approving the SAAF-3, and approving the bankruptcy plan and settlements relating to Purdue and the Sackler family, the state and local governments maximize North Carolina's share of opioid settlement funds to ensure the needed resources reach communities, as quickly, effectively, and directly as possible;

WHEREAS it is advantageous to all North Carolinians for local governments, including Cabarrus County and its residents, to sign onto the Secondary Opioid Manufacturer Settlements, SAAF-3, and approving the bankruptcy plan and settlements relating to Purdue and the Sackler family, in order to demonstrate solidarity in response to the opioid overdose crisis, and to maximize the share of opioid settlement funds received both in the State and Cabarrus County to help abate the harm; and

WHEREAS both the MOA and SAAF-3 directs substantial resources over multiple years to local governments on the front lines of the opioid overdose epidemic while ensuring that these resources are used in an effective way to address the crisis;

NOW, THEREFORE, BE IT RESOLVED that the Cabarrus County Board of Commissioners hereby authorizes the County Attorney to execute, on behalf of Cabarrus County, the necessary documents to enter into opioid settlement agreements, as set forth herein, with the Secondary Opioid Manufacturer Defendants, to execute the SAAF-3, and to approve the bankruptcy plan and settlement agreements relating to Purdue and the Sackler family, and to provide such documents to Rubris, the Implementation Administrator, subject to a pre-audit certificate thereon by the County Chief Financial Officer, if applicable, and approval as to form and legality by the County Attorney.

Adopted this the 15th day of September, 2025.

/s/ Jeff Jones
Jeff Jones, Chairman
Board of Commissioners

Attest:
/s/ Lauren Linker
Lauren Linker, Clerk to the Board

(E-31) Sheriff's Office - Acceptance of North Carolina Association of Chiefs of Police (NCACP) Grant for Essential Personnel Software

The Cabarrus County Sheriff's Office requested acceptance of the NC Association of Chiefs of Police Performance and Wellness Grant in the amount of $44,509.44 to purchase the Essential Personnel software. The software will be used to track critical incidents involving employees to ensure access to emotional and mental health resources. Additionally, it will track in-service training, advanced training, FTO training, certifications and expiration dates,

organizational charts (including historical archiving), rosters, assignment requests, and awards. The grant requires no county match for the first year, though future budgeting may be considered if the first year is successful. The Board's consideration was requested the Board to accept the NC Association of the Chiefs of Police Performance and Wellness Grant award and approve the associated budget amendment.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board accepted the NC Association of Chiefs of Police Performance and Wellness Grant award and approved the associated budget amendment.

Date:	9/15/2025	**Amount:**	44,509.44
Dept. Head:	Sheriff Van W. Shaw	**Department:**	2110-County Sheriff

☐ **Internal Transfer Within Department** **Transfer Between Departments/Funds** ☑ **Supplemental Request**

PURPOSE: The Cabarrus County Sheriff's is requesting acceptance of the NC Association of Chiefs of Police Performance and Wellness grant awarded to us to purchase the Essential Personnel software. The Essential Personnel software will be utilized to track critical incidents that employees are involved in to ensure they are getting the proper resources for emotional and mental well-being. This software will also track in-service training, advanced training, FTO training, and certifications and expiration dates and finally the organizational chart (archiving historical org charts), rosters, assignment requests and awards. The total grant award is $44,509.44 which pays for one full year of the Essential Personnel software. There is no required county match, however, if the first year is successful, we would budget for it in the future.

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
001	6	2110-639999-PWG	NC Assoc. of Chiefs of Police Grant	-	44,509.44		44,509.44
001	9	2110-9445-PWG	NC Assoc. of Chiefs of Police Grant	-	44,509.44		44,509.44

(E-32) Sheriff's Office - Approval of Motorola Radio Console Contract

The Cabarrus County Sheriff's Office requested approval of an agreement with Motorola to upgrade the 911 Center radio equipment to the Next Gen Radio Console. The current radio equipment in both the 911 Center and the backup 911 Center has reached its end-of-life date as determined by Motorola. Funding for this project comes from the previously accepted State 911 Fund grant presented to the Board on August 4, 2025, along with prior funding allocations through the State 911 Board. The associated budget amendments were previously approved, and the contract has been reviewed and approved by the County Attorney. It was requested the Board approve the contract between Cabarrus County and Motorola and authorize County Management to execute the contract on behalf of Cabarrus County, subject to review or revisions by the County Attorney.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board approved the contract between Cabarrus County and Motorola and authorized County Management to execute the contract on behalf of Cabarrus County, subject to review or revisions by the County Attorney.

(E-33) Sheriff's Office - Declare K9 "Taz" Surplus Property

K9 Taz, a Belgian Malinois/German Shepherd mix, was diagnosed with a gastrointestinal disorder resulting from hypoadrenocorticism, which prevents him from withstanding the stress of responding to police incidents or riding in a vehicle. Due to these health issues, Taz cannot continue as a working law enforcement dog. The K9's former handler, Patrick Gardner, has signed a waiver and agreement to take custody and care for Taz for the remainder of his life. A replacement K9, funded by the AKC Grant previously accepted by the Board at the June meeting, has been obtained. A medical explanation letter was provided. It is requested that the Board declare K9 Taz surplus property and authorize disposition in accordance with the County's policy.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board declared K9 Taz, a Belgian Malinois/German Shepherd mix law enforcement K9, as surplus property and authorized disposition in accordance with the County's policy.

(E-34) Soil and Water - Grant Application to North Carolina Agricultural Development and Farmland Preservation (NCADFP) - Cost of Community Services

The Soil & Water Conservation District seeks to apply for a grant to fund a "Cost of Community Services Survey", which evaluates the fiscal contribution of existing local land uses and compares working and open lands with residential, commercial, and industrial land uses. The maximum grant award is $17,000, with a required county match of at least 30% of ADFP Trust Fund monies

received ($5,100 available from the regular budget), sourced from funds other than the ADFP Trust Fund or the State of North Carolina. The survey supports the goals of the Board of Commissioners and the Soil & Water Conservation District by promoting farmland preservation, ensuring a stable agricultural land base, and minimizing the county's tax burden. Any contracts or cooperative agreements related to a successful grant application will be submitted for county approval along with necessary budget amendments. Approval is requested for Soil & Water Conservation District staff to submit an application for an "Agricultural Plan–Cost of Community Services Survey" to the North Carolina Agricultural Development and Farmland Preservation Trust Fund.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board authorized Soil & Water Conservation District staff to submit an application for an "Agricultural Plan–Cost of Community Services Survey" to the North Carolina Agricultural Development and Farmland Preservation Trust Fund.

(E-35) Tax Administration - Refund and Release Reports – August 2025

The August 2025 Refund and Release Reports list taxpayers' names, bill numbers, valuations, tax amounts, and justifications for releasing valuation or tax amounts for outstanding levies in accordance with N.C.G.S. 105-381. The Refund Report summarizes each refund request, including the justification for the refund to the taxpayer. Due to the transition of motor vehicles to the new North Carolina Vehicle Tax System (NCVTS), motor vehicle-related refunds and releases are now reflected on the NCVTS-generated report. It is requested that the Board approve the August 2025 Refund and Release Reports as submitted, including the NCVTS Refund Report, and granted authority to the Tax Collector to process the refunds and releases.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board approved the August 2025 Refund and Release Reports as submitted, including the NCVTS Refund Report, and granted authority to the Tax Collector to process the refunds and releases.

(F) NEW BUSINESS

(F-1) County Manager - Opioid Strategy End Date Extension

Dr. Aalece Pugh, Assistant County Manager, reported Resolution 2023-31 was approved in 2023; it requires an extension of the end date from 2024 to 2026 in order to continue utilizing opioid settlement funds. She noted no changes are being made to the funding amount, only to the date extending it through the end of this fiscal year. It is requested that the date be amended accordingly.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board approved the extension of the resolution's end date.

Resolution No. 2025-22

A RESOLUTION BY THE COUNTY OF CABARRUS
TO DIRECT THE EXPENDITURE OF OPIOID SETTLEMENT FUNDS

WHEREAS Cabarrus County has joined national settlement agreements with companies engaged in the manufacturing, distribution, and dispensing of opioids, including settlements with drug distributors Cardinal, McKesson, and AmerisourceBergen, and the drug maker Johnson & Johnson and its subsidiary Janssen Pharmaceuticals;

WHEREAS the allocation, use, and reporting of funds stemming from these national settlement agreements and certain bankruptcy resolutions ("Opioid Settlement Funds") are governed by the Memorandum of Agreement Between the State of North Carolina and Local Governments on Proceeds Relating to the Settlement of Opioid Litigation ("MOA");

WHEREAS Cabarrus County has received Opioid Settlement Funds pursuant to these national settlement agreements and deposited the Opioid Settlement Funds in a separate special revenue fund as required by section D of the MOA;

WHEREAS section E.6 of the MOA states:

E.6. Process for drawing from special revenue funds.

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a. Budget item or resolution required. Opioid Settlement Funds can be used for a purpose when the Governing Body includes in its budget or passes a separate resolution authorizing the expenditure of a stated amount of Opioid Settlement Funds for that purpose or those purposes during a specified period of time.

b. Budget item or resolution details. The budget or resolution should (i) indicate that it is an authorization for expenditure of opioid settlement funds; (ii) state the specific strategy or strategies the county or municipality intends to fund pursuant to Option A or Option B, using the item letter and/or number in Exhibit A or Exhibit B to identify each funded strategy, and (iii) state the amount dedicated to each strategy for a stated period of time.

NOW, THEREFORE BE IT RESOLVED, in alignment with the NC MOA, Cabarrus County authorizes the expenditure of opioid settlement funds as follows:

1. Strategy authorized
   a. Name of strategy: Collaborative Strategic Planning
   b. Strategy is included in Exhibit A (Exhibit A, Exhibit B)
   c. Item letter and/or number in Exhibit A or Exhibit B to the MOA: 1
   d. Amounted authorized for this strategy: $250,000.00
   e. Period of time during which expenditure may take place: Start date 10/17/2023 through End date 06/30/2026

Contract with a consulting firm, identified through a competitive bidding process, to coordinate the Collaborative Strategic Planning Process for Cabarrus County; several activities (listed under Exhibit C) will be included in the process, including, but not limited to a) identifying goals, measures, and an evaluation plan; b) identifying key indicators; c) engaging diverse stakeholders; d) agreeing on shared vision; e) identifying and exploring root causes of the opioid epidemic; f) identifying gaps in existing efforts; and g) prioritizing strategies.
Also, utilize funds for OSF-related meetings and travel expenses.

   g. Provider: Health Management Associates

The total dollar amount of Opioid Settlement Funds appropriated across the above named and authorized strategies is $ 250,000.00.

Adopted this the 15th day of September, 2025.

/s/ Jeff Jones
Jeff Jones, Chairman
Board of Commissioners

Attest:
/s/ Lauren Linker
Lauren Linker, Clerk to the Board

(F-2) Finance - Ambulance Receivable Write-Off

James Lentz, Emergency Medical Services (EMS) Chief, accompanied by Tonya Ligon, Financial Analyst, provided a brief overview of EMS procedures and noted that EMS is required to transport patients when called. He reported that billing and collections remain at approximately 72% annually, with the remaining amount representing the amount requested for write-off. Collections average 58% in the first year, decrease to 15% the following year, and continue to decline thereafter. He explained the items presented to the Board every four years for write-off represent administrative clearing of old accounts and do not indicate that efforts to collect those debts will cease. He emphasized that EMS services are not provided for profit. It was requested that the Board authorize the Finance Department to write off the outstanding ambulance receivable balance from Fiscal Year 2021.

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

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board authorized the Finance Department to write off the outstanding ambulance receivable balance from Fiscal Year 2021.

(F-3) Fire Marshal - Mt. Mitchell Fire Department Apparatus Request Approval

Jacob Thompson, Fire Marshal, advised the County’s contract requires fire departments to request approval for apparatus purchases over $50,000. As a matter

of transparency, departments will be asked to address the Board regarding their apparatus purchase requests moving forward, ensuring the Board is aware of them before directing the Fire Marshal to issue certificates of need. He added that lenders occasionally request documentation from the County confirming that a department is in good standing before proceeding with financing. He then introduced Todd Harrington, Chief of Mt. Mitchell Fire Department.

Chief Harrington reported the department currently operates two engines. The primary engine was purchased in 2007 and is 18 years old; the second engine, purchased in 1998, is 27 years old. The department seeks to replace the 27-year-old engine with a 2025 fire engine. He noted that the most recent repair to the older truck cost $13,000 and required six months to source a part due to the vehicle's age. If approved, the new truck could be ready by the end of the year.

A discussion ensued. During discussion, Chief Harrington responded to questions from the Board.

UPON MOTION of Commissioner Wortman, seconded by Vice Chair Lindsey and unanimously carried, the Board approved the written agreement and directed the Fire Marshal to issue a certificate of need in accordance with the Tax District Fire Service Contract.

(F-4) Legal - Lease With Lamar OCI South, LLC For Billboard At Progress Place

Doug Hall, County Attorney/General Counsel, advised the Lamar OCI South, LLC leases land for a billboard facing I-85 on the DSS/Progress Place property. The lease was active when the County purchased the property, and it is now up for renewal. Lamar has proposed a five-year lease with five automatic 12-month extensions, for a total potential lease term of 10 years, at a rate of $7,500 per year (totaling $75,000).

Additionally, Mr. Hall proposed Paragraph 14 of the lease be amended to include additional prohibitions on both political and gambling advertisements. These prohibitions were incorporated into the revised language. A resolution was presented for consideration.

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

UPON MOTION of Commissioner Wortman, seconded by Vice Chair Lindsey and unanimously carried, the Board adopted the resolution.

Resolution No. 2025-23

A RESOLUTION BY THE COUNTY OF CABARRUS TO
APPROVE A LEASE WITH LAMAR OCI SOUTH, LLC

WHEREAS, on or about October 11, 2024 the County purchased a property at 1000 Progress Place, N.E., Concord, N.C. which included an outparcel known as Tax Parcel Identification Number 56223281560000 leased to Lamar OCI South, LLC for a billboard facing Interstate 85, and

WHEREAS, the lease which was assumed by the County as Lessor has now expired, and Lamar OCI South, LLC desires to enter into a new lease retroactively effective August 1, 2025 for the continued placement of the billboard for a total term not to exceed 10 years (a five year initial term, and five renewal periods of one year each), with lease payments to the County of $7,500.00 per year, and

WHEREAS, the County caused advertisement of the intention to enter into a new lease for the required 30 day public advertisement period prior to the September 15, 2025 Regular Meeting of the Board of Commissioners, and the County has determined that the outparcel in question will not be needed by the County for the term of the proposed lease.

NOW, THEREFORE, BE IT RESOLVED that the Board adopts this Resolution to enter into the aforesaid Lease, and does authorize the County Manager to execute the Lease, Memorandum of Lease, and any related documents to give effect to this Resolution.

Adopted this the 15th day of September, 2025.

/s/ Jeff Jones
Jeff Jones, Chairman
Board of Commissioners

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Attest:
/s/ Lauren Linker
Lauren Linker, Clerk to the Board

(F-5) DHS - Transportation - FY27 5311 Community Transportation Grant - Public Hearing 6:00P.M.

Charles Ratliff, Transportation Manager, explained The North Carolina 5311 Community Transportation Grant provides funding for county transportation administrative cost. This grant will provide funding for training, supplies and salaries for the Transportation Manager and Operations Training Supervisor. This grant requires a 15% County match.

Chairman Jones opened the public hearing at 6:57 p.m. The Public Hearing Notice was published on September 4, 2025 in *The Independent Tribune* in English and Spanish. The public hearing notice was also posted on the County's website (www.cabarruscounty.us) on September 4, 2025, 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 Jones closed the public hearing.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board authorized staff to apply for the FY26 5311 Community Transportation Grant and adopted the necessary resolution.

Resolution No. 2025-24

PUBLIC TRANSPORTATION PROGRAM RESOLUTION
FY26 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 Vice Chair Lindsey and seconded by Commissioner Wortman 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, 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

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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 Interim County Manager of Cabarrus County 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.

(G) REPORTS

(G-1) BOC - Receive Updates From Commission Members Who Serve As Liaisons To Municipalities Or On Various Boards/Committees

Chairman Jones encouraged citizens to consider participating on a Board or Committee.

Commissioner Wortman reported on the Logan Community and Government 101.

Vice Chair Lindsey reported on the upcoming Creek Week, Youth Commission and the Fair.

Vice Chair Lindsey also shared a video for animals available for adoption at the animal shelter.

(G-2) BOC - Request for Applications for County Boards/Committees

Applications are being accepted for the following County Boards/Committees:

- Active Living and Parks Commission – 1 Vacant
- Adult Care Home Community Advisory Committee – 14 Vacant Positions
- Concord Planning and Zoning Commission (ETJ) – 1 Vacant Position
- Library Board of Trustees – 3 Expired Positions
- Nursing Home Community Advisory Committee – 10 Vacant Positions
- Planning and Zoning Commission – 2 Vacant Positions
- Region F Aging Advisory Committee – 2 Vacant Positions
- Transportation Advisory Board – 5 Vacant Positions
- Youth Commission – 7 Vacant and 5 Expired Positions

(G-3) Budget - Monthly Budget Amendment Report

The Board received the monthly budget amendment report for informational purposes. No action was required of the Board.

(G-4) Budget - Monthly Financial Update

The Board received the monthly financial update report for informational purposes. No action was required of the Board.

(G-5) Cabarrus Soil & Water Conservation District - Annual Report

The Board received the annual report for informational purposes. No action was required of the Board.

(G-6) Communications and Outreach - Monthly Summary Report

The Board received the monthly summary report for informational purposes. No action was required of the Board.

(G-7) County Manager - Cabarrus Arena and Events Center Financial Report

The Board received the financial report for informational purposes. No action was required of the Board.

(G-8) County Manager - Monthly Building Activity Report

The Board received the monthly building activity reports for informational purposes. No action was required of the Board.

(G-9) EDC - August 2025 Monthly Summary Report

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The Board received the August 2025 monthly summary report for informational purposes. No action was required of the Board.

(G-10) Super Cab Co - Monthly Report

The Board received the monthly Super Cab Co report for informational purposes. No action was required of the Board.

(G-11) Reporting of Settlement - Litigation in Closed Session to Comply with G.S. 132-1.3, "Public Records"

A settlement letter was provided for informational purposes.

(H) GENERAL COMMENTS BY BOARD MEMBERS

None.

(I) CLOSED SESSION

(I-1) Closed Session - Consult with Attorney Including Pending Litigation, Economic Development and Acquisition of Real Property

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board moved to go into closed session to discuss matters related to pending litigation, economic development and acquisition of real property as authorized by NCGS 143-138.11(a)(3),(4)and (5).

(J) RETURN TO OPEN SESSION

UPON MOTION of Commissioner Wortman, seconded by Vice Chair Lindsey, and unanimously carried, the Board returned to open session.

(K) ADJOURN

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman, and unanimously carried, the meeting adjourned at 7:03 p.m.

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Ariadne Olvera, Clerk to the Board

DRAFT

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 5:00 p.m. on Monday, October 6, 2025.

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

live broadcast at 5:00 p.m. on Channel 22
https://www.youtube.com/cabarruscounty
https://www.cabarruscounty.us/cabcotv

Present –	Chairman:	Jeff Jones
	Vice Chairman:	Laura B. Lindsey
	Commissioners:	Larry G. Pittman
		Kenneth M. Wortman
Absent –	Commissioner:	Lynn W. Shue

Also present were: Kelly Sifford, Interim County Manager; Aalece Pugh, Assistant County Manager; Douglas Hall, County Attorney; Lauren Linker, Contract Analyst and Ariadne Olvera, Clerk to the Board.

Commissioner Pittman provided the invocation.

1. Call to Order

Chairman Jones called the meeting to order at 5:00 p.m.

2. Approval of Work Session Agenda

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board approved the agenda as presented.

3. Discussion Items - No Action

3.1 County Manager - Cabarrus County Schools (CCS) Report

Dr. John Kopicki, Cabarrus County Schools (CCS) Superintendent, thanked the Board for the integral role it plays in the success of the school system. Dr. Kopicki introduced Karl Sain, Cabarrus County Schools Chief Information Officer, who presented a PowerPoint on the 2024-2025 CCS School Performance Grade Overview.

Mr. Sain provided an overview of key performance metrics tracked by the school system, including academic achievement, growth, and college and career readiness. Highlights of the presentation included:

- Cabarrus County Schools continues to outperform the state of North Carolina, with higher overall letter grades and proficiency rates.
- Overview of school performance, growth, and achievement trends.
- End-of-Grade (EOG) and End-of-Course (EOC) proficiency rates.
- Comparison of EOG/EOC performance with the 12 largest school districts in the state.
- CCS ranking in North Carolina over time (2023-2025).
- Graduation rates.

- English Learner (EL) student progress.
- ACT qualifying scores and indicators of college and career readiness.

A discussion ensued. During discussion, Dr. Kopicki and Mr. Sain responded to questions from the Board.

4. Discussion Items – For Action

4.1. Finance - Cabarrus County Schools (CCS) Change in Mix of FY2025-26 Maintenance Projects

Jim Howden, Finance Director, reported each year Cabarrus County approves the deferred maintenance budget for Cabarrus County Schools. As part of the FY 2025-26 budget development process, Cabarrus County Schools (CCS) prioritized maintenance projects by separating them into various categories: projects under $25,000, projects between $25,000 to $500,000 and projects that exceed $500,000.

Additionally, the Cabarrus County Board of Commissioners approved $10.1 million for deferred maintenance projects. Funding was provided for the top 36 projects in the $25,000-$500,000 category, and no funding was given to larger projects, which the School System later deemed may be of higher priority.

Cabarrus County Schools proposed a revised allocation to prioritize projects based on importance and urgency, while keeping the total budget unchanged at $10.1 million.

Mr. Howden then introduced Phillip Penn, Chief Financial Officer, Cabarrus County Schools (CCS), and Chuck Taylor, Director of Facilities, Cabarrus County Schools (CCS).

Mr. Penn advised Cabarrus County Schools would like to make changes to the allocation of maintenance funds. While the specific projects proposed would change, there would be no change to the appropriations previously approved for maintenance work.

Mr. Taylor advised when developing the hybrid list, staff focused on the same priorities used in past years: three roof replacements, three parking lot projects, and three HVAC replacements annually. The original project list was reviewed, with projects in the $25,000 to $499,999 range identified as essential and projects exceeding $500,000 identified as critical. Staff evaluated the projects in the over $500,000 category that could be accomplished within the previously allocated $10.1 million.

Mr. Penn reiterated the proposal maintains the same $10.1 million total, resulting in no additional financial impact on the County. He stated the proposed hybrid approach between project categories was sensible from a budgetary perspective and allows the County to maximize the reduction of assets that have exceeded their life cycle on a systemwide basis.

A discussion ensued. During discussion, Mr. Penn and Mr. Taylor responded to questions from the Board.

UPON MOTION of Commissioner Wortman, seconded by Vice Chair Lindsey and unanimously carried, the Board suspended the Rules of Procedure.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board approved fund allocation changes for school maintenance projects in the Cabarrus County Schools' FY 2025-26 budget.

4.2. Active Living and Parks - Ordinance Amendment

Ian Sweeney, Active Living & Parks Assistant Director, presented a request to amend the Active Living and Parks Ordinance to allow the sale of alcohol at County-sponsored events or events in which the County is a partner. The amendment would not apply to private events held on County Property. The request was in preparation for a potential future fall event, which would be held at Frank Liske Park following completion of the new park entrance. Mr. Sweeney stated any sale and consumption of alcohol would follow specific guidelines regarding where alcohol may be sold and consumed.

Mr. Sweeney introduced Dominique Clark, Communications Manager, to provide additional details regarding the proposed event. Ms. Clark explained the concept for a countywide festival. During research, staff found similar events of this scale have been successful. The events typically included the sale and consumption of alcohol as a contributing factor to success.

Mr. Sweeney stated the original intent was to seek guidance from the Board before engaging in detailed event planning.

Commissioner Pittman **MOVED** to remove this item from the agenda.

Due to lack of a second, the **MOTION** failed.

A discussion ensued. During discussion, Mr. Sweeney and Ms. Clark responded to questions from the Board.

4.3. Fire Marshal - Cold Water Fire Apparatus Certificate of Need

Jacob Thompson, Fire Marshal, reported Coldwater Fire Department recently placed an order for an apparatus. During this process, the department ordered a second truck to replace a current engine. The required Certificate of Need was not completed; however, Mr. Thompson stated the request was justified. He requested retroactive issuance of a Certificate of Need to the Coldwater Fire Department for the purchase of the new fire engine. Mr. Thompson then invited Cold Water Fire Department representatives to speak.

Benjamin Preddy, Captain, Cold Water Fire Department, advised the Coldwater Fire Department is under contract for the purchase of a 2028 Pierce fire engine at a cost of $1,040,000, which will replace a 1997 Pierce engine that is approximately 30 years old. The 1997 engine lacks many modern safety features found on current apparatus, and replacement parts are increasingly difficult to obtain due to its age.

Mr. Preddy noted that, according to the National Fire Protection Association (NFPA) Standard 1900, fire apparatus are recommended to be used in a frontline capacity for 15 years, followed by 5-10 years in a reserve capacity, and that apparatus exceeding 25 years of service be replaced.

Jim Preddy, Chief, Cold Water Fire Department, was present and also participated.

A discussion ensued, During discussion, Mr. Thompson responded to questions.

From the discussion, the Board reached a consensus to review existing contracts and remove the Certificate of Need requirement in future contracts. Current contracts will remain in place until updated agreements are implemented.

4.4. Juvenile Crime Prevention Council (JCPC) - Resolution Supporting North Carolina Division of Juvenile Justice and Delinquency Prevention Legislative Requests for Increased Recurring Funding for Juvenile Crime Prevention Councils, Community Programs, Juvenile Crisis and Assessment Centers, Short-Term Residential Contract Sites, Transitional Living Programs, Medical/Mental Health Crisis Unit Capacity Increase, and North Carolina Secure All Firearms Effectively Campaign

Heather Mobley, Vice Chair of the Juvenile Crime Prevention Council (JCPC) and Staff Attorney, presented for the Board's consideration a resolution in support of The State of North Carolina providing recurring funds for Juvenile Crime Prevention programs. No county funds are required.

4.5. County Manager - Update on Holloway Group

Kelly Sifford, Interim County Manager, at the request of the Board, provided an update on the Holloway Group. She noted that the legislature's inactivity has impacted the Holloway Group's ability to make significant progress or production on behalf of the county.

A discussion ensued.

This matter was tabled until November's Work Session meeting.

4.6. Boards and Committees - Appointment - Home and Community Care Block Grant Committee (HCCBG)

Chairman Jones reviewed the Board/Committee appointment item and asked if there were any questions or comments.

A discussion ensued regarding all the board appointments. During discussion, the placement for all boards/committees' items was determined for the October Regular Meeting.

4.7. Boards and Committees - Removal - Home and Community Care Block Grant Committee (HCCBG)

Refer to item 4.6.

4.8. Boards and Committees - Removal - Home and Community Care Block Grant Committee (HCCBG)

Refer to item 4.6.

4.9. Boards and Committees - Removal - Home and Community Care Block Grant Committee (HCCBG)

Refer to item 4.6.

4.10. Boards and Committees - Appointment - Juvenile Crime Prevention Council (JCPC)

Refer to item 4.6.

4.11. Boards and Committees - Appointment - Juvenile Crime Prevention Council (JCPC)

Refer to item 4.6.

4.12. Boards and Committees - Appointment - Juvenile Crime Prevention Council (JCPC)

Refer to item 4.6.

4.13 Boards and Committees - Appointment - Region F Aging Advisory Committee

Refer to item 4.6.

4.14. Boards and Committees - Appointment - Tourism Authority

Refer to item 4.6.

5. Approval of Regular Meeting Agenda

5.1 BOC - Approval of Regular Meeting Agenda

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Pittman, and unanimously carried, the Board approved the agenda as amended for the October 20, 2025, Regular Meeting.

Recognitions and Presentations

- Proclamation – Planning & Development – Weatherization Day 2025
- Proclamation – Veterans Services – Operation Green Light
- Proclamation – Veterans Services – Veterans Day Proclamation

Old Business

- County Manager – Update on Holloway Group

Consent Agenda

- Active Living and Parks – Ordinance Amendment
- Boards and Committees – Appointment – Home and Community Care Block Grant (HCCBG)

- Boards and Committees - Removal - Home and Community Care Block Grant (HCCBG)
- Boards and Committees - Removal - Home and Community Care Block Grant Committee
- Boards and Committees - Removal - Home and Community Care Block Grant Committee (HCCBG)
- Boards and Committees - Appointment - Juvenile Crime Prevention Council (JCPC)
- Boards and Committees - Appointment - Juvenile Crime Prevention Council (JCPC)
- Boards and Committees - Appointment - Juvenile Crime Prevention Council (JCPC)
- Boards and Committees - Appointment - Region F Aging Advisory Committee
- Boards and Committees - Appointment - Tourism Authority
- Fire Marshal - Cold Water Fire Apparatus Certificate of Need
- Juvenile Crime Prevention Council (JCPC) - Resolution Supporting North Carolina Division of Juvenile Justice and Delinquency Prevention Legislative Requests for Increased Recurring Funding for Juvenile Crime Prevention Councils, Community Programs, Juvenile Crisis and Assessment Centers, Short-Term Residential Contract Sites, Transitional Living Programs, Medical/Mental Health Crisis Unit Capacity Increase, and North Carolina Secure All Firearms Effectively Campaign
- Sheriff's Office - Awarding of Service Weapon to Detective Eric Brown Upon His Retirement
- Tax Administration - Refund and Release Reports - September 2025

6. Closed Session

6.1 Closed Session - Consult with an Attorney

UPON MOTION of Commissioner Pittman, seconded by Commissioner Wortman and unanimously carried, the Board moved to go into closed session to discuss matters related to pending litigation as authorized by NCGS 143-318.11(a)(3).

7. Return To Open Session

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board returned to open session.

8. Adjourn

Consensus was to adjourn. The meeting adjourned at 8:16 p.m.

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Ariadne Olvera, Clerk to the Board

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The Board of Commissioners for the County of Cabarrus met for the 4th Quarter Cabarrus Summit at the Cabarrus Areana and Events Center, Concord, North Carolina at 6:00 p.m. on Wednesday, October 16, 2025.

Present – Chairman: Jeff Jones
Vice Chairman: Laura Lindsey
Commissioner: Larry Pittman

Also present were Kelly Sifford, Interim County Manager; Aalece Pugh, Assistant County Manager; David Thrift, Tax Administrator; and Ariadne Olvera, Clerk to the Board.

Municipal representatives from Kannapolis, Harrisburg, Mount Pleasant, Midland, Concord, and Locust were also present.

Chairman Jones called the meeting to order at 6:00 p.m.

Welcome

Chairman Jones welcomed municipal elected officials, city managers and other guests.

Introductions / Updates

Each mayor/municipal representative provided an update on current and future projects.

Dinner & Networking/General Discussion

The Board took a dinner break around 6:30 p.m. The meeting resumed shortly afterward.

Presentations

Economic Development Corporation

Brian Hiatt, Interim Executive Director; Samanatha Grass, Economic Development Manager; and Stephanie Burleson, Local Business Support Manager; presented a PowerPoint Presentation, which included the following:

- EDC Overview
- Our Mission
- Highlights of Cabarrus County Economic Development Over the Years
  - Textiles and Hosiery
  - Charlotte Motor Speedway
  - Creation of the EDC
  - Phillip Morris
  - International Business Park
  - Suburban Residential Growth and Annexations
  - Concord Regional Airport
  - WSACC
  - Motorsports
  - Concord Mills
  - Evolution and Growth of Health Care Services
  - Pillowtex Bankruptcy
  - Hospitality and Tourism
  - Phillip Morris Closure Announcement
  - The Great Recession
  - North Carolina Research Campus
  - Competition and the Investment in Speculative Buildings
  - Explosion of Distribution Facilities
  - Covid
  - Advanced Manufacturing and Life Sciences
- Average Manufacturing Employment – Cabarrus County
- Entrepreneurship and Start-Ups
- Local Start-Ups
  - Strengthening the entrepreneurial ecosystem
    - Increase access to funding
    - Support tech/scalable startups
    - Collaborative business support
- Cabarrus Center Overview
  - Cabarrus Center – Building
  - Flywheel – Management Company
    - Private Offices

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        - Co-working Memberships
        - Meeting Space
    - Flywheel Foundation
        - Programming
- Cabarrus Center Overview
- Venture Mentoring Service – Retail Lab
- Business Retention & Expansion
- Existing Businesses – Supporting business retention and expansion
    - Build relationships
    - Educate and inform
    - Serve as concierge
    - Acknowledge and celebrate
- Retention and Expansion – FY24-25
    - 56 unique company visits
    - 85 company engagement (not including phone calls)
    - 800+ student engagements
- Workforce Initiatives
    - Student Track
- Recruitment
    - Recruiting new industry
    - Responding to RFIs
    - Decision drivers
    - FY24-25 Recruitment Numbers
    - FY24-25 Projects by industry and source
    - Project Activity
    - Current Project Activity
- Grant Programs
    - Impact on local government budget
    - Balancing the scales
    - Grant agreements
- Project ABC
    - Project ABC impact

A brief discussion ensued.

Closing

Chairman Jones thanked everyone for attending.

Adjourn

The meeting was adjourned around 8:00 p.m.

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Clerk to the Board

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The Board of Commissioners for the County of Cabarrus met in regular session in the Commissioners' Meeting Room at the Cabarrus County Governmental Center in Concord, North Carolina at 6:00 p.m. on Monday, October 20, 2025.

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

live broadcast at 6:00 p.m. on Channel 22 https://www.youtube.com/cabarruscounty https://www.cabarruscounty.us/cabcotv

Present -	Chairman:	Jeff Jones
	Vice Chair:	Laura B. Lindsey
	Commissioners:	Kenneth M. Wortman
		Larry G. Pittman
Absent -	Commissioner:	Lynn W. Shue

Also present were Kelly Sifford, Interim County Manager; Aalece Pugh, Assistant County Manager; Kyle Bilafer, Assistant County Manager; Heather Mobley, Staff Attorney; and Ariadne Olvera, Clerk to the Board and Lauren Linker, Contract Analyst.

Chairman Jones called the meeting to order at 6:01 p.m.

Chairman Jones led the Pledge of Allegiance.

Dan Marshall, Local Government Ministries, provided the invocation.

(A) APPROVAL OF THE AGENDA

Chairman Jones reviewed the following changes to the agenda.

UPDATED:

Closed Session
I-1 Closed Session – Consult with Attorney

ADDITION:

Reports
H-12 Reporting of Settle of Litigation in Closed Session to Comply with G.S. 132-1.3, "Public Records"

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board approved the agenda as amended.

Chairman Jones recognized Lila Parker, a representative of Hickory Ridge High School on the Cabarrus County Youth Commission.

(B) RECOGNITIONS AND PRESENTATIONS

(B-1) Proclamation - Planning & Development - Weatherization Day 2025

Susie Morris, Planning and Zoning Director, read the proclamation aloud.

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UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board adopted the proclamation.

Proclamation No. 2025-15

Proclamation of Weatherization Day 2025

Whereas, October is National Energy Awareness Month, and October 30th is designated as National Weatherization Day; and

Whereas, the County of Cabarrus has a long-standing commitment to conserve its resources and to help low-income households through its Weatherization Assistance Program; and

Whereas, the State of North Carolina has administered the Weatherization Assistance Program since its inception in 1976, providing a variety of state and federal resources through numerous community action agencies, housing authorities and departments of local government that serve people in every county in the state; and

Whereas, it is important to recognize the importance of those programs that ensure that all residents, especially those living at or below the federal poverty level, have the opportunity to live in energy efficient, healthy, safe, and comfortable homes as provided for by the Weatherization Assistance Program;

Now, Therefore, Be it Resolved, that the Cabarrus County Board of Commissioners do hereby proclaim October 30th, 2025 as: "Weatherization Day" in the County of Cabarrus and I urge all citizens to join me in this observance.

Adopted this 20th day of October, 2025

/s/ Jeff Jones
Jeff Jones
Chairman of Board of Commissioners

(B-2) Proclamation - Veterans Services - Operation Green Light

Tony Miller, Veterans Services Director, read the proclamation aloud.

UPON MOTION of Commissioner Pittman, seconded by Vice Chair Lindsey and unanimously carried, the Board adopted the proclamation.

Proclamation No. 2025-16

Supporting Operation Green Light for Veterans

WHEREAS, the residents of Cabarrus County have great respect, admiration, and the utmost gratitude for all the men and women who have selflessly served our country and this community in the Armed Forces; and

WHEREAS, the contributions and sacrifices of those who served in the Armed Forces have been vital in maintaining the freedoms and way of life enjoyed by our citizens; and

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WHEREAS, Cabarrus County seeks to honor individuals who have made countless sacrifices for freedom by placing themselves in harm's way for the good of all; and

WHEREAS, veterans continue to serve our community in the American Legion, Veterans of Foreign Wars, religious groups, civil service, and by functioning as County Veterans Service Officers in 29 states to help fellow former service members access more than $52 billion in federal health, disability and compensation benefits each year; and

WHEREAS, Approximately 200,000 service members transition to civilian communities annually; and

WHEREAS, an estimated 20 percent increase of service members will transition to civilian life in the near future; and

WHEREAS, studies indicate that 44-72 percent of service members experience high levels of stress during transition from military to civilian life; and

WHEREAS, active military service members transitioning from military service are at a high risk for suicide during their first year after military service; and

WHEREAS, the National Association of Counties encourages all counties, parishes and boroughs to recognize Operation Green Light for Veterans; and

WHEREAS, Cabarrus County appreciates the sacrifices of our United States military personnel and believes specific recognition should be granted; therefore be it

PROCLAIMED, with designation Cabarrus County as a Green Light for Veterans County, to salute and honor the service and sacrifices of our men and women in uniform transitioning from active service; therefore, be it further

PROCLAIMED, that in observance of Operation Green Light, Cabarrus County encourages its citizens in patriotic tradition to recognize the importance of honoring all those who made immeasurable sacrifices to preserve freedom by displaying green lights in a window of their place of business or residence from November 4th through the 11th, 2025.

Adopted this 20th day of October, 2025.

/s/ Jeff Jones
Jeff Jones
Chairman of Board of Commissioners

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(B-3) Proclamation - Veterans Services - Veterans Day Proclamation

Tony Miller, Veterans Services Director, read the proclamation aloud.

UPON MOTION of Vice Chair Lindsey, seconded by Commsioner Wortman and unanimously carried, the Board adopted the proclamation.

Proclamation No. 2025-17

Proclamation
Veterans Day 2025

WHEREAS, America was founded on the principles of liberty, opportunity and justice for all; and

WHEREAS, America has called on her men and women in uniform to protect our national security, to preserve our rights and freedoms and to keep our democracy safe; and

WHEREAS, through their steadfast defense of America's ideals, our service members have ensured our country still stands strong, our founding principles still shine, and nations around the world know the blessings of freedom; and

WHEREAS, on Veterans Day November 11, 2025, we recognize the men and women of our Armed Forces who valiantly defended these values throughout our Nation's History; and

WHEREAS, we also remember and pay tribute to the American armed forces whose courage and sacrifice secures our freedom, keeps the peace and defends our values around the world;

NOW, THEREFORE, the Cabarrus County Board of Commissioners do hereby proclaim November 11, 2025, as National Veterans Day and call upon our citizens to always remember and honor our veterans, and those who continue to serve this country so willingly to preserve the principles of justice, freedom and democracy for all.

Adopted this 20th day of October, 2025.

/s/ Jeff Jones
Jeff Jones, Chairman
Cabarrus County Board of Commissioners

Mr. Miller invited everyone to the Annual Veterans Day Program on November 11, 2025 at 11:00 a.m. at the Boys and Girls Club and the Veterans Christmas Breakfast on December 10, 2025 from 9:00 to 11:00 a.m. at the Cabarrus Active Living Center.

(C) INFORMAL COMMENTS

Chairman Jones opened the meeting for Informal Public Comments at 6:14 p.m. He reviewed the Public Participation Policy.

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Orlando Jacobs, a resident at 823 Winthrop Lane, Concord, spoke regarding unity and community.

Ingrid Nurse, a resident of Concord, commented on homelessness within the county.

Chris Cranston, a resident at 475 High Meadows Drive, Concord, commented on taxes.

Valerie Arroyo, a resident of Cabarrus County, spoke regarding local government.

(D) OLD BUSINESS

None.

(E) CONSENT

(E-1) Boards and Committees – Appointment – Home and Community Care Block Grant (HCCBG)

Kelly Sifford, Interim County Manager, has been serving as the Planning and Zoning Director/Designee representative on the Home and Community Care Block Grant Committee (HCCBG). Due to her transition into a new role within the County, a new departmental representative was needed. Susie Morris, Planning & Development Director, was recommended to serve as the Planning and Zoning Director/Designee representative and Phil Collins, Planning Supervisor, designated as the alternate representative.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board appointed Susie Morris as the Planning and Zoning Director/Designee representative on the Home and Community Care Block Grant Committee and included any necessary exceptions to the Appointment Policy.

(E-2) Boards and Committees – Removal – Home and Community Care Block Grant (HCCBG)

Kelly Sifford, Interim County Manager, has been serving as the Planning and Zoning Director/Designee representative on the Home and Community Care Block Grant Committee (HCCBG). Following her transition into a new role within the County, it became necessary to remove her from the committee. Susie Morris, Planning & Development Director, was identified to serve as the new representative and Phil Collins, Planning Supervisor, designated as the alternate.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board removed Kelly Sifford from the Home and Community Care Block Grant Committee and thanked her for her service.

(E-3) Boards and Committees – Appointment – Tourism Authority

Seat #4, the BOC Member or County Manager (At-Large) position on the Tourism Authority, had an open unexpired term that required appointment. It was recommended that Kelly Sifford, Interim County Manager, be appointed to fill the position for the remainder of the unexpired term.

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UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board appointed Kelly Sifford, Interim County Manager, to fill Seat #4, BOC Member or County Manager (At-Large), on the Tourism Authority for the unexpired term ending June 30, 2027; and to include any necessary exceptions to the Appointment Policy.

(E-4) Juvenile Crime Prevention Council (JCPC) – Resolution Supporting North Carolina Division of Juvenile Justice and Delinquency Prevention Legislative Requests for Increased Recurring Funding for Juvenile Crime Prevention Councils, Community Programs, Juvenile Crisis and Assessment Centers, Short-Term Residential Contract Sites, Transitional Living Programs, Medical/Mental Health Crisis Unit Capacity Increase, and North Carolina Secure All Firearms Effectively Campaign

The Juvenile Crime Prevention Council (JCPC) requested the Board's support, by way of a resolution, for increased, recurring funding for Juvenile Crime Prevention Council's, community youth programs, juvenile treatment and residential facilities, and the North Carolina Secure All Firearms Effectively (NC S.A.F.E.) campaign across the state.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board approved the Resolution.

Resolution No. 2025-25

CABARRUS COUNTY
BOARD OF COMMISSIONERS

RESOLUTION SUPPORTING NC DIVISION OF JUVENILE JUSTICE AND DELINQUENCY PREVENTION LEGISLATIVE REQUESTS FOR INCREASED RECURRING FUNDING FOR JUVENILE CRIME PREVENTION COUNCILS, COMMUNITY PROGRAMS, JUVENILE CRISIS AND ASSESSMENT CENTERS, SHORT-TERM RESIDENTIAL CONTRACT SITES, TRANSITIONAL LIVING PROGRAMS, MEDICAL/MENTAL HEALTH CRISIS UNIT CAPACITY INCREASE, and NC SECURE ALL FIREARMS EFFECTIVELY CAMPAIGN.

WHEREAS the North Carolina Division of Juvenile Justice and Delinquency Prevention (NCDJJDP) provides a service array of intervention/prevention programming; clinical and crisis intervention services; residential and transitional living programs; juvenile court and community supervision services; and short- and long- term facility confinement services that impact Cabarrus County youth and families; and

WHEREAS the NCDJJDP provides community supervision and case management services through Juvenile Court Services that includes referrals to evidence-based local delinquency intervention and prevention programs to reduce recidivism; and

WHEREAS the overarching mission of NCDJJDP and the local Juvenile Crime Prevention Council (JCPC) is to provide diversion programming to ensure the protection of the community and rehabilitation of youth offenders in the least restrictive, most age appropriate way possible; and

WHEREAS Cabarrus County is home to the Cabarrus Regional Juvenile Detention Center in Concord and has a vested interest in ensuring that juveniles receive

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access to community-based intervention and prevention programs as a first response to (1) prevent Juvenile Justice system involvement or interrupt Justice system trajectory once involved; and (2) reduce costs incurred by the County to house youth in a secure detention facility; and

WHEREAS JCPC-funded government and non-profit sectors are experiencing inflation that has outgrown existing legislative JCPC allocations, preventing the County from funding a robust service array of delinquency intervention and prevention services to supplement the County's public safety initiatives; and

WHEREAS NCDJJDP and the County have enjoyed a decades long partnership and see the value of ensuring that youth and families have access to supportive services provided by JCPC-funded intervention and prevention programs and other programmatic responses in the NCDJJDP service array that directly impact Cabarrus County youth and families; and

WHEREAS the Cabarrus County JCPC has been a good steward of legislative dollars by funding impactful evidence-based intervention and prevention programs while also braiding in county revenues and resources to expand programmatic reach.

WHEREAS North Carolina is experiencing a rise in gun violence among juveniles, with firearms being the leading cause of death among the juvenile population;

NOW THEREFORE BE IT RESOLVED, that Cabarrus County Commissioners support the adequate and timely requests for reoccurring funds for Juvenile Crime Prevention Councils, Community Programs, Juvenile Crisis and Assessment Centers, Short-term Residential Contract Sites, Transitional Living Programs, and Medical/ Mental Health Crisis Unit Capacity Increase, and NC SAFE Campaigns that will ensure the immediate and ongoing protection of the community and strengthen rehabilitative services for those juveniles most in need.

Adopted this 20th day of October, 2025.

/s/ Jeff Jones
Jeff Jones, Chairman
Cabarrus County Board of Commissioners

ATTEST:
/s/ Lauren Linker
Clerk to the Board

(E-5) Sheriff's Office – Awarding of Service Weapon to Detective Eric Brown Upon His Retirement

Detective Eric Brown will retire from the Cabarrus County Sheriff's Office on November 1, 2025, after 30 years of creditable service. Pursuant to N.C.G.S. 14-187.2, it was requested that his service weapon, a Sig Sauer P320 (SN 58C352175), be declared surplus and awarded to him upon retirement.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board declared the Sig Sauer P320 (SN 58C352175)

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surplus property and authorized its disposition in accordance with the County's policy.

(E-6) Tax Administration – Refund and Release Reports – September 2025

The September 2025 Refund and Release Reports detailed approved tax refunds and released levies in accordance with N.C.G.S. 105-381, including taxpayer information, amounts, and justifications. Due to the transition to the North Carolina Vehicle Tax System (NCVTS), motor vehicle-related refunds and releases were reflected on the NCVTS-generated report.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board approved the September 2025 Refund and Release Reports as submitted, including the NCVTS Refund Report, and granted authority to the Tax Collector to process the refunds and releases.

(F) NEW BUSINESS

(F-1) Active Living and Parks - Ordinance Amendment

Ian Sweeney, Active Living and Parks Assistant Director, accompanied by Dominique Clark, Communications Manager, presented the proposed ordinance amendment to allow the sale of alcohol at County sponsored events only, by County-approved vendors, in County-approved areas, and with the presence of local law enforcement. He advised this amendment is not intended to allow recreational alcohol use by the general public during reservations. The request is in response to the desire to host a signature fall event.

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

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman the Board approve the ordinance with the following vote: Ayes: Chairman Jones, Vice Chair Lindsey and Commissioner Wortman; Nays: Commissioner Pittman.

Ordinance No. 2025-18

Cabarrus County Ordinance Section 50-4(a)(2) is hereby repealed.

Cabarrus County Ordinance Section 50-4(b) is renamed Section 50-4(c).

Cabarrus County Ordinance Section 50-4(b), "Alcohol and Controlled Substances", is created as follows:

(1) Subject to the provisions of Section 50-4(b)(2) below, persons on Active Living and Parks properties are prohibited from displaying, possessing, consuming or being under the influence of any mind-altering substances, whether manmade or found in nature, including without limitation, any alcoholic beverage, narcotic drug, hallucinogen, or any controlled substance, without a valid physician's prescription. If the substance in question is prescribed, it shall be taken or consumed in accordance with the prescription.

(2) Permitting of alcohol sales, service and consumption at County sponsored events.

(a) Alcohol Management Permit Conditions

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1. The sale, service and consumption of permitted alcoholic beverages at County sponsored or co-sponsored events must take place in a designated and approved area. Approval shall be given in advance of the event by the Director of Active Living and Parks.
2. Only the following alcoholic beverages are permitted to be served:
   i. Malt Beverage – beer, lager, malt liquor, ale, porter, and any other brewed or fermented beverage containing at least one-half of one percent (.05%), and not more than fifteen percent (15.0%), alcohol by volume.
   ii. Unfortified wine: any wine of sixteen percent (16%) or less alcohol by volume, made by fermentation from grapes, fruits, berries, rice, or honey; or by the addition of pure cane, beet, or dextrose sugar; in accordance with the regulations of the United States.
3. Consumption will be in the designated area and a map of that area must be approved by the Director in advance of the event. The area of consumption cannot deviate from the mapped area. A brief narrative describing the arrangement for securing the area, controlled entry point(s), serving, and consumption shall accompany the map.
4. Alcohol consumed in the event area must be purchased from or provided by the contracted provider. No outside alcohol is permitted.
5. No more than two (2) alcoholic beverages may be purchased by one person in a single transaction. All alcoholic beverages shall be tendered to the customer only after being opened by the server, to make it less likely the alcohol will be carried out of the controlled area.
6. Entry into the controlled alcohol service and consumption area, and/or an alcohol sale, may be denied to any customer who appears to be unruly, disruptive, or significantly impaired in the judgment of County or vendor staff.
7. Personnel must be staged to monitor alcohol service entry and exit points to regulate alcohol entering or leaving the event area. Persons entering or exiting the alcohol service area may be required to empty pockets and allow inspection of personal articles such as handbags, backpacks and the like to prevent outside alcohol from entering the service area, or alcohol from leaving the service area.
8. A mandatory minimum of two law enforcement officers for the first 500 people in attendance, and one additional officer for each next group of 1-500 attendees is required to be present for the entire event. More officers may be required based on the type of event, predicted attendance and historical knowledge, in the judgment of the facility director.
9. No additional dispensing points outside of the area shall be authorized.
10. Alcoholic beverages may only be sold or provided to people 21 years or older. Age verification by government issued photo identification must be conducted at the entry point(s) and a

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wristband or other approval device will be issued to the customer for entrants wishing to purchase or consume alcohol. Age verification may also be performed at the point of sale in the discretion of the server. Licensed and approved vendor staff shall be present to check identification for the purposes of age verification as set forth by the State of North Carolina.

11. Service of alcoholic beverages must be done by a licensed and insured caterer. All distribution of alcoholic beverages must be performed by designated, trained Responsible Alcohol Seller/Server Program (RASP) or equivalent event staff.
12. All other laws in regard to the sale, service, purchase, possession and consumption of alcohol are subject to enforcement action up to and including arrest. No other laws are abrogated by this Ordinance.

(G) APPOINTMENTS TO BOARDS AND COMMITTEES

(G-1) Boards and Committees – Removal – Home and Community Care Block Grant Committee (HCCBG)

The Home and Community Care Block Grant Advisory Committee (HCCBG) recommended the removal of Evelyn Miller, an At-large member, due to failure to meet the attendance requirements set forth in the Committee's bylaws.

Aalece Pugh, Assistant County Manager, provided information regarding the Home and Community Care Block Grant Committee removals.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board removed Evelyn Miller from the Home and Community Care Block Grant Advisory Committee.

(G-2) Boards and Committees – Removal – Home and Community Care Block Grant Committee (HCCBG)

Helen McInnis, an At-Large member, has moved out of Cabarrus County and is no longer eligible to serve on this committee. It is recommended to remove from the Home and Community Care Block Grant Committee and thank her for her service.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board removed Helen McInnis from the Home and Community Care Block Grant Committee and thanked her for her service.

(G-3) Boards and Committees – Appointment – Juvenile Crime Prevention Council (JCPC)

On September 4, 2025, the JCPC's Membership & Nominations Committee met to review and consider 21 Applications for Appointment relative to three vacant council seats. At the JCPC's September 17, 2025 meeting, nominations were presented to the Council for consideration. Multiple candidates addressed the council at the meeting. The Council then voted unanimously to recommend Eric Young for appointment to fill vacant Seat 19(a) as an At Large Member to complete an unexpired term ending September 30, 2026.

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Heather Mobley, Staff Attorney and JCPC Vice Chair, provided information regarding JCPC appointments.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board appointed Eric Young to fill vacant Seat 19(a) as an At-Large Member to complete the unexpired term ending September 30, 2026.

(G-4) Boards and Committees – Appointment – Juvenile Crime Prevention Council (JCPC)

On September 4, 2025, the JCPC's Membership & Nominations Committee met to review 21 Applications for Appointment relative to three vacant council seats. At the JCPC's September 17, 2025 meeting, nominations were presented for Council's consideration. Multiple candidates addressed the council at the meeting. The Council then voted unanimously to recommend Ingrid Nurse for appointment to Seat 19(g) as an At Large Member to a full term expiring September 30, 2027.

UPON MOTION of Commissioner Wortman seconded by Chairman Jones; the motion to appoint Ingrid Nurse to the Juvenile Crime Prevention Council to fill vacant Seat 19(g) a to a full-term expiring September 30, 2027 failed by the following vote: Ayes: Chairman Jones and Commissioner Wortman; Nays: Vice Chair Lindsey and Commissioner Pittman.

(G-5) Boards and Committees – Appointment – Juvenile Crime Prevention Council (JCPC)

On September 4, 2025, the JCPC's Membership & Nominations Committee met to review 21 Applications for Appointment relative to three vacant council seats. At the JCPC's September 17, 2025 meeting, the nominations were presented to Council for consideration. Multiple candidates addressed the council at the meeting. The Council then voted unanimously to recommend Eshan Korat for appointment to vacant Seat 12(a) as Person under Age 21 to complete an unexpired term ending June 30, 2026.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board appointed Eshan Korat to fill vacant Seat 12(a) as the Person Under Age 21 to complete the unexpired term ending June 30, 2026.

(G-6) Boards and Committees – Appointment – Region F Aging Advisory Committee

It was recommended to appoint Sandra Bernacki to fill the vacant Delegate #3 position on the Region F Aging Advisory Committee.

Aalece Pugh, Assistant County Manager, provided additional information regarding the appointment.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board appointed Sandra Bernacki to fill the Delegate #3 position on the Region F Aging Advisory Committee for a term expiring June 30, 2027.

(H) REPORTS

(H-1) BOC – Receive Updates From Commission Members Who Serve As Liaisons to Municipalities or on Various Boards/Committees

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Commissioner Pittman provided an update on the Midland Town Council Meeting.

Commissioner Wortman commented on the vacancies on the Adult Care Home Care Advisory Committee and Nursing Home Advisory Board vacancies and his participation in the Duke North Carolina Leadership Forum.

Vice Chair Lindsey spoke regarding the Youth Commission and recognized October as Breast Cancer Awareness month.

Vice Chair Lindsey shared a video highlighting two animals available for adoption at the Cabarrus County Animal Shelter.

(H-2) BOC – Request for Applications for County Boards/Committees

Applications are being accepted for the following County Boards/Committees:

- Active Living and Parks Commission – 1 Vacant Position
- Adult Care Home Community Advisory Committee – 13 Vacant Positions
- Concord Planning and Zoning Commission (ETJ) – 1 Vacant Position
- Library Board of Trustees – 3 Expired Positions
- Nursing Home Community Advisory Committee – 10 Vacant Positions
- Planning and Zoning Commission – 2 Vacant Positions
- Region F Aging Advisory Committee – 1 Vacant Position
- Transportation Advisory Board – 5 Vacant Positions
- Youth Commission – 5 Vacant Positions

Chairman Jones urged citizens to consider participating on a Board or Committee.

(H-3) Budget – Monthly Budget Amendment Report

The Board received the monthly budget amendment report for informational purposes. No action was required of the Board.

(H-4) Budget – Monthly Financial Update

The Board received the monthly financial update report for informational purposes. No action was required of the Board.

(H-5) Communications and Outreach – Monthly Summary Report

The Board received the monthly summary report for informational purposes. No action was required of the Board.

(H-6) County Manager – Cabarrus Arena and Events Center Financial Report

The Board received the financial report for informational purposes. No action was required of the Board.

(H-7) County Manager – Monthly Building Activity Reports

The Board received the monthly building activity reports for informational purposes. No action was required of the Board.

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(H-8) EDC – September 2025 Monthly Summary Report

The Board received the September 2025 monthly summary report for informational purposes. No action was required of the Board.

(H-9) Fire Marshal – Cabarrus County Fire Services Monthly Report

The Board received the monthly report for informational purposes. No action was required of the Board.

(H-10) Super Cab Co – Monthly Report

The Board received the monthly Super Cab Co report for informational purposes. No action was required of the Board.

(H-11) Reporting of Settlement of Litigation in Closed Session to Comply with G.S. 132-1.3

The Board received the settlement report for informational purposes. No action was required of the Board.

(H-12) Reporting of Settlement of Litigation in Closed Session to Comply with G.S. 132-1.3, "Public Records"

The Board received the settlement report for informational purposes. No action was required of the Board.

(I) GENERAL COMMENTS BY BOARD MEMBERS

Kelly Sifford, Interim County Manager, recognized Assistant County Manager.

Chairman Jones commented on the State of North Carolina's failure to pass a state budget and noted concerns that the state may reduce funding for certain services while requiring counties to continue providing those services. He encouraged Cabarrus County residents to contact their state representatives.

(J) CLOSED SESSION

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Pittman and unanimously carried, the Board moved to go into closed session to discuss matters related to pending litigation as authorized by NCGS 143-318.11(a)(3).

(K) RETURN TO OPEN SESSION

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board returned to open session.

(L) ADJOURN

UPON Board consensus of Vice Chair Lindsey, seconded by Commissioner Wortman, and unanimously carried, the meeting adjourned at 7:01 p.m.

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Ariadne Olvera, Clerk to the Board

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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 5:00 p.m. on Monday, November 3, 2025.

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

live broadcast at 5:00 p.m. on Channel 22
https://www.youtube.com/cabarruscounty
https://www.cabarruscounty.us/cabcotv

Present –	Chairman:	Jeff Jones
	Vice Chairman:	Laura B. Lindsey
	Commissioners:	Larry G. Pittman
		Kenneth M. Wortman
Absent –	Commissioners:	Lynn W. Shue

Also present were: Kelly Sifford, Interim County Manager; Aalece Pugh, Assistant County Manager; Kyle Bilafer, Assistant County Manager; Doug Hall, County Attorney and Ariadne Olvera, Clerk to the Board.

1. Call to Order

Chairman Jones called the meeting to order at 5:00 p.m.

2. Approval of Work Session Agenda

2.1 BOC – Changes to the Agenda

REMOVED:

Discussion Items For Action
4.6 County Manager – Burg Church Property
4.8 Facilities Design and Construction – Behavioral Healthcare Medical Equipment Consultant

UPDATED:

Discussion Items For Action
3.1 County Manager –Human Services Updates
3.2 Fair – 2025 Fair Summary
4.15 County Manager – Update on Holloway Group

UPON MOTION of Commissioner Wortman, seconded by Vice Chair Lindsey and unanimously carried, the Board approved the agenda as amended.

3. Discussion Items - No Action

3.1. County Manager - Human Services Updates

Dr. Aalece Pugh, Assistant County Manager/Consolidated Human Services Agency Director along with Heather Altman, Program Administrator; Robert Cox, Program Administrator; and Sue Yates, Cabarrus Health Alliance; presented a PowerPoint presentation titled "Human Services Updates". Topics included the following:

- Federal shutdown
  - Supplemental Nutrition Assistance Program (SNAP) – Federal
  - Food & Nutrition (FNS) – North Carolina
  - Approximately 24,000 Cabarrus County residents
  - $4.1 in benefits per month
  - 47% are 17 and under
    - Impact to participants
    - NC Medicaid Rebase – Description
- Medicaid rate cuts
  - Why are rates getting cut
- H.R.1
  - H.R.1 – impacts on Cabarrus County
  - Key changes to Medicaid and FNS
    - Increased County costs
    - Stricter work requirements
    - Higher staff workload
    - Risk to Medicaid expansion

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    - Current recipients
    - The Cabarrus impact
- Implementation timeline
- Economic ripple effect
- Medicaid economic impact
- Public assistance benefit churn
- Frontline impact
- FNS funding explained
- Summary and next steps

There was discussion throughout the presentation. During discussion Dr. Pugh, Ms. Altman, Mr. Cox and Ms. Yates responded to questions from the Board.

3.2. Fair - 2025 Fair Summary

Todd Shanley, Chief Information Officer/Chief of Staff, and Courtney Wyatt, Fair Director, provided an updated summary regarding the 2025 Fair with a PowerPoint presentation, which included information on the following:

- Rodeo
- Rodeo attendance
- Revenue
- Expenses
- Attendance
- Entertainment
- Premiums
- Livestock shows
- Advertising

There was discussion throughout the presentation. During discussions, Mr. Shanely and Ms. Wyatt responded to questions.

4. Discussion Items For Action

4.1. Boards and Committees - Adult Care Home Community Advisory Committee - Appointment

Chairman Jones offered discussion on this item.

4.2. Boards and Committees - Firemen's Relief Fund Trustees – Appointment

Jacob Thompson, Fire Marshal, provided information regarding the Firemen’s Relief Fund Trustees.

4.3. Boards and Committees - Juvenile Crime Prevention Council (JCPC) - Appointment

There was discussion regarding applications. Heather Mobley, Staff Attorney and JCPC Vice Chair responded to questions from the Board.

4.4. Boards and Committees - Youth Commission - Appointment

Will be on the November 17, 2025 Regular Meeting Agenda.

4.5. Boards and Committees - Youth Commission - Appointment

Will be on the November 17, 2025 Regular Meeting Agenda.

4.6. Boards and Committees - Youth Commission – Removal

Will be on the November 17, 2025 Regular Meeting Agenda.

4.7. County Manager - Request for Right of Way and Easements

Kyle Bilafer, Assistant County Manager, advised Cabarrus County has been approached by the land development and traffic engineering firm representing the adjacent owner to Cabarrus County owned property located at 2892 Zion Church Road in Concord; it is the property slated for the future animal shelter. The adjacent owner would like to be granted certain right of ways and easements. Mr. Bilafer introduced Joe Wilson, Senior Engineering and Development Consultant, Volkert, Inc.

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Mr. Wilson provided information regarding the request for the easement to widen the road to accommodate a left-hand turn lane and drainage while maintaining the right-hand turn in place.

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

4.8. Facilities Design and Construction - Construction Standards and Planning and Development Suites Renovation

Michael Miller, Facilities and Design and Construction Director, reported regarding the need for renovations in the Construction Standards and Planning Development Offices in the Governmental Center. The cost of the project will come from revenues of permit sales. Therefore, funds will need moved from the Construction Standards account to a construction and renovation account requiring a budget amendment and project ordinance, which were provided for consideration.

4.9. Human Resources - Personnel Ordinance Update

Ashley Dobbins, Human Resources Director, presented a personnel ordinance change for consideration in connection with the law enforcement special separation allowance. Prior to October 1, 2025, there was only one option available for officers to receive the special separation allowance: officers were eligible to receive the allowance when retiring at age 55 with 30 years of service, penalizing them of the full benefit if working beyond 30 years. With changes to the law, officers could now receive the special separation allowance at age 57 while working beyond 30 years.

Captain Chris Smith was in attendance.

4.10. Sheriff's Office - Acceptance of Technology Grant from TurnKey Corrections

Captain Chris Smith, presented for consideration a grant from TurnKey Corrections in the amount of $5,000 to be used for technology in the Detention Center.

The Sheriff’s Office intends to use the funds to replace the aging booking camera to be compatible with the jail records management system.

4.11. Sheriff's Office - Surplus of K9 Nora Due to Medical Reasons

Captain Chris Smith, presented the request for the surplus/retirment of K9 Nora, a 7-year-old Labrador Retriever trained in IED Detection. Nora was recently diagnosed with health issues preventing her from comfortably performing her work. Upon retirement, Nora will be permanently placed with her former handler, Deputy Christopher Hartsell.

4.12. Tax Administration- 2015 Write Off, Real and Personal Outstanding Taxes

David Thrift, Tax Administrator, advised the Tax Collector uses every legal effort to collect all delinquent taxes. However, NCGS 105-378 expresses a ten-year statute of limitations prevents the Tax Collector from using remedies to collect taxes remaining unpaid prior to tax year 2016. "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 procedure is instituted within ten years from the date the taxes became due. Therefore, the Board’s consideration to write off the outstanding taxes from 2015 in the amount of $126,076.83was requested.

4.13. BOC - Authorizing the Interim County Manager and Finance Director to Undertake Research on Behalf of the Board of Commissioners

Kelly Sifford, Interim County Manager, reported the County’s financial advisor requested the Board of Commissioners authorize the Interim County Manager and Finance Director to engage with potential lenders and the LGC to explore options for the County’s upcoming financing needs for the schools. No actions, commitments or finance products will be made, but options will be brought before the Board. A resolution in this matter was presented for consideration.

Jim Howden, Finance Director, was in attendance.

UPON MOTION of Commissioner Wortman, seconded by Vice Chair Lindsey and unanimously carried, the Board suspended the Rules of Procedure.

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UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board approved the resolution to authorize the Interim County Manager or Finance Director to take actions as described.

Resolution No. 2025-26

A RESOLUTION BY THE COUNTY OF CABARRUS TO AUTHORIZE
FINANCIAL PRODUCT RESEARCH

WHEREAS, the County has upcoming financing needs related primarily to various educational capital projects; and

WHEREAS, the Board of Commissioners desires to authorize the Interim County Manager and Finance Director to engage in exploring various financing options, and to engage with potential lenders and the Local Government Commission (or LGC) on behalf of the County;

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners authorizes the Interim County Manager (Kelly F. Sifford) and Finance Director (James Howden) to undertake the following actions by way of example and not of limitation, and report back to the Board of Commissioners for consideration and approval of financial products:

- Direct the County Manager and Finance Director to move forward with our Financial Advisors in the debt financing process and communicate with the LGC in relation to the County's BAN/Draw program with LGC approval targeted to be in early 2026

- Representative projects include:
  - Cabarrus County Schools Northwest High School Build
  - Cabarrus County Schools Northwest Elementary School Build
  - Kannapolis City Schools Jackson Park Elementary School Renovations
  - Kannapolis City Schools A.L. Brown High School Renovations
  - Rowan-Cabarrus Community College Workforce Center Build
  - Rowan-Cabarrus Community College S201 Building Renovations.

Adopted this 3rd day of November, 2025.

/s/ Jeff Jones
Chairman Jeff Jones
Cabarrus County Board of Commissioners

ATTEST:
/s/ Ariadne Olvera
Ariadne Olvera, Clerk to the Board

4.14. County Manager - Update on Holloway Group

Kelly Sifford, Interim County Manager, provided an update regarding the Holloway Group.

A discussion ensued.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Pittman and unanimously carried, the Board suspended the Rules of Procedure.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Pittman the Motion to bring the matter back in three months for review carried carried by the following vote: Ayes: Chairman Jones, Vice Chair Lindsey and Commissioner Pittman; Nays: Commissioner Wortman.

5. Approval of Regular Meeting Agenda

5.1 BOC - Approval of Regular Meeting Agenda

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board approved the November 17, 2025 regular meeting agenda as amended.

Consent Agenda:

- Boards and Committees - Adult Care Home Community Advisory Committee - Appointment
- Boards and Committees - Firemen's Relief Fund Trustees - Appointment
- Boards and Committees - Youth Commission - Appointment
- Boards and Committees - Youth Commission - Appointment
- Boards and Committees - Youth Commission - Removal

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- County Manager - Request for Right of Way and Easements
- Facilities Design and Construction - Construction Standards and Planning and Development Suites Renovation
- Human Resources - Personnel Ordinance Update
- Sheriff's Office - Acceptance of Technology Grant from TurnKey Corrections
- Sheriff's Office - Surplus of K9 Nora Due to Medical Reasons
- Sheriff's Office - Awarding of Service Weapon to Sgt. Peter Kelnhofer upon his Retirement
- Sheriff's Office - Awarding of Service Weapon to Senior Deputy Keith Drake upon his Retirement
- Sheriff's Office - Awarding of Service Weapon to Senior Deputy Gerald Williams upon his Retirement
- Tax Administration - Refund and Release Reports – October 2025
- Tax Administration- 2015 Write Off, Real and Personal Outstanding Taxes

New Business

- Boards and Committees - Juvenile Crime Prevention Council (JCPC) - Appointment
- County Manager - Human Services Community Response to Temporary FNS Funding Shortfall

6. Adjourn

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Pittman, the meeting adjourned at 7:15 p.m.

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Ariadne Olvera, Clerk to the Board

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The Board of Commissioners for the County of Cabarrus met in regular session in the Commissioners' Meeting Room at the Cabarrus County Governmental Center in Concord, North Carolina at 6:00 p.m. on Monday, November 17, 2025.

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

live broadcast at 6:00 p.m. on Channel 22
https://www.youtube.com/cabarruscounty
https://www.cabarruscounty.us/cabcotv

Present -	Chairman:	Jeff Jones
	Vice Chair:	Laura B. Lindsey
	Commissioners:	Kenneth M. Wortman
		Larry G. Pittman

Also present were Kelly Sifford, Interim County Manager; Aalece Pugh, Assistant County Manager; Kyle Bilafer, Assistant County Manager; Doug Hall, County Attorney; and Ariadne Olvera, Clerk to the Board.

Chairman Jones called the meeting to order at 6:00 p.m.

Chairman Jones led the Pledge of Allegiance.

Commissioner Wortman led a moment of silence in honor of the late Commissioner Lynn W. Shue. The moment lasted 1 minute and 8 seconds to signify that one donor can save eight lives, reflecting Commissioner Shue's strong support for Donate Life.

Dan Marshall, Local Government Ministries, provided the invocation.

Chairman Jones recognized Kavya Saxena, Youth Commission member, who shared information about the 2026 Passion project.

(A) APPROVAL OR CORRECTION OF MINUTES

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board approved the meeting minutes as presented:

May 5, 2025 (Work Session)
May 19, 2025 (Regular Meeting)
June 2, 2025 (Work Session)
June 4, 2025 (Budget Workshop)

(B) APPROVAL OF THE AGENDA

Chairman Jones reviewed the following changes to the agenda.

UPDATED:
(A-1) Approval or Correction of Meeting Minutes - May 19, 2025

ADDITIONS:

Recognitions and Presentations:
(C-2) Department of Social Services - National Adoption Day Proclamation

New Business
(G-2) Boards and Committees - Planning & Zoning Commission - Appointment

(G-3) Boards and Committees - Planning & Zoning Commission - Appointment
(G-4) Boards and Committees - Planning & Zoning Commission - Appointment

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board approved the agenda as amended.

(C) RECOGNITIONS AND PRESENTATIONS

(C-1) BOC - Resolution in Honor of Commissioner Lynn W. Shue

Commissioner Wortman read the resolution aloud and presented a copy to the family of the late Commissioner Lynn W. Shue.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Pittman and unanimously carried, the Board adopted the resolution.

Resolution No. 2025-27

RESOLUTION HONORING THE LIFE AND SERVICE OF
COMMISSIONER LYNN W. SHUE

WHEREAS, the Cabarrus County Board of Commissioners is deeply saddened by the passing of Commissioner Lynn W. Shue on November 5, 2025, a respected public servant and cherished community leader; and

WHEREAS, Lynn W. Shue dedicated more than 20 years to public service in Cabarrus County, serving multiple terms on the Cabarrus County Board of Education, including as Chairman;

WHEREAS, Lynn W. Shue was elected to the Cabarrus County Board of Commissioners in 2014; and served on the Board from 2015 until his passing in 2025.

WHEREAS, throughout his career, Commissioner Shue was known for his integrity, compassion, and dedication to the people of Cabarrus County, consistently demonstrating honorable and thoughtful leadership; and

WHEREAS, his service on the Board of Education helped guide the county's educational system through significant growth and change, and his tenure on the Board of Commissioners contributed to the county's success and reputation as a model for others across North Carolina; and

WHEREAS, despite facing significant personal health challenges, including a heart transplant and a kidney transplant, Lynn continued to serve his community with energy, purpose, and unwavering commitment; and

WHEREAS, Commissioner Shue was a passionate supporter of Donate Life, a nonprofit organization dedicated to saving and enhancing lives through organ, eye, and tissue donation, raising awareness about the critical need for donors, and honoring donor families and recipients; and

WHEREAS, Commissioner Shue's faith, humility, and wisdom inspired his colleagues and all who knew him, and he served as a mentor and example of principled public service to the community; and

WHEREAS, his passing is a significant loss to Cabarrus County, and the Board of Commissioners wishes to honor his legacy and extend condolences to his family, friends, and all who were touched by his life;

NOW, THEREFORE, BE IT RESOLVED that the Cabarrus County Board of Commissioners hereby honors the life, service, and enduring legacy of Commissioner Lynn W. Shue, expressing gratitude for his decades of dedication to the people of Cabarrus County; and directs that this Resolution be included in the official minutes of the Board and a copy presented to his family as a lasting tribute.

Adopted this 17th day of November,2025.

/s/Jeff Jones
Jeff Jones, Chairman
Cabarrus County Board of Commissioners

ATTEST:
/s/Ariadne Olvera
Ariadne Olvera, Clerk to the Board

(C-2) Department of Social Services - National Adoption Day Proclamation

Hollye McCallum, DSS Director presented a short video on adoption.

Candace Davis, Adoption Supervisor, read the proclamation aloud.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board adopted the proclamation.

Proclamation No. 2025-18

National Adoption Day - 2025
A Proclamation

Whereas, the youth of North Carolina are our most precious resource and hope for the future, and every child deserves a safe, loving, and nurturing place to call home; and

Whereas, more than 10,500 children and youth are in foster care in North Carolina and roughly 200 children and youth are in foster care in Cabarrus County, with many waiting for adoption; many children in foster care are teenagers, with more than 600 specifically noted in 2024 estimates by Adopt US Kids as teenagers waiting for adoption; and

Whereas, for children who have lost their birth families, adoption can provide the home life, parental love, nurturing, and security that they would otherwise be missing; and

Whereas, caring adults and committed families can make all the difference in the lives of young people, sibling groups, children with special needs, and teenagers; and

Whereas, North Carolina families are encouraged to share their hearts and homes with older youth at risk of aging out of foster care while waiting to be adopted; and

Whereas, many advocates and public and private organizations are working to recruit permanent, loving families and increase public awareness of the unique needs of children and youth in foster care while waiting for permanence; and

Whereas, Adoption Awareness Month is an opportunity to recognize the families who open their hearts to provide children with a sense of connection, security, and ties to their culture, family, and community, as well as child welfare professionals and advocates working to ensure children's safety, and well-being and to spread awareness on behalf of the children waiting; and

Whereas, the State of North Carolina encourages residents to volunteer their time, energy, and talents on behalf of children in foster care and their biological families, kinship caregivers, and foster parents during this month and throughout the year;

NOW, THEREFORE, BE IT RESOLVED, that the Cabarrus County Board of Commissioners do hereby proclaim November 22, 2025, as "National Adoption Day" in Cabarrus County and commend its observance to all citizens.

Adopted this 17th day of November, 2025.

/s/Jeff Jones
Jeff Jones, Chairman
Cabarrus County Board of Commissioners

(D) INFORMAL COMMENTS

Chairman Jones opened the meeting for Informal Public Comments at 6:19 p.m. He stated each speaker would be limited to three minutes.

Eulanda Rushing, a resident of 4420 Falls Lake Drive SW, Concord, commented on DSS.

David Conrad, a resident of 1389 Lloyd Place, Concord, spoke regarding local government spending.

Elizabeth Nervenga, a resident of 12290 Bethel School Road, Midland, commented on a continued partnership between the County and the Town of Midland.

Ingrid Nurse, a resident of Concord, spoke regarding the Juvenile Crime Prevention Council appointments.

Jeeter Anderson, a resident of 133 Kennedy Avenue, Concord, commented on DSS.

Thomas Monks, a resident of 222 Corban Avenue SW in Concord, expressed his support for implementing a local, community-based action plan that includes emergency funding for individuals affected by the lapse in SNAP benefits.

There was no one else to address the Board, therefore, Vice Chair Lindsey closed the public comments.

(E) OLD BUSINESS

None.

(F) CONSENT

(F-1) Boards and Committees - Adult Care Home Community Advisory Committee - Appointment

Angela Foard serves on the Adult Care Home Community Advisory Committee. The advisory committee requested her reappointment for a three-year term to October 31, 2028.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board reappointed Angela Foard to the Adult Care Home Community Advisory Committee for a three-year term expiring October 31, 2028; and to include any necessary exceptions to the Appointment Policy.

(F-2) Boards and Committees - Firemen's Relief Fund Trustees – Appointment

The Cabarrus County Volunteer Fire Departments submitted the following individuals for appointments/reappointments as Firemen's Relief Fund Trustees*:

Volunteer	Department
Michael Faggart	Allen
Raymond N. Blackwelder, Jr.	Cold Water
Artie Craig	Flowes Store
Raheem Cruse	Georgeville
Brian Lee	Harrisburg
Darrell Page	Midland
Randall Ritchie	Mt. Mitchell
Lori Furr	Mt. Pleasant Rural
Chris Brown	Northeast
Jacob Williams	Odell
Marty Ritchie	Rimer

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board appointed Lori Furr (Mt. Pleasant Rural) and reappointed Michael Faggart (Allen), Raymond N. Blackwelder, Jr. (Cold Water), Artie Craig (Flowes Store), Raheem Cruse (Georgeville), Brian Lee (Harrisburg), Darrell Page (Midland), Randall Ritchie (Mt. Mitchell), Chris Brown (Northeast), Jacob Williams (Odell), and Marty Ritchie (Rimer) to two-year terms ending January 31, 2027, due to expiring terms.

(F-3) Boards and Committees - Youth Commission – Appointment

The Youth Commission Board requested the appointment of Rainey Mangan as a Central Cabarrus High School Representative to serve a two-year term beginning November 17, 2025, and expiring June 30, 2027.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board appointed Rainey Mangan as a Central Cabarrus High School representative to the Youth Commission for a two-year term beginning November 17, 2025, and expiring June 30, 2027.

(F-4) Boards and Committees - Youth Commission – Appointment

The Youth Commission Board requested the appointment of Katrina Michalski as a West Cabarrus High School Representative to serve a two-year term beginning November 17th, 2025, and expiring June 30, 2027.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board appointed Katrina Michalski as a West Cabarrus High School representative to the Youth Commission for an unexpired two-year term beginning November 17, 2025, and expiring June 30, 2027.

(F-5) Boards and Committees - Youth Commission – Removal

The Youth Commission Board requested the Board remove Brody Decker as a West Cabarrus High School Representative due to lack of attendance.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board removed Brody Decker as a West Cabarrus High School representative from the Youth Commission due to lack of attendance.

(**F-6) County Manager - Request for Right of Way and Easements**

Cabarrus County was previously approached by the land development and traffic engineering firm representing the adjacent property owner of 2892 Zion Church Road in Concord. The adjacent owner requested certain rights-of-way and easements across the County-owned parcel, which is designated as the future site of the Animal Shelter. The engineer presented these requests at the November 3, 2025, Work Session. County staff expressed concerns regarding the requests due to the absence of a finalized site plan and potential restrictions the proposed rights-of-way and easements could impose and requested denial of the easement request between Cabarrus County and Ready Mix of the Carolinas LLC at 2892 Zion Church Road in Concord, North Carolina.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board denied the easement request between Cabarrus County and Ready Mix of the Carolinas LLC at 2892 Zion Church Road in Concord, North Carolina.

(F-7). Facilities Design and Construction - Construction Standards and Planning and Development Suites Renovation

Design and Construction requested approval of a budget amendment and a project ordinance. The budget amendment would move funds from the Construction Standards account to a construction and renovation account for the renovation of the Construction Standards and Planning and Development Office suites in the Governmental Center. The funds will be used for the design, construction, furniture, fixtures, and equipment for the entire project.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board approved the budget amendment and project ordinance.

Budget Revision/Amendment Request

Date:	11/17/2025	**Amount:**	2,000,000.00
Dept. Head:	James Howden	**Department:**	Construction Standards

☐ **Internal Transfer Within Department** ☐ **Transfer Between Departments/Funds** ☑ **Supplemental Request**

This amendment is to transfer Construction Standard's Restricted Fund Balance to the County's Capital Project Fund in order to set aside funds for the design, engineering, soft costs, furniture, fixtures, equipment, technology and construction costs related to the renovation of the Construction Standards Office space.

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
001	9	2410-9708	Contribution to Capital Project Fund	-	2,000,000.00		2,000,000.00
001	6	2410-6910	Restricted Fund Balance	343,990.00	2,000,000.00		2,343,990.00
380	9	2410-9821-INSPT	Building Renovations	-	2,000,000.00		2,000,000.00
380	6	2410-6902-INSPT	Contribution from General Fund	-	2,000,000.00		2,000,000.00

Ordinance No. 2025-19

CABARRUS COUNTY COUNTY CAPITAL PROJECTS 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 for the construction and renovations of County Facilities. Details of the project 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.

It is estimated that the following revenues will be available to complete capital projects as listed.

Debt Proceeds 2020 Draw / 2022 LOBs	$	652,508
Debt Proceeds 2022 Draw / 2024A LOBs		122,418,304
Debt Proceeds 2024B LOBs		28,878,128
Future Debt		70,000,000
Contributions from Capital Projects Fund		3,136,366
Contribution from General Fund		25,790,766
Contribution from Capital Reserve Fund		1,556,937
Contribution from Community Investment Fund		42,055,658
State Allocation		32,500,000
PARTF Grant		500,000

Interest	2,500,000
TOTAL REVENUES	$329,988,667

C. The following appropriations are made as listed.

Construction Standards Office Renovations	$ 2,000,000
Exterior Repairs to Multiple Buildings	326,174
Legal / Closing Expenses	3,651,456
Fiber Infrastructure Improvement Frank	790,619
Liske Park ADA Renovations	1,450,000
Frank Liske Park Playground Replacement	203,600
Camp Spencer Vending & Archery Building	526,998
West Cabarrus Library & Senior Center	32,243,364
Deferred Maintenance Projects	26,851,780
Mt. Pleasant Library / ALC / Foil Park Project	27,294,067
Northeast Area Land	4,729,117
Mental Health Facility	58,000,000
Other Improvements Unallocated	2,439,355
Enterprise Physical Security Project (ITS)	807,000
Frank Liske Park Softball Complex Utilities	410,000
Rob Wallace Park	1,433,504
Animal Shelter Expansion	275,000
Frank Liske Park Stormwater Project	570,803

Northeast Cabarrus Radio Tower Project	2,334,547
Fire Services Building	370,000
Frank Liske Park Tennis Court	280,000
Frank Liske Park Second Driveway	7,875,000
Government Center Building Repair	450,000
Public Safety Training Center	70,000,000
Human Services Facility	64,250,000
Frank Liske Park Mini-Golf and Office (ADA)	1,100,000
Boardwalk at Vietnam Veterans Park	95,000
Land Acquisition	4,000,000
Chiller Replacement at Sheriff's Admin Office	1,000,000
Contributions to Community Investment Fund	14,231,283
TOTAL EXPENDITURES	$329,988,667
GRAND TOTAL – REVENUES	$329,988,667
GRAND TOTAL – EXPENDITURES	$329,988,667

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. Transfers amounts between objects of expenditure and revenues within a function without limitation.

2. Transfer amounts up to $500,000 between functions of the same fund.

3. 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. Enter 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.

5. 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.

6. 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.

7. Reject formal bids when deemed appropriate and in the best interest of Cabarrus County pursuant to G.S. 143-129(a).

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 Community Investment Fund or to other Capital Projects within the Capital Project Fund and the portion of the Capital Project associated with the project is closed.

Adopted this 15 day of November 2025.

CABARRUS COUNTY BOARD OF COMMISSIONERS

BY: /s/ Jeff Jones
Chairperson

ATTEST:
/s/ Ariadne Olvera
Clerk to the Board

(F-8). Human Resources - Personnel Ordinance Update

Human Resources requested approval of the personnel ordinance change to the Law Enforcement Officers Special Separation allowance.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board approved the ordinance change.

(F-9) Sheriff's Office - Acceptance of Technology Grant from TurnKey Corrections

The Cabarrus County Sheriff's Office, a long-time customer of TurnKey Corrections for food and commissary services, offered a $5,000 technology grant as part of this year's contract amendment. The Sheriff's Office requested acceptance of the grant to replace the aging booking camera, ensuring compatibility with the jail records management system, and requested authorization of the associated budget amendment.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board accepted the grant award and the associated budget amendment.

Date: 11/17/2025 Amount: 5,000.00

Dept. Head: Sheriff Van W. Shaw Department: 2130-County Sheriff

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

PURPOSE: The acceptance of a Technology Grant from TurnKey (Kimble's), the Jail's Commissary provider. TurnKey has committed to a $ 5,000 annual grant to the Jail for Technology needs. The Cabarrus County Sheriff's Office has been a customer of TurnKey Corrections for food and commissary services for several years. As part of this year's contract amendment, TurnKey Corrections has offered a technology grant in the amount of $5,000 to the Cabarrus County Detention Center to be used for technology needs in the detention center. It is our intention to use these funds to replace our aging booking camera to be compatible with our jail records management system.

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
001	6	2130-6374 -TKC	TurnKey's Technology Grant	-	5,000.00		5,000.00
001	9	2130-9342-TKC	TurnKey's Technology Grant	-	5,000.00		5,000.00
							0.00
							0.00
							0.00

(F-10) Sheriff's Office - Surplus of K9 Nora Due to Medical Reasons

K9 Nora, a 7-year-old Labrador Retriever trained in IED detection, was diagnosed with advanced ankylosing spondylosis of the caudal lumbar spine. Nora has served at the courthouse, government buildings, and on countywide bomb threat deployments. Upon retirement, she will permanently reside with her former handler, Deputy Chris Hartsell. Documentation including surplus form, transfer agreement, waiver, and vet report were provided. Replacement will be funded through the normal K9 budget. The Sheriff's Office requested that K9 Nora be declared surplus property and authorize disposition per County policy.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board declared K9 Nora surplus property and authorized disposition in accordance with the County's policy.

(F-11) Sheriff's Office - Awarding of Service Weapon to Sgt. Peter Kelnhofer Upon his Retirement

Sgt. Peter Kelnhofer will retire from the Cabarrus County Sheriff's Office on December 1, 2025. In accordance with NC GS 14-187.2, the Sheriff's Office

requested that his service weapon (Sig Sauer P320, SN 58C351885) be declared surplus.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Pittman and unanimously carried, the Board declared the Sig Sauer P320 (SN 58C351885) surplus property and authorized disposition in accordance with the County's policy.

(F-12) Sheriff's Office - Awarding of Service Weapon to Senior Deputy Keith Drake Upon his Retirement

Senior Deputy Keith Drake will retire from the Cabarrus County Sheriff's Office on December 1, 2025, after 30 years of creditable service. In accordance with NC GS 14-187.2, the Sheriff's Office requested that his service weapon (Sig Sauer P320, SN 58C352041) be declared surplus and awarded to Deputy Drake for $1.00 upon his retirement.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Pittman and unanimously carried, the Board declared the Sig Sauer P320 (SN 58C352041) surplus property and authorized disposition in accordance with the County's policy.

(F-13) Sheriff's Office - Awarding of Service Weapon to Senior Deputy Gerald Williams Upon his Retirement

Senior Deputy Gerald Williams will retire from the Cabarrus County Sheriff's Office on December 1, 2025. In accordance with NC GS 14-187.2, the Sheriff's Office requested that his service weapon (Sig Sauer P320, SN 58C351845) be declared surplus and awarded to Deputy Williams for $1.00 upon his retirement.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Pittman and unanimously carried, the Board declared the Sig Sauer P320 (SN 58C351845) surplus property and authorized disposition in accordance with the County's policy.

(F-14) Tax Administration - Refund and Release Reports - October 2025

The Release Report contained taxpayers' names, bill numbers, valuations, tax amounts, and justifications for releasing the valuation or tax amounts for outstanding levies in accordance with N.C.G.S. 105-381. The Refund Report summarized data from each refund request form, including the justifications for refunds to taxpayers in accordance with N.C.G.S. 105-381. Due to the transition of motor vehicles onto the new North Carolina Vehicle Tax System (NCVTS), motor vehicle-related refunds and releases began to be displayed on the new report generated by NCVTS.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Pittman and unanimously carried, the Board approved the October 2025 Refund and Release Reports as submitted, including the NCVTS Refund Report, and granted authority to the Tax Collector to process the refunds and releases.

(F-15) Tax Administration- 2015 Write Off, Real and Personal Outstanding Taxes

The Tax Collector used all legal efforts to collect delinquent taxes. However, N.C.G.S. 105-378 established a ten-year statute of limitations, preventing the Tax Collector from pursuing remedies to collect taxes remaining unpaid prior to the 2016 tax year. The provision "Use of Remedies Barred" stated that no county or municipality could maintain an action or procedure to enforce any legal remedy for tax collection or the enforcement of tax liens unless the procedure was instituted within ten years from the date the taxes became due.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Pittman and unanimously carried, the Board approved the write-off of real and personal outstanding taxes for tax year 2015 totaling $126,076.83."

(G) NEW BUSINESS

(G-1) Boards and Committees - Juvenile Crime Prevention Council (JCPC) - Appointment

Juvenile Crime Prevention Council (JCPC) recommended Henretta Jackson for appointment to Seat 19(g) as an At-Large Member on the Juvenile Crime Prevention Council for a full term expiring September 30, 2027.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Pittman and unanimously carried, the Board appointed Henretta Jackson to vacant Seat 19(g) as an At-Large Member to a full term expiring September 30, 2027, and approved any necessary exceptions to the Appointment Policy.

(G-2) Boards and Committees - Planning & Zoning Commission – Appointment

The Cabarrus County Planning and Zoning Commission had three openings for alternate member positions. The Nominations Committee reviewed applications on file with the Clerk and nominated Mr. Keith Conrade, Mr. Gary Eldridge, and Ms. Heather James to fill the alternate positions. The Committee voted unanimously to recommend that Mr. Eldridge be appointed to the unexpired Alternate At-Large #2 term vacated by Ms. Holly Edwards, ending August 31, 2026; that Mr. Conrade be appointed to the unexpired Alternate At-Large #1 term vacated by Mr. Idlibi, ending August 31, 2027; and that Ms. James be appointed to the expired Alternate At-Large #3 term vacated by Mr. Hudspeth, expiring August 31, 2028. The Committee requested the Board of Commissioners approval of these appointments.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Pittman and unanimously carried, the Board appointed Mr. Gary Eldridge to fill the unexpired alternate At-Large Member Seat #2 term ending August 31, 2026.

(G-3) Boards and Committees - Planning & Zoning Commission – Appointment

The Cabarrus County Planning and Zoning Commission had three openings for alternate member positions. The Nominations Committee reviewed applications on file with the Clerk and nominated Mr. Keith Conrade, Mr. Gary Eldridge, and Ms. Heather James to fill the alternate positions. The Committee voted unanimously to recommend that Mr. Eldridge be appointed to the unexpired Alternate At-Large #2 term vacated by Ms. Holly Edwards, ending August 31, 2026; Mr. Conrade be appointed to the unexpired Alternate At-Large #1 term vacated by Mr. Idlibi, ending August 31, 2027; and Ms. James be appointed to the expired Alternate At-Large #3 term vacated by Mr. Hudspeth, expiring August 31, 2028. The Committee requested the Board of Commissioners approval of these appointments.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Pittman and unanimously carried, the Board appointed Mr. Keith Conrade to fill the unexpired alternate At-Large Member Seat #1 term ending August 31, 2027.

(G-4) Boards and Committees - Planning & Zoning Commission – Appointment

The Cabarrus County Planning and Zoning Commission had three openings for alternate member positions. The Nominations Committee reviewed applications on file with the Clerk and nominated Mr. Keith Conrade, Mr. Gary Eldridge, and Ms. Heather James to fill the positions. The Committee voted unanimously to recommend that Mr. Eldridge be appointed to the unexpired Alternate At-Large #2 term vacated by Ms. Holly Edwards, ending August 31, 2026; Mr. Conrade be appointed to the unexpired Alternate At-Large #1 term vacated by Mr. Idlibi, ending August 31, 2027; and Ms. James be appointed to the expired Alternate At-Large #3 term vacated by Mr. Hudspeth, expiring August 31, 2028. The Committee requested the Board of Commissioners approval of these appointments.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Pittman and unanimously carried, the Board appointed Ms. Heather James to fill the expired alternate At-Large Member Seat #3 for a term ending August 31, 2028.

(G-5) County Manager - Human Services Community Response to Temporary FNS Funding Shortfall

Dr. Aalece Pugh, Assistant County Manager, presented information regarding the Human Services community response to the temporary Food and Nutrition Services (FNS) funding shortfall. She reported she met with community partners last week to assess needs and emerging trends resulting from the recent federal government shutdown. Although the shutdown has ended, the State is experiencing delays in issuing certain benefits due to internal system issues. As a result, some beneficiaries have not received their full disbursements, and local providers are experiencing increased demand.

Dr. Pugh noted that disruptions to federal programs, specifically the Supplemental Nutrition Assistance Program (SNAP), have strained local food and financial assistance resources. The department proposed a coordinated local response to mitigate impacts on low-and moderate-income residents and to prepare for future disruptions. As part of this proposal, the department requested $150,000 in temporary funding to support the response efforts.

Without intervention, community partners anticipate increased need for both food assistance and crisis assistance (rental and utility support). If approved, Cabarrus County would distribute funds as grants modeled after the ARPA grant structure to qualified community-based organizations providing food or crisis assistance. Grantees would make a good-faith effort to direct resources to residents most in need, including children, adults, and seniors eligible for SNAP benefits.

Key elements of the proposed grant program include:

- Funding for shelf-stable food boxes
- Crisis assistance grants
- Flexibility for providers to request additional funds for unforeseen needs
- A hold-harmless provision for agencies acting in good faith
- Retroactive eligibility for expenses incurred beginning November 1
- Program management by the Human Services Agency, in partnership with Finance, and appointment of an ARPA-style grant administrator
- Immediate release of funds upon Board approval
- Quarterly reporting requirements
- Outcome reviews to assess program effectiveness

Dr. Pugh stated that projected outcomes include mitigating the immediate effects on low-to-moderate-income households, ensuring continuity of food, rental, and utility support, and reducing pressure on primary food pantries. She recommended, should Cabarrus County choose to authorize crisis response grant funds, the initiative be executed as a grant program to enable rapid deployment of food and financial assistance.

A discussion ensued. During discussion, Dr. Pugh responded to questions from the Board.

UPON MOTION of Commissioner Wortman, seconded by Chairman Jones, the motion to approve funding of up to $150,000 for contracts with local non-profits serving Cabarrus County residents to provide food resources, pursuant to N.C.G.S. 160D-1311, and to approve any necessary budget amendment(s) failed with the following vote: Ayes: Chairman Jones and Commissioner Wortman; Nays: Vice Chair Lindsey and Commissioner Pittman.

(H) REPORTS

(H-1) BOC – Receive Updates from Commission Members Who Serve as Liaisons to Municipalities or on Various Boards/Committees

Vice Chair Lindsey shared a video highlighting the Cabarrus County Animal Shelter.

Commissioner Pittman reported on the Town of Midland and the Emergency Services meetings.

(H-2) BOC - Request for Applications for County Boards/Committees

Applications are being accepted for the following County Boards/Committees:

- Active Living and Parks Commission – 1 Vacant Position
- Adult Care Home Community Advisory Committee – 13 Vacant Positions
- Concord Planning and Zoning Commission (ETJ) – 1 Vacant Position
- Fair Advisory Commission – 2 Vacant Positiions
- Library Board of Trustees – 3 Expired Positions
- Nursing Home Community Advisory Committee – 10 Vacant Positions
- Planning and Zoning Commission – 2 Vacant Positions
- Region F Aging Advisory Committee – 1 Vacant Position
- Transportation Advisory Board – 5 Vacant Positions
- Youth Commission – 4 Vacant Positions

Chairman Jones urged citizens to consider participating on a Board or Committee.

(H-3) Budget - Monthly Budget Amendment Report

The Board received the monthly budget amendment report for informational purposes. No action was required of the Board.

(H-4) Budget - Monthly Financial Update

The Board received the monthly financial update report for informational purposes. No action was required of the Board.

(H-5) Communications and Outreach - Monthly Summary Report

The Board received the monthly summary report for informational purposes. No action was required of the Board.

(H-6) County Manager - Cabarrus Arena and Events Center Financial Report

The Board received the financial report for informational purposes. No action was required of the Board.

(H-7) County Manager - Monthly Building Activity Reports

The Board received the monthly building activity reports for informational purposes. No action was required of the Board.

(H-8) EDC - October 2025 Monthly Summary Report

The Board received the monthly new development report for informational purposes. No action was required of the Board.

(H-9 Fire Marshal - Cabarrus County Fire Services Monthly Report

The Board received the monthly Fire Services report for informational purposes. No action was required of the Board.

(H-10) Super Cab Co – Monthly Report

The Board received the monthly Super Cab Co report for informational purposes. No action was required of the Board.

(I) GENERAL COMMENTS BY BOARD MEMBERS

Commissioner Pittman advised that a recent change to the North Carolina General Statutes now requires when a vacancy occurs on a county board of commissioners, the executive committee of the departing member’s political party will be responsible for selecting the replacement. The authority to make this appointment rests with the party, not with the Board of Commissioners.

Chairman Jones expressed his appreciation for the support of the other commissioners, the citizens, and the Interim County Manager.

(J) ADJOURN

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the meeting adjourned at 7:12 p.m.

_____

Ariadne Olvera, Clerk to the Board

The Board of Commissioners for the County of Cabarrus met for an Agenda Work Session in the Multipurpose Room at the Cabarrus County Governmental Center in Concord, North Carolina at 5:00 p.m. on Monday, December 1, 2025.

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

live broadcast at 5:00 p.m. on Channel 22
https://www.youtube.com/cabarruscounty
https://www.cabarruscounty.us/cabcotv

Present –	Chairman:	Jeff Jones
	Vice Chairman:	Laura B. Lindsey
	Commissioners:	Larry G. Pittman
		Kenneth M. Wortman

Also present were: Kelly Sifford, Interim County Manager; Aalece Pugh, Assistant County Manager; Kyle Bilafer, Assistant County Manager; Doug Hall, County Attorney and Ariadne Olvera, Clerk to the Board.

Chairman Jones recognized Mr. Ian Patrick, candidate to fill the vacancy left by Commissioner Shue.

1. Call to Order

Chairman called the meeting to order at 5:00 p.m.

2. Approval of Work Session Agenda

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board approved the agenda as presented.

3. Discussion Items - No Action

3.1. County Manager - Cabarrus County Schools Mid-Year Financial Position Presentation

Phillip Penn, Chief Financial Officer, Cabarrus County Schools, presented a PowerPoint on the Mid-Year Financial Update, providing the following information:

Fiscal Year 2025-26 Overview

- The 2024-25 fiscal year ended with a minimal fund balance, leaving little margin for error in 2025-26; rebuilding to a 4% fund balance is a key focus.
- Positives include fines and forfeiture revenue trending closer to historical levels, resilient interest rates on deposited funds, expenses tracking close to projections, and a newly introduced monthly Board of Education budget report providing greater transparency.

Fiscal Year 2025-26 Challenges and Budget Impacts

- Negatives / Key Challenges:
  - No state budget yet, creating stress on personnel due to rising State Health Plan costs and uncertainty for 2026-27 planning.
  - Unexpected change in state transportation funding methodology, partially offset by budget freezes.
  - Continued growth in exceptional children (EC) population, requiring costly contracted services due to lack of in-house providers (Occupational Therapy/Physical Therapy /audiologist/Speech Language Pathologists).
  - No Medicaid reimbursement received yet; $950,000 budgeted of $2 million owed.
- Delayed State Budget – Implications:
  - Last pay raises were in July 2024; inflation has risen >4% since then.
  - State Health Plan premiums and out-of-pocket costs have increased significantly, making recruitment and retention challenging.
  - Salary growth projections are uncertain; compounded effects of raises are difficult to predict, possibly requiring special appropriations if raises exceed 3%.
- Delayed Federal Budget – Outcome:
  - Minimal financial impact, as primary federal grants were already received.
  - School Nutrition Program (SNP) remains financially strong with sufficient cash reserves to operate without immediate federal reimbursements.
  - Monitoring ongoing developments with the U.S. Department of Education; process to restart at the end of January.

DRAFT

2026-2027 Budget – Key Factors and Mitigation

- Key Factors:
  - State budget decisions on salaries and benefits.
  - Continued growth and higher concentration of needs in the exceptional children (EC) population.
  - Expected increased costs for routine facility maintenance (custodial supplies, mowing, painting).
  - Approved utility rate increases.
- Cost Mitigation Strategies:
  - Review of Program Choice.
  - Increased use of Cabarrus Virtual Academy vs. state-run NCVPS.
  - Refinement of position allotment model.
  - Greater use of cooperative purchasing, alternative sourcing, and RFPs.
  - Re-evaluating 'buy vs. build' decisions with vendors.
  - Exploring alternative models to reduce 1:1 technology deployment costs.
- Summary / Outlook:
  - Focus on maintaining correct staffing levels.
  - Expect higher utility and maintenance costs.
  - Potential delays in federal funding if USDE structure changes.
  - Capital requests to follow new hybrid prioritization process.

A discussion ensued. During discussion, Mr. Penn responded to questions from the Board. Kelly Sifford, Interim County Manager, provided information.

3.2. Facilities Design and Construction - Behavioral Healthcare Center Contract Credit

Michael Miller, Design and Construction Director, provided an update on the Behavioral Healthcare Center contract. He reported the contract with Messer Construction is expected to decrease by approximately $4 million.

Further, when the Guaranteed Maximum Price (GMP) was developed, the project included a bid contingency. Using a bid contingency allows the county to encumber funds for unforeseen costs that may arise during construction and also allows Messer to maintain their originally quoted fee. The original bid contingency was approximately $3.3 million. After bid savings were realized, the contingency increased slightly to just over $4 million.

All bids have now been received, and all subcontracts are in place. Mr. Miller stated that the full $4 million contingency will likely not be needed for actual construction. The County has the option to take a credit from Messer or leave the funds in the contract for potential future construction needs. Existing owner's contingency and construction manager contingency funds within the GMP remain available to cover unexpected costs that arise.

There is a current need for $500,000 for furniture. The original budget for furniture was $1.2 million, but pricing returned at $1.7 million. Mr. Miller's plans to request full credit from Messer for the bid contingency, use $500,000 to cover the gap in furniture costs, and return the remaining funds to the construction account, leaving them unencumbered.

A brief discussion ensued.

3.3. Solid Waste / Landfill - Bid Award for Landfill Phase 5 Expansion

Kevin Grant, Environmental Management Director, provided an update on the Phase 5 Landfill Expansion Project. The expansion will add approximately 2 acres and require the movement of roughly 60,000 cubic yards of material, which will provide an estimated four years of additional airspace. The formal bid process was initiated on November 6, with bids opened on November 25. Several contractors submitted proposals, and the lowest responsible bid was submitted by Ike's Construction.

Mr. Grant noted the landfill is self-sufficient that operates under an enterprise fund, with fees collected through waste received at the landfill and convenience centers supporting operations. The landfill fund will cover the cost of the expansion, which was approved in the FY26 Capital Budget Plan.

Due to time constraints and the need to move forward quickly, he requested Board approval to approve the contract with Ike's Construction and begin construction as soon as possible

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Wortman and unanimously carried, the Board suspended the Rules of Procedure due to time constraints.

DRAFT

UPON MOTION of Vice Chair Lindsey, 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 by the County Attorney.

4. Discussion Items For Action

4.1. Active Living and Parks - 2026 Fees and Charges and Policy

Byron Haigler, Active Living and Parks Director, provided an update on proposed changes to department fees and charges and the fees and charges policy. Policy changes include removing date restrictions for the two-night cabin and tent site requirement on Fridays and Saturdays, making the requirement year-round. Fee updates include standardizing full-day rental times for Camp T.N. Spencer Park indoor facilities (Helms & Propst) with adjusted fees, adding a $50 Frank Liske Park Barn set-up fee, increasing Active Living Center personal training sessions from $35 to $40 per hour, and introducing a drop-in fitness class pass at the standard rate for Active Living Centers. The Active Living and Parks Commission reviewed and approved these changes at their November 20, 2025 meeting.

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

4.2. Boards and Committees - Cabarrus-Rowan Metropolitan Planning Organization Technical Coordinating Committee (TAC) and Transportation Advisory Committee (TCC) – Appointment

Susie Morris, Planning and Development Director, reported that there are two positions staffed by the County for the Cabarrus-Rowan Metropolitan Planning Organization (MPO): the Technical Coordinating Committee (TCC) and the Transportation Advisory Committee (TAC). She advised Phil Collins has traditionally served alongside her in these capacities and requested these appointments continue for the upcoming year.

Additionally, Ms. Morris advised the MPO appointments are one-year terms and are typically brought before the Board each December. Also, the Board will need to consider the TAC reappointment for the elected official representative for calendar year 2026.

It was requested that Phil Collins, Planning Supervisor, be appointed as the County's TCC representative, and Susie Morris, Planning and Development Director, be appointed as the alternate representative for 2026.

4.3. Boards and Committees - Human Services Advisory Board – Removal

Dr. Aalece Pugh, Assistant County Manager, advised Ms. Shannon Lancaster has requested to step down from the Human Services Advisory Board. Her last meeting will be on December 3rd,2025. Dr. Pugh further advised staff will begin discussing potential replacements to fill the upcoming vacancy on the board.

4.4. Boards and Committees - Nursing Home Community Advisory Committee – Appointment

This item was continued to the December Regular Meeting.

4.5. Boards and Committees - Tourism Authority – Removal

This item was continued to the December Regular Meeting.

4.6. BOC – Resolution Establishing the Board of Commissioners' 2026 Meeting Schedule

This item was continued to the December Regular Meeting.

4.7. Cabarrus Soil and Water Conservation District - Authorization for Cabarrus Soil and Water Conservation District to Approve Grant Contract

Amy Cook, Resource Conservation Easement Specialist, reported last Fall the Soil and Water Conservation District applied for two conservation easement grants through the state. More than 100 applications were submitted statewide, and six were selected for funding; two of the grants were awarded to Cabarrus County.

Ms. Cook requested approval of the two grant contracts, along with the associated budget amendment. Additionally, there will be required matching

funds, which have already been included in their department's regular budget. Additional funds will be provided by the landowners and the federal government

4.8. Cabarrus Soil and Water Conservation District - Authorization for Cabarrus Soil and Water Conservation District to Approve Grant Contract

Amy Cook, Resource Conservation Easement Specialist Amy Cook, Resource Conservation Easement Specialist, reported last Fall the Soil and Water Conservation District applied for two conservation easement grants through the state. More than 100 applications were submitted statewide, and six were selected for funding; two of the grants were awarded to Cabarrus County.

Ms. Cook requested approval of the two grant contracts, along with the associated budget amendment. She advised the required matching funds have already been included in their department's regular budget. Additional funds will be provided by the landowners and the federal government

4.9. Cooperative Extension - Amendments to Chapter 32, Code of Ordinances, "Farmland Preservation"

Doug Hall, County Attorney and General Counsel, provided the Board with a draft of the updated ordinance. He explained the proposed updates strengthen the ordinance, making it more user-friendly and streamlining the application process. Many of the revisions are required by the 2021 Farm Act. He noted that Chapter 32 of the County ordinance has been in place since 2005, and the Farm Act (the enabling legislation at the state level) has been rewritten twice since then, in 2016 and 2021. The County will now be incorporating the changes mandated by the updated statutes.

Mr. Hall also reported state law requires all Voluntary Agricultural Districts to be mapped. The mapping project, led by Tracy LeCompte and Sarah Newman, in partnership with the County's GIS Department, is underway and functional on the GIS website, though not all parcels have been mapped yet. In addition, the updated ordinance establishes a streamlined process for situations in which a landowner with an easement passes away and heirs seek to amend or withdraw from the agreement.

Tracy LeCompte, Cooperative Extension Director, noted that many parcels currently in the program were part of the initial class finalized in 2006. Because these agreements span 10 years, a large number will come up for renewal in 2026. Staff wants to ensure that landowners who wish to re-enroll next year have clear and concise guidance.

Sarah Newman, Livestock and Field Crop Extension Agent, provided an overview of the Voluntary Agricultural District and Enhanced Voluntary Agricultural District programs. Both programs involve voluntary conservation easements initiated by landowners seeking farmland protection. The largest ordinance update clarifies how the death of a landowner affects an easement. Under an enhanced Voluntary Agricultural District agreement, participants commit to the program for a 10-year period, regardless of a landowner's death, and this clarification ensures consistency across all agreements. Additional updates to the ordinance reflect recent statewide legislative changes applicable to Cabarrus County.

4.10. County Manager - Burg Church Property

Kelly Sifford, Interim County Manager, advised approximately one year ago, the county entered into a lease agreement with Burg Church. The church has requested additional property. The county worked with the school system to confirm the property's availability, and the schools have approved the request. An independent appraisal was conducted, resulting in a value of $119,200 for the property.

Doug Hall, County Attorney and General Counsel, explained Cabarrus County holds title to the property because it secures some of the school's financing. When the lease was originally approved, the understanding was that five years from now, upon lease expiration, there would be an option to purchase the property. By that time, the financing is expected to be fully paid, allowing for a conveyance without encumbrances. While the county holds title, the property has no other school use and is somewhat separated from the main school campus.

All parties are in agreement. Mr. Hall drafted a proposed addendum to the existing lease, which has been sent to Burg Church. The addendum clarifies the terms and specifies that no conveyance will occur until the property is fully paid.

DRAFT

Ms. Sifford noted that the addendum is structured to end at the same time as the original lease agreement.

4.11. DHS- Transportation 5310 Elderly and Handicap Budget Amendment

Charles Ratliff, Transportation Manager, and Suzanne Moose, HHS Business Director, reported the Transportation was awarded an additional $72,964 from the 5310 City of Concord Elderly and Handicapped grant program. A budget amendment will be needed to recognize the additional revenue.

4.12. Risk and Safety - Annual Bond Approvals

Jon Bradley, Risk and Safety Director, provided information for the annual renewal of bonds for the following:

- Finance Director and Deputy Finance Director (Jim Howden & Mitzi Odell) – $1,000,000
- Tax Administrator (David Thrift) – $250,000
- Cabarrus County Sheriff (Van Shaw) – $25,000
- Register of Deeds (Wayne Nixon) – $50,000

5. Approval of Regular Meeting Agenda

5.1. BOC - Approval of Regular Meeting Agenda

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Pittman, and unanimously carried, the Board approved the agenda as follows for the December 15, 2025 regular meeting.

Appointment and Swearing In

- BOC – Board of Commissioner Appointment and Swearing In

Board Organization

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

Recognitions and Presentations

- Proclamation – Reverend Dr. Martin Luther King, Jr. Day
- Recognition – Budget – Government Finance Officers Association's (GFOA) Distinguished Budget Presentation Award

Consent Agenda

- Active Living and Parks – 2026 Fees and Charges and Policy
- Boards and Committees – Cabarrus-Rowan Metropolitan Planning Organization Technical Coordinating Committee (TAC) and Transportation Advisory Committee (TCC) – Appointment
- Boards and Committees – Human Services Advisory Board – Removal
- Boards and Committees – Nursing Home Community Advisory Committee – Appointment
- Boards and Committees – Tourism Authority – Removal
- BOC – Resolution Establishing the Board of Commissioners' 2026 Meeting Schedule
- Cabarrus Soil and Water Conservation District - Authorization for Cabarrus Soil and Water Conservation District to Approve Grant Contract
- Cabarrus Soil and Water Conservation District - Authorization for Cabarrus Soil and Water Conservation District to Approve Grant Contract
- Cooperative Extension – Amendments to Chapter 32, Code of Ordinances, "Farmland Preservation"
- County Manager – Burg Church Property
- DHS- Transportation 5310 Elderly and Handicap Budget Amendment
- Risk and Safety – Annual Bond Approval – Deputy Finance Director
- Risk and Safety – Annual Bond Approval – Finance Director
- Risk and Safety – Annual Bond Approval – Register of Deeds
- Risk and Safety – Annual Bond Approval – Sheriff
- Risk and Safety – Annual Bond Approval – Tax Administrator
- Tax Administration – Refund and Release Reports – November 2025

New Business

- Budget – FY27 Budget Update

6. Closed Session - Consult with Attorney and Personnel

DRAFT

6.1 Closed Session

UPON MOTION of Commissioner Pittman, seconded by Vice Chair Lindsey and unanimously carried, the Board moved to go into closed session to consult with attorney and personnel as authorized by NCGS 143-138.11(a)(3).

7. Return to Open Session

UPON MOTION of Commissioner Pittman, seconded by Vice Chair Lindsey and unanimously carried, the Board moved to return to open session.

8. Adjourn

UPON MOTION of Commissioner Pittman, seconded by Vice Chair Lindsey, the meeting adjourned at 7:05 p.m.

_____
Ariadne, Clerk to the Board

DRAFT

The Board of Commissioners for the County of Cabarrus met in regular session in the Commissioners' Meeting Room at the Cabarrus County Governmental Center in Concord, North Carolina at 6:00 p.m. on Monday, December 15, 2025.

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

live broadcast at 6:00 p.m. on Channel 22
https://www.youtube.com/cabarruscounty
https://www.cabarruscounty.us/cabcotv

Present -	Chair:	Laura B. Lindsey
	Vice Chairman:	Ian Patrick
	Commissioners:	Kenneth M. Wortman
		Larry G. Pittman
		Jeff Jones

Also present were Kelly Sifford, Interim County Manager; Aalece Pugh, Assistant County Manager; Kyle Bilafer, Assistant County Manager; Doug Hall, County Attorney; and Ariadne Olvera, Clerk to the Board.

Commissioner Jones called the meeting to order at 6:00 p.m.

Commissioner Jones led the Pledge of Allegiance.

Dan Marshall, Local Government Ministries, gave the invocation.

Chairman Jones recognized Bahiji Whissett-Bates, West Cabarrus High representative from the Youth Commission.

(A) APPOINTMENT AND SWEARING IN

(A-1) BOC – Board of Commissioner Appointment and Swearing In

Commissioner Jones called for the appointment of a new commissioner to fill the current vacancy.

UPON MOTION of Commissioner Pittman, seconded by Commissioner Lindsey and unanimously carried, the Board appointed Ian Patrick to fill the current vacancy on the Board.

The Honorable Jennifer Teague, Mayor of Harrisburg, administered the following oath of office to Ian Patrick:

CABARRUS COUNTY
BOARD OF COMMISSIONERS
OATH OF OFFICE

I, Ian Patrick, do solemnly swear that I will support the Constitution of the United States; so help me, God.

I, Ian Patrick, do solemnly and sincerely swear that I will be faithful and bear true allegiance to the State of North Carolina, and to the constitutional powers and authorities which are or may be established for the government thereof; and that I will endeavor to support, maintain, and defend the Constitution of said State, not inconsistent with the Constitution

of the United States, to the best of my knowledge and ability; so help me, God.

I, Ian Patrick, do solemnly swear that I will support and maintain the Constitution and laws of the United States, and the Constitution and laws of North Carolina not inconsistent therewith, and that I will faithfully discharge the duties of my office as Cabarrus County Commissioner; so help me, God.

/s/ Ian Patrick
Ian Patrick

Subscribed and sworn to before me, this the 15th day of December, 2025.

/s/ Jennifer Teague
Honorable Jennifer Teague
Mayor of Harrisburg

(B) BOARD ORGANIZATION

(B-1) Board of Commissioners - Election of Chairman

Commissioner Jones opened nominations for the position of Chairman.

Commissioner Pittman nominated Commissioner Lindsey for Chair of the Cabarrus County Board of Commissioners.

Commissioner Jones called for further nominations. Hearing none, nominations were closed.

UPON MOTION of Commissioner Pittman, seconded by Commissioner Patrick, the Board elected Commissioner Laura Lindsey as Chair to the Board by the following vote: Ayes: Commissioners Jones, Lindsey, Patrick and Pittman Nays: Commissioner Wortman.

(B-2) Board of Commissioners - Election of Vice Chairman

Commissioner Jones called for nominations for the position of Vice Chairman.

Commissioner Pittman nominated Commissioner Ian Patrick for Chairman of the Cabarrus County Board of Commissioners.

Chairman Jones called for further nominations. Hearing none, the nominations were closed.

UPON MOTION of Commissioner Pittman, seconded by Chair Lindsey and unanimously carried, the Board elected Ian Patrick as Vice Chairman to the Board.

BRIEF RECESS

Commissioner Jones called a brief recess at 6:11 p.m. to rearrange seating following the election of the new Chair and Vice Chair.

The meeting resumed at 6:23 p.m.

(B-3) Board of Commissioners - Comments from Chairman and Vice Chairman

Chair Lindsey expressed her appreciation for the opportunity to serve as Chair.

Vice Chairman Patrick expressed he was honored to have been nominated by the Cabarrus County Republican Party to fill the seat previously held by the late Commissioner Shue.

(C) APPROVAL OF THE AGENDA

Chair Lindsey reviewed the following changes to the agenda.

ADDITIONS:

New Business
H-2 County Manager - Appropriation of Funds

Closed Session
K-1 Closed Session - Consult with Attorney

REMOVED:

New Business
H-1 Budget – FY27 Budget Update

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

(D) RECOGNITIONS AND PRESENTATIONS

(D-1) Proclamation - Reverend Dr. Martin Luther King, Jr. Day

Chair Lindsey read the proclamation aloud.

UPON MOTION of Commissioner Jones seconded by Commissioner Pittman and unanimously carried, the Board adopted the proclamation.

Proclamation No. 2025-19

PROCLAMATION

WHEREAS, Reverend Dr. Martin Luther King, Jr., was born on January 15, 1929 in Atlanta, Georgia, and devoted his life to fighting poverty, injustice and racism in America; and

WHEREAS, Reverend Dr. King, through his practice of non-violent protest, promoted the importance of love, peace and freedom for humankind and challenged America to honor its promise of liberty and justice for all citizens; and

WHEREAS, during his lifetime, Reverend Dr. King sought to forge the common ground on which individuals of all ages, races and backgrounds could join together to address important community issues and provide service to their community; and

WHEREAS, the third Monday in January has been established as a national holiday to observe the anniversary of Reverend Dr. King's birth and commemorated as a national day of service; and

NOW THEREFORE, the Cabarrus County Board of Commissioners hereby proclaims Monday, January 19, 2026 as Reverend Dr. Martin Luther King, Jr. Day in Cabarrus County and encourages all citizens to join in the special programs and ceremonies to be held throughout the county honoring the life and work of Reverend Doctor King and his legacy of peace and equality for all citizens.

Adopted this 15th day of December, 2025.

/s/ Laura Lindsey
Chair, Cabarrus County Board of Commissioners

Attest:
/s/ Ariadne Olvera
Ariadne Olvera, Clerk to the Board

(D-2) Recognition - Budget - Government Finance Officers Association's (GFOA) Distinguished Budget Presentation

Jim Howden, Finance Director, announced Cabarrus County and the Cabarrus County Budget Team received the Distinguished Budget Presentation Award from the Government Finance Officers Association (GFOA). This is one of the highest awards the county can receive, and it marks the 27th consecutive year they have earned it. He thanked the Budget Team and all Cabarrus County staff for their efforts.

(E) INFORMAL COMMENTS

Chair Lindsey opened the meeting for Informal Public Comments at 6:29 p.m. She briefly reviewed the Public Participation Policy.

Jerry Anderson, a resident at 133 Kennedy Avenue, Kannapolis, commented on DSS.

Jeeter Anderson, a resident at 133 Kennedy Avenue, Kannapolis, spoke regarding DSS.

Robert Mitton, a resident at 575 Brown Lee Drive SW, Concord, spoke regarding the government, federal and local, the country and politics.

Tammy Pittman, a resident of 250 Roberta Road, Concord, spoke regarding the meaning and reasons Christmas is celebrated.

Bob Carruth, a resident at 186 Scene Drive, Concord, offered encouraging remarks for the Board.

There was no one else to address the Board, therefore, Chair Lindsey closed the public comments.

(F) OLD BUSINESS

None.

(G) CONSENT

(G-1) Active Living and Parks – 2026 Fees and Charges and Policy

The Active Living and Parks Department reviewed its Fees and Charges and Fees and Charges Policy as part of its annual review, noting that both were effective on a calendar-year basis rather than a fiscal-year basis. The Department presented minimal proposed changes for 2026, including policy and fee updates. Policy changes included revising the reservation policy to remove date restrictions and require a two-night minimum stay for cabins and tent sites year-round.

Fee changes included standardizing rental times for Camp T.N. Spencer Park indoor facilities (Helms and Propst) to full-day rentals with corresponding fee adjustments, adding a $50 set-up fee for the Frank Liske Park Barn, increasing the Active Living Center personal training session rate from $35 to $40 per hour, and adding a drop-in fitness class pass at the standard rate for Active Living Centers. The Active Living and Parks Commission reviewed and approved the proposed changes at its November 20, 2025 meeting. The Department requested consideration of the proposed changes to the 2026 Active Living and Parks Department Fees and Charges and Fees and Charges Policy.

UPON MOTION of Commissioner Pittman, seconded by Commissioner Jones, and unanimously carried, the Board approved the proposed changes to the 2026 Active Living and Parks Department Fees and Charges and the Fees and Charges Policy.

(G-2) Boards and Committees – Cabarrus-Rowan Metropolitan Planning Organization
Technical Coordinating Committee (TAC) and Transportation Advisory Committee (TCC) – Appointment

The Board of Commissioners annually appoints or reappoints representatives to the Cabarrus-Rowan Metropolitan Planning Organization Technical Coordinating Committee (TCC) and Transportation Advisory Committee (TAC). Staff recommended and requested the appointment of Phil Collins, Planning Supervisor, as the Cabarrus County TCC representative and Susie Morris, Planning and Development Director, as the alternate representative, each for a one-year term ending December 31, 2026.

UPON MOTION of Commissioner Pittman, seconded by Commissioner Jones, and unanimously carried, the Board appointed Phil Collins, Planning Supervisor, as the Cabarrus County TCC representative and Susie Morris, Planning and Development Director, as the alternate representative for one-year terms ending December 31, 2026.

(G-3) Boards and Committees – Human Services Advisory Board – Removal

Shannon Lancaster resigned from the Human Services Advisory Board. It was requested to remove her from the advisory board.

UPON MOTION of Commissioner Pittman, seconded by Commissioner Jones, and unanimously carried, the Board removed Shannon Lancaster from the Human Services Advisory Board and thanked her for her service.

(G-4) Boards and Committees – Nursing Home Community Advisory Committee – Appointment

Anethris Coretta Grant has completed all state program requirements and training and will be a great addition to the team. It was requested by the advisory committee to appoint Anethris Coretta Grant to fill vacant seat #2 for a one-year term to expire December 31, 2026.

UPON MOTION of Commissioner Pittman, seconded by Commissioner Jones, and unanimously carried, the Board appointed Anethris Coretta Grant to the Nursing Home Community Advisory Committee for a one-year term expiring December 31, 2026, including any necessary exceptions to the Appointment Policy.

(G-5) Boards and Committees – Tourism Authority – Removal

Angela Brown retired on November 1, 2025. She held Seat #8 Hotelier on the Tourism Authority. It is requested by the advisory board to remove her from the roster and thank her for her service.

UPON MOTION of Commissioner Pittman, seconded by Commissioner Jones, and unanimously carried, the Board removed Angela Brown as the Seat #8 Hotelier representative on the Tourism Authority and thanked her for her service.

(G-6) BOC - Resolution Establishing the Board of Commissioners' 2026 Meeting Schedule

The 2026 Board of Commissioners meeting scheduled was provided for review and consideration.

UPON MOTION of Commissioner Pittman, seconded by Commissioner Jones, and unanimously carried, the Board approved the resolution establishing the 2026 meeting schedule.

Resolution No. 2025-28

RESOLUTION
ESTABLISHING THE REGULAR MEETING SCHEDULE
FOR CALENDAR YEAR 2026

WHEREAS, the regular agenda work sessions of the Cabarrus County Board of Commissioners are currently held on the first Monday of each month at 5:00 p.m. in the Multipurpose Room at the Governmental Center; and

WHEREAS, the regular meetings of the Board of Commissioners are held on the third Monday of each month at 6:00 p.m. in the Commissioners' Meeting Room at the Governmental Center; and

WHEREAS, the Cabarrus County Board of Commissioners' 2026 meetings may be conducted remotely in a virtual setting, as allowed by the Board's Remote Participation Policy; and

WHEREAS, the Martin Luther King, Jr. holiday requires a change in the regular meeting date in January 2026; and

WHEREAS, Presidents' Day requires a change in the regular meeting date in February 2026; and

WHEREAS, the Easter holiday requires a change in the agenda work session meeting date in April 2026; and

WHEREAS, the NACo Legislative Conference requires a change in the regular meeting date in July 2026; and

WHEREAS, the Labor Day holiday requires a change in the agenda work session meeting date in September 2026; and

WHEREAS, North Carolina General Statute 153A-39 requires that the Board hold an organizational meeting the first Monday in December for each even numbered year; and

WHEREAS, on the first Monday in December of even numbered years, it is customary for the Board to hold a reception and swearing-in ceremony at the Governmental Center honoring incoming and outgoing elected officials prior to the commencement of the organizational meeting; and

WHEREAS, the organizational meeting will be held in the Board of Commissioners' Meeting Room and begin at 6:00 p.m.; and

WHEREAS, the December agenda work session will be held in the Board of Commissioners' Meeting Room and will commence upon the conclusion of the organizational meeting (on or about 6:15 p.m.).

NOW, THEREFORE, BE IT RESOLVED, the Cabarrus County Board of Commissioners, pursuant to North Carolina General Statute 153A-40(a), does hereby:

(1) Establish the Board's regular agenda work session schedule to meet at 5:00 p.m. (unless noted otherwise) in the Multipurpose Room at the Governmental Center on the following dates:

January 5, 2026	July 6, 2026
February 2, 2026	August 3, 2026
March 2, 2026	September 8, 2026 *(Tuesday)*
April 7, 2026 *(Tuesday)*	October 5, 2026
May 4, 2026	November 2, 2026
June 1, 2026*	December 7, 2026

*Commissioner's Meeting Room at 5:30 p.m.

(2) Establish the Board's regular meeting schedule to meet at 6:00 p.m. in the Commissioner's Meeting Room at the Governmental Center on the following dates:

January 20, 2026 *(Tuesday)*	July 21, 2026 *(Tuesday)*
February 17, 2026 *(Tuesday)*	August 17, 2026
March 16, 2026	September 21, 2026
April 20, 2026	October 19, 2026
May 18, 2026	November 16, 2026
June 15, 2026	December 21, 2026

(3) Sets quarterly summits scheduled at 6:00 p.m. at the following locations:

January 7, 2026	Cabarrus Arena
April 1, 2026	TBD
July 1, 2026	TBD
October 7, 2026	TBD

(4) The Board will hold a Budget Public Hearing at the June 1, 2026 Work Session meeting at 5:30 p.m. in the Commissioners Meeting Room at the Governmental Center; and

(5) Sets a Board retreat, to be held in the Multipurpose Room at the Governmental Center on February 27, 2026 at 5:00 p.m. and February 28, 2026 at 8:00 a.m.; and

(6) Sets the NACo Legislative Conference in Washington, DC, on February 21 - 24, 2026; and

(7) Sets the NCACC County Assembly Day and Legislative Reception in Raleigh, North Carolina on TBD; and

(8) Sets budget workshop meetings on April 14, 2026 and June 4, 2026 from 5:00 – 9:00 p.m. in the Multipurpose Room in the Governmental Center; and

(9) Sets the NACo Annual Conference in Orleans Parish, New Orleans, Louisiana on July 17 - 20, 2026; and

(10) Sets the NCACC Annual Conference in Durham County, North Carolina on TBD; and

BE IT FURTHER RESOLVED that any recessed, special or emergency meeting will be held as needed with proper notice as required by North Carolina General Statute 153A-40.

Approved this the 15th day of December, 2026.

/s/ Jeff Jones_____
Chairman
Cabarrus County Board of Commissioners

Attest:
/s/ Ariadne Olvera_____
Ariadne Olvera, Clerk to the Board

(G-7) Cabarrus Soil and Water Conservation District – Authorization for Cabarrus Soil and Water Conservation District to Approve Grant Contract

The Cabarrus Soil and Water Conservation District (SWCD) requested to formally accept a $245,442 Agriculture Development and Farmland Preservation Trust Fund grant from the North Carolina Department of Agriculture and Consumer Services. The grant will be used to purchase a permanent conservation easement on a portion of the Wilburn Williams Family Farm. The contract calls for the County to provide an in-kind match in the form of staff and/or purchased services, which are already included in the SWCD budget. The landowner and USDA Natural Resource Conservation Service are also providing matching funds.

UPON MOTION of Commissioner Pittman, seconded by Commissioner Jones, and unanimously carried, the Board accepted the $245,442 grant award and approved the associated budget amendment.

Budget Revision/Amendment Request

Date: 12/15/2025 Amount: 442,347.85

Dept. Head: Daniel McClellan Department: Soil & Water

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

This budget amendment will record the Williams 1 and Williams2 Farm Conservation Easement.

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
460	6	3270-9698-Will1	Soil and Water Grant-Will1		196,905.85		196,905.85
460	9	3270-9698-Will1	Soil & Water District Activities- Will1		196,905.85		196,905.85
460	6	3270-9698-Will2	Soil and Water Grant-Will2		245,442.00		245,442.00
460	9	3270-9698-Will2	Soil & Water District Activities- Will2		245,442.00		245,442.00
				-	884,695.70	-	884,695.70

(G-8) Cabarrus Soil and Water Conservation District – Authorization for Cabarrus Soil and Water Conservation District to Approve Grant Contract

The Cabarrus Soil and Water Conservation District (SWCD) requested to formally accept a $196,905.85 Agriculture Development and Farmland Preservation Trust Fund grant from the North Carolina Department of Agriculture and Consumer Services. The grant will be used to purchase a permanent conservation easement on a portion of the Wilburn Williams Family Farm. The contract calls for the County to provide an in-kind match in the form of staff and/or purchased services, which are already included in the SWCD budget. The landowner and USDA Natural Resource Conservation Service will also provide matching funds.

UPON MOTION of Commissioner Pittman, seconded by Commissioner Jones, and unanimously carried, the Board accepted the $196,905.85 grant award and approved the associated budget amendment.

Budget Revision/Amendment Request

Date: 12/15/2025 Amount: 442,347.85

Dept. Head: Daniel McClellan Department: Soil & Water

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

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460	6	3270-9698-Will1	Soil and Water Grant-Will1		196,905.85		196,905.85
460	9	3270-9698-Will1	Soil & Water District Activities- Will1		196,905.85		196,905.85
460	6	3270-9698-Will2	Soil and Water Grant-Will2		245,442.00		245,442.00
460	9	3270-9698-Will2	Soil & Water District Activities- Will2		245,442.00		245,442.00
				-	884,695.70	-	884,695.70

(G-9) Cooperative Extension – Amendments to Chapter 32, Code of Ordinances, "Farmland Preservation"

Chapter 32, "Farmland Preservation," was originally adopted in 2005. Since the enabling legislation was substantially revised in 2016 and 2021, the Agricultural Extension Advisory Board reviewed and approved a revised version of Chapter 32 to update and align the Code of Ordinances with current legislation. Approval of the revised chapter was requested.

UPON MOTION of Commissioner Pittman, seconded by Commissioner Jones, and unanimously carried, the Board approved revised Chapter 32, "Farmland Preservation."

(G-10) County Manager – Burg Church Property

Cabarrus County entered into a 5-year lease-to-own agreement with the Burg Church in July 2024. The church began development plans and required a rezoning, for which Cabarrus County, as the property owner, needed to approve the application. The proposal was also reviewed by the School Board. The Burg Church requested an additional parcel be added to the lease agreement. The School Board agreed to the lease amendment and the disposal of the property.

UPON MOTION of Commissioner Pittman, seconded by Commissioner Jones, and unanimously carried, the Board authorized the Interim County Manager to execute the revised lease-to-own agreement to reflect the additional property and costs, the necessary rezoning application documents, and any other necessary documents upon review and any revisions by the County Attorney.

(G-11) DHS – Transportation 5310 Elderly and Handicap Budget Amendment

Cabarrus County Transportation was awarded an additional $72,964 from the 5310 City of Concord Elderly and Handicap grant funding. A budget amendment is requested to increase the transportation budget by $36,964, with a 50% match of $36,964 already included in the budget.

UPON MOTION of Commissioner Pittman, seconded by Commissioner Jones, and unanimously carried, the Board approved the budget amendment for the additional 5310 grant funding.

Budget Revision/Amendment Request

Date:	12/15/2025	**Amount:**	36,964.00
Dept. Head:	Suzanne Moose	**Department:**	HHS Transportation

☐ **Internal Transfer Within Department** ☐ **Transfer Between Departments/Funds** ☑ **Supplemental Request**

Transportation services was awarded more funds than originally budgeted for the 5310 Grant to cover operating expenses. The BA request is to increase the 5310 revenue budget to the total grant amount of $72,964 for FY26. The expenses are in driver salaries and benefits. The decrease to the Medicaid Reimbursement line will off set the increase. There is a 50% required local match which is already budgeted in FY26

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
001	6	00165240-6342-5310	NC Dept of Transportation	36,000.00	36,964.00	-	72,964.00
001	9	00195240-9101-5310	Salaries	1,429,651.00	36,964.00		
001	6	00165240-6644	Medicaid Reimbursement	950,000.00		36,964.00	913,036.00
001	9	00195240-9101	Salaries	1,429,651.00	-	36,964.00	1,392,687.00
							0.00
							0.00
001							0.00
001							0.00
001							0.00
001							0.00
							0.00
							0.00
				3,845,302.00	73,928.00	73,928.00	2,378,687.00
						Total	0.00

(G-12) Risk and Safety – Annual Bond Approval – Deputy Finance Director

The annual ongoing bond for the Deputy Finance Director, Mitzi Odell, was presented for consideration.

UPON MOTION of Commissioner Pittman, seconded by Commissioner Jones, and unanimously carried, the Board approved the annual ongoing bond for the Cabarrus County Deputy Finance Director, Mitzi Odell.

(G-13) Risk and Safety – Annual Bond Approval – Finance Director

The annual ongoing bond for the Finance Director, Jim Howden, was presented for consideration.

UPON MOTION of Commissioner Pittman, seconded by Commissioner Jones, and unanimously carried, the Board approved the annual ongoing bond for the Cabarrus County Finance Director, Jim Howden.

(G-14) Risk and Safety – Annual Bond Approval – Register of Deeds

The annual ongoing bond for the Register of Deeds, Wayne Nixon, was presented for consideration.

UPON MOTION of Commissioner Pittman, seconded by Commissioner Jones, and unanimously carried, the Board approved the annual ongoing bond for the Cabarrus County Register of Deeds, Wayne Nixon.

(G-15) Risk and Safety – Annual Bond Approval – Sheriff

The annual ongoing bond for the Sheriff, Van Shaw, was presented for consideration.

UPON MOTION of Commissioner Pittman, seconded by Commissioner Jones, and unanimously carried, the Board approved the annual ongoing bond for the Cabarrus County Sheriff, Van Shaw.

(G-16) Risk and Safety – Annual Bond Approval – Tax Administrator

The annual ongoing bond for the Tax Administrator, David Thrift, was presented for consideration.

UPON MOTION of Commissioner Pittman, seconded by Commissioner Jones, and unanimously carried, the Board approved the annual ongoing bond for the Cabarrus County Tax Administrator, David Thrift.

(G-17) Tax Administration – Refund and Release Reports – November 2025

The Board reviewed the November 2025 Refund and Release Reports, which included taxpayers' names, bill numbers, valuations, tax amounts, and justifications for releasing or refunding taxes in accordance with N.C.G.S. 105-381. Due to the transition of motor vehicles to the new North Carolina Vehicle Tax System (NCVTS), motor vehicle-related refunds and releases were included in the NCVTS report. It is requested that the Board approve the reports and grant the Tax Collector authority to process the refunds and releases.

UPON MOTION of Commissioner Pittman, seconded by Commissioner Jones, and unanimously carried, the Board approved the November 2025 Refund and Release Reports, including the NCVTS Refund Report, and granted authority to the Tax Collector to process the refunds and releases.

(H) NEW BUSINESS

(H-1) Budget - FY27 Budget Update

Removed from Agenda.

(H-2) County Manager - Appropriation of Funds

Kelly Sifford, Interim County Manager, presented for consideration a budget amendment to appropriate funds for the acquisition of a northwest elementary school site.

UPON MOTION of Commissioner Jones, seconded by Vice Chairman Patrick, and unanimously carried, the Board approved the budget amendment to appropriate funds for the acquisition of a northwest elementary school site and the related project ordinances.

Budget Revision/Amendment Request

Date:	12/15/2025	**Amount:**	1,765,000.00
Dept. Head:	James Howden	**Department:**	School Construction Projects

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

This amendment is to transfer land acquisition budget that was original approved and recorded in Fund 380 - County Capital Projects Fund to Fund 390 - School Capital Project Fund for purchase of land for a new elementary school. Additionally included in the budget will be funds from the unallocated budget to cover an legal or tax costs.

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
390	6	7210-6910-NEWES	Transfer from County Cap Project Fund	-	1,765,000.00		1,765,000.00
390	9	7210-9801-NEWES	Land Acquisition	-	1,765,000.00		1,765,000.00
380	6	1110-6932	Contribution from Community Investment Fund	4,000,000.00	-	1,615,452.89	2,384,547.11
380	6	0000-6902-UNAL	Contribution from General Fund	2,439,354.82		149,547.11	2,289,807.71
380	6	0000-6932-NEWES	Contribution from Community Investment Fund		1,765,000.00		1,765,000.00
380	9	1110-9801	Land Acquisition	4,000,000.00		1,615,452.89	2,384,547.11
380	9	0000-9830-UNAL	Unallocated	2,439,354.82		149,547.11	2,289,807.71
380	9	0000-9708-NEWES	Transfer to School Capital Project Fund	-	1,765,000.00		1,765,000.00

Ordinance No. 2025-21

CABARRUS COUNTY COUNTY CAPITAL PROJECTS 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 for the construction and renovations of County Facilities. Details of the project 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.

It is estimated that the following revenues will be available to complete capital projects as listed.

Debt Proceeds 2020 Draw / 2022 LOBs	$ 652,508
Debt Proceeds 2022 Draw / 2024A LOBs	122,418,304
Debt Proceeds 2024B LOBs	28,878,128
Future Debt	70,000,000
Contributions from Capital Projects Fund	3,136,366
Contribution from General Fund	25,641,219
Contribution from Capital Reserve Fund	1,556,937
Contribution from Community Investment Fund	40,440,205
State Allocation	32,500,000
PARTF Grant	500,000

Interest	2,500,000
TOTAL REVENUES	$328,223,669

C. The following appropriations are made as listed.

Construction Standards Office Renovations	$ 2,000,000
Exterior Repairs to Multiple Buildings	326,174
Legal / Closing Expenses	3,651,456
Fiber Infrastructure Improvement	790,619
Frank Liske Park ADA Renovations	1,450,000
Frank Liske Park Playground Replacement	203,600
Camp Spencer Vending & Archery Building	526,998
West Cabarrus Library & Senior Center	32,243,364
Deferred Maintenance Projects	26,851,780
Mt. Pleasant Library / ALC / Foil Park Project	27,294,067
Northeast Area Land	4,729,117
Mental Health Facility	58,000,000
Other Improvements Unallocated	2,289,808
Enterprise Physical Security Project (ITS)	807,000
Frank Liske Park Softball Complex Utilities	410,000
Rob Wallace Park	1,433,504
Animal Shelter Expansion	275,000
Frank Liske Park Stormwater Project	570,803

Northeast Cabarrus Radio Tower Project	2,334,547
Fire Services Building	370,000
Frank Liske Park Tennis Court	280,000
Frank Liske Park Second Driveway	7,875,000
Government Center Building Repair	450,000
Public Safety Training Center	70,000,000
Human Services Facility	64,250,000
Frank Liske Park Mini-Golf and Office (ADA)	1,100,000
Boardwalk at Vietnam Veterans Park	95,000
Land Acquisition	2,384,547
Chiller Replacement at Sheriff's Admin Office	1,000,000
Contributions to Community Investment Fund	14,231,283
TOTAL EXPENDITURES	$328,223,669
GRAND TOTAL – REVENUES	$328,223,669
GRAND TOTAL – EXPENDITURES	$328,223,669

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. Transfers amounts between objects of expenditure and revenues within a function without limitation.

2. Transfer amounts up to $500,000 between functions of the same fund.

3. 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. Enter 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.

5. 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.

6. 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.

7. Reject formal bids when deemed appropriate and in the best interest of Cabarrus County pursuant to G.S. 143-129(a).

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 Community Investment Fund or to other Capital Projects within the Capital Project Fund and the portion of the Capital Project associated with the project is closed.

Adopted this 15 day of December 2025.

CABARRUS COUNTY BOARD OF COMMISSIONERS

BY: /s/ Laura Lindsey
Chairperson

ATTEST:
/s/ Ariadne Olvera
Clerk to the Board

Ordinance No. 2025-22

CABARRUS COUNTY SCHOOL CAPITAL PROJECTS 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 for the construction and renovations of School Facilities. Details of the project 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.

It is estimated that the following revenues will be available to complete capital projects as listed.

Contribution from General Fund/CIF	$ 90,453,930
Contribution from Capital Projects Fund	5,129,821
Debt Proceeds 2020 Draw / 2022 LOBs	3,014,821
Debt Proceeds 2022 Draw / 2024A LOBs	51,836,500
Debt Proceeds 2024B LOBS	120,855,302
Future Debt	104,600,000
Lottery Funds – Repairs and Renovations	830,352
Contribution from Capital Reserve Fund	693,429
Grant	650,000
Interest	6,801,915
TOTAL REVENUES	$384,866,070

C. The following appropriations are made as listed.

R. Brown McAllister Replacement CCS	$ 48,326,750
New High School	9,513,790
CCS Southeast High School – Land purchase	1,816,320
Deferred Maintenance Cabarrus County Schools	52,357,163
Deferred Maintenance Kannapolis City School	11,965,793
Deferred Maintenance Rowan Cabarrus Community College	4,902,500
Central Cabarrus Track	794,045
Tennis Courts – Cox Mill, Central Cabarrus, Northwest	1,403,493
Mary Frances Wall Renovations	14,740,000
Weddington Hills Elementary School HVAC	7,006,377
Concord High School HVAC	9,091,958
Opportunity School	11,731,149
Hickory Ridge High School Roof	1,882,464
Cox Mill Elementary School Roof	917,630
Wolf Meadow Elementary School Roof	997,895
Fred L. Wilson Elementary School Addition	14,000,000
Forest Park Elementary School HVAC	7,203,000
RCCC South Campus HVAC	6,150,500

Cabarrus Health Science Institution	1,981,000
Consulting – Project Process Review	30,000
Coltrane Webb STEM Elementary School	50,469,994
New Elementary School – Northwest	53,865,000
Concord High School Track Wall Repairs	191,509
Rowan Cabarrus Community College – Renovation S201	7,900,000
Rowan Cabarrus Com College – Workforce Innovation Center	52,922,000
Contribution to Community Investment Fund	9,715,740
Jackson Park Elementary School Renovations	1,040,000
AL Brown Addition	1,950,000
TOTAL EXPENDITURES	$384,866,070
GRAND TOTAL – REVENUES	$384,866,070
GRAND TOTAL – EXPENDITURES	$384,866,070

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, Community Investment Fund or other Capital Project Fund and the portion of the Capital Project associated with the project is closed.

Adopted this 15 Day of December 2025.

CABARRUS COUNTY BOARD OF COMMISSIONERS
BY: /s/ Laura Lindsey
Chairperson

ATTEST:
/s/ Ariadne Olvera
Clerk to the Board

(I) REPORTS

Chair Lindsey advised that there are still vacancies on several boards and committees and encouraged everyone to apply.

(I-1) BOC – Receive Updates From Commission Members Who Serve As Liaisons To Municipalities Or On Various Boards/Committees

None.

(I-2) BOC – Request for Applications for County Boards/Committees

Applications are being accepted for the following County Boards/Committees:

- Active Living and Parks Commission – 1 Vacant Position
- Adult Care Home Community Advisory Committee – 14 Vacant Positions
- Concord Planning and Zoning Commission (ETJ) – 1 Vacant Position
- Fair Advisory Committee – 2 Vacant Positions
- HCCBG – 2 Vacant Positions
- Library Board of Trustees – 3 Expired Positions
- Nursing Home Community Advisory Committee – 9 Vacant Positions
- Region F Aging Advisory Committee – 1 Vacant Position
- Tourism Authority – 1 Vacant Position
- Transportation Advisory Board – 5 Vacant Positions
- Youth Commission – 4 Vacant Positions

(I-3) Budget – Monthly Budget Amendment Report

The Board received the monthly budget amendment report for informational purposes. No action was required of the Board.

(I-4) Budget – Monthly Financial Update

The Board received the monthly financial update report for informational purposes. No action was required of the Board.

(I-5) Communications and Outreach – Monthly Summary Report

The Board received the monthly summary report for informational purposes. No action was required of the Board.

(I-6) County Manager – Cabarrus Arena and Events Center Financial Report

The Board received the financial report for informational purposes. No action was required of the Board.

(I-7) County Manager – Monthly Building Activity Reports

The Board received the monthly building activity reports for informational purposes. No action was required of the Board.

(I-8) EDC – November 2025 Monthly Summary Report

The Board received the November 2025 monthly summary report for informational purposes. No action was required of the Board.

(I-9) Fire Marshal – Cabarrus County Fire Services Monthly Report

The Board received the monthly report for informational purposes. No action was required of the Board.

(I-10) Super Cab Co – Monthly Report

The Board received the monthly Super Cab Co report for informational purposes. No action was required of the Board.

(J) GENERAL COMMENTS BY BOARD MEMBERS

Commissioner Pittman provided updates on the Town of Midland.

Commissioner Wortman reported he completed the North Carolina Leadership Forum last month. He provided comments and appreciation to the Sheriff's Office, EMS, and the Concord Fire Department for their outstanding response to the shooting in Concord.

Vice Chairman reported on his last meeting with the Town of Harrisburg.

Chair Lindsey shared a video highlighting two animals available for adoption at the Cabarrus County Animal Shelter.

(K) CLOSED SESSION

(K-1) – Closed Session – Consult with Attorney and Acquisition of Real Property

UPON MOTION of Commissioner Pittman, seconded by Commissioner Jones and unanimously carried, the Board moved to go into closed session to discuss matters related to pending litigation as authorized by NCGS 143-318.11(a)(3)(5).

(L) RETURN TO OPEN SESSION

UPON MOTION of Vice Chairman Patrick, seconded by Commissioner Jones and unanimously carried, the Board returned to open session.

(M) ADJOURN

UPON MOTION of Chair Lindsey, seconded by Commissioner Jones and unanimously carried, the meeting adjourned at 8:32 p.m.

_____

Ariadne Olvera, Clerk to the Board

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

APRIL 20, 2026
6:00 P.M.

AGENDA CATEGORY:

APPROVAL OF MEETING AGENDA

SUBJECT:

BOC - Changes to the Agenda

BRIEF SUMMARY:

A list of changes to the agenda is attached.

REQUESTED ACTION:

Recommended Motion:

Motion to approve the agenda as amended.

SUBMITTED BY:

Ariadne Olvera, Clerk to Board of Commissioners

BUDGET AMENDMENT REQUIRED:

No

ATTACHMENTS:

1. Changes to the Agenda

CABARRUS COUNTY BOARD OF COMMISSIONERS
CHANGES TO THE AGENDA
April 20, 2026

UPDATED:

New Business
F-3 Juvenile Crime Prevention Council - Request for Approval of Revised FY25-26 Cabarrus County JCPC Funding Plan

Reports
G-5 Communications and Outreach - Monthly Summary Report

ADDITION:

Recognitions and Presentations
C-4 Proclamation - Foster Care Awareness Month

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

APRIL 20, 2026
6:00 P.M.

AGENDA CATEGORY:

RECOGNITIONS AND PRESENTATION

SUBJECT:

Proclamation - Amyotrophic Lateral Sclerosis Awareness Month

BRIEF SUMMARY:

The following proclamation declares May as "Amyotrophic Lateral Sclerosis Awareness Month". It aims to increase public understanding of ALS, honor those affected, recognize the dedication of caregivers and healthcare professionals, and reaffirm the state's commitment to supporting affected individuals, families and communities.

REQUESTED ACTION:

Recommended Motion:

Motion to adopt the proclamation.

SUBMITTED BY:

Ariadne Olvera, Clerk to Board of Commissioners

BUDGET AMENDMENT REQUIRED:

No

ATTACHMENTS:
Proclamation

PROCLAMATION

Amyotrophic Lateral Sclerosis Awareness Month 2026

WHEREAS, amyotrophic lateral sclerosis, also commonly known as Lou Gehrig's disease, is a progressive fatal neurodegenerative disease in which a person's brain loses connection with their muscles, slowly reducing a person's ability to walk, talk, eat, and eventually breathe; and

WHEREAS, thousands of new amyotrophic lateral sclerosis (ALS) cases are reported every year, and estimates show that every 90 minutes, someone is diagnosed with ALS and someone passes away from ALS; and

WHEREAS, on average, patients diagnosed with ALS survive only two to five years from the time of diagnosis; and

WHEREAS, the exact causes of ALS are unknown and there is no known cure for ALS; and

WHEREAS, people who have served in the military are more likely to develop ALS and die from the disease than those with no history of military service; and

WHEREAS, securing access to new therapies, durable medical equipment, and communication technologies is of vital importance to people living with ALS; and

WHEREAS, clinical trials play a pivotal role in evaluating new treatments, enhancing quality of life, and fostering assistive technologies for those living with ALS; and

WHEREAS, the ALS Association is the largest philanthropic funder of ALS research globally and has committed more than $154 million to support more than 550 projects across the United States and 18 other countries; and

WHEREAS, the ALS Association is committed to make ALS livable and cure it for everyone, everywhere; and

WHEREAS, Amyotrophic Lateral Sclerosis Awareness Month provides an opportunity to increase public awareness of the dire circumstances of people living with ALS, acknowledge the terrible impact this disease has on those individuals and their families, and support research to eradicate this disease;

Now, therefore, the Cabarrus County Board of Commisssiners, do hereby proclaim the month of May 2026 as ALS Awareness Month. I call upon all Americans to join in supporting ALS research, advocating for increased funding, and standing in solidarity with those affected by this relentless disease.

Adopted this 20th day of April 2026.

_____

Laura Lindsey, Chairman
Cabarrus County Board of Commissioners

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

APRIL 20, 2026
6:00 PM

AGENDA CATEGORY:

RECOGNITIONS AND PRESENTATIONS

SUBJECT:

Proclamation - Cooperative Extension - National Volunteer Week

BRIEF SUMMARY:

To showcase the importance of volunteers in Cabarrus Cooperative Extension programs as well as around the county, we would like to proclaim April 19-25, 2026, as National Volunteer Week.

REQUESTED ACTION:

Recommended Motion:

Motion to adopt the proclamation.

SUBMITTED BY:

Tracy LeCompte, Cooperative Extension Director

BUDGET AMENDMENT REQUIRED:

No

ATTACHMENTS:

1. Proclamation



NATIONAL VOLUNTEER WEEK PROCLAMATION

WHEREAS, Cabarrus County has a strong history of improving lives, strengthening communities, and making our state a better place through volunteerism; and

WHEREAS, during National Volunteer Week, we celebrate the impact of volunteer service and come together to tackle community needs and foster a culture of civic engagement; and

WHEREAS, Cooperative Extension volunteers have dedicated countless hours as Master Gardener Volunteers, Extension Community Association Volunteers, or 4-H volunteers to bring life enhancing opportunities to the individuals of Cabarrus County helping them to thrive in their local communities; and

WHEREAS, National Volunteer Week was enacted in 1974 by President Richard Nixon to celebrate the spirit of volunteerism, urging all Americans to seek opportunities to provide service to their community; and

WHEREAS, Cabarrus County residents are encouraged to learn about local volunteer opportunities, by reaching out to your County Extension Office or other county or local organizations; and

WHEREAS, National Volunteer Week should serve as a catalyst for residents to serve our county today; to commit to volunteer by signing up now through Cooperative Extension, in a local school, government department, non-profit or other option in your community, to promote volunteerism in our families and communities through an invitation to serve together; and to be "all in" for Cabarrus County when it is needed most;

NOW, THEREFORE, the Cabarrus County Board of Commissioners, do hereby proclaim April 19-25, 2026, as **"NATIONAL VOLUNTEER WEEK",** in Cabarrus County, and commend its observance to all citizens.

ADOPTED this 20th day of April, 2026.

_____

Laura Blackwell Lindsey, Chairman
Cabarrus County Board of Commissioners

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

APRIL 20, 2026
6:00 PM

AGENDA CATEGORY:

RECOGNITIONS AND PRESENTATIONS

SUBJECT:

Proclamation – Emergency Medical Services (EMS) - Cabarrus County Emergency Services Week

BRIEF SUMMARY:

The following proclamation proclaims the week of May 17 - 23, 2026 as "Cabarrus County Emergency Services Week" in recognition of emergency medical services teams that provide lifesaving care to those in need 24 hours a day seven days a week.

REQUESTED ACTION:

Recommended Motion:

Motion to adopt the proclamation.

SUBMITTED BY:

Jimmy Lentz

BUDGET AMENDMENT REQUIRED:

No

ATTACHMENTS:

1. Proclamation

CABARRUS COUNTY
North Carolina
P R O C L A M A T I O N

WHEREAS, emergency medical services is a vital public service; and

WHEREAS, the members of emergency medical services teams are ready to provide lifesaving care to those in need 24 hours a day, seven days a week; and

WHEREAS, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

WHEREAS, emergency medical services teams consist of emergency physicians, emergency nurses, emergency medical technicians, paramedics, firefighters, educators, administrators, and others; and

WHEREAS, the members of emergency medical services teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education enhance their lifesaving skills; and

WHEREAS, Americans benefit daily from the knowledge and skills of these highly trained individuals; and

WHEREAS, it is appropriate to recognize the value and the accomplishments of emergency medical service providers by designating Emergency Medical Services Week; and

NOW, THEREFORE, BE IT RESOLVED that we, the Cabarrus County Board of Commissioners, in recognition of this event do hereby proclaim the week of May 17 – 23, 2026, as

CABARRUS COUNTY EMERGENCY MEDICAL SERVICES WEEK

Adopted this 20th day of April 2026.

_____
Laura Lindsey, Chairman
Board of Commissioners

ATTEST:

_____
Ariadne Olvera, Clerk to the Board

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

04/20/2026
10:00 PM

AGENDA CATEGORY:

RECOGNITIONS AND PRESENTATIONS

SUBJECT:

Proclamation - Foster Care Awareness Month Proclamation

BRIEF SUMMARY:

The following proclamation declares May 2026 as Foster Care Awareness month in Cabarrus County.

REQUESTED ACTION:

Recommended Action:

Motion to adopt the proclamation.

SUBMITTED BY:

Ariadne Olvera, Clerk to Board of Commissioners

BUDGET AMENDMENT REQUIRED:

No

ATTACHMENTS:

1. Proclamation

PROCLAMATION

FOSTER CARE AWARENESS MONTH MAY 2026

WHEREAS, Cabarrus County joins the nation in recognizing the month of May as National Foster Family Appreciation Month honoring foster parents who are true champions for the children in their care and who help to ensure their brightest possible futures; and

WHEREAS, children are key to our community's future success, prosperity and quality of life; and

WHEREAS, children have a right to thrive, learn, grow in a safe and loving environment; and

WHEREAS, foster parents, including kinship caregivers, provide the love, safety and stability that children need in order to overcome past traumatic experiences; and

WHEREAS, Cabarrus County foster parents and other caregivers are caring for and nurturing more than 192 children and youth currently in foster care today; and

WHEREAS, Cabarrus County foster parents are helping birth families heal and thrive so children can be safely reunified and reach their full potential; and

WHEREAS, Cabarrus County foster parents help children transition from foster care to permanent homes through adoption or guardianship when they can't be reunified with their parents; and

WHEREAS, our community must come together to recognize the important role foster parents and kinship providers play in caring for abused and neglected children, supporting family reunification and building strong communities; and

WHEREAS, there is always a need for more foster parents in order to ensure children and youth with complex needs have a safe, stable home in their community and siblings can live together; and

WHEREAS, through partnerships with families, child welfare staff, public and private agencies, there is a collaborative effort to ensure that children are supported and cared for;

NOW, THEREFORE, BE IT RESOLVED that we, the Board of Commissioners of Cabarrus County do hereby proclaim May 2026 as **FOSTER CARE AWARENESS MONTH** in Cabarrus County and urge all citizens to engage in activities that strengthen families and communities to provide the optimal environment for children to learn, grow and thrive.

ADOPTED this 20th day of April, 2026.

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Laura Lindsey, Chairwoman
Cabarrus County Board of Commissioners

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

APRIL 20, 2026
6:00 PM

AGENDA CATEGORY:

RECOGNITIONS AND PRESENTATIONS

SUBJECT:

Proclamation - National Library Week

BRIEF SUMMARY:

A proclamation in observance of National Library Week, April 19th through April 25th, 2026.

REQUESTED ACTION:

Recommended Motion:

Motion to adopt the proclamation.

SUBMITTED BY:

Melanie J Holles, Library Director

BUDGET AMENDMENT REQUIRED:

No

ATTACHMENTS:

1. Proclamation



National Library Week 2026 Proclamation

WHEREAS, libraries spark creativity, fuel imagination, and inspire lifelong learning, offering a space where individuals of all ages can find joy through exploration and discovery;

WHEREAS, libraries serve as vibrant community hubs, connecting people with knowledge, technology, and resources while fostering civic engagement, critical thinking, and cultural enrichment;

WHEREAS, libraries provide free and equitable access to books, digital tools, and innovative programming, ensuring that all individuals—regardless of background—have the support they need to learn, connect, and thrive;

WHEREAS, libraries partner with schools, businesses, and organizations to maximize resources, increase efficiency, and expand access to essential services, strengthening the entire community;

WHEREAS, libraries empower job seekers, entrepreneurs, and lifelong learners by providing access to resources, training, and opportunities that support career growth and economic success;

WHEREAS, libraries nurture young minds through storytimes, STEAM programs, and literacy initiatives, fostering curiosity and a love of learning that lasts a lifetime;

WHEREAS, libraries protect the right to read, think, and explore without censorship, standing as champions of intellectual freedom and free expression;

WHEREAS, dedicated librarians and library workers provide welcoming spaces that inspire discovery, collaboration, and creativity for all;

WHEREAS, libraries, librarians, and library workers across the country are joining together to celebrate National Library Week under the theme “Find Your Joy”;

NOW, THEREFORE, be it resolved that we, Cabarrus County Board of Commissioners, proclaim April 19–25, 2026, as National Library Week. During this week, we encourage all residents to visit their library, explore its resources, and celebrate all the ways that the library helps our community find joy.

NOW, BE IT PROCLAIMED, that we, the members of the Cabarrus Board of County Commissioners do hereby proclaim April 19th through the 25th, 2026 to be National Library week.

Adopted this 20th day of April, 2026.

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Laura Lindsey, Chairman

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

APRIL 20, 2026
6:00 PM

AGENDA CATEGORY:

RECOGNITIONS AND PRESENTATIONS

SUBJECT:

Proclamation - Mental Health Awareness Month

BRIEF SUMMARY:

A proclamation in observance of mental health month in May.

REQUESTED ACTION:

Recommended Motion:

Motion to adopt the proclamation.

SUBMITTED BY:

Dr. Kamilah McKissick, Behavioral Health Director

BUDGET AMENDMENT REQUIRED:

No

ATTACHMENTS:

1. Proclamation

MENTAL HEALTH AWARENESS MONTH
A PROCLAMATION

WHEREAS**,** mental health is an essential part of overall well-being, impacting individuals, families, and communities across CABARRUS COUNTY

WHEREAS, one in five U.S. adults and one in six children experiences a mental health condition each year, including nearly 1.5 million adults in North Carolina, and all people face challenges in life that can impact their mental health;

WHEREAS, despite its prevalence, mental health remains stigmatized, preventing many from seeking the help that they need;

WHEREAS, early intervention and access to quality care are crucial for managing mental health conditions and improving overall well-being and quality of life;

WHEREAS, May is recognized nationally as Mental Health Awareness Month, providing an opportunity to raise awareness, combat stigma, and promote mental health resources;

NOW, THEREFORE, BE IT RESOLVED that the Cabarrus County Board of Commissioners do hereby proclaim May 2026 as

Mental Health Awareness Month

We encourage all residents of Cabarrus County to:

- Educate themselves and others about mental health conditions, treatment options, and available resources in our community.
- Challenge stigma by speaking respectfully and inclusively about mental health.
- Seek help if they are struggling with their mental health and encourage others to do the same. Individuals in crisis can contact 988 (Suicide and Crisis Lifeline) or the NC Peer Support Warmline at 1-855-PEERS-NC.
- Support organizations that provide mental health services and advocacy.
- Create safe and supportive environments for open conversations about mental health.
- Together, we can create a community where everyone feels empowered to prioritize their mental well-being and seek help when needed.

Adopted this 20th day of April, 2025.

_____
Laura Lindsey, Chair
Cabarrus County Board of Commissioners

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

APRIL 20, 2026
6:00 PM

AGENDA CATEGORY:

RECOGNITIONS AND PRESENTATIONS

SUBJECT:

Proclamation - BOC - Clerks to Board of County Commissioners Week

BRIEF SUMMARY:

The following proclamation recognizes county clerks for the vital services they perform and their dedication to the county they represent.

REQUESTED ACTION:

Recommended Motion:

Motion to adopt the proclamation.

SUBMITTED BY:

Ariadne Olvera, Clerk to Board of Commissioners

BUDGET AMENDMENT REQUIRED:

No

ATTACHMENTS:

1. Proclamation

P R O C L A M A T I O N
CLERKS TO THE BOARDS OF COUNTY COMMISSIONERS' WEEK
May 3 through May 9, 2026

WHEREAS: It is imperative to the democratic process that a well-informed citizenry participates in the operation of their local government; and

WHEREAS: The office of the Clerk to the Board provides the communication link between the citizens, the local governing body and administrative departments, and local government partners; and

WHEREAS: The position of clerk is one of the oldest in local government, and whose term has long been associated with the written word; so, it is that modern-day clerks are official recordkeepers for their counties; and

WHEREAS: North Carolina law requires every board of county commissioners to appoint a clerk; and

WHEREAS: The clerk's most significant statutory duties concern the preparation, filing and safeguarding of local government records, but the statutory duties constitute only a portion of what the clerk actually does; and

WHEREAS: The clerk plays a vital role in county government and provides the written record needed to ensure that the board is accountable to the county's citizens and to other public and private officials; and

WHEREAS: As local government becomes larger and more complicated, the clerk's role as a professional, dispassionate provider of information to citizens, government officials, and the media becomes increasingly important; and

WHEREAS: Clerks can participate in the North Carolina Association of County Clerks, a very active professional association of public officials dedicated to improving the professional competency of clerks through regular regional and statewide educational opportunities; and

WHEREAS: In cooperation with the University of North Carolina at Chapel Hill School of Government and International Institute of Municipal Clerks (IIMC), the North Carolina Association of County Clerks helps to sponsor a nationally recognized,

examination-based certification program that culminates in receipt of the designation of Certified Clerk; and

WHEREAS: In addition, the North Carolina Association of County Clerks and the School of Government sponsor state certification programs leading to the designation of North Carolina Certified County Clerk, as well as opportunities for experienced clerks to obtain the continuing professional education needed to remain state-certified or to earn an advanced Master Clerk designation; and

WHEREAS: Clerks are involved at the state level, as well as in potential legislative and other matters of interest; and

NOW, THEREFORE, the Cabarrus County Board of Commissioners does hereby recognize the week of May 3 through May 9, 2026, as Clerks to the Boards of County Commissioners' Week, and extends our appreciation to our Clerk to the Board Ariadne Olvera and Deputy Clerk to the Board Sheila Bruce and to all County Clerks for the vital services they perform and their exemplary dedication to the county they represent.

Adopted this 20th day of April, 2026.

_____

Laura Lindsey, Chair
Cabarrus County Board of Commissioners

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

APRIL 20, 2026
6:00 PM

AGENDA CATEGORY:

RECOGNITIONS AND PRESENTATIONS

SUBJECT:

Planning and Development - Recognition of Senior Zoning Enforcement Officer James "Jay" Lowe on his retirement from Cabarrus County Government

BRIEF SUMMARY:

After 34 years of service to Cabarrus County and its citizens, Senior Zoning Enforcement Officer James "Jay" Lowe will retire May 1, 2026 from Cabarrus County Government.

REQUESTED ACTION:

Recognize Senior Zoning Enforcement Officer James "Jay" Lowe for his many years of dedicated services to Cabarrus County and its citizens.

SUBMITTED BY:
Susie A. Morris, Planning and Development Director
Ashley M. Dobbins, Human Resources Director

BUDGET AMENDMENT REQUIRED:

No

ATTACHMENTS:

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

APRIL 20, 2026
6:00 PM

AGENDA CATEGORY:

CONSENT AGENDA

SUBJECT:

Boards and Committees - Active Living and Parks Commission - Appointment

BRIEF SUMMARY:

Megan Baumgardner currently serves in the Northwest Cabarrus Planning Area seat on the Active Living and Parks Commission. The term has expired and will need filled. Ms. Baumgardner has applied. The position has been advertised, and no other applications were submitted. The Active Living and Parks Commission unanimously voted at the March 19, 2026 meeting to reappoint Megan Baumgardner for a three-year term expiring January 31, 2029. An exception to the Appointment Policy will be needed.

REQUESTED ACTION:

Recommended Motion:

Motion to reappoint Megan Baumgardner to the Northwest Cabarrus Planning Area seat on the Active Living and Parks Commission for a three-year term expiring January 31, 2029; and to include any necessary exceptions to the Appointment Policy.

SUBMITTED BY:

Byron A Haigler, Active Living and Parks Director

BUDGET AMENDMENT REQUIRED:

No

ATTACHMENTS:

1. Membership List

Membership List – Active Living and Parks Commission

Name	*Seat*	*Appointment*	*Term Expiration*	*Number of Terms*	*Number of Boards Serving*
Active Living and Parks					
Emily Baldwin	Concord Planning Area	8/18/2025	1/31/2028	1	1
Patsy Brown	Eastern Planning Area	12/18/2023	1/31/2027	2	1
Ronnie Tucker	Senior Centers Adv. Committee	Perpetual			2
	Cabarrus School Board	Perpetual			
Kenny Robinson	Central	8/18/2025	1/31/2028	2	1
Millicent Malit	Kannapolis	4/17/2023	4/30/2026	1	1
John Poole	At-Large	5/15/2023	5/31/2026	1	1
Kevin Clark	Kannpolis School Board	Perpetual			1
Rebecca Chasteen	Midland	3/16/2026	5/31/2026		1
Megan Baumgardner	Northwest Cabarrus	8/18/2025	1/31/2026	3	2
Chad Roberts	Harrisburg	8/18/2025	1/31/2028	1	1

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

APRIL 20, 2026
6:00 PM

AGENDA CATEGORY:

CONSENT AGENDA

SUBJECT:

Board and Committees - Early Childhood Task Force Advisory Board - Removal

BRIEF SUMMARY:

Ann Benfield has retired. It is requested to remove her from the Early Childhood Task Force Advisory Board and thank her for her service.

REQUESTED ACTION:

Recommended Motion:

Motion to remove Ann Benfield from the Early Childhood Task Force Advisory Board and thank her for her service.

SUBMITTED BY:

Aalece Pugh, Assistant County Manager / Consolidated Human Services Agency Director

BUDGET AMENDMENT REQUIRED:

No

ATTACHMENTS:

1. Membership List

Early Childhood Task Force Advisory Board

Name	*Seat*	*Appointment*	*Term Expiration*	*Number of Terms*	*Number of Boards Serving*
Early Childhood Task Force Advisory Board					
Steven Ayers	1	6/17/2024	6/30/2028	1	3
Lora Lipe	2	7/18/2022	7/31/2026	1	1
Amanda Wilkerson	3	7/18/2022	7/31/2026	1	1
Waynett Taylor	4	10/17/2022	10/31/2026	1	1
Anna Lee Taylor	5	5/19/2025	2/28/2029	1	1
Jennifer Threadgill	6	5/19/2025	2/28/2029	2	1
Jennifer Baucom	7	7/17/2022	7/31/2026	1	1
Page Castrodale	8	7/17/2022	7/31/2026	1	1
Jenelle Felton	9	7/17/2022	7/31/2026	1	1
Elaine Jenkins	10	7/17/2022	7/31/2026	1	1
Barbi Jones	11	7/17/2022	7/31/2026	1	1
Amanda Smith	12	7/17/2022	7/31/2026	1	1
	13		7/31/2026		
Ann Benfield	14	10/16/2023	10/31/2027	1	2
Spencer Swain	15	10/16/2023	10/31/2027	1	1
Willmarie Austin	16	5/19/2025	2/28/2029	1	1

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

APRIL 20, 2026
6:00 PM

AGENDA CATEGORY:

CONSENT AGENDA

SUBJECT:

Boards and Committees - Early Childhood Task Force Advisory Board - Appointment

BRIEF SUMMARY:

Ann Benfield held seat #14 on the Early Childhood Task Force Advisory Board. Ms. Benfield has retired. Lauren Westin has been named as the Executive Director of Partnership for Children. It is recommended to appoint Lauren Westin to fill the unexpired term of seat #14 on the Early Childhood Task Force Advisory Board. The term will end October 31, 2027.

REQUESTED ACTION:

Recommended Motion:

Motion to appoint Lauren Westin to fill the unexpired term ending October 31, 2027 of seat #14 on the Early Childhood Task Force Advisory Board; and to include any necessary exceptions to the Appointment Policy.

SUBMITTED BY:

Aalece Pugh, Assistant County Manager, Consolidated Human Services Agency Director

BUDGET AMENDMENT REQUIRED:

No

ATTACHMENTS:

1. Membership List

Early Childhood Task Force Advisory Board

Name	*Seat*	*Appointment*	*Term Expiration*	*Number of Terms*	*Number of Boards Serving*
Early Childhood Task Force Advisory Board					
Steven Ayers	1	6/17/2024	6/30/2028	1	3
Lora Lipe	2	7/18/2022	7/31/2026	1	1
Amanda Wilkerson	3	7/18/2022	7/31/2026	1	1
Waynett Taylor	4	10/17/2022	10/31/2026	1	1
Anna Lee Taylor	5	5/19/2025	2/28/2029	1	1
Jennifer Threadgill	6	5/19/2025	2/28/2029	2	1
Jennifer Baucom	7	7/17/2022	7/31/2026	1	1
Page Castrodale	8	7/17/2022	7/31/2026	1	1
Jenelle Felton	9	7/17/2022	7/31/2026	1	1
Elaine Jenkins	10	7/17/2022	7/31/2026	1	1
Barbi Jones	11	7/17/2022	7/31/2026	1	1
Amanda Smith	12	7/17/2022	7/31/2026	1	1
	13		7/31/2026		
Ann Benfield	14	10/16/2023	10/31/2027	1	2
Spencer Swain	15	10/16/2023	10/31/2027	1	1
Willmarie Austin	16	5/19/2025	2/28/2029	1	1

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

APRIL 20, 2026
6:00 PM

AGENDA CATEGORY:

CONSENT AGENDA

SUBJECT:

Boards and Committees - Nursing Home Community Advisory Committee - Appointment

BRIEF SUMMARY:

Traci Schriever has completed all state program requirements and training and will be a great addition to the team. It is requested by the advisory committee to appoint Tracy Schriever to fill vacant seat #3 for a one-year term to expire April 30, 2027.

REQUESTED ACTION:

Recommended Motion:

Motion to appoint Traci Schriever to the Nursing Home Community Advisory Committee for a one-year term expiring April 30, 2027; and to include any necessary exceptions to the Appointment Policy.

SUBMITTED BY:

Rachel Kiel, Centralina Area Agency on Aging

BUDGET AMENDMENT REQUIRED:

No

ATTACHMENTS:

1. Membership List

Nursing Home Community Advisory Committee

Name	*Seat*	*Appointment*	*Term Expiration*	*Number of Terms*	*Number of Boards Serving*
Nursing Home Community Advisory Committee					
Sandi Lane	1	9/18/2023	9/30/2026	3	1
Wendy Betts	2	7/21/2025	7/31/2026	1	1
Coretta Grant	3	12/15/2025	12/31/2026	1	1
Vacant #3	4				
Vacant #4	5				
Vacant #5	6				
Vacant #6	7				
Vacant #7	8				
Vacant #8	9				
Vacant #9	10				
Vacant #10	11				
Vacant #11	12				

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

APRIL 20, 2026
6:00 PM

AGENDA CATEGORY:

CONSENT AGENDA

SUBJECT:

Consolidated Human Services Agency - Opioid Settlements - Opt In Notice – Six Remnant Defendant

BRIEF SUMMARY:

Opioid Settlements – A new national opioid settlement has been reached with six regional distributors/dispenser defendants (Remnant Defendants Settlement): Associated Pharmacies, Inc (and American Associated Pharmacies); J M Smith Corporation; Louisiana Wholesale Drug Company, Inc.; Morris and Dickson Co.; North Carolina Mutual Wholesale Drug Company, Inc.; and United Natural Foods, Inc. (including its subsidiaries SuperValu and Advantage Logistics) (Six Remnant Defendants). There is one settlement agreement covering the combined settlement with the Six Remnant Defendants. The Settlement requires that each Eligible Entity take affirmative steps to "opt in" to the Settlement. The participation rate will be used to determine whether participation for each Remnant Defendant is sufficient to move forward. If the Settlement moves forward, Cabarrus County's release will become effective as to that Remnant Defendant.

REQUESTED ACTION:

Recommended Motion:

Motion to approve the necessary steps to opt in to the new settlement and for the Chair to execute all necessary documents upon review and approval by legal.

SUBMITTED BY:

Aalece Pugh, Assistant County Manager

Kelly Sifford, Interim County Manager

BUDGET AMENDMENT REQUIRED:

No

ATTACHMENTS:

1. Settlement Overview

2. Notice
3. Opt-In Package

National Opioids Settlements: Six Remnant Defendants
Notice and Claims Administrator
opioidsparticipation@rubris.com

To: Cabarrus County, NC
Reference Number: CL-2019154

THIS SETTLEMENT OVERVIEW CONTAINS IMPORTANT INFORMATION ABOUT THE SIX REMNANT DEFENDANTS NATIONAL OPIOID SETTLEMENT

SIX REMNANT DEFENDANTS SETTLEMENT OVERVIEW

A new national opioid settlement has been reached with six regional distributors/dispenser defendants (Remnant Defendants Settlement): Associated Pharmacies, Inc (and American Associated Pharmacies); J M Smith Corporation; Louisiana Wholesale Drug Company, Inc.; Morris and Dickson Co.; North Carolina Mutual Wholesale Drug Company, Inc.; and United Natural Foods, Inc. (including its subsidiaries SuperValu and Advantage Logistics) (Six Remnant Defendants). There is one settlement agreement covering the combined settlement with the Six Remnant Defendants.

If effectuated, the proposed Remnant Defendants Settlement will result in the the Six Remnant Defendants paying a combined $97,625,000.00 in cash for purposes of abating the opioid epidemic. An Eligible Entity's participation in the Remnant Defendants Settlement, the Settlement will result in a one-time settlement payment to each Eligible Entity. The Settlement funds must be used for the *Core Strategies and Approved Uses* set forth in Exhibit D of the Remnant Defendant Settlement Agreement.

The Remnant Defendants Settlement does not include State Attorneys General or any amount allocated to a State. Rather, this Settlement will be distributed only and directly to any Eligible Entity that participates by signing and returning the *Combined Subdivision Participation and Release Form* by the deadline.

The allocation to participating entities will be calculated using the national Denver model but removing from the equation any amount that the Denver model would allocate to a State Attorney General or a State allocation. Specifically, the interstate allocation formula will be used to calculate what amount should go to all the subdivisions in each state and then apply the intrastate allocation as between all subdivisions who are either a litigating subdivision or a non-litigating subdivision with a population of 30,000 or more. Using that methodology, a national pro-rata percentage was created. That allocation percentage of participation is reflected in Exhibit E of the Remnant Defendant Settlement Agreement.

Eligible Entities must decide whether to participate by **Monday, May 4, 2026.**

WHO IS RUBRIS INC. AND WHAT IS THE NOTICE AND CLAIMS ADMINISTRATOR?

The Settlement provides that a Notice and Claims Administrator will provide notice and manage the collection of participation forms. Rubris, Inc. is the Notice and Claims Administrator for this new Settlement and was also retained for the prior national opioid settlements.

WHY IS YOUR ENTITY RECEIVING THIS NOTICE?

Your entity is eligible to participate in this Settlement. This Notice is also sent directly to counsel for each Eligible Entity if the Notice and Claims Administrator has their information. *If you are represented by an attorney with respect to opioid claims, please contact them.*

WHERE CAN YOU FIND MORE INFORMATION?

Detailed information about the Settlement may be found at:
https://nationalopioidsettlement.com

You are encouraged to review the Settlement Agreement terms and discuss the terms and benefits with your counsel. Each Eligible Entity will need to decide whether to participate in the proposed Settlement, and entities are encouraged to work through this process before the Monday, May 4, 2026, deadline.

HOW DO YOU PARTICIPATE IN THE SETTLEMENT?

The Settlement requires that each Eligible Entity take affirmative steps to "opt in" to the Settlement. You will receive the *Combined Subdivision Participation and Release Form* via DocuSign along with instructions from the Implementation Administrator. In order to participate in this Settlement, a person with authority must sign and return the required *Combined Subdivision Participation and Release Form*. DocuSign remains the preferred method of submission of the needed form.

The participation rate will be used to determine whether participation for each *Remnant Defendant* is sufficient to move forward. If the Settlement moves forward, your release will become effective as to that *Remnant Defendant*. If the settlement as to any *Remnant Defendant* does not move forward, the release as to that *Remnant Defendant* will not become effective.

Please add the following email addresses to your "safe" list so emails do not go to spam / junk folders: *dse_na3@docusign.net* and *opioidsparticipation@rubris.com*. Please monitor your email for the Participation Form and instructions.

All required documentation must be signed and returned on or before Monday, May 4, 2026. Upon effectuation of the Remnant Defendants Settlement, each Eligible Entity will be provided with a link to a portal where you will enter contact and payment information to receive settlement funds.

To: Cabarrus County, NC
Reference Number: CL-2019154

NOTICE OF NEW NATIONAL OPIOID SETTLEMENT AND UPCOMING ACTION NEEDED TO PARTICIPATE: MONDAY, May 4, 2026, DEADLINE

A new national opioid settlement has been reached with six regional distributors/dispenser defendants (Remnant Defendants Settlement): Associated Pharmacies, Inc. (and American Associated Pharmacies); J M Smith Corporation; Louisiana Wholesale Drug Company, Inc.; Morris and Dickson Co.; North Carolina Mutual Wholesale Drug Company, Inc.; and United Natural Foods, Inc. (including is subsidiaries SuperValu and Advantage Logistics) (Six Remnant Defendants).

This is the formal Notice required by the Remnant Defendants Settlement. You are receiving this Notice because your entity is entitled to participate (Eligible Entity). Please read this Notice and the attached *Settlement Overview* carefully. The *Settlement Overview* provides additional information concerning this new national opioid settlement.

Your entity may have participated in prior national opioid settlements. This Notice concerns the opportunity to participate in this **new** settlement with the Six Remnant Defendants. Your entity may participate in this new settlement even if it did not participate in a prior national settlement.

All Eligible Entities must "opt in" to participate in this new settlement. To do so, a person with authority must sign and return the *Combined Subdivision Participation and Release Form* that will be sent via DocuSign shortly. If an Eligible Entity is unable to return an executed *Combined Subdivision Participation and Release Form* using DocuSign, the signed *Combined Subdivision Participation and Release Form* may be submitted via the Rubris Platform Portal. Please utilize the link included in this Notice to upload your entity's *Combined Subdivision Participation and Release Form* directly to the Rubris Platform Portal. DocuSign remains the preferred method of submission of the needed form.

The deadline to return the *Combined Subdivision Participation and Release Form* is Monday, May 4, 2026.

Questions about this Notice or the process for receiving and submitting the required *Combined Subdivision Participation and Release Form* may be directed to your attorney or the Notice and Claims Administrator at *opioidsparticipation@rubris.com.*

Please review the list of individuals on this email and contact the Notice and Claims Administrator at *opioidsparticipation@rubris.com* if someone else at your entity should receive communications about this Settlement.



If your entity is represented by an attorney with respect to opioid claims and they are not copied on this message, please immediately contact them concerning this Notice.

Thank you,
National Opioids Notice and Claims Administrator for the Remnant Defendants Settlement

The Notice and Claims Administrator is retained to provide the Settlement Notice required by the Settlement Agreement referenced above and to manage the collection of Subdivision Settlement Participation Forms.

Docusign Envelope ID: D429DB2C-7467-421C-9BFA-8B8D6798594E

7900 Westpark Drive
Suite A100
McLean, VA 22102
(571) 397-2050
www.rubris.com

New National Opioids Settlement: Six Remnant Defendants
Notice and Claims Administrator
opioidsparticipation@rubris.com

To: Cabarrus County, NC
Reference Number: CL-2019154

THIS PACKAGE CONTAINS DOCUMENTATION TO PARTICIPATE IN THE NEW NATIONAL OPIOIDS SIX REMNANT DEFENDANTS SETTLEMENT. YOU MUST TAKE ACTION IN ORDER TO PARTICIPATE.

Deadline: Monday, May 4, 2026

A new proposed national opioids settlement ("*Six Remnant Defendants Settlement*") has been reached with six regional distributors/dispenser defendants: Associated Pharmacies, Inc. (and American Associated Pharmacies); J M Smith Corporation; Louisiana Wholesale Drug Company, Inc.; Morris and Dickson Co.; North Carolina Mutual Wholesale Drug Company, Inc.; and United Natural Foods, Inc. (including its subsidiaries SuperValu and Advantage Logistics) (each individually, a "*Remnant Defendant*," and, collectively, the "*Six Remnant Defendants*"). This package is a follow-up communication to the *Notice of National Opioids Settlement* recently sent electronically.

You are receiving this package, which includes a *Combined Subdivision Participation and Release Form*, because your entity is eligible to participate.

This electronic envelope contains:

- A *Combined Subdivision Participation and Release Form* for the *Six Remnant Defendants Settlement* that your entity is eligible to join, including a release of any claims.

The *Combined Subdivision Participation and Release Form* must be executed, without alteration, and submitted on or before Monday, May 4, 2026, for your entity to be included in the initial participation calculations and payment eligibility under the *Six Remnant Defendants Settlement*.

The MDL Plaintiffs' Executive Committee recommends that subdivisions agree to the settlement. If a subdivision elects to participate in the *Six Remnant Defendants Settlement* by executing the *Combined Subdivision Participation and Release Form*, the subdivision elects to participate in the settlement as to all *Six Remnant Defendants*. A subdivision cannot elect to participate in the settlement as to fewer than all *Six Remnant Defendants*. Based upon *Combined Subdivision Participation and Release Forms* received on or before Monday, May 4, 2026, the participation rate will be used by each *Remnant Defendant* to

Docusign Envelope ID: D429DB2C-7467-421C-9BFA-8B8D6798594E

Rubris

7900 Westpark Drive
Suite A100
McLean, VA 22102
(571) 397-2050
www.rubris.com

individually determine whether participation is sufficient to move forward. If the settlement moves forward, your release will become effective as to all *Remnant Defendants* that determine to move forward. If a *Remnant Defendant* determines not to move forward, your release as to that *Remnant Defendant* will not become effective.

You are encouraged to discuss the terms and benefits of the *Six Remnant Defendants Settlement* with your counsel. Information and documents regarding the *Six Remnant Defendants Settlement*, can be found on the national settlement website at *https://nationalopioidsettlement.com/.* This website will be supplemented if additional documents are created.

How to return signed forms:

There are three methods for returning the executed *Combined Subdivision Participation and Release Form* to the Notice and Claims Administrator:

(1) *Electronic Signature via DocuSign*: Executing the *Combined Subdivision Participation and Release Form* electronically through DocuSign will return the signed form to the Notice and Claims Administrator and associate your form with your entity's records. Electronic signature is the most efficient method for returning the *Combined Subdivision Participation and Release Form*, allowing for more timely participation and the potential to meet higher settlement payment thresholds, and is therefore strongly encouraged.

(2) *Manual Signature returned via Rubris Platform Portal*: If your entity is unable to return an executed *Combined Subdivision Participation and Release Form* using DocuSign, the signed *Combined Subdivision Participation and Release Form* may be submitted via the Rubris Platform Portal. Please utilize the link within the New National Opioid Settlement Notice email in order to upload your entity's *Combined Subdivision Participation and Release Form* directly to the Rubris Platform Portal.

(3) *Manual Signature returned via electronic mail*: If your entity is unable to return an executed *Combined Subdivision Participation and Release Form* using DocuSign, the signed *Combined Subdivision Participation and Release Form* may be returned via electronic mail to *opioidsparticipation@rubris.com*. Please include the name, state, and reference ID of your entity in the body of the email and use the subject line *Combined Subdivision Participation and Release Form* – [Entity Name, Entity State] – [Reference ID].

Detailed instructions on how to sign and return the *Combined Subdivision Participation and Release Form*, including changing the authorized signer, can be found at National Opioid Settlement Website. You may also contact *opioidsparticipation@rubris.com*.

Docusign Envelope ID: D429DB2C-7467-421C-9BFA-8B8D6798594E

7900 Westpark Drive
Suite A100
McLean, VA 22102
(571) 397-2050
www.rubris.com

The sign-on period ends on Monday, May 4, 2026.

If you have any questions about executing the *Combined Subdivision Participation and Release Form,* please contact your counsel or the Notice and Claims Administrator at *opioidsparticipation@rubris.com***.**

Thank you,
Notice and Claims Administrator

The Notice and Claims Administrator is retained to provide the settlement notice required by the settlement agreement referenced above and to manage the collection of settlement participation forms from the settlement.

Docusign Envelope ID: D429DB2C-7467-421C-9BFA-8B8D6798594E

EXHIBIT G

Six (6) Remnant Defendants' Combined Subdivision Participation and Release Form ("Combined Participation Form")

Governmental Entity: Cabarrus County	State: NC
Authorized Official:	
Address 1:	
Address 2:	
City, State, Zip:	
Phone:	
Email:	

The governmental entity identified above ("Governmental Entity"), in order to obtain and in consideration for the benefits provided to the Governmental Entity pursuant to the six (6) Remnant Defendants' Settlement Agreement ("RDSA"), dated February 3, 2026, and described further in Paragraph 1, and acting through the undersigned authorized official, hereby elects to participate in the RDSA, release all Released Claims against all Released Entities, and agrees as follows:

1. The Governmental Entity hereby elects to participate in the RDSA as a Participating Subdivision with each of the following six (6) Remnant Defendants that are parties to the RDSA: (1) Associated Pharmacies, Inc. (and American Associated Pharmacies), (2) J M Smith Corporation, (3) Morris and Dickson Co., L.L.C., (4) Louisiana Wholesale Drug Company, Inc., (5) North Carolina Mutual Wholesale Drug Company, Inc., and (6) United Natural Foods, Inc. (and SuperValu).

2. The Governmental Entity is aware of and has reviewed the RDSA, understands that all capitalized terms not defined in this Combined Participation Form have the meanings defined in the RDSA, and agrees that by executing this Combined Participation Form, the Governmental Entity elects to participate in the RDSA and become a Participating Subdivision as provided in the RDSAs.

3. The Governmental Entity shall promptly, and in any event no later than 14 days after the Reference Date and prior to the filing of the Consent Judgment, dismiss with prejudice any Released Claims that it has filed against any Released Entity in the RDSA. With respect to any Released Claims pending in *In Re National Prescription Opiate Litigation*, MDL No. 2804, the Governmental Entity authorizes the Plaintiffs' Executive Committee to execute and file on behalf of the Governmental Entity a Stipulation of Dismissal with Prejudice for each of six (6) Remnant Defendants listed in Paragraph 1 above substantially in the form found at *https://nationalopioidsettlement.com/additional-settlements/.*

4. The Governmental Entity agrees to the terms of each of the RDSA pertaining to Participating



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Subdivisions as defined therein.

5. By agreeing to the terms of the RDSA settlements and becoming a Releasor, the Governmental Entity is entitled to the benefits provided therein, including, if applicable, monetary payments beginning after the Effective Date.

6. The Governmental Entity agrees to use any monies it receives through the RDSA solely for the purposes provided therein.

7. The Governmental Entity submits to the jurisdiction of the MDL Court and agrees to follow the process for resolving any disputes described in the RDSA.

8. The Governmental Entity has the right to enforce the RDSA as provided therein.

9. The Governmental Entity, as a Participating Subdivision, hereby becomes a Releasor for all purposes of the RDSA, including without limitation all provisions related to release of any claims, and along with all departments, agencies, divisions, boards, commissions, districts, instrumentalities of any kind and attorneys, and any person in his or her official capacity whether elected or appointed to serve any of the foregoing and any agency, person, or other entity claiming by or through any of the foregoing, and any other entity identified in the definition of Releasor, provides for a release to the fullest extent of its authority. As a Releasor, the Governmental Entity hereby absolutely, unconditionally, and irrevocably covenants not to bring, file, or claim, or to cause, assist or permit to be brought, filed, or claimed, or to otherwise seek to establish liability for any Released Claims against any Released Entity in the RDSA in any forum whatsoever. The release provided for in the RDSA is intended by the Parties to be broad and shall be interpreted so as to give the Released Entities in the RDSA the broadest possible bar against any liability relating in any way to Released Claims and extend to the full extent of the power of the Governmental Entity to release claims. The RDSA shall be a complete bar to any Released Claim against the Released Entities.

10. The Governmental Entity hereby takes on all rights and obligations of a Participating Subdivision as set forth in the RDSA.

11. In connection with the releases provided in the RDSA, each Governmental Entity expressly waives, releases, and forever discharges any and all provisions, rights, and benefits conferred by any law of any state or territory of the United States or other jurisdiction, or principle of common law, which is similar, comparable, or equivalent to § 1542 of the California Civil Code, which reads:

> **General Release; extent.** A general release does not extend to claims that the creditor or releasing party does not know or suspect to exist in his or her favor at the time of executing the release that, if known by him or her would have materially affected his or her settlement with the debtor or released party.

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A Releasor may hereafter discover facts other than or different from those which it knows, believes, or assumes to be true with respect to the Released Claims in the RDSA, but each Governmental Entity hereby expressly waives and fully, finally, and forever settles, releases and discharges, upon the Effective Date, any and all Released Claims that may exist as of such date but which Releasors do not know or suspect to exist, whether through ignorance, oversight, error, negligence or through no fault whatsoever, and which, if known, would materially affect the Governmental Entities' decision to participate in the RDSA.

12. The Governmental Entity understands and acknowledges that nothing herein is intended to modify in any way the terms of any of the RDSA, to which Governmental Entity hereby agrees. To the extent this Combined Participation Form is interpreted differently from the RDSA in any respect, the RDSA controls.

I have all necessary power and authorization to execute this Combined Participation Form on behalf of the Governmental Entity.

Signature: _____

Name: _____

Title: _____

Date: _____

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

April 20, 2026
6:00 PM

AGENDA CATEGORY:

CONSENT AGENDA

SUBJECT:

County Manager - Camp T.N. Spencer Park Property Lease Discussion

BRIEF SUMMARY:

During the Annual Retreat which took place in February 2026 there was some significant discussion about various properties the County maintains. One of the properties discussed was Camp T.N. Spencer Park. Staff was tasked with having some more conversation with the lessor.

REQUESTED ACTION:

Recommended Motion:

Motion to approve County staff to discuss property acquisition with the Lessor.

SUBMITTED BY:

Kyle Bilafer, Assistant County Manager

BUDGET AMENDMENT REQUIRED:

No

ATTACHMENTS:

1. Agreement

Bk:5774 Pg: 269 04304D

CABARRUS COUNTY NC
FILED
04/19/2002 3:16 PM
LINDA F. MCABEE
Register Of Deeds
By. _____ Deputy/Asst.
EXCISE TAX $0.00

STATE OF NORTH CAROLINA

COUNTY OF CABARRUS

AGREEMENT

THIS AGREEMENT is made and entered into this the 15th day of April, 2002, ~~2001~~, by and between the COUNTY OF CABARRUS (hereinafter referred to as "County") and the CABARRUS COUNTY BOYS & GIRLS CLUB, INC. (hereinafter referred to as the "Club").

WITNESSETH:

WHEREAS, the County desires to provide recreational services, programs and facilities for the welfare of its citizens; and

WHEREAS, the Club agrees to lease to the County a 50.14 acre tract for a public camp and recreational area, commonly known as Camp Spencer,. to provide greater leisure opportunities for the citizens of Cabarrus County, North Carolina; and

WHEREAS, this agreement is intended to set forth certain responsibilities and obligations between the County and the Club relating to the lease and development of the Property.

NOW, THEREFORE, upon valuable consideration, the receipt of which is hereby acknowledged by each party and upon the premises contained herein, the parties agree as follows:

Article I. The Lease of the Property

1.0 The Property. The Club is the owner of property totaling approximately 50.14 acres on Rimer Road, Cabarrus County, North Carolina, commonly known as Camp Spencer, a survey and/or boundary map of which property is attached hereto as Exhibit "A", and hereafter referred to as the "Property".

1.1 Lease of the Property. Beginning July 1, 2002, ~~2001~~ the parties hereby agree that the County shall lease the Property from the Club for a period of twenty-five (25) years at an annual rent of $1.00 per year payable January 1 of each year (hereinafter the "Lease"). The Property shall be used for camp development and recreational purposes. The County shall not be permitted to enter into any subleases of the Property without written consent of the Club. However, use of the Property as a public facility, as set forth herein, which may from time to time result in third party use of the Property for a fee, shall not be construed as subletting for purposes of this agreement. The Club shall deliver possession of the Property to the County on July 1, ~~2001~~. 2002

1.2 Extensions. The County will have the option of negotiating an extension of a minimum of up to two, twenty-five (25) year extensions to the original term of this Lease.

1.3 Termination. Upon the expiration or other termination of this Lease, the County shall surrender the Property to the Club in good condition, ordinary wear and tear

excepted, and the County shall be entitled to remove its personal property and fixtures, provided such is accomplished in a manner not to adversely affect the condition of the Property. If removal requires damage to the Property, the County shall promptly repair the damage covered by the removal. Personal property and fixtures belonging to the County shall include but not be limited to, Guy County owned assets. Upon expiration or other termination of this Lease, the Club may keep any permanent building structures on the Property but must accept these structures in "as is" condition.

Article II. Property Development

2.0 Design. The County and the Club shall jointly prepare a Master Plan for the design and development of the recreational facilities on the Property, which shall be attached hereto as Exhibit A and incorporated as if fully set forth herein. Implementation of the Master Plan is subject to the availability of County funds for such purposes. The Master Plan may be revised from time to time upon mutual agreement of the parties hereto and as permitted by the County budget allocated for such purposes.

2.1 Property Development. The County will be authorized to make certain improvements to the Property as necessary for enhancement of the current public camp and recreational facility on the Property, which may include active and passive facilities commonly found in such facilities locally, and may include some or all of the following facilities and activity areas: baseball/basketball areas, softball/soccer fields, restroom facilities, concession facilities, picnic shelters, volleyball courts, horseshoe pits, playground, walking/jogging trail systems and parking facilities and other property improvements incidental to the use of a public recreational facility and camp. The County shall maintain the existing pool facility, but shall not be obligated to replace the pool facility in the event the useful, reasonable life of the pool facility expires. The County agrees to maintain the existing pool facility and make reasonable and necessary repairs to the existing pool facility, up to an aggregate cost of $75,000.00 over the term of the Lease and any extensions thereof and no more than $25,000.00 in any one lease year. If repairs are needed that would exceed these amounts, the County may, at its discretion, cease to operate the pool. Any costs exceeding an aggregate of $75,000.00 for repairs and maintenance to the existing pool facility, or replacement of the existing pool facility, shall be the sole and exclusive responsibility of the Club. If such an event occurred, the Club may raise the money necessary to complete the needed repairs or construct a new pool, in which case the County would continue to operate and maintain the pool. Efforts to establish a redesign plan and development schedule for the Property will be commenced within 2 months following execution of this agreement. Allowing for community input and interaction among governmental agencies inclusive of permitting requirements, it is expected that the initial proposed redesign plan and development schedule for the Property can be completed within 12 months.

2.2 Review of Development. During the Property redesign and development process, County and the Club representatives shall meet to review and evaluate redesign and development proposals prior to incorporating such proposals into the final plans, it being the intention of the parties that the County and the Club, through their respective elected boards, shall jointly approve the Property concept plan and development schedule and significant modifications thereof.

2.3 Future Development. It is the intention of the parties that the quality of the Property amenities and its development shall continue as an ongoing County improvement project throughout the term of the Lease and any extensions thereof, provided the County budget permits such improvements.

2.4 Reversion of Property. If the Property shall cease to be used by the County as a recreational facility for the benefit of its citizens, the Property shall, upon the elapse of twelve months from date the Property shall cease to be so used, automatically revert to the possession of the Club or its designated successor or assign. However, any non-use of the Property related to the out-of-season months of the year or due to construction shall not be deemed abandonment of the Property by the County.

Article III. Property Operations

3.0 Property Management. The County shall manage, operate and supervise use of the Property and facilities contained therein for the benefit of the public subject to such joint use agreement as may be executed between the parties or third parties.

3.1 Property Operations. The County shall provide, promote, administer and operate recreational facilities, camp and other programs and services on the Property consistent with operational months and hours. The Club shall have the continuing and uninterrupted right to conduct summer day camps on the Property for the entire term of this Agreement. The County shall not schedule any events or construction that would unreasonably interfere with such day camp programs. The County will not operate a summer day camp on the Property unless the Club ceases to operate its summer day camp there. Until the existing buildings on the site are replaced or improved, they may be used by the Club free of charge, subject to availability. For the seven week period of the Club's summer day camp, it is entitled to exclusive use of the pool from 8:00 AM to 3:30 PM, Monday through Friday and of the existing buildings from 7:30 AM to 4:00 PM, Monday through Friday. The Club shall be soley responsponsible for the supervision of those facilities and activities therein during its summer day camp. The Club shall be responsible for cleaning the buildings after use. In addition to use of the facilities for summer day camps, after the existing buildings are replaced or improved, the Dining Hall, Covered Activities Building, pool and picnic shelters north of the entrance road will be available to the Club three times per year free of charge, subject to availability. Other facilities on the Property will be available to the Club on the same basis as to the general public.

3.2 Third Party Agreements. The County may execute such agreements it deems necessary or advisable for the provision of approved programs and services on the Property and its facilities.

3.3 Fees and Charges. The County shall adopt a uniform schedule of fees and charges for use of Property facilities or participation in Property programs and services. All fees and charges collected shall be the sole property of the County.

3.4 Zoning. The County shall initiate such zoning petition or petitions, if any, necessary to effect a zoning of the Property consistent with the uses contemplated by this Lease.

Article IV. Property Maintenance and Security

4.0 Property Security. The County shall maintain and provide reasonable security for the Property consistent with other County recreational facilities.

4.1 Maintenance Schedule. A maintenance schedule shall be adopted by the County for the buildings and grounds located on or within the Property which provides reasonable

Article V. Miscellaneous

5.0 Effective Date. This agreement shall be effective when duly approved and

5.1 Name of the Property. The name of the 50.14 acre tract commonly known as Camp T. N. Spencer shall maintain the name of Camp T.N. Spencer for the duration of the lease.

5.2 Amendments. This agreement can be amended or otherwise modified only by mutual agreement and express written consent of the parties.

5.3 Liability. The County agrees to hold harmless the Club, its agents and employees from all liability, claims and actions arising out of the use of the Property by the County, its employees and invitees. The Club agrees to hold harmless the County, its agents and employees from all liability, claims and actions arising out of the use of the Property by the Club, its employees, residents and invitees.

5.4 Notices. Notices to the parties with regard to this Lease shall be directed as follows:

Cabarrus County Boys & Girls Club, Inc.: Executive Director
247 Spring St. NW
Concord NC 28025

County: County Manager
Cabarrus County
Post Office Box 707
Concord, NC 28026-0707

5.4 Miscellaneous. Each party to this agreement further agrees as follows:

(a) Without further consideration, each party shall at any time, and from time to time, execute and deliver to any other party such further documents, and take

such other action, as any other party may reasonably request in order to effectuate the purposes of this Lease Agreement.

(b) The headings in this agreement are for purposes of reference only and shall not limit or otherwise affect any of the terms hereof.

(c) This agreement shall be binding upon and shall inure to the benefit of the parties hereto and their respective heirs, legal representatives, permitted successors and assigns.

(d) If any provision of this agreement is determined by a court of competent jurisdiction to be illegal or unenforceable, such provision shall be automatically reformed and construed as to be valid, operative and enforceable to the maximum extent permitted by law or equity while preserving its original intent. The invalidity of any part of this agreement shall not render invalid the remainder of this agreement.

(e) The execution and delivery of this agreement and the performance of the obligations hereunder have been duly authorized by all requisite action required by law governing each party.

IN WITNESS WHEREOF, the Cabarrus County Board of County Commissioners and the Cabarrus County Boys & Girls Club, Inc.. have approved this agreement and caused it to be executed and attested by their duly authorized officials.

CABARRUS COUNTY BOARD OF COMMISSIONERS

By: Robert M. Freeman
Chairman

CABARRUS COUNTY SEAL
ATTEST: Frankie D. Bonds
Clerk
[SEAL]

CABARRUS COUNTY BOYS & GIRLS CLUB, INC.

By: Taylor Pruette
Taylor Pruette, President

ATTEST:
James M. Monroe, Jr.
James Monroe, Secretary
[SEAL]

BOYS AND GIRLS CLUB OF CABARRUS COUNTY INC. CORPORATE SEAL

STATE OF NORTH CAROLINA
COUNTY OF CABARRUS

I, a Notary Public of the County and State aforesaid, certify that Frankie F. Bonds, Clerk to the Cabarrus County Board of Commissioners, personally appeared before me this day and

acknowledged that she is the Clerk to the Cabarrus County Board of Commissioners and that by authority duly given and as the act of the Board, the foregoing instrument was signed in its name by Robert M. Freeman, Chair of the Cabarrus County Board of Commissioners, sealed with the County Seal, and attested by herself as its Clerk.

Witness my hand and official stamp or seal, this 18th day of ~~August, 2001~~ April 2002.

Christine Sellers Marlowe
Notary Public

My commission expires: 10/21/03

STATE OF NORTH CAROLINA
COUNTY OF CABARRUS

I, a Notary Public of the County and State aforesaid, certify that James Monroe, Secretary of Cabarrus County Boys & Girls Club, Inc., personally appeared before me this day and acknowledged that he is the Secretary of Cabarrus County Boys & Girls Club, Inc., a North Carolina corporation, and that by authority duly given and as the act of the corporation, the foregoing instrument was signed in its name by its President, sealed with its corporate seal, and attested by him as its Secretary.

Witness my hand and official stamp or seal, this 11th day of ~~August, 2001.~~ January, 2002

Traci K. Halton
Notary Public

My commission expires: 5-27-03

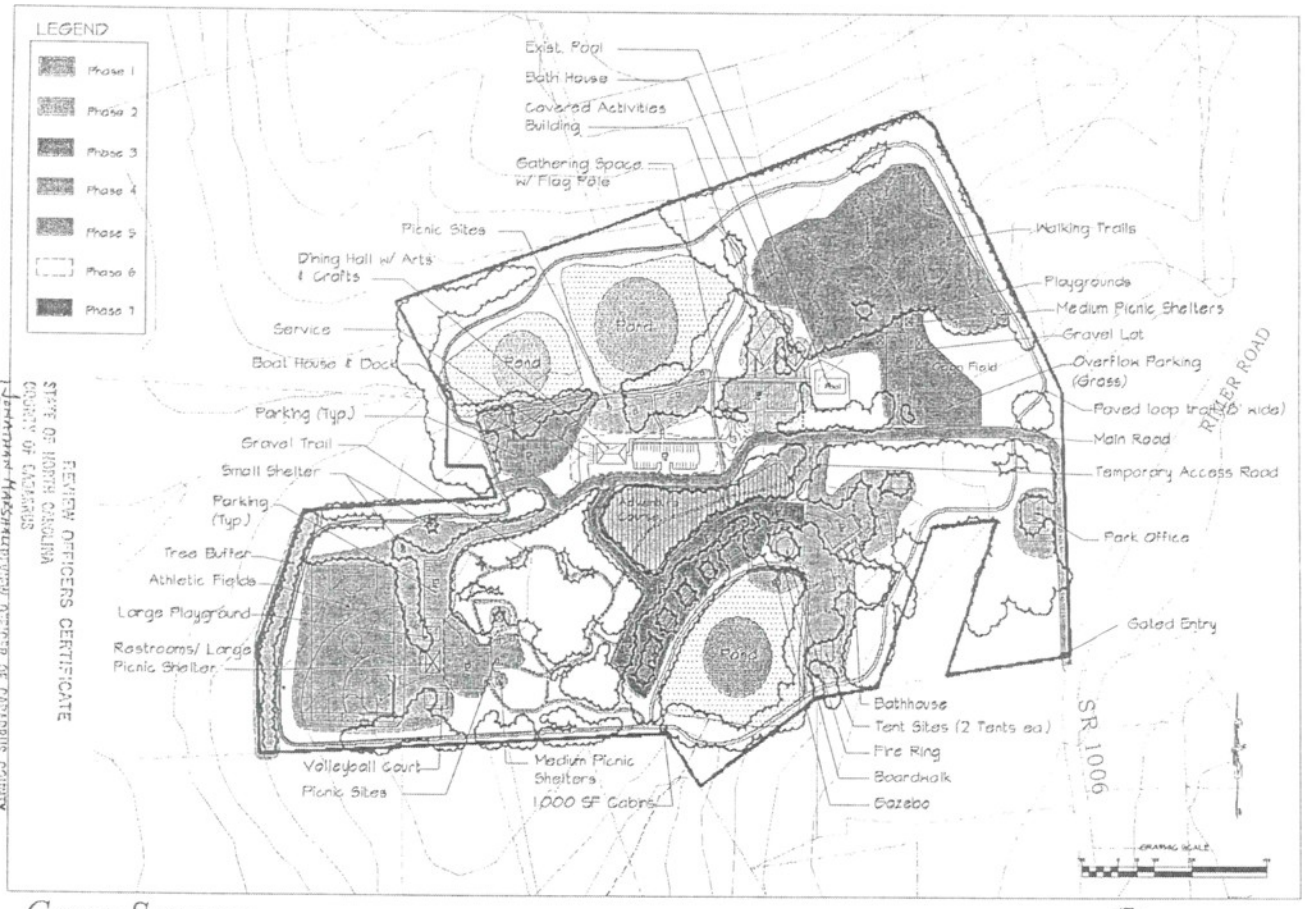
STATE OF NORTH CAROLINA
COUNTY OF CABARRUS

The foregoing Certificate(s) of Christine Sellers Marlowe
And
Traci K. Halton, each a notary public
is/are certified to be correct. This instrument and this certificate are duly registered at the date and time and in the Book and Page shown on the first page hereof. 4-19-02

LINDA F. MCABEE
REGISTER OF DEEDS

Register of Deeds for Cabarrus County

By: Kay L. Hahn
Asst./~~Deputy~~ Register of Deeds



REVIEW OFFICERS CERTIFICATE
STATE OF NORTH CAROLINA
COUNTY OF CABARRUS

I, [illegible], REVIEW OFFICER OF CABARRUS COUNTY, CERTIFY THAT THE MAP OR PLAT TO WHICH THIS CERTIFICATE IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING.

DATE 4-18-02

REVIEW OFFICER

BOOK 3774 PAGE 256

Exhibit A

Camp Spencer
Cabarrus County, NC

Phasing Plan

August 2, 2001

RA
RICHARDSON ASSOCIATES
Land Planning · Landscape Architecture · Urban Design

01/17/2003 9:18 AM
LINDA F. MCABEE
Register Of Deeds
By. _____ Deputy/Asst.
EXCISE TAX $0.00

FIRST AGREEMENT TO MODIFY
AND AMEND LEASE AGREEMENT

4261 PAGE 1

THIS AGREEMENT TO MODIFY AND AMEND LEASE AGREEMENT is made and entered into this the 11 day of December, 2002, by and between the COUNTY OF CABARRUS (hereafter, "County") and the CABARRUS COUNTY BOYS & GIRLS CLUB, INC. (hereafter, the "Club").

WITNESSETH:

WHEREAS, on or about April 15, 2002, the County and the Club entered into a Lease Agreement, a copy of which is attached hereto as Schedule 1 and incorporated as if more fully set forth herein (hereafter, the "Lease") providing for the lease of certain property from the Club to the County beginning July 1, 2002, for purposes of providing recreational services to County citizens (the "Property"); and

WHEREAS, in order to receive certain grants available to the County through the North Carolina Parks and Recreation Trust Fund ("PARTF"), the parties must amend the term provisions of the Lease and the County and the Club desire to so amend the Lease;

NOW, THEREFORE, in consideration of the premises and other good and valuable consideration, acknowledged by the parties hereto to be sufficient, the parties agree as follows:

1. Section 1.1 Amended. The parties hereto agree that Section 1.1 of the Lease is hereby modified and amended in its entirety to read as follows:

1.1 Lease of the Property. Beginning July 1, 2002, the parties hereby agree that the County shall lease the Property from the Club through June 30, 2003 at a rent of $1.00 for such term, payable in advance. Thereafter, the County shall lease the Property from the Club for a period of 25 years beginning July 1, 2003 through June 30, 2028, at an annual rent of $1.00 per year, payable in advance. The Property shall be used for camp development and recreational purposes. The County shall not be permitted to enter into any subleases of the Property without written consent of the Club. However, use of the Property as a public facility, as set forth herein, which may from time to time result in third party use of the Property for a fee, shall not be construed as subletting for purposes of this agreement.

2. Miscellaneous. The parties agree: 1) to execute all necessary documentation needed from time to time in order to properly apply for certain grants available to the County with regard to the Property, including without limitation, state funds available through PARTF; and 2) to enter into and record a Memorandum of Lease which sets forth the modified term of the Lease, which Memorandum of Lease is attached hereto as Schedule 2 and incorporated as if more fully set forth herein.

3. Except as specifically amended herein, the remaining terms and conditions of the Lease shall remain in full force and effect.

(one document per Steve)

acknowledged that she is the Clerk to the Cabarrus County Board of Commissioners and that by authority duly given and as the act of the Board, the foregoing instrument was signed in its name by Robert M. Freeman, Chair of the Cabarrus County Board of Commissioners, sealed with the County Seal, and attested by herself as its Clerk.

Witness my hand and official stamp or seal, this 18th day of ~~August, 2001~~ April 2002.

Christina Sellers
Notary Public

My commission expires: 10/21/03

STATE OF NORTH CAROLINA
COUNTY OF CABARRUS

I, a Notary Public of the County and State aforesaid, certify that James Monroe, Secretary of Cabarrus County Boys & Girls Club, Inc., personally appeared before me this day and acknowledged that he is the Secretary of Cabarrus County Boys & Girls Club, Inc., a North Carolina corporation, and that by authority duly given and as the act of the corporation, the foregoing instrument was signed in its name by its President, sealed with its corporate seal, and attested by him as its Secretary.

Witness my hand and official stamp or seal, this 11th day of ~~August, 2001.~~ January, 2002

Traci K. Halton
Notary Public

My commission expires: 5-27-03

STATE OF NORTH CAROLINA
COUNTY OF CABARRUS

The foregoing Certificate(s) of Christina Sellers Marrow and Traci K. Halton, each a notary public is/are certified to be correct. This instrument and this certificate are duly registered at the date and time and in the Book and Page shown on the first page hereof. 4-19-02

LINDA F. MCABEE
REGISTER OF DEEDS

Register of Deeds for Cabarrus County

By: Kay L. Hanes
Asst./~~Deputy~~ Register of Deeds

Witness our hands and seals the day and year first above written.

COUNTY OF CABARRUS

By: Robert M. Freeman
Robert M. Freeman, Chairman

ATTEST:

Frankie T. Bonds
Clerk

(SEAL)

CABARRUS COUNTY BOYS & GIRLS CLUB, INC.

By: _____, President

Valeri Melton
Executive Director

ATTEST:

(SEAL)

STATE OF NORTH CAROLINA
COUNTY OF CABARRUS

I, a Notary Public of the County and State aforesaid, certify that Robert M. Freeman, personally appeared before me this day and acknowledged that he is the Chairman of the Cabarrus County Board of Commissioners and that by authority duly given and as the act of the Board, the foregoing instrument was signed in its name by Robert M. Freeman, Chair of the Cabarrus County Board of Commissioners, sealed with the County Seal, and attested by Frankie F. Bonds as its Clerk.

Witness my hand and official stamp or seal, this 14 day of January, 2003.

Sylvia Hucks Deadmon
Notary Public

My commission expires:
12-13-06

STATE OF NORTH CAROLINA
COUNTY OF CABARRUS

I, a Notary Public of the County and State aforesaid, certify that Valenc Melton of Cabarrus County Boys & Girls Club, Inc., personally appeared before me this day and acknowledged that he is the Executive Director of Cabarrus County Boys & Girls Club, Inc., a North Carolina corporation, and that by authority duly given and as the act of the corporation, the foregoing instrument was signed in its name by its Executive Director sealed with its corporate seal, and attested by Brian Kras its Secretary.

STATE OF NORTH CAROLINA

COUNTY OF CABARRUS

SECOND AMENDMENT TO LEASE AGREEMENT

THIS SECOND AMENDMENT TO LEASE AGREEMENT is made and entered into on the date of the last party to execute this "Second Amendment", by and between CABARRUS COUNTY ("County") and CABARRUS COUNTY BOYS & GIRLS CLUB, INC. ("Club").

PREMISES

1. The County and the Club entered into a lease agreement ("Agreement") dated April 15, 2002 for the lease to the County by the Club of Camp Spencer.

2. On December 11, 2002, the parties entered into an amendment to the Agreement denominated First Agreement to Modify and Amend lease Agreement ("First Amendment").

3. The parties wish to modify and amend the Agreement and the First Amendment, as specified below.

In consideration of the foregoing Premises and the Terms below, which the parties agree constitute sufficient consideration for this Second Amendment, the parties agree to amend the Agreement and First Amendment as follows:

TERMS

1. Article II, Section 2.1 Property Development is amended by deleting the existing Section in its entirety and substituting the following provision:

The County shall maintain the existing pool facility, but shall not be obligated to replace the pool facility in the event the useful, reasonable life of the pool facility expires. The County agrees to maintain the existing pool facility and make reasonable and necessary repairs to the existing pool facility, up to an aggregate cost of $75,000.00 over the term of the Agreement as amended and any extensions thereof and no more than $25,000.00 in any one lease year. If repairs are needed that would exceed these amounts, the County may, in its discretion, cease to operate the pool. Any costs exceeding an aggregate of $75,000.00 for repairs and maintenance to the existing pool facility shall be the sole and exclusive responsibility of the Club. If that circumstance occurs, the Club may raise money necessary to complete the needed repairs or construct a new pool, in which case the County would continue to operate and maintain the pool.

2. Article III, Section 3.1 Property Operations is amended by deleting the existing Section in its entirety and substituting the following provision:

For the seven-week period of the Club's summer day camp, the Club is entitled to first priority use of the swimming pool from 8:00 AM to 3:30 PM, Monday through Friday and of the existing buildings from 7:30 AM to 4:00 PM, Monday through Friday. General public park users may utilize the swimming pool facilities during this

seven-week period concurrently with the Club campers; however, the Club will have first priority free of charge use of the swimming pool facilities during their summer day camp program. To allow for general public use during the Club's summer day camp program, the Club shall divide their campers into swimming groups; thus allowing available room in the pool for public use. The County shall be solely responsible for the supervision, maintenance, lifeguards, and repairs/renovation to the swimming pool facilities as provided in the Agreement, as amended. The Club shall be solely responsible for the supervision of its activities (outside of the swimming pool facilities) within the park during its summer day camp program.

3. Except as specifically amended in this Second Amendment, the remaining terms and conditions of the Agreement and First Amendment remain in full force and effect.

IN WITNESS, the parties have executed this Second Amendment as indicated below.

LESSEE:

CABARRUS COUNTY BOYS & GIRLS CLUBS, INC.

By: _____(SEAL)
President

LESSOR:

CABARRUS COUNTY

By: _____(SEAL)
County Manager

This instrument has been pre-audited in the manner required by the "Local Government Budget and Fiscal Control Act."

Pamela S. Dubois
Finance Director 1/12/07

STATE OF NORTH CAROLINA

COUNTY OF CABARRUS

THIRD AMENDMENT TO LEASE AGREEMENT

THIS THIRD AMENDMENT TO LEASE AGREEMENT is made and entered into on the date of the last party to execute this "Third Amendment", by and between CABARRUS COUNTY ("County") and CABARRUS COUNTY BOYS & GIRLS CLUB, INC. ("Club").

PREMISES

1. The County and the Club entered into a lease agreement ("Agreement") dated April 15, 2002 for the lease to the County by the Club of Camp Spencer.

2. On December 11, 2002, the parties executed an amendment to the Agreement denominated First Agreement to Modify and Amend Lease Agreement ("First Amendment").

3. On January 16, 2007, the parties executed another amendment to the Agreement denominated Second Amendment to Lease Agreement ("Second Amendment"). The Agreement, the First Amendment and the Second Amendment are collectively referred to as the "Amended Agreement".

3. The parties wish to again modify and amend the Amended Agreement.

In consideration of the foregoing Premises and the Terms below, which the parties agree constitute sufficient consideration to make this Amendment binding and enforceable, the parties agree to amend the Amended Agreement as follows:

TERMS

1. Article I, Section 1.1 Lease of the Property Development is amended by adding the following paragraph:

Notwithstanding the preceding paragraph concerning subleasing, the Club agrees to permit the County to grant a limited right of way along Foxford Road (the "Main Road" as shown in Exhibit A attached to the Agreement) to James B. Jordan for the sole purpose of residential vehicular access to Mr. Jordan's property adjacent to Camp Spencer from Rimer Road. The Club also agrees to permit the County to petition the North Carolina Department of Transportation to close Foxford Road. The Club shall execute any documents reasonably requested of it to acknowledge or consent to the grant of the right of way and the closure of Foxford Road.

2. Except as specifically amended in this Third Amendment, the remaining terms and conditions of the Amended Agreement remain in full force and effect.

STATE OF NORTH CAROLINA

COUNTY OF CABARRUS

FOURTH AMENDMENT TO LEASE AGREEMENT

THIS FOURTH AMENDMENT TO LEASE AGREEMENT is made and entered into on the date of the last party to execute this "Fourth Amendment", by and between CABARRUS COUNTY ("County") and CABARRUS COUNTY BOYS & GIRLS CLUB, INC. ("Club").

PREMISES

1. The County and the Club entered into a lease agreement ("Agreement") dated April 15, 2002 for the lease to the County by the Club of Camp Spencer.

2. On December 11, 2002, the parties executed an amendment to the Agreement denominated First Agreement to Modify and Amend Lease Agreement ("First Amendment").

3. On January 16, 2007, the parties executed another amendment to the Agreement denominated Second Amendment to Lease Agreement ("Second Amendment"). [The Agreement, the First Amendment, the Second Amendment and the Third Amendment are collectively referred to as the "Amended Agreement".]

4. On or about August, 2008, the parties executed another amendment to the Agreement denominated Third Amendment to Lease Agreement ("Third Amendment").

5. The parties wish to again modify and amend the Amended Agreement, for the purpose of re-inserting language into the Amended Agreement that was mistakenly deleted from the Amended Agreement by the Second Amendment.

In consideration of the foregoing Premises and the Terms below, which the parties agree constitute sufficient consideration to make this Amendment binding and enforceable, the parties agree to amend the Amended Agreement as follows:

TERMS

1. Article II, Section 2.1 (Property Development) is amended by adding the following provisions:

The County will be authorized to make certain improvements to the Property as necessary for enhancement of the current public camp and recreational facility on the Property, which may include active and passive facilities commonly found in such facilities locally, and may include some or all of the following facilities and activity areas: baseball/basketball areas, softball/soccer fields, restroom facilities, concession facilities, picnic shelters, volleyball courts, horseshoe pits, playground, walking jogging trail systems and parking facilities and other property improvements incidental to the use of a public recreational facility and camp.

2. Article III, Section 3.1 (Property Operations) is amended by adding the following provisions:

The County shall provide, promote, administer and operate recreational facilities, camp and other programs and services on the Property consistent with operational months and hours. The Club shall have the continuing and uninterrupted right to conduct summer day camps on the Property for the entire term of this Agreement. The County shall not schedule any events or construction that would unreasonably interfere with such day camp programs. The County will not operate a summer day camp on the Property unless the Club ceases to operate its summer day camp there. Until the existing buildings on the site are replaced or improved, they may be used by the Club free of charge, subject to availability. The Club shall be responsible for cleaning the buildings after use. In addition to use of the facilities for summer day camps, after the existing buildings are replaced or improved, the Dining Hall, Covered Activities Building, pool and picnic shelters north of the entrance road will be available to the Club three times per year free of charge, subject to availability. Other facilities on the Property will be available to the Club on the same bases as to the general public.

3. Except as specifically amended in this Fourth Amendment, the remaining terms and conditions of the Amended Agreement remain in full force and effect.

IN WITNESS, the parties have executed this Third Amendment as indicated below.

LESSEE:

CABARRUS COUNTY BOYS & GIRLS CLUBS, INC.

By: Debbie Little (SEAL)
President

LESSOR:

CABARRUS COUNTY

By: _____ (SEAL)
County Manager 12-19-11

This instrument has been pre-audited in the manner required by the "Local Government Budget and Fiscal Control Act."

Pamela S. Dubois
Pamela S. Dubois 12/16/11
Finance Director

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

April 20, 2026
6:00 PM

AGENDA CATEGORY:

CONSENT AGENDA

SUBJECT:

County Manager - EV Car Charging Stations Removal Request

BRIEF SUMMARY:

I presented information on our three (3) EV car charging locations in February 2026 and requested some time to gather more information from surrounding municipalities and counties prior to coming back to the board. During the meeting in February I felt the consensus was we needed to either charge for use or remove the stations.

REQUESTED ACTION:

Recommended Motion:

Motion to approve the removal of all County owned EV car charging stations.

SUBMITTED BY:

Kyle Bilafer, Assistant County Manager

BUDGET AMENDMENT REQUIRED:

No

ATTACHMENTS:

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

APRIL 20, 2026
6:00 PM

AGENDA CATEGORY:

CONSENT AGENDA

SUBJECT:

County Manager - Vietnam Veterans Park Update

BRIEF SUMMARY:

During the Annual Retreat, which took place in February 2026, there was some significant discussion about various properties the County maintains. One of the properties discussed was Vietnam Veterans Park. Staff was tasked with having more conversations with the lessor. Staff reported on those conversations with the lessor.

REQUESTED ACTION:

Recommended Motion:

Motion to approve a lease amendment for a one (1) year extension with an automatic additional one-year renewal and authorize appropriate County officials to execute all required documents subject to final document approval by the appropriate Assistant County Manager and County Attorney.

SUBMITTED BY:

Kyle D Bilafer, Assistant County Manager

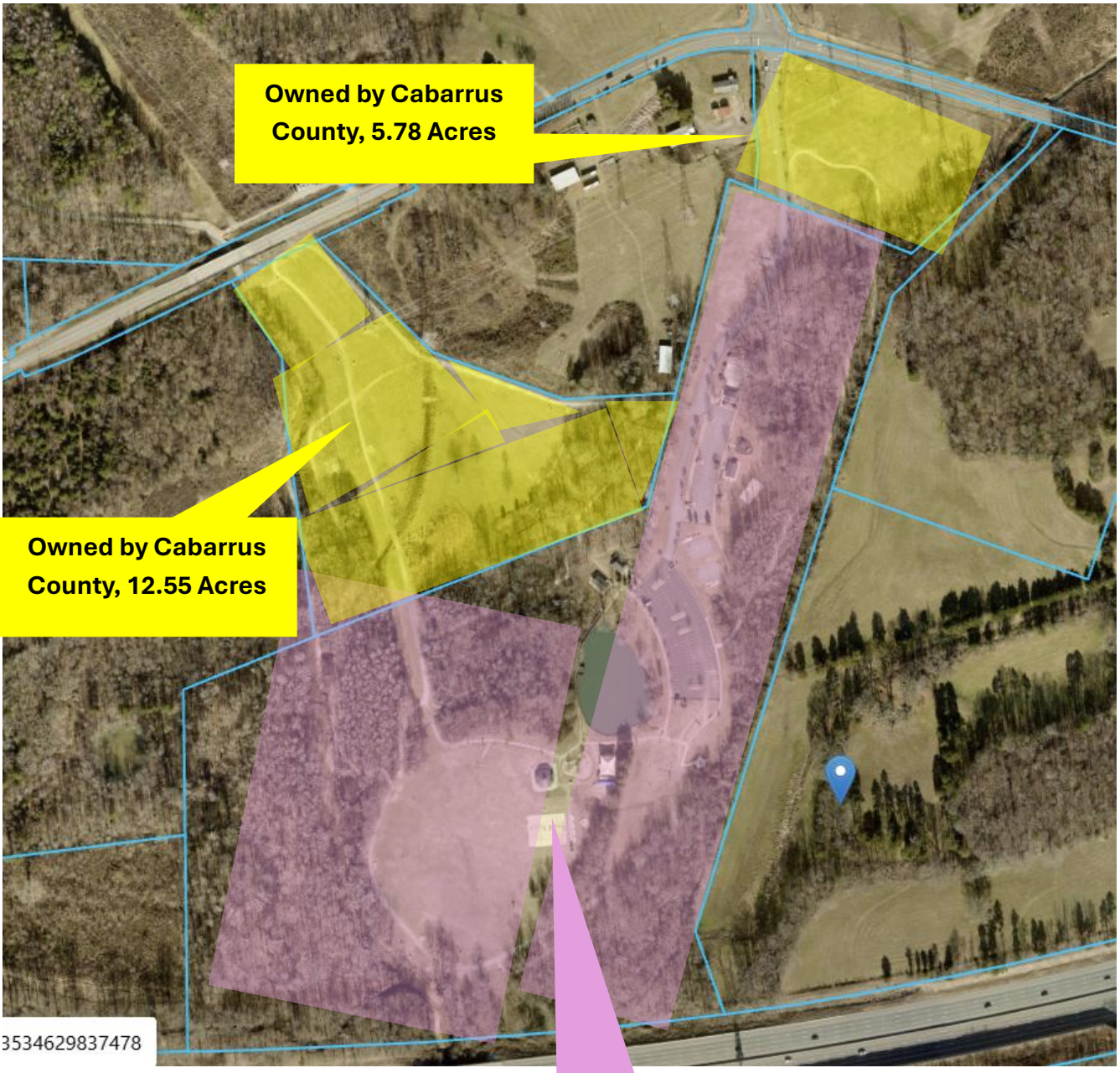
BUDGET AMENDMENT REQUIRED:

No

ATTACHMENTS:

1. Map
2. Property Lease and Amendments

26-01-16 Vietnam Veterans Park Acreage Breakdown



NORTH CAROLINA
CABARRUS COUNTY

SECOND AMENDMENT
TO LEASE AGREEMENT

THIS SECOND AMENDMENT TO LEASE AGREEMENT (hereinafter "Amendment") is made and entered into this the 14th day of Aug 2023 by and between the County of Cabarrus (hereinafter "County") and the City of Kannapolis, (hereinafter "City"). The County and City are hereinafter sometimes referred to as the "Party" or the "Parties".

WITNESSETH:

WHEREAS, Parties entered into a Lease Agreement (hereinafter "Lease") on or about August 23, 1999, pursuant to North Carolina General Statutes 160A-274 and 153A-165 providing for the lease and joint use of governmental property, which was amended by a First Amendment on or about July 10, 2020; and,

WHEREAS, the Parties now desire to again amend the Lease in accordance with the terms agreements and provisions hereinafter provided.

NOW THEREFORE, upon valuable consideration, the receipt and sufficiency is hereby acknowledged by each Party, and in performance of the premises contained herein, the Parties agree as follows:

1. **Recitals**. The recitals contained above are incorporated herein as a part of this Amendment.

2. **Term**. The Parties agrees that the Lease Term shall be extended for an additional three (3) years beginning September 1, 2023 and ending at midnight August 31, 2026.

3. **Ratification.** Except as specifically herein amended, all terms, provisions, conditions, and exhibits contained in the Lease, as amended, are hereby confirmed, ratified and restated and shall remain unmodified and in full force and effect. In the event that any provisions of this Second Amendment shall conflict with the terms, provisions and conditions of the Lease, the terms, provisions and conditions of this Second Amendment shall govern and control.

IN WITNESS WHEREOF, the Cabarrus County Board of County Commissioners and the Kannapolis City Council have approved this agreement and caused it to be executed and attested by their duly authorized officials.

COUNTY OF CABARRUS

By: _____
Chairman

ATTEST:

_____
Clerk

(SEAL)

CITY OF KANNAPOLIS

By: _____
Milton D. Hinnant, Mayor

ATTEST:

_____
Bridgette Bell, MMC, NCCMC
City Clerk

(SEAL)

STATE OF NORTH CAROLINA

COUNTY OF Cabarrus

I, Julie E. Long, a Notary Public of Stanly County and aforesaid State certify that Bridgette Bell, City Clerk to the City of Kannapolis, personally came before me this day and acknowledged that she is City Clerk to the City of Kannapolis and that by authority duly given and as the act of the City, the foregoing instrument was signed by its name by Milton D. Hinnant, Mayor of the City of Kannapolis, sealed with the City Seal and attested by herself as its City Clerk.

Witness my hand and official stamp or seal this 16 day of August, 2023.

JULIE E. LONG NOTARY PUBLIC STANLY COUNTY, NC (SEAL)

Julie E. Long
Notary Public

My Commission Expires June 13, 2027

My Commission expires: _____

STATE OF NORTH CAROLINA

COUNTY OF Cabarrus

I, Sheila K. Bruce, a Notary Public of Cabarrus County and aforesaid State certify that Clerk to the Cabarrus County Board of Commissioners, personally came before me this day and acknowledged that he/she is Clerk to the Cabarrus County Board of Commissioners and that by authority duly given and as the act of the Board, the foregoing instrument was signed by its name by Stephen M. Morris, Chairman of the Cabarrus County Board of Commissioners, sealed with the County Seal and attested by its Clerk.

Witness my hand and official stamp or seal this 19th day of July, 2023.

SHEILA K. BRUCE NOTARY PUBLIC CABARRUS COUNTY, NC (SEAL)

Sheila K. Bruce
Sheila K. Bruce Notary Public

My Commission expires: 08-17-2026.

NORTH CAROLINA

CABARRUS COUNTY

FIRST AMENDMENT TO LEASE AGREEMENT

THIS FIRST AMENDMENT TO LEASE AGREEMENT (hereinafter "Amendment") is made and entered into this the ___ day of June, 2020 by and between the County of Cabarrus (hereinafter "County") and the City of Kannapolis, (hereinafter "City"). The County and City are hereinafter sometimes referred to as the "Party" or the "Parties".

WITNESSETH:

WHEREAS, Parties entered into a Lease Agreement (hereinafter "Lease") on or about August 23, 1999, pursuant to North Carolina General Statutes 160A-274 and 153A-165 providing for the lease and joint use of governmental property; and

WHEREAS, the Parties now desire to amend the Lease in accordance with the terms, agreements and provisions hereinafter provided.

NOW THEREFORE, upon valuable consideration, the receipt and sufficiency is hereby acknowledged by each Party, and in performance of the premises contained herein, the Parties agree as follows:

1. Recitals. The recitals contained hereinabove are incorporated as a part of this Amendment.

2. Term. The Parties agree that the Lease Term shall be extended for an additional three (3) years beginning September 1, 2020 and ending at midnight August 31, 2023.

3. Use. Section 5.0 is hereby amended to read as follows:

   "5.0 Use. The Property is accepted for use as a public park and will be used and developed in accordance with the park development, operations and maintenance provisions contained in the Park Agreement. Provided, however, any material changes to the Property or facilities located therein shall be made following consultation with and approval by City."

4. Ratification. Except as specifically herein amended, all terms, provisions, conditions and exhibits contained in the Lease are hereby confirmed, ratified and restated and shall remain unmodified and in full force and effect. In the event that any provision of this First Amendment shall conflict with the terms, provisions, and conditions of the Lease, the terms, provisions and conditions of this First Amendment shall govern and control.

STATE OF NORTH CAROLINA

COUNTY OF _____

I, _____, a Notary Public of the County and State aforesaid, certify that _____, Clerk to the Cabarrus County Board of commissioners, personally appeared before me this day and acknowledged that she is the Clerk to the Cabarrus County Board of Commissioners and that by authority duly given and as the act of the Board, the foregoing instrument was signed in its name by _____, chairman of the Cabarrus County Board of Commissioners, sealed with the County Seal, and attested by herself as its Clerk.

Witness my hand and official stamp or seal this _____ day of _____, 2020.

_____
Notary Public

My commission expires: _____

STATE OF NORTH CAROLINA

COUNTY OF Cabarrus

I, Brenda B Lewis, a Notary Public of the County and State aforesaid, certify that Bridgette Bell, City Clerk to the City of Kannapolis, personally appeared before me this day and acknowledged that she is the City Clerk to the City of Kannapolis and that by authority duly given and as the act of the City, the foregoing instrument was signed in its name by Milton D. Hinnant, Mayor of the City of Kannapolis, sealed with the City Seal, and attested by herself as its City Clerk.

Witness my hand and official stamp or seal this 29 day of June, 2020.

Brenda B Lewis
Notary Public

My commission expires: 04/03/2021

Brenda B Lewis
Notary Public
Rowan County
North Carolina
My Commission Expires 4/3/2021

IN WITNESS WHEREOF, the Cabarrus County Board of County Commissioners and the Kannapolis City Council have approved this Agreement and caused it to be executed and attested by their duly authorized officials.

COUNTY OF CABARRUS

By: _____
Chairman

ATTEST:

_____
Clerk

This instrument has been pre-audited in the manner Required by the Local Government Budget and Fiscal Control Act.

By: _____
Finance Director, Cabarrus County, NC

Date: 7-10-2020

(SEAL)

CABARRUS COUNTY SEAL 1792 NORTH CAROLINA

CITY OF KANNAPOLIS

By: _____
Milton D. Hinnant, Mayor

ATTEST:

_____
Bridgette Bell, MMC, NCCMC
City Clerk

(SEAL)

CITY OF KANNAPOLIS INCORPORATED SEAL 1984 NORTH CAROLINA

CABARRUS COUNTY - CONTRACT CONTROL SHEET

Routing Order: (1) Originating Department, (2) Information Systems, (3) Required Approvals, (4) Contract Administrator

ORIGINATING DEPARTMENT

(THIS IS THE ONLY SECTION TO BE COMPLETED BY ORIGINATING DEPARTMENT)

Contractor/Vendor: City of Kannapolis Vendor Number: 667

Purpose: Lease Agreement for North Cabarrus Park

Amount: _____ Account # budgeted: _____

Department Number: _____ Dept. Rep.: _____

TYPE OF CONTRACT (Please check one) ☒ New ☐ Renewal

Effective Date: 09/01/1999 Expiration Date: 08/31/2020

This document has been reviewed and approved by the Department Head as to technical content.

Checklist

☐ County Policy Review ☐ Vendor W-9

Distributed Copies

☐ Original/copies to Vendor ☐ Other Routing Instructions

☐ Copies to originating Department

Department Head's Signature Susie Bonds Date: 08/06/2002

NOTES:
Approved by Board of Commissioners on July 22, 2002. Recorded in the Register of Deeds Office.

INFORMATION TECHNOLOGY DIRECTOR

(Applicable only for hardware/software purchase or related services)

This document has been reviewed and approved by the Information Systems Director as to technical content.

IT Director's Signature: _____ Date: _____

CONTRACT ADMINISTRATOR

Date Received: 8-6-02

Sufficient funds are available in the proper account to pay for this expenditure. Yes ☑ No ☐

A budget amendment is necessary before this agreement is approved. Yes ☐ No ☑

A budget amendment is attached as required for approval of this agreement. Yes ☐ No ☑

☑ Pre-audit certification completed. Purchase Order/Encumbrance No:: 20030066

Notes:: _____

Contract Administrator's Signature: Sheri Barnhardt Date: 8/6/02

STATE OF NORTH CAROLINA

COUNTY OF CABARRUS

CABARRUS COUNTY NC
FILED
07/24/2002 1:47 PM
LINDA F. MCABEE
Register Of Deeds
By. _____ Deputy/Asst.
EXCISE TAX $0.00

LEASE AGREEMENT

THIS AGREEMENT is made and entered into this the 23 day of August, 1999, by and between the County of Cabarrus (hereinafter referred to as "County") and the City of Kannapolis (hereinafter referred to as "City").

WITNESSETH:

WHEREAS, this agreement is executed pursuant to G.S. 160A-274 and G.S. 153A-165 providing for the lease and joint use of governmental property; and

WHEREAS, on or about the 19th day of October, 1998, County and City entered into an agreement (the "Park Agreement") to provide for recreational and park services, programs and facilities for their citizens; and

WHEREAS, the Park Agreement provided, *inter alia*, provided that the parties would enter into an agreement whereby the City would lease the property described hereinafter to the County upon terms and conditions set forth therein;

NOW THEREFORE, upon valuable consideration, the receipt of which is hereby acknowledge by each party, and in performance of the premises contained in the Park Agreement and upon the premises contained herein, the parties agree as follows:

1.0 **Recitals and Prior Agreement**. The recitals contained above and the Park Agreement are incorporated herein as a part of this agreement.

2.0 **Leased Property.** Upon terms and conditions set forth herein City does hereby demise and lease unto County a 45.037 acre tract of land on the south side of Orphanage Road, Kannapolis, North Carolina (the Property), a survey of which property is attached hereto as Exhibit "A" and incorporated as a part of this agreement.

2.1 Provided, however, specifically excluded from the Property and the operation of this lease agreement is a commercial billboard located on the Property near the Interstate 85 boundary. All revenues derived therefore shall be and remain the sole and exclusive property of City. City, its agents and designees, at all times, shall have access upon and across the Property to the billboard for replacement, repair, and maintenance.

3.0 **Term**. The term of this lease shall be for a period of twenty (20) years beginning September 1, 1999, and ending at 12:01 a.m. August 31, 2020.

4.0 **Annual Rent**. The rent for this lease shall be one dollar ($1.00) payable annually in advance on September 1st of each lease year.

5.0 **Use**. The Property is accepted for use as a public park and will be used and developed in accordance with the park development, operations and maintenance provisions contained in the Park Agreement.

6.0 **Utilities**. County will pay for all water, sewer and other utility charges for services to the Property.

7.0 **Indemnity and Insurance**. County does hereby indemnify and hold harmless the City for all liability, loss, expenses, including attorney fees, and costs of any kind or nature whatsoever resulting from any injuries or damage claims. County shall maintain in force during the term of this lease, public liability insurance, naming City as an additional insured, with coverage in an amount of no less than $1,000,000.00 per occurrence. A copy of said policy or endorsement and each renewal thereof during the term of this lease shall be delivered to City.

8.0 **Entry Upon Abandonment**. In the event County, at any time during the term of this lease abandons the Property or any part thereof, City may, at City's option, retake possession of the Property.

9.0 **Miscellaneous**. Each party to this agreement further agrees as follows:

9.1 Without further consideration, each party shall at any time, and from time to time, execute and deliver to any other party such further documents, and take such other action, as any other party may reasonably request in order to effectuate the purposes of this agreement.

9.2 All understandings and agreements heretofore had between the parties are merged in this agreement and the related agreements executed in conjunction with this agreement, all of which together fully and completely express their agreement, and no representations or warranties have been made by any party to another party except as are herein expressly set forth or required pursuant to this Agreement and the related agreements executed in conjunction with the agreement.

9.3 The headings in this agreement are for purposes of reference only and shall not limit or otherwise affect any of the terms hereof.

9.4 This agreement shall be binding upon and shall inure to the benefit of the parties hereto and their respective heirs, legal representatives, successors and assigns.

9.5 If any provision of this agreement is determined by a court of competent jurisdiction to be illegal or unenforceable, such provision shall be automatically reformed and construed as to be valid, operative and enforceable to the maximum

extent permitted by law or equity while preserving its original intent. The invalidity of any part of this agreement shall not render invalid the remainder of this agreement.

9.6 The execution and delivery of this agreement and the performance of the obligations hereunder have been duly authorized by all requisite action required by law of each party.

IN WITNESS WHEREOF, the Cabarrus County Board of County Commissioners and the Kannapolis City Council have approved this agreement and caused it to be executed and attested by their duly authorized officials.

COUNTY OF CABARRUS

By: Robert M. Freeman
Chairman

ATTEST:

Frankie F. Bonds
Clerk

(SEAL)

CITY OF KANNAPOLIS

By: O. Ray Moss
Mayor

ATTEST:

Bridgette Bell
Clerk

(SEAL)

...ed to this ...
...nt Budget and

...
...or
7/24/01

STATE OF NORTH CAROLINA
COUNTY OF CABARRUS

I, Christine Sellers Marlowe, a Notary Public of the County and State aforesaid, certify that Frankie F. Bonds, Clerk to the Cabarrus County Board of Commissioners, personally appeared before me this day and acknowledged that she is the Clerk to the Cabarrus County Board of Commissioners and that by authority duly given and as the act of the Board, the foregoing instrument was signed in its name by Robert M. Freeman, Chairman of the Cabarrus County Board of Commissioners, sealed with the County Seal, and attested by herself as its Clerk.

Witness my hand and official ~~stamp or seal,~~ this 24th day of July, 2002.

Christine Sellers Marlowe
Notary Public

My Commission Expires: 10/21/03

NORTH CAROLINA – CABARRUS COUNTY

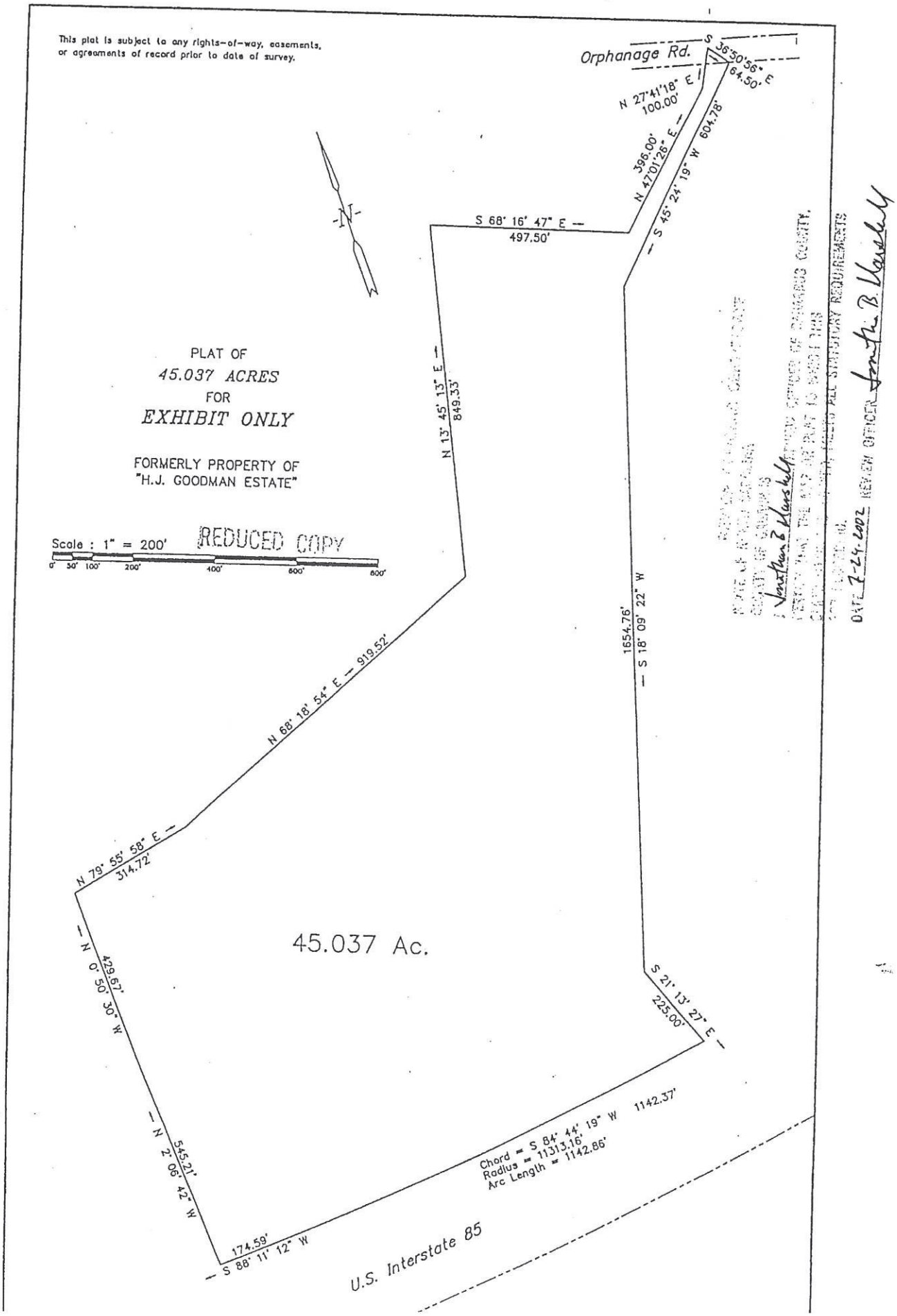
The foregoing (or annexed) certificate(s) of Christine Sellers Marlowe, a notary public, is (~~are~~) certified to be correct. This the 24th day of July, 2002.

LINDA F. McABEE, REGISTER OF DEEDS

by: Cynthia E. Zopfi ~~Asst.~~/Deputy

Exhibit "A"

BOOK 3918 PAGE 265



CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

APRIL 20, 2026
6:00 PM

AGENDA CATEGORY:

CONSENT AGENDA

SUBJECT:

Emergency Management - Adoption of 2026 Cabarrus County Emergency Operations Plan (EOP) Revisions

BRIEF SUMMARY:

The Cabarrus County Emergency Operations Plan (EOP) is being presented to the Board of Commissioners for approval following a comprehensive review and update. Periodic revision and formal adoption of the EOP are considered best practices in emergency management and help ensure the plan remains current, relevant, and aligned with evolving hazards, policies, and operational procedures. The adoption of the EOP does not require a public hearing.

REQUESTED ACTION:

Recommended Motion:

Motion to approve and adopt the revised 2026 Cabarrus County Emergency Operations Plan (EOP).

SUBMITTED BY:

Jason Burnett, Emergency Management Director

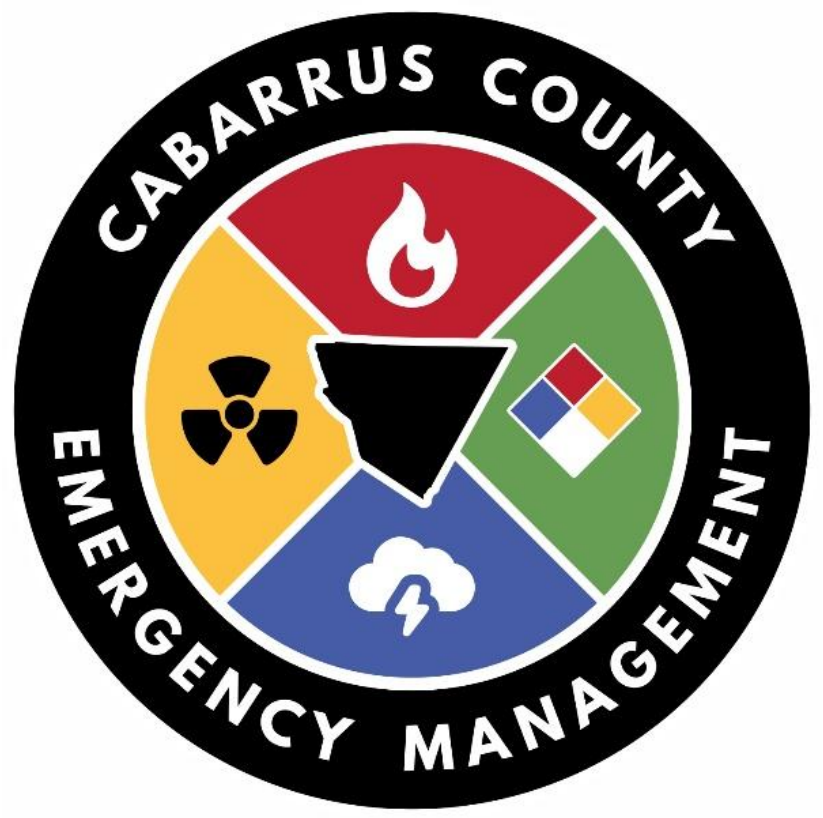
BUDGET AMENDMENT REQUIRED:

No

ATTACHMENTS:

1. Emergency Operations Plan

CABARRUS COUNTY EMERGENCY OPERATIONS PLAN (EOP)



EMERGENCY MANAGEMENT

EFFECTIVE DATE: January 22, 2001

REVISION DATE(S): May 19, 2003, November 17, 2008,

April 21, 2014, May 20, 2019, April 20, 2026

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NON-DISCLOSE STATEMENT

Chapter 166A of the North Carolina General Statutes requires Cabarrus County government to organize and plan for the protection of life and property from the effects of an emergency.

When needed, the Cabarrus County Board of Commissioners may declare a “State of Emergency” as defined by Article III of Chapter 22, Civil Emergencies of the Code of Ordinances in Cabarrus County, North Carolina and Article IA of Chapter 166A of the North Carolina General Statutes. The Cabarrus County Board of Commissioners will issue this declaration to protect the citizens and property within the disaster area and to assist the emergency response agencies in carrying out their duties. A town or city can independently declare a “State of Emergency” within its municipal limits in the event of a disaster, or by resolution or municipal concurrence, can sign off on a County “State of Emergency” declaration.

Prior to any disclosure, publication, public release, or sharing of information contained in this plan, the resources, contacts, databases, or any of the plan annexes and appendices, written permission must be obtained from Cabarrus County Emergency Management hereinafter referred to as “Emergency Management”. Failure to obtain this required written permission and resultant unauthorized release may result in civil fines and/or penalties.

Public Access

Anyone may review this plan by contacting Emergency Management and requesting access. Those parts of the plan that deal with the preparations for and response to terrorism are “Classified” and will not be made available to the public. Copies of the plan may be obtained from Emergency Management at the fee charged by Cabarrus County for copies of public documents.

STATEMENT OF APPROVAL

The undersigned agree to the responsibilities assigned in this plan. This document is formally recognized as the Cabarrus Emergency Operations Plan (EOP).

_____	_____
Chairperson, Board of County Commissioners	Date
_____	_____
County Manager	Date
_____	_____
Emergency Management Director	Date

National Incident Management System/Incident System Adoption: January 24th, 2005

FOREWORD

The April 20, 2026 revision of this EOP addresses multiple hazards that could threaten our County and its citizens and supersedes all previous versions of this document. The EOP uses a functional format and employs the National Incident Management System (NIMS), a nationwide standardized approach to incident management and response. NIMS establishes a uniform set of processes and procedures that emergency responders will use to conduct response operations.

This EOP establishes a framework of policy and guidance for County disaster preparedness, response, recovery, and mitigation operations. The EOP consists of the basic plan and 18 functional annexes. These annexes define responsibilities and actions of County government personnel during emergency situations. The definition of the missions of each response agency reduces confusion and conflict during emergency operations and significantly decreases vulnerability of the public and their property to hazards that develop in emergency situations. This EOP (and annexes) consider planning and response activities related to children, those with functional needs, household pets, and service animals.

This EOP meets the requirements of the Department of Homeland Security (DHS) state and local planning guidance, and the legal responsibilities identified in Chapter 166A of the North Carolina General Statutes. This EOP provides all the necessary elements to ensure that the County can fulfill its legal responsibilities for emergency preparedness.

INSTRUCTIONS FOR USE

It is intended that this plan, when implemented, be used by the County response organizations to maximize use of existing resources, organizations, and systems in their response to emergencies and disasters that could and/or have occurred in the County.

Basic Plan: Used by Chief Executives and Policy Officials. Provides the intent of the County government leaders in responding to emergency situations.

Functional Annexes (Annexes): Address the specific functions for use by the Operational Managers. Appendices provide additional information on selected topics covered in the annex.

All individuals with assigned responsibilities should be familiar with the entire plan; however, added emphasis will be given to those sections for which they are responsible. While all circumstances cannot be addressed, County personnel will use this plan to guide their actions for those things that do occur but are not specifically addressed in the plan.

RECORD OF CHANGES

Change Number	Section	Date of Change	Individual Making Change	Description of Change
001	Various	December 2013	Bobby Smith	Various
002	Various	December 2018 – April 2019	Jason Burnett	Various
003	Various	October 2025- April 2026	Dawn Gustafson	Various

RECORD OF DISTRIBUTION

Department or Agency
Active Living and Parks
Arena and Events Center
Board of Elections
Board of County Commissioners
Cabarrus Health Alliance (CHA)
Communications and Outreach / Public Information Officer (PIO)
Consolidated Human Services Agency (CHSA)
Construction Standards
Cooperative Extension
County Attorney
County Manager
Assistant County Manager(s)
Emergency Management
Emergency Medical Services (EMS)
Finance
Human Resources
Infrastructure & Asset Management (IAM)
Information Technology Services (ITS)
Library System
Planning and Development
Register of Deeds
Sheriff's Office
Sheriff's Office – Animal Services Division
Sheriff's Office – Communications Division
Solid Waste Management
Tax Administration

RECORD OF DISTRIBUTION

Department or Agency
Volunteer (Combination) Fire Departments
Allen Fire Department
Cold Water Fire Department
East Gold Hill Fire Department
Flowes Store Fire Department
Georgeville Fire Department
Midland Fire Department
Mt. Mitchell Fire Department
Mt. Pleasant Fire Department
Northeast-Cabarrus Fire Department
Odell Fire Department
Richfield-Misenheimer Fire Department
Rimer Fire Department
American Red Cross – Southern Piedmont Chapter
Atrium Health Cabarrus
Cabarrus County Schools
City of Concord
City of Kannapolis
Kannapolis City Schools
NC Emergency Management (NCEM) - Area 11 Coordinator
NCEM - Western Branch Office
NC Forest Service
NC State Highway Patrol
Partners Health Management
The Salvation Army

RECORD OF DISTRIBUTION

Department or Agency
Town of Harrisburg
City of Locust
Town of Midland
Town of Mt. Pleasant
Water and Sewer Authority of Cabarrus County (WSACC)

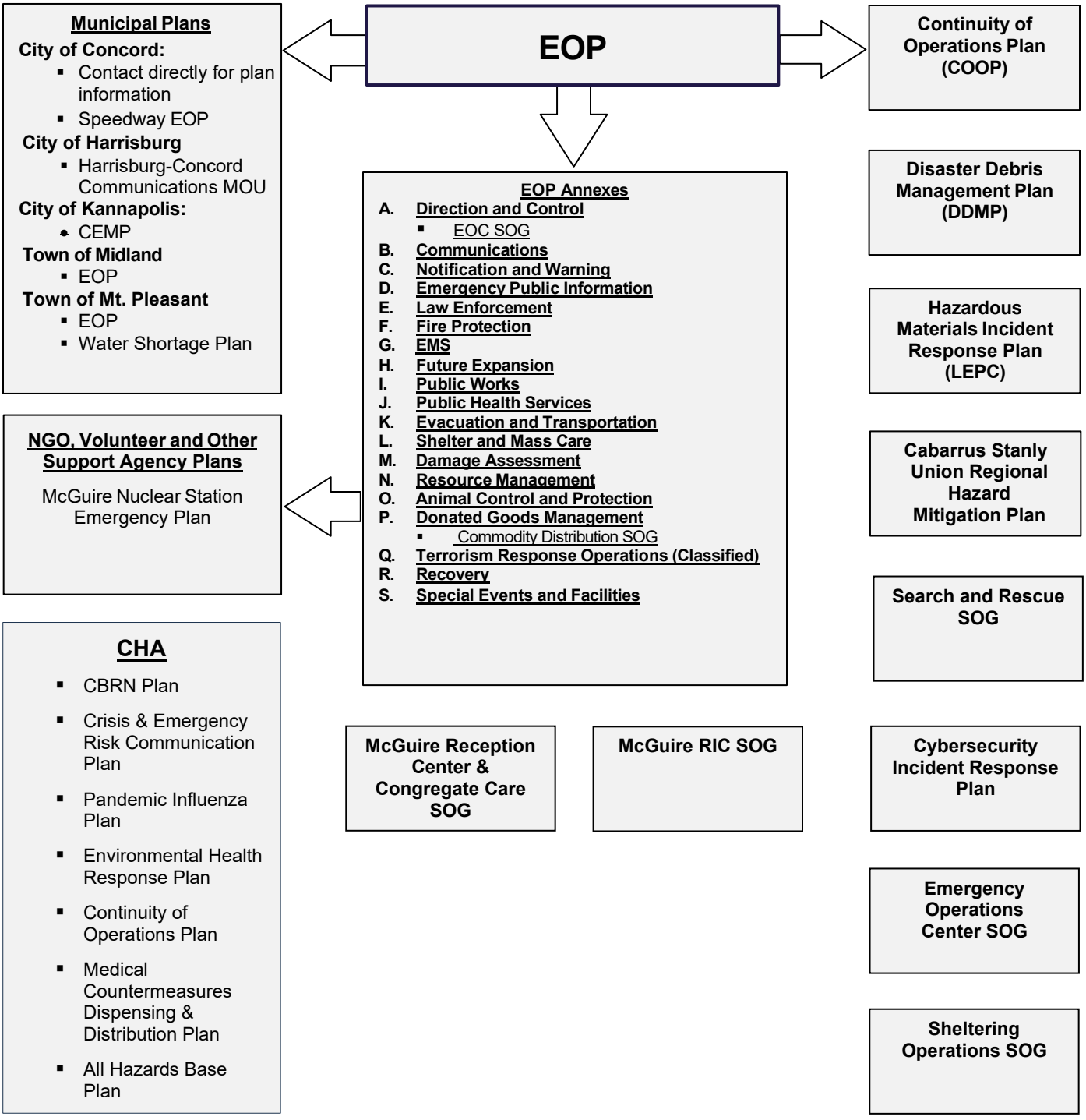
SECTION 1
INTRODUCTION

This EOP establishes a framework for emergency planning and response in the County. The plan adheres to National Incident Management System (NIMS), which integrates the capabilities and resources of various municipal jurisdictions, emergency response disciplines, nongovernmental organizations (NGO's), and the private sector. Incorporating an all-hazards approach, the EOP can be partially or fully implemented in anticipation of or in response to any event requiring multi-jurisdictional or multi-discipline coordination. Selective implementation through the activation of one or more of the plan components allows maximum flexibility in meeting the unique operational and information-sharing requirements of the situation at hand. The EOP, as the core operational plan for incident management, establishes county-level coordinating structures, processes, and protocols that will be incorporated into existing hazard-specific plans, policies, and procedures.

1.1 Purpose

This plan defines the actions that the County government departments/agencies and selected NGOs in the County will take to reduce the vulnerability of people and property to a disaster and establish the ability to respond effectively to any emergency. The plan takes a comprehensive, countywide, all-hazards approach to incident management across all phases of emergency management, including prevention, preparedness, response, and recovery. The plan describes capabilities and resources and establishes responsibilities, operational processes, and protocols to help plan for and respond to both natural and human-caused hazards. The EOP serves as the foundation for the development of detailed supplemental plans and procedures to effectively and efficiently implement incident management activities and assistance in the context of specific types of incidents and events. A number of plans are linked to the EOP but remain as stand-alone documents in that they also provide detailed protocols for responding to routine emergencies. Stand-alone documents and plans are referenced throughout the EOP. Refer to exhibit 1-1 for a graphic identifying the County Emergency Management Program.

Exhibit 1-1
Cabarrus County Emergency Management Program



1.2 Scope

In this document, incidents include actual or potential emergencies or all-hazards events that range from accidents and natural disasters to actual or potential terrorist attacks. They include events wholly contained within a single jurisdiction and others that are catastrophic in nature. It is not always obvious at the outset whether a seemingly minor event might be the initial phase of a larger, rapidly growing threat. The EOP incorporates standardized organizational structures that promote on-scene initiative, innovation, and sharing of essential resources drawn from all levels of government, NGO's, and the private sector. Response must be quickly scalable, flexible, and adaptable. The EOP is also intended to accelerate the assessment and response to incidents that may require state or federal assistance.

The County provides the following services:

- Active Living and Parks
- Construction Standards (Building Inspections)
- Cooperative Extension Services
- Economic Development
- Education / Public Instruction; School Buildings / Grounds
- Elections Administration
- Emergency Communications (E-911)
- Emergency Management/Fire Services
- EMS
- Finance Department / Procurement Services
- Consolidated Human Services Agency (CHSA)
    - Adult and Family Services
    - Behavioral Health
    - Child Support Services
    - Child Welfare
    - Economic Services
    - Family Support Services
    - Medicaid Services
    - Transportation
    - Veterans Services
- Landfill/Recycling
- Law Enforcement (Sheriff's Office)
    - Animal Services
    - Communication Division
- Library
- Planning (911 Addressing/ Flood Damage Prevention)
- Register of Deeds
- Tax Administration

The County provides additional services by contract or agreement with these outside agencies or organizations:

- American Red Cross – Southern Piedmont Chapter
- Cabarrus Health Alliance (CHA)
- Partners Health Management
- Volunteer (Combination) Fire Departments
- Water and Sewer Authority of Cabarrus County (WSACC)
- Private contractors provide sanitation services for unincorporated areas in Cabarrus County.

The plan is applicable to all departments, agencies, and organizations with identified roles and responsibilities. Local jurisdictions participating in the development, implementation, and maintenance of this plan as well as the services they provide are listed below:

- City of Concord: Law Enforcement, Fire Department, Electric Utilities (ElectraCities Member), Public Works, Sanitation and Recycling, Communications, Airport Operations, Parks and Recreation, Public Housing, Community Development.
- Town of Harrisburg: Fire Department, Water and Sewer, Sanitation and Recycling (Contracted), Street Maintenance; Law Enforcement is provided through the Sheriff's Office.
- City of Kannapolis: Law Enforcement, Fire Department, Public Works, Sanitation and Recycling (Contracted), Communications, Parks and Recreation.
- City of Locust: Law Enforcement. Contracts for services with the County or other contractors; Fire Services are provided by Midland and Georgeville Fire Departments.
- Town of Midland: Contracts for services with the County or other contractors; Fire Services are provided by Midland Fire Department and Law Enforcement is provided through the Sheriff's Office. The Town of Midland also has some private/contracted service providers.
- Town of Mt. Pleasant: Fire Department, Water & Sewer, Sanitation and Recycling (Contracted), Street Maintenance; Law Enforcement is provided through the Sheriff's Office.

1.3 Situation and Assumptions

This section of the EOP describes the geographic and demographic characteristics and hazard considerations unique to the County. It also describes specific planning assumptions regarding preparedness, response, recovery, and mitigation that were taken into consideration during the development of this plan.

1.3.1 Demographic and Geographic Characteristics

Demographic Characteristics

The County is located in the southern Piedmont region of North Carolina. It is bordered to the west by Mecklenburg County, to the southeast by Union County, to the north by Rowan County, to the northwest by Iredell County, and to the east by Stanly County. The County is just north of the state line with South Carolina and the City of Charlotte. There are (6) municipal areas in the County: City of Concord, Town of

Harrisburg, City of Kannapolis, City of Locust, Town of Midland and the Town of Mt. Pleasant. The County is located in Area 11 of the Western Branch, North Carolina Emergency Management and in Federal Emergency Management Association (FEMA) Region IV. The County encompasses approximately 365 square miles, most of which is land and a small portion of which is water. The County is also home to the Concord-Padgett Regional Airport, Charlotte Motor Speedway, and Concord Mills, which is the largest tourist attraction in the State of NC.

In 2022, the U.S. Census Bureau estimated the County's population was approximately 235,797. The County seat is the City of Concord. Some susceptible populations within Cabarrus County can be identified using census data. Over 6 percent of the population is under 5 years old and another 13.8 percent is over 65 years old. Over 13.8 percent of the population speaks a language other than English at home. 8 percent of the population are identified as people in poverty. This plan works to incorporate and consider vulnerable populations and residents into the planning process.

Geographic Characteristics

Major traffic arteries:

- US Interstate 85 Highway: Runs northeast-southwest through northwest section of the County.
- US Highway 29: Runs north-southwest through the central section of the County.
- US Highway 601: Runs north-south through the central section of the County.
- NC Highway 3: Begins in Concord, runs north to Kannapolis, then west-northwest out of the County towards Mooresville.
- NC Highway 24/27: Runs east-west through the southern side of the County.
- NC Highway 49: Runs northeast-southwest through the eastern half of the County.
- NC Highway 52: Runs northwest-southeast through the northeastern corner of the County.
- NC Highway 73: Runs east-west through the central part of the County.
- NC Highway 200: Branches off US Highway 601 through the southeastern corner of the County.
- Kannapolis Parkway: Extends from NC Highway 3 in Kannapolis across US Interstate 85 Highway then converting to George W. Lyles Parkway across US Highway 29 then converting to Stough Road at Roberta Road and continuing to NC Highway 49.

Railroads:

- The North Carolina Railroad: Runs north to south through the middle of the County. This dual track railroad passes through the municipalities of Kannapolis, Concord, and Harrisburg. Norfolk Southern Railway has contracted with the North Carolina Railroad (NCRR) for rights to haul freight on this line. The NCRR operates daily passenger service, which stops in Kannapolis.
- The Aberdeen Carolina and Western Railroad operate the east-west rail line through the southern corner of the County, passing through the community of Midland. This line carries short-haul freight traffic.
- CSX Corporation operates the rail line that runs through the northeast corner of the County. This line carries freight traffic along the NC Highway 52 corridor.

Gas Pipelines:

- The Colonial Pipeline Company operates two parallel hydrocarbon transmission lines that enter the County near Shiloh Church Road from Mecklenburg County and extends into Rowan County near Alexander Road and Plum Road in the northwest section of the County.
- Kinder Morgan operating as Products (SE) Pipeline operates a hydrocarbon transmission line that enters the County from Poplar Tent Road in Mecklenburg County and extends into Rowan County near Tuckaseegee Road and Mill Creek in the northwest section of the County.
- Enbridge Gas operates two natural gas transmission lines. One starts near Eva Drive and Poplar Tent Road starting from Eva Drive and Poplar Tent Road (Concord) and extending into Iredell County near Mooresville Road and Stirewalt Road in the northwest section of the County. The second begins near Branchview Drive NE and runs parallel to Old Salisbury-Concord Road until it extends into Rowan County near the roundabout with Irish Potato Road.
- City of Monroe Natural Gas Department operates a natural gas transmission line entering into the County from Union County near Bethel Avenue Extension (Midland) and extending into Iredell County near Archer Road and Coddle Creek in the northwest section of the County.
- Piedmont Natural Gas Company, Inc. has two transmission lines that run southeast from the northwestern section of the County along the Mecklenburg/Cabarrus boundary line to Harrisburg. This line then traverses the southwestern side of the County, passing north of Midland and exiting into Stanly County. Multiple different connection points from Mecklenburg County into Cabarrus County are noted along this line.

Water Distribution:

- Local municipalities obtain their water supplies locally, which is then treated and distributed to residents.
- The City of Concord receives raw water from Lake Don T. Howell and Lake Fisher. Water may also be received from Lake Concord or purchased from the City of Albemarle.
- The Town of Harrisburg purchases water from the Cities of Concord and Charlotte.
- The City of Kannapolis operates its own water treatment plant using water from Kannapolis Lake, supplemented by water from Lake Don T. Howell.
- The residents of the Town of Midland either purchase water from the City of Concord or utilize wells. Areas east of the Rocky River bridge purchase water from Stanly County Utilities.
- The Town of Mt. Pleasant receives raw water from the Black Creek Run Reservoir and several wells. Additional water supply is available through a service connection with the City of Concord.
- The residents of the Cabarrus portion of the City of Locust purchase their water from Stanly County Utilities.

Aviation:

- The Concord-Padgett Regional Airport, a general aviation facility, is located on Aviation Boulevard in the western section of the County. It is immediately west and parallel to US Interstate 85 Highway. The facility has two runways, one 7400 feet and the other 6350 feet long.

- There are also several small private airfields in the County.

Potential/Regional Cascading Threats:

- Charlotte Motor Speedway and zMax Dragway
  - The population can increase significantly during these events held at different intervals throughout the year. Refer to the Emergency Operations Plan for the venue and the Incident Action Plan for the associated event managed by the City of Concord for more information.

- City of Charlotte
  - Any large-scale incident or event in the City of Charlotte will also likely impact the County. Refer inquiries for additional information to Charlotte-Mecklenburg Emergency Management.

Potential/Regional Cascading Threats (Continued):

- Concord Mills Mall
  - Concord Mills Mall is the largest tourist attraction in the State of NC. During certain times of the year, the mall can have tens of thousands of visitors per day. Refer to Annex S: Special Events and Facilities for more detailed information.

- McGuire Nuclear Station (MNS)
  - The County is a host County for the reception and sheltering of evacuees from two evacuation zones within the MNS 10 mile Emergency Planning Zone (EPZ). Refer to the MNS Emergency Plan for more detailed information.

1.3.2 Hazard Analysis Summary

The County is exposed to many potential hazards, all of which could cause damage, create casualties, and disrupt the community. These potential hazards are characterized as natural or human caused. The County hazards and possible impacts are fully described in the Cabarrus Stanly Union County Regional Hazard Mitigation Plan, 2025 revision.

Exhibit 1-2
Hazard Identification and Likelihood of Occurrence

Hazard	Likelihood	Potential Impacts
Drought	Likely	– Damage to crops and pastures – Water shortages and minimal water distribution – Water-use restrictions – Mass care and feeding operations
Excessive Heat	Likely	– Multiple injuries or fatalities possible with prolonged exposure and/or physical activity
Hurricane and Coastal Hazards	Possible	– Damage to communication networks – Damage to structures and property – Disruption of road/highway system – Evacuations – Mass care and feeding operations – Debris management operation – Multiple injuries and fatalities
Tornadoes/Thunderstorms	Highly Likely	– Damage to communication networks – Loss of electricity – Fire – Damage to structures and property – Disruption of road/highway system – Evacuations – Mass care and feeding operations – Debris management operations – Multiple injuries and fatalities

Hazard	Likelihood	Potential Impacts
Severe Winter Weather	Likely	– Extended loss of electricity – Damage to structures and property – Disruption of road/highway system – Damage to communication networks – Temporary loss of facility access – Mass care and feeding operations – Debris management operations – Multiple injuries and fatalities
Earthquakes	Possible	– Damage to communication networks – Damage to structures and property – Disruption of road/highway system – Evacuations – Mass care and feeding operations – Debris management operations – Multiple injuries and fatalities
Geological	Possible	– Damage to structures and property – Disruption of road/highway system – Multiple injuries and fatalities – Evacuations
Dam Failure	Unlikely	– Flooding – Evacuation – Damage to communication networks – Damage to structures and property – Disruption of road/highway system – Mass care and feeding operations – Debris management operations – Multiple injuries and fatalities

Hazard	Likelihood	Potential Impacts
Flooding	Likely	– Mass care and feeding operations – Disruption of road/highway system – Isolation of Cabarrus County population – Increased vermin/vectors – Damage to structures and property – Evacuation – Multiple injuries and fatalities
Wildfires	Likely	– Damage to structures and property – Mass care and feeding operations – Evacuation – Multiple injuries and fatalities – Disruption of road/highway system
Infectious Disease	Likely	– Disruption of normal operations – Temporary business and facility closures – Travel Restrictions and Recommendations – Significant illnesses and fatalities – Isolation of Cabarrus County population
Hazardous Substances	Likely	– Multiple injuries and fatalities – Isolation of Cabarrus County population – Evacuation – Disruption of road/highway system
Radiological Emergency – Fixed Nuclear Facilities	Unlikely	– Damage to communication networks – Mass care and feeding operations – Multiple injuries and fatalities – Disruption of road/highway system – Evacuation
Terrorism	Possible	– Multiple injuries and fatalities – Mass care operations – Damage to communication networks – Disruption of road/highway system

Hazard	Likelihood	Potential Impacts
Cyber	Likely	– Damage to communication networks – Data/Information theft – Disruption of normal operations – Economic damage
Electromagnetic Pulse	Unlikely	– Damage of property – Generation of disease – Disruption of normal operations
Civil Disturbance	Possible	– Significant injuries and fatalities – Damage to structures and property
Food Emergency	Possible	– Public Health – Compounding effects with infectious disease hazards – Mass care and feeding operations

1.3.3 Planning Assumptions

This EOP has been developed based on the following assumptions and considerations:

- Disasters may occur at any time, with little or no warning, resulting in casualties, fatalities, property loss, disruption of essential services, and damage to basic infrastructure and the environment.
- The County must continually plan for disasters and be prepared to conduct response and recovery operations utilizing local resources.
- Incidents and events are managed at the lowest possible organizational and jurisdictional level.
- Incidents and events may have significant regional impacts and/or require regional information sharing, resource coordination, and/or assistance.
- Incident management activities will be initiated and conducted using NIMS principles.
- Implementation of this EOP will reduce or prevent the loss of lives and/or damage to property.
- Individual departments and agencies have developed internal response plans and procedures in accordance with their capabilities.
- County government officials are aware of the possibility that an emergency situation or disaster may occur and are familiar with their identified roles and responsibilities.
- Emergency Management is responsible for the coordination of emergency planning and operations.

SECTION 2
CONCEPT OF OPERATIONS

The County utilizes the four phases of comprehensive emergency management to design and implement the Emergency Management Program.



2.1 General

The County provides many emergency services to the citizens on a daily basis. Some of the services overlap into city/town governments' jurisdictions. While the cities/towns within the County provide many services to their citizens, they also depend on the County for services such as building inspections, fire inspections, emergency medical services, social services, public health services, mental healthcare, shelters for those people evacuated from their homes, and emergency management.

Chapter 166A of the North Carolina General Statutes requires the County to organize and plan for the protection of life and property from the effects of an emergency.

When needed, the County Board of Commissioners may declare a "State of Emergency" as defined by Article III of Chapter 22, Civil Emergencies of the Code of Ordinances in Cabarrus County, North Carolina and Article IA of Chapter 166A of the North Carolina General Statutes. The County Board of Commissioners will issue this declaration to protect the citizens and property within the disaster area and to assist the emergency response agencies in carrying out their duties. A town or city can independently declare a "State of Emergency" within its municipal limits in the event of a disaster, or by resolution or municipal concurrence, can sign off on a County "State of Emergency" declaration.

Each city/town government in the County will continue to provide services during emergencies. However, if city/town government's resources prove to be inadequate during emergency response operations, that municipality may request County resources to help maintain public services and other critical operations. There are city/town governments in the County that will be able to remain completely functional without outside resources, but there are others that will be totally dependent on County resources.

To manage emergency response and recovery operations, Emergency Management may activate the EOC.

Exhibit 2-1
DECLARATION OF A STATE OF EMERGENCY
CABARRUS COUNTY, NORTH CAROLINA

WHEREAS, the Governor has issued a State of Emergency for the entire State of North Carolina due to the potential impacts from (*describe disaster event*)**;** and

WHEREAS, as a result of the above-described disaster, I have determined that there is an imminent threat of, or existing conditions have caused or will cause, widespread or severe damage, injury, or loss of life or property, and public safety authorities will be unable to maintain public order or afford adequate protection for lives or property; and

WHEREAS, declaring a State of Emergency and imposing the restrictions and prohibitions ordered herein is necessary to maintain order and protect public health, safety, and welfare, and to secure property.

NOW, THEREFORE, pursuant to the authority vested in me as the Chairman of the Board of County Commissioners of Cabarrus County under Article 1A of Chapter 166A of the North Carolina General Statutes and Article III of Chapter 22 of Civil Emergencies of the Cabarrus County Code of Ordinances:

Section 1. A State of Emergency is hereby declared within the jurisdiction of Cabarrus County.

Section 2. The emergency area covered by this state of emergency shall be the entire area of Cabarrus County, to include the City of Concord, City of Kannapolis, Town of Harrisburg, Town of Locust, Town of Midland and the Town of Mt. Pleasant.

Section 3. The following restrictions and prohibitions are imposed: *(choose the restrictions and prohibitions deemed necessary; do not include those that are not deemed necessary. If no restrictions or prohibitions are deemed necessary, delete this section and renumber the remaining sections accordingly)*

A. **Evacuation**: *(indicate whether evacuation is voluntary or mandatory, describe areas of jurisdiction to be evacuated and state times and dates for evacuation; include categories of essential personnel not subject to evacuation order)*

B. **Curfew**: *(describe areas of jurisdiction under curfew and specify times during which curfew is in effect; include categories of essential personnel, if any, not subject to curfew)*

C. **Restricted Access**: *(describe areas of jurisdiction under restricted access or limited entry; include categories of essential personnel, if any, not subject to restriction)*

D. **Business Operations**: *(describe limitations on operations of businesses and commercial establishments, such as restricted hours of operation)*

E. **Alcohol**: *(describe restrictions on the possession, transportation, sale, purchase, and consumption of alcoholic beverages)*

F. **Dangerous Weapons & Gasoline**: Except for lawfully possessed firearms (handgun, rifle, or shotgun) and ammunition, *(describe restrictions on the possession, transportation, sale, purchase, storage, and use of dangerous weapons and substances, and gasoline)*

G. **Other**: *(describe any other restrictions or prohibitions on other activities or conditions the control of which may be reasonably necessary to maintain order and protect lives or property during the state of emergency)*

Section 4. I hereby order all Cabarrus County law enforcement officers and employees and all other emergency management personnel subject to our control to cooperate in the enforcement and implementation of the provisions of this Declaration, all applicable local ordinances, state and federal laws, and the Cabarrus County Emergency Operations Plan.

Section 5. I hereby order this declaration: (a) to be distributed to the news media and other organizations calculated to bring its contents to the attention of the general public; (b) to be filed with Clerk to the Board of County Commissioners and (c) to be distributed to others as necessary to ensure proper implementation of this declaration.

Section 6. This declaration shall take effect on the _____day of _____, _____at _____AM/PM and shall remain in effect until modified or rescinded.

DECLARED this the _____day of _____, _____at _____AM/PM

_____
Chairperson of the Cabarrus County Board of Commissioners

ATTEST:

_____
Cabarrus County Emergency Management Director

Exhibit 2-2
TERMINATION OF STATE OF EMERGENCY
CABARRUS COUNTY, NORTH CAROLINA

WHEREAS, on the _____ day of _____, _____ at _____ AM/PM, as Chairman of the Board of County Commissioners of Cabarrus County, I determined and declared that a State of Emergency existed within Cabarrus County.

WHEREAS, I have determined that the conditions constituting the State of Emergency no longer exist in Cabarrus County.

NOW, THEREFORE, I hereby terminate the above referenced Declaration of a State of Emergency and all the restrictions and orders contained therein.

This declaration is effective immediately.

DECLARED this the _____day of _____, _____at _____AM/PM

_____
Chairperson of the Cabarrus County Board of Commissioners

ATTEST:

_____
Cabarrus County Emergency Management Director

Exhibit 2-3
MUNICIPAL CONCURRENCE TO CABARRUS COUNTY DECLARATION OF A STATE OF EMERGENCY

WHEREAS, in concurrence with the Declaration of a State of Emergency issued by the Chairman of the Cabarrus County Board of Commissioners effective as of the _____ day of _____, _____at _____AM/PM.; the (City/Town) of _____ formally requests this Declaration of a State of Emergency also apply within the corporate limits of the (City/Town) of _____.

WHEREAS, this Declaration of a State of Emergency is a result of the potential impacts from _____ as outlined in the declaration, and, as Mayor of the (City/Town) of _____, I hereby authorize Cabarrus County to enact any and all provisions of this declaration as needed for the immediate safety and welfare of the citizens of the (City/Town) of _____.

DECLARED this the _____day of _____, _____at _____AM/PM.

_____

Mayor, City/Town of _____

ATTEST:

_____
(Title)

2.2 Alert and Notification

The Sheriff's Office operates the primary dispatch center for County emergency services. The Communications Center operates on a continuous basis. The Communications Center dispatches Sheriff's Office personnel, EMS, and volunteer (combination) fire departments for the entire County area. The City of Concord provides continuous dispatch services for both the City of Concord and the Town of Harrisburg. The City of Kannapolis provides continuous dispatch services for its emergency services. Upon activation of the EOC, key personnel are notified to report to the EOC to support County response and recovery operations. For detailed information on alert and notification procedures, refer to Annex C: Notification and Warning.

2.3 EOC

The County maintains a primary and alternate(s) EOC locations. The EOC is designed to provide a facility in which government can continue to function and provide interagency coordination and executive decision making for managing disaster response and recovery operations. For detailed information on the EOC, refer to Annex A: Direction and Control.

The EOC provides the following primary functions:

- Management and coordination of emergency response and recovery operations
- Communications and early warning
- Damage assessment and reporting
- Radiological monitoring and analysis
- Containment and/or control of hazardous material incidents or emergencies
- Dissemination of severe weather watches and warnings
- Coordination and planning with the State EOC in Raleigh, NC
- Actions to protect the health and safety of the general public, to include:
    - Public information, instruction, and directions
    - Evacuation of people from hazardous or damaged areas
    - Control of shelter operations

2.3.1 EOC Locations

Primary Location:

Cabarrus County Sheriff's Office Administration Building
30 Corban Avenue, SE Suite EOC 611
Concord, NC 28025

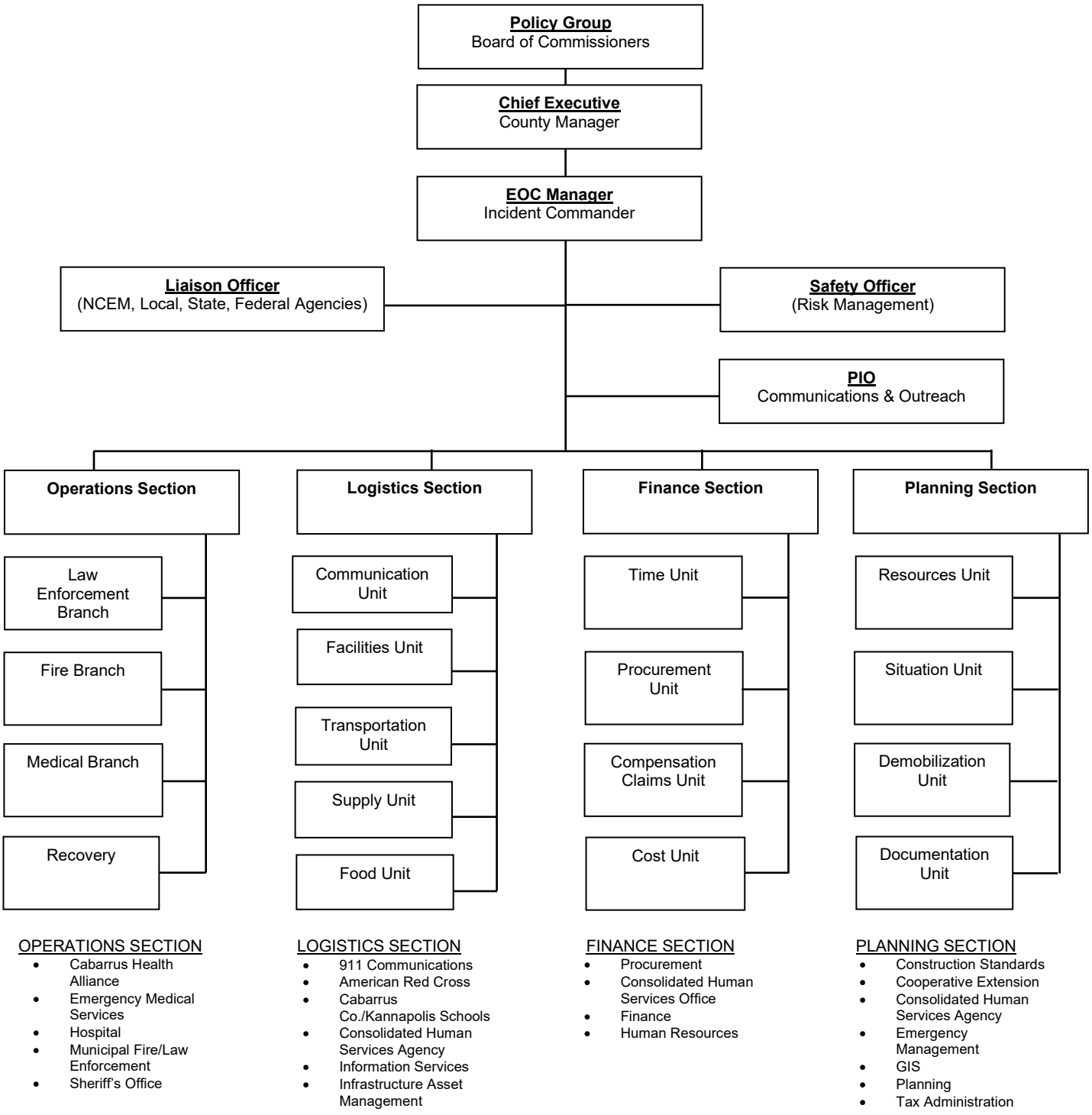
Alternate/Continuity Location(s):

Cabarrus EMS Headquarters
793 Cabarrus Avenue W
Concord, NC 28027

2.3.2 EOC Organization

The EOC is organized using the structure below.

Exhibit 2.4
EOC Organization



OPERATIONS SECTION
- Cabarrus Health Alliance
- Emergency Medical Services
- Hospital
- Municipal Fire/Law Enforcement
- Sheriff's Office

LOGISTICS SECTION
- 911 Communications
- American Red Cross
- Cabarrus Co./Kannapolis Schools
- Consolidated Human Services Agency
- Information Services
- Infrastructure Asset Management

FINANCE SECTION
- Procurement
- Consolidated Human Services Office
- Finance
- Human Resources

PLANNING SECTION
- Construction Standards
- Cooperative Extension
- Consolidated Human Services Agency
- Emergency Management
- GIS
- Planning
- Tax Administration

2.4 Requesting State and Federal Assistance

Once local resources are exhausted, the County coordinates with adjoining counties for additional available assistance and resources using existing mutual aid agreements through the EOC. Additionally, the County may obtain assistance from NCEM when local capabilities are exhausted.

The County requests assistance through the NCEM Western Branch Office from the State EOC. If state resources have been exhausted, NCEM coordinates with DHS and FEMA by requesting external assistance through the Emergency Management Assistance Compact (EMAC) to provide the needed resources and assistance using the Emergency Support Functions (ESFs) as described in the National Response Framework (NRF). The County has linked critical missions to corresponding ESFs.

When the demands of an emergency situation exceed the capacity of the local and state governments to respond, the federal government commits resources from various federal departments and agencies to assist.

During emergency situations, the Governor appoints a state coordinating officer (SCO) to oversee state response and recovery efforts. Under the provisions of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, a federal coordinating officer is appointed as the President's representative to coordinate overall delivery of federal assistance. The federal coordinating officer represents the FEMA administrator and coordinates federal activities in support of the state.

SECTION 3
ROLES AND RESPONSIBILITIES

This section provides an overview of the roles and responsibilities identified for County departments and agencies as well as other key state, federal, and private partners. This section identifies who is involved with the EOP and what must be done to effectively respond to and recover from disaster.

3.1 Organization

The departments and agencies within County government have emergency functions and responsibilities in addition to their normal duties. County government does not close during emergencies, and all employees should report to work unless they are unable to travel to their workplace and/or instructed to stay home by a supervisor. Additionally, in some cases, County employees may be instructed to report to an alternate work location or to utilize remote work procedures.

Each department and agency is responsible for developing and maintaining internal emergency management and continuity procedures to support the EOP. Internal department and agency emergency plans and documents are identified in Attachment 1: Authorities and References. The County Manager and Department Directors may assign various tasks to County employees to support County response and recovery operations. These tasks may be very different from normal job requirements. Listed below are the specific duties and responsibilities for selected County government departments and agencies.

3.2 Assignment of Responsibilities

3.2.1 Primary Agencies

Primary agencies are those agencies identified with lead roles and responsibilities in one (or multiple) EOP Annexes.

Chairperson, Board of County Commissioners

a. Assume executive direction of emergency operations and monitor the overall situation.

b. As required, declare a State of Emergency at the county level.

c. If needed, request assistance from state government agencies through the Emergency Management Director.

d. Ensure that damage assessments and other necessary reports are forwarded to NCEM

   - Municipalities submit reports to the Emergency Management Director

e. In consultation with the members of the Board of County Commissioners, carry out appropriate provisions of state general statutes, in addition to local ordinances relating to emergencies, as the situation requires

Primary and Support Roles of Chairperson, Board of County Commissioners

County Mission	Direction and Control	Public Information	Public Health	Evacuation	Shelter and Mass Care	Damage Assessment	Resource Management
National Response Framework	ESF 5 - Emergency Management	ESF 15 - External Affairs	ESF 8 - Public Health and Medical Services	ESF 5 - Emergency Management	ESF 6 - Mass Care, Emergency Assistance, Housing and Human Services	ESF 3 - Public Works and Engineering	ESF 7 - Logistics Management and Resource Support
Chairperson, Board of County Commissioners	Primary Agency	Support Agency	Support Agency	Primary Agency	Support Agency	Support Agency	Support Agency

County Manager

a. Ensure that government agencies develop and maintain internal SOG's to respond to emergencies. This includes review and revision of the procedures listed in the annexes to the EOP.

b. Ensure that exercises and tests of the emergency systems are conducted on a regular scheduled basis.

c. Ensure that representatives from the various departments are designated to report to the EOC upon activation to assist with direction and control.

d. Develop a roster of key personnel who must remain on duty during an emergency or return subsequent to an evacuation to relieve other key workers.

e. When directed, the County Manager acts on behalf of the Board of County Commissioners in the control of emergency operations and the implementation of emergency policies/ordinances, as required.

f. Monitor and approve the expenditure of funds to support emergency operations.

g. Ensure all agencies (including the EOC) maintain administrative and financial records during emergency operations.

h. Monitor the activities of the Cabarrus County Local Emergency Planning Committee (LEPC). Ensure that the LEPC is monitoring the registration of Tier II facilities into E-Plan.

i. Report to the EOC upon activation.

Primary and Support Roles of County Manager

County Mission	Direction and Control	Public Information	Evacuation	Resource Management
National Response Framework	ESF 5 - Emergency Management	ESF 15 - External Affairs	ESF 5 - Emergency Management	ESF 7 -Logistics Management and Resource Support
County Manager	Support Agency	Support Agency	Support Agency	Support Agency

Emergency Management

a. Cabarrus County Emergency Management (EM) is responsible for the planning, preparation, and execution of County emergency response operations. The Emergency Management Director reports to the Chairperson of the Board of County Commissioners and the County Manager. The Director, or their appointed representative with the authority to make decisions for EM, performs assigned duties according to state statutes and local ordinances.

b. Emergency Management has incorporated NIMS and the Incident Command System (ICS) into all emergency planning and operations.

c. Prior to emergency situations, the department develops plans and procedures to prepare the county for possible hazards. This includes:

(1) Develop and update the EOP in accordance with State and Federal guidelines.

(2) The Emergency Management Director serves as the Community Emergency Coordinator for Hazardous Materials as defined by SARA Title III. The Coordinator maintains liaison with the Facility Emergency Coordinators through the LEPC.

(3) Coordinate planning and response efforts with other county municipalities for incidents that could affect multiple jurisdictions.

(4) Establish and equip the EOC

- Organize the EOC to provide the command, control, communications for response operations on a continuous basis.
- Acquire maps, status boards and other display devices to assist command and control efforts.
- Obtain stocks of food, water, and other equipment necessary for the effective operations of the EOC and staff.

(5) Develop communications and information technology systems to provide primary and secondary communications systems to the EOC staff (both fixed and mobile, if necessary).

(6) Develop and implement a system to manage information during emergencies (including internal messages) and to disseminate it to other levels of government and non-government organizations.

(7) Train emergency management personnel in all aspects of their duties and provide training opportunities to all personnel for professional development within their assigned areas of responsibility.

(8) Develop a reserve of trained radiological monitors to support radiological tracking operations within the county.

(9) Identify those personnel and agencies required to support emergency response operations.

- Develop and maintain alert roster(s) of key county personnel that are notified and called to duty during emergencies. Develop contact list for city/town public safety agencies.

(10) Develop and maintain mutual aid agreements with local municipalities and neighboring jurisdictions to support county emergency operations.

(11) Analyze personnel and equipment requirements to meet potential hazards. Create and maintain a current inventory of available resources and facilities in the County that could be used to support emergency operations. This includes government and non-government assets that may be called in to assist county efforts.

(12) Identify and arrange the survey of potential shelter locations within Cabarrus County.

(13) Identify potential evacuation areas using the County's hazard analysis. Develop warning and evacuation procedures and exit routes. Include plans for the relocation of county residents into other jurisdictions.

(14) Identify those with functional needs or groups that will require assistance during an evacuation. Verify that any institutions housing those with functional needs have written evacuation and relocation procedures on hand.

(15) Develop a schedule to test and maintain the EOC facility and other emergency equipment.

(16) Coordinate exercises to test the emergency plans within the county.

d. During emergency situations, the Emergency Management Director acts as the EOC Manager coordinating county response operations. To accomplish these tasks the Emergency Management Director/EOC Manager performs the following duties:

(1) Alert staff and activate the EOC when notified of impending or existing emergency situations. Plan for continuous operations.

(2) Contact IAM to maintain the Sheriff's Office generator for back-up power to the EOC.

(3) Maintain an operational journal/event log during the emergency. Monitor and authenticate reports to and from the EOC.

(4) Conduct scheduled briefings and periodic updates as required.

(5) Receive requests for assistance from municipalities and agencies within the County and direct aid to areas where needed. Set priorities for available resources and implement controls on those resources while restoring essential services.

(6) As necessary, request additional assistance from the North Carolina Division of Emergency Management. Disseminate information through Public Information Officer (PIO) during emergency situations. Assist the PIO in developing and maintaining a public information/education program.

(7) Coordinate with the American Red Cross – Southern Piedmont Chapter representative to support reception and shelter areas within the county. Also, coordinate with adjoining counties for additional shelter support as needed.

e. After the emergency situation has subsided or passed, recovery operations begin. The Emergency Management Director directs local recovery operations and coordinates the activities of private, State, and Federal agencies/organizations.

(1) Train, equip, and deploy trained damage assessment teams during recovery operations.

(2)Oversee recovery operations at hazardous materials incidents to ensure the safety of the public and protection of the environment.

(3) At the direction of the Chairperson of the Board of County Commissioners, initiate the return of evacuees to homes when safe to do so. Monitor the progress and modify evacuation procedures when needed.Work with the Western Branch Office of NCEM to organize and equip DHS/FEMA Disaster Assistance Centers within the county.

(4) Assist with identification and notification of applicants eligible for Public Assistance programs (Federal, State, and local government entities, private non-profit organizations, etc.).

f. In the event of an emergency involving the McGuire Nuclear Site (MNS), the existing response procedures remain in effect. The Emergency Management Director serves as the principal

contact for emergency notification of incidents involving the MNS and informs the appropriate local officials. The Emergency Management Director maintains contact with the Western Branch Office during a Fixed Nuclear Facility Incident. The Emergency Management Director activates the EOC should the incident escalate to a Site Area Emergency or General Emergency.

g. County Radiological Officer coordinates the response during any emergency situation involving radioactive materials.

h. Develop and maintain a response plan to radiological emergencies in accordance with Federal/State laws and guidelines. Establish a distribution system for radiological protection equipment.

i. The County Radiological Officer conducts annual training of key personnel involved with radiological monitoring or response.

j. During an emergency situation involving the MNS, the County Radiological Officer performs the following duties:

- Establish and operate the County Reception Center.
- Provide radiological monitoring support to hazardous materials response teams as needed.
- Coordinate with the PIO to prepare information briefings during radiological emergencies.

Primary and Support Roles of Emergency Management

County Mission	Emergency Management is either a support or primary agency for each of the identified County Missions and ESF's
National Response Framework	
Emergency Management	

County Fire Services

a. Analyze fire potential and plan for coordination of structural firefighting operations throughout the County.

b. Serve as a technical advisor to county agencies and county leadership on potential hazards created by fires and hazardous materials accidents.

c. Develop mutual aid agreements between all county and municipal fire departments.

d. Prepare inventories of fire equipment and personnel.

e. Report to the county EOC upon activation. The County Fire Marshal, or their appointed representative with the authority to make decisions for Fire Services, is assigned to the Operations Section in the EOC.

f. Coordinate fire department operations and activate mutual aid agreements with surrounding counties or municipalities as needed.

g. Coordinate additional support personnel to assist in traffic control and damage assessment operations.

h. During recovery operations, conduct fire inspections of vital facilities and shelter sites.

Primary and Support Roles of County Fire Services

County Mission	Direction and Control	Communications	Notification and Warning	Fire Protection	Emergency Medical Services	Search and Rescue	Evacuation	Damage Assessment	Resource Management
National Response Framework	ESF 5 – Emergency Management	ESF 2 - Communications	ESF 5 – Emergency Management ESF 13 – Public Safety and Security	ESF 4 - Firefighting	ESF 8 – Public Health and Medical Services	ESF 9 – Search and Rescue	ESF 5 – Emergency Management	ESF 3 – Public Works and Engineering	ESF 7 – Logistics Management and Resource Support
County Fire Marshal	Support Agency	Support Agency	Support Agency	Primary Agency	Support Agency	Support Agency	Support Agency	Support Agency	Support Agency

Cabarrus Health Alliance (CHA) (Public and Environmental Health)

a. Report to the EOC upon activation. The CHA Director, or their appointed representative with the authority to make decisions for CHA, is assigned to the Operations Section.

b. Develop and maintain procedures for emergency public health operations during emergency operations.

c. Coordinate activities to evaluate, detect, prevent and control communicable disease, monitor waste disposal, and conduct vector/vermin control. If practicable, continue inspection of public restaurants/food handling sites during emergency situations.

d. Maintain mutual aid agreements with surrounding counties to supplement local public health services support in emergency situations.

e. Coordinate with laboratory facilities to assist with evaluation of potential contamination.

f. Support shelter operations throughout the County. Inspect food, water, and sanitation facilities in shelters.

g. Provide nursing staff to assist with medical care and medication needs in County shelters, as available.

h. Eliminate public health nuisances and imminent hazards pursuant to G.S. 130A-19 and 130A-20.

i. As required, exercise isolation and quarantine authority pursuant to G.S. 130A-145.

j. Coordinate with the PIO on emergency health awareness and public information programs. This function is carried out by the CHA PIO.

k. During a hazardous materials or radiological release incident, be prepared to provide personnel to assist state agencies in monitoring and gathering of samples from food handling/processing facilities.

l. Maintain the County supply of thyroid blocking agent Potassium Iodide (KI) for use by emergency responders, County residents, evacuees, and institutionalized persons. Issue this medication when advised by the State Health Director to those personnel designated by the Emergency Management Director.

m. Maintain the Cabarrus County Infectious Disease Response Plan for the response to a pandemic disease event. As needed, execute the plan within the County and control the medical-technical aspects of the response operations.

n. The CHA Director is responsible for the Strategic National Stockpile (SNS) supplies when this asset is provided to Cabarrus County. The CHA Director will provide for the reception, storage, and employment of the medications and equipment during the response. The distribution of SNS supplies occurs through the use of points of dispensing (POD's).

o. The agency is equipped with points of dispensing trailers and resources that can be deployed across the County. This includes a stockpile of N95 masks and fit testing capabilities.

Primary and Support Roles of CHA

County Mission	Emergency Medical Services	Public Health	Shelters and Mass Care	Animal Control	Mortuary Services
National Response Framework	ESF 8 – Public Health/Medical Services	ESF 8 – Public Health/Medical Services	ESF 6 – Mass Care, Emergency Assistance, Housing/Human Services	ESF 11 – Agriculture and Natural Resources	ESF 8 – Public Health/Medical Services
CHA	Support Agency	Primary Agency	Support Agency	Support Agency	Support Agency

EMS

a. EMS holds the primary responsibility for Advanced Life Support (ALS) and emergency medical care for the County. EMS performs the following duties:

b. The EMS Director or their appointed representative with the authority to make decisions for EMS, reports to the EOC upon activation. The EMS Director is assigned to the Operations Section in the EOC.

c. Maintain procedures for the dispatch and operations of EMS units during emergency situations.

d. Provide paramedic level response and accompany patients requiring ALS intervention to the hospital.

e. Coordinate on-scene patient care, triage, and transportation with other County and municipal emergency response organizations.

f. Maintain mutual aid agreements with surrounding counties to supplement local EMS support during emergency situations.

- For initial incidents, surrounding counties can provide ambulance support within two (2) hours.
- For larger incidents, there are cross-county agreements in place for EMS personnel to assist in response (with an Emergency Declaration in place).

g. In the event of a mass casualty incident, coordinate triage, treatment, hospital destination determinations, specialty paramedic deployment, and supervision of all medical personnel on-scene.

h. Coordinate with Atrium Health Cabarrus on the use of medical facilities during mass casualty incidents.

i. Assist the regional medical examiner during a mass fatality incident, as needed.

j. Maintain policy and procedures for the triage, treatment, transportation, and secondary role of decontamination of casualties resulting from accidents involving radiological or hazardous materials.

k. During emergency situations, establish a liaison with Atrium Health Cabarrus and maintain communications with other emergency response units in the field.

l. Coordinate with CHA and CHSA to establish a system to check on residents with functional needs during emergency situations. Be prepared to assist with the transport of medical supplies, oxygen, etc. to those with functional needs.

- The ability to perform this function is based on the scope of the incident/event.

m. Maintain liaison with American Red Cross – Southern Piedmont Chapter and other NGO's during emergencies. As needed, be prepared to treat minor casualties arriving at shelters and provide additional medical resources to these shelters.

n. Assist with the distribution of mass vaccinations and prophylaxis throughout the County.

o. Provide medical support and surveillance for emergency workers at incidents involving tactical, collapse, radiological or hazardous materials.

p. Specialized care and patient movement equipment is available from the EMS Disaster Medical Unit and Cabarrus EMS SMAT 3.

- Additional resources are available through Concord Fire Department.

Primary and Support Roles of EMS

County Mission	Fire Protection	Emergency Medical Services	Search and Rescue	Public Health	Evacuation	Transportation	Shelter/Mass Care	Mortuary Services
National Response Framework	ESF 4 – Firefighting	ESF 8 – Public Health/ Medical Services	ESF 9 – Search/Rescue	ESF 8 – Public Health/ Medical Services	ESF 5 – Emergency Management	ESF 1 – Transportation	ESF 6 – Mass Care, Emergency Assistance, Housing/ Human Services	ESF 8 – Public Health/ Medical Services
EMS	Support Agency	Primary Agency	Support Agency	Support Agency	Support Agency	Support Agency	Support Agency	Support Agency

Cabarrus County Transportation Service (CCTS)

a. Report to the EOC upon activation. The Director of CCTS or their appointed representative with the authority to make decisions for CCTS, is assigned to the Logistics Section.

b. Provide vehicles from the CCTS to support emergency transportation requirements.

- During emergency response and recovery operations, all transportation resources are managed through the EOC.
- Vehicles include handicapped-accessible vehicles for those with functional needs.

c. Maintain notification/activation procedures for CCTS personnel and facilities during emergency operations.

d. Provide shuttle service for key personnel during emergency operations, as needed.

e. Coordinate with law enforcement and other emergency services to identify transportation routes for drivers.

f. Transport supplies and equipment from the County Receiving and Distribution Point (CRDP) to locations designated by the EOC.

g. Transport damage assessment teams throughout the County, as requested.

h. CCTS maintains a fenced (secure) parking lot for transportation resources that could be used during emergency response and recovery operations.

Primary and Support Roles of CCTS

County Mission	Evacuation	Transportation	Damage Assessment	Donations Management	Animal Control
National Response Framework	ESF 5 – Emergency Management	ESF 1 - Transportation	ESF 3 – Public Works	ESF 7 – Logistics Management/Resource Support	ESF 11 – Agriculture/Natural Resources
CCTS	Support Agency	Primary Agency	Support Agency	Support Agency	Support Agency

Finance Department/Procurement Services

a. The Finance Director, or their appointed representative with the authority to make decisions for the Finance Department, reports to the EOC upon activation to serve "in the finance section". The Finance Director or the Chief Procurement Officer may also serve as the Finance Section Chief in the EOC.

b. The Finance Department and/or Procurement is responsible for accounts payable and payroll, budgeting, purchasing, general accounting, and grants for the County.

c. Provide finance and accounting support to County agencies during emergency operations.

d. Facilitate the acquisition of resources for emergency response and recovery.

e. Develop procedures for the timely procurement and delivery of essential resources and supplies through Emergency Purchase Orders.

f. The Finance Department and/or Procurement manages the County P-cards system. Approximately 250 County employees have County issued P-cards with differing spending limits. The Finance Department can increase spending limits on specific P-cards remotely.

g. As an incident or event unfolds, develop financial accounting record procedures for all County agencies and relevant partners to report emergency expenses.

h. Following an incident or event, create a separate account for emergency-related expenditures and expenses. All emergency response and recovery agencies document all costs incurred during emergency operations.

i. Assist Emergency Management in incident/event documentation and FEMA reimbursement issues.

Primary and Support Roles of Finance Department/Procurement Services

County Mission	Recovery	Resource Management
National Response Framework	ESF 14 – Long Term Community Recovery	ESF 7 – Logistics Management/Resource Support
Finance Department/Procurement Services	Primary Agency	Primary Agency

IAM

IAM consists of the following divisions: Building Maintenance, Sign Maintenance, Facility Services, Fleet Maintenance, and Grounds Maintenance. IAM also includes Solid Waste services and the County Landfill. IAM is responsible for planning, directing, and providing maintenance and repair to County-leased and owned facilities, grounds, and vehicles. IAM performs the following duties:

a. Upon activation, the IAM Director or their appointed representative with the authority to make decisions for the IAM Department, reports to the EOC. The IAM Director is assigned to the Logistics Section.

b. Conduct damage assessment at County government facilities.

c. During a debris-generating event, IAM assists the County in a variety of areas.

- Direct debris clearance and removal at County facilities.
- During the recovery operations following an emergency, prepare to accept debris at local landfill sites.
- Dispose of debris collected during recovery at the landfill.
- Refer to the DDMP for additional roles and responsibilities during debris-generating events.

d. Prepare for emergency repair of vital County facilities during emergency operations.

- Check generator operations and fuel.
- Check HVAC systems.
- Fuel vehicles.

e. Organize and equip IAM teams to provide continuous maintenance and repair support for all emergency vehicles and equipment.

f. Provide emergency power sources to key facilities and response operations.

- Operate and maintain all fixed-site and mobile generators.
- Coordinate with the EOC for the priority of issue for all portable generators.

g. Assist CHSA and the EM with establishment and maintenance of shelters.

h. Coordinate with EOC on the need to activate mutual aid agreements with the municipalities in the County to provide auxiliary equipment for response and recovery operations.

i. Support warehouse and logistics operations by providing personnel and equipment for the physical handling, loading, and unloading of goods. IAM assists with setup, maintenance, and operational support of County warehouses and other storage facilities during emergency operations. In coordination with Tax Administration, IAM supports the management and movement of goods and materials at County Receiving and Distribution Points (CRDPs) and other warehouse locations.

Primary and Support Roles of IAM

County Mission	Public Works	Shelters/Mass Care	Damage Assessment	Recovery
National Response Framework	ESF 3 – Public Works/Engineering ESF 7- – Logistics Management/Resource Support	ESF 6 – Mass Care, Emergency Assistance, Housing/Human Services	ESF 3 – Public Works/Engineering	ESF 14 – Long Term Community Recovery
IAM	Primary Agency	Support Agency	Support Agency	Primary Agency

Consolidated Human Services Agency (CHSA)

a. The CHSA Director, or their appointed representative with the authority to make decisions for the CHSA, reports to the EOC upon activation. Because CHSA serves in multiple capacities, they may be tasked to support various roles within the Logistics, Planning, or Finance Sections of the EOC.

b. Coordinate the continuation of CHSA services to County residents during emergency situations (emergency food stamps, crisis intervention money, etc.). Be prepared to provide emergency benefits within the resources of CHSA.

c. Coordinate with the CHA, Partners Health Management and other government and NGOs to provide support personnel during emergency situations.

d. Develop and maintain mutual aid agreements with surrounding counties to support local human services in emergency situations.

e. Coordinate with Adult Care homes to ensure development of emergency procedures and policies. All plans will be coordinated with Emergency Management.

f. Prepare to assist in shelter operations. Coordinate resources and personnel to support shelters throughout the County.

g. Provide personnel trained to support shelter operations. Be prepared to assist with sheltering, feeding, and distributing supplies as needed.

Primary and Support Roles of CHSA

County Mission	Notification and Warning	Public Information	Evacuation	Shelter and Mass Care	Recovery
National Response Framework	ESF 5 – Emergency Management ESF 13 – Public Safety and Security	ESF 15 – External Affairs	ESF 5 – Emergency Management	ESF 6 – Mass Care, Emergency Assistance, Housing and Human Services	ESF 14 – Long Term Community Recovery
CHSA	Support Agency	Support Agency	Support Agency	Primary Agency	Primary Agency

Planning

a. Planning is responsible for a number of Cabarrus County service areas, including 911 addressing, planning and zoning, floodplain administration, and community development.

b. Planning also assists with community development and recovery activities (coordinating volunteers, etc.) and provides planning and technical support in the EOC.

c. Planning remains engaged during the recovery phase through permitting and technical assistance.

Primary and Support Roles of Planning

County Mission	Direction and Control
National Response Framework	ESF 5 – Emergency Management
Planning and Development	Support Agency

Construction Standards

a. Report to the EOC upon activation to coordinate use of damage assessment teams. The Chief Codes Enforcement Officer is designated as the County Damage Assessment Officer (DAO) when the EOC is activated.

b. Deploy damage assessment teams when directed by the Emergency Management Director.

c. Maintain organization and procedures for damage assessment, reporting, and accounting.

    - Review and update these procedures annually.

d. Compile incoming damage reports from all sources in the field.

e. The EOC staff will transmit these reports to the NCEM Western Branch Office.

f. Advise the Emergency Management Director and other officials on prioritizing repairs and restoration of vital government facilities during recovery operations.

g. Train personnel to serve on damage assessment teams within appropriate jurisdictions.

Primary and Support Roles of Construction Standards

County Mission	Damage Assessment	Recovery
National Response Framework	ESF 3 – Public Works/Engineering	ESF 14 – Long Term Community Recovery
Construction Standards	Primary Agency	Primary Agency

Public Information Officer (Communications and Outreach)

a. Report to the EOC upon activation.

b. Coordinate gathering, verifying, preparing, approving, and disseminating information to the public during emergency response and recovery operations.

c. Coordinate messages and information with other PIOs (agency, jurisdiction, states, etc.).

d. Manage the Joint Information System (JIS) when the County maintains control of the incident/event.

e. Maintain a current inventory of public information resources.

f. Establish and maintain a working relationship with the local media.

g. Provide emergency information materials for the public including the hearing- impaired and non-English speaking groups.

h. Develop media advisories for the public as required by the situation.

i. In the event of a Fixed Nuclear Facility incident, participate in the Joint Information System (JIS) to obtain information for news releases. All other PIO procedures will remain in effect.

j. Provide information on FEMA Disaster Recovery Centers when these locations are opened.

k. The Communications and Outreach Department provides staffing and technical support to the PIO during emergency operations. While department members may be assigned to serve as the PIO, the authority and responsibilities of the PIO rest solely with the individual designated for that role and are not shared across the department.

Primary and Support Roles of PIO (Communications and Outreach)

County Mission	Communications	Notification and Warning	Public Information	Fire Protection	Evacuation	Shelter and Mass Care
National Response Framework	ESF 2 – Communications	ESF 5 – Emergency Management ESF 13 – Public Safety and Security	ESF 15 – Public Affairs	ESF 4 – Firefighting	ESF 5- Emergency Management	ESF 6 – Mass Care, Emergency Assistance, Housing and Human Services
Public Information Officer	Primary Agency	Primary Agency	Primary Agency	Support Agency	Primary Agency	Support Agency

American Red Cross – Southern Piedmont Chapter

a. Report to the EOC or other designated operations areas, upon activation. The Red Cross representative is assigned to the Logistics Section.

b. Assist with shelter and mass care operations during emergency situations.

c. Provide trained Shelter Managers and supplies for shelter operations.

d. Identify citizens with functional needs arriving at shelter locations.

e. Provide basic equipment for functional needs, as available.

f. The Southern Piedmont Chapter has access to a feeding trailer stocked with commercial pots and pans, gas burners, and other capabilities.

   - The trailer is housed in Union County.

g. The Southern Piedmont Chapter consists of six counties and has access to seven trailers stocked with approximately 650 cots for shelter locations.

   - Additional cots can be requested from the surrounding chapters.

h. Assist in recovery operations, as requested.

Primary and Support Roles of American Red Cross – Southern Piedmont Chapter

County Mission	Evacuation	Shelter and Mass Care	Donations Management	Animal Control
National Response Framework	ESF 5 – Emergency Management	ESF 6 – Mass Care, Emergency Assistance, Housing/Human Services	ESF 7 – Logistics Management/Resource Support	ESF 11 – Agriculture and Natural Resources
American Red Cross – Southern Piedmont Chapter	Support Agency	Support Agency	Support Agency	Support Agency

Sheriff's Office

a. Maintain current internal notification/recall rosters and communications systems.

b. Assist in notification and warning to the local population of an impending or existing emergency situation.

c. Develop and maintain mutual aid agreements with law enforcement agencies within the county and adjacent counties.

d. Conduct law enforcement operations in the County during the emergency period (see Annex E).

e. Coordinate additional law enforcement support with municipalities within the county, other counties, and the North Carolina State Highway Patrol during response operations. If the situation requires National Guard support, request this support through the county Emergency Management Director.

f. Provide emergency communications systems (primary and backup) to the county EOC.

g. The Sheriff's Office, or their appointed representative with the authority to make decisions for the Sheriff's Office, is part of the Operations Section in the EOC and coordinates law enforcement operations from the EOC during emergency situations.

h. Provide transportation resources for critical emergency personnel and equipment, as necessary.

i. Conduct traffic control to facilitate the movement of evacuees to shelters.

j. Relocate and house jail prisoners during an evacuation of the Detention Center

k. Provide security and protection of the damaged/evacuated area(s) and critical facilities. Also, control access and movement into these areas.

l. Provide security for the EOC, County Receiving and Distribution Point, reception centers, shelters, other lodging and feeding facilities during emergency operations.

m. In accordance with the Cabarrus County Search and Rescue Standard Operating Guideline, the Sheriff's Office is the lead agency for the activation and coordination of search operations within the unincorporated areas of the county.

Primary and Support Roles of Sheriff's Office

County Mission	Direction and Control	Communi cations	Notification and Warning	Public Information	Law Enforcement	Fire Protection	Evacuation	Shelter and Mass Care	Damage Assessment	Recovery	Resource Management
National Response Framework	ESF 5 – Emergency Management	ESF 2 - Communi cations	ESF 5 – Emergency Management ESF 13 – Public Safety and Security	ESF 15 – External Affairs	ESF 13 – Public Safety and Security	ESF 4 - Firefighting	ESF 5 – Emergency Management	ESF 6 – Mass Care, Emergency Assistance, Housing and Human Services	ESF 3 – Public Works and Engineering	ESF 14 – Long Term Communi ty ty Recovery	ESF 7 – Logistics Management and Resource Support
Sheriff's Office	Support Agency	Support Agency	Support Agency	Support Agency	Primary Agency	Support Agency	Primary Agency	Support Agency	Support Agency	Support Agency	Support Agency

Sheriff's Office – Animal Services

a. Provide animal control facilities and equipment to care for domestic animals belonging to people evacuated to public shelters.

b. Advise the Emergency Management Director on all issues dealing with animal control during emergency situations.

c. Request assistance from the local humane society.

- Coordinate this support with the overall animal control plan.

d. Continue animal and rabies control during emergency operations.

e. Provide shelter for pets and livestock at the animal control facility or other facilities provided by private agencies and/or citizens.

f. Control and assist personnel reentering damaged/hazardous areas to feed livestock and other animals left behind during evacuations.

g. Refer to Annex O – Animal Control and Protection for additional roles and responsibilities.

Primary and Support Roles – Sheriff's Office – Animal Services

County Mission	Shelter and Mass Care	Animal Control
National Response Framework	ESF 6 – Mass Care, Emergency Assistance, Housing and Human Services	ESF 11 – Agriculture and Natural Resources
Animal Control Officer	Support Agency	Primary Agency

Sheriff's Office – Communications Division

a. Develop procedures for direction of communications and warning systems throughout the County.

   - These procedures must maintain communications between the EOC, field units, shelter facilities, adjacent jurisdictions, and State EOC.

b. Maintain current internal notification/recall rosters.

c. Coordinate warning procedures for special locations such as schools, hospitals, nursing homes, major industries, and institutions.

d. Develop emergency notification and warning procedures to alert the general public to impending or existing hazards.

e. Receive and disseminate warning information and ensure information related to emergency situations is provided to emergency workers, key officials, special locations and the EOC.

f. Coordinate communications network with surrounding counties and State of North Carolina agencies.

g. Develop procedures for maintaining and restoring telephone and 911 services during emergencies.

h. Develop agreements to provide radio repair and maintenance under emergency conditions.

i. Provide an alternate communications capability in the event the main system fails.

j. Report to the EOC upon activation and provide direction and control for communications operations. Notify all emergency services in the County when the EOC is opened.

k. Provide for testing and exercising of the communications, warning, and alerting systems on a monthly basis.

Primary and Support Roles of Sheriff's Office – Communications Division

County Mission	Direction and Control	Communications	Notification and Warning	Public Information	Law Enforcement	Emergency Medical Services	Search and Rescue	Evacuation	Shelter and Mass Care
National Response Framework	ESF 5 – Emergency Management	ESF 2 – Communications	ESF 5 – Emergency Management ESF 13 – Public Safety and Security	ESF 15 – External Affairs	ESF 13 – Public Safety and Security	ESF 8 – Public Health and Medical Services	ESF 9 – Search and Rescue	ESF 5 – Emergency Management	ESF 6 – Mass Care, Emergency Assistance, Housing and Human Services
Sheriff's Office Communications Division	Support Agency	Primary Agency	Primary Agency	Support Agency	Support Agency	Support Agency	Support Agency	Support Agency	Support Agency

Tax Administration

Tax Administration's responsibility is the listing, assessment, and collection of County property taxes and the administration of incentive grants. Tax Administration is composed of four divisions: Personal Property, Real Property, Land Records, and Tax Collections.

a. Departmental representative(s) with the authority to make decisions for Tax Administration reports to the EOC and/or a CRDP, upon activation. The Tax Administration representative is assigned to the Planning Section in the EOC.

b. Assist with damage assessment activities.

   - Tax Administration has generated property record cards that can be used to estimate the level of damage for certain properties.

c. Coordinate the receiving, management, and distribution of donated goods throughout the County at CRDPs.

d. Assist with receiving, management, and distribution of cash donations following an incident or event.

e. Register volunteers from the general public ready to assist the County in recovery activities.

f. Provide updates to the EOC on registered volunteers.

Primary and Support Roles of Tax Administration

County Mission	Donations Management	Damage Assessment	Recovery
National Response Framework	ESF 7 – Logistics Management/Resource Support	ESF 3 – Public Works/Engineering	ESF 14 – Long Term Community Recovery
Tax Administration	Primary Agency	Support Agency	Support Agency

3.2.2 Support Agencies

Support agencies are those agencies identified with support roles and responsibilities in one (or multiple) Cabarrus County EOP Annexes.

Active Living and Parks

a. Be prepared to open park facilities for response and recovery operations (storage, equipment staging areas, etc.), as needed.

b. Provide damage assessment for County parks to the EOC or the Emergency Management Director.

c. During debris-generating events, the Active Living and Parks Department provides support to the County in a number of areas. Refer to the DDMP for additional information on roles and responsibilities.

d. The Active Living and Parks Department operates three (3) active living centers that offer daily classes and education programs.

Primary and Support Roles of Active Living and Parks

County Mission	Public Works	Damage Assessment
National Response Framework	ESF 3 – Public Works	ESF 3 – Public Works
Active Living and Parks	Support Agency	Support Agency

Cabarrus Amateur Radio Emergency Service (ARES)

a. Report to the EOC, as requested.
   - A radio room is located next to the EOC and available for ARES operations.
   - ARES has additional space available at Atrium Health Cabarrus.

b. Coordinate with the Sheriff's Office Communications Division to provide supplemental radio communications during emergency response and recovery.

c. Provide back-up communications in case of failure of County Communications system.

d. Provide support across a number of different modes of communications (voice, digital video, satellite).

e. Provide amateur radio support for the following:
   - Outlying areas of the County
   - ARC shelters
   - Points of distribution
   - Points of dispensing
   - CRDP

f. ARES has a club trailer with HF (digital), UHF, and VHF capabilities and a tower trailer. The Charlotte ARES group has an ATV repeater that could be requested.

g. For larger scale events, ARES assists the EOC in requesting and coordinating support through Shared Resources (SHARES) in the State EOC.

Primary and Support Roles of ARES

County Mission	Communications	Notification and Warning	Shelter & Mass Care
National Response Framework	ESF 2 - Communications	ESF 5 – Emergency Management ESF 13 – Public Safety and Security	ESF 6 – Mass Care, Emergency Assistance, Housing and Human Services
ARES	Support Agency	Support Agency	Support Agency

Cabarrus Arena and Events Center

a. Prepare the facility(ies) to support emergency response and recovery. Be prepared to remove personnel and equipment from the facility(ies) in order to clear the site for emergency support operations.

Note – In some cases the arena may not be immediately available following certain planned events (fair, monster trucks (dirt floors), etc.).

- On-site facilities include:
- 6,000 seat arena
- 70,000 sq. ft. event center
- 30,000 sq. ft. hall
- 5,000 sq. ft. banquet room
- 10,000 sq. ft. storage facility
- 11 acre midway

b. Other on-site capabilities, resources, and equipment:

- Full water, sewer hook ups for 140 campers
- 2,500 parking spots
- Full kitchens and kitchen equipment
- 2 locker rooms with 6 showers each (4 Americans With Disabilities Act [ADA] accessible, family friendly)
- Forklifts, pallet jacks, scissor lift, flatbed golf carts, bobcats, riding lawnmowers

c. Operate and maintain fixed generators to provide emergency power to the facility.

d. Assist in establishing the CRDP and the donated goods management area at the Events Center.

e. Once established, support CRDP operations:

- Provide forklift and operators.
- Provide communications support to CRDP staff.
- Provide a liaison to the CRDP Manager to address any issues on the facility.

f. Clear the Fair Midway area of all equipment, vehicles, and personnel in order to establish a helicopter landing zone.

Primary and Support Roles of Cabarrus Arena and Events Center

County Mission	Shelter & Mass Care	Resource Management	Donations Management
National Response Framework	ESF 6 – Mass Care, Emergency Assistance, Housing and Human Services	ESF 7 – Logistics Management and Resource Support	ESF 7 – Logistics Management and Resource Support
Cabarrus Arena and Events Center	Support Agency	Support Agency	Support Agency

Cabarrus County and Kannapolis City Schools

a. Provide Liaison Officer(s) to the EOC for the duration of the emergency, as requested.

b. Maintain notification, warning, and school evacuation procedures for emergency situations.

c. Identify protected areas in each school to be used as safety rooms if time does not permit evacuation of school population.

d. Be prepared to provide school facilities to be used as shelters or other emergency operations facilities (staging areas, points of distribution, points of dispensing, Disaster Assistance Center, etc.).

e. Provide resources from the County/City school system to support emergency response and recovery operations. The school system will:

- Provide support personnel (school custodians, cafeteria staff, counselors, bus drivers, administrators) to assist, as available.
- Provide buses and drivers to support transportation operations.
- Provide fuel support for vehicles used in emergency operations, as necessary and requested.

Primary and Support Roles of Cabarrus County and Kannapolis City Schools

County Mission	Evacuation	Transportation	Shelters/Mass Care
National Response Framework	ESF 5 – Emergency Management	ESF 1 – Transportation	ESF 6 – Mass Care, Emergency Assistance, Housing/Human Services
Cabarrus County Schools	Support Agency	Support Agency	Support Agency

Water and Sewer Authority of Cabarrus County (WSACC)

a. WSACC is an independent, incorporated public body supporting five jurisdictions (Cabarrus County, City of Concord, Town of Harrisburg, City of Kannapolis and Town of Mt. Pleasant).

b. WSACC is the primary planning agent for water and sewer facilities, provides wholesale wastewater transportation and treatment for its organizing jurisdictions, and provides reservoir management for some, or all, of its jurisdictions.

c. Additionally, WSACC plans for the provision of wholesale water and may, when tasked by its organizing jurisdictions, provide retail water and sewer service. There are two wastewater treatment plants in the County: Rocky River, and Muddy Creek.

d. WSACC controls the system accumulating and treating wastewater. This includes wastewater treatment for municipalities within the County, and management of the Coddle Creek Reservoir.

e. Maintain and make available equipment to support emergency response and recovery, as available. Authority equipment includes:
   - Dump trucks, excavator, backhoe and standard trucks.

f. Advise the Emergency Management Director on the status of the water supply, water storage areas, and treatment facilities.

g. If needed, provide a Liaison Officer to the County EOC for the duration of the emergency.

Primary and Support Roles of WSACC

County Mission	Public Works
National Response Framework	ESF 3 – Public Works and Engineering
WSACC	Support Agency

Partners Health Management

Partners Health Management is the regional mental health care management authority that coordinates mental health care for Burke, Cabarrus, Catawba, Cleveland, Davidson, Davie, Forsyth, Gaston, Iredell, Lincoln, Rutherford, Stanly, Surry, Union, Yadkin.

a. Provide assistance in the form of linking County residents with the appropriate service provider.

b. During shelter operations, the County makes the determination on whether mental health services are needed and Partners Health Management links the individual to a service provider.

c. Provide crisis counseling assistance to emergency response personnel and volunteers during emergency response and recovery operations.

Primary and Support Roles of Partners Health Management

County Mission	Public Health	Shelter and Mass Care
National Response Framework	ESF 8 – Public Health and Medical Services	ESF 6 – Mass Care, Emergency Assistance, Housing and Human Services
Partners Health Management	Support Agency	Support Agency

Cooperative Extension

a. Act as liaison to the agricultural community during emergency response and recovery.

b. Maintain contact with the N.C. State University Cooperative Extension Service representative at the State EOC.

c. In the event of a nuclear material release, report to the EOC to advise on possible impacts on agriculture.

d. The agency can assist in identifying agricultural and farmland areas throughout the County.

e. Assist sampling teams operating in the County during radiological or hazardous materials incidents that would affect livestock or crops.

f. Provide trained personnel to assist agricultural damage assessment teams in the County.

g. Assist the Emergency Management Director in identifying and coordinating assistance needed by farmers/agricultural workers during recovery operations.

h. The agency provides information to the PIO for dissemination to the public, as necessary.

i. The NC Department of Environmental Quality ensures that swine lagoons are designed and built appropriately.

j. Assist with food safety issues.

- Answer food safety questions
- Provide information on food storage

k. Assist with disposal of dead animal carcasses, as necessary.

l. Can provide assistance in lining County residents up with other agencies and organizations for specific service needs. For example, lining a farm up with animal care/veterinary services following an emergency.

m. Provide personnel to assist in the EOC, as requested.

Primary and Support Roles of Cooperative Extension

County Mission	Damage Assessment	Animal Control
National Response Framework	ESF 3 – Public Works/Engineering	ESF 11 – Agriculture/Natural Resources
Cooperative Extension	Support Agency	Support Agency

Human Resources

a. Human Resources personnel can assist with administrative and computer related tasks. During longer duration incidents or events, Human Resources may provide personnel to assist in the EOC.

b. Human Resources assists in hiring of necessary auxiliary employees to support with emergency response and recovery.

Primary and Support Roles of Human Resources

County Mission	Direction and Control
National Response Framework	ESF 5 – Emergency Management
Human Resources	Support Agency

Information Technology Services (ITS)

ITS supports internal and external users by promoting enterprise information processes, providing access to information resources, and protecting information integrity.

a. Report to the EOC upon activation. The Director of ITS, or their appointed representative with the authority to make decisions for ITS, is assigned to the Logistics Section.

b. Maintain the County 911 system.

c. Maintain the CAD system.

d. Maintain telephones and computers

e. ITS is responsible for two (2) data centers that support County government operations.

f. Work with the Emergency Management Director to determine available computers and other ITS-related equipment for emergency response and recovery operations.

g. ITS provides assistance with mapping for land search and rescue operations as well as other Geographic Information Systems (GIS) related tasks such as graphics and data.

h. Manage the County website homepage.

i. ITS also has a “dark site” in place for emergency situations.

Primary and Support Roles of ITS

County Mission	Direction and Control
National Response Framework	ESF 5 – Emergency Management
ITS	Support Agency

Library System

a. Libraries have a number of personnel who can assist the EOC following an incident or event.
   - This includes help with administrative and computer tasks.

b. Library personnel can also assist with research and documentation.

c. Following an incident or event, library locations could be used in a number of capacities:
   - Disaster recovery center
   - Personal comfort sites (warm up/cool down, charge phones, internet access, etc.)

d. There are (6) libraries in the County:
   - Afton Branch/Active Living Center (ALC)
   - Concord Branch
   - Harrisburg Branch
   - Kannapolis Branch
   - Mt. Pleasant Branch/Active Living Center (ALC)
   - Midland Branch

e. Each library has a conference room and other space available.

Primary and Support Roles of Library System

County Mission	Direction and Control
National Response Framework	ESF 5 – Emergency Management
Library System	Support Agency

Medical Examiner (ME)

a. Cabarrus County does not have a designated ME. A mass fatality event would require medical examiner support. The North Carolina Office of the Chief Medical Examiner (OCME) a division of the North Carolina Department of Health and Human Services (NCDHHS), maintains the North Carolina Medical Examiner System, a network of over 300 medical personnel throughout North Carolina who investigate deaths of a suspicious, unusual or unnatural nature.
b. The Emergency Management Director requests this support through OCME. OCME assigns personnel to support the county.
c. When activated, the Medical Examiner (ME) develops procedures to recover, identify, and register fatalities during emergency situations.
d. The ME determines the cause of death and releases the remains and personal effects to proper representatives. The medical examiner issues death certificates and supervises the location and transportation of remains.
e. The ME identifies the resources needed to establish an adequate morgue system in the event of mass fatalities.
f. The ME, in conjunction with the State Office of Emergency Management, directs the expansion of any fixed and temporary morgue capability.
g. The ME, in conjunction with the State Office of Emergency Management, coordinates with EMS, funeral directors, ambulance services, pathologists, American Red Cross, dentists, X-ray technicians and law enforcement agencies to provide support to mortuary operations as needed.
h. If needed, the ME, in conjunction with the State Office of Emergency Management, requests assistance from a Disaster Mortuary Team (DMORT). The Emergency Management Director requests this support through NCEM.

Primary and Support Roles of Medical Examiner

County Mission	Public Health	Mortuary Affairs
National Response Framework	ESF 8 – Public Health and Medical Services	ESF 8 – Public Health and Medical Services
Medical Examiner	Support Agency	Primary Agency

Register of Deeds

a. Following an incident or event, the Register of Deeds will continue to assist County residents with a variety of records and documentation:
    - Birth certificates
    - Death certificates
    - Land and records
    - Marriage licenses

b. During longer duration incidents or events, the Register of Deeds can provide personnel to assist in the EOC.

Primary and Support Roles of Register of Deeds

County Mission	Direction and Control
National Response Framework	ESF 5 – Emergency Management
Register of Deeds	Support Agency

Risk Management

a. A member of Risk Management will serve as the Safety Officer in the EOC.

b. Following an emergency, Risk Management will continue to provide a variety of assistance and support to the County through the following:
    - Oversee insurance for the County (property and liability).
    - Ensure continued Occupational Safety and Health Administration (OSHA) compliance.
    - Oversee the indemnification of contracts (proper insurance, etc.).
    - Continue to ensure ADA compliance in County facilities (may include shelter locations).
    - Conduct safety inspections.
    - Conduct accident review (County employees in work, citizens on County properties).

c. Risk Management maintains a master list of trainings for all County employees.

d. Risk Management maintains a master list of all County-owned equipment and vehicles.

e. Risk Management is prepared to assist the EOC in a variety of tasks, as requested.

Primary and Support Roles of Risk Management

County Mission	Direction and Control
National Response Framework	ESF 5 – Emergency Management
Risk Management	Support Agency

Veterans Service

a. The Veterans Service Director is prepared to assist the EOC following an incident or event. The Veterans Service Director or their appointed representative with the authority to make decisions for the Veterans Services Department will be rolled into the Emergency Management functions/tasks.

b. During catastrophic/countywide events, other Veterans Service employees are available to assist, as necessary.

Primary and Support Roles of Veterans Service

County Mission	Direction and Control
National Response Framework	ESF 5 – Emergency Management
Veterans Service	Support Agency

3.3 State and Federal Departments and Agencies

State Agencies

- North Carolina Department of Agriculture and Consumer Services (NCDA&CS)
- North Carolina Department of Environmental Quality (NCDEQ)
- North Carolina Department of Health and Human Services (NCDHHS)
- North Carolina Department of Labor (NCDOL)
- North Carolina Department of Public Safety (NCDPS)
- North Carolina Department of Transportation (NCDOT)
- North Carolina Department of Water Quality (DWQ)
- North Carolina Division of Public Health
- North Carolina Emergency Management (NCEM)
- North Carolina National Guard (NCNG)
- North Carolina Office of Emergency Medical Services (OEMS)
- North Carolina Office of State Fire Marshal (OSFM)
- North Carolina State Bureau of Investigation (SBI)
- North Carolina State Highway Patrol (SHP)

Federal Agencies

- Federal Emergency Management Agency (FEMA)
- Department of Homeland Security (DHS)
- Centers for Disease Control and Prevention (CDC)

SECTION 4
DIRECTION AND CONTROL

This section describes the systems used in Cabarrus County to facilitate direction and control operations. Cabarrus County adheres to NIMS and ICS. Additionally, County emergency operations missions (functions and tasks) are linked to a corresponding ESF identified in the NRF. Annex A – Direction and Control provides a detailed description of emergency direction and control for Cabarrus County.

4.1 National Incident Management System (NIMS)

NIMS provides a systematic, proactive approach to guide departments and agencies at all government levels, in NGO's, and in the private sector to work seamlessly to prevent, protect against, respond to, recover from, and mitigate the effects of incidents—regardless of cause, size, location, or complexity—in order to reduce the loss of life and property and harm to the environment. NIMS represents a core set of doctrine, concepts, principles, terminology, and organizational processes that enables effective, efficient, and collaborative incident management. FEMA requires emergency management personnel to possess a baseline understanding of NIMS concepts and principles.

Six Components of NIMS:

- Preparedness
- Communications and Information Management
- Resource Management
- Command and Management
- Supporting Technologies
- Ongoing Management and Maintenance

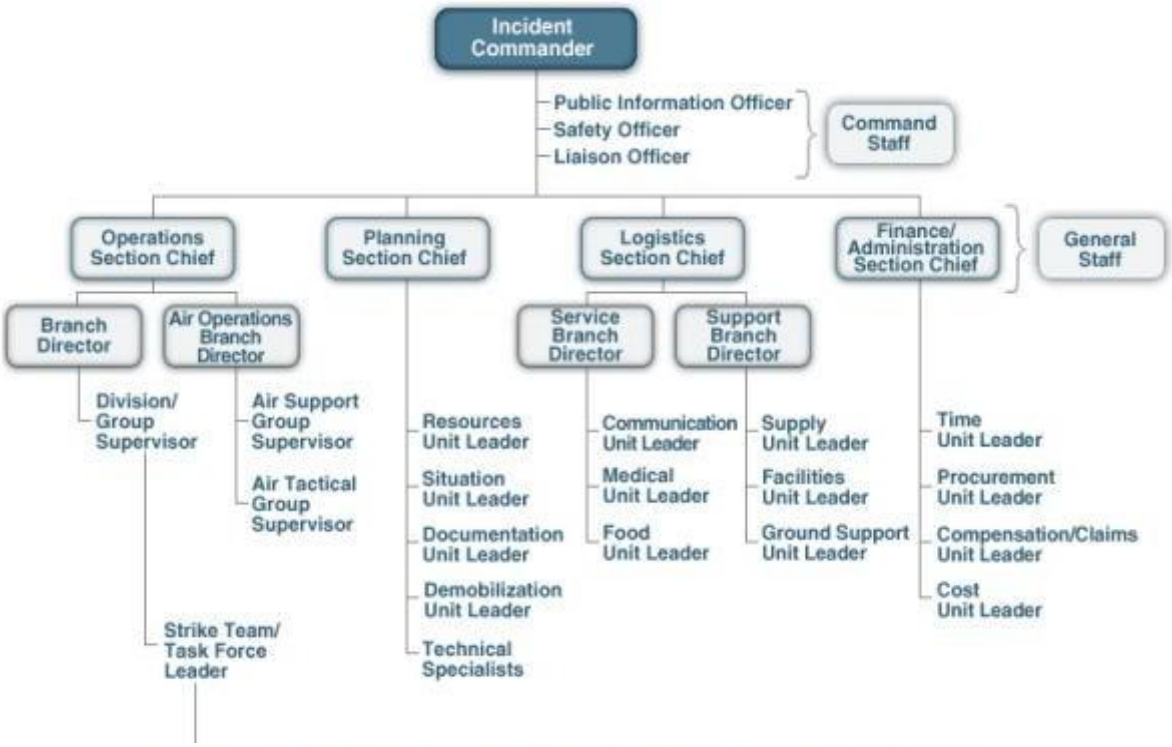
4.1.1 Incident Command System (ICS)

ICS is applicable across a wide spectrum of incidents that may differ in terms of size, scope, and complexity. ICS is a standardized, on-scene, all-hazards incident management approach that:

- Allows for the integration of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure
- Enables a coordinated response among various jurisdictions and functional agencies, both public and private
- Establishes common processes for planning and managing resources

ICS is organized around five major functional areas: Command, Operations, Planning, Logistics, and Finance/Administration.

Exhibit 4-1
ICS Organizational Chart



- **Command Staff:** The Command Staff consists of the Public Information Officer, Safety Officer, and Liaison Officer. They report directly to the Incident Commander.
- **Section:** The organization level having functional responsibility for primary segments of incident management (Operations, Planning, Logistics, Finance/Administration). The Section level is organizationally between Branch and Incident Commander.
- **Branch:** That organizational level having functional, geographical, or jurisdictional responsibility for major parts of the incident operations. The Branch level is organizationally between Section and Division/Group in the Operations Section, and between Section and Units in the Logistics Section. Branches are identified by the use of Roman Numerals, by function, or by jurisdictional name.
- **Division:** That organizational level having responsibility for operations within a defined geographic area. The Division level is organizationally between the Strike Team and the Branch.
- **Group:** Groups are established to divide the incident into functional areas of operation. Groups are located between Branches (when activated) and Resources in the Operations Section.
- **Unit:** That organization element having functional responsibility for a specific incident planning, logistics, or finance/administration activity.
- **Task Force:** A group of resources with common communications and a leader that may be pre-established and sent to an incident, or formed at an incident.
- **Strike Team:** Specified combinations of the same kind and type of resources, with common communications and a leader.
- **Single Resource:** An individual piece of equipment and its personnel complement, or an established crew or team of individuals with an identified work supervisor that can be used on an incident.

4.2 National Response Framework (NRF)

The NRF presents the guiding principles that enable all response partners to prepare for and provide a unified national response to disasters and emergencies, from the smallest incident to the largest catastrophe. The NRF also defines the federal government's role in providing response and recovery assistance to the states and local governments during and after emergencies. The NRF is always in effect, and elements can be implemented at any level at any time.

Under the NRF, County departments and agencies have been assigned primary and support agency responsibilities for various County missions linked to the 15 ESF's. Refer to exhibit 4-2 for a County Mission to ESF Matrix.

Exhibit 4-2
County Mission to ESF Matrix

NRF & ESF	County Missions
ESF #1 – Transportation	Transportation
ESF #2 – Communications	Communications
ESF #3 – Public Works and Engineering	Public Works
	Damage Assessment
	Recovery
ESF #4 – Firefighting	Fire Protection
ESF #5 –Emergency Management	Management and Control
	Notification
	Evacuation
ESF #6 – Mass Care, Emergency Assistance, Housing and Human Services	Shelter and Mass Care
ESF #7 – Logistics Management and Resource Support	Resource Management
	Donations Management
ESF #8 – Public Health and Medical Services	Emergency Medical Services
	Public Health
	Mortuary Affairs
ESF #9 – Search and Rescue	Search and Rescue
ESF #10 – Oil and Hazardous Materials Response	LEPC
	Fire Departments
ESF #11 – Agriculture and Natural Resources	Animal Control

NRF & ESF	County Missions
ESF #11 – Agriculture and Natural Resources (Continued)	Cooperative Extension
	Lomax Farm Manager
ESF #12 – Energy	Public Works
ESF #13 – Public Safety and Security	Warning
	Law Enforcement
ESF #14 – Long Term Community Recovery	Community Recovery
ESF #15 – External Affairs	Public Information

4.3 Continuity of Operations

4.3.1 General

Emergency situations could result in disruption of government functions. This possibility requires that all levels of local government and their departments develop and maintain procedures to ensure continuity of operations. These procedures include the order of succession should an elected official or department head not be available to perform his/her duties.

- Refer to Continuity of Operations Plan (COOP) for additional information on continuity planning and procedures.

4.3.2 Preservation of Vital Records

Each department and agency is responsible for the preservation of essential records to ensure continuity of normal operations during an emergency incident or event.

4.3.3 Order of Succession

Individual departments and agencies have established internal lines of succession, complete with delegations of authority which are documented in their continuity of operations plans.

Order of succession for the Board of County Commissioners proceeds from the Chairperson to the members of the Board in accordance with the Rules of Procedure for the Cabarrus County Board of Commissioners.

4.3.4 Relocation of Government

Key County government personnel (utilize remote work or other designated locations) if the situation does not permit the normal use of County government facilities.

If the primary EOC is uninhabitable, emergency operations are relocated to the secondary EOC.

For detailed information on the relocation of County departments and continuity of operations, refer to the departmental continuity of operations plans.

Municipal governments relocate to facilities within their jurisdiction capable of providing required support during emergency operations. The County may be able to provide limited space to other municipal governments during emergencies, as available.

SECTION 5
ADMINISTRATION AND LOGISTICS

5.1 General

Non-discrimination. There will be no discrimination on the grounds of age, color, disability, genetic information, national origin, political affiliation, race, religion or sex, or any other protected class under applicable state or federal law in the execution of disaster preparedness or disaster relief and assistance functions. This policy applies equally to all levels of government, contractors, and labor unions.

Consumer protection. The EOC refers consumer complaints pertaining to alleged unfair or illegal business practices during emergencies to the State Attorney General's Consumer Protection Division.

5.2 Incident/Event Financing

Large-scale emergency expenditures are unplanned costs necessary to protect life, property, or essential public services during a declared or imminent emergency. These may include immediate purchases of goods, services, or equipment when delays would endanger life, safety, or critical operations.

The County Manager, or their designee, may authorize emergency spending up to $1,000,000. Expenditures expected to exceed that amount are considered large-scale. Large-scale spending may be authorized by the County Manager, or their designee, or by the Emergency Management Director with the approval of the Board of Commissioners.

The County Manager, or their designee, may designate funds for immediate emergency use. Once designated, the County Finance Director, or their designee, releases those funds in coordination with the Emergency Management Director to support response and recovery operations. The Finance Director determines fund availability and maintains all transfers to accounts designated for incident or event use.

All emergency expenditures must be documented and tracked in accordance with County financial procedures to ensure accountability and eligibility for state or federal reimbursement.

5.3 Records and Reports

Memorandums of Agreement (MOA) and Memorandums of Understanding (MOU), response and recovery missions are assigned and tracked by Emergency Management from the EOC.

Once a mission is assigned by the EOC, the Finance Department tracks and maintains all expenditures and obligations during emergency operations. This includes any contract labor, contract equipment, employee overtime hours, County equipment usage, and supplies used during operations.

The Finance Department tracks and records all data relevant for FEMA reimbursement.

5.4 Agreements and Understandings

MOA's and MOU's are entered into only by duly authorized County officials and are to be formalized in writing whenever possible prior to emergency situations.

The Emergency Management Director will request assistance from other jurisdictions should local government resources prove to be inadequate during emergency operations.

These requests will be made to other jurisdictions, higher levels of government, and other agencies in accordance with existing or temporary mutual aid agreements and understandings.

Local municipalities will request state and federal resources only through the Emergency Management Director or EOC. The EOC staff will then forward these requests to NCEM.

Organizations tasked with responsibilities in the implementation of this plan provide their own administrative and logistical support.

In addition, these organizations maintain a resource list needed to carry out their emergency missions.

If state resources have been exhausted, NCEM coordinates with DHS and FEMA by requesting external assistance through the EMAC to provide the needed resources and assistance using the ESF(s) as described in the NRF.

SECTION 6
PLAN MAINTENANCE

This EOP is developed under the authority of the County, Emergency Management, and the departments and agencies identified in the plan. Maintaining a viable plan includes constant revisions, trainings, and exercises as well as after action reporting. The information presented below identifies plan updates, testing and exercises, as well as after action reporting.

6.1 Plan Updates

The EOP should be reviewed and revised on an annual basis as well as after an exercise, training, or an actual incident requiring plan activation. Emergency Management is the lead department in plan review and revision. It is recommended that the plan be reviewed and revised in coordination with other plans and documents included in the emergency management program (refer to exhibit 1-1). During the periods between the formal review and approval process there will likely be a number of minor changes to items such as personnel information, contact numbers, etc., that should proceed without approval by the Board of County Commissioners. Additionally, changes in authorities, references and best practices should also be considered. The Emergency Management Director is responsible for coordinating and making such revisions.

6.2 Plan Testing, Training, and Exercises

The plan should be exercised on an annual basis according to policies and principles identified by the Homeland Security Exercise and Evaluation Program (HSEEP). It is recommended that the exercise planning team utilize the building block approach identified by HSEEP to train, test, and exercise the plan.

6.3 After Action Review and Reporting

Following a training, test, exercise, or plan activation, an after-action report identifying strengths as well as area for improvements should be completed. During the next plan review, findings identified in the after-action report should be considered for incorporation into the updated plan.

Attachment A
AUTHORITIES AND REFERENCES

The following authorities and references are listed for reference purposes only and are not included in this planning document. Request for specific authorities and references listed should be directed to the publishing entity.

Local:

- Cabarrus County Fire Protection Study, 2020
- Code of Ordinances, Cabarrus County, Chapter 22, Article II, Emergency Management
- Code of Ordinances, Cabarrus County, Chapter 22, Article III, State of Emergency
- Code of Ordinances, Cabarrus County, Chapter 26, Emergency Services
- Code of Ordinances, Cabarrus County, Chapter 38, Article I, Flooding
- Local Mutual Aid Agreements and Understandings
- Rules of Procedure for the Cabarrus County Board of Commissioners, December 2023

State:

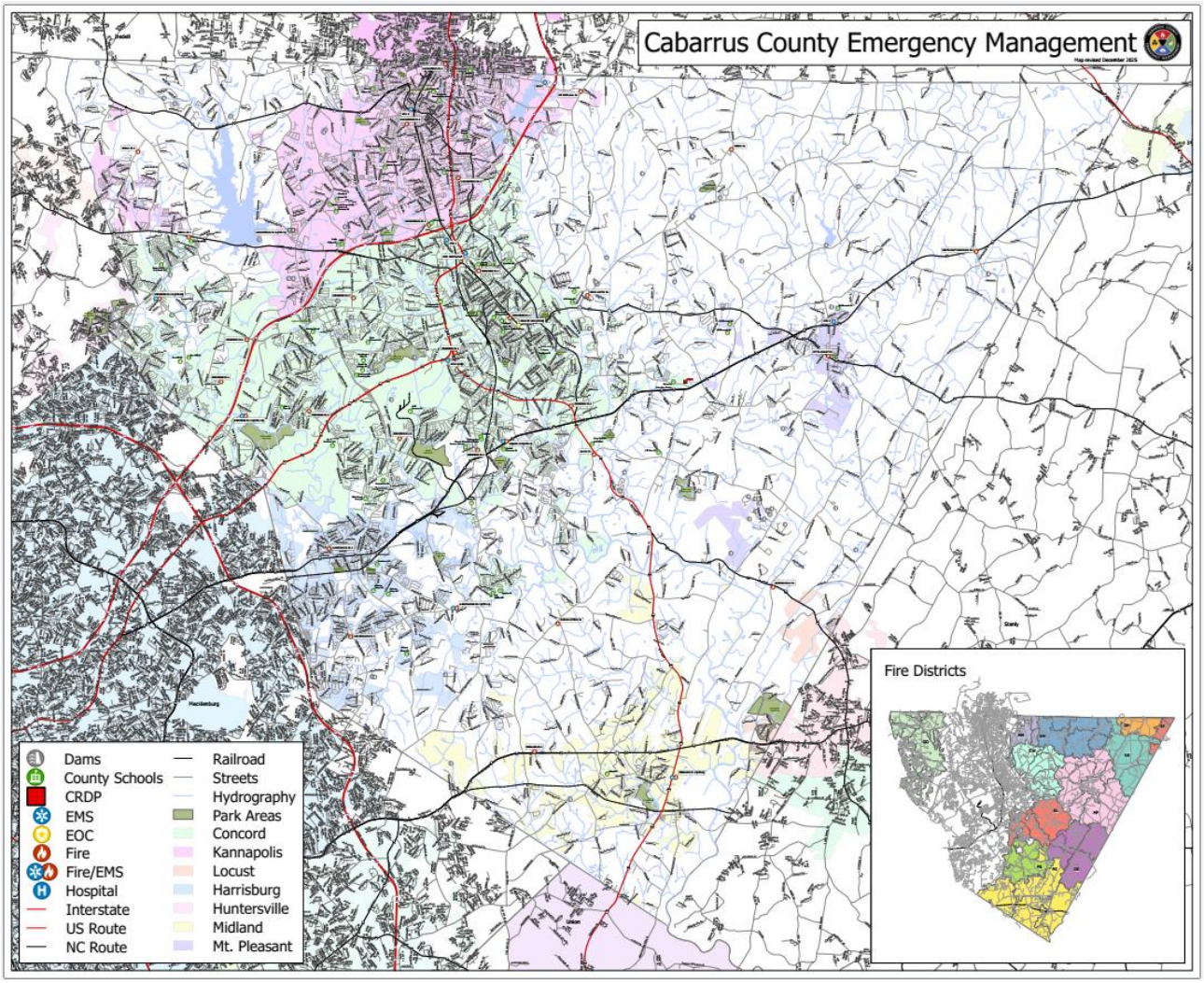
- North Carolina General Statutes Chapter 166-A, North Carolina Emergency Management Act of 1977; Amended July 10, 2023.
- North Carolina Emergency Operations Plan, North Carolina Emergency Management, December 2023.
- North Carolina Executive Order 241, Promulgation and Implementation of the North Carolina Emergency Operations Plan, December 2021.
- North Carolina General Statutes Chapter 104E, North Carolina Radiation Protection Act.
- North Carolina General Statutes Chapter 14, Article 36A, Riots and Civil Disorders and Emergencies.
- North Carolina General Statutes Chapter 143B-1331, Article 15, Department of Information Technology, Business Continuity Planning.
- North Carolina General Statutes Chapter 95, Article 18; Identification of Toxic of Hazardous Substances, Hazardous Chemicals Right to Know Act.
- North Carolina General Statutes, Chapter 115C-242, Article 17, Supporting Services; Use and Operation of School Buses.
- State of North Carolina Radiological Emergency Response Plan for Nuclear Power Facilities, North Carolina Emergency Management, February 2021.
- Statement of Understanding between the State of North Carolina and the American Red Cross.

Attachment A
AUTHORITIES AND REFERENCES

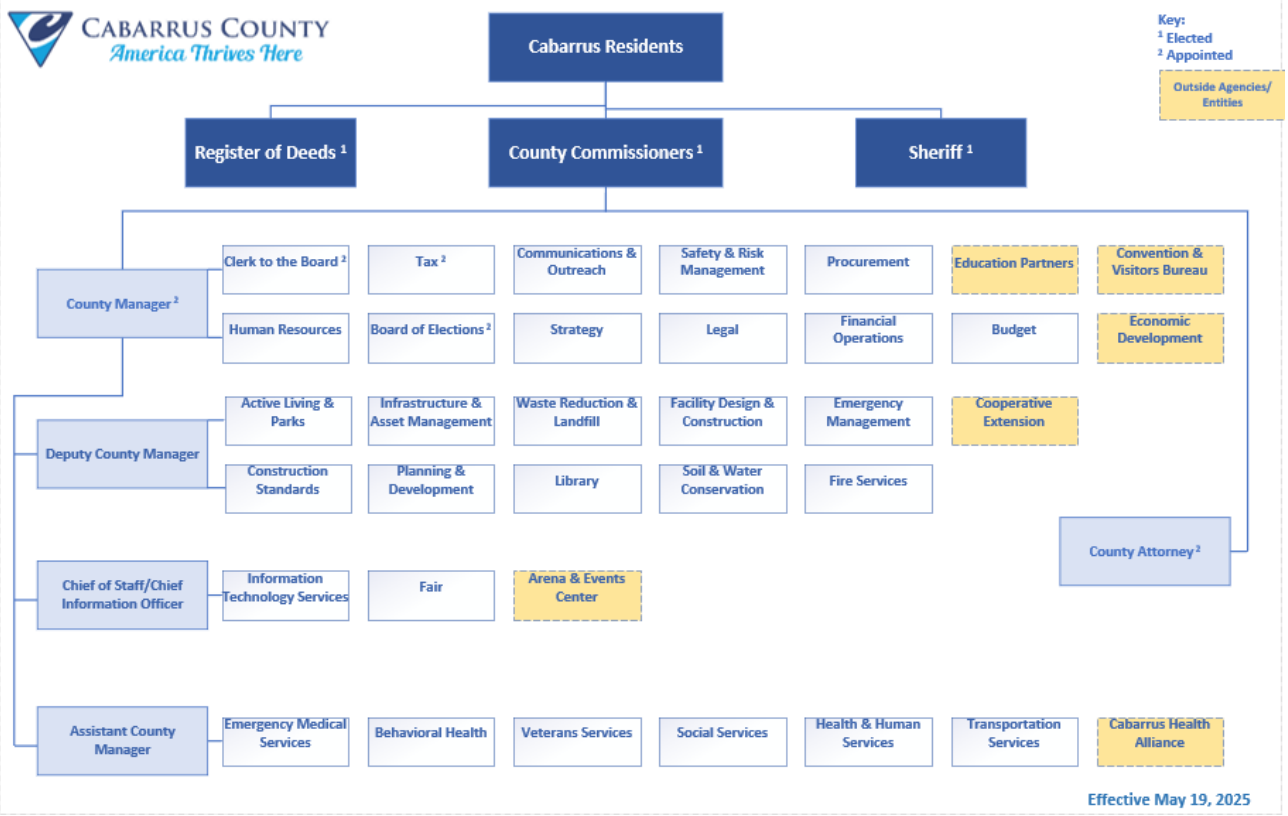
Federal:

- American Red Cross 3000 Series Disaster Regulations.
- Code of Federal Regulations, Title 44, as amended
- Developing and Maintaining Emergency Operations Plans, Comprehensive Preparedness Guide (CPG) 101, Version 3.0, September 2021
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Attachment B
COUNTY MAP



Attachment C
COUNTY ORGANIZATIONAL CHART



Attachment D
FUNCTIONAL RESPONSIBILITIES MATRIX

County Missions	Direction and Control	Communications	Notification and Warning	Emergency Public Information	Law Enforcement	Fire Protection	EMS	Public Works	Public Health Services	Evacuation & Transportation	Shelter & Mass Care	Damage Assessment	Recovery	Resource Management	Donated Goods Management	Animal Control & Protection
National Response Framework Emergency Support Function	ESF 5 Emergency Management	ESF 2 Communications	ESF 5 Emergency Management ESF 13 Public Safety and Security	ESF 15 External Affairs	ESF 13 Public Safety and Security	ESF 4 Firefighting	ESF 8 Public Health and Medical Services	ESF 3 Public Works and Engineering	ESF 8 Public Health and Medical Services	ESF 5 Emergency Management ESF 1 Transportation	ESF 6 Mass Care, Emergency Assistance, Housing & Human Services	ESF 3 Public Works and Engineering	ESF 14 Long Term Community Recovery	ESF 7 Logistics Management and Resource Support	ESF 7 Logistics Management and Resource Support	ESF 11 Agriculture and Natural Resources
Active Living and Parks								S				S				
American Red Cross – Southern Piedmont Chapter										S	P		S		S	S
ARES		S	S								S					
Atrium Health Cabarrus							S		P							
Board of County Commissioners	P			S					S	P	S	S		S		
Cabarrus Arena and Events Center											S			S	S	
CHA				S			S		P		S					S

Attachment D
FUNCTIONAL RESPONSIBILITIES MATRIX

County Missions	Direction and Control	Communications	Notification and Warning	Emergency Public Information	Law Enforcement	Fire Protection	EMS	Public Works	Public Health Services	Evacuation & Transportation	Shelter & Mass Care	Damage Assessment	Recovery	Resource Management	Donated Goods Management	Animal Control & Protection
National Response Framework Emergency Support Function	ESF 5 Emergency Management	ESF 2 Communications	ESF 5 Emergency Management ESF 13 Public Safety and Security	ESF 15 External Affairs	ESF 13 Public Safety and Security	ESF 4 Firefighting	ESF 8 Public Health and Medical Services	ESF 3 Public Works and Engineering	ESF 8 Public Health and Medical Services	ESF 5 Emergency Management ESF 1 Transportation	ESF 6 Mass Care, Emergency Assistance, Housing & Human Services	ESF 3 Public Works and Engineering	ESF 14 Long Term Community Recovery	ESF 7 Logistics Management and Resource Support	ESF 7 Logistics Management and Resource Support	ESF 11 Agriculture and Natural Resources
CCTS										P		S			S	
C HS-A			S	S						S	P		P		S	
Construction Standards												P	P			
Cooperative Extension												S				P
County Manager	P			S						S			S	S		
Emergency Management	P	S	S	S	S	S	S	S	S	P	S	S	S	S	S	P
EMS						S	P		S	S	S					

Attachment D
FUNCTIONAL RESPONSIBILITIES MATRIX

County Missions	Direction and Control	Communications	Notification and Warning	Emergency Public Information	Law Enforcement	Fire Protection	EMS	Public Works	Public Health Services	Evacuation & Transportation	Shelter & Mass Care	Damage Assessment	Recovery	Resource Management	Donated Goods Management	Animal Control & Protection
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Finance Department/Procurement Services													P	P		
Fire Services	S	S	S			P	S			S		S		S		
IAM								P			S	S	P			
IAM – Sustainability – Solid Waste								S								
Human Resources	S															
ITS	S															
Library System	S															

Attachment D
FUNCTIONAL RESPONSIBILITIES MATRIX

County Missions	Direction and Control	Communications	Notification and Warning	Emergency Public Information	Law Enforcement	Fire Protection	EMS	Public Works	Public Health Services	Evacuation & Transportation	Shelter & Mass Care	Damage Assessment	Recovery	Resource Management	Donated Goods Management	Animal Control & Protection
National Response Framework Emergency Support Function	ESF 5 Emergency Management	ESF 2 Communications	ESF 5 Emergency Management ESF 13 Public Safety and Security	ESF 15 External Affairs	ESF 13 Public Safety and Security	ESF 4 Firefighting	ESF 8 Public Health and Medical Services	ESF 3 Public Works and Engineering	ESF 8 Public Health and Medical Services	ESF 5 Emergency Management ESF 1 Transportation	ESF 6 Mass Care, Emergency Assistance, Housing & Human Services	ESF 3 Public Works and Engineering	ESF 14 Long Term Community Recovery	ESF 7 Logistics Management and Resource Support	ESF 7 Logistics Management and Resource Support	ESF 11 Agriculture and Natural Resources
ME (Local ME, OCME)							S		S							
Municipal Fire Departments			S	S		S	S					S	S			
Municipal Law Enforcement			S		S									S		
Municipal Public Works								S								
NGO	S			S											S	S
Partners Health Management									S		S					
Planning and Development	S															

Attachment D
FUNCTIONAL RESPONSIBILITIES MATRIX

County Missions	Direction and Control	Communications	Notification and Warning	Emergency Public Information	Law Enforcement	Fire Protection	EMS	Public Works	Public Health Services	Evacuation & Transportation	Shelter & Mass Care	Damage Assessment	Recovery	Resource Management	Donated Goods Management	Animal Control & Protection
National Response Framework Emergency Support Function	ESF 5 Emergency Management	ESF 2 Communications	ESF 5 Emergency Management ESF 13 Public Safety and Security	ESF 15 External Affairs	ESF 13 Public Safety and Security	ESF 4 Firefighting	ESF 8 Public Health and Medical Services	ESF 3 Public Works and Engineering	ESF 8 Public Health and Medical Services	ESF 5 Emergency Management ESF 1 Transportation	ESF 6 Mass Care, Emergency Assistance, Housing & Human Services	ESF 3 Public Works and Engineering	ESF 14 Long Term Community Recovery	ESF 7 Logistics Management and Resource Support	ESF 7 Logistics Management and Resource Support	ESF 11 Agriculture and Natural Resources
PIO		P	P	P		S				P					S	
Register of Deeds	S															
Risk Management	S															
School System (Cabarrus County & Kannapolis City)										S	S					
Sheriffs Office	S	S	S	S	P	S			S	P	S	S	S	S		
Sheriffs Office – Animal Services Division																P
Sheriffs Office – Communications Division	S	P	P	S			S			S						

Attachment D
FUNCTIONAL RESPONSIBILITIES MATRIX

County Missions	Direction and Control	Communications	Notification and Warning	Emergency Public Information	Law Enforcement	Fire Protection	EMS	Public Works	Public Health Services	Evacuation & Transportation	Shelter & Mass Care	Damage Assessment	Recovery	Resource Management	Donated Goods Management	Animal Control & Protection
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Tax Administration												S	S		P	
Veterans Services	S															
Volunteer (Combination) Fire Departments						P	S						S			
WSACC								S								

P = Primary Agency
S = Support Agency

Attachment E
LOCAL RESOLUTIONS

Emergency Management is responsible for emergency preparedness in the County. The City of Concord City of Kannapolis, Town of Midland and the Town of Mt. Pleasant have developed municipal emergency response plans and documents. The Town of Harrisburg and the City of Locust are all covered under the EOP and the County Emergency Management program.

Attachment F
EXERCISE AFTER ACTION REPORTS

Exercise after action report information is available through Emergency Management.

ANNEX A
DIRECTION AND CONTROL

Primary Agencies

- Board of County Commissioners
- County Manager
- Emergency Management

Support Agencies

- Active Living and Parks
- Cabarrus Health Alliance
- Cabarrus County Schools
- Communications and Outreach
- Consolidated Human Services Agency
- Construction Standards
- Cooperative Extension
- Emergency Medical Services
- Finance
- Fire Services
- Human Resources
- IAM
- ITS
- Kannapolis City Schools
- Library System
- Municipal Fire Departments
- Municipal Law Enforcement
- Municipal Public Works
- NGO's
- Planning and Development
- Register of Deeds
- Risk Management
- Sheriff's Office
- Sheriff's Office – Communications Division
- Transportation
- Tax Administration
- Veterans Services
- Volunteer (Combination) Fire Departments

ANNEX A
DIRECTION AND CONTROL

I. PURPOSE

This annex outlines the direction and control procedures for emergency operations and identifies the personnel, facilities, and resources that will be utilized during emergency response activities.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. The senior emergency responder on the scene (i.e., law enforcement, fire, EMS) conducts direction and control during low-level emergencies. Personnel employ ICS, in addition to local ordinances, policies, and procedures to guide the control of the response.

2. The recurring threat of severe weather and the potential hazards that exist within or near the County have the potential to cause emergencies of such magnitude as to warrant centralization of the direction and control of the response.

3. The EOC may be activated to manage and coordinate emergency response operations throughout the County.

4. Municipalities within the County may exercise independent direction and control of their own emergency resources, outside resources assigned to the municipality by the EOC, and resources secured through existing mutual aid agreements with other municipalities. Requests for state/federal government assistance are directed to the Emergency Management Director.

5. Centralized countywide direction and control is desirable when one or more of the following situations occur:

   a. There exists an imminent threat to the public safety/health.

   b. An extensive multi-agency/multi-jurisdiction response and coordination is necessary to respond to or recover from the emergency situation.

   c. Local resources are inadequate/depleted and significant mutual aid, state, and/or federal resources must be used to resolve the emergency situation.

   d. The emergency affects multiple political jurisdictions within the County, which rely on the same resources to respond to the situation.

   e. Local governments implement emergency ordinances to control the situation.

6. The EOC serves as the central direction and control point for countywide emergency response activities.

7. If established, the Incident Command Post (ICP) will conduct on-scene tactical operations. The EOC will coordinate and support ICP operations and any other adjacent incident operations.

8. Communications to the public related to the emergency situation will be coordinated by the County PIO and approved by the EOC Manager. The County PIO may coordinate with municipal PIO's to create consistent messaging for distribution.

B. Assumptions

1. The EOC will be activated upon the threat or occurrence of a major emergency situation and designated personnel will report to the EOC within one hour of notification.

2. The EOC facility and equipment is adequate for coordinating countywide emergency operations.

3. Sufficient procedures have been developed to effectively manage and coordinate emergency response and recovery operations.

4. Emergency operations and coordination at all levels of government will be carried out according to existing plans and procedures.

III. CONCEPT OF OPERATIONS

A. General

1. Emergency operations include all activities that are directed toward reducing the immediate hazard, establishing control of the situation, and restoring normal conditions within the County.

2. The responsibility for the management and coordination of emergency situations is vested in the Board of County Commissioners and is routinely exercised through the County Manager and the Emergency Management Director.
3. The EOC is organized and operated according to NIMS and the standard operating guidelines for the facility.

   a. The EOC is a multiagency coordination center that provides direction, coordination, and support for response and recovery operations. The Emergency Management Director and the EOC staff implement the decisions of the Board of County Commissioners and the County Manager, manage County response operations, gather and provide information to support the response, obtain resources, and identify resource shortages and other issues.

   b. The situation may require modification of this organization according to the type of incident, agencies, and/or jurisdictions involved. If necessary, the EOC will transition into an Area Command organization. Municipalities provide Liaison Officers to the EOC for inter-jurisdictional coordination when the event affects the jurisdiction or if the jurisdiction requests to send this representative.

   c. The operations of all County emergency response personnel are conducted utilizing ICS and NIMS.

4. The Emergency Management Director activates, organizes, and operates the EOC based on the magnitude of the situation. The EOC has two levels of activation:

   a. Partial activation occurs in any emergency that is likely to require the assistance of several County agencies. The EOC is opened and staffed with Emergency Management personnel and other County personnel as needed.

b. Full activation occurs in any emergency/disaster that will require a large-scale County response and will require continued involvement of all designated County departments, supporting local and state government agencies, and NGO's during both the response and the recovery period following the event (e.g., hurricane, winter storm). The EOC is fully activated with 24-hour staffing until no longer needed.

5. The Emergency Management Director notifies the County Manager and Chairman of the Board of County Commissioners when the EOC is activated and deactivated. The Chairman notifies the other members of the Board of County Commissioners.

B. Organization and Staffing

1. Personnel assigned to the EOC are assigned into operations, planning, logistics and finance sections by the Emergency Management Director. These groups are further defined in the EOC SOG.

IV. DIRECTION AND CONTROL

A. During large-scale events, management and coordination of the situation is managed through the County EOC. For detailed information on EOC operations, refer to the EOC SOG.

B. County department heads submit reports to the EOC relating to their department's expenditures and obligations related to the emergency situation.

C. The EOC will submit situation updates, sheltering information and resource shortfall and requests to the State EOC.

D. EM staff are responsible for the revision of this annex and ensuring that SOG's and other necessary documents are developed and updated.

V. CONTINUITY OF GOVERNMENT

A. Staffing assignments for positions in the EOC allow for continuous operations.

B. Selection and assignment of personnel is the responsibility of the agencies represented.

C. Once assigned to the EOC, the (EOC Manager~~)~~ supervises these personnel.

D. In the event that the primary EOC is not functional, the Emergency Management Director activates an alternate EOC and notifies the Board of County Commissioners of this change. Transportation is provided to any County Commissioner(s) that cannot reach the EOC location.

E. Order of Succession:

1. Board of County Commissioners

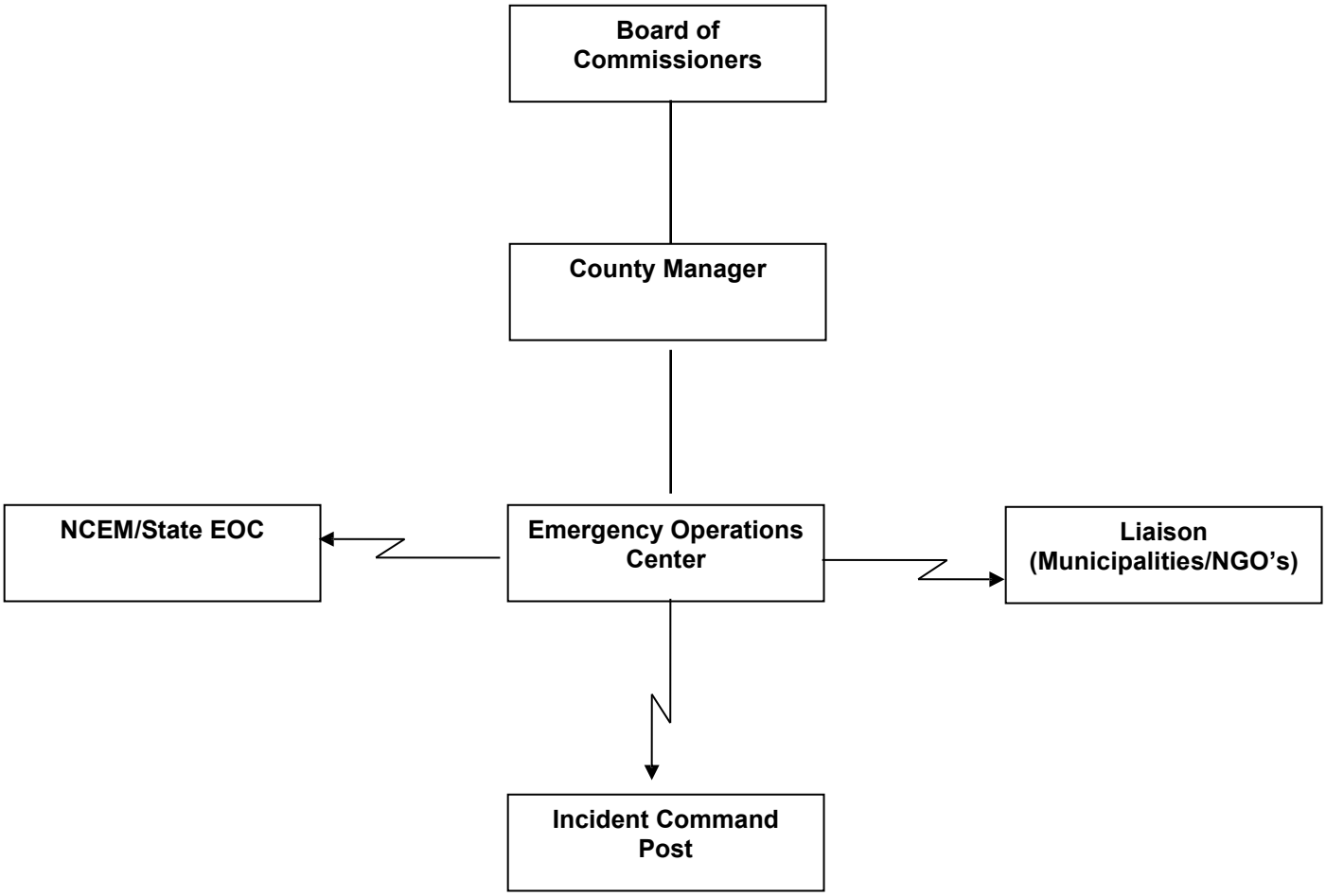
2. County Manager

3. Emergency Management Director

4. County Fire Marshal

F. Order of succession for departments and agencies that support direction and control are in accordance with their internal standard operating procedures.

EXHIBIT A-1A
COUNTY GOVERNMENT ORGANIZATION FOR DIRECTION AND CONTROL



ANNEX B
COMMUNICATIONS

Primary Agencies

- Sheriff's Office – Communications Division
- PIO (Communications and Outreach)
- ITS

Support Agencies

- ARES
- Emergency Management
- Fire Services
- Sheriff's Office
- Communications and Outreach

I. PURPOSE

This annex describes the County communications systems and presents available communications sources, policies, and procedures to be used by county government agencies during emergency situations. This annex coordinates employment of all communications systems during an emergency situation.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. Communications play a critical role in emergency operations.
2. Several communications networks and facilities exist and operate throughout the county.
3. Properly coordinated, these facilities provide effective communications for the direction and control of emergency response activities.

B. Assumptions

1. The communications system will withstand and survive the effects of an emergency/disaster.
2. NCEM maintains resources and personnel that can be requested for use to supplement the County communications system if needed.

III. CONCEPT OF OPERATION

A. General

1. The Sheriff's Office controls emergency communications systems and services used by the County.
2. The Sheriff's Office Communications Center is the Emergency Communications Center. The facility serves as the County Warning Point and operates on a continuous basis.
3. Emergency calls are generally received through the E-911 telephone service and dispatched according to standard operating procedures.
4. Should the emergency situation become more complex, the Sheriff assigns additional personnel and equipment, as required to meet demands.
5. The Communications Lieutenant implements emergency communications procedures and activates backup capabilities, as necessary.

6. The Communications Lieutenant notifies backup communications personnel when needed for the expansion of communications capability.

7. As necessary, the Communications Lieutenant coordinates transportation for these personnel to and from the facility.

B. Specific

1. Telephone Service

a. Telephone service in the County is provided by a variety of private carriers.

b. ITS coordinates telephone support from service providers and will be the point of contact for system repairs and modification.

c. The Emergency Management Director provides ITS and service providers with a prioritized list of County leaders and departments that must have telephone service during emergencies. These users receive priority for telephone service and restoration if service is disrupted.

2. Radio Systems

a. The County 800-Megahertz (MHz) radio system is designated the principal system to be used for direction and control of emergency response activities. It provides voice communications between all mobile units, chiefs of emergency services and the County Emergency Communications Center. The principal users are:

- Emergency Management
- EMS
- Fire Services
- Sheriff's Office
- Volunteer (Combination) Fire Departments

b. The following County/Municipal departments, agencies and NGOs operate additional radio systems/networks:

- Active Living & Parks
- CCTS
- Atrium Health Cabarrus
- Municipal Fire Departments
- Municipal Police Departments
- Municipal Public Works Departments

c. The following County volunteer organization operates a two-way radio system:

- ARES

d. Other communications systems that may be used to communicate with the State EOC or Federal authorities during emergencies include:

- ARES
- Commercial Telephone (both landline and cellular systems)
- NC Sparta/Web EOC
- Microsoft Teams or other online meeting platforms
- Email
- Division of Criminal Information (DCI)
- National Criminal Information Center (NCIC)

- National Warning System (NAWAS)
- Satellite Phone (Communication Center)
- Voice Interoperability Plan for Emergency Responders (VIPER)

e. For detailed information on interoperable communications policies, directions, and equipment refer to the NCESF-2 Communications Plan in Annex A of the NCEM Emergency Operations Plan.

3. Other Communications Systems.

a. The EOC operates on NC Sparta/Web EOC. This web-based program provides secure real-time information sharing between the County and NCEM. This link to the State EOC provides a rapid and accurate means to pass situation reports and request/track resource requests.

b. Amateur radio operators may provide assistance if the primary county radios network fail or is over tasked. These civilian operators provide information and relay messages from their homes, vehicles or other facilities. Amateur radio links are generally not operated from the Communications Center. However, there is a set of amateur radio equipment located in the Emergency Operations Center that these volunteers may be asked to operate in an emergency situation.

IV. DIRECTION AND CONTROL

A. The Sheriff's Office – Communications Division notifies the Emergency Management Director when a major emergency situation has occurred or is imminent. The Emergency Management Director then notifies county government officials. If this occurs after normal business hours, the Emergency Management Director uses the Alert Roster and the mass notification system to make contact with key leaders.

B. The Sheriff, in consultation with the Emergency Management Director, provides assistance in providing the communications system configuration that will permit a specific emergency response capability. The Communications Lieutenant coordinates and supervises the actual use of the systems.

C. County organizations directly involved or supporting emergency response operations should maintain their existing equipment and follow established procedures with their personnel performing field operations. All organizations should keep the EOC informed of their operations and maintain communications with the EOC.

V. ADMINISTRATION AND LOGISTICS

A. The Communications Division operates under the direction of the Communications Lieutenant.

B. Communications will move to its back-up location in the event that the primary communications center is not operable.

C. Maintenance of the County emergency communications systems will be performed by the Sheriff's Office and ITS under the direction of the Communication Lieutenant.

D. ITS will provide a representative to provide technical support of communications systems to the EOC.

E. The Sheriff's Office will record and provide reports of all event-related activities to the EOC, including expenditure records.

F. Order of succession for departments and agencies that support communications are in accordance with their internal standard operating procedures.

ANNEX C
NOTIFICATION AND WARNING

Primary Agencies

- Sheriff's Office - Communications Division
- PIO (Communications and Outreach)

Support Agencies

- ARES
- Cabarrus Health Alliance
- Consolidated Human Services Agency
- Emergency Management
- Fire Services
- ITS
- Municipal Fire Departments
- Municipal Law Enforcement
- Sheriff's Office

I. PURPOSE

This annex describes the process for staffing, operating, and maintaining the emergency warning system. It also provides instructions for dissemination of warning information to emergency response agencies and the general public throughout the County.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. The County Warning Point normally initiates notification and warning for emergency situations.

2. Broadcast and social media are relied upon to assist in the dissemination of warning to the general public.

3. The PIO contacts broadcast media to provide information for broadcast.

4. Operational telephone and/or radio communications are utilized to notify public officials, EOC staff, emergency response personnel, and others as required.

5. Emergency service vehicles are available for warning the general public.

6. Those with functional needs and/or people in group homes may require special warning and notification.

B. Assumptions

1. County Government may require additional forms of warning to augment the current systems in order to provide sufficient warning to the general public and those with functional needs.

2. Use of mobile public address systems and/or house-to-house warnings may be necessary when the urgency of the particular hazard requires immediate evacuation actions or when there is a failure of other fixed warning systems.

III. CONCEPT OF OPERATIONS

A. Emergency warning may originate at the national, state, or local levels of government.

B. The County may receive warnings from the following sources:

1. National Warning System (NAWAS)
2. National Oceanic & Atmospheric Administration (NOAA) / National Weather Service (NWS) Weather Radio Service
3. Emergency Alerting System (EAS)
4. Wireless Emergency Alerts (WEA)
5. State Operated Radio Systems
6. Local government radios
7. Sirens, horns, or mobile public address systems
8. Telephone
9. Personal contact

C. The following methods are used for receipt and dissemination of warning:

1. The State Warning Point is managed from the State EOC located within the North Carolina Joint Force Headquarters (JFHQ) in Raleigh.
2. NCEM Watch operates on a 24-hour basis.
3. NAWAS and NWS alerts are received from federal agencies and, on occasion, from the public.
4. A warning message received from the site of an emergency is normally reported to the County Warning Point.
5. Notification of government officials and emergency response personnel from the County Warning Point follows established alerting procedures.
6. If an incident occurs within the County that may cause adverse effects across jurisdictional lines, those jurisdictions adjoining the County are notified through the communications center or by other expedited methods, if necessary.

D. Timely warning requires dissemination to the public by all available means.

E. Notification of the public will be conducted by the following methods:

1. EAS

2. Integrated Public Alert and Warning System (IPAWS)

3. Wireless Emergency Alerts (WEA)

4. NOAA through weather alert radios

5. Mass notification system

6. Broadcast and social media

7. Mobile public address systems as appropriate

8. House-to-house alert by emergency services personnel

F. Individuals with functional needs may require additional methods of warning. These may include:

1. Door-to-door notifications conducted by EMS Community Paramedics and other response personnel.

2. The PIO creates warning messaging in alternate languages appropriate to County residents (e.g. Spanish, Hindi).

3. Cabarrus Health Alliance will request de-identified data from emPower to identify individuals that may require additional warning.

4. Public schools, Atrium Health Cabarrus, medical facilities, and other special warning locations are notified by the mass notification system, emergency personnel at the County Warning Point and/or by local emergency management personnel.

IV. DIRECTION AND CONTROL

A. The Chairman of the Board of County Commissioners or his/her designee has the authority to direct and control the County warning system.

B. The Sheriff is designated as the County Warning Coordinator and will follow established County warning procedures.

V. ADMINISTRATION AND LOGISTICS

A. In the event that the primary EOC is not functional, the Emergency Management Coordinator activates an alternate EOC and notifies the Board of County Commissioners of this change. Transportation is provided to any County Commissioner(s) that cannot reach the EOC location.

B. Order of Succession for Notification and Warning:

1. Emergency Management Director

2. County Manager

3. Deputy County Manager

4. Assistant County Manager(s)

C. Order of succession for departments and agencies that support notification and warning are in accordance with their internal standard operating procedures.

APPENDIX 1 TO ANNEX C
EAS

I. PURPOSE

This appendix provides instructions and procedures for designated County government officials to follow in the dissemination of emergency alert and warning information and protective action instructions to the citizens of the County utilizing the Emergency Alert System (EAS).

II. SITUATION AND ASSUMPTIONS

A. An integrated national network for emergency warning exists. This network consists of the following components:

1. EAS: The EAS is a national public warning system composed of AM/FM radio stations, regional television broadcast stations, cable television, local industries, and other non-governmental agencies organized into a network during emergency situations.

2. The Integrated Public Alert & Warning System (IPAWS) is FEMA's national system for local alerting that provides authenticated emergency and life-saving information to the public.

B. Assumption

1. The County has the ability to utilize the EAS to disseminate emergency alerts, warnings, and protective actions to the public through coordination with the state as laid out in the North Carolina Emergency Alert System State Plan.

III. CONCEPT OF OPERATIONS

A. General

1. Federal, state, business, industry, and utility officials should promptly report emergency information and recommended protective actions to the County Warning Point. Other typical notifications include severe weather watches or warnings and any other emergency situations.

2. Emergency service personnel or others at the scene of the emergency may also report emergency warnings and recommended protective actions to the County Warning Point.

3. County government leaders determine when to disseminate emergency alerting, warning and protective action instructions using the EAS.

4. The Emergency Management Director determines whether an emergency situation requires activation of the EAS procedure and when it should be terminated.

B. EAS Activation Procedure

1. The Emergency Management Director is notified of an emergency by the County Warning Point.

2. The Emergency Management Director determines if an alert is needed.

3. The Emergency Management Director selects the appropriate event code and composes an EAS compliant message in accordance with the Alert Standardizations Checklist.

4. The Emergency Management Director delivers the message to the state using the NC Sparta/Web EOC or directly to IPAWS-OPEN in Common Alerting Protocol (CAP) format, which is required for IPAWS dissemination.

5. The State distributes the message to EAS participants within the affected area. IPAWS-OPEN will also deliver authenticated messages to industry alert disseminators.

6. The EAS participants interrupt normal programming to present the message to the public.

C. EAS Alert Standardization Checklist

1. Determine the appropriate event code.

2. Compose an English message that:
   - Includes the source of the message.
   - Describes the threat or event.
   - States the location affected.
   - Advises the protective action for the public to take, when they should act, how to accomplish this action, and how the action will reduce impacts.
   - Includes when to expect the threat to end and/or further information.
   - Does not exceed the 1,800-character limit.

3. If desired, create the same message in Spanish.

4. If appropriate and compatible with software, include an audio attachment (2 minutes maximum) and/or URL.

IV. DIRECTION AND CONTROL

A. The Emergency Management Director, or his/her designee, has the authority to direct and control the notifications and warnings.

B. The Sheriff is designated as the County Warning Point Coordinator and follows established County warning procedures.

APPENDIX 2
TO ANNEX C
WEAs

I. PURPOSE

This appendix provides instructions and procedures for designated County government officials to follow in the dissemination of emergency alert and warning information and protective action instructions to the citizens of the County utilizing Wireless Emergency Alerts (WEAs).

II. SITUATION & ASSUMPTIONS

A. Situation

1. Wireless Emergency Alerts (WEAs) are short emergency messages from authorized public alerting authorities that can be broadcast from cell towers to any WEA-enabled mobile device in a locally targeted area.

2. The Integrated Public Alert & Warning System (IPAWS) is FEMA's national system for local alerting that provides authenticated emergency and life-saving information to the public.

B. Assumption

1. The County has the ability to utilize WEAs to disseminate emergency alerts, warnings, and protective actions to the public through designated software vendors.

III. CONCEPT OF OPERATIONS

A. General

1. Federal, state, business, industry, and utility officials should promptly report emergency information and recommended protective actions to the County Warning Point. Other typical notifications include severe weather watches or warnings and any other emergency situations.

2. Emergency service personnel or others at the scene of the emergency may also report emergency warnings and recommended protective actions to the County Warning Point.

3. County government leaders determine when to disseminate emergency alerting, warnings, and protective actions instructions using WEAs.

4. The Emergency Management Director determines whether an emergency situation requires activation of the WEA procedure and when it should be terminated.

B. WEA Activation Procedure

1. The Emergency Management Director is notified of an emergency by the County Warning Point.

2. The Emergency Management Director determines an alert is needed.

3. The Emergency Management Director accesses vendor software.

4. The Emergency Management Director composes a 90- and 360-character CAP compliant message in accordance with the Alert Standardizations Checklist.

5. The Emergency Management Director selects the geo-targeted area to receive the message.

6. The Emergency Management Director sends the alert to IPAWS-OPEN where the source and message are authenticated.

7. IPAWS-OPEN transmits the message to wireless providers.

8. Wireless providers broadcast the alert to mobile devices within the targeted area.

C. WEA Alert Standardization Checklist

1. Determine the appropriate event code.

2. If supported, select the geo-targeted boundaries.

3. Compose a 90- and 360-character English message that:
   - Includes the source of the message.
   - Describes the threat or event.
   - States the location affected.
   - Advises the protective action for the public to take, when they should act, how to accomplish this action, and how the action will reduce impacts.
   - Includes when to expect the threat to end and/or further information.

4. If desired, create the same message in Spanish.

5. If appropriate, include a phone number and/or URL.

IV. DIRECTION AND CONTROL

A. The Emergency Management Director or his/her designee has the authority to direct and control the notifications and warnings.

B. The Sheriff is designated as the County Warning Point Coordinator and follows established County warning procedures.

ANNEX D
EMERGENCY PUBLIC INFORMATION

Primary Agencies

- PIO (Communications and Outreach)

Support Agencies

- Board of County Commissioners
- CHA
- Consolidated Human Services Agency
- County Manager
- Emergency Management
- Municipal Fire Departments
- NGOs
- Sheriff's Office
- Sheriff's Office – Communications Division

I. PURPOSE

This annex provides guidance on preparation and distribution of emergency information to the public during emergency situations.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. During emergency situations, the public needs detailed information regarding protective actions they should take to minimize loss of life and property. The rapid onset of an emergency, such as a tornado or hazardous material release, limits the warning time available.

2. Emergency Management personnel use official County communication channels, including the County website, mass notification system, local government channel and social media, in addition to the various media outlets that serve the County; to inform the general population of an emergency situation and the actions they should take to best respond to the event. It should be noted that County social media platforms are not considered a primary means of dissemination for notifications and information.

3. In some cases, the public information system cannot react rapidly enough to properly warn the public about the hazard. For this reason, it is important that prior to the occurrence of an emergency, the public is made aware of potential hazards and the protective measures they need to know.

B. Assumptions

1. Local media outlets cooperate in broadcasting and publishing detailed emergency-related instructions to the public.

2. A severe emergency situation may disrupt digital communications, telephone service and public utilities.

3. Local and regional radio/television stations without emergency power may be off the air. If this occurs, County emergency services, such as the Sheriff's Office and volunteer (combination) fire departments, use public address systems on emergency vehicles and door-to-door sweeps to warn citizens of hazards related to the emergency.

4. The public may accept rumors, hearsay and half-truths as valid information, which may cause unnecessary fear and confusion.

5. Non-official communication channels including personal social media accounts should not be accepted as official notifications from the County.

III. CONCEPT OF OPERATIONS

A. General

1. Emergency public information efforts focus on specific, event-related information. This information generally focuses on critical topics such as warning, evacuation and shelter.

2. It is also important to keep the public informed of the general progress of events in a timely manner.

3. The PIO and Emergency Management report the facts of the hazard as accurately as possible and provide recommendations concerning necessary protective actions.

4. Rumor control is a major aspect of the information program.

5. The PIO acts quickly to correct erroneous information wherever discovered, but especially any incorrect reports that originate from the media.

B. Execution

1. The PIO and the Emergency Management Director develop and conduct public education and information programs to increase public awareness of potential hazards and the steps citizens should take to protect themselves.

2. The PIO prepares emergency public information documents addressing major emergencies and maintains these base documents on file for use.

3. When an evacuation is imminent, the PIO responds to public inquiries and prepares new or modified public announcements.

4. The PIO prepares all news releases and public information disseminated at the County level.

5. The PIO coordinates locations and times for press briefings and releases.

6. A media/press briefing room will be established at the Sheriff's Office or Governmental Center. Media representatives (i.e., reporters, photojournalists, etc.) are not permitted in the EOC without the expressed permission of the Emergency Management Director. If allowed to visit the EOC, media representatives are escorted at all times by the PIO or the assistant PIO.

7. Additional personnel to support the PIO come from different County government departments and agencies, as needed. The heads of those departments and agencies detail and reassign individuals to temporary duties.

8. The PIO coordinates a telephone bank to assist County residents in reporting and responding to problems associated with an emergency situation, as necessary. Personnel to operate these telephones come from County government departments.

9. The PIO will work to establish a JIC/JIS, monitor the NCEM crisis information management system and provide a PIO to the incident scene as requested.

IV. DIRECTION AND CONTROL

A. The County Manager or Emergency Management Director approves all press releases prior to dissemination.

B. The PIO operates from the EOC and a media/press area located outside of the EOC.

C. The PIO provides the public and the media with information on new developments affecting emergency management in the County. The PIO also utilizes other types of programs to increase awareness of emergency management and response, such as web- and social media-based campaigns, lectures or presentations on emergency preparedness, distributing educational brochures and developing programs for the local government channel.

APPENDIX 1 TO ANNEX D MESSAGE CONTENT

I. PURPOSE

This appendix provides instructions and procedures for designated County government officials to follow in the design of emergency public information (EPI) messages to prevent milling when distributed to the citizens of the County.

II. SITUATION & ASSUMPTIONS

A. Situation

1. Effective EPI messages provide the public with accurate, timely, and useful information and instructions throughout the emergency period.

2. Warnings and protective action instructions minimize the potential loss of lives, livelihoods, and property during emergency situations.

3. Milling describes what occurs when people are confused and unsure of emergency public information validity. This lack of confidence leads citizens to pursue information regarding an incident through additional outlets.

4. There are key elements of message content and style that will decrease the potential for milling and protective action delays.

B. Assumptions

1. Milling will delay the acceptance of warnings and participation in protective actions.

2. Milling can result in the acceptance of rumors, hearsay, and half-truths as valid information, which may cause unnecessary fear and confusion.

II. CONCEPT OF OPERATIONS

A. General

1. EPI messaging efforts focus on specific, event-related information. These messages generally focus on critical topics such as warning, evacuation, and sheltering.

2. It is important to keep the public informed of situational changes and event updates throughout the duration of an emergency.

3. Proper message content and style is essential to crafting effective EPI messages.

B. Message Content Guidelines

1. Source - Use local, familiar, and trusted sources. Do not use acronyms.

2. Hazard – Provide the name of the hazard for which the message is being sent. Be as specific as possible about the threat affecting the citizens.

3. Hazard Impact – Describe the impacts that may occur because of the threat and the reasons a person should follow protective action guidance.

4. Location – Use familiar landmarks and known boundaries in addition to city/county names. Locations can also include where people should evacuate to if needed.

5. Protective Action Guidance – Tell people what they can do to protect themselves and/or minimize damage. Be specific and instructive on how and when actions need to be taken.

6. Expiration Time – Include an expiration time for the emergency event if known. If not known, include directions as to where the citizens can get more information and how they will be notified that conditions are safe.

C. Message Style Guidelines

1. Use Clear Language – Do not include technical terms, acronyms, or unfamiliar concepts. Deliver information using instructive plain language.

2. Add Certainty – Use authoritative language regarding the threat. Relay information about the threat, impact, and protective actions with as much certainty as possible.

3. Be Specific – Content should include specific details to offer information in a way that enables decision-making.

4. Be Consistent – Ensure messaging is consistent both internally and externally. Do not contradict your message's content across differing dissemination methods.

III. DIRECTION AND CONTROL

A. The Emergency Management Director or the County Manager approves all EPI prior to dissemination.

B. The PIO prepares all emergency public information messages.

ANNEX E
LAW ENFORCEMENT

Primary Agencies

- Sheriff's Office

Support Agencies

- Emergency Management
- Municipal Law Enforcement
- State Highway Patrol

I. PURPOSE

This annex provides guidance for crime prevention, maintenance of law and order, and traffic control during emergency situations.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. Law enforcement agencies must expand their operations to provide the increased protection and support required during emergency conditions.

2. Numerous federal, state, and county law enforcement agencies are available through mutual aid agreements to support local law enforcement agencies within the County.

B. Assumptions

1. Activities of local law enforcement agencies increase significantly during emergency operations.

2. Adequate law enforcement resources and services are available through existing mutual aid agreements.

3. Local law enforcement agencies obtain additional support from state and federal agencies when all the local capabilities committed are not sufficient to control the situation.

III. CONCEPT OF OPERATIONS

A. Emergency law enforcement operations are an expansion of normal functions and responsibilities.

B. These responsibilities include maintenance of law and order, traffic control, crowd control, and area security.

C. Law enforcement activities remain under the control of the senior law enforcement officer for the jurisdiction in which the emergency operation is taking place. The Sheriff's Office is this authority within the County.

D. Records vital to law enforcement functions are protected during emergency situations.

E. Law enforcement agencies within the County are responsible for directing emergency response operations within their jurisdictions. They develop and maintain mutual aid agreements with surrounding law enforcement agencies. During emergency response operations, these agencies ensure that the following actions are taken:

1. Maintain current internal notification/recall rosters and communications systems.

2. Assist in warning and notifying the local population of an impending or existing emergency situation. Provide specific information on emergency situations to emergency services, key officials, and special locations such as schools, hospitals, nursing homes, etc.

3. Conduct law enforcement operations within jurisdiction during the emergency period.

4. Coordinate additional law enforcement support with other municipalities within the County, other counties, and the SHP during response operations. If the situation requires National Guard support, request this support through the Emergency Management Director.

5. If needed, provide a representative to the EOC to assist with law enforcement coordination.

6. Provide transportation resources for critical emergency personnel and equipment, as necessary.

7. Conduct traffic control to facilitate the movement of evacuees to shelters.

8. Provide security for the damaged/evacuated area(s) and critical facilities. Control access to and movement within these areas.

9. Provide security for reception centers, shelters, feeding facilities, and the CRDP during emergency operations. If SNS medications are deployed to the County, be prepared to escort movement of these supplies and provide security and crowd control at the dispensing sites.

10. Municipal law enforcement agencies serve as the lead agency for the activation and coordination of land search operations within their jurisdictions.

IV. DIRECTION AND CONTROL

A. The Sheriff is responsible for the direction and control of law enforcement activities during emergencies.

B. The Sheriff or his designee are part of the Operations Group in the EOC and coordinate law enforcement operations from the EOC during emergency situations.

C. The municipal Chief(s) of Police direct law enforcement operations in their respective municipalities and coordinate these operations with the other law enforcement agencies in the County.

V. CONTINUITY OF GOVERNMENT

A. Order of Succession:

1. Sheriff

2. Chief Deputy

3. Operations Captain

B. Order of succession for departments and agencies that support law enforcement are in accordance with their internal standard operating procedures.

ANNEX F
FIRE PROTECTION

Primary Agencies

- Fire Services
- Volunteer (Combination) Fire Departments

Support Agencies

- Emergency Management
- EMS
- Municipal Fire Departments
- PIO (Communications and Outreach)
- Sheriff's Office

I. PURPOSE

This annex describes the coordination of fire protection activities during emergency situations.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. Fire prevention and fire-fighting present hazards to both fire service personnel and citizens.

2. These hazards become more significant during emergency situations, especially during civil disturbances and hazardous materials accidents.

B. Assumptions

1. Fire service personnel and equipment are able to cope with most emergency situations through the use of existing mutual aid agreements.

2. When additional support is required, the County Fire Marshal requests assistance from state and federal agencies.

III. CONCEPT OF OPERATIONS

A. During emergency situations, fire departments use normal equipment, manpower, and procedures to respond to incidents. Should these units need additional support or special equipment, they request these items through their chain of command.

B. In a response to an emergency situation that involves different emergency services (e.g., fire, rescue, law enforcement, etc.), the Incident Commander or Unified Command coordinates all units, regardless of service.

C. If a fire or threat of fire exists during an emergency, the Fire Chief or a designee of the district affected becomes the Incident Commander. The Incident Commander coordinates all activities on-site and remains in contact with the EOC. The initial Incident Commander is the ranking fire officer from the affected area.

D. The local fire services and the NC Forest Service establish a unified command when a wildland fire threatens structures.

E. If no fire or threat of fire exists, the Chiefs of emergency services on the scene determine incident command or to utilize unified command. Normally, the agency with the most involvement in the emergency response operation assumes command at the site.

F. Under the provisions of the North Carolina Hazardous Material Right-to-Know Law, local Fire Chiefs survey facilities within their jurisdictions to identify types and volumes of hazardous materials located there. Emergency Management maintains this data for all the facilities through E-Plan within unincorporated parts of the County. Fire service leaders use this information to develop response plans for hazardous materials accidents within the district.

G. Emergency Management acts as the administrator to E-Plan and approves fire departments access to E-Plan and their local facility emergency response plans.

H. The LEPC has the responsibility for the development of the County response plan for a hazardous material release.

I. When responding to a situation involving hazardous materials, the fire departments take all necessary precautions to protect fire service personnel and the other emergency workers involved at the site. The units responding observe department standard operating procedures and react based on their level of training for that type of event.

J. The facility using the hazardous material or the company transporting such material provides the initial alert that a release of hazardous material has occurred. The facility or company involved notifies the 911 communications center and gives the type and quantity of the material released, if known. As the emergency response develops, emergency services personnel on the scene determine the amount and extent of the release and confirm identification of the material released.

IV. DIRECTION AND CONTROL

A. Direction and control of local volunteer (combination) fire departments is supervised by the County Fire Marshal, based on guidance provided from the executive branch of the local government.

B. Each volunteer (combination) fire department in the County exercises control over its personnel through internal policy.

C. The County Fire Marshal coordinates fire services in an emergency situation. The County Fire Marshal utilizes mutual aid agreements with local units and then requests assistance from NCEM through the State Emergency Response Team (SERT).

D. The County Fire Marshal is part of the Operations section in the EOC. The County Fire Marshal normally coordinates fire-fighting operations from the incident command post during small-scale emergencies. During larger scale and/or countywide emergencies the County Fire Marshal coordinates operations from the EOC.

E. During emergency response operations within the County, municipal and volunteer fire departments are responsible for the following tasks:

1. Assist in warning and notifying the affected population of an existing or impending emergency.

2. Deploy fire-fighting personnel and equipment to conduct fire-fighting and other life-saving operations during emergency situations.

3. In conjunction with the County Fire Marshal, designate staging areas for mutual aid and volunteer forces responding from other areas.

4. Provide rescue and medical support operations to the community during emergency operations.

5. Provide personnel and equipment to support public warning and traffic control missions.

6. Support the evacuation of extended care facilities and those with functional needs, as the situation permits.

7. Prevent fires or further damage from fires within evacuated areas.

8. Assist in debris clearance for emergency access to damaged areas.

9. Assist search and rescue operations. Along with other emergency services, be prepared to conduct or assist in rescue operations of lost individuals and injured/entrapped victims during emergency operations, to include water, low/high angle, trench, and confined space rescues.

10. Be prepared to conduct victim recovery.

V. CONTINUITY OF GOVERNMENT

A. Order of Succession:

1. County Fire Marshal

2. Emergency Management Director

3. Assistant County Fire Marshal(s)

B. Order of succession for departments and agencies that support fire protection are in accordance with their internal standard operating procedures.

ANNEX G
EMS

Primary Agencies

- EMS

Support Agencies

- Atrium Health Cabarrus
- Cabarrus Health Alliance
- Emergency Management
- Fire Services
- Medical Examiner's Office
- Municipal Fire Departments
- Sheriff's Office – Communications Division
- Volunteer (Combination) Fire Departments

I. PURPOSE

This annex provides information on employment of EMS during emergency situations.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. Emergency situations can endanger the health and safety of citizens and emergency responders.

2. A well-planned medical services support network is essential during emergency situations.

B. Assumptions

1. A large-scale event increases demands on hospitals, medical facilities, and emergency medical transport services.

2. EMS personnel are trained to respond to a variety of injuries and other medical problems.

3. Many injuries, both minor and relatively severe, will be self-treated by the public.

4. People other than medical personnel will transport many casualties to medical facilities.

5. The EMS Director coordinates for additional resources through mutual aid agreements with area and regional medical services.

6. When local resources can no longer meet the demand of the situation, the Emergency Management Director contacts state agencies to provide additional resources.

7. A widespread disaster may affect large areas of the County and disrupt EMS support.

8. Medical facilities and other resources may be damaged, destroyed, or unavailable.

III. CONCEPT OF OPERATIONS

A. EMS emergency response operations are an extension of normal EMS duties.

B. EMS provides field medical care as needed during emergency situations.

C. EMS also coordinates medical evacuation of casualties.

D. EMS units are prepared to respond to all situations. This includes mass casualty situations at multiple locations.

E. Volunteer (combination) fire departments assist EMS units with casualty treatment and evacuation.

F. During mass casualty incidents, EMS operates areas to conduct patient triage and treatment, holding areas for casualties awaiting treatment, and transportation loading areas.

G. An EMS leader will be located at the incident command post to coordinate responding medical units and establish communication links with hospitals and the EOC. This leader controls all EMS assets responding to the emergency. Transfer of authority on-scene is in accordance with established ICS procedures.

H. The EMS Director, in cooperation with the Emergency Management Director, maintains and enhances SOG's to guide EMS personnel involved with radiological and hazardous materials incidents. This SOG addresses personnel safety procedures and the treatment and handling of casualties contaminated during the incident.

IV. DIRECTION AND CONTROL

A. The EMS Director, or their designee, initially directs and controls EMS operations from the EOC.

B. The EMS Director, or their designee, is assigned to the Operations Section in the EOC.

C. The senior EMS leader on the scene assumes direction and control of units responding to the emergency situation.

D. Should the EMS Director, or their designee, move forward to control operations at the emergency response site, a replacement at the EOC is assigned.

E. The EMS Director, or their designee, maintains communications with all EMS units in the field and keeps the Emergency Management Director informed of all activities.

F. The EMS Director or their designee coordinates for additional personnel and equipment needed with the Emergency Management Director.

V. CONTINUITY OF GOVERNMENT

A. Order of Succession:

1. EMS Director
2. Assistant EMS Director
3. EMS Shift Supervisor

B. Order of succession for departments and agencies that support EMS are in accordance with their internal SOG.

ANNEX H
FUTURE EXPANSION

Future Expansion.

ANNEX I
PUBLIC WORKS

Primary Agencies

- IAM

Support Agencies

- Active Living and Parks
- Emergency Management
- IAM – Sustainability – Solid Waste
- Municipal Public Works
- WSACC

I. PURPOSE

This annex describes the actions necessary to provide essential public works services during an emergency situation.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. In non-emergency periods, the role of IAM is the maintenance of County-owned/leased buildings and grounds, County vehicle fleets, generators, and other equipment.

2. IAM maintains the grounds for all County recreation facilities.

3. Essential County government facilities should remain open during emergency situations. Any damage to these facilities or the entry and exit routes to them must be repaired or contained to permit the staff to conduct recovery operations and resume normal operations.

4. There is frequently an immediate need for manpower and equipment to remove obstructions or debris from roads and government facilities.

5. The municipalities within the County that have public works capabilities conduct similar tasks to restore services. The County may call upon these agencies to assist in response and recovery operations during an emergency.

B. Assumptions

1. IAM has a limited capability to repair damage, restore utilities, and remove debris at County government facilities.

2. Emergency Management has identified potential sites to hold disaster debris that exceed the landfill's capacity to hold and dispose of the collected debris (see DDMP for details).

III. CONCEPT OF OPERATIONS

A. During emergency situations, IAM continues its normal duties and expands its support to provide the necessary services to the County agencies responding to the emergency.

B. IAM is prepared to operate and repair all power generation equipment, provide recovery and repair of County vehicles damaged during emergency response operations, and repair and modify facilities to meet emergency requirements. This includes shelter sites as needed.

C. IAM provides support for emergency response agencies and coordinates with the Finance Department and local businesses to provide the materials, equipment, and labor necessary to accomplish the required tasks. As needed, the IAM Director requests additional support from local municipalities through the Emergency Management Director.

D. The Environmental Manager organizes the landfill to receive the incoming debris and ensures that no hazardous waste is included in the debris brought to the site. The landfill staff identifies a separate area for hazardous materials and clearly marks it for incoming traffic. The County has identified additional debris sites which are listed in the DDMP. The Emergency Management Director provides for additional personnel and equipment support to dispose of the debris quickly and safely.

E. The IAM Director notifies the Emergency Management Director when County resources are inadequate for the mission(s) at hand.

F. The Emergency Management Director requests assistance from other response organizations and from NCEM.

G. Each municipality serves its own community during the initial response to the emergency. When municipal capabilities are exhausted, additional support is requested under existing mutual aid agreements. If needed, the Emergency Management Director can assist these operations by requesting state or federal assistance.

H. The State of North Carolina maintains state roads within the County and keeps these routes clear during emergency situations. NCDOT clears and removes debris on the rights-of-way on state roads.

I. Within the municipalities in the County, there is a mixture of state-maintained roads and city/town-maintained streets and roads. The County and municipalities coordinate agreements with the NCDOT to specify responsibility for debris removal and repair of these roads.

J. The EOC provides information and coordinates with the NCDOT to clear critical roadways and other areas to provide access for emergency vehicles if needed to respond to specific situations.

IV. DIRECTION AND CONTROL

A. When notified of an emergency situation, the IAM Director determines the IAM resources required for the response and alerts appropriate personnel.

B. The IAM Director, or their designee, operates initially from the EOC and is assigned to the Logistics Section.

C. The Environmental Manager controls disposal operations at the County landfill.

D. The IAM Director controls maintenance activities during emergencies. The IAM Director maintains direct communication with maintenance and other repair teams at all times.

E. The Assistant IAM Director or the individual designated by the IAM Director coordinates control of on-site maintenance and debris removal.

F. Within the limits of the City of Concord, control of on-site maintenance and debris removal should be in accordance with the city's debris management plan

G. Within the limits of the City of Kannapolis, control of on-site maintenance and debris removal will be coordinated by the city's Director of Transportation and Environmental Services.

H. The NCDOT County Road Supervisor controls debris removal on state roadways.

V. CONTINUITY OF GOVERNMENT

A. Order of Succession (IAM):

1. IAM Director
2. Assistant IAM Director
3. Building Maintenance Supervisor
4. Grounds Maintenance Supervisor

B. Order of Succession (Landfill):

1. Landfill Supervisor
2. Automotive Mechanic
3. Lead Heavy Equipment Operator

C. Order of succession for departments and agencies that support public works are in accordance with their internal standard operating procedures.

ANNEX J
PUBLIC HEALTH SERVICES

Primary Agencies

- Atrium Health Cabarrus
- CHA

Support Agencies

- Board of County Commissioners
- Emergency Management
- EMS
- Medical Examiner
- Partners Health Management
- Sheriff's Office

I. PURPOSE

This annex provides guidance for the protection of public health during emergency situations.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. CHA is the public health authority for the County.

2. Emergency situations can create a variety of public health problems. Depending on the nature of the incident, problems may include the spread of communicable diseases, contamination of food and water supplies, and widespread injuries.

3. The lack of medical assistance and the stress of the situation may cause an increase in general health and behavioral health problems.

4. A well-coordinated health support network is essential during emergency situations.

5. Emergency response operations may require an expansion of services provided by CHA and supporting agencies.

6. Health services agencies must be prepared to meet an array of threats to public health. Of particular concern are the hazards caused by the release of toxic or hazardous materials and the resulting contamination of the air, water, or soil over a large area.

B. Assumptions

1. A large-scale emergency increases the demands on health services personnel and resources.

2. Citizens will administer first aid and self-treat many types of injuries regardless of severity.

3. Resources are available through area and regional medical, behavioral, healthcare, and mortuary services mutual aid agreements.

4. The Emergency Management Director requests assistance from state and federal agencies when local resources can no longer meet the demands of the situation. If necessary, state or federal agencies may assume control of the response.

5. A widespread disaster could affect large areas of the County and disrupt, damage, or destroy public health services and resources.

III. CONCEPT OF OPERATIONS

A. General

1. Emergency operations for public health services are an expansion of normal agency and facility duties.

2. Coordination between public health officials and medical providers is required for emergency operations readiness.

B. Public Health

1. The primary concern of public health services is disease control.

2. CHA implements effective environmental health, nursing, and related services to minimize the occurrence and spread of disease. This service is unique to County government, which provides this service to the municipalities within the County.

3. As necessary, CHA personnel conduct inspections of emergency shelters to determine the need for emergency repairs, pest control, sanitation, or other protective procedures.

4. As necessary, CHA inspectors examine and test private water supplies in close proximity to flooded areas or a hazardous materials release. CHA staff identifies areas that may need mandatory inspection during pre-emergency planning and respond to requests for water testing from residents as needed.

5. The Public Health Director of the CHA makes recommendations for immunizations or other preventive measures during emergency response operations.

C. Pandemic Planning

1. CHA employs its Pandemic Influenza Plan when the Public Health Director determines it is needed or is advised to do so by the NCDHHS or the United States Department of Health and Human Services.

2. The CHA Pandemic Influenza Plan guides the preparation for and response to a pandemic influenza outbreak in the County.

3. The Pandemic Influenza provides guidance to the County, CHA, and County/regional partners regarding detection, response, and recovery from an influenza pandemic. This plan can be modified to react to pandemic disease events of varying magnitude.

4. During a pandemic disease event within the County, CHA focuses its efforts on the health and safety of the citizens of the County. The objectives of this effort are to reduce mortality, reduce morbidity, and minimize social disruption.

5. The Pandemic Influenza Plan supplements the EOP and the CHA All-Hazards Plan. The Pandemic Influenza Plan identifies the coordinating and cooperating agencies involved in preparedness for a pandemic ~~flu~~ event and their respective response roles in the event of a pandemic.

D. Strategic National Stockpile (SNS)

1. CHA is responsible for the use of the SNS.

2. The SNS consists of medications, vaccines, and medical equipment to be used in response to an incident involving an attack using biological or chemical agents.

3. The SNS is pre-positioned in the region and is used only when local/regional resources have been expended. If necessary, additional SNS supplies may be sent to the County to supplement current stocks.

4. CHA manages the reception, storage, and employment of the SNS.

5. Upon activation, CHA personnel organize one or more dispensing sites in the County.

6. At the point(s) of dispensing, County residents are given the vaccinations or medications and necessary supplemental information.

E. Mental Health

1. The County is required to provide mental health care for County residents.

2. The County has a contract with Partners Health Management to obtain mental health care for residents who need assistance. This support continues during emergencies.

3. Partners Health Management links disaster victims to mental health service providers at shelter sites and other locations throughout the County, as necessary. Partners Health Management locates space in mental health facilities for victims needing critical behavioral health care.

4. The on-call administrator at Daymark Recovery Services (phone: 866-275-9552) coordinates the deployment of in-person or virtual providers to emergency shelters.

F. Mortuary Services

1. During an emergency, the County establishes a central morgue site to collect and process human remains.

2. The County mortuary efforts are supported by the morticians in the area, who also provide the initial supply of the items needed to handle these tasks.

3. Emergency Management maintains a roster of the funeral directors available for this mission.

4. A mass fatality event would require additional Medical Examiner support. OCME maintains the North Carolina Medical Examiner System, a network of over 300 medical personnel throughout North Carolina who investigate deaths of a suspicious, unusual, or unnatural nature.

5. The Emergency Management Director requests North Carolina Medical Examiner System support through Office of the Chief Medical Examiner.

6. OCME assigns personnel to support the County.

7. When activated, the Medical Examiner (ME) develops procedures to recover, identify, and register fatalities during emergency situations.

8. The ME determines the cause of death and releases the remains and personal effects to proper representatives.

9. The ME issues death certificates and supervises the location and transportation of remains.

10. The ME identifies the resources needed to establish an adequate morgue system in the event of mass fatalities.

11. The ME, in conjunction with the State Office of Emergency Management, directs the expansion of any fixed and temporary morgue capability.

12. The ME, in conjunction with the State Office of Emergency Management, coordinates with EMS, funeral directors, ambulance services, pathologists, American Red Cross – Southern Piedmont Chapter, dentists, X-ray technicians, and law enforcement agencies to provide support to mortuary operations, as needed.

13. If needed, the ME, in conjunction with the State Office of Emergency Management, requests assistance from a DMORT through the EOC. The Emergency Management Director requests this support through NCEM.

IV. DIRECTION AND CONTROL

A. The Public Health Director of CHA is part of the Operations Section in the EOC.

B. The Public Health Director, or their designee, coordinates all medical-technical aspects of the County emergency response under the supervision of the Emergency Management Director.

C. The Public Health Director normally directs operations from the EOC. If the Public Health Director is not available, a representative from CHA represents the agency in the EOC.

D. The Medical Examiner controls all activities connected with identification of the deceased and mortuary services. The OCME may assume control of this activity if necessary.

E. The Public Health Director maintains communications with all CHA teams or sites around the County keeping the EOC informed of all activities, personnel, and equipment.

F. Additional resources are requested through the Emergency Management Director.

G. CHA directs the administration and use of the SNS, when needed. The Public Health Director controls and directs the medical-technical use of the SNS, in accordance with federal guidance. SNS Operations are coordinated with the Emergency Management Coordinator.

V. CONTINUITY OF GOVERNMENT

A. Order of Succession (Public Health Services):

1. CHA Public Health Director
2. CHA Deputy Health Director
3. CHA Chief Technology Office

B. Orders of Succession (Mortuary):

1. Local Medical Examiner
2. OCME Medical Examiner
3. Assistant OCME Medical Examiner

C. Order of succession for departments and agencies that support public health services are in accordance with their internal standard operating procedures.

ANNEX K
EVACUATION AND TRANSPORTATION

Primary Agencies

- Board of County Commissioners
- PIO (Communications and Outreach)
- CCTS
- EMS
- Emergency Management
- Sheriff's Office

Support Agencies

- American Red Cross – Southern Piedmont Chapter
- Cabarrus County Schools
- CHSA
- County Manager
- Fire Services
- Kannapolis City Schools
- Sheriff's Office – Communications Division

I. PURPOSE

This annex provides guidance for the orderly, coordinated evacuation of the population during an emergency situation.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. Emergency situations may require evacuation of all or part of the population of the County. A hazardous materials release, major fire, or other localized incident may require a small-scale evacuation. A widespread emergency situation could require an evacuation on a larger scale, requiring the cooperation and combined resources of the County and the municipalities.

2. Emergency Management has completed a hazard analysis that identifies the types of threats and the areas in the County that are most vulnerable to these threats.

3. Large-scale emergencies may necessitate the rapid evacuation of hospitals, nursing homes, and non-ambulatory populations. These facilities and populations within the County may require extra evacuation assistance.

4. An evacuation may require substantial public and private resources for transportation, communications, and traffic control.

B. Assumptions

1. Sufficient warning time will normally be available to evacuate the threatened population.

2. The principal mode of transportation for evacuations will likely be privately owned vehicles (POV).

3. Particular areas of the County or special populations within the County will need additional time and resources to accomplish an evacuation.

4. The public will receive and understand official information related to evacuation.

5. The public will act in its own interest and will evacuate dangerous areas promptly when advised to do so.

6. If there is sufficient advanced warning, some residents may evacuate prior to being advised to do so by public officials.

7. Most evacuees will seek shelter with relatives or friends rather than accept public shelter.

8. Some residents may refuse to evacuate regardless of warnings.

9. Some people will lack transportation. Others who are ill or disabled may require vehicles with special transportation capabilities to move them to a shelter.

III. CONCEPT OF OPERATIONS

A. General

1. Local government has the responsibility and authority to order an evacuation.

   a. If only one municipality in the County is to be evacuated, the Mayor issues the order.

   b. If the evacuation involves more than one jurisdiction or an area outside of a municipality, the Chairperson of the Board of County Commissioners or his/her designated elected representative issues the order.

2. The Emergency Management Director monitors the progress of the evacuation and modifies the planned evacuation as the situation develops.

3. The County maintains continuous operations during emergency situations.

B. Specific

1. Movement Control and Guidance

   a. The conditions at the time of the emergency determine the size and scope of the evacuation.

   b. Traffic movement during evacuation follows designated routes directed by law enforcement personnel at traffic control points. The evacuation area will include at least two designated exit routes. One lane of each route is kept open to permit passage of emergency vehicles.

   c. Evacuation traffic follows the exit routes to the designated reception areas and shelters within the County and adjacent counties if necessary.

   d. Emergency response personnel ensure that the route remains clear for traffic and will move any vehicles experiencing mechanical problems during the evacuation off the roads.

Emergency response personnel and vehicles will pick up stranded evacuees or direct other evacuees to transport stranded evacuees to the nearest shelter, if resources are available.

e. State Highway Patrol (SHP) will coordinate with other agencies to move damaged or inoperative vehicles off the evacuation routes.

2. Staging Areas, Pick-up Points, and Routes

a. The Emergency Management Director determines staging areas for the emergency response personnel and equipment entering from areas outside the County. The EOC Operations Section Chief controls the arrival and release of these personnel and their equipment to the Incident Commander that needs the assistance. These mutual aid personnel and equipment will not leave the staging area without the permission of the Operations Section Chief, the Emergency Management Director, or their representative. The Emergency Management Director may delegate control of certain assets directly to the County agency that needs them and has the direction and control system in place to adequately supervise the employment of this mutual aid support.

3. Functional Needs Evacuation

a. Institutions within the County are responsible for developing procedures for evacuation of their facilities. These plans include procedures for the rapid evacuation of a facility or in-place sheltering. The evacuation plans must include the numbers and types of vehicles, the vehicles available at the facility, the total number of patients/residents at full capacity, any special needs for transportation (such as wheelchair lifts), and the medical supplies and equipment needed to assist the patients. The staff of the facility evacuate with the patients/residents and remains with them at the shelter.

b. The County and local jurisdictions make every effort to provide vehicles and personnel to assist with the evacuation. Ambulatory patients and the staff of the medical facilities in the County will be evacuated in buses or vans. Ambulances and vans will be provided for evacuation of non-ambulatory individuals, if available, but these patients may be carried in other vehicles if the situation requires it.

c. A widespread emergency will force emergency responders to prioritize evacuation efforts based on the threat to life and public safety. This may delay the evacuation of those with functional needs. The Incident Commander or his representative informs the facility staff of this and they prepare to continue care during this period.

d. The County and municipal school systems have developed evacuation procedures and routes for each school. Designated buses will be utilized for students at all facilities and for those students without their own vehicles at high schools. Schools within the danger zone for a hazardous material release have developed procedures for in-place sheltering and "walk-away" evacuations. The PIO for the respective school system and the County coordinate their

efforts and advise parents of the designated reception centers for the students. Private schools and state-licensed childcare/preschool facilities develop similar plans for their facilities.

e. During incidents involving hazardous material release or criminal activity at or near the school, parents will not be allowed to enter the area and pick up their children. Law enforcement personnel on the scene will prevent personnel not involved in the incident response from entering the area or disrupting the evacuation.

f. The PIO will provide a telephone number(s) to the public for physically handicapped or disabled persons without transportation. The CCTS Transportation Manager will arrange pick-up of these individuals and move them to a shelter or reception area. CHSA and Emergency Management will advise the CCTS Transportation Manager of individuals known to need transportation assistance.

g. The CCTS Transportation Manager will ensure that all vehicles are ready for operations and have sufficient drivers for continuous operations. As necessary, the CCTS Transportation Manager will coordinate with the EOC for additional drivers, vehicles, maintenance and recovery support, fuel, and maps.

h. The detention center (jail) within the County has developed procedures for the relocation of prisoners to jails outside of the threatened area. These plans include procedures for secure transport of prisoners when prison system vehicles are not available for the task.

i. The Sheriff's Office or municipal police department(s) coordinate evacuation from County parks and recreation areas. County representatives routinely advise the Emergency Management Director of any scheduled special events that may draw crowds to the parks or recreation areas.

j. Businesses within the County that have large numbers of employees are responsible for developing plans for the evacuation of their employees during emergencies.

4. Emergency Public Information

For other emergencies, warnings to the public and information concerning evacuation will be broadcast over the emergency alert system (EAS) network, WEA, mass notification system, social media and by emergency vehicles equipped with sirens, warning lights, and loudspeakers moving through the threatened areas. For localized evacuations, emergency responders will provide warning and evacuation instructions door-to- door in the affected area.

5. Re-entry

a. The trigger for re-entry of evacuated areas will be different for each type of incident.

b. The decision to re-enter will be based off information provided by subject matter experts, public health authority, utility providers, and environmental authorities among others.

c. Re-entry will not commence until:

- An assessment of the evacuated area has been completed.
- Restoration of services to an evacuated area are deemed adequate to enable safe, sustainable living.

d. The PIO will share timely, accurate and consistent communication as to re-entry information such as:
   - How and when re-entry will begin
   - Transportation restrictions
   - Re-entry routes
   - Safety considerations

e. The Sherriff's Office and other law enforcement entities will provide support on re-entry traffic flow, checkpoints, and security, if required.

f. The Emergency Management Director, County Manager, Board of Commissioners and any applicable municipal authorities will determine when an evacuated area is safe for re-entry.

IV. DIRECTION AND CONTROL

A. The Emergency Management Director supervises the evacuation based on the guidance from the Board of County Commissioners and the County Manager.

B. During large-scale evacuations involving the relocation of the population from an entire municipality, the County, or several counties, the Governor may declare a State of Emergency. At that point, the Governor assumes direction and control of the situation and the SERT coordinates evacuation operations upon activation of the State EOC.

C. When an emergency situation requires timely evacuation before the EOC can be activated, the Incident Commander on the scene can call for a limited evacuation to protect public safety. Only those persons in immediate danger are moved away from the area. If the situation continues, the Emergency Management Director, in consultation with the County Manager and the Board of County Commissioners, issues the order for an evacuation.

D. An emergency situation may force evacuees to a reception area outside of the County. The County Manager appoints a representative from County government to act as a liaison between the County and the reception area government. The evacuees are subject to all the laws and ordinances of the jurisdiction operating the reception area.

ANNEX L
SHELTER AND MASS CARE

Primary Agencies

- American Red Cross - Southern Piedmont Chapter
- CHA
- CHSA
- Emergency Management

Support Agencies

- ARES
- Board of County Commissioners
- Cabarrus Arena and Events Center
- Cabarrus County Schools
- Partners Health Management
- Cooperative Christian Ministry
- EMS
- Kannapolis City Schools
- IAM
- PIO (Communications and Outreach)
- Sheriff's Office

I. PURPOSE

The purpose of this annex is to provide a basic description of shelter and mass care activities in the County following a disaster. The Cabarrus County Sheltering SOG provides a detailed description and job aids to facilitate sheltering operations in the County.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. The County is subject to a variety of natural, technological, and human-caused incidents that may result in the need for the public to evacuate their place of residence and seek shelter.

2. There are emergency situations that may require the County to provide public shelters. The County also provides shelter for evacuees from Mecklenburg County in the event of problems at MNS.

3. The County has recognized the need for a plan to facilitate a single and effective shelter concept of operations (CONOPS) to facilitate the coordinated implementation of mass care and shelter for the public.

4. A uniform and baseline CONOPS allow the County to establish a standardized approach within shelter planning and operations efforts that enable the usage of the most capable shelter facilities, reduce duplication of efforts or the over-use of limited resources, and increase operational efficiency.

5. Emergency Management and the American Red Cross – Southern Piedmont Chapter have identified and surveyed potential shelters in the County and have determined which would be appropriate to use during emergency situations.

6. The population of the County contains individuals and groups with functional needs that will require individual or special assistance during emergency situations. Shelter and mass care services to those with functional needs requires additional planning, coordination, and resources.

7. Those persons with functional needs requiring constant care and/or life support systems will require care at a medical facility.

B. Assumptions

1. County, municipal departments and agencies assume the responsibility for emergency management operations and will commit available resources to save lives and to minimize personal injury and property damage.

2. Sufficient shelter capacity exists in adjacent counties for out-of-county evacuation and these locations are available for use after coordination.

3. A high percentage of evacuees will seek shelter with friends or relatives rather than go to public shelter.

4. Any person(s) with functional needs who is self-sufficient or who has a caregiver that can provide assistance will be accepted into the shelter serving the individual, his/her family, and his/her community.

III. CONCEPT OF OPERATIONS

A. DHHS is responsible for shelter and mass care during emergencies in the state. CHSA manages mass care operations in the County. The American Red Cross – Southern Piedmont Chapter supports the shelter locations. This service is provided through written agreements between the American Red Cross – Southern Piedmont Chapter, the State of North Carolina, and Emergency Management.

B. DHHS supports County efforts with the following: arrange for shelter at DHHS institutions and transfer social services personnel to the affected area as needed. DHHS works in conjunction with the American Red Cross – Southern Piedmont Chapter, Salvation Army, and other volunteer organizations to provide care for those affected by emergency situations.

C. Public and private providers of institutional care (medical and residential) are responsible for having plans for continued care and sheltering of their patients/residents. CHSA ensures plans have been developed and Emergency Management reviews them.

D. Private and government-operated facilities caring for groups for less than 24 hours, such as daycare facilities, pre-schools, and day health facilities, are responsible for the continual care of their clients during the entire period of the evacuation. This requirement ends when the client is released to a parent or a responsible adult.

E. Private facilities with functional needs residents are responsible for the evacuation and transportation of their clients to shelters and/or medical facilities. Public and private providers of institutional care (medical and residential) remain responsible for the continued care of their patients/residents when evacuated.

F. Private facilities must plan to move patients, staff, and equipment during an emergency and use their vehicles to conduct this movement. As directed by the Emergency Management Director, CCTS provides assistance with the movement of patients, staff, and equipment from other facilities to the designated shelter locations. This support is based on the availability of vehicles and drivers.

G. Local sheltering entails a systematic approach that seeks the best and most effective shelter solution to meet the shelters need.

H. A shelter solution is implemented that requires the least amount of personnel and equipment resources to provide the most appropriate aid and comfort to the greatest number of shelter residents.

I. The County uses the following sequence of activities associated with this CONOPS:

- Triggering conditions occur.
- Determine local shelter need:
  - Determine type of facility to activate to meet shelter need.
  - Determine specific facility to activate based on impact of incident.
- Notify shelter agencies to activate local shelter(s).
- Staff and open local shelter(s).
- Notify public of local shelter(s) activation.
- Operate local shelter(s).
- Conduct shelter(s) demobilization and restoration.

1. Determine Local Sheltering Need

   a. Emergency Management along with community partners assesses the emergency in anticipation of or in response to an emergency. Upon recognition of the type of event, and the expected or actual impact, Emergency Management along with community partners determine the type of shelter needed, shelter facility/location, staffing, services, and resources required to adequately respond to the incident/event.

   b. Once the need has been established and the Emergency Management has made the determination to activate a specific shelter or shelters, the facility must be evaluated by CHA for the final approval on the site before the shelter(s) doors can be opened.

   c. Shelters will be compliant with the Americans with Disabilities Act (ADA) and follow guidelines based on best practices developed and exercised by FEMA, the American Red Cross, and other mass care service providers. Not all recommended services or resources will be available or feasible in all emergency shelters.

2. Notify Shelter Agencies to Activate Local Shelter(s)

    a. County departments and agencies tasked with shelter operations and providing support staff are notified by Emergency Management immediately after a decision has been made to activate a shelter(s).

    b. Once notification from Emergency Management is received, the County departments and agencies tasked with support initiate notification of the need to mobilize to their own staff.

    c. The mobilization of shelter operations support staff will vary depending upon the type of shelter(s) facility that is to be activated.

3. Staff/Open Local Shelter

    a. After staff is in place, the Shelter Manager conducts a briefing that includes information pertaining to the emergency, expected or actual impact on the community, and anticipated evacuee shelter needs/services.

    b. All County shelters will incorporate NIMS and ICS guidance for implementation.

    c. Once the appropriate shelter operations support staff and equipment assets have been fully activated and mobilized, the shelter formally opens to the public.

    d. All shelter staff are trained and knowledgeable of the specific functions they are responsible for as well as the organizational and command structure that is used to manage the overall shelter operation.

    e. The following shelter staff, shelter support personnel, and public safety partners may be used in support of the following functions:

        - Shelter registration and intake processing
        - Assessment and provision of functional needs support services
        - Facilitation of shelter resident reunification
        - Provision of dormitory and housing services
        - Provision of food and beverage services
        - Social and community program services
        - Health/medical support services
        - Animal/pet shelter support services
        - Law enforcement support services
        - Transportation support services
        - Management, request, and acquisition of shelter resources

4. Notify Public of Local Shelter Activation

a. As operations begin, Communications and Outreach issues notification concerning the activation of the shelter(s).

b. Notification to the public includes the status of the emergency, the community's actions, and the location and time in which the shelter facility will be available to the public for the provision of shelter services and the services provided at the selected shelter(s).

c. Notification also includes reminders to bring key items individuals with specific needs normally depend upon.

d. To reach the general population, the PIO uses various media outlets for notification through a diverse set of existing public communication capabilities and tools.

5. Operate Local Shelter(s)

a. Actual shelter activation occurs at the established time set forth by the Emergency Management.

b. Upon the completion of staff and equipment mobilization at the shelter facility, a designated Shelter Manager manages all facets of the shelter operation.

c. Shelter residents seeking shelter either self-present or arrive via transportation assistance to the shelter facility.

d. As shelter residents arrive, they are processed via a shelter registration and intake area, where their additional and/or specific needs are further noted. Information concerning the emergency status, services located at the shelter, and/or other relevant information is passed along to shelter residents as they are processed.

e. During shelter operations, activity continues to be monitored by all shelter staff on an ongoing basis. Any gaps in services or equipment are monitored, noted, and addressed through appropriate mutual aid channels.

f. Shelter staff update shelter residents of the status of the emergency and when shelter residents will be able to transition back to their homes.

g. During shelter operations, the following activities and tasks take place:

1) Shelter Registration and Intake Processing

- Set-up and implement the shelter registration and intake area equipment and support using predetermined staffing models.
- Receive and process shelter residents as they self-present at the shelter location.
- Triage any medical, functional needs, non-English speaking needs, animal/pet, and assess for any communicable diseases.
- Provide media and public information to shelter residents so they remain informed of the current emergency and the types of services that are available at the shelter location.

- Conduct a resource gap analysis and request additional mass care/emergency resources or support as needed and identified via the registration and intake processing.

2) Assessment and Provision of Functional Needs Support Services

- Provide replacement or loaned durable medical equipment if needed.
- Provide additional assistance due to limited English proficiency or functional needs.
- Provide care to individuals unable to care for themselves until reunification or other options become available.
- Support service animal areas and feeding.
- Arrange and provide resource/supplies for special dietary needs, if possible.
- Provide transportation resources, as needed.
- Provide information in alternative formats on functional needs support available and on impact area conditions and status to those in shelters and medical facilities and in the community.

3) Facilitation of Shelter Resident Reunification

- Upon registration, assist shelter residents with missing family members or friends. Record information pertaining to missing persons.
- Coordinate within shelter to determine if missing parties are already present within the existing shelter.
- Coordinate with other shelters to determine if missing parties self-presented at other shelters.
- Coordinate with law enforcement personnel to broadcast information regarding missing parties.

4) Provision of Dormitory and Housing Services

- Deploy dormitory/housing equipment to dormitory/housing space within shelter.
- Identify and support shelter residents with dormitory/housing needs and assist as needed.
- Provide public information, including situational updates to affected populations. Include a timeline for returning to their homes, if available.
- Coordinate and integrate outside mass care/emergency assistance resources in local operations as determined by need or identified resource gaps.

5) Provision of Food and Beverage Services

- Provide food and beverage services for shelter residents.
- Public Health guidelines must be adhered to at all times during shelter operations for food and beverage services.
- Deploy kitchen or catering services, including staff required to support this operation during the emergency.
- Coordinate with feeding providers for kitchen sites and support resources if any gaps are identified.
- Provide information to shelter residents on the location, hours, and process followed for the feeding schedule.

6) Social and Community Program Services

- Provide crisis counseling and referral services to long-term behavioral health resources during and after an emergency.
- Provide community information such as laundry facilities, pharmacies, employment, schools, transportation, social services, faith-based organizations, banking, financial assistance, and support groups. This will be important for shelter residents who are unfamiliar with the area in which they are currently seeking shelter and/or if their previous homes have become uninhabitable due to damage caused by the emergency.
- Direct shelter residents to social/human service agencies for replacement of identification and transfer of pre-existing benefits and services (Social Security, food stamps, driver's licenses, etc.).
- Contact local law firms and legal services organizations to seek support in donated time and services to legal clinics prior to an emergency and offer these services to shelter residents upon initiating case management at the shelter.

7) Health/Medical Support Services

- Activate health and medical services as needed to support shelter residents upon shelter activation.
- Ensure regular health department inspections of shelter and feeding sites are conducted.
- Provide information on local healthcare resources to shelter residents upon completing registration.
- Activate and use transportation resources for moving shelter residents to hospitals or other healthcare facilities.
- Request and coordinate the need for additional health/medical support services as needed.
- Coordinate and transfer medical records.

- Review medical and mortuary support system for surge capacity/needs.
- Provide expanded behavioral health support.
- Communicate regarding health issues at shelter facilities.
- Coordinate medical transport resources (for example, quantity, type, location, capacity).
- Coordinate care of service animals in shelters and/or facilities.
- Activate pharmacy support and requests.

8) Animal/Pet Shelter Support Services

- Provide technical assistance, resource coordination, and management of a variety of response activities targeted to handle animal issues prior to and during emergencies.
- Provide sheltering as available.
- Provide pet care, which may include support of owner-based pet care as available.
- Dispose of deceased animals/pets as available.
- Process abandoned and/or unclaimed animals.
- Quarantine animals identified as having infectious diseases or that have bitten people.
- Request animal/pet support as needed.
- Provide basic household pet supplies and tracking equipment.
- Initiate set-up of household pet shelters and deploy necessary resources as available.
- Support the care of service animals in shelters and/or facilities.

9) Law Enforcement Support Services

- Coordinate law enforcement operations at sites sheltering or processing shelter residents.
- Secure the perimeter, control access, and evaluate the need for a roving patrol and monitor community influence in and around shelter.
- Request and coordinate with Emergency Management regarding the need for additional security support.

10) Transportation Support Services

- Notify and activate transportation resources required for support upon activation of the shelter.
- Arrange transportation as needed for shelter residents. This may be from an emergency impact or non-emergency impact area of operations.
- Coordinate with law enforcement function concerning any road closures and traffic patterns.
- Provide return/reentry upon emergency stabilization and/or shelter demobilization.

11) Management, Request, and Acquisition of Shelter Resources

- Deploy resources based on need, type of shelter facility being activated, and functional resources present at the shelter.
- Monitor equipment usage; restock as needed.
- Identify resource shortfalls and gaps.
- Notify Emergency Management.
- Request mutual aid support through established mutual aid partners and/or NCEM.

6. Demobilization and Restoration of Local Shelter

a. Once an emergency has stabilized and shelter operations are no longer necessary, the shelter facility is deactivated and staff is demobilized.

b. Emergency Management, in conjunction with other local officials and the Shelter Manager, meet prior to the de-escalation of the emergency to determine the appropriate point at which to initiate formal demobilization of the shelter.

c. Once the need to demobilize the shelter has been established, the Shelter Manager announces the plan to demobilize to all staff.

d. Staff then informs shelter residents still present at the shelter of the plan to deactivate, which includes the time when deactivation will begin/conclude and continuation of certain services.

e. When demobilization commences, staff begin to restore the shelter facility to normal operations by breaking down functional service areas and cleaning the facility.

7. County Shelter Functional Needs Support Services Considerations

a. The County has incorporated recent functional needs support services guidance into their mass care and shelter planning efforts. To comply with this guidance, the County will shelter those with functional needs together with the general population, with no separation.

b. Shelters will be supported by the American Red Cross – Southern Piedmont Chapter and staffed by CHSA and the American Red Cross – Southern Piedmont Chapter. CHA assists as necessary to coordinate external medical resources to meet client needs and assist in the coordination of functional needs services.

c. It is possible that staffing resources may be quickly overwhelmed in a large-scale disaster event. Supplemental staffing resources may be available through home health care, independent living centers, acute medical care centers, and similar medical service providers. Staffing resources will be requested via established processes through Emergency Management to NCEM.

d. No individuals seeking shelter will be denied access. Individuals arriving at the shelter without a caregiver will be accepted and supporting agencies will work to locate a caregiver through available staff and resources. Service animals will also be permitted to enter the shelter with their owner.

e. Minor modifications may be made to the dormitory area of the shelter as needed to meet the needs of shelter residents and limit the potential for separation from the general population (for example, low lighting at night to allow easy access to restrooms, allocating an area for service animals to limit the impacts on those with allergies).

8. County Pet Shelter Considerations

a. The Sheriff's Office - Animal Services Division is responsible for County pet shelter operations.

b. The Sheriff's Office - Animal Services Division plans to accept all cats and dogs that can be accommodated. Arrangements will be made as needed for larger animals (for example, cattle, horses) to be accommodated at sites identified in our MNS Plan as available.

c. Service animals will be permitted to remain with their owner in the shelter.

IV. DIRECTION AND CONTROL

A. NCDHHS provides overall management for mass care and shelter operations.

B. CHSA directs and controls operations within shelters.

C. Additional support is provided by Emergency Management and American Red Cross.

D. Refer to the Cabarrus County Sheltering SOG for the mass care and shelter organization within the County.

E. The Cabarrus County Sheltering Operations SOG provides job aids and descriptions for all shelter staff positions.

ANNEX M
DAMAGE ASSESSMENT

Primary Agencies

- Construction Standards
- Emergency Management

Support Agencies

- Active Living and Parks
- Board of County Commissioners
- CCTS
- Cooperative Extension
- Emergency Management
- Fire Services
- IAM
- Municipal Fire Departments
- Planning and Development
- Sheriff's Office
- Tax Administration

I. PURPOSE

This annex provides guidance for the organization and coordination of damage assessment and debris removal reporting following an emergency incident or event.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. Any emergency situation has the potential to cause damage.

2. A damage assessment program is essential to effective response and recovery operations following an emergency.

3. The County has created a Disaster Debris Management Plan (DDMP) to guide the damage assessment and debris removal process.

4. The Emergency Management Director oversees a Preliminary Damage Assessment (PDA) to determine the severity and magnitude of the damages and identifies the actions necessary to respond and recover from the impacts

5. If an emergency situation results in a Presidential Declaration of an "emergency" or "major disaster", the Emergency Management Director oversees a countywide PDA of public and private property. This process includes the following steps:

   a. Determine the procedures and resources the County needs for response and recovery operations.

   b. Establish the priorities for types of resources.

c. Guide the allocation of local government resources.

d. Provide an estimate of what outside assistance is necessary to restore the impacted area to pre-disaster condition.

B. Assumptions

1. The effects of the emergency situation may continue to pose a threat of damage to public and private property.

2. Prompt implementation of damage assessment procedures expedite relief and assistance for those people adversely affected by the emergency.

3. Information and data gathered from the PDA and other damage assessment activities are used in determining the extent of state and federal government assistance, including the likelihood of a Presidential Declaration.

III. CONCEPT OF OPERATIONS

A. General

1. The County and local municipal governments conduct damage assessment operations.

B. Damage Assessment

1. The Emergency Management Director, acting in the role of Debris Manager coordinates initial response from the EOC.

2. Local municipalities operate from their city/town EOC(s).

3. The EOC manages damage assessment within the County.

4. The municipalities coordinate their damage assessment with the EOC and submit all damage reports to the EOC. All requests for assistance with damage assessment go to the EOC for action.

5. Construction Standards, Emergency Management, Fire Services and Tax Administration form damage assessment teams to examine and report on the extent of damage throughout the County.

6. County Departments will support the damage assessment and debris removal process as listed in the DDMP.

7. The Safety Officer advises the Debris Manager on personnel safety issues during damage assessment operations. Based on information received from the Debris Manager, the Safety Officer makes recommendations to the County Manager and Board of County Commissioners on the use of any damaged County facilities.

8. The County Cooperative Extension Office provides a damage assessment team to determine the extent of damage to farms, crops, and livestock.

IV. DIRECTION AND CONTROL

A. Any County department may be called on to provide personnel and resources to support the damage assessment effort as needed.

B. Personnel from departments assigned damage assessment missions remain under the control of their own departments, but function under the technical supervision of the Debris Manager.

V. ADMINISTRATION AND LOGISTICS

A. All County departments and agencies will maintain records of personnel, equipment and material resources used in damage assessment and debris removal.

B. All County departments and agencies supporting debris operations should ensure 12-hour staffing capability during implementation of the DDMP.

C. When the DDMP is implemented the Debris Manager, with the assistance of EOC staff, will perform the following actions:

1. Coordinate with County departments prior to and after the event.

2. Coordinate damage assessments and debris volume forecasting.

3. Lead the development of FEMA Project Worksheets (PW).

4. Activate monitoring firm and debris removal contractors.

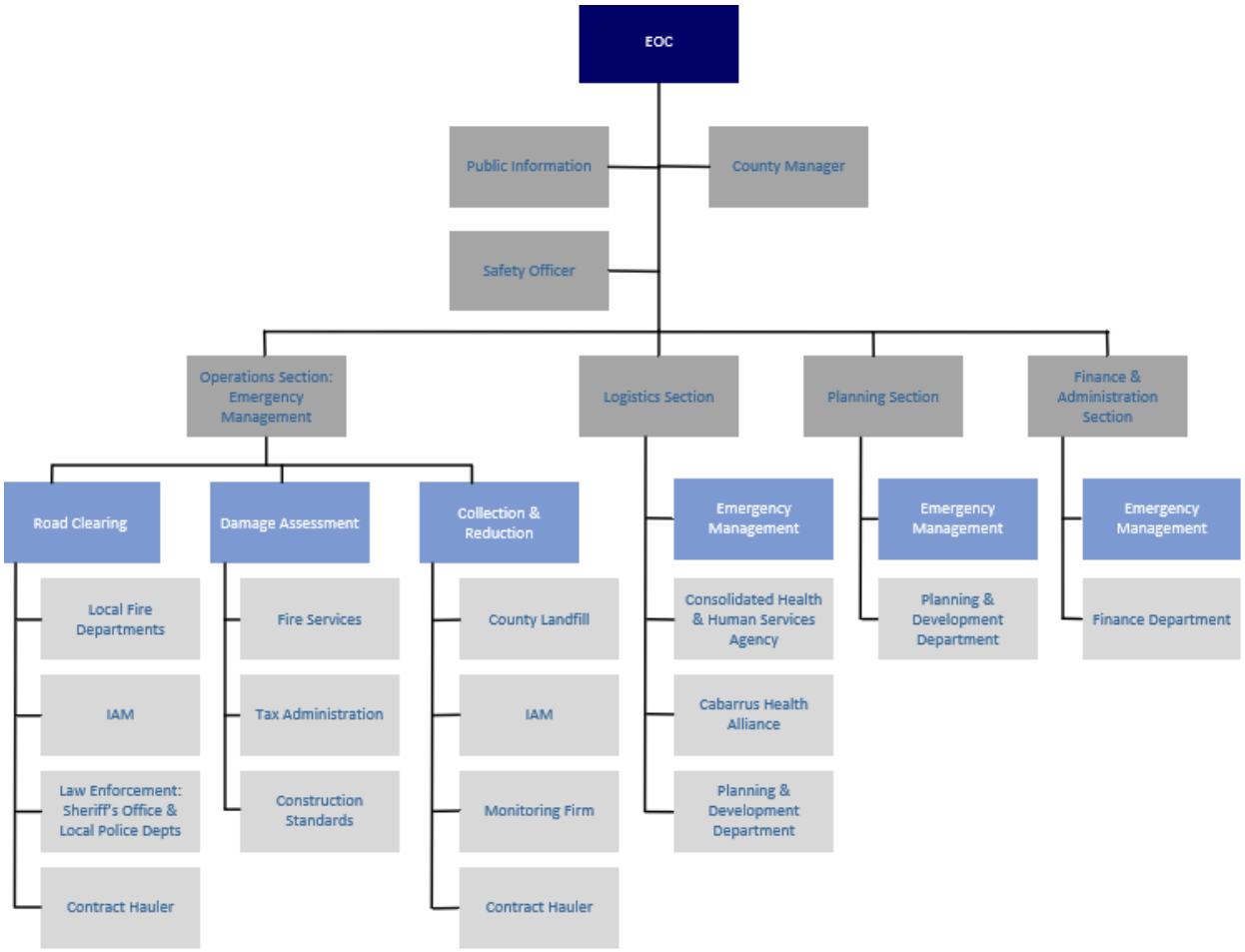
5. Oversee all private contractors, including hauling and monitoring firms, throughout the duration of the clean-up process.

6. Coordinate with the hauling and monitoring firm with regard to contractor invoice reconciliation.

7. Manage data for debris related activities.

8. Provide the County Manager and elected officials with information regarding the progress of the debris removal effort.

APPENDIX 1 TO ANNEX M
ORGANIZATIONAL STRUCTURE FOR DAMAGE ASSESSMENT



ANNEX N
RESOURCE MANAGEMENT

Primary Agencies

- Finance Department/Procurement Services

Support Agencies

- Board of County Commissioners
- Cabarrus Arena and Events Center
- County Manager
- Emergency Management
- Fire Services
- IAM
- Municipal Law Enforcement
- Sheriff's Office

I. PURPOSE

This annex describes the system to identify, locate, and acquire resources for emergency response operations within the County.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. The County has many public and private resources available for emergency response operations.

2. Each municipality within the County has resources available for emergency response operations. When not directly impacted, these jurisdictions may respond to requests for assistance.

B. Assumptions

1. The resources required for response and recovery operations will be available and in good working condition.

2. County and local municipalities have the resources to handle the capacity and duration of an event.

III. CONCEPT OF OPERATIONS

A. County departments and agencies use and control their own resources and equipment during response and recovery operations.

B. Municipal departments and agencies use and control their resources and equipment during emergencies. Use of these resources outside of the incorporated limits occurs by request from other municipalities and/or the Emergency Management Director.

C. The EOC is the central control element for resource management in the county.

D. The Emergency Management Director and the EOC staff coordinate all additional resources requested for county departments during emergencies.

E. The Finance Director or Chief Procurement Officer has developed procedures to expedite the purchase of expendable supplies during emergency situations.

F. The Finance Section Chief trains Finance Department/Procurement personnel assigned to the EOC to perform emergency tasks.

G. The Finance Section Chief in the EOC tracks all costs related to the resource requests. These costs include equipment and supplies, equipment operating costs, personnel overtime costs, and all contracted goods, labor, and services.

H. The Finance Section Chief accounts for all funds spent and prepares daily summaries of the resources provided for emergency operations. The summaries are used to prepare any Public Assistance (PA) requests to FEMA following the conclusion of the emergency.

I. The Emergency Management Director identifies those resources and capabilities that are available at local businesses, industrial facilities, and other organizations for use in emergency situations.

J. The Emergency Management Director develops mutual aid agreements or memorandums of agreement with these organizations to quickly acquire those resources during emergencies. The Emergency Management Director reviews these agreements annually.

K. Once local resources are exhausted, the County coordinates with adjoining counties for additional available assistance and resources using existing mutual aid agreements through the EOC. Additionally, the County may obtain assistance from NCEM when local capabilities are exhausted.

    1. The County requests assistance through the NCEM Western Branch Office from the State EOC. If state resources have been exhausted, NCEM coordinates with DHS and FEMA by requesting external assistance through the EMAC to provide the needed resources and assistance using the ESFs as described in the NRF.

IV. DIRECTION AND CONTROL

A. The County Manager directs the overall employment of emergency response assets and requests for additional assistance.

B. The Emergency Management Director controls the utilization of all resources and support during emergency situations.

C. The on-site Incident Commander has operational control of all resources assigned to the scene.

D. The Emergency Management Director has the authority to reassign and divert any resources based on his/her estimate of the overall situation.

E. Established mutual aid agreements determine who will move, operate, maintain, and fund the operation of any additional equipment provided to the county during emergency response operations.

ANNEX O
ANIMAL CONTROL AND PROTECTION

Primary Agencies

- Sheriff's Office - Animal Services
- Emergency Management
- Cooperative Extension Office

Support Agencies

- American Red Cross – Southern Piedmont Chapter
- CHA
- Humane Society of Concord
- Local Animal Shelter(s)
- PIO (Communications and Outreach)
- Veterinarian Association

I. PURPOSE

This annex describes the system to protect, control, and care for animals during emergency situations.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. Any emergency situation that threatens humans also threatens both domestic and wild animals.

2. It is necessary to provide water, shelter, food, and medical treatment for pets, livestock, and wildlife affected during an emergency situation.

3. Relocation, sheltering, and relief efforts for pets and livestock may be required to protect them.

4. Domestic cats and dogs will be permitted at County shelter locations. Pet owners are responsible for the care of these animals while they remain at the shelter site.

5. Farm families must continue to care for livestock left behind in evacuated areas.

6. The Emergency Management Director prepares procedures to allow the reentry of those with farm animals to care for livestock. This effort requires animal feed, water, transportation, and veterinary treatment for injured animals.

B. Assumptions

1. The owners of pets or livestock, when notified of an upcoming emergency, will take reasonable steps to shelter and provide care for their animals.

2. The County can expect to receive outside assistance from the state agencies and the private sector.

3. Personnel with proper training and protective equipment will be available to re-enter evacuated areas to rescue and care for livestock or domestic animals.

III. CONCEPT OF OPERATIONS

A. The sheltering and protection of pets and livestock during an emergency is the responsibility of their owners. Animal owners must include plans for animal care as they prepare their emergency preparedness plans.

B. The County provides food and medical treatment to stranded animals when the situation prevents evacuation to a shelter and resources are available.

C. The Sheriff's Office is the lead agency for animal control during emergencies.

D. Animal control and protection operations include rescue, shelter, control, feeding, and preventive immunization of animals left homeless, lost, or strayed as a result of the emergency. The Animal Control Officer (ACO) supervises this effort and determines resource requirements.

E. The ACO maintains a record of all animals placed into shelters to assist in returning these animals to their owners during recovery. If the animals cannot be returned to their owners, local animal protection groups may be allowed to relocate any animals that are unclaimed to other shelters. These actions are coordinated with the ACO prior to the animal leaving the temporary shelter.

F. If necessary, the ACO supervises the disposal of animal remains in accordance with established control procedures.

G. The Emergency Management Director requests volunteers from the Humane Society of Concord and Greater Cabarrus County and similar organizations to assist with the care of animals during emergencies.

H. Personnel from the Cooperative Extension Office trains and assists these volunteers prior to deployment to local farms to care for livestock. No untrained volunteers are permitted to care for livestock.

I. The Emergency Management Director coordinates all requests for animal protection assistance and resources such as food, medicine, shelter, specialized personnel, and additional veterinary medical support.

J. There are additional shelter and support resources available from private farms, feed stores, boarding kennels, stables, and dog and horse clubs. These businesses and/or groups may provide personnel, equipment, and facilities to shelter and care for pets belonging to evacuated citizens and those animals evacuated from established animal shelters when those facilities are full or destroyed by the incident.

K. The Sheriff's Office and personnel from the North Carolina Wildlife Resources Commission capture and confine any wild animals out of their natural habitats. This includes any wildlife endangered by the emergency situation or those that pose a threat to human life. These agencies return displaced wildlife to its natural habitat as soon as safely possible.

L. American Red Cross – Southern Piedmont Chapter-operated shelters permit pets to be housed in separate areas of the shelters. This function will be housed in the Companion Animal Shelter Trailer (CAST) located at the shelter site. The CAST and pet care areas of the personnel shelters are not suitable for uncommon, exotic, or dangerous animals, and these animals are not allowed to remain at the shelter site. If the shelter site is not suited to animal care or is unable to accommodate additional animals, the ACO supervises the movement of animals to an animal shelter. Livestock animals are not permitted at personnel shelters.

M. The PIO provides information on the care of pets and livestock during emergencies. This includes animal shelter locations for pets, livestock, and wildlife during emergency situations.

N. The PIO coordinates all media activities and press releases associated with the protection of animals. Additionally, the PIO performs the following tasks:

1. Provides instructions on the preparation of pets and livestock for an impending emergency

2. Provides information on the location of temporary animal shelters to drop off lost or stray animals, animals that that people cannot care for, or animals that need immediate medical assistance

3. During response operations, develops a system to direct inquiries on lost pets and livestock to the appropriate animal shelters

O. The Emergency Management Director requests veterinary support when needed. The first contact is local Veterinarians and, if additional support is necessary, through the State EOC.

P. The ACO supervises the disposal of animal carcasses using normal procedures. Should the number of carcasses exceed local disposal capabilities, the Emergency Management Director requests assistance from the State EOC. All disposal operations are coordinated with CHA to avoid any dangers to public health.

IV. DIRECTION AND CONTROL

A. The Sheriff's Office manages all activities related to animal protection and control during a disaster.

B. The ACO directs operations using ICS.

C. The Sheriff's Office coordinates all animal control efforts with the Emergency Management Director. If necessary, the Emergency Management Director authorizes the ACO to conduct direct liaison with appropriate state agencies.

V. CONTINUITY OF GOVERNMENT

A. Order of Succession:

1. Sheriff

2. Chief Deputy

3. Operations Captain

4. ACO

B. Order of succession for departments and agencies supporting animal control and protection are in accordance with the established procedure for those departments and agencies.

ANNEX P
DONATED GOODS MANAGEMENT

Primary Agencies

- Tax Administration

Support Agencies

- Active Living and Parks
- American Red Cross – Southern Piedmont Chapter
- Cabarrus Arena and Events Center
- Cabarrus County Schools
- CCTS
- CHSA
- Cooperative Christian Ministries
- Emergency Management
- Library System
- IAM
- Kannapolis City Schools
- Municipal Fire Departments
- NGO's
- PIO (Communications and Outreach)
- Private Contractors
- Register of Deeds
- Salvation Army
- Sheriff's Office
- Volunteer (Combination) Fire Departments

I. PURPOSE

This annex describes the management of goods and services that are donated for relief of County residents in the aftermath of an emergency situation. This includes the collection of donated goods from the residents of the County for relief in other affected areas outside of the County.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. Historically, persons not directly affected by emergencies are eager to render aid to victims through donations of money, goods, and services.

2. Lack of an organized system of management for the receipt, identification, organization, and distribution of donated goods and services results in confusion and loss of resources.

3. It is essential the public receive timely information on the location(s) of donations sites as well as the type(s) and amount(s) of items needed.

4. At the national level, several organizations have established telephone numbers to provide information on disaster relief. These organizations include FEMA, the American Red Cross and the Salvation Army.

5. The management and administration of the donated goods program require suitable facilities, materials handling equipment, and trained personnel. The Emergency Management Director and emergency management staff coordinate the distribution of donated goods to respond to identified needs.

B. Assumptions

1. Existing supplies and service capabilities may be insufficient to meet local needs during an emergency situation.

2. Suitable covered storage space and materials handling equipment is available for the reception, sorting, and storage of incoming donated goods.

3. Personnel to handle, store, and issue donated resources is available.

4. Local transportation resources are available to ship the donated goods to other locations.

5. There will be a surplus of some donated goods that will require disposal.

6. Charitable and religious organizations will offer their assistance in managing and operating distribution centers.

7. Citizens and businesses in the County will elect to donate money and goods to disaster victims elsewhere and will seek guidance on methods of participation.

8. Some donors will seek to bypass the distribution system established by the County.

III. CONCEPT OF OPERATIONS

A. General

1. The goal in donations management is to control donated goods and services to ensure items reach the people most in need in a timely manner and in sufficient quantities.

2. The Emergency Management Director, County government key leaders, and non-governmental organizations (NGOs) must assess requirements promptly and request donations to meet those requirements as needed.

3. The EOC notifies the State EOC that the County is accepting donated goods and services along with the location of the CRDP.

4. Appropriate messages will be provided to the media to provide the public with guidance about donating products, services, and/or cash.

5. The CRDP is the main reception and distribution point for supplies provided to the County during emergency response and recovery operations.

6. The desire to assist those in need can result in a surplus of goods or a supply of unnecessary items. If the public information effort cannot discourage the continued donation of unneeded items, they are directed to a holding area away from the area of the emergency for sorting and storage.

B. Receipt of Donated Goods

1. Tax Administration is the lead agency for the reception and distribution of donated goods and services.

2. Upon activation of the CRDP, Tax Administration sends a representative to the EOC and is assigned to the Logistics Section. These representatives must be prepared for continuous operations and will not be available for duty at the CRDP.

3. The County Manager details additional County government personnel not assigned emergency response tasks with their department to assist in this mission.

4. The magnitude and severity of the emergency dictate the amount of space and personnel required for the reception and distribution process.

5. Emergency Management coordinates with other relief agencies to avoid duplication of efforts.

6. The Emergency Management Director establishes a central reception and sorting center for donated goods at the CRDP. Ideally, this facility is not in the area affected by the emergency. The Emergency Management Director selects separate locations convenient to the affected area(s) as forward distribution centers.

7. The PIO coordinates the release of information regarding the locations of distribution and reception sites, the goods and services requested, assembly points for volunteers, and other pertinent matters. An aggressive public information effort expedites the distribution of goods to victims and limits the influx of unneeded goods.

8. The CRDP is a covered facility of sufficient size to store the donated items.

9. The Emergency Management Director provides materials handling equipment, such as pallet jacks and forklifts, to the CRDP. The Emergency Management Director prepares for expansion of the site with additional equipment suitable for outdoor storage use, such as pallets, tarpaulins, and tie-downs. If necessary, the Emergency Management Coordinator requests a CRDP management team from NCEM to assist operations at the CRDP.

10. The staff of the CRDP will sort, package, and store all donated goods to facilitate efficient distribution.

11. The Emergency Management Director approves the final disposal of donated goods when the CRDP closes. Those items not retained for County use may be made available to the NCEM.

12. NCEM maintains warehouses stocked with some emergency supplies available for immediate shipment and uses this facility for organization and storage for donated supplies.

C. Designated donations

1. A designated donation is a donation made to a specific organization or a donation requested by an organization.

2. The PIO directs public inquiries concerning designated donations to that specific organization.

3. The organization accepting/receiving the donation follows its own policies and procedures for handling the details of the donation. The donation then belongs to that organization which is responsible for the distribution of those items.

D. Unsolicited/undesignated goods

1. Unsolicited/undesignated goods are those donations not requested by an agency that has arrived at the CRDP or other collection points.
2. The EOC and the CRDP staff make every effort to designate every shipment to a specific agency or organization to reduce the waste of time and storage space.

3. As a last resort, the Emergency Management Director directs unsolicited or undesignated shipments to the CRDP.

4. The CRDP staff unloads, sorts, and stores unsolicited donations that cannot immediately be sent to a receiving organization.

E. Transportation

1. The donor transports goods to the receiving organization or the CRDP. The Emergency Management Director may arrange transportation for any donation items critical to recovery efforts.

2. The Emergency Management Director arranges transportation of donated goods from the CRDP to the forward distribution points. This effort employs all available County and municipal government vehicles. State and federal assets are used as available.

F. Voluntary Services

1. Persons may wish to volunteer their personal time and services to assist in the response to the emergency.

2. Volunteers are managed by the American Red Cross – Southern Piedmont Chapter in coordination with emergency management. All volunteers are vetted and credentialed before being assigned.

3. The PIO establishes a telephone bank to receive inquiries from the public. The operators encourage individuals interested in volunteering services to affiliate with a recognized private voluntary NGO (American Red Cross, Salvation Army, etc.) or other organized group of their choice, such as church groups.

4. The Emergency Management Director and County government department leaders identify potential volunteers who have specific technical skills needed during response operations.

5. Tax Administration registers volunteers from the general public. The Tax Administrator provides daily registration updates to the EOC and coordinates to provide volunteers to the agencies seeking particular skills.

6. The American Red Cross – Southern Piedmont Chapter coordinates the housing and feeding of public volunteers. Those government department and agencies employing volunteers provide a headcount to the American Red Cross – Southern Piedmont Chapter representative at the EOC each day to assist support planning.

IV. DIRECTION AND CONTROL

A. Tax Administration directs and controls Donations Management.

B. The Emergency Management Director approves all shipments and deployments of volunteer labor or services.

APPENDIX 1 TO ANNEX P
CRDP

I. PURPOSE

This appendix describes the basic organization of the CRDP.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. During emergency response and recovery operations, the County may expend supplies and other assets available.

2. To sustain the recovery and response efforts, the County may seek assistance from other counties and municipalities, the State of North Carolina, and the federal government.

3. Additionally, private citizens and NGOs may offer assistance in the form of donations of needed supplies.

4. Emergency Management establishes a facility to receive, store, and account for the resources obtained from sources outside of the County government. All incoming supplies are sent to this location. This facility is the central point for receiving and then distributing supplies throughout the County as directed by the Emergency Management Director.

B. Assumptions

1. The County expends all available resources during response operations then requests assistance from the state and other sources.

2. There are suitable locations within the County to establish a CRDP.

3. The County is able to obtain the use of these facilities.

4. The County has sufficient personnel available to operate the CRDP during continuous operations and can provide material handling equipment and operators to assist CRDP operations.

5. NCEM can supply trained staff to assist with and train County personnel on CRDP organization and operations.

III. CONCEPT OF OPERATIONS

A. The County has access to several County properties that can be used as a CRDP.

1. The Cabarrus Arena and Events Center is the primary site for the CRDP.

2. The IAM Warehouse is the secondary site for the CRDP.

B. Organization

1. The Cabarrus Arena and Events Center building functions as both the CRDP and the Donated Goods Management Area. The building can be divided into two sections.

2. The forward section is used to receive and sort donated goods.

3. The rear section is used for receiving and distribution operations.

4. There is sufficient covered space and parking to conduct multiple CRDP missions simultaneously. The rear section of the Events Center has a loading dock that permits (3) standard tractor-trailers to be offloaded simultaneously.

5. The facility has the capability to support the necessary lighting, communications and data connections needed and is supported by an 80kW generator.

6. The facility has ample space for a landing zone (LZ) for UH60 aircraft in the midway and at another satellite parking area.

7. The existing lighting system should provide ample light for night operations at the LZ, if power is available.



Exhibit P-1
Cabarrus Arena and Events Center Site Plan Layout

C. Equipment

1. The County maintains (2) 5,000lb capacity IAM forklifts at the Cabarrus Arena and Events Center and (2) IAM forklifts at the IAM operations facility. One of the forklifts can be moved to the CRDP, if needed. The IAM operations facility and the Cabarrus Arena and Event Center have several pallet jacks.

2. At least (1) additional forklift (with operator), (6) pallet jacks, and other material handling equipment is necessary for rapid offloading of supply vehicles at the loading dock and movement of the supplies through the facility. The CRDP will need additional containers for bulk supplies and donated goods in order to prepare smaller loads for movement to issue points within the County.

3. Tax Administration uses its existing department laptop computers for management of goods at the site.

4. If available, Emergency Management provides the CRDP staff with a portable 800MHz radio.

5. The Cabarrus Arena and Events Center provides communications equipment, up to fifty (50) two-way radios, if no other department equipment is available.

D. Staffing

1. The County Manager diverts County employees from Tax Administration to operate the CRDP and donated goods area. However, none of these personnel are trained to operate the available forklifts. The County has several operators at the Cabarrus Arena and Event Center and at IAM, but not in the numbers to conduct continuous operations.

2. A CRDP overhead team from NCEM may be requested upon activation to organize the site and transition the County personnel to operate the facility. A trained manager and additional forklift operators are critical to operations. Sufficient personnel are required in order to conduct continuous operations at the facility.

3. Upon activation of the CRDP, designated personnel from Tax Administration and the Cabarrus Arena and Events Center staff report to the CRDP site and establish communications with the EOC. These workers then organize the site and prepare to receive incoming supplies and donated goods. The department personnel are organized into at least two shifts and prepare for continuous operations until the site is closed. The staff for the CRDP are organized as follows:

   a. Management Section (3 Personnel): CRDP Manager, Assistant Manager and Communications/Administrative Assistant.

   b. Incoming Supply Team (10 Personnel): Team Leader, Forklift Operator, (2) Accountability Technicians and (6) Laborers.

   c. Donated Goods Team (11 Personnel): Team Leader, (2) Accountability Clerks and (8) Laborers (4 receiving goods and 4 sorting goods).

   d. Distribution Team (11 Personnel): Team Leader, Forklift Operator, Dispatcher, (2) Accountability Clerks and (6) Laborers.

4. The Sheriff's Office provides continuous security for the CRDP and is prepared to increase the level of security as needed.

E. Alternate CRDP Site

1. Should the Cabarrus Arena and Events Center be damaged or inaccessible, an alternate CRDP is activated at the IAM Warehouse.

2. Additional locations are considered for the alternate CRDP site if those locations are more suitable for operations. The Emergency Management Director determines the final locations for the alternate CRDP, the donated goods collection point, and any other distribution points.

3. All staffing, communications and security missions remain the same for the alternate CRDP.

IV. DIRECTION AND CONTROL

A. The Emergency Management Director activates the CRDP and notifies NCEM of the location and time of opening.

B. The Tax Administrator, or their designee, manages the CRDP.

C. The EOC notifies the Tax Administrator to move his personnel to the CRDP site, establish communications, and prepare the site for operations. The Tax Administrator provides status reports twice daily to the EOC and requests all assistance from the EOC.

D. The Team Leaders are responsible for their personnel and their assigned missions. They keep the Tax Administrator informed of their operational status and requests for assistance.

E. If NCEM provides a CRDP operations team to assist the County, the Tax Administrator is still responsible for the operations of the facility. The Tax Administrator incorporates the state personnel into the management section and coordinates their operations at the site.

APPENDIX 2 TO ANNEX P
COMMODITY DISTRIBUTION SOG
SUMMARY

The Commodity Distribution SOG establishes a comprehensive framework of policy and guidance for the County, municipal, and other public and private nonprofit organizations for disaster relief commodity distribution operations. The Commodity Distribution SOG details capabilities, authorities, and responsibilities and is designed for worst-case scenarios, including catastrophic events.

The Commodity Distribution SOG describes a system for effective use of state and local government resources as well as private sector resources necessary to effectively distribute relief supplies. It is intended in all instances to be consistent with NIMS and NRF.

North Carolina General Statute § 166A establishes the authority and responsibilities of the Governor, state agencies, and local government for emergency management in North Carolina. Article II of Chapter 22, Emergency Management of the Code of Ordinances in Cabarrus County, North Carolina establishes the authority and responsibilities for emergency management within Cabarrus County. The Cabarrus County Emergency Management Director is responsible to the County Manager for all emergency management activities.

The Commodity Distribution SOG establishes the duties and responsibilities for County departments and agencies, municipal governments, and non-government and volunteer organizations that assist with emergency response operations in the County.

- Attachment A to Annex P covers Point of Distribution (POD) site organization and operations.
- Attachment B to Annex P lists the basic resources needed for each POD site.
- Attachment C to Annex P lists the POD sites in the County.

This SOG supports the tasks assigned in Annex P: Donated Goods Management to the EOP.

APPENDIX 3 TO ANNEX P
COMMODITY DISTRIBUTION SOG

I. INTRODUCTION

A. Purpose. The purpose of the Commodity Distribution SOG is to establish guidelines for systematic, coordinated, and effective distribution of disaster relief commodities in time of need.

B. Scope. The SOG applies to all County government departments and agencies as well as municipal governments that are tasked to provide assistance in a disaster or emergency situation. The SOG describes the fundamental policies, strategies, and general concept of operations to be used in commodity distribution.

C. Organization. This SOG consists of the following:

1. The SOG describes the purpose, scope, situation, policies, and concept of operations for commodity distribution in an emergency or disaster.

2. Attachment A to Annex P contains information on the organization and operation of PODs in the County.

3. Attachment B to Annex P contains a list of personnel and resources necessary to establish and operate a POD.

4. Attachment C to Annex P contains a list of POD locations in the County.

II. SITUATION AND ASSUMPTIONS

A. Situation

Major traffic arteries:

A. US Interstate 85 Highway: Runs northeast-southwest through northwest section of the County.

B. US Highway 29: Runs north-southwest through the central section of the County.

C. US Highway 601: Runs north-south through the central section of the County.

D. NC Highway 3: Begins in Concord, runs north to Kannapolis, then west-northwest out of the County towards Mooresville.

E. NC Highway 24/27: Runs east-west through the southern side of the County.

F. NC Highway 49: Runs northeast-southwest through the eastern half of the County.

G. NC Highway 52: Runs northwest-southeast through the northeastern corner of the County.

H. NC Highway 73: Runs east-west through the central part of the County.

I. NC Highway 200: Branches off US Highway 601 through the southeastern corner of the County.

J. Kannapolis Parkway: Extends from NC Highway 3 in Kannapolis across US Interstate 85 Highway then converting to George W. Lyles Parkway across US Highway 29 then converting to Stough Road at Roberta Road and continuing to NC Highway 49.

Railroads:

K. The North Carolina Railroad: Runs north to south through the middle of the County. This dual track railroad passes through the municipalities of Kannapolis, Concord, and Harrisburg. Norfolk Southern Railway has contracted with the North Carolina Railroad (NCRR) for rights to haul freight on this line. The NCRR operates daily passenger service, which stops in Kannapolis.

L. The Aberdeen Carolina and Western Railroad operates the east-west rail line through the southern corner of the County, passing through the community of Midland. This line carries short-haul freight traffic.

M. CSX Corporation operates the rail line that runs through the northeast corner of the County. This line carries freight traffic along the NC Highway 52 corridor.

B. Assumptions

1. For planning purposes, the County is responsible for delivering relief supplies to its citizens. This task is not the responsibility of the State of North Carolina or FEMA. During small incidents, the State will only send those commodities that the County requests. During large incidents or incidents that continue over a long period of time, Emergency Management and NCEM coordinate the distribution of supplies as needed. If requested by the County, the State of North Carolina provides a logistics liaison team to assist the County in monitoring commodity usage so that minimal resources remain at the end of the emergency period.

2. To effectively distribute commodities, PODs are established near the affected areas of the County based on the situation and the number of personnel that need assistance. In a countywide emergency response, the County initially activates one POD to support each municipality and may add additional sites if the personnel and equipment needed are available.

3. Emergency Management uses a planning figure of twenty percent (20%) of the population to determine the numbers of residents that will need assistance.

III. CONCEPT OF OPERATIONS

A. General. Distribution of disaster relief supplies is the responsibility of Cabarrus County Government. All County departments and agencies provide resources to assist with commodity distribution.

1. When a small incident or event occurs within the County, the Emergency Management Director will decide to open the CRDP for supply distribution. If opened, commodities are distributed from this central point to locations around the County using County or municipal transportation and personnel. Details on the location and operation of this site are found in Annex P, Donated Goods Management.

2. When a large-scale emergency occurs, the Emergency Management Director opens the CRDP for single point distribution or to forward supplies to the POD sites. The Emergency Management Director identifies those areas within the County that will require a POD to be established. The Emergency Management Director notifies the State via WebEOC that the CRDP and POD sites are activated. Relief supplies coming into the County are delivered to the CRDP and then moved to the appropriate distribution point. Direct deliveries of supplies to a distribution point occur only at the request of the Emergency Management Director or their representative.

3. There are three types of PODs: Type I, Type II, Type III. Types I and II are designed for larger populations and require a large number of personnel to operate and a large amount of equipment to support these operations. These are not normally employed in Cabarrus County unless the

state or federal government can provide the personnel and equipment to conduct the larger POD operations. The County utilizes the Type III POD organization as the standard type. There is an untyped POD, which is a small, temporary distribution site. The County employs this organization only as an exception to policy.

4. POD Locations

   a. The County has selected locations for POD sites within the County. The sites selected are easy to access and convenient for County residents (see Attachment C to Annex P).

   b. CHA does not collocate or establish a medical point of dispensing at or near a commodity POD unless the selected site can facilitate both commodity distribution and mass prophylaxis dispensing. At the present time, the designated POD sites do not support this combination.

   c. There could be a need for an agricultural POD with specific supplies to support the farming operations in the County. This is in addition to the PODs provided for the County residents. Any agricultural POD will not be established or collocated near a commodity POD. The County Extension Office coordinates the location and conducts the operations of this POD with the EOC. The County does not normally provide personnel or equipment support for the operation of this site.

5. Personnel Resources

   a. Due to the temporary nature of the POD requirement, personnel to operate the sites are determined when the need is identified. Those County departments and agencies not directly involved in response and recovery operations provide personnel and equipment to operate the PODs. These personnel will assist in collecting the necessary equipment for the site, moving that equipment to the site, and establishing the POD in accordance with the guidance in Attachment A.

   b. NGOs or volunteer agencies may be called on to operate a POD or provide personnel to support County-operated PODs. Additionally, spontaneous public volunteers may be permitted to participate in POD operations with the approval of the Emergency Management Director All of these individuals must follow the rules and procedures established for the PODs and obey the instructions of the POD Site Manager.

6. POD Operations

   Based on the personnel and equipment available for Type III POD operations, the County activates and operates the PODs in the following manner:

   a. Notification. At the request of the Emergency Management Director, the Cabarrus County Warning Point shall notify designated POD staff that the distribution point will be activated. The Emergency Management Director notifies the State via WebEOC which CRDP and POD sites are activated and operational. The Emergency Management Director provides the POD Managers the following information:

   - Location of the POD
   - Time and date POD will open
   - Type and quantities of commodities that will be delivered
   - Estimated date and time of the first supply shipment

- Amount and location of site support equipment

b. Activation. Within four hours of notification, POD staff report to their distribution point with all necessary equipment. The Distribution Site Manager notifies the EOC when the POD site is operational.

c. Operations

1) The CRDP and POD sites operate 24 hours a day until demobilized. POD sites are open to County residents between the hours of 0800 and 1700 hours, but these times may be increased if the demand requires it. Resupply is requested to arrive after 1700 hours daily, but this may occur around the clock to maintain adequate stocks at the POD. Separate travel lanes are created solely for resupply vehicles. Security is maintained at all times at all sites.

2) The POD normally provides the following items to the POD "customers", which are those County residents needing assistance:

- (2) meals ready-to-eat (MRE) per person per day
- (1) gallon of water per person per day
- (1) tarp per household if the house has been damaged
- (1) bag of ice per household per day if a member in the household has medications requiring refrigeration

3) The POD Manager conducts daily inventory reports of existing supplies and the projected requirements for the following day. This information is provided to the EOC staff no later than 1700 hours each day of operation. The POD Manager also reports on the status of the personnel and equipment at the site with this inventory report.

4) PODs are not established in those areas where commercial businesses are open and can supply needed items to the public. The Emergency Management Director adjusts supply requirements based on estimated population densities of the impacted area at the time of activation.

d. Demobilization. Upon notification of demobilization, distribution to the County residents will cease. Those citizens currently in line will receive supplies. Inventory counts are taken and reported back to the EOC. Emergency Management staff then make arrangements for the handling of remaining supplies. Once these commodities are picked up at the site, staff clean up and clear the site. The Emergency Management Director demobilizes the POD staff once the site is cleared. The staff remains on site until they are released.

IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. Organization. The departments within County government have emergency functions in addition to their normal duties. The County Manager and department directors may assign various tasks to County employees to support County response and recovery operations. This could include the establishment and operation of PODs. Listed below are the specific duties and responsibilities for selected County government personnel and for other government activities and non-governmental organizations that participate in POD operations

B. Legal Immunities and Liabilities. Several provisions in North Carolina General Statute § 166A and Article II of Chapter 22, Emergency Management of the Code of Ordinances in Cabarrus County, North Carolina provide for the protection of individuals involved in training for and conducting emergency operations. Questions pertaining to these matters should be referred to the County Attorney.

C. Responsibilities

1. **Emergency Management Director**

   a. The Emergency Management Director determines if there is a requirement to open PODs. While there are eight designated POD locations in the County, not every location may be opened.

   b. The Emergency Management Director alerts all departments and agencies in the County that are part of the POD activation and provides them with the information needed to activate the site.

   c. The Emergency Management Director directs the EOC staff in determining the initial quantities of commodities required; notifies NCEM of this information and provides daily updates and requests to NCEM based on reports from the POD Managers.

   d. The Emergency Management Director determines when the PODs are no longer needed and deactivates them as required.

2. **Emergency Operations Center Staff**

   a. Alert all County departments and agencies that POD sites will be opened and how these organizations will support POD operations.

   b. Determine the quantities of commodities that are required and request these supplies from the NCEM. The EOC staff routinely use WebEOC to pass on these requests. While the PODs are in operations, The EOC staff notifies NCEM of requirements each day.

   c. Locate the necessary supplies and equipment needed to operate the PODs and move these items to the POD sites.

   d. The EOC staff track POD operations and supply shipments into and within the County. The staff track commodity burn rates and compile daily reports on POD site expenditures and resupply requirements.

3. **Directors of County Departments and Agencies**

   a. Provide personnel and equipment to operate the POD sites.

   b. Provide transportation assets to distribute commodities within the County.

4. **Sheriff's Office**

   a. Provide 24-hour security for all distribution points within the County.

   b. Assist with traffic control at POD sites during daily operations. Coordinate support of traffic control with municipal police departments.

5. **PIO**

   a. Disseminate information on the location and operations of the POD sites. This information must include the dates and times of POD operations and exactly what commodities are available at the PODs.

V. SUPPORTING AGENCY RESPONSIBILITIES

A. Organization. The County relies upon other government agencies and nongovernment organizations for support during emergency response operations. Listed below are the specific duties and responsibilities for those nongovernmental organizations that participate in POD operations.

B. Legal Immunities and Liabilities. Several provisions in North Carolina General Statute § 166A and Article II of Chapter 22, Emergency Management of the Code of Ordinances in Cabarrus County, North Carolina provide for the protection of individuals involved in training for and conducting emergency operations. Questions pertaining to these matters should be referred to the County Attorney.

C. Responsibilities

1. Cabarrus County Schools and Kannapolis City Schools

   a. Be prepared to provide high school facilities to be used as POD sites.

   b. Provide resources from the school systems to support POD operations. This may include:

      1) Provide support personnel (school custodians, cafeteria staff, and counselors) as available to assist response and recovery operations.

      2) Provide vehicles and drivers to support transportation of commodities within the County.

2. NGO's

   a. Use their personnel to operate POD sites.

   b. Distribute commodities to the County residents with special medical needs that cannot reach the POD sites.

   c. If needed, use their facilities as temporary un-typed POD sites

   d. Provide ARES for POD sites.

VI. SOG DEVELOPMENT AND MAINTENANCE

A. Planning. County, municipal, public, and private organizations share responsibility for safeguarding the public's health and safety. It is essential that commodity distribution activities of all parties be fully integrated to ensure the timely and efficient distribution of the necessary supplies. This SOG allows each organization to have a clear understanding of its role during emergencies and disasters.

B. Review. This SOG will be reviewed as necessary, but at least annually. Each County agency is responsible for keeping applicable portions of the SOG, together with related annexes accurate and up to date.

C. Changes and Revisions. All users are invited to submit recommended changes to this SOG. Changes should be justified and keyed to page and paragraph numbers. Recommended changes should be made in the form of substitute language and forwarded to

Cabarrus County Emergency Management (Physical Address – Parcel Delivery)
Attn: Emergency Management Planner
30 Corban Avenue SE Suite FM601
Concord, NC 28025

Cabarrus County Emergency Management (Mailing Address – Standard Mail Delivery)
Attn: Emergency Management Planner
PO Box 707
Concord, NC 28026

Changes to the SOG will be published and distributed as necessary.

D. Cancellation. This SOG may be cancelled or superseded by direction of the Board of County Commissioners or the County Manager.

ATTACHMENT A OF APPENDIX 3 TO ANNEX P
COMMODITY DISTRIBUTION SOG
POD SITE ORGANIZATION AND OPERATIONS

I. PURPOSE

This appendix describes the basic organization and operations for the County POD.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. During emergency response and recovery operations, the County may be required to establish PODs within the County to provide basic supplies to residents. These PODs will be located near the areas most in need and will make available food and water and, if needed, ice and tarpaulins.

2. Those supplies available in County will be expended first before requesting assistance. To sustain the recovery and response efforts, the County will seek assistance from other counties and municipalities, the State of North Carolina, and the federal government. Additionally, private citizens and non-governmental organizations may offer assistance in the form of donations of needed supplies.

3. Emergency Management will need to establish a CRDP to receive, store, and account for the resources obtained from sources out of the County. All incoming supplies will be sent to this location. This facility will be the central point for receiving and then distributing supplies to the County PODs.

B. Assumptions

1. The County will expend all available resources during response operations and will request assistance from the State and other sources.

2. There will be suitable locations within the County to establish PODs, and County government will be able to obtain the use of these facilities.

3. County government will have sufficient personnel available to operate the PODs during continuous operations and can provide material handling equipment and operators to assist POD operations.

4. NCEM can provide and transport the commodities required to the County.

III. CONCEPT OF OPERATIONS

A. Organization of Type III Point of Distribution

1. The County will operate a Type III POD. The basic layout of the Type III POD is shown in the drawing below. The actual POD sites will follow this basic SOG, but each operation will be adapted to the sites selected and the personnel available to staff the site.

2. Type III POD Organization

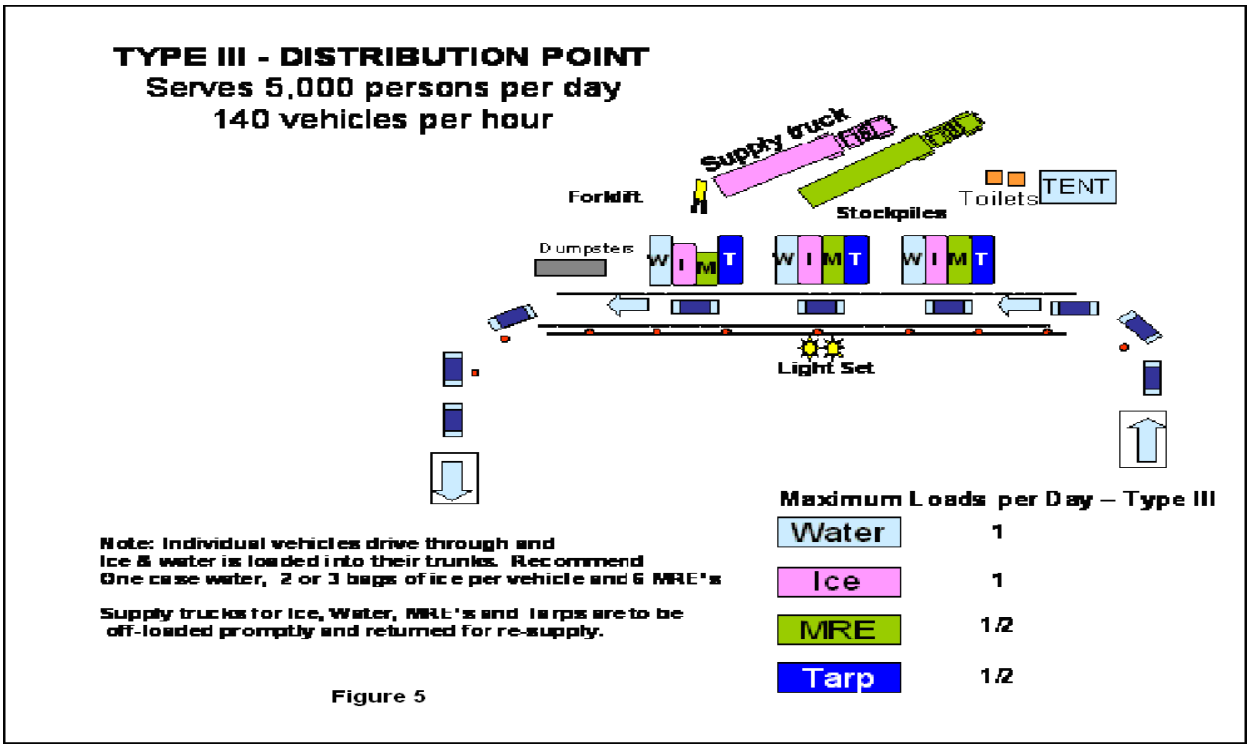
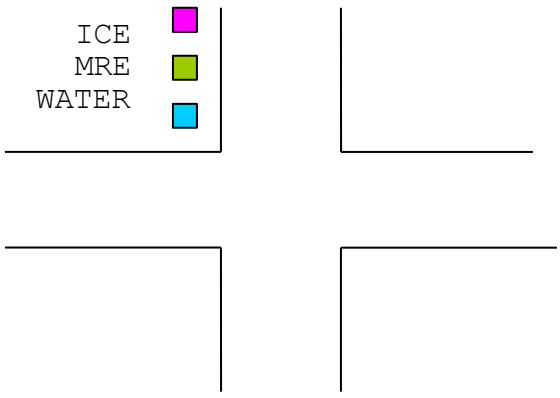


Figure 5

3. Example of an untyped POD Organization. This will be used only for temporary, short-term sites.



B. POD Operations

1. **Determine Commodity Needs.** The Emergency Management Director will determine what commodities are needed and the initial amount required for the County. This calculation will be on the overall situation, existing census data and estimated population densities.

2. **Determine POD Locations.** The Emergency Management Director will determine which POD sites will be used. This decision is based on the Emergency Management Director's estimate of the situation, which will consider the population affected, the location needed to effectively provide assistance, the access to that site, the ability to support operations efficiently and security issues.

3. **Notification**

   a. The Emergency Management Director will determine which County personnel, volunteer agencies, or NGOs are needed to activate and operate a POD.

   b. The Emergency Management Director will direct the EOC staff will notify those personnel and organizations to prepare to activate a POD site. The EOC staff will provide the following information to the individual designated as the Site Manager.

      - Location of the POD
      - Time and date POD will open
      - Type and quantities of commodities that will be delivered
      - Estimated date and time of the first supply shipment
      - Amount and location of site support equipment.

   c. If personnel needed for the POD operations do not belong to the Site Manager's organization, the EOC staff will notify those personnel where and when to report and the name of the Site Manager.

   d. At the request of the Emergency Management Director, the County Warning Point will notify designated POD staff that the distribution point will be activated.

   e. The Emergency Management Director will notify NCEM using WebEOC and report which POD sites are activated and operational.

4. **POD Site Activation**

   a. Within four hours of notification, POD staff will report to their distribution point with all necessary equipment. The Site Manager will notify the EOC when the POD site is operational.

5. **Site Operations**

   a. The POD sites will operate 24 hours per day until demobilized. POD sites will be open to County residents between the hours of 0800 and 1700 hours, but these times may be increased if the demand requires it. Resupply for the site will commence after 1700.

   b. The POD sites will normally provide the following items to those County residents needing assistance:

      - (2) meals ready-to-eat (MRE) per person per day
      - (1) gallon of water per person per day
      - (1) tarp per household if the house has been damaged
      - (1) bag of ice per household per day if a member in the household has medications requiring refrigeration

c. Team members will determine the quantity to be issued based on the customer's statement of the number of people he is supporting. Team members place the water, MREs, and ice in the customer's vehicle. The Site Manager must have the site prepared to service to both drive-up and walk-up customers. For safety reasons, a separate area is needed to deliver supplies to walk-up clients.

d. The Site Manager will ensure that the customers continue to move directly through the distribution line and traffic flow is not impeded. Adequate space should be reserved to receive an inoperative vehicle or a customer needing medical attention.

e. While issuing supplies, the POD staff will ensure that no incorrect information on POD operations or recovery activities is passed on to the customers.

6. **Supply Accountability**

a. There will be a separate and secure lane established for the vehicles delivering supplies to the site.

b. On the arrival of the first shipment and for all subsequent shipments, the Site Manager will validate all Bills of Lading for the commodities delivered to the site.

c. All resupply shipments will be requested to arrive after 1700 hours daily, but this may occur around the clock to maintain adequate stocks at the POD.

d. The Site Manager will inventory the supplies on hand each day prior to opening the POD. The Site Manager will report on the amount of each commodity issued daily and request the items and quantity needed for the following day. This information will be provided to the EOC staff no later than 1700 hours each day of operation. The POD Manager will also report on the status of the personnel and equipment at the site with this inventory report.

e. Security will be maintained at all times at the POD. If additional law enforcement support is needed, the Site Manager will contact the EOC for assistance. If there is an emergency at the site, anyone may call 911 for immediate response. The POD staff will not argue with customers but will refer any problems to the Site Manager for action.

f. Customers may feel the need to assist at the POD. These personnel can be utilized for tasks at the site should they volunteer and be approved by the Emergency Management Director. All of these individuals must follow the rules and procedures established for the PODs and obey the instructions of the POD Site Manager. No people under the age of 18 will be allowed to work at the POD unless a parent or the legal guardian is present and working at that location.

7. **Demobilization**

a. Upon notification of demobilization, distribution to County residents will cease. The POD staff will finish servicing those customers currently in line.

b. The staff will make a final inventory of all commodities and report this information to the EOC. Team members will collect all remaining commodities for transport back to the CRDP or another POD.

c. The Site Manager will coordinate with the EOC for the pick-up of the remaining supplies and all site equipment. The Site Manager will collect all documents (inventory sheets, bills of lading, ICS 214, etc.) and return them to the EOC.

d. The POD staff will ensure that the site is cleared of all debris, trash, pallets, etc. The site will be swept clean or washed down if water is available.

e. The Site Manager will not release any personnel until final cleaning is complete and the site is cleared.

ATTACHMENT B OF APPENDIX 3 TO ANNEX P
COMMODITY DISTRIBUTION SOG
POD RESOURCE LIST

RESOURCE TYPE FOR TYPE 3 PODs	QTY	SOURCES
Team Leader	1	Library System Tax Administration Volunteer (Combination) Fire Departments
Forklift Operator	2	Cabarrus Arena and Events Center Cabarrus County Schools IAM Kannapolis City Schools
Labor – Loading Point	20	Active Living and Parks Library System Register of Deeds Tax Administration Volunteer (Combination) Fire Departments
Labor – Loading Point Back-up	9	Active Living and Parks Library System Register of Deeds Tax Administration Department Volunteer (Combination) Fire Departments
Labor – Pallet Jacks	1	Active Living and Parks Library System Register of Deeds Tax Administration Volunteer (Combination) Fire Departments
Law Enforcement/Security	3	Municipal Law Enforcement Sheriff's Office
Community Relations	1	CHSA PIO
Forklifts	1	IAM R.S. Braswell Co. Sunbelt Rentals
Pallet Jacks	1	IAM
Mobile Light Towers	1	Sunbelt Rentals Volunteer (Combination) Fire Departments Municipal Fire Departments
Portable Toilets	2	Al Lowder, Inc Rowan Septic Tanks
Tents	1	NGO's
Dumpsters	1	BFI –CMS Reliable Hauling
Traffic Cones	10	Sheriff's Office Volunteer (Combination) Fire Departments
County 800MHz Radio	1	Emergency Management Department. (1) from each POD, as needed

ANNEX R
RECOVERY

Primary Agencies

- CHSA
- Emergency Management
- Finance Department/Procurement Services
- IAM
- Planning and Development – Chief Codes Enforcement Officer

Support Agencies

- American Red Cross – Southern Piedmont Chapter
- County Manager
- Municipal Fire Departments
- Sheriff's Office
- Tax Administration
- Volunteer (Combination) Fire Departments

I. PURPOSE

This annex provides a framework and guidance for the organization and coordination of community recovery following a disaster. This includes both short-term recovery in the hours following the incident or event, and long-term recovery in the days, weeks, months, and years following an incident or event. Primary goals include the restoration of vital lifelines, critical infrastructure, the business of government, the environment, the local economy, and in some cases private property.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. Any emergency situation has the potential to cause damage to the County that may require both short-term and long-term recovery operations.
2. In most cases, recovery operations involve departments, agencies, and private sector entities that are not typically involved in the other phases of emergency management (preparedness, response, mitigation).

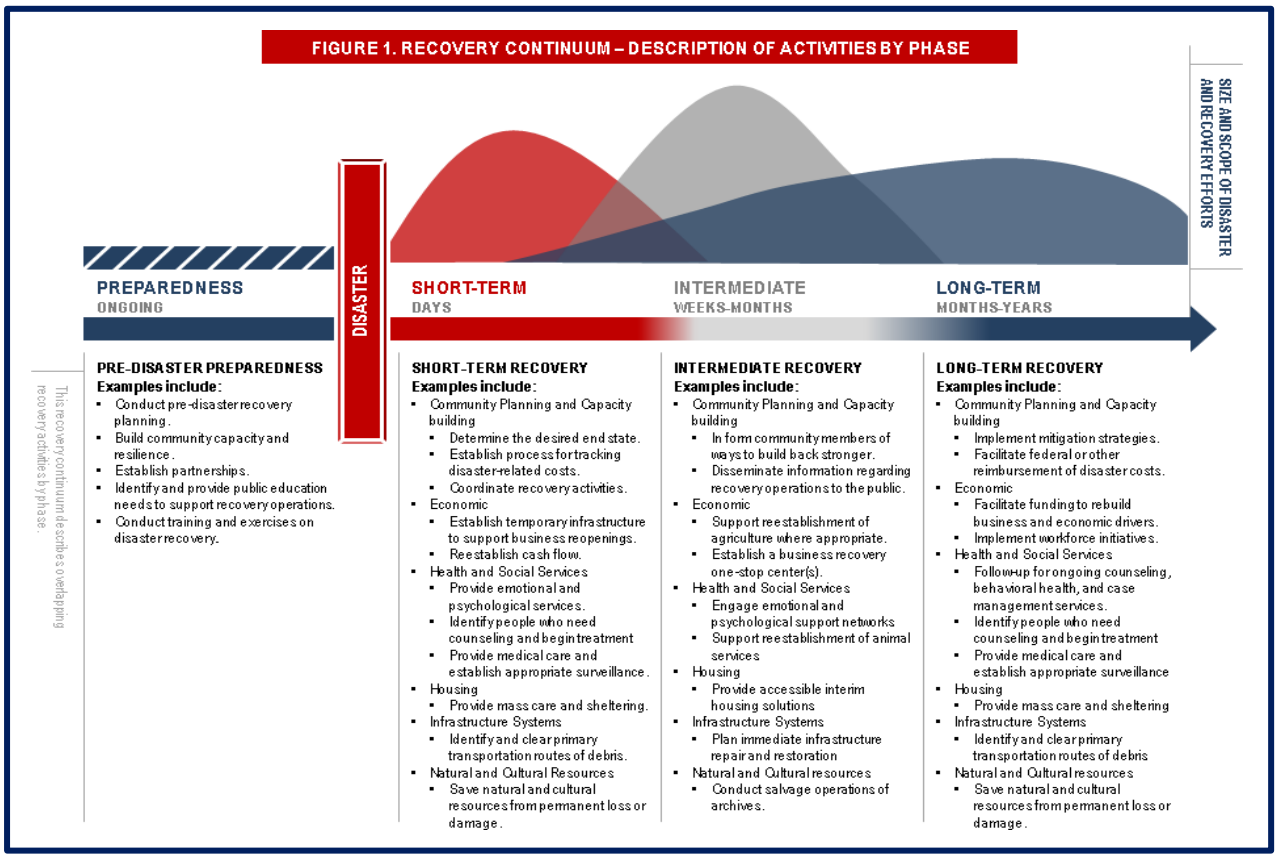
B. Assumptions

1. The effects of the emergency situation may continue to pose a threat of damage to public and private property after response operations have concluded.
2. Prompt implementation of recovery operations helps expedite relief and assistance for those adversely affected by the emergency.
3. The County may not have the resources and capabilities to engage in recovery operations, thus relying heavily on the state and local government for assistance.
4. Dependent on the scope and nature of the disaster, federal resources/funds may be available for public and/or private assistance.
5. Dependent on the scope and nature of the disaster, the County may request both a state and Presidential Disaster Declaration in order to qualify for federal assistance.

III. CONCEPT OF OPERATIONS

A. General

1. Immediately following a disaster, initial response activities are focused on life safety and protecting property and infrastructure. During the hours following an incident or event, it is also critical to consider the both the short-term and long-term impacts. In many cases the County begins the recovery process concurrently with response operations. It's important to consider recovery as early in the disaster as possible because state and federal funding/assistance is dependent on proper emergency declaration(s), Preliminary Damage Assessment (PDA) findings, and incident/event documentation.
2. The County is responsible for leading the recovery process, but in many cases requires assistance from surrounding jurisdictions, the state, federal government, and private sector partners.
3. The recovery process is split into two categories, short-term and long-term. However, some activities can occur in both and concurrently. In many cases there is no clear distinction between when short- term recovery ends and long-term recovery begins.
    a. Short-term recovery focuses on restoring critical lifelines and infrastructure such as utilities, roads, the economy and services that the public relies on for their immediate needs. Short-term recovery typically occurs in the hours and days following an incident or event.
    b. Long-term recovery builds on the activities taking place during short-term recovery, and focuses on the resumption of full services, larger-scale repairs and restoration, economic recovery, and maintaining all functions of the business of government. Long-term recovery usually takes into consideration mitigation activities in order to try to reduce or eliminate the impacts of a similar incident/event occurring in the future. Long-term recovery takes place in the days, weeks, months, and even years following the incident/event. Long-term recovery can often occur after the EOC has been closed.



c.

Figure 1.1
Disaster Recovery Continuum

B. Cabarrus County Recovery Operations

1. The Emergency Management Director coordinates initial recovery operations from the EOC. Local municipalities operate from their city/town EOC. The EOC staff maintains accurate records of both response and recovery operations, to include records of all expenditures for labor, equipment use and supplies expended during these operations.
2. The Planning Section of the EOC manages recovery operations within the county. The municipalities coordinate their recovery activities with the EOC and submit all reports and documentation to the EOC. All requests for assistance go the EOC for action.
3. Often, the first step in the recovery process is completing a PDA. Planning and Development Department, Construction Standards and the Tax Assessor's Office form damage assessment teams to examine and report on the extent of damage throughout the county. Refer to Annex M – Damage Assessment and Debris Removal for additional information on damage assessment activities.
4. Following the completion of the damage assessment, the Emergency Management

Director forwards damage assessment reports and any requests for assistance from the NCEM Western Branch Office by the quickest means available. The Secretary, North Carolina Department of Public Safety is authorized to commit state resources to assist with the recovery efforts.

5. Under the provisions of North Carolina General Statue 166A, the existence of a state of disaster may be proclaimed by the Governor or by a resolution of the General Assembly if either of these finds that a disaster threatens or exists. Upon receipt of the PDA, the Governor shall issue a proclamation defining the area subject to the state of disaster and proclaiming the disaster as a Type I, Type II, or Type III disaster. (See NC GS 166A-6 for details of each type).
6. The Governor may request a Presidential declaration of a "major disaster", "major emergency", or a specific federal agency disaster declaration (Small Business Administration, Department of Agriculture, Corps of Engineers, etc.) to augment state, local, and private recovery and relief efforts.
7. The President, under a "major emergency" declaration may authorize the use of any federal equipment, personnel and other resources to support local response and recovery operations.
8. The President, under a "major disaster" declaration may authorize two basic types of disaster relief assistance:
    a. Individual Assistance (IA). This focuses on the individual and includes:
        (1) Financial Assistance: Provides grants for temporary housing, home repairs, and other disaster-related expenses not covered by insurance.
        (2) Housing Assistance: Offers temporary housing options such as rental assistance, lodging expense reimbursement, and direct housing programs.
        (3) Crisis Counseling: Provides counseling services to individuals and families affected by disasters to help cope with emotional distress.
        (4) Disaster Unemployment Assistance: Offers financial assistance to eligible individuals who lost their jobs as a direct result of a disaster.
        (5) Legal Assistance: Provides legal services to individuals for issues related to disaster recovery, such as landlord-tenant disputes or consumer protection.
        (6) Other Needs Assistance: Offers assistance for necessary expenses and serious needs caused by the disaster, such as medical and dental expenses, transportation, and personal property replacement.
        (7) Individuals and Households Program (IHP): Combines several of these assistance types to help eligible individuals and households recover from disasters.
    b. Public Assistance (PA). This is employed to restore local government functions and certain types of private, nonprofit organizations. It includes:
        (1) Emergency work. Category A: Debris removal
        (2) Emergency work. Category B: Emergency protective measures
        (3) Permanent work. Category C: Roads and bridges
        (4) Permanent work. Category D: Water control facilities
        (5) Permanent work. Category E: Public buildings and contents

(6) Permanent work: Category F: Public utilities

(7) Permanent work: Category G: Park, recreation, and other facilities

(8) Category Z: Administrative cost

b. Emergency work must be completed within six months.

c. Permanent work must be completed within 18 months.

9. After a Presidential declaration:

   a. The President appoints a Federal Coordinating Officer (FCO) that controls the Federal assistance efforts.

   b. The Governor appoints a State Coordinating Officer (SCO) and Governor's Authorized Representative (GAR) to coordinate the state assistance.

   c. FEMA establishes a Disaster Field Office (DFO) central to the damaged area to administer public assistance programs. FEMA opens Disaster Application Centers (DAC) for Individual Assistance, where individuals may apply for Federal assistance.

   d. If FEMA determines the area eligible for Public Assistance programs, FEMA personnel conduct an Applicant's Briefing for officials of counties, cities, and private nonprofit (PNP) organizations to explain eligibility criteria. The Emergency Management Director identifies and notifies eligible applicants. During this briefing, each agency or local government eligible for assistance submits a Notice of Interest.

   e. Each public or private agency applying for public assistance appoints an Applicant's Agent to act as the point of contact with the FEMA PA staff. This agent collects documentation to support the claims and forward this information with the completed applications to the DFO.

10. Hazard Mitigation Grant Programs (HMGP)

    a. Emergency Management can utilize HMGP funds to proactively address vulnerabilities, enhance resilience, and minimize the loss of life and property during disasters.

    b. HMGP provides funding for projects that mitigate the risks posed by natural hazards such as floods, hurricanes, earthquakes, and wildfires. These projects can include infrastructure improvements, retrofitting buildings, implementing early warning systems, and community education initiatives.

11. Other recovery activities and operations that take place include the following:

    a. Animal control and sheltering

    b. Business resumption

    c. Communications restoration

    d. Continuity of operations/government

    e. Debris management

    f. Demolition

    g. Donations management

    h. Engineering/construction

i. Environmental services

j. Fatality management

k. Financial management

l. Public information

m. Rezoning and land use

n. Temporary and long-term housing

o. Transportation

p. Utility restoration

q. Volunteer management

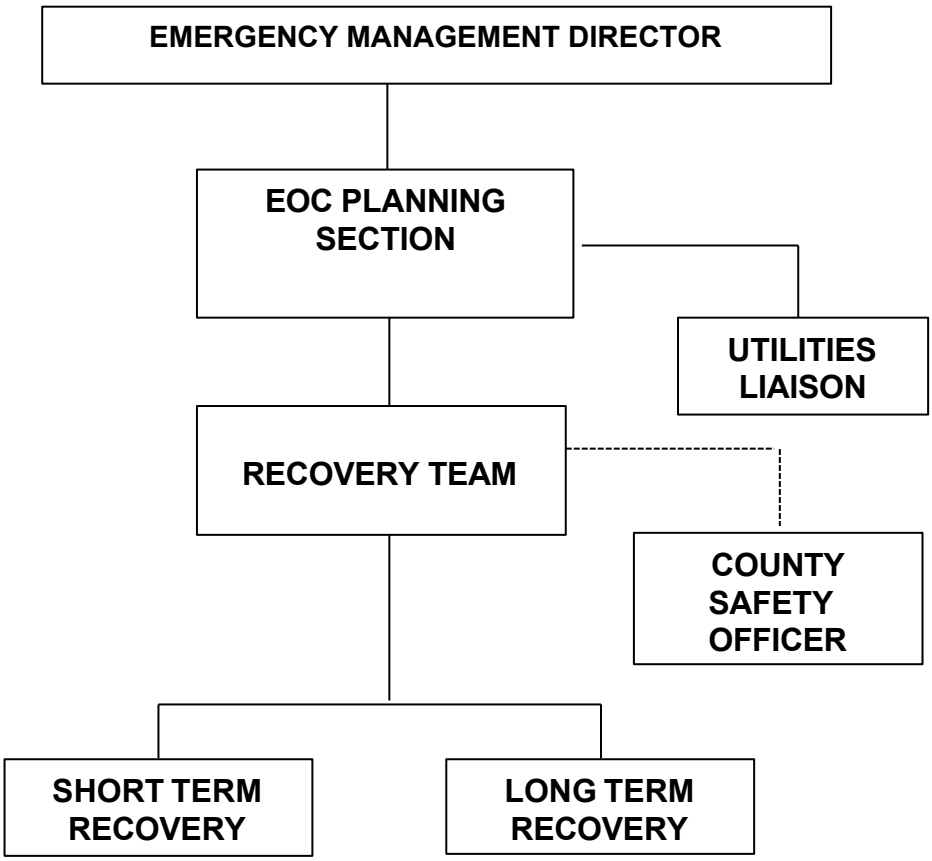
IV. DIRECTION AND CONTROL

A. The Board of County Commissioners directs the overall recovery effort. The Emergency Management Director coordinates daily recovery activities from the EOC.

B. Coordination of recovery operations follows the same model as response operations.

C. All County departments provide personnel and resources to support the recovery effort as requested. Personnel from departments assigned with recovery missions remain under the control of their own departments, but function under the technical supervision of the EOC and/or Emergency Management.

APPENDIX 1 TO ANNEX R
ORGANIZATIONAL STRUCTURE FOR RECOVERY



ANNEX S
SPECIAL EVENTS AND FACILITIES

Primary Agencies

- Emergency Management
- Fire Services

Support Agencies

- Dependent on the special event, facility and/or incident.

I. PURPOSE

This annex identifies special events and facilities that are located within (or in close proximity) to Cabarrus County. More specific information on response operations for incidents/events is located in the corresponding functional annexes. For example, a fire impacting one of the special events or facilities identified in this annex should be managed utilizing Annex F – Fire Protection. This annex is intended to provide information on special events and facilities and should not be used to coordinate or manage response operations.

II. SITUATION AND ASSUMPTIONS

A. Situation

Cabarrus Arena and Events Center
The Cabarrus Arena and Events Center is one of the largest and most adaptable facilities in the County. The complex consists of a main Arena, Event Center A and B, Gold Halls 1 and 2 and the Cabarrus Rooms. The complex hosts concerts, trade and consumer shows, local, regional and national sporting events, meetings and special events every year including the Cabarrus County Fair. Additional information on the Cabarrus Arena and Events Center is listed in Annex P – Donated Goods Management.

Charlotte Motor Speedway and zMax Dragway
The population can increase significantly during these events held at different intervals throughout the year. Refer to the Incident Action Plan for the associated event managed by the City of Concord for more information.

City of Charlotte
Any large-scale incident or event in the City of Charlotte will also likely impact the County. Refer inquiries for additional information to Charlotte-Mecklenburg Emergency Management.

Concord-Padgett Regional Airport
The Concord-Padgett Regional Airport, a general aviation facility, is located on Aviation Boulevard in the western section of the County. It is immediately west and parallel to US Interstate 85 Highway. The facility has two runways, one 7400 feet and the other 7000 feet long.

Concord Mills Mall
Concord Mills Mall is the largest tourist attraction in the State of NC. During certain times of the year, the mall can have upwards of 110,000 visitors per day.

MNS
The County is a host County for the reception and sheltering of evacuees from two evacuation zones within the MNS 10-mile Emergency Planning Zone (EPZ). Refer to the MNS Emergency Plan for more detailed information.

A. Assumptions

1. Special events and facilities pose a unique threat within the County and in some cases may be more susceptible to an emergency.
2. Operational response information for special events and facilities is located in the corresponding annexes dependent on the event, facility, and/or incident.
3. Tactical response information for special events and facilities is located in departmental plans, policies, and procedures dependent on the event, facility, and/or incident.

III. CONCEPT OF OPERATIONS

A. General

1. The concept of operations for special events and facilities is dependent on the type of incident or event. In some cases a supplemental plan identifies the concept of operations (e.g. the Speedway Emergency Action Plan for events/incidents at the speedway), while others are determined by the type of emergency that has occurred and the concept of operations is identified in a functional annex (e.g. a terrorist attack at Concord Mills would require activation of Annex Q – Terrorism Response Operations (Classified)).

B. Organization and Staffing.

1. Organization and staffing for special events and facilities is dependent on the type of incident or event.

IV. DIRECTION AND CONTROL

A. During the preparedness phase, Fire Services identifies and coordinates planning efforts in consideration of special events and facilities within the unincorporated areas of the County and applicable municipal events.

B. In some cases, Emergency Management plays a support role in planning efforts of special events or facilities that are located outside of the County's jurisdiction.

C. During the response phase, the department or agency with command and control responsibilities for the special event or facility determines direction and control. In many cases, the response will require EOC activation. For detailed information on direction and control when the EOC is activated refer to Annex A – Direction and Control.

V. CONTINUITY OF GOVERNMENT

A. Order of succession for departments and agencies that play a role in responding to an incident at one of the identified special events or facilities are in accordance with their internal SOG(s).

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

APRIL 20, 2026
6:00 PM

AGENDA CATEGORY:

CONSENT AGENDA

SUBJECT:

Emergency Management - Duke Energy McGuire Nuclear Station Grant Funding Increase & Budget Amendment

BRIEF SUMMARY:

Cabarrus County Emergency Management has received an increase to the annual grant funding allotment from $25,000.00 to $31,000.00 to continue and strengthen emergency preparedness support as a host county associated with the Duke Energy McGuire Nuclear Station. The increased funds reflect rising costs and critical needs identified through ongoing planning, training, and equipment assessments. The additional $6,000.00 in funding will be used to address increased equipment and supply costs necessary to support the operation of the Reception and Congregate Care Center, ensuring Cabarrus County can effectively register, decontaminate, shelter, and care for displaced residents from Mecklenburg County should a radiological emergency arise.

REQUESTED ACTION:

Recommended Motion:

Motion to accept the grant award and approve the associated budget amendment.

SUBMITTED BY:

Jason Burnett, Emergency Management Director

BUDGET AMENDMENT REQUIRED:

Yes

ATTACHMENTS:

1. Budget Amendment

Budget Revision/Amendment Request

Date: 4/20/2026 **Amount:** $ 6,000.00

Dept. Head: Jason Burnett, EM Director **Department:** Emergency Management

☐ **Internal Transfer Within Department** ☐ **Transfer Between Departments/Funds** ☑ **Supplemental Request**

Budget Amendment for Duke Energy McGuire Nuclear Station Grant Funding Increase

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
001	6	2710-6807	Duke Energy Grant	$ 25,000.00	$ 6,000.00		$ 31,000.00
001	9	2710-9431	McGuire Grant Expense	$ 18,000.00	$ 6,000.00		$ 24,000.00
							0.00
							0.00
							0.00
							0.00
							0.00
							0.00
						Total	0.00

Budget Officer

☐ Approved

☐ Denied

_____

Signature

_____

Date

County Manager

☐ Approved

☐ Denied

_____

Signature

_____

Date

Board of Commissioners

☐ Approved

☐ Denied

_____

Signature

_____

Date

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

APRIL 20, 2026
6:00 PM

AGENDA CATEGORY:

CONSENT AGENDA

SUBJECT:

Emergency Medical Services (EMS) - Proposed EMS Rate Increases

BRIEF SUMMARY:

EMS is requesting a fee increase for rates of service. This was discussed at the FY27 Budget Retreat. This recommendation aligns with 300% of the Medicare Fee Schedule (MFS) and is supported by our billing company, EMS Management and Consultants.

REQUESTED ACTION:

Recommended Motion:

Motion to approve the requested ambulance fee increase to be adopted for FY27.

SUBMITTED BY:

James Lentz, Emergency Medical Services Chief

BUDGET AMENDMENT REQUIRED:

No

ATTACHMENTS:

1.2026 Rate Analysis Letter

2. Cabarrus Presentation EMSMC

EMS|MC

Rate Survey

Cabarrus County EMS

2540 Empire Drive, Suite 100
Winston-Salem, NC 27103

info@emsmc.com

emsmc.com

EMS|MC

Dear Cabarrus County EMS,

I trust you are well. In our ongoing partnership, we are dedicated to ensuring that Cabarrus County EMS remains both sustainable and capable of delivering the high standard of care your community expects.

With the current economic landscape, we are aware that many service providers are grappling with the question of whether to adjust their ambulance rates. These adjustments include the 2026 Ambulance Inflation Factor that are based on the Medicare Allowable rates and well as reviewing neighboring agencies. While we understand this decision is not taken lightly, we recommend an annual review of rates and have provided this information below.

Understanding the Ambulance Inflation Factor:
The ambulance inflation factor is an annual measure reflecting the increased costs associated with providing ambulance services, influenced by variables such as fuel prices, medical equipment costs, personnel expenses, and regulatory changes. Adjusting rates to align with this factor can ensure that your service does not suffer from diminished resources as operational costs climb. The 2026 Ambulance Inflation Factor is 2.0%.

Understanding the Medicare Fee Schedule:
The Medicare Part B Ambulance Fee Schedule (AFS) is a national fee schedule for ambulance services. Each year, an update is applied to the payment limits for ambulance transports that is equal to the percentage increase in the Consumer Price Index for All Urban Consumers (CPI-U) for the 12-month period ending with June of the previous year.

The fee schedule applies to all ambulance services provided by:

- Volunteer, municipal, private, and independent ambulance suppliers.
- Institutional providers, including hospitals and skilled nursing facilities.
- Critical access hospitals, except when they're the only ambulance service within 35 miles.

Our Analysis Approach
To support your decision-making, we've conducted a comprehensive analysis of your rates against these factors. This strategic approach factors in state and regional benchmarks and aligns with the Medicare Allowable Fee Schedule, offering insights into sustainable pricing that nurtures community trust.

A Partnership Driven by Data and Discretion
EMS|MC remains dedicated to a data-informed approach that respects your goals and patient care priorities. We understand the sensitivity of pricing changes and have approached this analysis with the necessary diligence and discretion. We are here to navigate these complex considerations alongside you and look forward to that opportunity.

Thank you for your continued trust in our partnership,

Sarah Ball, Client Success Executive
EMS|MC
Sarah.Ball@emsmc.com
336-701-0643

EMS|MC

Cabarrus County EMS NC

2026 Medicare Rate Analysis and Recommendations

Level Of Service	2026 Medicare Allowable (Urban)	Current Charge	Recommended (300% MFS)	Recommended (350% MFS)	2026 Approved Charge
ALS NE A0426	$331.97	$636.29	$995.91	$1,161.90	$0.00
ALS E A0427	$525.61	$890.78	$1,576.83	$1,839.64	$0.00
BLS NE A0428	$276.64	$563.57	$829.92	$968.24	$0.00
BLS E A0429	$442.62	$781.71	$1,327.86	$1,549.17	$0.00
ALS 2 A0433	$760.75	$1,199.82	$2,282.25	$2,662.63	$0.00
Specialty Care Transports A0434	$899.07	$1,381.60	$2,697.21	$3,146.75	$0.00
Mileage A0425	$9.33	$15.00	$27.99	$32.66	$0.00

Prepared by: EMS|MC

Authorization of Recommended Rates/Date

Printed Name/Title

Charge Description	HCPCS Code	Charge Type	Current Price
A2 Comprehensive Transport	A0433	ALS Base Rates	$1,199.82
ALS Disposable Supplies	A0398	Misc. Supplies	$100.00
ALS Emerg Transport	A0427	ALS Base Rates	$890.78
ALS Mileage	A0425	Mileage	$6.50
ALS NonEmerg Transport	A0426	ALS Base Rates	$636.29
BLS Disposable Supplies	A0382	Misc. Supplies	$60.00
BLS Emerg Transport	A0429	BLS Base Rates	$781.71
BLS Mileage	A0425	Mileage	$6.50
BLS NonEmerg Transport	A0428	BLS Base Rates	$563.57

EMS|MC

DOA Transport	A0429	Other Charges	$411.22
IV Disposable Supplies	A0394	Misc. Supplies	$50.00
MedCtr Air A2 Comprehen	A0433	ALS Base Rates	$706.78
MedCtr Air ALS Emerg	A0427	ALS Base Rates	$488.31
MedCtr Air ALS NonEmer	A0426	ALS Base Rates	$308.42
MedCtr Air BLS Emerg	A0429	BLS Base Rates	$411.21
MedCtr Air BLS NonEmerg	A0428	BLS Base Rates	$257.01
MedCtr Air Mileage	A0425	Mileage	$8.71
MedCtr Air Patient Miles	A0888	Mileage	$8.71
MedCtr Air SCT	A0434	ALS Base Rates	$835.29
Medicaid Roundtrip	T2003	Other Charges	$700.00
Medical Exam Miles(40+)	A0999	Mileage	$1.00
Medical Examiner Trans	A0999	Other Charges	$170.00
Mileage - Ground	A0425	Mileage	$15.00
Oxygen	A0422	Misc. Supplies	$50.00
Patient Mileage Charge	A0888	Mileage	$15.00
Specialty Care Transport	A0434	ALS Base Rates	$1,381.60
Treatment, No Transport	A0998	Other Charges	$200.00

EMS|MC

Cabarrus County EMS NC

EMS|MC Budget Review

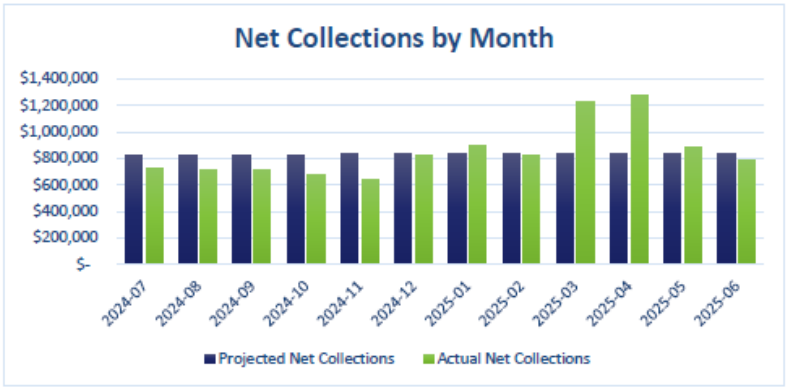
Cabarrus County EMS

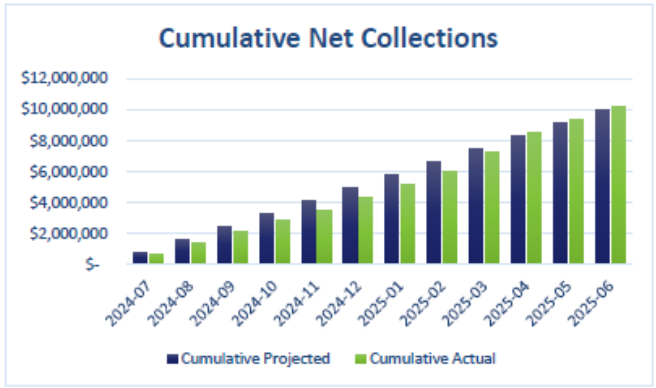
FY2025 Performance – Net Collection Percentages

EMS|MC

Cabarrus County EMS **FY 2025**

PTD Projected Net Collections	PTD Actual Net Collections	PTD Collection %
$ 9,987,055	$ 10,199,767	102.1%





Month	Projected Net Collections	Actual Net Collections	Variance $	% of Projected	Cumulative Projected	Cumulative Actual	Cumulative Variance $	% of Cumulative Projected
2024-07	$ 826,713	$ 723,573	$ (103,140)	87.5%	$ 826,713	$ 723,573	$ (103,140)	87.5%
2024-08	$ 827,721	$ 710,956	$ (116,765)	85.9%	$ 1,654,434	$ 1,434,529	$ (219,905)	86.7%
2024-09	$ 828,728	$ 711,556	$ (117,173)	85.9%	$ 2,483,162	$ 2,146,084	$ (337,078)	86.4%
2024-10	$ 829,736	$ 678,351	$ (151,384)	81.8%	$ 3,312,898	$ 2,824,435	$ (488,463)	85.3%
2024-11	$ 830,743	$ 647,065	$ (183,678)	77.9%	$ 4,143,641	$ 3,471,500	$ (672,141)	83.8%
2024-12	$ 831,751	$ 820,170	$ (11,581)	98.6%	$ 4,975,392	$ 4,291,670	$ (683,722)	86.3%
2025-01	$ 832,758	$ 898,538	$ 65,779	107.9%	$ 5,808,151	$ 5,190,208	$ (617,943)	89.4%
2025-02	$ 833,766	$ 822,372	$ (11,394)	98.6%	$ 6,641,916	$ 6,012,579	$ (629,337)	90.5%
2025-03	$ 834,773	$ 1,228,726	$ 393,953	147.2%	$ 7,476,690	$ 7,241,305	$ (235,385)	96.9%
2025-04	$ 835,781	$ 1,281,992	$ 446,211	153.4%	$ 8,312,471	$ 8,523,297	$ 210,826	102.5%
2025-05	$ 836,788	$ 886,922	$ 50,134	106.0%	$ 9,149,259	$ 9,410,219	$ 260,960	102.9%
2025-06	$ 837,796	$ 789,548	$ (48,248)	94.2%	$ 9,987,055	$ 10,199,767	$ 212,712	102.1%

Cabarrus County EMS

FY2025 Performance – Net Collection Percentages

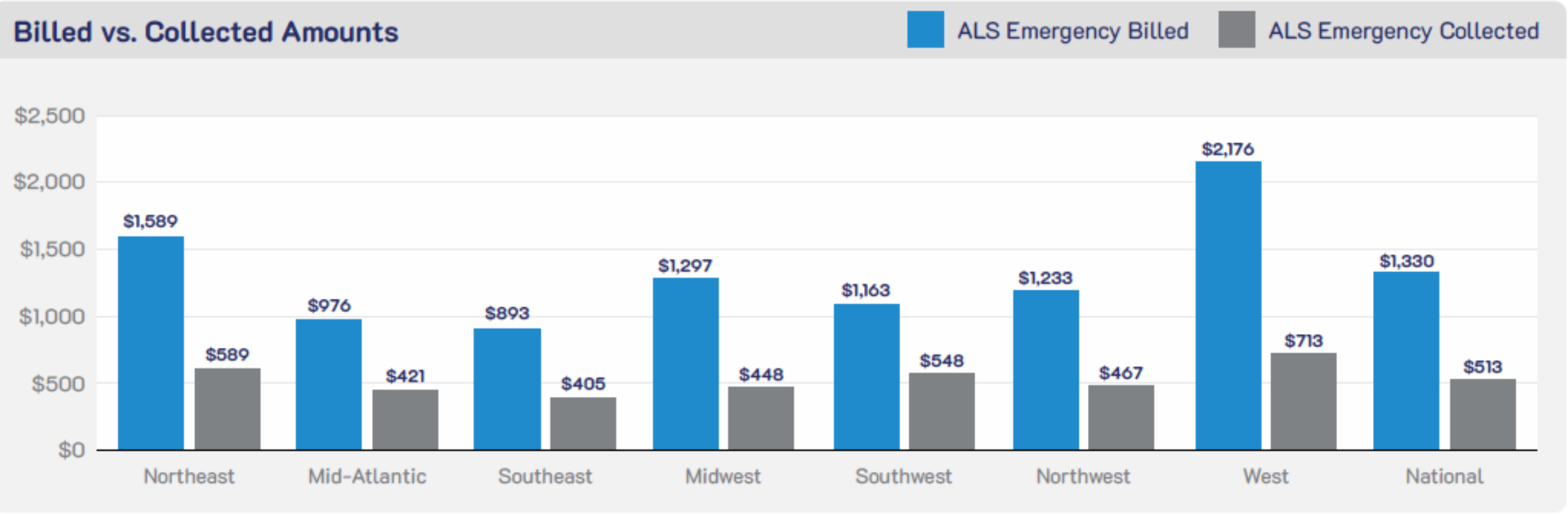
Payor Category	Trips	Net Collection %	CPT
Medicare	3,565	96.6%	$505.88
Medicare Advantage	7,058	84.9%	$432.37
Medicaid	547	65.5%	$105.55
Medicaid MCO	3,491	92.8%	$560.35
Insurance	3,515	80.7%	$588.25
Other Gov Payors	340	81.7%	$746.50
TPL	129	72.5%	$735.48
Facility	401	93.8%	$372.09
Uninsured	1,934	16.0%	$156.84
Overall	20,980	76.6%	$464.15

Cabarrus County EMS

Rate Comparison

Level of Service	Cabarrus (Current)	Cabarrus (Proposed)	Wake	Guilford	Rowan	Gaston	Mecklenburg	Average
BLS NE	563.57	829.92	1,449.22	553.28	408.71	850.00	892.00	786.13
BLS E	781.71	1,327.86	1,449.22	885.24	653.93	1,000.00	1,194.00	994.02
ALS NE	636.29	995.91	1,449.22	663.94	490.43	1,200.00	892.00	888.65
ALS E	890.78	1,576.83	1,449.22	1,051.22	776.52	1,500.00	1,194.00	1,143.62
ALS2	1,199.82	2,282.25	1,449.22	1,521.50	1,123.91	1,800.00	1,194.00	1,381.41
SCT	1,381.60	2,697.21	1,449.22	1,798.14	1,165.00	2,400.00	1,440.00	1,605.66
Mileage	15.00	27.99	17.88	18.66	13.86	23.50	29.00	19.65
TNT	200.00	200	150 (BLS) 200 (ALS)	350.00	250.00	375.00	200.00	275.00

Average Billed vs. Collected Amounts



Cabarrus County EMS

Projected Rate Increase

Projected Rate Increase	Revenue
Current Rates	$11.3M
Recommended Rates	$12.8M

Cabarrus County EMS

Ground Ambulance Data Collection System - GADCS

	Median			
Provider Type	Revenue	Cost	Shortfall $	Shortfall %
All NPIs	$625	$1,340	($715)	(53%)
Medium Volume Systems	$641	$1,379	($738)	(54%)
Government Systems	$693	$1,879	($1,166)	(63%)
Public Safety	$641	$2,050	($1,409)	(69%)
Urban	$545	$1,227	($682)	(56%)

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

APRIL 20, 2026
6:00 PM

AGENDA CATEGORY:

CONSENT AGENDA

SUBJECT:

Facilities Design and Construction - Bid Award for Construction Standards, Planning and Zoning and First Floor Restroom Renovations

BRIEF SUMMARY:

Sealed bids were received on April 2, 2026 at 2:00 in the Board of Commissioners Chambers for the renovation of the Construction Standards and Planning and Zoning suites and first floor restroom at the Governmental Center. Staff presented the bid tabulations and requested that a contract to be awarded to the lowest bidder.

REQUESTED ACTION:

Recommended Motion:

Motion to approve bid award with Lyles Construction for the Construction Standards, Planning and Zoning and first floor restroom renovations and to approve the Interim County Manager to execute the contract and any necessary documents upon review and approval by County Attorney.

SUBMITTED BY:

Michael A Miller, Design and Construction Manager

BUDGET AMENDMENT REQUIRED:

No

ATTACHMENTS:

1. Work Scope No. 1 Bid Tabulation
2. Work Scope No. 2 Bid Tabulation

BID TABULATION

Name of Project: **Work Scope No.1- Construction Standards, Planning, and Zoning Alterations, Cabarrus County Governmental Center**

Location: **65 Church Street SE**
Concord, N.C. 28025

Bid submission deadline: 2:00 pm, April 2, 2026
County Commissioners Meeting Room, Cabarrus Co. Governmental Center

Name of Contractor	Base Bid	Alt. No. 1 Owner preferred acoustical celings	Alt. No. 2 Owner preferred Clarus Glass VDS	Alt. No. 3 Owner preferred Florence window				Bid Bond	HUB	Est. Days
IKE'S CONSTRUCTION, INC.	$810,000.00	$0.00	$2,420.00	$2,255.00				Yes	Yes	150
GW LILES CONSTRUCTION, CO., INC.	$884,057.00	$0.00	$1,750.00	$2,050.00				Yes	Yes	150
MILES-McCLELLAN CONSTRUCTION	No Bid									
EVISICON CONSTRUCTION, CO., INC.	$879,468.00	$0.00	$5,566.00	$2,310.00				Yes	Yes	150

BID TABULATION

Name of Project: **Work Scope No. 2- First Floor Restroom Alterations, Cabarrus County Governmental Center**

Location: **65 Church Street SE**
Concord, N.C. 28025

Bid submission deadline: 2:00 pm, April 2, 2026
County Commissioners Meeting Room, Cabarrus Co. Governmental Center

Name of Contractor	Base Bid	Alt. No. 1 Owner preferred sconce lights	Alt. No. 2 Owner preferred toilet partitions	Alt. No. 3 Owner preferred quartz countertops	Alt. No. 4 Owner preferred acoustical ceilings	Alt. No. 5 Owner preferred ceramic tile	Alt. No. 6 Setting Bed Replacement	Bid Bond	HUB	Est. Days
IKE'S CONSTRUCTION, INC.	$160,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$13,315.00	Yes	Yes	150
GW LILES CONSTRUCTION, CO., INC.	$55,440.00	$750.00	$6,774.00	$0.00	$0.00	$0.00	$0.00	Yes	Yes	150
MILES-McCLELLAN CONSTRUCTION	No Bid									
EVISICON CONSTRUCTION, CO., INC.	$199,825.00	$3,336.00	$0.00	$2,651.00	$0.00	$0.00	$4,781.00	Yes	Yes	150

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

APRIL 20, 2026
6:00 PM

AGENDA CATEGORY:

CONSENT AGENDA

SUBJECT:

Finance - FY 2026 Audit Contract Approval

BRIEF SUMMARY:

The Local Government Commission ("LGC") requires the Board of Commissioners approve the audit contract each year. The current audit contract for Fiscal Year 2026 is with Martin Starnes & Associates, CPA's and is attached for your review.

REQUESTED ACTION:

Recommended Motion:

Motion to approve the audit contract with Martin Starnes & Associates, CPA's for Fiscal Year 2026 audit and to authorize the Chair to execute the contract on the Board's behalf.

SUBMITTED BY:

Jim Howden, Finance Director

BUDGET AMENDMENT REQUIRED:

No

ATTACHMENTS:

1. Audit Contract - Fiscal Year 2026

CONTRACT TO AUDIT ACCOUNTS

The Governing Board: Board of Commissioners

of Primary Government Unit: Cabarrus County, NC

and Discretely Presented Component Unit (DPCU) (if applicable): N/A

Primary Government Unit, together with DPCU (if applicable), hereinafter referred to as Governmental Unit(s)

and Auditor Name: Martin Starnes & Associates, CPAs. P.A.

Auditor Address: 730 13th Avenue Drive SE, Hickory NC 28602

Hereinafter referred to as Auditor

for

Fiscal Year Ending	Date Audit Will Be Submitted to LGC
06/30/26	12/31/26

Must be within six months of FYE

hereby agree as follows:

1. The Auditor shall audit all statements and disclosures required by "U.S. Auditing Standards – AICPA (Clarified)," referred to as generally accepted auditing standards (GAAS) and additional required legal statements and disclosures of all funds and/or divisions of the Governmental Unit(s). The non-major combining, and individual fund statements and schedules shall be subjected to the auditing procedures applied in the audit of the basic financial statements and an opinion shall be rendered in relation to (as applicable) the governmental activities, the business-type activities, the aggregate DPCUs, each major governmental and enterprise fund, and the aggregate remaining fund information (non-major government and enterprise funds, the internal service fund type, and the fiduciary fund types). Budgetary comparison information shall be prepared in accordance with applicable GASB standards. Budget-to-actual comparisons at the level of the legally adopted budget ordinance shall be presented as required supplementary information and shall not be included in the basic financial statements. Any other budgetary comparison information shall be presented only as supplementary information for funds required to be budgeted under NCGS Chapter 159, Article 3.

2. At a minimum, the Auditor shall conduct the audit and render the report in accordance with GAAS. If the Governmental Unit expended $100,000 or more in combined Federal and State financial assistance during the reporting period, the Auditor shall perform the audit in accordance with *Generally Accepted Government Auditing Standards* (GAGAS). The Governmental Unit is subject to federal single audit requirements in accordance with Title 2 US Code of Federal Regulations Part 200 *Uniform Administration Requirements, Cost Principles, and Audit Requirements for Federal Awards*, Subpart F (*Uniform Guidance*) and the State Single Audit Implementation Act. Currently the threshold is $1,000,000 for federal and state single audits, or such other threshold as applicable for the fiscal year under audit. This audit and all associated audit documentation may be subject to review by federal and State agencies in accordance with federal and State laws, including the staff of the Office of State Auditor (OSA) and the Local Government Commission (LGC). If the audit requires a federal single audit in accordance with the Uniform Guidance (§200.501) the Auditor and Governmental Unit(s) should discuss, in advance of the execution of this contract, the responsibility for submission of the audit and the accompanying data collection form (form SF-FAC) to the Federal Audit Clearinghouse as required under the Uniform Guidance (§200.512) to ensure proper submission.

If the audit and Auditor communication are found in this review to be substandard, the results of the review may be forwarded to the North Carolina State Board of CPA Examiners (NC State Board).

3. If an entity is determined to be a component of another government as defined by the group audit standards, the entity's auditor shall make a good faith effort to comply in a timely manner with the requests of the group auditor in accordance with AU-6 §600.41 - §600.42.

4. This contract contemplates an unmodified opinion being rendered. If during the process of conducting the audit, the Auditor determines that it will not be possible to render an unmodified opinion on the financial statements of the unit, the Auditor shall contact the LGC Staff to discuss the circumstances leading to that conclusion as soon as is practical and before the final report is issued. The audit shall include such tests of the accounting records and such other auditing procedures as are considered by the Auditor to be necessary in the circumstances. Any limitations or restrictions in scope which would lead to a qualification should be fully explained in an attachment to this contract.

5. If this audit engagement is subject to the standards for audit as defined in *Government Auditing Standards* (2018 revision or subsequent revisions, as applicable) issued by the Comptroller General of the United States, then by accepting this engagement, the Auditor warrants that he or she has met the requirements for a peer review and continuing education as specified in *Government Auditing Standards*. The Auditor agrees to provide a copy of the most recent peer review report to the Governmental Unit(s) and to the Secretary of the LGC prior to the execution of an audit contract. Subsequent submissions of the report are required only upon report expiration or upon the Auditor's receipt of an updated peer review report. If the audit firm receives a peer review rating other than pass, the Auditor shall not contract with the Governmental Unit(s) without first contacting the Secretary of the LGC for a peer review analysis that may result in additional contractual requirements.

If the audit engagement is not subject to *Government Auditing Standards* or if financial statements are not prepared in accordance with U.S. generally accepted accounting principles (GAAP) and fail to include all disclosures required by GAAP, the Auditor shall provide an explanation as to why in an attachment to this contract or in an amendment.

6. It is agreed that time is of the essence in this contract. All audits are to be performed, and the report of audit submitted to LGC Staff, within six months of fiscal year end. At the time of the execution of this contract, if the parties know that the anticipated submission date of the audit exceeds six months after fiscal year end, a written explanation shall be provided to the Secretary of the LGC on this contract form (see the space provided on Page 7). If it becomes necessary to amend the audit fee or the date that the audit report will be submitted to the LGC, an amended contract along with a written explanation of the change shall be submitted to the Secretary of the LGC for approval.

7. It is agreed that GAAS include a review of the Governmental Unit's (Units') systems of internal control and accounting as they relate to accountability of funds and adherence to budget and law requirements applicable thereto; that the Auditor shall make a written report, which may or may not be a part of the written report of audit, to the Governing Board setting forth the Auditor's findings, together with his or her recommendations for improvement. That written report shall include all matters determined to be "significant deficiencies and material weaknesses" in accordance with AU-C §265 "Communicating Internal Control Related Matters Identified in an Audit" of GAAS. The Auditor shall file a copy of that report with the Secretary of the LGC.

For GAAS or *Government Auditing Standards* audits, if an Auditor issues an AU-C §260 report, "Auditor's Communication With Those Charged With Governance," commonly referred to as a "Governance Letter," LGC staff does not require the report to be submitted unless the Auditor cites significant findings or issues from the audit, as defined in AU-C §260 paragraphs 12 - 14. This would include issues such as difficulties encountered during the audit, significant or unusual transactions, uncorrected misstatements, matters that are difficult or contentious for which the Auditor consulted outside the engagement team and, in the Auditor's judgment, are significant and relevant to those charged with governance, and other findings or issues that the Auditor believes are significant and relevant. If matters identified during the audit were required to be reported as described in AU-C §260 paragraphs 12 - 14 and were communicated in a method other than an AU-C §260 letter, the written documentation must be submitted.

8. All local government and public authority contracts for audit or audit-related work require the approval of the Secretary of the LGC. This includes annual or special audits, agreed upon procedures related to internal controls, bookkeeping or other assistance necessary to prepare the Governmental Unit's records for audit, financial statement preparation, any finance-related investigations, or any other audit- related work in the State of North Carolina. Approval is also required for the Alternative Compliance Examination Engagement for auditing the Coronavirus State and Local Fiscal Recovery Funds expenditures as allowed by US Treasury. Approval is not required on audit contracts and invoices for system improvements and similar services of a non-auditing nature.

9. Invoices for services rendered under these contracts shall not be paid by the Governmental Unit(s) until the invoice has been approved by the Secretary of the LGC. This also includes any progress billings [G.S. 159-34 and 115C-447]. All invoices for audit work shall be submitted in PDF format to the Secretary of the LGC for approval. The invoice marked 'approved' with approval date shall be returned to the Auditor to present to the Governmental Unit(s) for payment. This paragraph is not applicable to contracts for audits of hospitals.

10. In consideration of the satisfactory performance of the provisions of this contract, the Governmental Unit(s) shall pay to the Auditor, upon approval by the Secretary of the LGC if required, the fee, which includes any costs the Auditor may incur from work paper or peer reviews or any other quality assurance program required by third parties (federal and state grantor and oversight agencies or other organizations) as required under the Federal Single Audit Act and the State Single Audit Act. This does not include fees for any pre-issuance reviews that may be required by the North Carolina Association of Certified Public Accountants (NCACPA) Peer Review Committee or North Carolina State Board of CPA Examiners (see Paragraph 13).

11. If the Governmental Unit(s) has/have outstanding revenue bonds, the Auditor shall submit to LGC Staff, either in the notes to the audited financial statements or as a separate report, a calculation demonstrating compliance with the revenue bond rate covenant. Additionally, the Auditor shall submit to LGC Staff simultaneously with the Governmental Unit’s (Units’) audited financial statements any other bond compliance statements or additional reports required by the authorizing bond documents, unless otherwise specified in the bond documents.

12. After completing the audit, the Auditor shall submit to the Governing Board a written report of audit. This report shall include, but not be limited to, the following information: (a) Management’s Discussion and Analysis, (b) the financial statements and notes of the Governmental Unit(s) and all of its component units prepared in accordance with GAAP, (c) supplementary information requested by the Governmental Unit(s) or required for full disclosure under the law, and (d) the Auditor’s opinion on the material presented. The Auditor shall furnish the required number of copies of the report of audit to the Governing Board upon completion.

13. If the audit firm is required by the Secretary of the Local Government Commission to obtain a pre-issuance review or take corrective action as a result of peer review findings or quality control deficiencies, such corrective action shall be consistent with the authority and requirements of the North Carolina State Board of Certified Public Accountant Examiners, the AICPA Peer Review Program, and established Local Government Commission practice, including the use of report addenda or other remedial measures, as appropriate.

14. In accordance with G.S. 159-34, the Finance Officer of the Unit is responsible for filing the audited financial statements with the Secretary of the Local Government Commission.

The Auditor may upload the audit report and related documents through the LGC's electronic submission system; however, submission shall not be deemed complete until the Finance Officer has reviewed and certified the submission.

The Auditor, Finance Officer, other Unit staff member designated by the Finance Officer, or a third party approved by the Unit may enter all Data Input Report information except the information on the "transmittal doc info" tab. The "transmittal doc info" tab must be completed by the Auditor.

The Finance Officer shall review, approve, and certify the accuracy and completeness of the Data Input Report (DIR) in the LGC's LOGOS system prior to LGC review, regardless of whether the DIR is prepared by the Auditor or the Unit.

Finance Officer certification is required for any corrected or revised submissions.

Finance Officer certification of the DIR shall be completed in a timely manner following notification that the DIR is ready for review and within time frames prescribed by the LGC. Failure to complete certification in a timely manner may result in the audit being considered late due to unit action rather than auditor performance

The Auditor shall conduct the audit in accordance with generally accepted auditing standards and shall ensure that the financial statements are prepared in accordance with generally accepted accounting principles as of the fiscal year end. Budget-to-actual comparisons at the level of the legally adopted budget ordinance shall be presented in required supplementary information, separate from the basic financial statements, and shall not be included in the audit opinion. The Auditor shall confirm that such information reconciles to the financial statements and is consistent with applicable accounting guidance and any LGC reporting requirements.

The Finance Officer shall certify in a timely manner that all data inputted in LOGOS used for preparation of the financial statements and required supplementary information is complete and accurate.

For audits of units other than hospitals, the audit report should be submitted when (or prior to) submitting the final invoice for services rendered. The report of audit, as filed with the Secretary of the LGC, becomes a matter of public record for inspection, review and copy in the offices of the LGC by any interested parties. Any subsequent revisions to these reports shall be sent to the Secretary of the LGC. These audited financial statements, excluding the Auditors' opinion, may be used in the preparation of official statements for debt offerings by municipal bond rating services to fulfill secondary market disclosure requirements of the Securities and Exchange Commission and for other lawful purposes of the Governmental Unit(s) without requiring consent of the Auditor. If the LGC Staff determines that corrections need to be made to the Governmental Unit's (Units') financial statements and/or the compliance section, those corrections shall be provided within three business days of notification unless another deadline is agreed to by LGC Staff.

15. Should circumstances disclosed by the audit call for a more detailed investigation by the Auditor than necessary under ordinary circumstances, the Auditor shall inform the Governing Board in writing of the need for such additional investigation and the additional compensation required therefore. Upon approval by the Secretary of the LGC, this contract may be modified or amended to include the increased time, compensation, or both as may be agreed upon by the Governing Board and the Auditor.

16. If an approved contract needs to be modified or amended for any reason, the change shall be made in writing and preaudited if the change includes a change in audit fee (preaudit requirement does not apply to hospitals). This amended contract shall be completed in full, including a written explanation of the change, signed and dated by all original parties to the contract. It shall then be submitted to the Secretary of the LGC for approval. No change to the audit contract shall be effective unless approved by the Secretary of the LGC.

17. A copy of the engagement letter, issued by the Auditor and signed by both the Auditor and the Governmental Unit(s), shall be attached to this contract, and except for fees, work, and terms not related to audit services, shall be incorporated by reference as if fully set forth herein as part of this contract. In case of conflict between the terms of the engagement letter and the terms of this contract, the terms of this contract shall take precedence. Engagement letter terms that conflict with the contract are deemed to be void unless the conflicting terms of this contract are specifically deleted in Paragraph 30 of this contract. Engagement letters containing indemnification clauses shall not be accepted by LGC Staff.

18. Special provisions should be limited. Please list any special provisions in an attachment.

19. A separate contract should not be made for each division to be audited or report to be submitted. If a DPCU is subject to the audit requirements detailed in The Local Government Budget and Fiscal Control Act and a separate audit report is issued, a separate audit contract is required. If a separate report is not to be issued and the DPCU is included in the primary government audit, the DPCU shall be named along with the primary government on this audit contract. DPCU Board approval date, signatures from the DPCU Board chairman and Finance Officer also shall be included on this contract.

20. The contract shall be executed, preaudited (preaudit requirement does not apply to hospitals) and physically signed by all parties including Governmental Unit(s) and the Auditor, then submitted in PDF format to the Secretary of the LGC.

21. The contract is not valid until it is approved by the Secretary of the LGC. The staff of the LGC shall notify the Governmental Unit and Auditor of contract approval by email. The audit should not be started before the contract is approved.

22. Retention of Client Records: Auditors are subject to the NC State Board of CPA Examiners' Retention of Client Records Rule 21 NCAC 08N .0305 as it relates to the provision of audit and other attest services, as well as non-attest services. Clients and former clients should be familiar with the requirements of this rule prior to requesting the return of records.

23. This contract may be terminated at any time by mutual consent and agreement of the Governmental Unit(s) and the Auditor, provided that (a) the consent to terminate is in writing and signed by both parties, (b) the parties have agreed on the fee amount which shall be paid to the Auditor (if applicable), and (c) no termination shall be effective until approved in writing by the Secretary of the LGC.

24. The Governmental Unit's (Units') failure or forbearance to enforce, or waiver of, any right or an event of breach or default on one occasion or instance shall not constitute the waiver of such right, breach or default on any subsequent occasion or instance.

25. There are no other agreements between the parties hereto and no other agreements relative hereto that shall be enforceable unless entered into in accordance with the procedure set out herein and approved by the Secretary of the LGC.

26. E-Verify. The Auditor shall comply with the requirements of NCGS Chapter 64 Article 2. Further, if the Auditor utilizes any subcontractor(s), Auditor shall require such subcontractor(s) to comply with the requirements of NCGS Chapter 64, Article 2.

27. For all non-attest services, the Auditor shall adhere to the independence rules of the AICPA Professional Code of Conduct and *Government Auditing Standards, 2018 or 2024 Revision* (as applicable). Preparing financial statements in their entirety shall be deemed a "significant threat" requiring the Auditor to apply safeguards sufficient to reduce the threat to an acceptable level. If the Auditor cannot reduce the threats to an acceptable level, the Auditor cannot complete the audit. If the Auditor is able to reduce the threats to an acceptable level, the documentation of this determination, including the safeguards applied, must be included in the audit workpapers.

All non-attest service(s) being performed by the Auditor that are necessary to perform the audit must be identified and included in this contract. The Governmental Unit shall designate an individual with the suitable skills, knowledge, and/or experience (SKE) necessary to oversee the services and accept responsibility for the results of the services performed. If the Auditor is able to identify an individual with the appropriate SKE, the Auditor must document and include in the audit workpapers how the Auditor reached that conclusion. If the Auditor determines that an individual with the appropriate SKE cannot be identified, the Auditor cannot perform both the non-attest service(s) and the audit. See "Fees for Audit Services" page of this contract to disclose the person identified as having the appropriate SKE for the Governmental Unit.

28. **Applicable to audits with fiscal year ends of June 30, 2021 and later.** The Auditor shall present the audited financial statements including any compliance reports to the Government Unit's Governing Board or audit committee in an official meeting in open session as soon as the audited financial statements are available but not later than 45 days after the submission of the audit report to the Secretary of the LGC. The Auditor's presentation to the Governing Board or audit committee shall include:

a) the description of each finding, including all material weaknesses and significant deficiencies, as found by the Auditor, and any other issues related to the internal controls or fiscal health of the Government Unit as disclosed in the management letter, the Single Audit or Yellow Book reports, or any other communications from the Auditor regarding internal controls as required by current auditing standards;

b) the status of the prior year audit findings;

c) the values of Financial Performance Indicators based on information presented in the audited financial statements; and

d) notification to the Governing Board that the Governing Board shall develop a "Response to the Auditor's Findings, Recommendations, and Fiscal Matters," if required under Rule 20 NCAC 03 .0508.

29. Information based on the audited financial statements shall be submitted to the Secretary of the LGC through the LGC's LOGOS system, including completion of the Data Input Report (DIR). Submission is not complete and shall not be accepted by the LGC until the Finance Officer has reviewed and certified the DIR in accordance with Paragraph 14 of this contract.

30. All of the above paragraphs are understood and shall apply to this contract, except the following numbered paragraphs shall be deleted (See Paragraph 17 for clarification).

31. The process for submitting contracts, audit reports and invoices is subject to change. Auditors and Units should use the submission process and instructions in effect at the time of submission. Refer to the N.C. Department of State Treasurer website at https://www.nctreasurer.com/state-and-local-government-finance-division/local-government-commission/submitting-your-audit.

32. All communications regarding audit contract requests for modification or official approvals will be sent to the email addresses provided on the signature pages that follow.

33. **Applicable to audits with fiscal year ends of June 30, 2025, and later.** The Unit authorizes the LGC to grant access to the LGC's LOGOS system, including the Data Input Report (DIR), to employees of the contracted audit firm who are associated with and acting on behalf of the firm for purposes of performing audit and reporting services under this contract. Such access shall be limited to the scope necessary to perform contracted services and shall not relieve the Auditor or the Unit of their respective responsibilities under this contract.

34. Changes or edits to the text of this contract form are not permitted, except for the Secretary's authority to revise or update this contract form pursuant to LGC Rule 20 NCAC 03. 0502.

For contracts with an anticipated audit submission date exceeding six months after fiscal year end, please use this space to explain the reason for the late submission, as required by Paragraph 6 of this contract form:

FEES FOR AUDIT SERVICES

1. For all non-attest services, the Auditor shall adhere to the independence rules of the AICPA Professional Code of Conduct (as applicable) and *Government Auditing Standards,2018 Revision*. Refer to Paragraph 27 of this contract for specific requirements. The following information must be provided by the Auditor; contracts presented to the LGC without this information will be not be approved.

Financial statements were prepared by: ☐ Auditor ☑ Governmental Unit ☐ Third Party

If applicable: The individual at the Governmental Unit designated to have the suitable skills, knowledge, and/or experience (SKE) necessary to oversee the non-attest services and accept responsibility for the results of these services:

Name:	***Title and Unit / Company:***	***Email Address:***
James Howden	Finance Director, Cabarrus County	jmhowden@cabarruscounty.us

OR Not Applicable ☐ *(Identification of SKE Individual on the LGC-205 Contract is not applicable for GAAS-only audits or audits with FYEs prior to June 30, 2020.)*

2. Fees may not be included in this contract for work performed on Annual Financial Information Reports (AFIRs), Form 990s, or other services not associated with audit fees and costs. Such fees may be included in the engagement letter but may not be included in this contract or in any invoices requiring approval of the LGC. See Paragraphs 8 and 13 for details on other allowable and excluded fees.

3. The audit fee information included in the table below for both the Primary Government Fees and the DPCU Fees (if applicable) should be reported as a specific dollar amount of audit fees for the year under this contract. If any language other than an amount is included here, the contract will be returned to the audit firm for correction.

4. Prior to the submission of the completed audited financial report and applicable compliance reports subject to this contract, or to an amendment to this contract (if required) the Auditor may submit interim invoices for approval for services rendered under this contract to the Secretary of the LGC, not to exceed 75% of the billings for the Unit's last annual audit that was submitted to the Secretary of the LGC. All invoices for services rendered in an audit engagement as defined in Rule 20 NCAC .0503 shall be submitted to the Secretary of the LGC for approval before any payment is made. Payment before approval is a violation of law. (This paragraph not applicable to contracts and invoices associated with audits of hospitals).

Primary Government Unit	Cabarrus County, NC
Audit Fee (financial and compliance if applicable)	**$** 102,770 (includes single audit for up to 2 programs)
Fee per Major Program (if not included above)	**$** 4,500 per major program in excess of 2
Additional Fees Not Included Above (if applicable):	
Financial Statement Preparation (incl. notes and RSI)	**$**
All Other Non-Attest Services	**$**
TOTAL AMOUNT NOT TO EXCEED	**$** 120,770 (includes 6 major programs)

Discretely Presented Component Unit	N/A
Audit Fee (financial and compliance if applicable)	**$**
Fee per Major Program (if not included above)	**$**
Additional Fees Not Included Above (if applicable):	
Financial Statement Preparation (incl. notes and RSI)	**$**
All Other Non-Attest Services	**$**
TOTAL AMOUNT NOT TO EXCEED	**$**

SIGNATURE PAGE

AUDIT FIRM

Audit Firm* Martin Starnes & Associates, CPAs. P.A.	
Authorized Firm Representative (typed or printed)* Amber Y. McGhinnis	Signature* Amber Y. McGhinnis
Date* 03/11/26	Email Address* amcghinnis@msa.cpa

GOVERNMENTAL UNIT

Governmental Unit* Cabarrus County, NC	
Date Governing Board Approved Audit Contract* **(Enter date in box to right)**	
Mayor/Chairperson (typed or printed)* Laura Lindsey, Chair	Signature*
Date	Email Address* lblindsey@cabarruscounty.us

Chair of Audit Committee (typed or printed, or "NA") N/A	Signature
Date	Email Address

GOVERNMENTAL UNIT – PREAUDIT CERTIFICATE

Required by G.S. 159-28(a1) or G.S. 115C-441(a1). Not applicable to hospital contracts.

This instrument has been preaudited in the manner required by The Local Government Budget and Fiscal Control Act or by The School Budget and Fiscal Control Act.

Sum Obligated by This Transaction:	$ 120,770 (includes 6 major programs)
Primary Governmental Unit Finance Officer* (typed or printed) James M. Howden, Finance Director	Signature*
Date of Preaudit Certificate*	Email Address* jmhowden@cabarruscounty.us

SIGNATURE PAGE – DPCU
(complete only if applicable)

DISCRETELY PRESENTED COMPONENT UNIT

DPCU* N/A	
Date DPCU Governing Board Approved Audit Contract* **(Enter date in box to right)**	
DPCU Chairperson (typed or printed)*	Signature*
Date*	Email Address*

Chair of Audit Committee (typed or printed, or "NA") N/A	Signature
Date	Email Address

DPCU – PREAUDIT CERTIFICATE

Required by G.S. 159-28(a1) or G.S. 115C-441(a1). Not applicable to hospital contracts.

This instrument has been preaudited in the manner required by The Local Government Budget and Fiscal Control Act or by The School Budget and Fiscal Control Act.

Sum Obligated by this Transaction:	$
DPCU Finance Officer (typed or printed)* N/A	Signature*
Date of Preaudit Certificate*	Email Address*

Remember to print this form, and obtain all
required signatures prior to submission.

PRINT

DEANDORTON

Report on the Firm's System of Quality Control

To the Shareholders of Martin Starnes & Associates, CPAs, P.A. and the
Peer Review Committee, Coastal Peer Review, Inc.

We have reviewed the system of quality control for the accounting and auditing practice of Martin Starnes & Associates, CPAs, P.A. (the firm) in effect for the year ended December 31, 2023. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under Government Auditing Standards, including compliance audits under the Single Audit Act and an audit of an employee benefit plan.

As part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Martin Starnes & Associates, CPAs, P.A. in effect for the year ended December 31, 2023, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Martin Starnes & Associates, CPAs, P.A. has received a peer review rating of pass.

Dean Dorton Allen Ford, PLLC

Dean Dorton Allen Ford, PLLC

May 10, 2024

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

APRIL 20, 2026
6:00 PM

AGENDA CATEGORY:

CONSENT AGENDA

SUBJECT:

Planning & Development Department – HOME Renewal 2026-2029

BRIEF SUMMARY:

Cabarrus County participates in a HOME Partnership program under the Cabarrus/Iredell/Rowan HOME Consortium and at times participates in CDBG programs that support various housing and economic development activities in Cabarrus County. These programs require a series of plans and programming to address various items such as Fair Housing, Section 3, Anti-Displacement, Section 504, Citizen Participation, Procurement, Equal Opportunities and more. Attached are the documents required for the next adoption period, which is July 1, 2026 though June 30, 2029.

REQUESTED ACTION:

Recommended Motion:

Motion to approve the resolution.

SUBMITTED BY:

Susie Morris, Planning and Development Director

BUDGET AMENDMENT REQUIRED:

No

ATTACHMENTS:

1. Policy and Fair Housing
2. Resolution

CABARRUS COUNTY POLICIES AND PROCEDURES FOR HOME INVESTMENT PARTNERSHIP PROGRAM (HOME) IMPLEMENTATION

Cabarrus County Planning & Development Department
Program Participation Renewal Cycle: July 1, 2026- June 30, 2029

SECTION 1: INTRODUCTION

The HOME Investment Partnerships Program

The HOME Investment Partnerships Program (HOME) is the largest federal block grant to state and local governments that is designed exclusively to create affordable housing for low-income households

Purpose of Policies and Procedures

This manual provides a general overview of the policies and procedures that pertain to the federal HOME Investment Partnerships Program regarding public participation, procurement, employee conduct and a Section 3 Plan. This document is not all inclusive of all the rules and regulations that govern the HOME Program. For additional information, see 24 CFR Part 92.

SECTION 2: CITIZEN PARTICIPATION PLAN (SEE APPENDIX A)

The purpose of the Citizen Participation Plan (CPP) is to encourage public involvement in the planning, development, and implementation of housing and community development programs funded by the HOME Investment Partnerships Program administered by the U.S. Department of Housing and Urban Development (HUD).

This plan ensures that citizens, especially low- and moderate-income residents, can participate in the decision-making process and provide input on community housing needs and priorities.

Public Participation

Cabarrus County encourages participation from all residents, with special emphasis on participation by low- and moderate-income individuals, residents of assisted housing, minority populations, and people with disabilities.

Through the CPP, reasonable efforts will be made to ensure that citizens have access to information and opportunities to participate in planning and program implementation.

Public Notice

Public notices will be provided to inform residents of public meetings, hearings, and opportunities to comment on proposed plans and reports. Notices may be provided through:

- Local newspapers
- The jurisdiction's official website
- Social media platforms
- County Email distribution lists, including DirectConnect

Public Hearings

Public hearings will be conducted to obtain citizen input on community needs and proposed activities on an as needed basis as part of the Board of Commissioner's regular meeting. In accordance with North Carolina noticing standards, a minimum 10-day notice shall be provided for these hearings.

General information will be provided at the first public hearing related to any proposed projects that will be funded through HOME funds. The Program Administrator will make a presentation at the Board of Commissioner's meeting, which is televised, covering the total HOME funds available; the range of eligible activities; the planning process and the schedule of meetings and hearings; the role of the citizens in the program; and will provide a summary of other program requirements.

Public Comment Period

Residents will have the opportunity to review and comment on draft documents before they are finalized. All comments received during the comment period will be reviewed and considered by the Board of Commissioners and the Program Administrator.

Access to Program Information & Documents

Program documents will be made available to the public for review. Documents will be available at the Cabarrus County Planning and Development Department located at 65 Church Street South, Suite 280, Concord, NC 28025, during normal business hours, and, when possible, on the official Cabarrus County website.

NOTE: All citizen review requests must be consistent with applicable state and local laws regarding personal privacy and obligations of confidentiality.

Assistance for Special Populations

Reasonable accommodations will be made to ensure participation by persons with disabilities, individuals with hearing loss or limited English proficiency. Translation or interpretation services may be provided as necessary depending on availability.

Citizen Complaints

Residents may submit written complaints regarding HOME Program activities. Cabarrus County will provide a written response to complaints within fifteen (15) working days, when practicable.

If the complainant is still dissatisfied after the County response has been received, a complaint may be made to the Lead Agency:

City of Concord Planning and Development Department
HOME Compliance Officer
P.O. Box 308
Concord, NC 28026

HOME Program staff at the City and County are typically available during normal business hours.

Annual Review & Amendments to the Citizen Participation Plan

The Citizen Participation Plan (CPP) will be subject to annual review. The Citizen Participation Plan may be amended as needed to improve public participation or comply with federal requirements. Any significant changes will be made available for public review and comment.

The Citizen Participation Plan will be subject to annual review. Revisions by the Program Administrator or Board of Commissioners may occur.

SECTION 3: CODE OF CONDUCT FOR EMPLOYEES

Hatch Act Compliance

Employees must comply with all requirements of the Hatch ACT of 1939. No employee or agent of the County may engage in political activity during work hours. Prohibited activities include, but are not limited to:

- Soliciting votes for any candidate or political cause
- Transporting voters to polling locations
- Distributing campaign materials
- Creating or working on campaign materials
- Any other activity considered political in nature

Non-Discrimination

No person shall, on the basis of race, color, national origin, disability, or sex, be excluded from participation, denied the benefits of, or subjected to discrimination under any program or activity funded in whole, or in part, with HOME funds.

Engagement in Procurement

No employee, officer, or agent of the County shall participate in the selection, award, or administration of a contract supported by federal funds if a real or apparent conflict of interest exists.

A conflict of interest may arise when any of the following has a financial or other interest in the firm selected for award:

- The employee or agent
- A member of the employee's immediate family
- An organization that employs or is about to employ any of the above

County employees and agents shall not solicit or accept gratuities, favors, or anything of monetary value from contractors, potential contractors, or parties to sub-agreements.

Conflict of Interest

No employee or agent shall influence, or attempt to influence, the outcome of any case or matter in which they have a direct personal interest or an interest involving a relative by blood or marriage.

Employees involved in such matters must:

- Disclose the potential conflict
- Abstain from participating in the matter
- Provide information only if requested by the County
- Refrain from attempting to influence the County's decision

SECTION 4: PROCUREMENT POLICY

In the procurement of supplies, equipment, or services under the Cabarrus County HOME Programs, the following procurement procedures, in addition to any adopted County procedures or policies, shall apply.

1. Small Purchases

Small purchase procedures are relatively simple and informal procurement methods that are appropriate for the procurement of services, supplies, or other property costing less than $3,000.

To the extent practicable, quotes shall be obtained from an adequate number of qualified sources to ensure reasonable pricing

2. Competitive Sealed Bids (Formal Advertising)

Competitive sealed bidding shall be used when conditions are appropriate for a fixed-price contract, and the selection can be made principally based on price.

Under this method:

- Invitations for Bids shall be publicly advertised.
- Bids shall be solicited from an adequate number of known suppliers or vendors.
- Bids shall be publicly opened at the time and place as described in the invitation.
- A firm fixed-price contract shall be awarded to the responsible bidder whose bid conforms to the material terms and conditions of the invitation and is lowest in price.

3. Competitive Proposals (Request for Proposals)

Competitive proposals shall be used when conditions are not appropriate for sealed bids.

Under this method:

- Requests for Proposals (RFPs) shall be publicized and solicited from an adequate number of qualified sources.
- Proposals shall be evaluated by a selection committee or designated group of staff using the established evaluation criteria.
- The contract shall be awarded to the responsible firm whose proposal is

most advantageous to the HOME program, with price and other factors considered.

This method is typically used for the procurement of professional services, including program administration or consulting services.

4. Minority and Small Business Outreach

In all procurements, Cabarrus County shall take reasonable steps to ensure the solicitation of minority-owned businesses, women-owned businesses, and small businesses, including:

- Placing qualified firms on solicitation lists
- Assuring such firms are solicited whenever they are potential sources
- Dividing total requirements into smaller tasks when feasible
- Establishing delivery schedules that encourage participation

5. Compliance with Federal Regulations

All procurement activities conducted under the HOME programs shall comply with the requirements of 2 CFR Part 200 and applicable 24 CFR Part 92 and 24 CFR Part 570.

Document Retention

Cabarrus County shall maintain sufficient procurement records to document compliance with all federal and local requirements and in accordance with any adopted Cabarrus County policies.

SECTION 5- LOCAL ECONOMIC BENEFIT FOR LOW- AND VERY LOW-INCOME PERSONS PLAN (ALSO KNOWN AS A SECTION 3 PLAN)

To ensure that, to the greatest extent feasible, economic opportunities generated by HUD-funded projects are directed to low- and very low-income persons and to businesses that provide economic opportunities to such persons, Cabarrus County has developed the following Section 3 Plan.

Applicability

The Section 3 Plan shall apply to all services and activities associated with projects funded through the HOME program administered by Cabarrus County when applicable Section 3 thresholds are met.

These services may include, but are not limited to:

- Planning and consulting services
- Architectural and engineering services
- Construction and building renovation
- Maintenance and repair services
- Professional services related to project development
- Supplies and equipment associated with construction or rehabilitation activities

Identification of Section 3 Businesses

When the County procures services, supplies, or does construction, efforts will be made to identify and solicit businesses that qualify as Section 3 Businesses and that are located within the Section 3 service area.

Resources used to identify these businesses may include:

- Minority and Women Business Enterprise directories maintained by the State of North Carolina
- Local business directories
- Listings maintained by the U.S. Small Business Administration
- Local workforce development organizations
- Community organizations and housing agencies
- Referrals and professional recommendations

Section 3 Contract Requirements

Cabarrus County shall include the required Section 3 Clause in all contracts and subcontracts funded through the HOME Program when applicable.

Where appropriate, contractors will be provided with information regarding available Section 3 businesses, subcontractors, and suppliers.

Contractors will be required to make best efforts to meet HUD Section 3 benchmarks related to the employment of Section 3 workers and the use of Section 3 businesses.

Public Notification

Early in the implementation of each project, prior to contracting, major purchases, or hiring, Cabarrus County will develop a listing of anticipated:

- Job opportunities
- Procurement opportunities
- Contracting opportunities

The County may publish notices using appropriate communication channels to inform the public of opportunities associated with the project and to encourage participation by Section 3 workers and businesses.

Contractor Section 3 Plan

Prime contractors selected for public construction or major rehabilitation projects using HOME funds will be required to submit a Section 3 Compliance Plan that outlines:

- Anticipated employment opportunities
- Opportunities for subcontracting
- Outreach strategies to Section 3 workers and businesses
- Methods for tracking labor hours performed by Section 3 workers

Contractors shall make reasonable efforts to hire qualified Section 3 workers when new employment opportunities are created.

Workforce Outreach

When additional personnel are required, Cabarrus County and its contractors may coordinate with local workforce development resources to identify potential Section 3 workers.

Outreach may include:

- Coordination with workforce development agencies
- Posting employment opportunities through local employment services
- Outreach to housing authorities and community organizations
- Public advertisement of job opportunities related to the project

Recordkeeping and Monitoring

Cabarrus County shall maintain documentation demonstrating compliance with Section 3 requirements. These records will be maintained in the program files and will be available for monitoring as needed.

SECTION 5: RESIDENTIAL ANTI-DISPLACEMENT AND RELOCATION ASSISTANCE PLAN

Under Section 104(d) of the Housing and Community Development Act of 1974, as amended, Cabarrus County will replace all occupied and vacant occupiable low- and moderate-income dwelling units that are demolished or converted to a use other than low- and moderate-income housing as a direct result of activities assisted with funds provided under the HOME Program.

All replacement housing will be provided in accordance with the requirements of Section 104(d) of the Housing and Community Development Act of 1974 and the implementing regulations at 24 CFR Part 42.

Minimizing Displacement

Consistent with program goals and objectives, Cabarrus County will take the following steps to minimize the displacement of persons from their homes:

- Rehabilitation of housing units whenever feasible rather than demolition
- Phasing construction activities to allow residents to remain in their homes when possible
- Providing advance notice to residents of planned activities that may affect occupancy
- Evaluating alternative project designs to reduce displacement
- Providing temporary relocation assistance if necessary during rehabilitation activities

Relocation Assistance to Displaced Persons

If displacement occurs as a direct result of a HOME-assisted activity, Cabarrus County will provide relocation assistance in accordance with Section 104(d) and other applicable federal relocation requirements.

Eligible displaced persons may receive assistance including:

- Advisory services to assist in locating comparable replacement housing
- Payment of moving expenses
- Rental assistance for eligible tenants
- Replacement housing payments as required by federal regulations

Relocation assistance will be provided in a timely manner and in accordance with federal requirements.

Replacement of Low- and Moderate-Income Housing

All occupied and vacant occupiable low- and moderate-income dwelling units that are demolished or converted to another use as part of a HOME-assisted activity will be replaced with comparable housing.

Replacement housing will:

- Be provided within three years of the commencement of demolition or conversion
- Be located within Cabarrus County, or within the same general area when feasible
- Be sufficient in number to replace all affected low- and moderate-income units
- Be comparable in terms of size, location, and affordability

Cabarrus County will ensure that replacement units remain affordable to low-and moderate-income households.

Replacement Housing Plan

Before entering a contract committing the County to provide funds for demolition or conversion of low- and moderate-income housing, Cabarrus County will prepare and make public a Replacement Housing Plan that includes:

- The number of dwelling units expected to be demolished or converted
- The location of the units
- The number and type of replacement units to be provided
- The anticipated timeframe for replacement housing

Public Notice

Cabarrus County will provide public notice and an opportunity for comment regarding plans that may result in the demolition or conversion of low- and moderate-income housing units. Public notices will be published in accordance with applicable HUD citizen participation requirements.

Recordkeeping

Cabarrus County will maintain records documenting compliance with anti-displacement and relocation requirements in accordance with HUD record retention requirements and will be available for monitoring.

Recipient Plan to Further Fair Housing
For July 1, 2026 - June 30, 2029

Grantee: Cabarrus County

**Recipient's Address: P. O. Box 707,
Concord, NC 28026**

Contact Person: Susie Morris **Contact Phone:704-920-2858**

**Contact Email:
samorris@cabarruscounty.us** **TDD:704-920-3000**

I. Indicate if the Recipient will be affirmatively furthering fair housing for the first time or has implemented specific activities in the past.

First Time_____ Past Activities__X_____

II. Identify and analyze obstacles to affirmatively furthering fair housing in recipient's community. (Use additional pages as necessary)

Currently, barriers to fair housing choice in Cabarrus County are generally described as availability of affordable housing units, fair housing awareness, financial literacy and transportation.

Availability of Affordable Units

Cabarrus County is experiencing significant population growth; however, the production of housing units has not kept pace with this increase. The shortage of available housing has resulted in lower vacancy rates and a limited supply of affordable units, reducing housing options for residents. Local client service–based nonprofit organizations report an insufficient number of accessible units, as well as a lack of housing that offers supportive or transitional services for individuals and families in need.

Fair Housing Awareness

Fair housing complaints are typically reported directly to the Human Relations Commission; however, some violations may go unreported due to a lack of awareness or understanding of fair housing rights among protected classes. Increasing awareness among both the private sector and the public is a critical step in addressing this barrier. Cabarrus County works in partnership with local municipalities and nonprofit organizations to provide fair housing education and outreach to residents, housing providers, and businesses.

Knowledge of the Homebuying Process and Associated Costs

Many individuals and families interested in homeownership lack familiarity with the homebuying process. This lack of knowledge can make prospective buyers vulnerable to predatory lending practices, unscrupulous real estate practices, or unfavorable loan terms that may ultimately limit housing choice due to increased costs. Additionally, first-time homebuyers may not fully understand the financial responsibilities associated with homeownership, including ongoing maintenance, insurance, property taxes, homeowner association dues, and other related expenses.

Transportation
Changes in housing development patterns are resulting in an increase in suburban and urban housing options throughout Cabarrus County. However, access to employment and services from suburban areas continues to present challenges for some households. Many families may lack reliable transportation or the financial resources necessary to maintain a personal vehicle. While public transportation options are available within Cabarrus County, service coverage is limited and connectivity between routes remains inefficient.

III. Will the above activities apply to the total municipality or county?

Yes__X___ No_____ **If no, provide an explanation.**
(Use additional pages as necessary)

IV. Briefly describe the quarterly activities that the recipient will undertake over the active period of the grant to affirmatively further fair housing in their community. A time schedule and estimated cost for implementation of these activities must be included. *Activities must be scheduled for implementation at least on a quarterly basis*.
(Use attached table)

Grantee: Cabarrus County

Quarterly Fair Housing Activity	Months	Year	Estimated Cost	Actual Cost
Adoption of Renewal Documents for HOME Program Participation for July 2026- June 2029	April/May	Every 3rd Year	$0	
Cabarrus County Website Advertisement for Fair Housing (English and Spanish) Events. Social Media campaign.	Oct- Dec 2026	2026	$350	
Cabarrus County Website Advertisement for Fair Housing (English and Spanish) and placement of pamphlets in government offices, libraries, and Department of Human Services.	Jan-March 2027	2027	$40	
Cabarrus County Website Advertisement for Fair Housing (English and Spanish) and provide information to the local realtors' association regarding Fair Housing. Joint Fair Housing event with other local jurisdictions. Social Media Campaign.	April-June 2027	2027	$300	
Cabarrus County Website Advertisement for Fair Housing (English and Spanish). Provide Fair Housing information to nonprofit agencies and the Department of Human Services in Cabarrus County who serve potentially protected groups such as programs that provide homebuyer assistance and rental assistance.	July-Sept 2027	2027	$50	
Cabarrus County Website Advertisement for Fair Housing (English and Spanish) Events. Social Media campaign.	Oct-Dec 2027	2027	$0	
Cabarrus County Website Advertisement for Fair Housing (English and Spanish) and placement of pamphlets in government offices, libraries, and Department of Human Services.	Jan-March 2028	2028	$250	

Cabarrus County Website Advertisement for Fair Housing (English and Spanish) and provide information to the local realtors' association regarding Fair Housing. Joint Fair Housing event with other local jurisdictions. Social Media Campaign.	April-June 2028	2028	$340	
Cabarrus County Website Advertisement for Fair Housing (English and Spanish). Provide Fair Housing information to nonprofit agencies and the Department of Human Services in Cabarrus County who serve potentially protected groups such as programs that provide homebuyer assistance and rental assistance	July-Sept 2028	2028	$0	
Cabarrus County Website Advertisement for Fair Housing (English and Spanish) Events. Social Media campaign.	Oct-Dec 2028	2028	$50	
Cabarrus County Website Advertisement for Fair Housing (English and Spanish) and placement of pamphlets in government offices, libraries, and Department of Human Services. .	Jan-March 2029	2029	$40	
Cabarrus County Website Advertisement for Fair Housing (English and Spanish) and provide information to the local realtors' association regarding Fair Housing. Joint Fair Housing event with other local jurisdictions. Social Media Campaign.	April-June 2029	2029	$350	

V. Describe recipient's method of receiving and resolving housing discrimination complaints. This may be either a procedure currently being implemented or one to be implemented under Cabarrus County grants. Include a description of how the recipient informs the public about the complaint procedures. (Use additional pages as necessary)

1) Any person or persons wishing to file a complaint of housing discrimination in the county may do so by informing the Cabarrus County Planning and Development Director of the facts and circumstance of the alleged discriminatory acts or practice.

2) Upon receiving a housing discrimination complaint, the Cabarrus County Planning and Development Director shall acknowledge the complaint within 15 days in writing and inform the North Carolina Human Relations Commission about the complaint.

3) The Cabarrus County Planning and Development Director shall aid the Commission in the investigation and reconciliation of all housing discrimination complaints as needed.

4) The Cabarrus County Planning and Development Director shall publicize on the County Web Site the local agency to contact with housing discrimination complaints and include a TDD number if applicable.

The Cabarrus County Board of Commissioners has considered and hereby adopts the proceeding Policies and Procedures for the HOME Programs.

Effective this _____ day of _____

_____
Laura Lindsey, Chair
Cabarrus County Board of Commissioners

RESOLUTION ADOPTING A FAIR HOUSING POLICY

WHEREAS, Cabarrus County seeks to protect the health, safety, and welfare of its residents; and

WHEREAS, citizens seek safe, sanitary, and habitable dwellings throughout the County; and

WHEREAS, the County finds that the denial of equal housing opportunities based on religion, race, creed, color, sex, national origin, handicap, or age is both legally wrong and socially unjust; and

WHEREAS, the denial of equal housing opportunities in housing accommodations is detrimental to the public welfare and public order; and

WHEREAS, the County finds that discrimination against any citizen in housing denies individual equal rights and equal opportunity to seek better living conditions and to develop community pride.

NOW, THEREFORE, BE IT RESOLVED that:

1. The Cabarrus County Board of Commissioners hereby declares it to be the official policy of Cabarrus County that discrimination in the terms and conditions of buying, selling, or renting housing within Cabarrus County shall not be permitted.
2. All business groups and individual citizens of Cabarrus County are encouraged to respect and support the implementation of this policy.
3. The Planning and Development Director, or their designee, is authorized to receive and document complaints regarding housing discrimination in Cabarrus County and to refer such complaints to the North Carolina Human Relations Commission for investigation, conciliation, and resolution.

BE IT FURTHER RESOLVED that Cabarrus County affirms its commitment to promote fair housing opportunities for all persons and to work toward the elimination of housing discrimination within the County.

Adopted this __ day of _____, 2026.

Signed: _____
Laura Lindsey, Chair
Board of Commissioners

Attest: _____
Clerk to the Board

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

April 20, 2026
6:00 PM

AGENDA CATEGORY:

CONSENT AGENDA

SUBJECT:

Sheriff's Office - Awarding of Service Weapon to Senior Deputy Ashley Verble upon his Retirement

BRIEF SUMMARY:

Senior Deputy Ashley Verble retired from the Cabarrus County Sheriff's Office on March 1, 2026 after reaching the eligible age. Pursuant to NC GS 17F-20, it is requested that Deputy Verble's service weapon (Sig Sauer P320, SN 58C352191) be designated surplus and awarded to him for a price of $1.00 upon his retirement.

REQUESTED ACTION:

Recommended Motion:

Motion to declare Sig Sauer P320, SN 58C352191 surplus property and authorize disposition in accordance with the County's policy.

SUBMITTED BY:

Chief Tessa Burchett

BUDGET AMENDMENT REQUIRED:

No

ATTACHMENTS:

1. Firearm Receipt
2. Surplus Form

RECEIPT DATE 23/2/26 No. 380500

RECEIVED FROM Ashley Verble $ 1.00

One and 00/100 DOLLARS

○ FOR RENT
○ FOR S.S Saver 58(35219)

ACCOUNT		
PAYMENT		
BAL. DUE		

○ CASH
○ CHECK
○ MONEY ORDER
○ CREDIT CARD

FROM _____ TO _____

BY Sarah Sav

3-11

Cabarrus County Asset Transfer, Surplus, Demolition Form

Action:	**Retire/Sold**
Date:	3/1/2026

Statute Action: To dispose of property valued up to $30,000

Was this asset purchased with grant funds: **No**

General Statute: GS 160A-266C

FROM	
Name	Cabarrus County
Department	Sheriff's Office
Asset Number	N/A
Serial Number	58C352191
Description	Sig Sauer P320

TO	
Name	Ashley Verble
Department	Sheriff's Office
Location	30 Corban Ave
Reason	Senior Deputy Ashley Verble will be retirin17F-0, his duty weapon will be awarded to him upon retirement. $1.00 was paid for the firearm.

Is this a Vehicle? No	
Vehicle ID #	N/A
Year	N/A
Mileage	N/A
Tag #	N/A
Effective Date	

IAM Director:		**Date:**	3-2-26
Assistant County Manager:		**Date:**	3-6-26
Chief Procurement Officer:		**Date:**	3-6-26
Interim County Manager:		**Date:**	3-9-26

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

APRIL 20, 2026
6:00 PM

AGENDA CATEGORY:

CONSENT AGENDA

SUBJECT:

Tax Administration - Refund and Release Reports – March 2026

BRIEF SUMMARY:

The Release Report contains taxpayers' names, bill numbers, valuations, tax amounts, along with the justifications for releasing the valuation/tax amounts for outstanding levies in accordance with N.C.G.S. 105-381. The Refund Report is a summary sheet, which lists data from each refund request form, along with the justification for the refunds to the taxpayers in accordance with N.C.G.S. 105-381. Note: Due to the transition of motor vehicles onto the new North Carolina Vehicle Tax System (NCVTS), motor vehicle-related refunds and releases will begin to be displayed on the new report generated by NCVTS.

REQUESTED ACTION:

Recommended Motion:

Motion to approve the March 2026 Refund and Release Reports as submitted, including the NCVTS Refund Report, and grant authority to the Tax Collector to process the refunds and releases.

SUBMITTED BY:

David Thrift, Tax Administrator

BUDGET AMENDMENT REQUIRED:

No

ATTACHMENTS:

1. Release Refund Summary
2. Release Refund Detail
3. NCVTS Refund Report

Summary of Releases and Refunds for the Month Of March 2026

RELEASES FOR THE MONTH OF: MARCH 2026		**$5,865.79**
BREAKDOWN OF RELEASES:		
COUNTY	$3,497.70	
CITY OF CONCORD	$1,928.12	
CITY OF KANNAPOLIS	$321.05	
CITY OF LOCUST	$17.04	
CITY OF STANFIELD	$0.00	
CITY OF CONCORD DOWNTOWN	$0.00	
TOWN OF HARRISBURG	$0.00	
TOWN OF MIDLAND	$0.00	
TOWN OF MT. PLEASANT	$0.00	
TOWN OF HUNTERSVILLE	$0.00	
ALLEN F/D	$65.26	
COLD WATER F/D	$0.00	
ENOCHVILLE F/D	$0.00	
FLOWES STORE F/D	$0.00	
GEORGEVILLE F/D	$5.29	
GOLD HILL F/D	$0.00	
HARRISBURG F/D	$0.00	
JACKSON PARK F/D	$28.80	
MIDLAND F/D	$0.00	
MT MITCHELL F/D	$0.00	
MT PLEASANT F/D	$0.00	
NORTHEAST F/D	$0.00	
ODELL F/D	$0.00	
POPLAR TENT F/D	$0.00	
RICHFIELD F/D	$0.00	
RIMER F/D	$2.53	
KANNAPOLIS RURAL F/D	$0.00	
CONCORD RURAL F/D	$0.00	
REFUNDS FOR THE MONTH OF: MARCH 2026		**$333.71**
BREAKDOWN OF REFUNDS:		
COUNTY	$67.80	
CITY OF CONCORD	$0.00	
CITY OF KANNAPOLIS	$8.91	
CITY OF LOCUST	$0.00	
CITY OF STANFIELD	$0.00	
CITY OF CONCORD DOWNTOWN	$0.00	
TOWN OF HARRISBURG	$0.00	
TOWN OF MIDLAND	$0.00	
TOWN OF MT. PLEASANT	$0.00	
ALLEN F/D	$0.00	
COLD WATER F/D	$0.00	
ENOCHVILLE F/D	$0.00	
FLOWES STORE F/D	$0.00	
GEORGEVILLE F/D	$0.00	
GOLD HILL F/D	$0.00	
HARRISBURG F/D	$0.00	
JACKSON PARK F/D	$0.00	
MIDLAND F/D	$0.00	
MT. MITCHELL F/D	$0.00	
MT. PLEASANT F/D	$168.71	
NORTHEAST F/D	$0.00	
ODELL F/D	$35.04	
POPLAR TENT F/D	$0.00	
RICHFIELD F/D	$0.00	
RIMER F/D	$8.41	
KANNAPOLIS RURAL F/D	$44.84	
CONCORD RURAL F/D	$0.00	

MARCH 2026 RELEASE REPORT

	Name	Bill#	Reason	District	Amount
	BENTLEY LEE AND	2025-19204	TAX CODE/JURISDICTION CORRECTION: 105-381	C ADVLTAX	355.97
	BENTLEY LEE AND	2025-19204	TAX CODE/JURISDICTION CORRECTION: 105-381	CI02ADVLTAX	259.56
	BERRY ROBERT THOMAS	2025-	105381 - TAX JURISDICTION	C ADVLTAX	171.46
	BERRY ROBERT THOMAS	2025-	105381 - TAX JURISDICTION	FR04ADVLTAX	32.74
	CARPENTER STEPHANIE	2026-	TAX CODE/JURISDICTION CORRECTION: 105-381	C ADVLTAX	298.95
	CARPENTER STEPHANIE	2026-	TAX CODE/JURISDICTION CORRECTION: 105-381	CI02ADVLTAX	217.98
	DOCTORS PLUS PLLC	2025-37645	Property Sold: 105-306(b)	C ADVLTAX	127.81
	DOCTORS PLUS PLLC	2025-37645	Property Sold: 105-306(b)	C PEN FEE	12.78
	DOCTORS PLUS PLLC	2025-37645	Property Sold: 105-306(b)	CI02ADVLTAX	93.20
	DOCTORS PLUS PLLC	2025-37645	Property Sold: 105-306(b)	CI02PEN FEE	9.32
	DURRAH ANTHONY E	2025-488	CLERICAL ERROR. NCGS 105-381.	C ADVLTAX	604.30
	DURRAH ANTHONY E	2025-488		C ADVLTAX	-604.30
	DURRAH ANTHONY E	2025-488	CLERICAL ERROR. NCGS 105-381.	C ADVLTAX	719.42
	DURRAH ANTHONY E	2025-488	CLERICAL ERROR. NCGS 105-381.	C PEN FEE	71.94
	DURRAH ANTHONY E	2025-488		C PEN FEE	-71.94
	DURRAH ANTHONY E	2025-488	CLERICAL ERROR. NCGS 105-381.	C PEN FEE	71.94
	DURRAH ANTHONY E	2025-488	CLERICAL ERROR. NCGS 105-381.	CI02ADVLTAX	524.58
	DURRAH ANTHONY E	2025-488		CI02ADVLTAX	-524.58
	DURRAH ANTHONY E	2025-488	CLERICAL ERROR. NCGS 105-381.	CI02ADVLTAX	524.58
	DURRAH ANTHONY E	2025-488	CLERICAL ERROR. NCGS 105-381.	CI02PEN FEE	52.46
	DURRAH ANTHONY E	2025-488		CI02PEN FEE	-52.46
	DURRAH ANTHONY E	2025-488	CLERICAL ERROR. NCGS 105-381.	CI02PEN FEE	52.46
	EDMISTEN MARGARET REECE	2025-39614	105-381 - PROPERTY SOLD	C ADVLTAX	35.59
	EDMISTEN MARGARET REECE	2025-39614	105-381 - PROPERTY SOLD	C PEN FEE	3.56
	EDMISTEN MARGARET REECE	2025-39614	105-381 - PROPERTY SOLD	FR16ADVLTAX	6.80
	EDMISTEN MARGARET REECE	2025-39614	105-381 - PROPERTY SOLD	FR16PEN FEE	0.68
	FLOWE CHAVIS DUSHAWN	2024-43052	105-381: DUPLICATE TAXATION	C ADVLTAX	139.97
	FLOWE CHAVIS DUSHAWN	2024-43052	105-381: DUPLICATE TAXATION	C PEN FEE	14.00
	FLOWE CHAVIS DUSHAWN	2024-43052	105-381: DUPLICATE TAXATION	CI04ADVLTAX	135.96
	FLOWE CHAVIS DUSHAWN	2024-43052	105-381: DUPLICATE TAXATION	CI04PEN FEE	13.60
	FLOWE CHAVIS DUSHAWN	2025-43718	105-381: DUPLICATE TAXATION	C ADVLTAX	151.17
	FLOWE CHAVIS DUSHAWN	2025-43718	105-381: DUPLICATE TAXATION	C PEN FEE	15.12
	FLOWE CHAVIS DUSHAWN	2025-43718	105-381: DUPLICATE TAXATION	CI04ADVLTAX	146.84
	FLOWE CHAVIS DUSHAWN	2025-43718	105-381: DUPLICATE TAXATION	CI04PEN FEE	14.68
	FOSTER COLE WEB	2025-	TAX CODE/JURISDICTION CORRECTION: 105-381:	C ADVLTAX	132.71
	FOSTER COLE WEB	2025-	TAX CODE/JURISDICTION CORRECTION: 105-381:	FR02ADVLTAX	28.80
	JLK MECHANICAL	2025-60633	Property Sold: 105-381	C ADVLTAX	324.76
	JLK MECHANICAL	2025-60633	Property Sold: 105-381	C PEN FEE	32.48
	JLK MECHANICAL	2025-60633	Property Sold: 105-381	CI02ADVLTAX	236.80
	JLK MECHANICAL	2025-60633	Property Sold: 105-381	CI02PEN FEE	23.68
	JONES KATRINA LANATE	2026-	105-381: TAX CODE /JURISDICTION CORRECTION. R	C ADVLTAX	159.21
	JONES KATRINA LANATE	2026-	105-381: TAX CODE /JURISDICTION CORRECTION. R	CI02ADVLTAX	116.09
	MILLER RENAE DIANNE	2026-165	105381 - REMOVING WASTE MANAGEMENT FEE BILLED IN ERROR	C ADVLTAX	33.84
	MILLER RENAE DIANNE	2026-165		C ADVLTAX	-33.84
	MILLER RENAE DIANNE	2026-165	ERROR IN BILLING - RELEASING TO REPROCESS	C ADVLTAX	33.84
	MILLER RENAE DIANNE	2026-165	ERROR IN BILLING - RELEASING TO REPROCESS	FR13ADVLTAX	5.29
	MILLER RENAE DIANNE	2026-165		FR13ADVLTAX	-5.29
	MILLER RENAE DIANNE	2026-165	105381 - REMOVING WASTE MANAGEMENT FEE BILLED IN ERROR	FR13ADVLTAX	5.29
	MILLER RENAE DIANNE	2026-165	105381 - REMOVING WASTE MANAGEMENT FEE BILLED IN ERROR	CI05ADVLTAX	17.04
	MILLER RENAE DIANNE	2026-165		CI05ADVLTAX	-17.04
	MILLER RENAE DIANNE	2026-165	ERROR IN BILLING - RELEASING TO REPROCESS	CI05ADVLTAX	17.04
	MOORE GARY RAY	2025-	PROPERTY SOLD; 105-381	C ADVLTAX	219.67
	MOORE GARY RAY	2025-	PROPERTY SOLD; 105-381	CI02ADVLTAX	160.17
	NESTOR PATRICK DANIEL	2025-82150	PROPERTY SOLD; 105-381:	C ADVLTAX	9.33
	NESTOR PATRICK DANIEL	2025-82150	PROPERTY SOLD; 105-381:	C PEN FEE	0.93
	NESTOR PATRICK DANIEL	2025-82150	PROPERTY SOLD; 105-381:	CI04ADVLTAX	9.06
	NESTOR PATRICK DANIEL	2025-82150	PROPERTY SOLD; 105-381:	CI04PEN FEE	0.91
	ROYAL DOROTHY LYNNETTE	2026-	TAX CODE/JURISDICTION CORRECTION; 105-381:	C ADVLTAX	170.30
	ROYAL DOROTHY LYNNETTE	2026-	TAX CODE/JURISDICTION CORRECTION; 105-381:	FR04ADVLTAX	32.52
	WEBB GARY W III	2025-	DUPLICATE TAXATION; 105-381	C ADVLTAX	13.25
	WEBB GARY W III	2025-	DUPLICATE TAXATION; 105-381	C PEN FEE	1.33
	WEBB GARY W III	2025-	DUPLICATE TAXATION; 105-381	FR08ADVLTAX	2.30
	WEBB GARY W III	2025-	DUPLICATE TAXATION; 105-381	FR08PEN FEE	0.23
	YATES ANGELA CAROLL	2025-	tax jurisdition. NCGS 105-381.	C ADVLTAX	419.90
	YATES ANGELA CAROLL	2025-	tax jurisdition. NCGS 105-381.	C PEN FEE	41.99
	YATES ANGELA CAROLL	2025-	tax jurisdition. NCGS 105-381.	CI02ADVLTAX	306.18
	YATES ANGELA CAROLL	2025-	tax jurisdition. NCGS 105-381.	CI02PEN FEE	30.62

North Carolina Vehicle Tax System

Pending Refund Report

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description	Refund Reason	Create Date	Authorization Date	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
AHMAD, MANZOOR	AHMAD, MANZOOR		2565 LAURELVIEW DR NW		CONCORD, NC 28027	Proration	0084572967	LHV3388	PENDING	366570654	Refund Generated due to proration on Bill #0084572967-2024-2024-0000-00	Vehicle Sold	3/27/2026		C ADVL	TAX	($39.54)	$0.00	($39.54)
															CI02ADVL	TAX	($28.83)	$0.00	($28.83)
															CI02ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	**$68.37**
ALEXANDER, WILLIAM MARK	ALEXANDER, WILLIAM MARK		19 MILLS AVE NW		CONCORD, NC 28027	Proration	0041070262	6X3119	PENDING	365331762	Refund Generated due to proration on Bill #0041070262-2025-2025-0000-00	Annual Tag	3/13/2026		C ADVL	TAX	($9.33)	$0.00	($9.33)
															CI02ADVL	TAX	($6.80)	$0.00	($6.80)
															CI02ADVL	VEHICLE FEE	($30.00)	$0.00	($30.00)
																		Refund	**$46.13**
ALEXANDER, WILLIAM MARK	ALEXANDER, WILLIAM MARK		19 MILLS AVE NW		CONCORD, NC 28027	Proration	0081464458	RJZ9636	PENDING	365331768	Refund Generated due to proration on Bill #0081464458-2024-2024-0000-00	Vehicle Sold	3/13/2026		C ADVL	TAX	($3.65)	$0.00	($3.65)
															CI02ADVL	TAX	($2.66)	$0.00	($2.66)
															CI02ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	**$6.31**
ALLEN J HACKETT REVOCABLELIVING TRUST U/A DTD	ALLEN J HACKETT REVOCABLELIVING TRUST U/A DTD 5/16/06	HACKETT, ALLEN JOSEPH	2331 BARROWCLIFFE DR NW		CONCORD, NC 28027	Proration	0039244827	CME6496	PENDING	366893619	Refund Generated due to proration on Bill #0039244827-2025-2025-0000-00	Vehicle Sold	3/30/2026		C ADVL	TAX	($3.03)	$0.00	($3.03)
															CI02ADVL	TAX	($2.21)	$0.00	($2.21)
															CI02ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	**$5.24**
ALLEN J HACKETT REVOCABLELIVING TRUST U/A DTD	ALLEN J HACKETT REVOCABLELIVING TRUST U/A DTD 5/16/06	HACKETT, ALLEN JOSEPH	2331 BARROWCLIFFE DR NW		CONCORD, NC 28027	Proration	0030212649	JDS3555	PENDING	365595948	Refund Generated due to proration on Bill #0030212649-2025-2025-0000-00	Vehicle Sold	3/17/2026		C ADVL	TAX	($32.14)	$0.00	($32.14)
															CI02ADVL	TAX	($23.44)	$0.00	($23.44)
															CI02ADVL	VEHICLE FEE	($30.00)	$0.00	($30.00)
																		Refund	**$85.58**
ASHLEY, KRISTEN ELIZABETH	ASHLEY, KRISTEN ELIZABETH		12875 HIGHWAY 601		MIDLAND, NC 28107	Adjustment < $100	0089829195	MAZ6227	PENDING	487892672	Refund Generated due to adjustment on Bill #0089829195-2025-2025-0000	Situs error	3/20/2026		C ADVL	TAX	$0.00	$0.00	$0.00
															CI02ADVL	TAX	($37.59)	$0.00	($37.59)
															CI02ADVL	VEHICLE FEE	($30.00)	$0.00	($30.00)
															CI06ADVL	TAX	$17.90	$0.00	$17.90
																		Refund	**$49.69**
BANKHEAD, CHALMERS CHRISTOPHER JR	BANKHEAD, CHALMERS CHRISTOPHER JR		300 N LITTLE TEXAS RD		KANNAPOLIS, NC 28083	Proration	0051241901	JEA6305	PENDING	364432656	Refund Generated due to proration on Bill #0051241901-2024-2024-0000-00	Vehicle Totalled	3/3/2026		C ADVL	TAX	($1.40)	$0.00	($1.40)
															CI04ADVL	TAX	($1.36)	$0.00	($1.36)
															CI04ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	**$2.76**
BARLOW, MICHAEL WILLIAM	BARLOW, MICHAEL WILLIAM		1170 MOUNT PLEASANT RD N		MOUNT PLEASANT, NC 28124	Adjustment < $100	0080739123	MB72SP	PENDING	243113264	Refund Generated due to adjustment on Bill #0080739123-2025-2025-0000-00	Mileage	3/5/2026		C ADVL	TAX	($26.57)	$0.00	($26.57)
															FR16ADVL	TAX	($5.07)	$0.00	($5.07)
																		Refund	**$31.64**
BARNES, MARY ANN WORTHY	BARNES, MARY ANN WORTHY		3453 CHELWOOD DR NW		CONCORD, NC 28027	Proration	0063475739	RCZ4208	PENDING	365698518	Refund Generated due to proration on Bill #0063475739-2025-2025-0000-00	Vehicle Sold	3/18/2026		C ADVL	TAX	($120.93)	($6.05)	($126.98)
															CI02ADVL	TAX	($88.18)	($4.40)	($92.58)
															CI02ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	**$219.56**
BARRETT, NIGEL NORMAN	BARRETT, NIGEL NORMAN		12622 CEDAR POST LN		CHARLOTTE, NC 28215	Adjustment >= $100	0089535325	MAP1427	PENDING	365026158	Refund Generated due to adjustment on Bill #0089535325-2025-2025-0000-00	Assessed In Err	3/10/2026		C ADVL	TAX	($176.81)	$0.00	($176.81)
															CI02ADVL	TAX	($128.92)	$0.00	($128.92)
															CI02ADVL	VEHICLE FEE	($30.00)	$0.00	($30.00)
																		Refund	**$335.73**
BARRS, GREGORY GILBERT	BARRS, GREGORY GILBERT		3219 FAIRMEAD DR		CONCORD, NC 28025	Proration	0070178523	KCT6457	PENDING	244128882	Refund Generated due to proration on Bill #0070178523-2025-2025-0000-00	Vehicle Sold	3/24/2026		C ADVL	TAX	($98.78)	$0.00	($98.78)
															FR04ADVL	TAX	($18.87)	$0.00	($18.87)
																		Refund	**$117.65**
BAUGHNS, JEANETTE JANTEL	BAUGHNS, JEANETTE JANTEL		360 CONCORD PKWY N		CONCORD, NC 28027	Proration	0063549315	JAV3534	PENDING	364432995	Refund Generated due to proration on Bill #0063549315-2025-2025-0000-00	Vehicle Totalled	3/3/2026		C ADVL	TAX	($77.09)	$0.00	($77.09)
															CI02ADVL	TAX	($56.21)	$0.00	($56.21)
															CI02ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	**$133.30**
BILODEAU, JOSEPH ANTHONY	BILODEAU, JOSEPH ANTHONY		10820 CLARK ST		DAVIDSON, NC 28036	Proration	0065164801	RCF6970	PENDING	365026662	Refund Generated due to proration on Bill #0065164801-2024-2024-0000-00	Vehicle Sold	3/10/2026		C ADVL	TAX	($43.36)	$0.00	($43.36)
															CI04ADVL	TAX	($42.12)	$0.00	($42.12)
															CI04ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	**$85.48**

North Carolina Vehicle Tax System

Pending Refund Report

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description	Refund Reason	Create Date	Authorization Date	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
BLACKWELL, RONALD KEVIN	BLACKWELL, RONALD KEVIN		6174 FOX CHASE DR		DAVIDSON, NC 28036	Proration	0080767879	RHM8973	PENDING	243880102	Refund Generated due to proration on Bill #0080767879-2025-2025-0000-00	Vehicle Sold	3/19/2026		C ADVL	TAX	($159.66)	$0.00	($159.66)
															FR11ADVL	TAX	($16.35)	$0.00	($16.35)
																		Refund	**$176.01**
BRANCH, CAROL ELWOOD	BRANCH, CAROL ELWOOD		403 N EAST AVE		KANNAPOLIS, NC 28083	Proration	0087019095	TAJ6848	PENDING	364432692	Refund Generated due to proration on Bill #0087019095-2025-2025-0000-00	Vehicle Sold	3/3/2026		C ADVL	TAX	($106.97)	$0.00	($106.97)
															CI04ADVL	TAX	($103.90)	$0.00	($103.90)
															CI04ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	**$210.87**
BROWN, HENRY ALEXANDER	BROWN, HENRY ALEXANDER	BROWN, CHRISTOPHER SHERBURNE	6644 MOUNT PLEASANT RD S		CONCORD, NC 28025	Adjustment < $100	0088026583	VHV6692	PENDING	488232592	Refund Generated due to adjustment on Bill #0088026583-2025-2025-0000	Situs error	3/23/2026		C ADVL	TAX	$0.00	$0.00	$0.00
															CI02ADVL	TAX	($32.26)	$0.00	($32.26)
															CI02ADVL	VEHICLE FEE	($30.00)	$0.00	($30.00)
															FR13ADVL	TAX	$6.91	$0.00	$6.91
																		Refund	**$55.35**
BROWN, MARTIN STEPHEN	BROWN, MARTIN STEPHEN		719 IVY TRAIL WAY		FORT MILL, SC 29715	Proration	0082398414	KHF2014	PENDING	365234850	Refund Generated due to proration on Bill #0082398414-2024-2024-0000-00	Reg . Out of state	3/12/2026		C ADVL	TAX	($19.58)	$0.00	($19.58)
															CI02ADVL	TAX	($14.28)	$0.00	($14.28)
															CI02ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	**$33.86**
BROWN, MARTIN STEPHEN	BROWN, MARTIN STEPHEN		719 IVY TRAIL WAY		FORT MILL, SC 29715	Proration	0083832431	LFS1511	PENDING	365234889	Refund Generated due to proration on Bill #0083832431-2024-2024-0000-00	Reg . Out of state	3/12/2026		C ADVL	TAX	($28.95)	$0.00	($28.95)
															CI02ADVL	TAX	($21.11)	$0.00	($21.11)
															CI02ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	**$50.06**
BURNS, TINA MARIE	BURNS, TINA MARIE	BURNS, TIMOTHY GLENN	1963 STRATTON CT		KANNAPOLIS, NC 28081	Adjustment < $100	0064579022	S266K	PENDING	366193953	Refund Generated due to adjustment on Bill #0064579022-2025-2025-0000-00	Mileage	3/24/2026		C ADVL	TAX	($15.11)	$0.00	($15.11)
															CI04ADVL	TAX	($14.68)	$0.00	($14.68)
															CI04ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	**$29.79**
CASTILLO MORON, LUIS MIGUEL	CASTILLO MORON, LUIS MIGUEL		538 BROWN LEE DR SW		CONCORD, NC 28025	Proration	0086459875	LHE1706	PENDING	366893961	Refund Generated due to proration on Bill #0086459875-2025-2025-0000-00	Vehicle Totalled	3/30/2026		C ADVL	TAX	($48.00)	($2.40)	($50.40)
															CI02ADVL	TAX	($35.00)	($1.75)	($36.75)
															CI02ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	**$87.15**
CHARLES, ODRISE	CHARLES, ODRISE		8538 LEE ST		MOUNT PLEASANT, NC 28124	Proration	0087927834	KMW7907	PENDING	243421464	Refund Generated due to proration on Bill #0087927834-2025-2025-0000-00	Vehicle Sold	3/11/2026		C ADVL	TAX	($52.43)	$0.00	($52.43)
															CI03ADVL	TAX	($35.50)	$0.00	($35.50)
																		Refund	**$87.93**
CHRISTIANA, DENISE THERESA	CHRISTIANA, DENISE THERESA		10990 MOUNT OLIVE RD		MOUNT PLEASANT, NC 28124	Proration	0081403842	RJR2553	PENDING	244380378	Refund Generated due to proration on Bill #0081403842-2025-2025-0000-00	Vehicle Totalled	3/27/2026		C ADVL	TAX	($67.92)	$0.00	($67.92)
															FR15ADVL	TAX	($14.15)	$0.00	($14.15)
																		Refund	**$82.07**
COLOMBO, RICHARD PETER	COLOMBO, RICHARD PETER	COLOMBO, SANDRA KAY	4093 TONBRIDGE CT		HARRISBURG, NC 28075	Proration	0000876857	TDB2365	PENDING	244129300	Refund Generated due to proration on Bill #0000876857-2025-2025-0000-00	Vehicle Sold	3/24/2026		C ADVL	TAX	($34.27)	$0.00	($34.27)
															CI01ADVL	TAX	($24.39)	$0.00	($24.39)
																		Refund	**$58.66**
CONCORD CAR SALES LLC	FREDELL, MARSHALL PAUL		3316 BOGLE DR		CONCORD, NC 28027	Adjustment >= $100	0089089587	AA4254E	PENDING	365132736	[AS0168] - Refund Generated due to adjustment on abstract # : 0089089587-2025-	Over Assessment	3/11/2026		C ADVL	TAX	($162.13)	$0.00	($162.13)
															CI02ADVL	TAX	($118.22)	$0.00	($118.22)
															CI02ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	**$280.35**
COOKE, CHARLES STEVEN JR	COOKE, CHARLES STEVEN JR		1176 ASHEFORD GREEN AVE	NW	CONCORD, NC 28027	Proration	0086949235	VHB5007	PENDING	364669530	Refund Generated due to proration on Bill #0086949235-2025-2025-0000-00	Vehicle Sold	3/5/2026		C ADVL	TAX	($147.44)	$0.00	($147.44)
															CI02ADVL	TAX	($107.50)	$0.00	($107.50)
															CI02ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	**$254.94**
COONRADT, MARC JAMES	COONRADT, MARC JAMES		5370 OPHELA CT SW		CONCORD, NC 28027	Proration	0065661519	JFE4482	PENDING	366893817	Refund Generated due to proration on Bill #0065661519-2024-2024-0000-00	Vehicle Sold	3/30/2026		C ADVL	TAX	($12.67)	$0.00	($12.67)
															CI02ADVL	TAX	($9.24)	$0.00	($9.24)
															CI02ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	**$21.91**
COTTRILL, CHERYL LYNN	COTTRILL, CHERYL LYNN	COTTRILL, JON KENNETH	3492 ROCKY RIDGE LN		HARRISBURG, NC 28075	Proration	0023121922	HMD8704	PENDING	242955212	Refund Generated due to proration on Bill #0023121922-	Vehicle Sold	3/3/2026		C ADVL	TAX	($47.75)	$0.00	($47.75)
															FR07ADVL	TAX	($12.44)	$0.00	($12.44)

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Pending Refund Report

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description	Refund Reason	Create Date	Authorization Date	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
CHERYE LYNN	CHERYE LYNN	JON KENNETH	RIDGE LN		NC 28079						Bill #0025111932-2025-2025-0000-00	Sold						Refund	$60.19
CRUTCHFIELD GROUP LTD	CRUTCHFIELD GROUP LTD		PO BOX 1349		CONCORD, NC 28026	Proration	0041279600	FR1722	PENDING	244129390	Refund Generated due to proration on Bill #0041279600-2025-2025-0000-00	Vehicle Sold	3/24/2026		C ADVL	TAX	($12.93)	($0.65)	($13.58)
															FR05ADVL	TAX	($2.25)	($0.11)	($2.36)
																		Refund	$15.94
DEJAK, JOHN NICHOLAS	DEJAK, JOHN NICHOLAS		150 FLINT RIDGE DR		CONCORD, NC 28025	Adjustment >= $100	0089836338	VHZ5127	PENDING	487892684	Refund Generated due to adjustment on Bill #0089836338-2025-2025-0000	Situs error	3/20/2026		C ADVL	TAX	$0.00	$0.00	$0.00
															CI02ADVL	TAX	($917.64)	$0.00	($917.64)
															CI02ADVL	VEHICLE FEE	($30.00)	$0.00	($30.00)
															FR04ADVL	TAX	$240.33	$0.00	$240.33
																		Refund	$707.31
DO, TAN HIEN	DO, TAN HIEN		4164 WATERSTONE PL SW		CONCORD, NC 28027	Proration	0082672571	TKA5031	PENDING	364770180	Refund Generated due to proration on Bill #0082672571-2024-2024-0000-00	Vehicle Totalled	3/6/2026		C ADVL	TAX	($2.62)	$0.00	($2.62)
															CI02ADVL	TAX	($1.91)	$0.00	($1.91)
															CI02ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	$4.53
DRUMM, TINA MARIA	DRUMM, TINA MARIA		7909 WOODMERE DR		HARRISBURG, NC 28075	Proration	0010335989	HMK3085	PENDING	243731082	Refund Generated due to proration on Bill #0010335989-2025-2025-0000-00	Vehicle Sold	3/17/2026		C ADVL	TAX	($36.00)	($1.80)	($37.80)
															CI01ADVL	TAX	($25.62)	($1.28)	($26.90)
																		Refund	$64.70
ESTRADA ESTRADA, YOSIMAR	ESTRADA ESTRADA, YOSIMAR	ESCOBAR, ZONIA LETICIA	1457 SHARON HILLS CT		KANNAPOLIS, NC 28083	Proration	0088087497	LKJ9433	PENDING	364405029	Refund Generated due to proration on Bill #0088087497-2025-2025-0000-00	Vehicle Sold	3/2/2026		C ADVL	TAX	($73.55)	$0.00	($73.55)
															CI04ADVL	TAX	($71.44)	$0.00	($71.44)
															CI04ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	$144.99
FABER, WILMA LEE	FABER, WILMA LEE		3770 LAKE SPRING AVE NW		CONCORD, NC 28027	Proration	0009794542	XPM8402	PENDING	365919510	Refund Generated due to proration on Bill #0009794542-2025-2025-0000-00	Vehicle Sold	3/20/2026		C ADVL	TAX	($12.48)	$0.00	($12.48)
															CI02ADVL	TAX	($9.10)	$0.00	($9.10)
															CI02ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	$21.58
FILARDI, ASHLEY STEVENSON	FILARDI, ASHLEY STEVENSON		3908 HOUNSLOW LN		HARRISBURG, NC 28075	Proration	0085668897	VHB3568	PENDING	242955198	Refund Generated due to proration on Bill #0085668897-2024-2024-0000-00	Vehicle Sold	3/3/2026		C ADVL	TAX	($4.56)	$0.00	($4.56)
															CI01ADVL	TAX	($3.25)	$0.00	($3.25)
																		Refund	$7.81
FILARDI, ASHLEY STEVENSON	FILARDI, ASHLEY STEVENSON	FILARDI, MARK PATRICK	3908 HOUNSLOW LN		HARRISBURG, NC 28075	Proration	0083325816	HHZ2154	PENDING	242955204	Refund Generated due to proration on Bill #0083325816-2024-2024-0000-00	Vehicle Sold	3/3/2026		C ADVL	TAX	($51.26)	$0.00	($51.26)
															CI01ADVL	TAX	($36.49)	$0.00	($36.49)
																		Refund	$87.75
FILARDI, MARK PATRICK	FILARDI, MARK PATRICK	FILARDI, ASHLEY STEVENSON	3908 HOUNSLOW LN		HARRISBURG, NC 28075	Proration	0074893000	KLE3089	PENDING	242955210	Refund Generated due to proration on Bill #0074893000-2024-2024-0000-00	Vehicle Sold	3/3/2026		C ADVL	TAX	($91.26)	$0.00	($91.26)
															CI01ADVL	TAX	($64.96)	$0.00	($64.96)
																		Refund	$156.22
FLYNN, PATRICK GRAYSON	FLYNN, PATRICK GRAYSON		504 BOSTIAN AVE		KANNAPOLIS, NC 28083	Adjustment >= $100	0089908609	1B184	PENDING	366174393	Refund Generated due to adjustment on Bill #0089908609-2025-2025-0000-00	Adjustment	3/23/2026		C ADVL	TAX	($147.46)	$0.00	($147.46)
															CI04ADVL	TAX	($143.23)	$0.00	($143.23)
															CI04ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	$290.69
FRAZIER, KEVIN LAVERT	FRAZIER, KEVIN LAVERT		9027 DAISY PLACE		HARRISBURG, NC 28075	Proration	0061296753	RBA4494	PENDING	244129104	Refund Generated due to proration on Bill #0061296753-2024-2024-0000-00	Vehicle Totalled	3/24/2026		C ADVL	TAX	($127.39)	$0.00	($127.39)
															CI01ADVL	TAX	($90.68)	$0.00	($90.68)
																		Refund	$218.07
GALVEZ, GONZALO AMAYA	GALVEZ, GONZALO AMAYA		2750 RED MAPLE LN		HARRISBURG, NC 28075	Proration	0076429504	KMF9759	PENDING	243350520	Refund Generated due to proration on Bill #0076429504-2025-2025-0000-00	Vehicle Sold	3/10/2026		C ADVL	TAX	($184.43)	$0.00	($184.43)
															CI01ADVL	TAX	($131.28)	$0.00	($131.28)
																		Refund	$315.71
GAUTAM, RUSKIN	GAUTAM, RUSKIN		11060 HAT CREEK LN		DAVIDSON, NC 28036	Proration	0088000169	LDC4815	PENDING	366322902	Refund Generated due to proration on Bill #0088000169-2025-2025-0000-00	Vehicle Sold	3/25/2026		C ADVL	TAX	($128.35)	$0.00	($128.35)
															CI04ADVL	TAX	($124.68)	$0.00	($124.68)
															CI04ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	$253.03
GREEN, RICKEY L JR	GREEN, RICKEY L JR		2022 MISSION OAKS ST		KANNAPOLIS, NC 28083	Adjustment < $100	0070706105	TEA8520	PENDING	364770612	Refund Generated due to adjustment on Bill #0070706105-2025-2025-0000-00	Mileage	3/6/2026		C ADVL	TAX	($23.86)	$0.00	($23.86)
															CI04ADVL	TAX	($23.17)	$0.00	($23.17)
															CI04ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	$47.03

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Pending Refund Report

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description	Refund Reason	Create Date	Authorization Date	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
GRIFFIN, TED WESLEY	GRIFFIN, TED WESLEY	GRIFFIN, PATSY PEEBLES	900 BRIGHTON DR		KANNAPOLIS, NC 28081	Adjustment >= $100	0087888610	CP59526	PENDING	364404564	Refund Generated due to adjustment on Bill #0087888610-2025-2025-0000-00	Over Assessment	3/2/2026		C ADVL	TAX	($198.43)	$0.00	($198.43)
															CI04ADVL	TAX	($192.75)	$0.00	($192.75)
															CI04ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	**$391.18**
GUILFORD COUNTY TAX	TOURVILLE, JAMES EDWARD		PO BOX 704		CONCORD, NC 28026	Adjustment >= $100	0089695682	ZZ6707	PENDING	365596017	[AS0168] - Refund Generated due to adjustment on abstract # : 0089695682-2025-	Situs error	3/17/2026		C ADVL	TAX	($134.15)	$0.00	($134.15)
															CI02ADVL	TAX	($97.82)	$0.00	($97.82)
															CI02ADVL	VEHICLE FEE	($30.00)	$0.00	($30.00)
																		Refund	**$261.97**
HARRIS, OTIS CHARLES JR	HARRIS, OTIS CHARLES JR	HARRIS, NICOLETTE MARIE	10608 EUCLID AVE NW		CONCORD, NC 28027	Adjustment < $100	0088401912	0RIGNL	PENDING	366193929	Refund Generated due to adjustment on Bill #0088401912-2025-2025-0000-00	Mileage	3/24/2026		C ADVL	TAX	($32.59)	$0.00	($32.59)
															CI02ADVL	TAX	($23.77)	$0.00	($23.77)
															CI02ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	**$56.36**
HEGE, JEFFREY EVERETTE	HEGE, JEFFREY EVERETTE	HEGE, SUZANNE WHITLEY	4916 CHARMWOOD CT NW		CONCORD, NC 28027	Proration	0052171100	9904ST	PENDING	366193206	Refund Generated due to proration on Bill #0052171100-2024-2024-0000-00	Vehicle Sold	3/24/2026		C ADVL	TAX	($7.79)	$0.00	($7.79)
															CI02ADVL	TAX	($5.68)	$0.00	($5.68)
															CI02ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	**$13.47**
HELMANDOLLAR, LISA LYNN	HELMANDOLLAR, LISA LYNN	HELMANDOLLAR, ALEXIA TAYLOR	6107 MAPLE LEAF AVE		HARRISBURG, NC 28075	Proration	0078011873	LBF7476	PENDING	243340104	Refund Generated due to proration on Bill #0078011873-2024-2024-0000-00	Vehicle Totalled	3/9/2026		C ADVL	TAX	($33.92)	$0.00	($33.92)
															CI01ADVL	TAX	($24.14)	$0.00	($24.14)
																		Refund	**$58.06**
HERGERT, RYAN WILLIAM	HERGERT, RYAN WILLIAM		2293 TWILIGHT DR		CONCORD, NC 28025	Proration	0045750512	PCN6020	PENDING	243339648	Refund Generated due to proration on Bill #0045750512-2024-2024-0000-00	Vehicle Sold	3/9/2026		C ADVL	TAX	($6.93)	$0.00	($6.93)
															FR03ADVL	TAX	($0.96)	$0.00	($0.96)
																		Refund	**$7.89**
HILDRETH, HUNTER JAMES	HILDRETH, HUNTER JAMES		16838 INDIAN MOUND RD		ALBEMARLE, NC 28001	Adjustment < $100	0089937847	TJL1523	PENDING	488232476	Refund Generated due to adjustment on Bill #0089937847-2025-2025-0000	Situs error	3/23/2026		C ADVL	TAX	$0.00	$0.00	$0.00
															CI02ADVL	TAX	($3.02)	($0.22)	($3.24)
															CI02ADVL	VEHICLE FEE	($30.00)	$0.00	($30.00)
															FR08ADVL	TAX	$0.72	$0.05	$0.77
																		Refund	**$32.47**
HUFFSTETLER, GEORGE MICHAEL JR	HUFFSTETLER, GEORGE MICHAEL JR	HUFFSTETLER, BILLIE REYNOLDS	900 ALLISON MEWS PL NW		CONCORD, NC 28027	Proration	0014328242	JDP5321	PENDING	366323046	Refund Generated due to proration on Bill #0014328242-2024-2024-0000-00	Vehicle Sold	3/25/2026		C ADVL	TAX	($9.09)	$0.00	($9.09)
															CI02ADVL	TAX	($6.62)	$0.00	($6.62)
															CI02ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	**$15.71**
IPPOLITO, EDMUND SALVATORE	IPPOLITO, EDMUND SALVATORE		208 ROYALTON PL		HUNTERSVILLE, NC 28078	Proration	0079410185	TJ8187	PENDING	242936676	Refund Generated due to proration on Bill #0079410185-2025-2025-0000-00	Vehicle Sold	3/2/2026		C ADVL	TAX	($309.34)	$0.00	($309.34)
															FR11ADVL	TAX	($31.69)	$0.00	($31.69)
																		Refund	**$341.03**
JACKSON, CANDICE CAMILLE	JACKSON, CANDICE CAMILLE		2214 S RIDGE AVE		KANNAPOLIS, NC 28083	Proration	0079406753	KMZ6907	PENDING	366323331	Refund Generated due to proration on Bill #0079406753-2025-2025-0000-00	Vehicle Sold	3/25/2026		C ADVL	TAX	($66.01)	$0.00	($66.01)
															CI04ADVL	TAX	($64.12)	$0.00	($64.12)
															CI04ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	**$130.13**
JOSEPH, DANIEL EDWARD	JOSEPH, DANIEL EDWARD		801 HANOVER DR NW		CONCORD, NC 28027	Proration	0051209292	TEK7796	PENDING	366193680	Refund Generated due to proration on Bill #0051209292-2025-2025-0000-00	Vehicle Sold	3/24/2026		C ADVL	TAX	($135.70)	$0.00	($135.70)
															CI02ADVL	TAX	($98.94)	$0.00	($98.94)
															CI02ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	**$234.64**
KENDALL, JOSHUA GRAHAM TATE	KENDALL, JOSHUA GRAHAM TATE	LIANG, JIE	15043 NORTHGREEN DR		HUNTERSVILLE, NC 28078	Proration	0066942909	RCZ3973	PENDING	243039956	Refund Generated due to proration on Bill #0066942909-2024-2024-0000-00	Vehicle Sold	3/4/2026		C ADVL	TAX	($20.16)	$0.00	($20.16)
															FR11ADVL	TAX	($2.06)	$0.00	($2.06)
																		Refund	**$22.22**
KETHEPALLI, SAI KUMAR	KETHEPALLI, SAI KUMAR		3496 S VAN BUREN ST		KENNEWICK, WA 99338	Proration	0083217788	KHH5731	PENDING	365698527	Refund Generated due to proration on Bill #0083217788-2024-2024-0000-00	Vehicle Sold	3/18/2026		C ADVL	TAX	($32.45)	$0.00	($32.45)
															CI04ADVL	TAX	($31.52)	$0.00	($31.52)
															CI04ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	**$63.97**
KOLKO, M	KOLKO, M		9830		CHARLOTTE, NC	Proration	0085747057	LKC6686	PENDING	365009670	Refund Generated due to proration on	Vehicle	3/9/2026		C ADVL	TAX	($36.36)	$0.00	($36.36)
															CI02ADVL	TAX	($26.52)	$0.00	($26.52)

North Carolina Vehicle Tax System

Pending Refund Report

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description	Refund Reason	Create Date	Authorization Date	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
HASSAN	HASSAN		EDINBURGH LN		28269	Proration	0085747057	ERC6686	PENDING	365605070	Bill #0085747057-2024-2024-0000-00	Sold	3/9/2026		CI02ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	**$62.88**
KRIEG, JASON SCOT	KRIEG, JASON SCOT		8617 OLDENBURG DR		MOUNT PLEASANT, NC 28124	Proration	0082706024	LAW1618	PENDING	243421604	Refund Generated due to proration on Bill #0082706024-2024-2024-0000-00	Vehicle Sold	3/11/2026		C ADVL	TAX	($141.70)	$0.00	($141.70)
															CI03ADVL	TAX	($95.94)	$0.00	($95.94)
																		Refund	**$237.64**
LENHOF, DONALD WALTER JR	LENHOF, DONALD WALTER JR	LENHOF, WENDY SUE	1229 SANDY BOTTOM DR		CONCORD, NC 28027	Proration	0068196157	HEW7519	PENDING	365698251	Refund Generated due to proration on Bill #0068196157-2025-2025-0000-00	Vehicle Totalled	3/18/2026		C ADVL	TAX	($89.68)	$0.00	($89.68)
															CI02ADVL	TAX	($65.39)	$0.00	($65.39)
															CI02ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	**$155.07**
LINKER, GARY ALAN	LINKER, GARY ALAN		4882 OLD SALISBURY	CONCORD RD	KANNAPOLIS, NC 28083	Adjustment >= $100	0089844078	JLL4062	PENDING	487597416	Refund Generated due to adjustment on Bill #0089844078-2025-2025-0000	Situs error	3/18/2026		C ADVL	TAX	$0.00	$0.00	$0.00
															CI02ADVL	TAX	($214.83)	$0.00	($214.83)
															CI02ADVL	VEHICLE FEE	($30.00)	$0.00	($30.00)
															FR09ADVL	TAX	$51.15	$0.00	$51.15
																		Refund	**$193.68**
MARTIN, RODNEY RASHAD	MARTIN, RODNEY RASHAD		81 DOUGLAS AVE NW		CONCORD, NC 28025	Proration	0086658785	RKR3688	PENDING	365919723	Refund Generated due to proration on Bill #0086658785-2025-2025-0000-00	Vehicle Sold	3/20/2026		C ADVL	TAX	($36.24)	$0.00	($36.24)
															CI02ADVL	TAX	($26.42)	$0.00	($26.42)
															CI02ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	**$62.66**
MATURU, PHANI KRISHNA	MATURU, PHANI KRISHNA		10445 PAPER BIRCH DR		CHARLOTTE, NC 28215	Proration	0072695906	FAP5495	PENDING	244129554	Refund Generated due to proration on Bill #0072695906-2024-2024-0000-00	Vehicle Sold	3/24/2026		C ADVL	TAX	($95.56)	$0.00	($95.56)
															CI01ADVL	TAX	($68.02)	$0.00	($68.02)
																		Refund	**$163.58**
MAXWELL, EDD SCOTT JR	MAXWELL, EDD SCOTT JR	MURPHY, MAUREEN ELISE	267 CHARTER CT SE		CONCORD, NC 28025	Proration	0073210769	KCZ1160	PENDING	366193356	Refund Generated due to proration on Bill #0073210769-2025-2025-0000-00	Vehicle Totalled	3/24/2026		C ADVL	TAX	($117.73)	$0.00	($117.73)
															CI02ADVL	TAX	($85.85)	$0.00	($85.85)
															CI02ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	**$203.58**
MCDERMOTT, BRIAN PATRICK	MCDERMOTT, BRIAN PATRICK		3410 STREAMSIDE DR		DAVIDSON, NC 28036	Proration	0079391142	HMX6012	PENDING	364559928	Refund Generated due to proration on Bill #0079391142-2025-2025-0000-00	Vehicle Sold	3/4/2026		C ADVL	TAX	($60.13)	$0.00	($60.13)
															CI04ADVL	TAX	($58.41)	$0.00	($58.41)
															CI04ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	**$118.54**
MCNEILL, DEMOND REVELL	MCNEILL, DEMOND REVELL		717 YVONNE DR SW		CONCORD, NC 28027	Proration	0086865919	LKL1194	PENDING	365332023	Refund Generated due to proration on Bill #0086865919-2025-2025-0000-00	Vehicle Sold	3/13/2026		C ADVL	TAX	($134.03)	$0.00	($134.03)
															CI02ADVL	TAX	($97.73)	$0.00	($97.73)
															CI02ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	**$231.76**
MEADORS, CANDLE LEIGH	MEADORS, CANDLE LEIGH		8234 ANDERSON PL		HARRISBURG, NC 28075	Proration	0074965756	HEW3621	PENDING	244613852	Refund Generated due to proration on Bill #0074965756-2025-2025-0000-00	Vehicle Sold	3/31/2026		C ADVL	TAX	($115.05)	$0.00	($115.05)
															FR07ADVL	TAX	($29.97)	$0.00	($29.97)
																		Refund	**$145.02**
MINNICK, BONNIE ELIZABETH	MINNICK, BONNIE ELIZABETH		6180 SISK CARTER RD		ROCKWELL, NC 28138	Adjustment < $100	0077050164	TMX3667	PENDING	244595628	Refund Generated due to adjustment on Bill #0077050164-2025-2025-0000-00	Adjustment	3/30/2026		C ADVL	TAX	($22.96)	$0.00	($22.96)
															FR08ADVL	TAX	($3.99)	$0.00	($3.99)
																		Refund	**$26.95**
MITCHELL-EDWARDS, STEPHANIE CECILIA	MITCHELL-EDWARDS, STEPHANIE CECILIA		PO BOX 620234		CHARLOTTE, NC 28262	Proration	0058290407	EHS7720	PENDING	243421542	Refund Generated due to proration on Bill #0058290407-2024-2024-0000-00	Vehicle Sold	3/11/2026		C ADVL	TAX	($11.10)	$0.00	($11.10)
															CI01ADVL	TAX	($7.90)	$0.00	($7.90)
																		Refund	**$19.00**
MOORE-EL, CLIFTON	MOORE-EL, CLIFTON		4064 KELLYBROOK DR		CONCORD, NC 28025	Proration	0085527428	LCV7155	PENDING	365432070	Refund Generated due to proration on Bill #0085527428-2024-2024-0000-00	Vehicle Sold	3/16/2026		C ADVL	TAX	($32.02)	$0.00	($32.02)
															CI04ADVL	TAX	($31.11)	$0.00	($31.11)
															CI04ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	**$63.13**
MYNENI, CHAITANYA	MYNENI, CHAITANYA		1137 BURNING EMBERS LN SW		CONCORD, NC 28025	Proration	0068426766	KKA8856	PENDING	365010189	Refund Generated due to proration on Bill #0068426766-2024-2024-0000-00	Vehicle Sold	3/9/2026		C ADVL	TAX	($93.91)	$0.00	($93.91)
															CI02ADVL	TAX	($68.48)	$0.00	($68.48)
															CI02ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	**$162.39**
NEMANI	NEMANI										Refund Generated				C ADVL	TAX	($161.40)	$0.00	($161.40)

North Carolina Vehicle Tax System

Pending Refund Report

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description	Refund Reason	Create Date	Authorization Date	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
NEMANI, VEERABHADRA RAO	NEMANI, VEERABHADRA RAO		620 VEGA ST NW		CONCORD, NC 28027	Proration	0087481979	RKD3818	PENDING	366193380	due to proration on Bill #0087481979-2025-2025-0000-00	Vehicle Sold	3/24/2026		CI02ADVL	TAX	($117.68)	$0.00	($117.68)
															CI02ADVL	VEHICLE FEE	($30.00)	$0.00	($30.00)
																		Refund	**$309.08**
NEMANI, VEERABHADRA RAO	NEMANI, VEERABHADRA RAO		620 VEGA ST NW		CONCORD, NC 28027	Proration	0081635406	LAP7598	PENDING	366193392	Refund Generated due to proration on Bill #0081635406-2024-2024-0000-00	Vehicle Sold	3/24/2026		C ADVL	TAX	($59.11)	($5.17)	($64.28)
															CI02ADVL	TAX	($43.10)	($3.78)	($46.88)
															CI02ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	**$111.16**
NEMANI, VEERABHADRA RAO	NEMANI, VEERABHADRA RAO		620 VEGA ST NW		CONCORD, NC 28027	Proration	0068810598	KCL2947	PENDING	366193443	Refund Generated due to proration on Bill #0068810598-2025-2025-0000-00	Vehicle Sold	3/24/2026		C ADVL	TAX	($10.90)	$0.00	($10.90)
															CI02ADVL	TAX	($7.94)	$0.00	($7.94)
															CI02ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	**$18.84**
NORWOOD, TERRY DALE	NORWOOD, TERRY DALE		414 UNION ST S		CONCORD, NC 28025	Proration	0059418004	JCJ7658	PENDING	365010012	Refund Generated due to proration on Bill #0059418004-2024-2024-0000-00	Vehicle Totalled	3/9/2026		C ADVL	TAX	($14.40)	$0.00	($14.40)
															CI02ADVL	TAX	($10.50)	$0.00	($10.50)
															CI02ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	**$24.90**
PARKHILL, STEPHEN ERNEST	PARKHILL, STEPHEN ERNEST		3733 SEDGEWICK DR SW		CONCORD, NC 28027	Proration	0000921139	TDJ5635	PENDING	365332140	Refund Generated due to proration on Bill #0000921139-2025-2025-0000-00	Vehicle Sold	3/13/2026		C ADVL	TAX	($19.39)	$0.00	($19.39)
															CI02ADVL	TAX	($14.14)	$0.00	($14.14)
															CI02ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	**$33.53**
PARKS, PRISCILLA ANN	PARKS, PRISCILLA ANN		2614 HARVEST MOON DR		MISSOURI CITY, TX 77489	Proration	0078813401	LCD4844	PENDING	243421850	Refund Generated due to proration on Bill #0078813401-2024-2024-0000-00	Reg . Out of state	3/11/2026		C ADVL	TAX	($24.27)	$0.00	($24.27)
															CI01ADVL	TAX	($17.27)	$0.00	($17.27)
																		Refund	**$41.54**
PARRISH, SCOTT ANDREW	PARRISH, SCOTT ANDREW		57 HIGHLAND AVE SW		CONCORD, NC 28027	Adjustment >= $100	0075820115	TS2308	PENDING	365432340	Refund Generated due to adjustment on Bill #0075820115-2025-2025-0000-00	Mileage	3/16/2026		C ADVL	TAX	($76.23)	($3.81)	($80.04)
															CI02ADVL	TAX	($55.58)	($2.78)	($58.36)
															CI02ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	**$138.40**
PEDDAKOTLA, DEEPIKA	PEDDAKOTLA, DEEPIKA	YERASI, ANIRUDH REDDY	5670 YARBROUGH LN		CONCORD, NC 28027	Proration	0075220819	KMA1564	PENDING	243621804	Refund Generated due to proration on Bill #0075220819-2025-2025-0000-00	Vehicle Sold	3/16/2026		C ADVL	TAX	($72.88)	$0.00	($72.88)
															CI01ADVL	TAX	($51.88)	$0.00	($51.88)
																		Refund	**$124.76**
PEEBLES, COREY HAROLD	PEEBLES, COREY HAROLD	PEEBLES, ERIKA VALLENCOUR	9649 CAPELLA AVE NW		CONCORD, NC 28027	Adjustment < $100	0063058022	HMK4354	PENDING	364405242	Refund Generated due to adjustment on Bill #0063058022-2025-2025-0000-00	SLVG or RBLT TTL	3/2/2026		C ADVL	TAX	($3.91)	$0.00	($3.91)
															CI02ADVL	TAX	($2.85)	$0.00	($2.85)
															CI02ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	**$6.76**
PEEBLES, COREY HAROLD	PEEBLES, COREY HAROLD	PEEBLES, ERIKA VALLENCOUR	9649 CAPELLA AVE NW		CONCORD, NC 28027	Adjustment < $100	0070042331	KEC9035	PENDING	364405248	Refund Generated due to adjustment on Bill #0070042331-2025-2025-0000-00	SLVG or RBLT TTL	3/2/2026		C ADVL	TAX	($12.55)	$0.00	($12.55)
															CI02ADVL	TAX	($9.15)	$0.00	($9.15)
															CI02ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	**$21.70**
PENNINGER, RUTH MILLER	PENNINGER, RUTH MILLER		1919 KISER RD SW		CONCORD, NC 28025	Proration	0074520651	HMH6117	PENDING	243113024	Refund Generated due to proration on Bill #0074520651-2025-2025-0000-00	Vehicle Sold	3/5/2026		C ADVL	TAX	($95.46)	$0.00	($95.46)
															FR03ADVL	TAX	($13.25)	$0.00	($13.25)
																		Refund	**$108.71**
PERMALSAMY, VIJAYAANAND	PERMALSAMY, VIJAYAANAND		10811 CLAYSTONE DR		DAVIDSON, NC 28036	Proration	0086270770	KKB4500	PENDING	366444975	Refund Generated due to proration on Bill #0086270770-2024-2024-0000-00	Vehicle Totalled	3/26/2026		C ADVL	TAX	($81.26)	$0.00	($81.26)
															CI04ADVL	TAX	($78.94)	$0.00	($78.94)
															CI04ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	**$160.20**
PRICE, JURONNE ANDREW	PRICE, JURONNE ANDREW		8257 CHATHAM OAKS DR		CONCORD, NC 28027	Proration	0087441412	LEE2887	PENDING	243880062	Refund Generated due to proration on Bill #0087441412-2025-2025-0000-00	Vehicle Sold	3/19/2026		C ADVL	TAX	($60.88)	$0.00	($60.88)
															FR11ADVL	TAX	($6.24)	$0.00	($6.24)
																		Refund	**$67.12**
PRICE, WAYNE TALMADGE JR	PRICE, WAYNE TALMADGE JR	PRICE, ROBIN WALLACE	11272 HICKORY RIDGE RD		HARRISBURG, NC 28075	Proration	0000771240	ZXF4034	PENDING	244128640	Refund Generated due to proration on Bill #0000771240-2024-2024-0000-00	Vehicle Sold	3/24/2026		C ADVL	TAX	($19.12)	$0.00	($19.12)
															FR07ADVL	TAX	($4.98)	$0.00	($4.98)
																		Refund	**$24.10**
RICHARD LEE SMITH SR&	RICHARD LEE SMITH SR&	SMITH									Refund Generated				C ADVL	TAX	($83.46)	$0.00	($83.46)

North Carolina Vehicle Tax System

Pending Refund Report

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description	Refund Reason	Create Date	Authorization Date	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
SMITH SR& BRENDA WRIGHT SMITH JNTRVCBL	SMITH SR& BRENDA WRIGHT SMITH JNTRVCBL TRST	SMITH, BRENDA WRIGHT	3364 GARRETT DR SW		CONCORD, NC 28027	Proration	0073680904	TJE3040	PENDING	365235567	due to proration on Bill #0073680904-2025-2025-0000-00	Vehicle Sold	3/12/2026		CI02ADVL	TAX	($60.85)	$0.00	($60.85)
															CI02ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	**$144.31**
RICHARDS, JIHAN CELESTE	RICHARDS, JIHAN CELESTE		703 WATERFORD GLEN WAY		ROCK HILL, SC 28027	Proration	0077927154	KKB7816	PENDING	365698104	Refund Generated due to proration on Bill #0077927154-2024-2024-0000-00	Reg . Out of state	3/18/2026		C ADVL	TAX	($14.33)	$0.00	($14.33)
															CI02ADVL	TAX	($10.45)	$0.00	($10.45)
															CI02ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	**$24.78**
RICHARDS, SHARIL K	RICHARDS, SHARIL K		703 WATERFORD GLEN WAY		ROCK HILL, SC 29730	Proration	0076753544	LR20DV	PENDING	365698107	Refund Generated due to proration on Bill #0076753544-2024-2024-0000-00	Reg . Out of state	3/18/2026		C ADVL	TAX	($33.28)	$0.00	($33.28)
															CI02ADVL	TAX	($24.26)	$0.00	($24.26)
															CI02ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	**$57.54**
RICHARDS, SHARIL KENYATTA	RICHARDS, SHARIL KENYATTA	RICHARDS, JIHAN CELESTE	703 WATERFORD GLEN WAY		ROCK HILL, SC 29730	Proration	0083455534	RHD1537	PENDING	365698059	Refund Generated due to proration on Bill #0083455534-2024-2024-0000-00	Reg . Out of state	3/18/2026		C ADVL	TAX	($112.19)	$0.00	($112.19)
															CI02ADVL	TAX	($81.80)	$0.00	($81.80)
															CI02ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	**$193.99**
ROBERT EDWIN MITCHUM REVOCABLE TRUST DTD 08/18/2023	ROBERT EDWIN MITCHUM REVOCABLE TRUST DTD 08/18/2023	MITCHUM, ROBERT EDWIN	228 SIDESMUR CT NE		CONCORD, NC 28025	Adjustment >= $100	0083532587	LHT1830	PENDING	366174387	Refund Generated due to adjustment on Bill #0083532587-2025-2025-0000-00	SLVG or RBLT TTL	3/23/2026		C ADVL	TAX	($69.75)	$0.00	($69.75)
															CI02ADVL	TAX	($50.86)	$0.00	($50.86)
															CI02ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	**$120.61**
ROBINSON, BEVERLY LOIS	ROBINSON, BEVERLY LOIS		200 BISHOP LN	APT 318	CONCORD, NC 28025	Proration	0065631000	ELW6746	PENDING	366920295	Refund Generated due to proration on Bill #0065631000-2024-2024-0000-00	Vehicle Sold	3/31/2026		C ADVL	TAX	($6.89)	$0.00	($6.89)
															CI02ADVL	TAX	($5.03)	$0.00	($5.03)
															CI02ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	**$11.92**
ROSTRAN, SUSANA	ROSTRAN, SUSANA		284 PATRICK AVE SW		CONCORD, NC 28025	Proration	0072839681	TFE4224	PENDING	364770030	Refund Generated due to proration on Bill #0072839681-2024-2024-0000-00	Vehicle Sold	3/6/2026		C ADVL	TAX	($72.92)	$0.00	($72.92)
															CI02ADVL	TAX	($53.17)	$0.00	($53.17)
															CI02ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	**$126.09**
ROWAN COUNTY TAX	TURNER, BRANDON MATTHEW	STIREWALT, DAWN MICHELLE	PO BOX 707		CONCORD, NC 28026	Adjustment >= $100	0089722179	MAP6503	PENDING	366920166	[AS0168] - Refund Generated due to adjustment on abstract # : 0089722179-2025-	Change of County	3/31/2026		C ADVL	TAX	($120.01)	$0.00	($120.01)
															CI02ADVL	TAX	($87.51)	$0.00	($87.51)
															CI02ADVL	VEHICLE FEE	($30.00)	$0.00	($30.00)
																		Refund	**$237.52**
ROWAN COUNTY TAX	GODBEY, KATIE JEAN	GODBEY, CHRISTIAN SCOTT	PO BOX 707		CONCORD, NC 28026	Adjustment >= $100	0088768561	JHW3135	PENDING	366920169	[AS0168] - Refund Generated due to adjustment on abstract # : 0088768561-2025-	Change of County	3/31/2026		C ADVL	TAX	($70.73)	$0.00	($70.73)
															CI02ADVL	TAX	($51.58)	$0.00	($51.58)
															CI02ADVL	VEHICLE FEE	($30.00)	$0.00	($30.00)
																		Refund	**$152.31**
ROWAN COUNTY TAX	GODBEY, CHRISTIAN SCOTT		PO BOX 707		KANNAPOLIS, NC 28026	Adjustment < $100	0088781530	RAZ4950	PENDING	366920172	[AS0168] - Refund Generated due to adjustment on abstract # : 0088781530-2025-	Change of County	3/31/2026		C ADVL	TAX	($25.17)	$0.00	($25.17)
															CI02ADVL	TAX	($18.35)	$0.00	($18.35)
															CI02ADVL	VEHICLE FEE	($30.00)	$0.00	($30.00)
																		Refund	**$73.52**
ROWAN COUNTY TAX	GODBEY, CHRISTIAN SCOTT		PO BOX 707		CONCORD, NC 28026	Adjustment < $100	0089044567	VCE4394	PENDING	366920175	[AS0168] - Refund Generated due to adjustment on abstract # : 0089044567-2025-	Change of County	3/31/2026		C ADVL	TAX	($27.01)	$0.00	($27.01)
															CI02ADVL	TAX	($19.70)	$0.00	($19.70)
															CI02ADVL	VEHICLE FEE	($30.00)	$0.00	($30.00)
																		Refund	**$76.71**
ROWAN COUNTY TAX	MCCALLUM, DANIEL VICTOR		PO BOX 707		CONCORD, NC 28026	Adjustment < $100	0089398728	TEW9927	PENDING	365026152	[AS0168] - Refund Generated due to adjustment on abstract # : 0089398728-2025-	Assessed In Err	3/10/2026		C ADVL	TAX	($5.36)	$0.00	($5.36)
															CI02ADVL	TAX	($3.91)	$0.00	($3.91)
															CI02ADVL	VEHICLE FEE	($30.00)	$0.00	($30.00)
																		Refund	**$39.27**
SHELTON, CHRISTIAN SHAKINA	SHELTON, CHRISTIAN SHAKINA		19388 HIGHWAY 57		MOSCOW, TN 38057	Proration	0074909713	PKF6771	PENDING	365697864	Refund Generated due to proration on Bill #0074909713-2025-2025-0000-00	Reg . Out of state	3/18/2026		C ADVL	TAX	($47.81)	$0.00	($47.81)
															CI02ADVL	TAX	($34.86)	$0.00	($34.86)
															CI02ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	**$82.67**

North Carolina Vehicle Tax System

Pending Refund Report

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description	Refund Reason	Create Date	Authorization Date	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
SHEPARD, DAVON KHALIL	SHEPARD, DAVON KHALIL		8990 CLAYTON ALY NW		CONCORD, NC 28027	Proration	0088825563	JAJ4017	PENDING	365331717	Refund Generated due to proration on Bill #0088825563-2025-2025-0000-00	Vehicle Sold	3/13/2026		C ADVL	TAX	($147.61)	$0.00	($147.61)
															CI02ADVL	TAX	($107.63)	$0.00	($107.63)
															CI02ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	**$255.24**
SHIRLEY, LILLIAN RITCHIE	SHIRLEY, LILLIAN RITCHIE		PO BOX 5711		CONCORD, NC 28027	Proration	0077435690	EKF6841	PENDING	364770474	Refund Generated due to proration on Bill #0077435690-2024-2024-0000-00	Vehicle Sold	3/6/2026		C ADVL	TAX	($84.77)	$0.00	($84.77)
															CI02ADVL	TAX	($61.81)	$0.00	($61.81)
															CI02ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	**$146.58**
SHRIMALI, ANKITABEN DHAVAL	SHRIMALI, ANKITABEN DHAVAL		8204 ANNSBOROUGH DR NW		CONCORD, NC 28027	Proration	0086560741	LEJ4093	PENDING	365698317	Refund Generated due to proration on Bill #0086560741-2025-2025-0000-00	Vehicle Sold	3/18/2026		C ADVL	TAX	($82.91)	($4.77)	($87.68)
															CI02ADVL	TAX	($60.45)	($3.47)	($63.92)
															CI02ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	**$151.60**
SHUNTICH, ANGELA CLAYTON	SHUNTICH, ANGELA CLAYTON		4897 BREDEN ST		KANNAPOLIS, NC 28081	Proration	0089520493	MAR7618	PENDING	365432454	Refund Generated due to proration on Bill #0089520493-2025-2025-0000-00	Tag Surrender	3/16/2026		C ADVL	TAX	($180.46)	$0.00	($180.46)
															CI04ADVL	TAX	($175.29)	$0.00	($175.29)
															CI04ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	**$355.75**
SHUNTICH, ANGELA CLAYTON	SHUNTICH, ANGELA CLAYTON		4897 BREDEN ST		KANNAPOLIS, NC 28081	Adjustment < $100	0089834837	ACTYBRY	PENDING	365698071	Refund Generated due to adjustment on Bill #0089834837-2025-2025-0000-00	Over Assessment	3/18/2026		C ADVL	TAX	($18.78)	$0.00	($18.78)
															CI04ADVL	TAX	($18.25)	$0.00	($18.25)
															CI04ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	**$37.03**
SMITH, TRAVIS AUSTIN	SMITH, TRAVIS AUSTIN		3281 KEADY MILL LOOP		KANNAPOLIS, NC 28081	Proration	0085468192	LBE1689	PENDING	365235087	Refund Generated due to proration on Bill #0085468192-2024-2024-0000-00	Vehicle Sold	3/12/2026		C ADVL	TAX	($62.44)	($3.12)	($65.56)
															CI04ADVL	TAX	($60.65)	($3.04)	($63.69)
															CI04ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	**$129.25**
STANLY COUNTY TAX	SHAVER, BRANDY TRIPLETT		PO BOX 707		CONCORD, NC 28026	Adjustment >= $100	0088890390	MAM1239	PENDING	365235411	[AS0168] - Refund Generated due to adjustment on abstract # : 0088890390-2025-	Situs error	3/12/2026		C ADVL	TAX	($260.25)	$0.00	($260.25)
															CI02ADVL	TAX	($189.76)	$0.00	($189.76)
															CI02ADVL	VEHICLE FEE	($30.00)	$0.00	($30.00)
																		Refund	**$480.01**
STEWART, DAVID AARON	STEWART, DAVID AARON		10102 MILL SPRINGS LN		CONCORD, NC 28027	Proration	0087179256	TJB2036	PENDING	366570927	Refund Generated due to proration on Bill #0087179256-2024-2024-0000-00	Vehicle Sold	3/27/2026		C ADVL	TAX	($61.35)	$0.00	($61.35)
															CI04ADVL	TAX	($59.59)	$0.00	($59.59)
															CI04ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	**$120.94**
STRASSBERGER, ERIC JOHN	STRASSBERGER, ERIC JOHN		13416 OLD CAMDEN RD		MIDLAND, NC 28107	Proration	0088356051	HEY2542	PENDING	244613566	Refund Generated due to proration on Bill #0088356051-2025-2025-0000-00	Vehicle Sold	3/31/2026		C ADVL	TAX	($96.25)	$0.00	($96.25)
															FR05ADVL	TAX	($16.71)	$0.00	($16.71)
																		Refund	**$112.96**
THOMAS, DEREK BARNARD	THOMAS, DEREK BARNARD		2682 RED MAPLE LN		HARRISBURG, NC 28075	Proration	0085195973	CLEC01	PENDING	244596154	Refund Generated due to proration on Bill #0085195973-2024-2024-0000-00	Vehicle Sold	3/30/2026		C ADVL	TAX	($184.66)	($9.23)	($193.89)
															CI01ADVL	TAX	($131.44)	($6.57)	($138.01)
																		Refund	**$331.90**
TOVAR TOVAR, GREGORIO EDUARDO	TOVAR TOVAR, GREGORIO EDUARDO		2558 OAKWOOD AVE		CONCORD, NC 28027	Proration	0076930691	KMR3242	PENDING	364404777	Refund Generated due to proration on Bill #0076930691-2024-2024-0000-00	Vehicle Sold	3/2/2026		C ADVL	TAX	($19.14)	$0.00	($19.14)
															CI04ADVL	TAX	($18.59)	$0.00	($18.59)
															CI04ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	**$37.73**
TREXLER, WILLIAM WAYNE	TREXLER, WILLIAM WAYNE	TREXLER, SUSAN JONES	8551 COTTONWOOD TRL		CONCORD, NC 28027	Proration	0084436416	RKJ3412	PENDING	244613316	Refund Generated due to proration on Bill #0084436416-2024-2024-0000-00	Vehicle Sold	3/31/2026		C ADVL	TAX	($9.18)	$0.00	($9.18)
															FR11ADVL	TAX	($0.94)	$0.00	($0.94)
																		Refund	**$10.12**
TURNER, GLORIA TYSON	TURNER, GLORIA TYSON		1802 CLAY ST		KANNAPOLIS, NC 28083	Proration	0075745515	JEK4214	PENDING	366894273	Refund Generated due to proration on Bill #0075745515-2024-2024-0000-00	Vehicle Sold	3/30/2026		C ADVL	TAX	($9.05)	$0.00	($9.05)
															CI04ADVL	TAX	($8.79)	$0.00	($8.79)
															CI04ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	**$17.84**
TURNER, ZANDRIA	TURNER, ZANDRIA	TURNER, RICHARD ALAN	116 SOFTWIND LN		CONCORD, NC 28025	Adjustment < $100	0014342530	JDS7541	PENDING	243554436	Refund Generated due to adjustment on Bill #0014342530-	Adjustment	3/13/2026		C ADVL	TAX	($4.18)	$0.00	($4.18)
															FR04ADVL	TAX	($0.80)	$0.00	($0.80)

North Carolina Vehicle Tax System

Pending Refund Report

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description	Refund Reason	Create Date	Authorization Date	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
MARTIN	MARTIN	RICHARD ALAN	LN		28025	$100					on Bill #0081542536-2025-2025-0000-00							Refund	$4.98
VARULE, SACHIN BHASKAR	VARULE, SACHIN BHASKAR		9815 SHEARWATER AVE NW		CONCORD, NC 28027	Proration	0087929361	LFP6436	PENDING	365025936	Refund Generated due to proration on Bill #0087929361-2025-2025-0000-00	Vehicle Sold	3/10/2026		C ADVL	TAX	($51.72)	$0.00	($51.72)
															CI02ADVL	TAX	($37.72)	$0.00	($37.72)
															CI02ADVL	VEHICLE FEE	($30.00)	$0.00	($30.00)
																		Refund	$119.44
VEPA, SIVA RAM	VEPA, SIVA RAM		5542 ALLBURN PKWY		CONCORD, NC 28027	Proration	0087206686	KJD9193	PENDING	244129088	Refund Generated due to proration on Bill #0087206686-2025-2025-0000-00	Vehicle Sold	3/24/2026		C ADVL	TAX	($78.51)	$0.00	($78.51)
															CI01ADVL	TAX	($55.88)	$0.00	($55.88)
																		Refund	$134.39
VUKKUM, SARAT SRINIVAS	VUKKUM, SARAT SRINIVAS		10918 BENNETT DR		DAVIDSON, NC 28036	Proration	0080357714	JJR2936	PENDING	365332101	Refund Generated due to proration on Bill #0080357714-2025-2025-0000-00	Vehicle Totalled	3/13/2026		C ADVL	TAX	($183.36)	$0.00	($183.36)
															CI04ADVL	TAX	($178.11)	$0.00	($178.11)
															CI04ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	$361.47
WEAVER, JAMES RICHARD	WEAVER, JAMES RICHARD	WEAVER, MARY ELIZABETH	587 UNION ST S		CONCORD, NC 28025	Adjustment >= $100	0089698098	1C178	PENDING	365026155	Refund Generated due to adjustment on Bill #0089698098-2025-2025-0000-00	Adjustment	3/10/2026		C ADVL	TAX	($100.80)	$0.00	($100.80)
															CI02ADVL	TAX	($73.50)	$0.00	($73.50)
															CI02ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	$174.30
WILBURN, LESLEY HUNSUCKER	WILBURN, LESLEY HUNSUCKER		226 MISENHEIMER DR NW		CONCORD, NC 28025	Proration	0065127208	TCA6342	PENDING	366322752	Refund Generated due to proration on Bill #0065127208-2024-2024-0000-00	Vehicle Totalled	3/25/2026		C ADVL	TAX	($11.42)	$0.00	($11.42)
															CI02ADVL	TAX	($8.33)	$0.00	($8.33)
															CI02ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	$19.75
WILSON, ANTHONY ANTONIO	WILSON, ANTHONY ANTONIO		6114 WILLOWOOD RD		KANNAPOLIS, NC 28081	Proration	0085574500	LHW9948	PENDING	366193848	Refund Generated due to proration on Bill #0085574500-2024-2024-0000-00	Vehicle Totalled	3/24/2026		C ADVL	TAX	($76.90)	$0.00	($76.90)
															CI04ADVL	TAX	($74.70)	$0.00	($74.70)
															CI04ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	$151.60
YOUNG, ALAINA DENISE	YOUNG, ALAINA DENISE		75 OLD LIBERTY DR		YOUNGSVILLE, NC 27596	Proration	0086551592	FHA3373	PENDING	364770687	Refund Generated due to proration on Bill #0086551592-2025-2025-0000-00	Vehicle Totalled	3/6/2026		C ADVL	TAX	($35.21)	$0.00	($35.21)
															CI04ADVL	TAX	($34.21)	$0.00	($34.21)
															CI04ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	$69.42
ZEARLEY, WILLIAM	ZEARLEY, WILLIAM		776 RUBENS RD SW		CONCORD, NC 28027	Proration	0081072497	LFJ1466	PENDING	365698212	Refund Generated due to proration on Bill #0081072497-2025-2025-0000-00	Vehicle Sold	3/18/2026		C ADVL	TAX	($56.03)	$0.00	($56.03)
															CI02ADVL	TAX	($40.85)	$0.00	($40.85)
															CI02ADVL	VEHICLE FEE	$0.00	$0.00	$0.00
																		Refund	$96.88
																		Refund Total	$14338.14

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

APRIL 20, 2026
6:00 PM

AGENDA CATEGORY:

NEW BUSINESS

SUBJECT:

Finance - LGC Debt Application in May for High School and Elementary School - Board Resolutions - Public Hearing 6:00 P.M.

BRIEF SUMMARY:

Resolution making certain findings and determinations regarding the issuance of limited obligation bonds of the County of Cabarrus, North Carolina for school improvements, requesting the local government commission to approve the financing arrangement and holding a public hearing.

REQUESTED ACTION:

Hold the Public Hearing.

Recommended Motion:

Motion to approve the final resolution approving and authorizing the execution and delivery of a Trust Agreement, A Deed of Trust and Related Documents in connection with the financing of public school improvements for the County of Cabarrus, North Carolina.

SUBMITTED BY:

Jim Howden, Finance Director

BUDGET AMENDMENT REQUIRED:

No

ATTACHMENTS:

1. Resolution
2. Notice of Public Hearing - Newspaper
3. Notice of Public Hearing - Website

The Board of Commissioners for the County of Cabarrus, North Carolina met in a regular meeting in the Commissioners' Meeting Room at the Cabarrus County Governmental Center located at 65 Church Street S in Concord, North Carolina, at 6:00 p.m. on April 20, 2026.

Present: Chair Laura Blackwell Lindsey, presiding, and Commissioners

Absent: Commissioners

Also present:

* * * * * *

The Chair announced that this was the hour and day of the public hearing on a trust agreement or similar financing agreement (the "Agreement") to be entered into by the County of Cabarrus, North Carolina (the "County") pursuant to Section 160A-20 of the General Statutes of North Carolina in an aggregate principal amount not to exceed $200,000,000 for the purpose of providing funds, together with any other available funds, to pay the costs of constructing and equipping school facilities in the County, including, without limitation, a new high school to replace the existing Northwest Cabarrus High School and a new elementary school to serve the northwestern portion of the County, all or a portion of which will be leased to the Cabarrus County Board of Education for operation (the "Project").

If the County enters into the Agreement, it will secure its obligations thereunder by executing and delivering a deed of trust granting a lien on all or a portion of the site of the Project, together with any improvements or fixtures located or to be located thereon.

In connection with the proposed plan of finance, the County will acquire all or a portion of the site of the Project and will lease all or a portion of such site to the Cabarrus County Board of Education to be used for school purposes. Such lease will be subordinate to the lien created by the deed of trust.

Section 160A-20(g) of the General Statutes of North Carolina requires that the County hold a public hearing prior to entering into the Agreement. Section 153A-158.1 of the General Statutes of North Carolina requires that the County hold a public hearing relating to the proposed acquisition of all or a portion of the site of the Project by the County to be used for school purposes.

The Chair acknowledged due publication of the notice of public hearing in a newspaper with a general circulation in said County and directed the Clerk to the Board of Commissioners

to attach the affidavit showing publication in said newspaper on a date at least ten (10) days prior to the date hereof as Exhibit A.

The Chair then announced that the Board of Commissioners would immediately hear anyone who might wish to be heard on the proposed Agreement or the proposed acquisition of all or a portion of the site of the Project by the County as described above.

A list of all persons making comments and a summary of such comments are attached as Exhibit B.

The public hearing was closed.

All statements and comments by participants of the public hearing were duly considered by the Board of Commissioners.

Thereupon, _____ introduced the following resolution the title of which was read and a copy of which had been previously distributed to each Commissioner:

RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION AND DELIVERY OF A TRUST AGREEMENT, A DEED OF TRUST AND RELATED DOCUMENTS IN CONNECTION WITH THE FINANCING OF PUBLIC SCHOOL IMPROVEMENTS FOR THE COUNTY OF CABARRUS, NORTH CAROLINA

BE IT RESOLVED by the Board of Commissioners (the "Board") for the County of Cabarrus, North Carolina (the "County"):

Section 1. The Board does hereby find and determine as follows:

(a) The Cabarrus County Board of Education (the "Board of Education") has determined that a need exists to construct and equip school facilities in the County, including, without limitation, a new high school to replace the existing Northwest Cabarrus High School and a new elementary school to serve the northwestern portion of the County, all or a portion of which will be leased to the Cabarrus County Board of Education for operation (the "Project") and has requested the County to provide the financing therefor.

(b) After a public hearing and due consideration, the Board has determined that the most efficient manner of financing the Project will be through the execution and delivery of a Trust Agreement, to be dated as of June 1, 2026 (the "Trust Agreement"), between the County and Regions Bank (the "Trustee"), pursuant to which the County will issue limited obligation bonds thereunder in an aggregate principal amount not to exceed $200,000,000 (the "Bonds") to provide funds, together with any other available funds, to pay (i) the costs of the Project and (ii) the fees and expenses incurred in connection with the sale and issuance of the Bonds.

(c) In order to secure the payment of principal of and interest on the Bonds and the performance of its other obligations under the Trust Agreement, the County will execute and deliver a Deed of Trust, to be dated as of June 1, 2026 (the "Deed of Trust"), to the deed of trust trustee named therein for the benefit of the Trustee, granting a first lien of record on all or a

portion of the site of the Project, together with any existing and all future improvements and fixtures located or to be located thereon (the "Mortgaged Property").

(d) In order to assure that the Project is constructed in the manner required by the Constitution and laws of the State of North Carolina and the Trust Agreement, the County will enter into a Construction and Acquisition Agreement, to be dated as of June 1, 2026 (the "Construction Agreement"), with the Board of Education whereby the Board of Education agrees to acquire, construct and equip the Project in accordance with the Construction Agreement for and on behalf of the County.

(e) The site of the Project constituting the Mortgaged Property will be conveyed by the Board of Education to the County on or prior to the date of the execution and delivery of the Bonds, and such site, together with all improvements thereon, will be leased back to the Board of Education pursuant to a Lease Agreement, to be dated as of June 1, 2026 (the "Lease Agreement"), between the County and the Board of Education, which Lease Agreement will be subordinate to the lien created by the Deed of Trust.

(f) The Bonds will initially be sold to BofA Securities, Inc. (the "Underwriter"), pursuant to the terms of a Bond Purchase Agreement, to be dated the date of delivery thereof (the "Bond Purchase Agreement"), between the County and the Underwriter.

(g) In connection with the offering and sale of the Bonds by the Underwriter, there will be prepared and distributed to potential purchasers a Preliminary Official Statement, to be dated as of the date of delivery thereof (the "Preliminary Official Statement"), relating to the offering and sale of the Bonds and the Official Statement (hereinafter defined).

(h) There have been presented to the Board drafts of the following documents relating to the transaction hereinabove described:

(1) the Trust Agreement, together with the form of the Bonds attached as Exhibit B thereto;

(2) the Deed of Trust;

(3) the Construction Agreement;

(4) the Lease Agreement;

(5) the Bond Purchase Agreement; and

(6) the Preliminary Official Statement.

Section 2. In order to provide for the financing of the Project, the County is hereby authorized to enter into the Trust Agreement and issue the Bonds thereunder in an aggregate principal amount not to exceed $200,000,000. The actual principal amount of the Bonds shall be determined by the County at the time of execution of the Bond Purchase Agreement, such execution and delivery of the Bond Purchase Agreement to constitute approval by the County of the principal amount of the Bonds as set forth in the Bond Purchase Agreement. The principal

amount of the Bonds shall be the amount that, in the best judgment of the person executing the Bond Purchase Agreement, shall be the amount necessary to provide sufficient funds, together with any other available funds, to pay (a) the costs the Project and (b) the fees and expenses incurred in connection with the sale and issuance of the Bonds. The interest rates on the Bonds shall be determined by the County at the time of the execution by the County of the Bond Purchase Agreement; provided, however, that such interest rates shall not result in an effective interest cost in excess of 5.25% per annum, such execution and delivery of the Bond Purchase Agreement to constitute approval by the County of the interest rates on the Bonds.

Section 3. The Bonds shall be sold to the Underwriter pursuant to the Bond Purchase Agreement. The Bonds may be sold to the Underwriter at a discount below the amount of the principal amount of the Bonds, such discount not to exceed 98% of the principal amount of the Bonds; provided, however, that if all or any of the Bonds are to be sold to the public by the Underwriter at original issue discount (resulting in lower interest costs of the interest on the Bonds), then the Bonds may be sold at a further discount in the amount necessary to cover such original issue discount. The final maturity of the Bonds shall not be later than December 31, 2051. The County Manager and the Finance Director are each hereby authorized to select and engage any additional financial institutions to serve as co-managing underwriters for the Bonds.

Section 4. The Board hereby approves the forms of the Trust Agreement, the Deed of Trust, the Construction Agreement, the Lease Agreement and the Bond Purchase Agreement in substantially the forms presented at this meeting. The Chair or Vice Chair of the Board, the County Manager and the Finance Director of the County are each hereby authorized to execute and deliver on behalf of the County the Trust Agreement, the Deed of Trust, the Construction Agreement, the Lease Agreement and the Bond Purchase Agreement in substantially the forms presented at this meeting, containing such modifications as the person executing such documents shall approve, such execution to be conclusive evidence of approval by the Board of any such changes. The Clerk to the Board or any assistant or deputy Clerk to the Board is hereby authorized to affix the official seal of the County to each of said documents and to attest the same to the extent so required.

Section 5. The Board hereby approves the Preliminary Official Statement in substantially the form presented at this meeting and hereby approves the distribution thereof by the Underwriter in connection with the offering and sale of the Bonds. Upon the sale of the Bonds to the Underwriter, a final Official Statement, to be dated as of the date of the Bond Purchase Agreement (the "Official Statement"), will be prepared substantially in the form of the Preliminary Official Statement and will contain such information relating to the pricing terms of the Bonds and such additional information as may be necessary. The Board hereby approves the delivery of the Official Statement on behalf of the County by the Chair or Vice Chair of the Board, the County Manager or the Finance Director and the distribution thereof by the Underwriter in connection with the offering and sale of the Bonds.

Section 6. No deficiency judgment may be rendered against the County in any action for breach of any contractual obligation under the Trust Agreement, and the taxing power of the County is not and may not be pledged directly or indirectly to secure any moneys due under the Trust Agreement.

Section 7. The Chair or Vice Chair of the Board, the County Manager, the Finance Director and the County Attorney are hereby authorized to cooperate with the Underwriter in preparing and filing such filings under state securities or "blue sky" laws as the Underwriter may request; provided, however, that the County shall not be required to consent to the jurisdiction of any state in which it is not now subject unless the County Attorney shall determine that such consent is in the best interest of the County.

Section 8. The Chair or Vice Chair of the Board, the County Manager, the Finance Officer, the County Attorney and the Clerk to the Board, and any other officers, agents and employees of the County, are hereby authorized and directed to take such actions and to deliver such certificates, opinions and other items of evidence as shall be deemed necessary to consummate the transactions described in this resolution.

Section 9. The Board hereby finds, determines and declares the following:

(a) Section 1.150-2 of the Treasury Regulations (the "Regulations") prescribes specific procedures which are applicable to tax-exempt bonds or notes issued by or on behalf of the County for which prior expenditures are to be reimbursed, including, without limitation, a requirement that prior to, or within sixty (60) days of, payment of the expenditures to be reimbursed the County declare its official intent to reimburse certain expenditures with proceeds of debt to be incurred by the County.

(b) The Board hereby declares its official intent pursuant to Section 1.150-2 of the Treasury Regulations to reimburse itself from the proceeds of debt to be hereinafter incurred by the County for certain expenditures related to the Project paid by the County on or after the date which is sixty (60) days prior to the date hereof. The provisions of this Section 9 supplement any prior reimbursement declaration of the Board with respect to the Project.

(c) $200,000,000 is the maximum principal amount of debt reasonably expected to be incurred for the purpose of paying the costs of the Project.

Section 10. This resolution shall take effect immediately upon its adoption.

Upon motion of Commissioner _____, the foregoing resolution entitled "RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION AND DELIVERY OF A TRUST AGREEMENT, A DEED OF TRUST AND RELATED DOCUMENTS IN CONNECTION WITH THE FINANCING OF PUBLIC SCHOOL IMPROVEMENTS FOR THE COUNTY OF CABARRUS, NORTH CAROLINA" was adopted by the following vote:

Ayes:_____

_____

Noes:_____

_____

* * * * * *

I, Ariadne Olvera, Clerk to the Board of Commissioners for the County of Cabarrus, North Carolina, DO HEREBY CERTIFY that the foregoing is a true copy of so much of the proceedings of said Board at a regular meeting held on April 20, 2026, as it relates in any way to the holding of a public hearing on a proposed trust agreement or similar financing agreement to finance certain public school facilities and the adoption of a resolution relating thereto and that said proceedings are recorded in the minutes of said Board.

I DO HEREBY FURTHER CERTIFY that proper notice of such regular meeting was given as required by North Carolina law.

WITNESS my hand and the official seal of said County this 20th day of April, 2026.

[SEAL]

_____

Clerk to the Board of Commissioners

EXHIBIT A

[Attach publisher's affidavit evidencing publication of the Notice of Public Hearing]

EXHIBIT B

[A list of any persons making comments and a summary of such comments to be attached. If no comments are made, please insert "None".]

The Independent Tribune
April 9, 2026

NOTICE OF PUBLIC HEARING

The Board of Commissioners for the County of Cabarrus, North Carolina (the "County")has determined to consider whether to enter into a trust agreement or similar financing agreement (the "Agreement") under Section 160A-20 of the General Statutes of North Carolina for the purpose of providing funds, together with any other available funds, to pay the costs of constructing and equipping school facilities in the County, including, without limitation, a new high school to replace the existing Northwest Cabarrus High School and a new elementary school to serve the northwestern portion of the County, all or a portion of which will be leased to the Cabarrus County Board of Education for operation (the "Project"). The County would be obligated to pay debt service or make installment payments under the Agreement in an aggregate principal amount not to exceed $200,000,000, together with interest thereon. If the County enters into the Agreement, it will secure its obligations thereunder by executing and delivering a deed of trust granting a lien on all or a portion of the site of the Project, together with any improvements or fixtures located or to be located thereon. In addition, in connection with the proposed plan of finance, all or a portion of the site of the Project would be acquired by the County and leased to the Cabarrus County Board of Education to be used for school purposes, which lease would be subordinate to the lien created by the deed of trust.

Section 160A-20(g) of the General Statutes of North Carolina requires that the County hold a public hearing prior to entering into the Agreement. Section 153A-158.1 of the General Statutes of North Carolina requires that the County hold a public hearing relating to the proposed acquisition of all or a portion of the site of the Project by the County to be used for school purposes.

Please take notice that the Board of Commissioners for the County will conduct a public hearing in the Commissioners' Meeting Room at the Cabarrus County Governmental Center located at 65 Church Street S in Concord, North Carolina, at 6:00 p.m. on April 20, 2026, at which time any person may be heard regarding the proposed Agreement or the proposed acquisition of all or a portion of the site of the Project by the County to be used for school purposes.

Any person wishing to comment in writing regarding the proposed Agreement should do so prior to April 20, 2026 to the County of Cabarrus, North Carolina, 65 Church Street S, Concord, North Carolina 28025, Attention: Ariadne Olvera, Clerk to the Board of Commissioners.

Ariadne Olvera
Clerk to the Board of Commissioners for the
County of Cabarrus, North Carolina

Published: April 9, 2026

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Ariadne Olvera
Clerk to the Board of Commissioners for the
County of Cabarrus, North Carolina

Posted: April 9, 2026

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

APRIL 20, 2026
6:00 PM

AGENDA CATEGORY:

NEW BUSINESS

SUBJECT:

BOC - 2026 Commissioner Board Appointments Updates

BRIEF SUMMARY:

Update assignments of the 2026 Commissioner Board Appointments. It is requested that Commissioner Kenny Wortman be appointed to serve as the Board liaison on the Regional Behavioral Health Center Advisory Board and Todd Shanley, Chief Information Office/Chief of Staff, as the Board liaison designee on the Fair Advisory Commission.

REQUESTED ACTION:

Recommended Motions:

Motion to appoint Commissioner Kenny Wortman as the Board liaison on the Regional Behavioral Health Center Advisory Board for 2026.

Motion to appoint Todd Shanley, Chief Information Officer/Chief of Staff, as the board liaison designee on the Fair Advisory Commission for 2026.

SUBMITTED BY:

Ariadne Olvera, Clerk to Board of Commissioners

BUDGET AMENDMENT REQUIRED:

No

ATTACHMENTS:

1. 2026 Commissioner Board Appointments

2. Proposed 2026 Commissioner Board Appointments Update

2026 COMMISSIONER BOARD APPOINTMENTS

NAME OF BOARD	MEETING DATE	MEETING TIME	MEETING LOCATION	MEMBER	LIAISON	ALTERNATE	VOTE	NOTES
Active Living Centers Advisory Council	3rd Monday	11:00 a.m.	Concord Active Living Center		Patrick		N	
Active Living and Parks Commission	3rd Thursday	6:00 p.m.	Concord Active Living Center		Wortman		N	
Behavioral Health Center Advisory Board	TBD						N	
Blended Community Child Protection Team (CCPT)/Child Fatality Prevention Team (CFPT)	4th Wednesday	12:00 p.m.	EMS Headquarters	Wortman		Lindsey	Y	
Cabarrus County Board of Education - Business Mtg.	2nd Monday	6:00 p.m. (Business)	Old Airport Road		Lindsey		N	
Cabarrus County Board of Education - Work Session	1st Monday	6:00 p.m. (Wk. Session)	Old Airport Road		Lindsey		N	
Cabarrus County Fire Service Board	Jan. 8, April 9, July 9 and October 8	6:30 p.m.	Varies		Pittman		N	
Cabarrus County Partnership for Children (Smart Start)	4th Tuesday (Recommendation to meet bi-monthly)	1:00 p.m.	Varies	Jones			Y	
Cabarrus Planning and Zoning Commission	2nd Tuesday	6:30 p.m.	Governmental Center		Patrick		N	
Cabarrus-Rowan Urban Area MPO Transportation Adv. Comm.	4th Wednesday (except July/Dec.)	5:30 p.m.	Kannapolis City Hall	Pittman			Y	Requires additional paperwork
Centralina Regional Council of Government Executive Board	Monthly – 2nd Wednesday		Charlotte Office	Wortman				
Centralina Regional Council of Government Board of Directors	Monthly – 2nd Wednesday		Charlotte Office	Wortman				
Centralina Economic Development Commission	3rd Thursday	4:00 p.m.	COG Office	Wortman				
Centralina Workforce Development Consortium	3rd Tuesday	12:00 p.m.	RCCC Research Campus – Kannapolis	Wortman			Y	
City of Concord	2nd Thursday	6:00 p.m.	Council Chambers		Lindsey		N	
City of Kannapolis	2nd & 4th Mondays	4:30/6:00 p.m.	City Council Chambers		Lindsey		N	
City of Locust	2nd Thursday	7:00 p.m.	City Hall		Lindsey		N	
Cooperative Extension Service	Quarterly (February, May, August and November)	6:00 p.m.	Extension Office		Wortman		N	
Council of Planning – NC 73 Corridor	As needed			Wortman			Y	
Early Childhood Task Force	March 23, 2026; June 22, 2026; September 29, 2026 and December 14, 2026	10:30 a.m.	Varies	Pittman				
Exit 49 Taskforce	As Needed		CVB Office		Sifford		Y	
Fair Advisory Commission	Likely Quarterly		Cabarrus Arena				N	
Home and Community Care Block Grant Advisory Committee	Quarterly - 3rd Monday of 2nd month in the quarter	2:30 p.m.	Active Living Center	Pittman			N	
Human Services Advisory Board	Last Wednesday	2:00 p.m.	Varies	Jones			Y	
Juvenile Crime Prevention Council	3rd Wednesday	7:30 a.m.	Governmental Center	Jones			Y	
Kannapolis Board of Education	2nd Monday	6:30 p.m.	Central Office		Wortman		N	
Library Board of Trustees	Every Other Month - 3rd Thursdays	4:30 p.m.	Libraries - Rotate		Lindsey		N	
Local Emergency Planning Committee	Quarterly - 1st Wednesday of 2nd month in the quarter	12:00 p.m.	Varies		Pittman		Y	
Logan Community	4th Monday	6:00 p.m.	Logan Community Center		Wortman			
Mental Health Advisory Board	1st Tuesday of the last month of the quarter	Varies	Governmental Center		Lindsey			
Region F Aging Advisory Committee	Quarterly – 2nd Thursday of the last month of quarter (3-12-26, 6-11-26, 9-10-26 & 12-10-26)	1 p.m.	COG Office		Patrick		N	
Soil & Water Conservation District	1st Tuesday	5:30 p.m.	Cooperative Extension		Lindsey		N	
Town of Harrisburg	2nd Monday	6:00 p.m.	Town Hall		Patrick		N	
Town of Midland	2nd Tuesday	6:00 p.m.	Town Hall		Pittman		N	
Town of Mt. Pleasant	2nd Tuesday	6:00 p.m.	Town Hall Auditorium		Lindsey		N	
Transportation Advisory Board	Quarterly – 1st Wednesday of the 2nd month in the quarter	10:00 a.m.	DHS Cannon Auditorium		Pittman		N	
Youth Commission	3rd Monday	6:00 p.m.	Varies		Lindsey		N	

SEATS HELD BY TERMS								
Public Health Authority of Cabarrus County	3rd Tuesday	5:30 p.m.	CHA	Lindsey			Y	Term Ends 6/30/28
Tourism Authority (CVB)	4th Wednesday	8:00 a.m.	CVB Office	Sifford			Y	Term ends 6/30/27
Water and Sewer Authority (WSACC)	3rd Thursday	5:00 p.m.	WSACC - 232 Davidson Hwy.		Patrick	Lindsey	Y	Term ends 6/30/27

2026 COMMISSIONER BOARD APPOINTMENTS

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CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

APRIL 20, 2026
6:00 P.M.

AGENDA CATEGORY:

NEW BUSINESS

SUBJECT:

Juvenile Crime Prevention Council (JCPC) - Request for Approval of Revised FY 25-26 Cabarrus County JCPC Funding Plan

BRIEF SUMMARY:

FY 25-26 Funding Plan requires approval due to increase in DPS funding, In-Kind Match funds, or Local Cash to three JCPC-funded programs. (1) Aspire-Kids at Work received a DPS Discretionary Funds award and an increase in In-Kind Match funds; (2) Transforming Futures received a DPS Discretionary Funds award and an increase in In-Kind Match funds; (3) Conflict Resolution Center-Teen Court received an increase in Local Cash Match.

REQUESTED ACTION:

Recommended Motion:

Request approval of revised FY 25-26 Cabarrus County JCPC Funding Plan.

SUBMITTED BY:

Joanie Bischer, Board Liaison

BUDGET AMENDMENT REQUIRED:

Yes

ATTACHMENTS:

1. Cabarrus County NC DPS Community Programs County Funding Plan - FY 2025-26
2. Cabarrus County NC DPS Community Programs County Funding Plan – FY 2025-26 – Additional Signature

Cabarrus County

NC DPS - Community Programs - County Funding Plan

Available Funds: $ $459,927 Local Match: $ $190,562 Rate: 30%

DPS JCPC funds must be committed with a Program Agreement submitted in NC Allies and electronically signed by authorized officials.

#	Program Provider	DPS-JCPC Funding	LOCAL FUNDING			OTHER	OTHER	Total	% Non DPS-JCPC Program Revenues
			County Cash Match	Local Cash Match	Local In-Kind	State/ Federal	Funds		
1	JCPC Administration	$15,500	$1,102					$16,602	7%
2	Conflict Resolution Center, Inc. (Teen Court)	$107,385		$800	$47,385			$155,570	31%
3	Conflict Resolution Center, Inc. (Truancy Court Mediation)	$37,000			$13,390			$50,390	27%
4	Aspire Youth and Family, Inc. (Kids at Work)	$67,297		$3,010	$24,276			$94,583	29%
5	Families First - (Strengthening Families)	$22,500		$27,208	$6,387			$56,095	60%
6	Youth Style Fitness, Inc (Holistic Fitness)	$50,528			$16,040			$66,568	24%
7	Rowan Youth Services Bureau, Inc.(Sex Offender Evaluations)	$3,604		$93	$1,401			$5,098	29%
8	Transforming Youth Movement-(Transforming Futures)	$164,458			$49,470			$213,928	23%
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11									
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15									
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17									
18									
	TOTALS:	$468,272	$1,102	$31,111	$158,349			$658,834	29%

The above plan was derived through a planning process by the Cabarrus County Juvenile Crime Prevention Council and represents the County's Plan for use of these funds in FY 2025-2026.

Amount of Unallocated Funds _____

Amount of funds reverted back to DPS _____

Discretionary Funds added $8,345

Chairperson, Juvenile Crime Prevention Council (Date)

Check type initial plan ☐ ☑ update final ☐

—DPS Use Only—

Reviewed by _____ Area Consultant 4.9.26 Date

Reviewed by _____ Program Assistant 4.9.26 Date

Verified by _____ Designated State Office Staff Date

Chairperson, Board of County Commissioners or County Finance Officer (Date)

ver 03/04/2016

Cabarrus County

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Amount of Unallocated Funds _____

Amount of funds reverted back to DPS _____

Discretionary Funds added $8,345

Megan E B 4/15/26

Chairperson, Juvenile Crime Prevention Council (Date)

Check type initial plan ☐ ☑ update final ☐

—DPS Use Only—

Reviewed by _____ Area Consultant 4.9.26 Date

Reviewed by Tracy Dinkins Program Assistant 4.9.26 Date

Verified by _____ Designated State Office Staff Date

Chairperson, Board of County Commissioners or County Finance Officer (Date)

ver 03/04/2016

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

APRIL 20, 2026
6:00 PM

AGENDA CATEGORY:

REPORTS

SUBJECT:

BOC - Receive Updates From Commission Members Who Serve As Liaisons To Municipalities Or On Various Boards/Committees

BRIEF SUMMARY:

This time is allotted during regular meetings to receive updates from commission members that serve as liaisons to local municipalities or that serve on various boards/committees, if needed. This opportunity allows the board as a whole to learn more about what is going on with the boards each commissioner is individually involved with.

REQUESTED ACTION:

Receive updates and discuss as needed.

SUBMITTED BY:

Ariadne Olvera, Clerk to Board of Commissioners

BUDGET AMENDMENT REQUIRED:

No

ATTACHMENTS:

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

APRIL 20, 2026
6:00 PM

AGENDA CATEGORY:

REPORTS

SUBJECT:

BOC - Request for Applications for County Boards/Committees

BRIEF SUMMARY:
Vacant Positions on the Cabarrus County Boards & Committees are as follows:

Adult Care Home Community Advisory Committee - 14 Vacant **
Agricultural Advisory Board - 1 Vacant *
Concord Planning Commission (ETJ) - 1 Vacant *
HCCBG - 1 Expired *
Library Board of Trustees - 3 Expired *
Nursing Home Community Advisory Board - 9 Vacant **
Region F Aging Advisory Committee - 1 Vacant *
Transportation Advisory Board - 5 Vacant *
Youth Commission - 4 Vacant * *

*Term lengths and expirations vary per board roster.
**Initial terms are for one year. Additional terms are for three years.

A description of each board/committee is attached along with an application for appointment. Visit the County's website to complete the online application. For more information, contact the Clerk at 704-920-2109 or go to https://www.cabarruscounty.us/boards-and-committees.

REQUESTED ACTION:

Review the aforementioned list of County Boards/Committees for the benefit of the viewing audience and encourage citizens to participate.

SUBMITTED BY:

Ariadne Olvera, Clerk to the Board

BUDGET AMENDMENT REQUIRED:

No

ATTACHMENTS:

1. Boards & Committees Descriptions
2. Concord ETJ Map
3. Application
4. Youth Commission

CABARRUS COUNTY

BOARDS, COMMITTEES, COMMISSIONS AND AUTHORITIES

The Cabarrus County Board of Commissioners makes appointments to a number of boards, committees, commissions and authorities. All citizens of Cabarrus County are encouraged to volunteer to serve on these boards/committees. To obtain an application for appointment or for more information, please contact the Clerk to the Board, at the Governmental Center, 65 Church Street, SE, Concord, or call (704) 920-2109. The application may also be downloaded from the County's website at *www.cabarruscounty.us*.

A listing of the boards/committees is as follows:

ACTIVE LIVING AND PARKS COMMISSION

This commission advises on parks and recreation needs of County residents and assists the Parks Department in planning facilities and operational activities. The 11-member commission includes a representative from each of the 7 planning areas (Concord, Eastern, Kannapolis, Central, Midland, Northwest Cabarrus and Harrisburg), 2 at-large representatives, 1 representative from the Cabarrus School Board and 1 representative from the Kannapolis School Board. Appointments are for terms of three years.

ADULT CARE HOME COMMUNITY ADVISORY COMMITTEE

This 17-member committee seeks to maintain the intent of the Adult Care Home Residents Bill of Rights and to promote community involvement with the homes (homes for the aged, family care homes and homes for developmentally disabled adults). Members cannot be employed by an adult care home nor have any financial interest, directly or indirectly, in an adult care home. Immediate family of an adult care home resident in Cabarrus County cannot serve on the committee. Initial appointment is for a term of one year with successive appointments of three-year terms.

AGRICULTURAL ADVISORY BOARD

The 7-member Agricultural Advisory Board is designed to implement the provisions of the Voluntary Agricultural District Ordinance. The Board is charged with accepting applications to the voluntary agricultural districts, promoting the enhancement of agriculture in our county, and assisting the Cabarrus County Commissioners with information and positions regarding decisions impacting agricultural production in our county.

BOARD OF EQUALIZATION AND REVIEW

This 5-member board and an alternate member: (1) reviews the tax lists of the county for the current year to assure that all property is listed and appraised accurately; (2) hears any property owner's appeal concerning the value assigned to his property (or that of others); and (3) has the authority to make adjustments necessary to bring the valuation into line with the standards established by law. Members serve three-year terms.

CABARRUS COUNTY PLANNING AND ZONING COMMISSION

This commission serves a key role in shaping the future development of the county as it reviews subdivisions, assists in area plans, and makes land use decisions, some of which are forwarded to the Board of Commissioners. The commission also serves as the Board of Adjustment that hears and decides appeals of decisions by the Zoning Enforcement Officer, and grants special use permits/variances. Members include a representative from each of the 7 planning areas (Concord, Midland, Central, Eastern, Harrisburg, Kannapolis and Northwest Cabarrus), 2 at-large representatives and 3 Alternate members. Appointments are for terms of three years.

CENTRALINA WORKFORCE DEVELOPMENT BOARD

This group serves as the governing body for a variety of programs and their plans, including the Job Training Partnership Act, Work First (JOBS) welfare and placement programs, the Older Worker Americans Act Job Training and Employment Program, etc. The County Commissioners appoint 4 persons representing Education, Organized Labor and the Private Sector (2) to serve on this six-county, 20-member board. Appointments are for terms of two years.

COMMISSION ON FINANCIAL EFFICIENCY

The up to 7-member commission was set up to bring to the citizens of Cabarrus County more efficient and effective County services by reviewing financial, construction and operational practices and to report its finding and recommendations to the Cabarrus County Board of Commissioners for review and action.

CONCORD PLANNING AND ZONING COMMISSION

The Commission guides, reviews and regulates land developments within and around the boundaries of the City of Concord. The County Commissioners appoint one member who resides in Concord's extraterritorial jurisdiction area for a term of three years.

EARLY CHILDHOOD TAKS FORCE ADVISORY BOARD

This 15-member advisory board serves as a resource to evaluate existing early intervention efforts, to assess available resources, and identify actions that could be taken to develop an enhanced plan of support for early childhood education.

FAIR ADVISORY COMMISSION

The nine member commission shall advise the Board of Commissioners on all matters relating to the agricultural parts of the Fair and assist with providing ideas for improvements.

HOME AND COMMUNITY CARE BLOCK GRANT ADVISORY COMMITTEE

This 15-member advisory committee assists the Department of Aging with the development of the County Aging Funding Plan through the Home and Community Care Block Grant for Older Adults. The committee is composed of potential public and private providers of aging services, elected county officials, older adults and representatives of other aging interests in the county.

HUMAN SERVICES ADVISORY BOARD

This board is appointed by the Board of Commissioners to advocate, advise and consult regarding services within the Department of Human Services. The board is composed of five members who are appointed for three-year terms.

In the first year of organization, the terms will be staggered with three members appointed to three-year terms and two members appointed to two-year terms.

JURY COMMISSION

This commission is responsible for compiling the jury lists for the Courts. The Board of Commissioners appoints one member for a term of two years to the 3-member commission.

JUVENILE CRIME PREVENTION COUNCIL

The council plans for the needs of adjudicated and at-risk youth and assesses the need for delinquency treatment and prevention services in Cabarrus County. The 25-member council is made up of a variety of judicial and public agency representatives as well as seven at-large members. Appointments are for terms of two years.

LIBRARY BOARD OF TRUSTEES

The board advises the County Commissioners on matters relating to the Cabarrus County Library system, including the planning of programs, policies, facilities and budgetary matters. The seven-member board includes representatives selected from the areas of Concord (one member appointed by the Concord City Council and one member appointed by the County Commissioners), Mt. Pleasant, Harrisburg, Midland, and Kannapolis (2). Appointments are for terms of three years.

MOUNT PLEASANT PLANNING BOARD AND BOARD OF ADJUSTMENT

This board guides, reviews, regulates land development within and around the boundaries of the Town of Mt. Pleasant and hears and decides on appeals of zoning within the Town's jurisdiction. The Board of Commissioners appoints two persons who reside within the Town's extraterritorial jurisdiction area for terms of three years.

NURSING HOME COMMUNITY ADVISORY COMMITTEE

This 12-member committee seeks to maintain the intent of the Nursing Home Residents Bill of Rights for those persons residing in nursing homes, works to ensure appropriate conditions within the nursing homes and promotes community involvement with those homes. Members cannot be employed by a nursing home nor have any financial interest, directly or indirectly, in a nursing home. Also, no immediate family of a nursing home resident in Cabarrus County can serve on the committee. Initial appointments are made for terms of one year with successive appointments of three years.

PUBLIC HEALTH AUTHORITY OF CABARRUS COUNTY

The authority seeks to enhance public/private health care partnerships, stabilize county dollars going to support health services, and to provide consolidation and long range planning for health services. It also acts as the local board of health and is charged to protect and promote the public health of the citizens of Cabarrus County. Membership is as follows: Member or designee of the Board of County Commissioners; Member of the Cabarrus County Medical Society; Member of the Cabarrus Physicians Organization; Member or designee of the CMC-NorthEast Medical Center Board of Trustees; Member of the Cabarrus County Schools System or Kannapolis City Schools System; a dentist practicing in or has previously practiced dentistry in Cabarrus County; and three members from the general public not affiliated with the above organizations, but recommended by the nominees of those organizations.

REGION F AGING ADVISORY COMMITTEE

This committee advises the Centralina Council of Governments (COG) staff and COG Board on area plans for the aging within the nine-county region. County Commissioners appoint three members and one alternate to the 26-member regional committee. The appointments are for terms of two years except for the alternate appointment, which is a one-year term.

ROWAN-CABARRUS COMMUNITY COLLEGE (RCCC) BOARD OF TRUSTEES

This board governs the operation of the community college according to State law. The Cabarrus County Board of Commissioners makes two four-year appointments to the Board of Trustees.

SENIOR CENTERS ADVISORY COUNCIL

The Senior Centers Advisory Council aids in determining senior citizen activities to be provided by the County as well as activities and operations at the senior centers. The council is comprised of 11 members (and 4 ex-officio members) who work closely with the Active Living and Parks Department and Senior Center staff. Appointments are for three-year terms.

TOURISM AUTHORITY

This 12-member board is charged with the development of tourism, tourist-related events, facilities and other activities that serve to increase the amount of tourism in the County. The Board of Commissioners appoints membership as follows: Three members from nominations submitted by the County, including a County Commissioner or County Manager and one hotelier; six members from nominations submitted by the Cabarrus County Tourism Authority Board including two hoteliers and two persons currently active in the promotion of tourism in the County; and three members from nominations submitted by the Cabarrus Regional Chamber of Commerce including one hotelier. Appointments are for terms of three years.

TRANSPORTATION ADVISORY BOARD

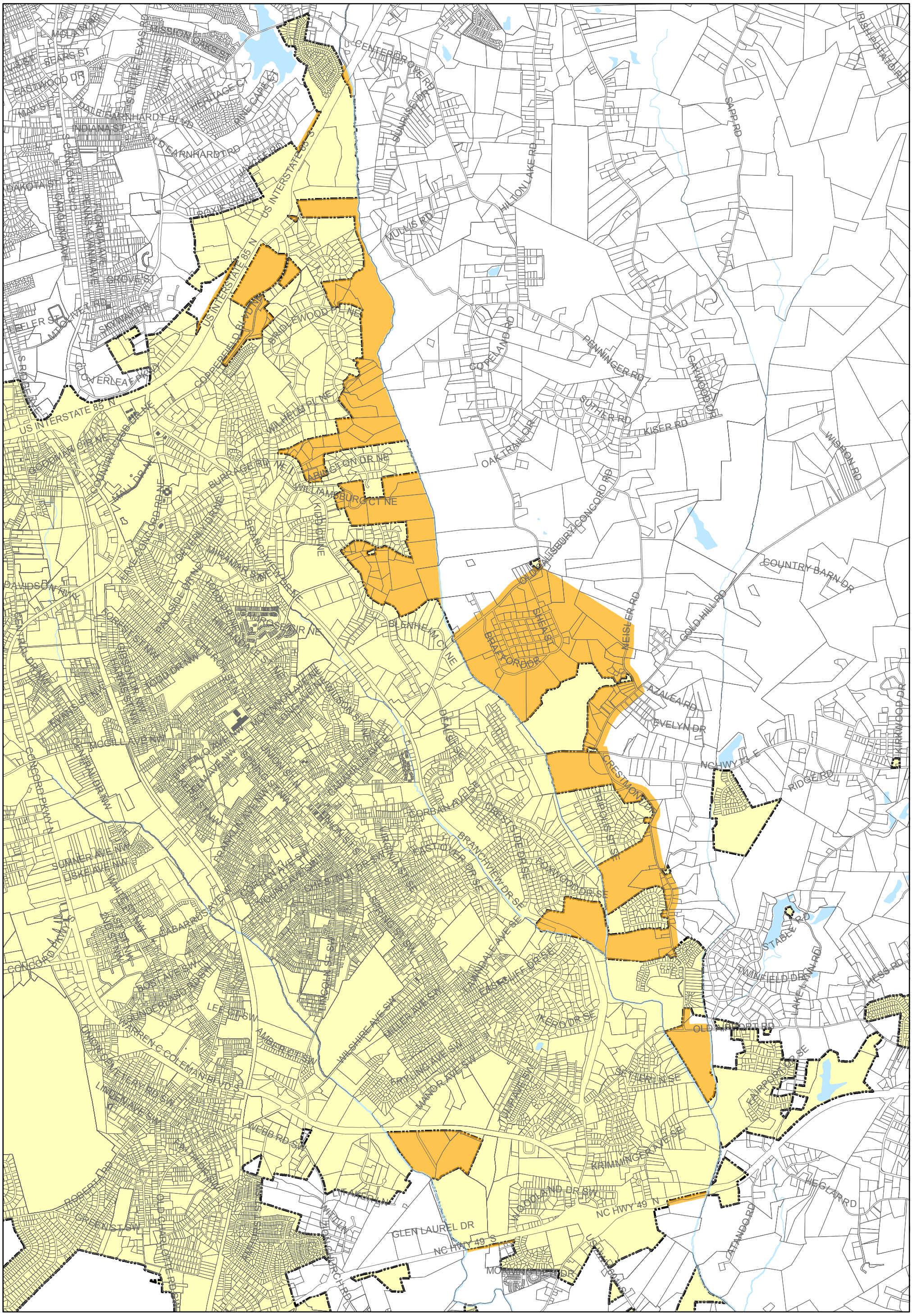
This 18-member board works to advance coordination between the County and human service agencies, to monitor transportation services and to advise the Board on issues related to human service transportation policy matters. Members include representatives from the Department of Social Services, Cabarrus Health Alliance, Department of Aging, Cabarrus EMS, L.I.F.E. Center, Cabarrus Workshop, Healthy Cabarrus, Head Start, Piedmont Behavioral Healthcare and a representative of the visually impaired in the county.

WATER & SEWER AUTHORITY OF CABARRUS COUNTY

The Water and Sewer Authority (WSACC) was established in 1992 by Cabarrus County and the four municipalities for the purpose of planning, constructing, owning, operating and maintaining water and sewer facilities in Cabarrus County. Membership of the board is as follows: two members appointed by Cabarrus County; two members appointed by the City of Concord; two members appointed by the City of Kannapolis; one member appointed by the Town of Harrisburg; one member appointed by the Town of Mt. Pleasant; and one at-large member appointed by Cabarrus County with the advice of the municipalities. Appointments are for terms of three years.

YOUTH COMMISSION

The purpose of the 22-member Youth Commission is to provide teens in the community an opportunity to be active citizens. Through experiences and education, youth will be empowered in the community. The Youth Commission will expose teens to county government, allow teens an opportunity to discuss issues, and interact with county commissioners and employees through youth-adult partnerships.



City of Concord
Extraterritorial Jurisdiction (ETJ)

Map created: 6-3-2009

Application for Appointment to Cabarrus County Advisory Boards and Committees

The Cabarrus County Board of Commissioners believes all citizens should have the opportunity to participate in government decisions. One way of participating is serving as a citizen member on one of the County's various advisory boards. If you wish to be considered for appointment to an advisory board, complete this form and submit it.

Once you click to submit, your application will go to the **CLERK TO THE BOARD OF COMMISSIONERS**. For more information about the various boards, or for questions about this form or its process, you may contact the Clerk, **Lauren Linker, at (704) 920-2109**.

Advisory Board(s) / Committee(s) Interested In: (list in order of preference)

Choice 1: *

Choice 2: *

Choice 3: *

First name: *

Last name: *

Home address: *

Street Address

Address Line 2

City

State / Province / Region

Postal / Zip Code

Country

Is your mailing address different from your home address? *

◯ Yes ◯ No

Home phone number: *

Must be in format xxx-xxx-xxxx

Work phone number:

Must be in format xxx-xxx-xxxx

Cell phone number:

Must be in format xxx-xxx-xxxx

Fax number:

Must be in format xxx-xxx-xxxx

Email address: *

Occupation:

Business address: *

Street Address

Address Line 2

City

State / Province / Region

Postal / Zip Code

Country

Do you have a NC Driver's license? *

◯ Yes ◯ No

Age: *

How many hours are you available PER MONTH for this position? *

What is the best time of day to contact you? *

Background

Education:

Business and Civic Experience:

Areas of Interest/Skills:

Other County Boards, Committees, Commissions presently serving on:

Term expiration date:

Have you ever been charged with and/or convicted of a criminal offense? *

◯ Yes ◯ No

References

List three persons who are not related to you and who have definite knowledge of your qualification and fitness for the position for which you are appyling.

Reference first name: *

Reference last name: *

Reference business or occupation: *

Reference address: *

Street Address

Address Line 2

City

State / Province / Region

Postal / Zip Code

Country

Reference phone number: *

Must be in format xxx-xxx-xxxx

Add Reference

I understand this application will be kept on active file for two years and I hereby authorize Cabarrus County to verify all information included in this application. I further understand this application is subject to the NC Public Records Law (NCGS 132-1) and may be released upon request. Meetings of the appointed boards and committees are subject to the NC Open Meetings Law (NCGS 143-318.10).

Applicant signature: *

Sign

Submit

Cabarrus County Youth Commission
Application

Full Name: _____ _____M _____F (check one)

Street Address: _____

City: _____ State: _____ Zip: _____

Telephone (home): (_____)_____ (cell): (_____)_____

E-mail: _____ Date of Birth: _____

Name(s) of Parents or Guardians: _____

High School: _____ Grade: _____

Cumulative High School GPA: _____ Year of Expected Graduation: _____

School groups/clubs/activities in which you participate: _____

_____

List other activities you have been involved in through church, clubs, community, etc. _____

_____

_____

What interests you about being a member of the Youth Commission?_____

_____

_____

What do you hope to accomplish though being a member of the Youth Commission? What do you hope to learn?

_____

_____

_____

_____

_____

_____

_____

Are you available for evening meetings? _____

References:

Name: _____ Phone: _____

Relationship to you: _____

Name: _____ Phone: _____

Relationship to you: _____

Applicant Signature: _____ Date: _____

Parent/Guardian Signature: _____

Please return this application in person or via mail to:

Lauren Linker
Clerk to the Board
Cabarrus County
P.O. Box 707
Concord, NC 28026-0707
Fax: 704-920-2820
lelinker@cabarruscounty.us

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

APRIL 20, 2026
6:00 PM

AGENDA CATEGORY:

REPORTS

SUBJECT:

Budget - Monthly Budget Amendment Report

BRIEF SUMMARY:

Monthly report of Budget Amendments. This report shows all transfers of money from one appropriation to another in accordance with the Budget Ordinance for FY 2025-2026.

REQUESTED ACTION:

For informational purposes. No action required.

SUBMITTED BY:

Rosh I Khatri, Budget Director

BUDGET AMENDMENT REQUIRED:

No

ATTACHMENTS:

1. Report

JOURNAL INQUIRY

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2026	09	90015	BUA	03/02/2026	03/02/2026	Temp cont	mnxiong	1	N	Hist	2026	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT	OB
1	00195630	9114		5630	5630		Move to 5630-9445 Contracted Employees		50,000.00	
2	00195630	9445		5630	5630		Move from 5630-9114 Purchased Services	50,000.00		
							** JOURNAL TOTAL	0.00	0.00	

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2026	09	90021	BUA	03/03/2026	03/03/2026	Power	ypineda	1	N	Hist	2026	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT	OB
1	00191910	9411		1910	Power		Power and Natural Gas Natural Gas	1,000.00		
2	00195240	9411		1910	Power		Power and Natural Gas Natural Gas	500.00		
3	00191910	9412		1910	Power		Power and Natural Gas Water and Power		1,500.00	
							** JOURNAL TOTAL	0.00	0.00	

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2026	09	90022	BUA	03/03/2026	03/03/2026	Dent Cent	msthorne	1	N	Hist	2026	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT	OB
1	00192130	9654					Detention Center Medical Medical Treatments	300,000.00		
2	00192130	9101					Detention Center Medical Salaries & Wages		300,000.00	
3	00192130	9445					Detention Center Medical Purchased Services	350,000.00		
4	00192130	9101					Detention Center Medical Salaries & Wages		350,000.00	
							** JOURNAL TOTAL	0.00	0.00	

JOURNAL INQUIRY

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2026	09	90038	BUA	03/03/2026	03/03/2026	Med Exam	msthorne	1	N	Hist	2026	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT	OB
1	00192910	9652					Medical Examiner Fees Incr Medical Examiner	75,000.00		
2	00192730	9101					Medical Examiner Fees Incr Salaries & Wages		75,000.00	
							** JOURNAL TOTAL	0.00	0.00	

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2026	09	90056	BUA	03/03/2026	03/03/2026	Add. Beds	blconrad	1	N	Hist	2026	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT	OB
1	00192130	9305		2130	Add. Beds	T	to purchase add. beds Linen supplies	4,734.00		
2	00192130	9363		2130	Add. Beds	T	to purchase add. beds Personal Care Supplies		4,734.00	
							** JOURNAL TOTAL	0.00	0.00	

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2026	09	90062	BUA	03/03/2026	03/03/2026	CC FEES	direece	1	N	Hist	2026	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT	OB
1	27094610	9406		4610	CC FEES		BA FOR PAYIT CREDIT CARD F Bank service charges	50,000.00		
2	27094610	9830	2203	4610	CC FEES		BA FOR PAYIT CREDIT CARD F Other Improvements		50,000.00	
							** JOURNAL TOTAL	0.00	0.00	

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2026	09	90332	BUA	03/06/2026	03/06/2026	auto maint	snpolitis	1	N	Hist	2026	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT	OB

JOURNAL INQUIRY

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2026	09	90332	BUA	03/06/2026	03/06/2026	auto maint	snpolitis	1	N	Hist	2026	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT	OB
1	00198111	9357		8110	auto maint		auto and truck maintenance Park Operation Supplies		2,000.00	
2	00198112	9357		8110	auto maint		auto and truck maintenance Park Operation Supplies		3,500.00	
3	00198113	9357		8110	auto maint		auto and truck maintenance Park Operation Supplies		3,750.00	
4	00198114	9357		8110	auto maint		auto and truck maintenance Park Operation Supplies		2,000.00	
5	00198146	9330		8110	auto maint		auto and truck maintenance Tools & Minor Equipment		1,000.00	
6	00198146	9357		8110	auto maint		auto and truck maintenance Park Operation Supplies		2,500.00	
7	00198110	9520		8110	auto maint		auto and truck maintenance Autos & Trucks Maintenance	14,750.00		
							** JOURNAL TOTAL	0.00	0.00	

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2026	09	90340	BUA	03/06/2026	03/06/2026	Charm-Tex	blconrad	1	N	Hist	2026	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT	OB
1	00192130	9305		2130	Charm-Tex	T	to budget overage & Charm- Linen supplies	1,615.00		
2	00192130	9363		2130	Charm-Tex	T	to budget overage & Charm- Personal Care Supplies		1,615.00	
							** JOURNAL TOTAL	0.00	0.00	

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2026	09	90460	BUA	03/10/2026	03/10/2026	Fitness Eq	jrray	1	N	Hist	2026	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT	OB
1	00191230	9445	WELL	1230	Fitness Eq	T	Fitness Equipment Purchased Services		1,443.00	
2	00191230	9860	WELL	1230	Fitness Eq	T	Fitness Equipment Equipment & Furniture	1,443.00		
							** JOURNAL TOTAL	0.00	0.00	

JOURNAL INQUIRY

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2026	09	90476	BUA	03/11/2026	03/11/2026	SOFTWARE	direece	1	N	Hist	2026	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION	DEBIT	CREDIT	OB
							ACCOUNT DESCRIPTION			
1	00192740	9445		2740	SOFTWARE		FUNDS FOR SOFTWARE PURCH 9	13,577.47		
							Purchased Services			
2	00192740	9331		2740	SOFTWARE		FUNDS FOR SOFTWARE PURCH 9		2,115.17	
							Minor Office Equipment & Furn			
3	00192740	9342		2740	SOFTWARE		FUNDS FOR SOFTWARE PURCH 9		11,462.30	
							Minor Technology Equipment			
							** JOURNAL TOTAL	0.00	0.00	

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2026	09	90551	BUA	03/13/2026	03/13/2026	SOFTWARE	direece	1	N	Hist	2026	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION	DEBIT	CREDIT	OB
							ACCOUNT DESCRIPTION			
1	00192740	9445		2740	SOFTWARE		POSTED WRONG FUND		13,577.47	
							Purchased Services			
2	00192740	9331		2740	SOFTWARE		POSTED WRONG FUND	2,115.17		
							Minor Office Equipment & Furn			
3	00192740	9342		2740	SOFTWARE		POSTED WRONG FUND	11,462.30		
							Minor Technology Equipment			
4	40192740	9445		2740	SOFTWARE		FUNDS FOR SOFTWARE PURCH	13,577.47		
							Purchased Services			
5	40192740	9331		2740	SOFTWARE		FUNDS FOR SOFTWARE PURCH		2,115.17	
							Minor Office Equipment & Furn			
6	40192740	9342		2740	SOFTWARE		FUNDS FOR SOFTWARE PURCH		11,462.30	
							Minor Technology Equipment			
							** JOURNAL TOTAL	0.00	0.00	

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2026	09	90582	BUA	03/13/2026	03/13/2026	OPIOID	jjshuping	1	N	Hist	2026	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION	DEBIT	CREDIT	OB
							ACCOUNT DESCRIPTION			
1	44295910	9397		442	OPIOID	T	TRANS TO A12RE		2,600.00	
							Miscellaneous			
2	44295910	9610	A12RE	442	OPIOID	T	TRANS FROM MISC	2,600.00		
							Travel and Education			
							** JOURNAL TOTAL	0.00	0.00	

JOURNAL INQUIRY

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2026	09	90686	BUA	03/17/2026	03/17/2026	E-6.1	snpolitis	1	N	Hist	2026	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT	OB
1	00195760	9445		BOC	E-6.1		HCCBG Purchased Services	3,822.00		
2	00165760	6215		BOC	E-6.1		HCCBG HCCBG/In Home Aide - CBG		3,440.00	
3	00165760	6901		BOC	E-6.1		HCCBG Fund Balance Appropriated		382.00	
4	00195760	9444		BOC	E-6.1		HCCBG Adult Day Services	3,284.00		
5	00165760	6301		BOC	E-6.1		HCCBG HCCBG - Adult Day Services		2,956.00	
6	00165760	6901		BOC	E-6.1		HCCBG Fund Balance Appropriated		328.00	
7	001	5704		BOC	E-6.1		Appropriations		7,106.00	1
8	001	5703		BOC	E-6.1		Estimated Revenues	7,106.00		1
							** JOURNAL TOTAL	7,106.00	7,106.00	

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2026	09	90687	BUA	03/17/2026	03/17/2026	E-6.2	snpolitis	1	N	Hist	2026	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT	OB
1	00165750	6224	USDA	BOC	E-6.2		HCCBG Congregate Nutrition Grant	28,021.00		
2	00165750	6224		BOC	E-6.2		HCCBG Congregate Nutrition Grant		3,046.00	
3	00195750	9335		BOC	E-6.2		HCCBG Food		16,169.00	
4	00195750	9451		BOC	E-6.2		HCCBG Host Agency Expenses		8,806.00	
5	001	5704		BOC	E-6.2		Appropriations	24,975.00		1
6	001	5703		BOC	E-6.2		Estimated Revenues		24,975.00	1
							** JOURNAL TOTAL	24,975.00	24,975.00	

JOURNAL INQUIRY

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2026	09	90688	BUA	03/17/2026	03/17/2026	E-6.3	snpolitis	1	N	Hist	2026	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT	OB
1	00165240	6223	HCCBG	BOC	E-6.3		HCCBG Transportation Grant		4,920.00	
2	00195240	9520		BOC	E-6.3		HCCBG Autos & Trucks Maintenance	4,920.00		
3	001	5704		BOC	E-6.3		Appropriations		4,920.00	1
4	001	5703		BOC	E-6.3		Estimated Revenues	4,920.00		1
							** JOURNAL TOTAL	4,920.00	4,920.00	

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2026	09	90689	BUA	03/17/2026	03/17/2026	E-6.4	snpolitis	1	N	Hist	2026	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT	OB
1	00168110	6640	SCOG	BOC	E-6.4		HCCBG Special Population Fees		1,430.00	
2	00198110	9496		BOC	E-6.4		HCCBG Senior Center Operations Grant	1,430.00		
3	001	5704		BOC	E-6.4		Appropriations		1,430.00	1
4	001	5703		BOC	E-6.4		Estimated Revenues	1,430.00		1
							** JOURNAL TOTAL	1,430.00	1,430.00	

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2026	09	90690	BUA	03/17/2026	03/17/2026	E-6.5	snpolitis	1	N	Hist	2026	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT	OB
1	00163250	6226	HHI	BOC	E-6.5		HCCBG Home Improvement Repair Grant		1,945.00	
2	00193250	9493	HHI	BOC	E-6.5		HCCBG Operations-HHI	2,139.50		
3	00163250	6901		BOC	E-6.5		HCCBG Fund Balance Appropriated		194.50	

JOURNAL INQUIRY

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2026	09	90690	BUA	03/17/2026	03/17/2026	E-6.5	snpolitis	1	N	Hist	2026	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION	DEBIT	CREDIT	OB
							ACCOUNT DESCRIPTION			
4	001	5704		BOC	E-6.5				2,139.50	1
							Appropriations			
5	001	5703		BOC	E-6.5			2,139.50		1
							Estimated Revenues			
							** JOURNAL TOTAL	2,139.50	2,139.50	

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2026	09	90691	BUA	03/17/2026	03/17/2026	E-8	snpolitis	1	N	Hist	2026	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION	DEBIT	CREDIT	OB
							ACCOUNT DESCRIPTION			
1	00162410	6901		BOC	E-8		demolition funds		31,800.00	
							Fund Balance Appropriated			
2	00192410	9445		BOC	E-8		demolition funds	31,800.00		
							Purchased Services			
3	001	5704		BOC	E-8				31,800.00	1
							Appropriations			
4	001	5703		BOC	E-8			31,800.00		1
							Estimated Revenues			
							** JOURNAL TOTAL	31,800.00	31,800.00	

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2026	09	90806	BUA	03/18/2026	03/18/2026	LgndIncent	direece	1	N	Hist	2026	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION	DEBIT	CREDIT	OB
							ACCOUNT DESCRIPTION			
1	42098310	9404		8310	LgndIncent		SMG Performance Incentive		56,162.00	
							Performance Incentives			
2	42098310	9649		8310	LgndIncent		SMG Performance Incentive		43,521.00	
							SMG			
3	42098310	9404	FSVC	8310	LgndIncent		SMG Performance Incentive	99,683.00		
							Performance Incentives			
							** JOURNAL TOTAL	0.00	0.00	

JOURNAL INQUIRY

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2026	09	90947	BUA	03/19/2026	03/19/2026	CCS HVAC	msthorne	1	N	Hist	2026	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION	DEBIT	CREDIT	OB
							ACCOUNT DESCRIPTION			
1	39097210	9501	DM-24				CCS Education Center HVAC	102,877.00		
							Buildings & Grounds Maintenanc			
2	39067210	6932	DM-24				CCS Education Center HVAC		102,877.00	
							Cont from Comm Investment Fund			
3	39097210	9501	DM25				CCS Education Center HVAC		102,877.00	
							Buildings & Grounds Maintenanc			
4	39067210	6932	DM25				CCS Education Center HVAC	102,877.00		
							Cont from Comm Investment Fund			
							** JOURNAL TOTAL	0.00	0.00	

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2026	09	91036	BUA	03/19/2026	03/19/2026	OPIOID	jjshuping	1	N	Hist	2026	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION	DEBIT	CREDIT	OB
							ACCOUNT DESCRIPTION			
1	44295910	970011	A12RE	442	OPIOID	T	TRANS TO 9610		8,000.00	
							Opioid Sub-Recipients			
2	44295910	9610	A12RE	442	OPIOID	T	TRANS FROM 970011	8,000.00		
							Travel and Education			
							** JOURNAL TOTAL	0.00	0.00	

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2026	09	91088	BUA	03/20/2026	03/20/2026	consultantsnpolitis		1	N	Hist	2026	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION	DEBIT	CREDIT	OB
							ACCOUNT DESCRIPTION			
1	00191230	9610		1230	consultant		consultants adjustment		2,500.00	
							Travel			
2	00191230	9630		1230	consultant		consultants adjustment		2,500.00	
							Dues & Subscriptions			
3	00191230	9605		1230	consultant		consultants adjustment	5,000.00		
							Consultants			
							** JOURNAL TOTAL	0.00	0.00	

JOURNAL INQUIRY

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2026	09	91222	BUA	03/25/2026	03/25/2026	MEDEXFEES	mcodell	1	N	Hist	2026	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT	OB
1	00192910	9652		1710	MED EX Fee		Medical Ex Fees Medical Examiner	150,000.00		
2	00192110	9101		1710	MED EX Fee		Medical Ex Fees Salaries & Wages		150,000.00	
							** JOURNAL TOTAL	0.00	0.00	

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2026	09	91287	BUA	03/25/2026	03/25/2026	2119-LPRs	blconrad	1	N	Hist	2026	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT	OB
1	00192119	9331		2119	2119-LPRs	T	for LPRs & Skylight Calend Minor Office Equipment & Furn	19,315.00		
2	00192119	9445		2119	2119-LPRs	T	for LPRs & Skylight Calend Purchased Services		19,315.00	
							** JOURNAL TOTAL	0.00	0.00	

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2026	09	91311	BUA	03/25/2026	03/25/2026	Furniture	jaburnett	1	N	Hist	2026	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT	OB
1	00192715	9331		2715	Furniture		Minor Office Equipment & Furn	1,521.76		
2	00192715	9330		2715	Furniture		Tools & Minor Equipment		1,521.76	
							** JOURNAL TOTAL	0.00	0.00	

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2026	09	91418	BUA	03/30/2026	03/30/2026	2130-Linen	blconrad	1	N	Hist	2026	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT	OB

JOURNAL INQUIRY

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2026	09	91418	BUA	03/30/2026	03/30/2026	2130-Linen	blconrad	1	N	Hist	2026	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT	OB
1	00192130	9305		2130	2130-Linen	T	to purchase blankets Linen supplies	915.00		
2	00192130	9363		2130	2130-Linen	T	to purchase blankets Personal Care Supplies		915.00	
							** JOURNAL TOTAL	0.00	0.00	

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2026	09	91490	BUA	03/31/2026	03/31/2026	uniforms	snpolitis	1	N	Hist	2026	

LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION / ACCOUNT DESCRIPTION	DEBIT	CREDIT	OB
1	00192410	9320		2410	uniforms		printing/binding to unifor Printing & Binding		600.00	
2	00192410	9340		2410	uniforms		printing/binding to unifor Uniforms	600.00		
							** JOURNAL TOTAL	0.00	0.00	
							** GRAND TOTAL	72,370.50	72,370.50	

27 Journals printed

** END OF REPORT - Generated by Sophia Politis **

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

APRIL 20, 2026
6:00 PM

AGENDA CATEGORY:

REPORTS

SUBJECT:

Budget - Monthly Financial Update

BRIEF SUMMARY:

Monthly reports displaying relevant information regarding the year-to-date budget.

REQUESTED ACTION:

For informational purposes. No action required.

SUBMITTED BY:

Rosh I Khatri, Budget Director

BUDGET AMENDMENT REQUIRED:

No

ATTACHMENTS:

1. Report

Cabarrus County, North Carolina
General Fund
Statement of Revenues and Expenditures - Budget and Actual
As of March 31, 2026*

*this report was pulled prior to month end close

	Budgeted Amounts				Variance with	% Collected
	Original	Final	Actual Amounts	Encumbrances*	Final Budget	or Used
REVENUES						
Ad Valorem Taxes & Interest	(280,066,034)	(280,066,034)	(271,045,699)	$ -	$ 9,020,335	96.8%
Other Taxes	(49,039,740)	(49,039,740)	(28,570,908)	-	20,468,832	58.3%
Intergovernmental Revenues	(31,450,692)	(32,206,016)	(24,208,123)	-	7,997,893	75.2%
Permits and Fees	(9,652,880)	(9,652,880)	(8,541,939)	-	1,110,941	88.5%
Sales and Services	(19,219,193)	(19,215,550)	(13,472,622)	-	5,742,928	70.1%
Investment Earnings	(4,500,000)	(4,500,000)	(6,628,491)	-	(2,128,491)	147.3%
Miscellaneous/Other Finance Sources	(5,582,708)	(21,302,737)	(3,164,122)	-	18,138,616	14.9%
TOTAL REVENUES	**(399,511,247)**	**(415,982,957)**	**(355,631,903)**	**$ -**	**$ 60,351,053**	**85.5%**
EXPENDITURES						
GENERAL GOVERNMENT						
Board of Commissioners	$ 644,168	$ 644,168	$ 447,479	$ -	196,689	69.5%
Legal	999,780	1,029,575	434,126	69,795	525,654	48.9%
County Manager	1,414,043	1,968,693	1,094,955	25,700	848,038	56.9%
Budget	491,624	491,624	350,975	-	140,649	71.4%
Strategy	461,078	461,078	161,726	-	299,353	35.1%
Procurement	268,847	268,847	187,282	-	81,565	69.7%
Communications	1,022,356	1,022,356	661,955	-	360,401	64.7%
Safety & Risk	306,065	306,065	209,368	-	96,697	68.4%
Human Resources	1,806,198	1,893,098	1,072,877	47,157	773,064	59.2%
Tax Collector	1,312,320	1,312,320	842,187	-	470,133	64.2%
Tax Administration	3,480,407	3,484,207	2,517,090	3,800	963,317	72.4%
Board of Elections	1,768,456	1,768,456	916,123	87,220	765,113	56.7%
Register of Deeds	885,667	885,667	673,253	-	212,414	76.0%
Finance	2,153,182	2,153,182	1,408,405	32,475	712,302	66.9%
Information Technology	10,047,588	11,439,479	7,636,375	928,376	2,874,728	74.9%
Non-departmental*	3,613,785	2,631,078	941,357	753,999	935,722	64.4%
Facility Design & Construction	358,832	358,832	255,164	-	103,668	71.1%
Infrastructure & Asset Management						
Grounds Maintenance	2,695,327	2,834,212	1,497,634	811,269	525,309	81.5%
Administration	3,737,145	3,745,116	2,024,508	71,024	1,649,584	56.0%
Sign Maintenance	305,205	309,379	146,477	20,461	142,440	54.0%
Building Maintenance	4,473,308	4,554,772	2,234,926	648,363	1,671,482	63.3%
Facility Services	3,836,259	3,836,259	2,473,614	276,978	1,085,667	71.7%
Fleet Maintenance	1,037,066	1,038,958	660,579	0	378,379	63.6%
Contribution to Other Funds	41,633,975	41,144,975	41,133,975	-	11,000	100.0%
Total General Government	**$ 88,752,681**	**$ 91,532,395**	**$ 69,982,409**	**$ 3,776,617**	**$ 17,773,368**	**80.6%**
PUBLIC SAFETY						
Sheriff						
Administration & Operations	$ 30,477,051	$ 30,088,900	19,088,245	1,662,126	$ 9,338,530	69.0%
Harrisburg Division	4,334,536	4,342,536	2,800,421	48,263	1,493,852	65.6%
Midland Division	535,107	535,107	330,103	-	205,004	61.7%
Mt. Pleasant Division	482,827	482,827	333,106	-	149,721	69.0%
School Resource Officers	3,630,896	3,709,734	2,574,187	-	1,135,547	69.4%
Communications	-	4,085,241	2,968,674	16,204	1,100,364	73.1%
Detention Center	21,554,220	21,876,922	14,376,991	969,705	6,530,226	70.2%
Animal Control	1,426,330	1,531,616	1,072,530	48,263	410,823	73.2%
Animal Shelter	1,012,556	1,063,747	631,635	193	431,919	59.4%
Courts Maintenance	1,267,713	1,277,497	662,435	150,386	464,676	63.6%
Construction Standards	6,126,981	8,228,774	4,380,269	114,054	3,734,452	54.6%
Emergency Management	483,981	525,235	324,791	-	200,444	61.8%
Fire Services	2,343,577	2,343,577	1,571,232	114,265	658,080	71.9%
Fire Districts	2,162,708	2,162,708	1,382,802	-	779,906	63.9%
Emergency Medical Services	20,110,669	20,989,592	14,379,216	892,623	5,717,753	72.8%
Emergency Telephone	117,300	1,863,983	67,330	934,765	861,889	53.8%
Other Public Safety*	1,670,901	1,895,901	1,359,239	276,189	260,474	86.3%
Total Public Safety	**$ 97,737,353**	**$ 107,003,899**	**$ 68,303,206**	**$ 5,227,034**	**$ 33,473,659**	**68.7%**

* In order to be compliant with G.S. 159-28, all p-card transactions are encumbered in the departmental functions within their budgets

Cabarrus County, North Carolina
General Fund
Statement of Revenues and Expenditures - Budget and Actual
As of March 31, 2026*

*this report was pulled prior to month end close

	Budgeted Amounts				Variance with	% Collected
	Original	Final	Actual Amounts	Encumbrances*	Final Budget	or Used
ECONOMIC & PHYSICAL DEVELOPMENT						
Planning & Development						
Planning	733,516	733,516	$ 520,527	$ -	$ 212,989	71.0%
Community Development	1,008,271	1,032,730	435,289	-	597,440	42.1%
Soil & Water Conservation	442,761	442,761	308,584	-	134,177	69.7%
Zoning Administration	314,507	314,507	220,683	-	93,824	70.2%
Economic Development Corporation	841,726	841,726	622,336	4,042	215,348	74.4%
Economic Development Incentives	2,430,000	3,861,218	597,652	-	3,263,566	15.5%
Other Economic & Physical Development*	2,322,325	2,518,600	1,957,707	72,000	488,893	80.6%
Total Economic & Physical Development	**$ 8,093,106**	**$ 9,745,058**	**$ 4,662,779**	**$ 76,042**	**$ 5,006,237**	**48.6%**
HUMAN SERVICES						
Veterans Services	$ 586,770	$ 586,770	$ 399,115	$ -	$ 187,655	68.0%
Cooperative Extension	476,226	507,437	$ 288,533	-	218,904	56.9%
Human Services						
Business Operations	860,943	860,943	657,218	-	203,725	76.3%
Administration	7,555,780	7,556,375	5,117,584	209,024	2,229,767	70.5%
Economic Family Support Services	2,489,303	2,650,630	1,649,143	38,405	963,083	63.7%
Food and Nutrition Services	2,979,175	2,979,175	2,092,036	-	887,139	70.2%
Transportation	3,690,068	4,520,899	2,870,597	263,633	1,386,670	69.3%
Child Welfare	14,869,149	15,323,821	8,716,563	193,428	6,413,830	58.1%
Child Support Services	2,616,824	2,616,824	1,874,178	9,495	733,151	72.0%
Economic Services	11,263,201	11,263,201	7,679,014	-	3,584,187	68.2%
Adult and Family Services	3,417,117	3,415,617	2,328,190	11,389	1,076,038	68.5%
Nutrition	910,742	901,936	502,986	96,996	301,954	66.5%
Behavioral Health Division	348,349	348,349	247,952	-	100,397	71.2%
Senior Services	955,454	970,945	610,465	142,708	217,773	77.6%
Cabarrus Health Alliance	12,649,861	12,649,861	8,841,118	3,808,743	-	100.0%
Other Human Services*	945,511	947,371	691,448	280,324	(24,401)	102.6%
Total Human Services	**$ 66,614,473**	**$ 68,100,156**	**$ 44,566,140**	**$ 5,054,144**	**$ 18,479,872**	**72.9%**
EDUCATION						
Cabarrus County Schools Operating	$ 109,230,994	$ 110,212,473	$ 82,409,649	$ -	$ 27,802,824	74.8%
Kannapolis City Schools Operating	12,503,346	12,662,802	9,665,700	-	2,997,102	76.3%
RCCC Operating	4,903,500	4,903,500	3,677,625	-	1,225,875	75.0%
Cabarrus County Schools Capital	36,324	36,324	36,324	3,027	(3,027)	108.3%
Kannapolis City Schools Capital	8,832	8,832	8,832	736	(736)	108.3%
RCCC Capital	-	-	-	-	-	-
Other Education*	148,534	148,534	111,402	10,506	26,626	82.1%
Total Education	**$ 126,831,530**	**$ 127,972,465**	**$ 95,909,532**	**$ 14,269**	**$ 32,048,664**	**75.0%**
CULTURE & RECREATION						
Active Living & Parks						
Parks	$ 2,800,941	$ 2,825,251	$ 1,605,413	$ 145,936	$ 1,073,902	62.0%
Senior Centers	1,228,436	1,224,936	741,781	12,878	470,277	61.6%
Library System	7,425,727	7,551,798	4,897,735	321,843	2,332,220	69.1%
Other Cultural & Recreation*	27,000	27,000	27,000	138,000	(138,000)	611.1%
Total Culture & Recreation	**$ 11,482,104**	**$ 11,628,985**	**$ 7,271,929**	**$ 618,657**	**$ 3,738,399**	**67.9%**
DEBT SERVICE						
Schools	$ -	$ -	$ -	$ -	$ -	-
Other	-	-	-	-	-	-
Total Debt Service	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
TOTAL EXPENDITURES	**$ 399,511,247**	**$ 415,982,957**	**$ 290,695,994**	**$ 14,766,764**	**$ 110,520,199**	**73.4%**
Excess (deficiency) of revenues over (under) expenditures	**$ -**	**$ -**	**$ 64,935,909**	**$ (14,766,764)**	**$ 50,169,146**	

* In order to be compliant with G.S. 159-28, all p-card transactions are encumbered in the departmental functions within their budgets

Cabarrus County, North Carolina
Community Investment Fund
Statement of Revenues and Expenditures - Budget and Actual
As of March 31, 2026*

***this report was pulled prior to month end close**

	Budgeted Amounts					
	Original	**Final**	**Actual Amounts**	**Encumbrances***	**Variance with Final Budget**	**% Collected or Used**
REVENUES						
Other Taxes	$ (28,710,260)	$ (28,710,260)	$ (17,646,519)	$ -	$ 11,063,741	61.5%
Intergovernmental Revenues	(404,000)	(404,000)	(192,446)	-	211,554	47.6%
Investement Earnings	(2,000,000)	(2,000,000)	(2,198,255)	-	(198,255)	109.9%
Other Finance Sources	(62,795,997)	(98,166,955)	(48,708,142)	-	49,458,814	49.6%
TOTAL REVENUES	**$ (93,910,257)**	**$ (129,281,215)**	**$ (68,745,362)**	**$ -**	**$ 60,535,853**	**53.2%**
EXPENDITURES						
Operations	$ 91,260,257	$ 126,631,215	$ 102,724,330	$ 222,002	$ 23,684,883	81.3%
Capital Outlay	2,650,000	2,650,000	-	-	2,650,000	0.0%
TOTAL EXPENDITURES	**$ 93,910,257**	**$ 129,281,215**	**$ 102,724,330**	**$ 222,002**	**$ 26,334,883**	**79.6%**
Excess (deficiency) of revenues over (under) expenditures	**$ -**	**$ -**	**$ (33,978,968)**	**$ (222,002)**	**$ 34,200,970**	

* In order to be compliant with G.S. 159-28, all p-card transactions are encumbered in the departmental functions within their budgets

Cabarrus County, North Carolina
Other Funds
Statement of Revenues and Expenditures - Budget and Actual
As of March 31, 2026*

*this report was pulled prior to month end close

	Budgeted Amounts				Variance with	% Collected
	Original	Final	Actual Amounts	Encumbrances*	Final Budget	or Used
Arena and Events Center						
REVENUES						
Arena Other Finance Source Revenues	$ (2,006,208)	$ (2,281,652)	$ (807,815)	$ -	$ 1,473,837	35.4%
Fair Sales and Services	(632,000)	(632,000)	(761,751)	-	(129,751)	120.5%
Fair Investment Earnings	(60,000)	(60,000)	(79,884)	-	(19,884)	133.1%
Fair Miscellaneous Revenue	(5,000)	(5,000)	(8,991)	-	(3,991)	179.8%
Total Arena and Events Center Fund	**$ (2,703,208)**	**$ (2,978,652)**	**$ (1,658,441)**	**$ -**	**$ 1,320,211**	**55.7%**
EXPENDITURES						
Arena and Events Center	$ 1,403,133	$ 1,645,627	$ 735,717	$ 281,714	$ 628,196	61.8%
County Fair	1,300,075	1,333,025	920,473	41,805	370,747	72.2%
Total Arena and Events Center Fund	**$ 2,703,208**	**$ 2,978,652**	**$ 1,656,190**	**$ 323,519**	**$ 998,943**	**66.5%**
Landfill Fund						
REVENUES						
Intergovernmental Revenues	$ (53,000)	$ (53,000)	$ (35,465)	$ -	$ 17,535	66.9%
Permits and Fees	(180,000)	(180,000)	(131,427)	-	48,573	73.0%
Sales and Services	(1,874,000)	(1,874,000)	(945,541)	-	928,459	50.5%
Investment Earnings	-	-	(146,667)	-	(146,667)	100.0%
Other Financing Sources	(724,274)	(1,425,236)	(724,274)	-	700,962	50.8%
Total Landfill Fund	**$ (2,831,274)**	**$ (3,532,236)**	**$ (1,983,375)**	**$ -**	**$ 1,548,862**	**56.2%**
EXPENDITURES						
Landfill Operations	$ 2,906,274	$ 3,607,236	$ 1,930,000	$ 543,740	$ 1,133,496	68.6%
Total Landfill Fund	**$ 2,906,274**	**$ 3,607,236**	**$ 1,930,000**	**$ 543,740**	**$ 1,133,496**	**68.6%**
911 Emergency Telephone Fund						
REVENUES						
Intergovernmental Revenues	$ (442,764)	$ (2,012,599)	$ (295,175)	$ -	$ 1,717,423	14.7%
Investment Earnings	(10,000)	(39,071)	(8,213)	-	30,858	21.0%
Other Finance Sources	(13,121)	(518,899)	-	-	518,899	0.0%
Total 911 Emergency Telephone Fund	**$ (465,885)**	**$ (2,570,569)**	**$ (303,388)**	**$ -**	**$ 2,267,181**	**11.8%**
EXPENDITURES						
Operations	$ 317,885	$ 333,691	$ 239,176	$ 52,804	$ 41,711	87.5%
Debt Service	-	-	-	-	-	0.0%
Captial Outlay	148,000	2,236,878	294,016	161,902.60	1,780,959	0.0%
Total 911 Emergency Telephone Fund	**$ 465,885**	**$ 2,570,569**	**$ 533,192**	**$ 214,707**	**$ 1,822,670**	**29.1%**
Self-Insured Funds						
REVENUES						
Sales and Services	$ (28,315,627)	$ (28,315,627)	$ (18,001,526)	$ -	$ 10,314,101	63.6%
Investment Earnings	(125,000)	(125,000)	(160,549)	-	(35,549)	128.4%
Miscellaneous	(725,000)	(725,000)	(1,013,209)	-	(288,209)	139.8%
Other Finance Sources	(3,062,563)	(3,898,726)	-	-	3,898,726	0.0%
Total Self-Insured Funds	**$ (32,228,190)**	**$ (33,064,353)**	**$ (19,175,285)**	**$ -**	**$ 13,889,068**	**58.0%**
EXPENDITURES						
Workers Compensation Insurance	$ 4,861,018	$ 4,861,018	$ 3,075,868	$ -	$ 1,785,150	63.3%
Liability Insurance	2,702,000	3,191,000	1,618,529	-	1,572,471	50.7%
Dental Insurance	800,000	800,000	549,693	-	250,307	68.7%
Hospitalization Insurance	23,865,172	24,212,335	17,299,348	1,185,376	5,727,611	76.3%
Total Self-Insured Funds	**$ 32,228,190**	**$ 33,064,353**	**$ 22,543,439**	**$ 1,185,376**	**$ 9,335,539**	**71.8%**

Cabarrus County, North Carolina
Other Funds
Statement of Revenues and Expenditures - Budget and Actual
As of March 31, 2026*

*this report was pulled prior to month end close

	Budgeted Amounts				Variance with	% Collected
	Original	Final	Actual Amounts	Encumbrances*	Final Budget	or Used
Fire Districts Fund						
REVENUES						
Ad Valorem Taxes	$ (9,650,712)	$ (9,650,712)	$ (9,229,652)	$ -	$ 421,060	95.6%
Total Fire Districts Fund	**$ (9,650,712)**	**$ (9,650,712)**	**$ (9,229,652)**	**$ -**	**$ 421,060**	**95.6%**
EXPENDITURES						
Fire Districts	$ 9,650,712	$ 9,650,712	$ 9,229,652	$ -	$ 421,060	95.6%
Total Fire Districts Fund	**$ 9,650,712**	**$ 9,650,712**	**$ 9,229,652**	**$ -**	**$ 421,060**	**95.6%**
Social Services Fund						
REVENUES						
Sales and Services	$ (475,000)	$ (475,000)	$ -	$ -	$ 475,000	0.0%
Total Social Services Fund	**$ (475,000)**	**$ (475,000)**	**$ -**	**$ -**	**$ 475,000**	**0.0%**
EXPENDITURES						
Operations	$ 475,000	$ 475,000	$ -	$ -	$ 475,000	0.0%
Total Social Services Fund	**$ 475,000**	**$ 475,000**	**$ -**	**$ -**	**$ 475,000**	**0.0%**
Intergovernmental Fund						
REVENUES						
Sales and Services	$ (2,605,000)	$ (2,605,000)	$ (1,160,994)	$ -	$ 1,444,006	44.6%
Total Intergovernmental Fund	**$ (2,605,000)**	**$ (2,605,000)**	**$ (1,160,994)**	**$ -**	**$ 1,444,006**	**44.6%**
EXPENDITURES						
Operations	$ 2,605,000	$ 2,605,000	$ 1,056,635	$ -	$ 1,548,365	40.6%
Total Intergovernmental Fund	**$ 2,605,000**	**$ 2,605,000**	**$ 1,056,635**	**$ -**	**$ 1,548,365**	**40.6%**
Opioid Setlement Fund						
REVENUES						
Investment Earnings	$ -	$ -	$ (204,060)	$ -	$ (204,060)	#DIV/0!
Miscellaneous	$ (1,400,000)	$ (1,400,000)	$ (1,837,610)	$ -	$ (437,610)	131.3%
Other Finance Sources	$ (1,789,703)	$ (2,520,866)	$ -	$ -	$ 2,520,866	0.0%
Total Opioid Fund	**$ (3,189,703)**	**$ (3,920,866)**	**$ (2,041,670)**	**$ -**	**$ 1,879,196**	**52.1%**
EXPENDITURES						
Operations	$ 3,189,703	$ 3,920,866	$ 1,344,737	$ 1,084,825	$ 1,491,304	34.3%
Total Opioid Fund	**$ 3,189,703**	**$ 3,920,866**	**$ 1,344,737**	**$ 1,084,825**	**$ 1,491,304**	**34.3%**
TOTAL REVENUES	**$ (54,148,972)**	**$ (58,797,388)**	**$ (35,552,805)**	**$ -**	**$ 23,244,583**	**60.5%**
TOTAL EXPENDITURES	**$ 54,223,972**	**$ 58,872,388**	**$ 38,293,844**	**$ 3,352,166**	**$ 1,491,304**	**70.7%**
Excess (deficiency) of revenues over (under) expenditures	**$ (75,000)**	**$ (75,000)**	**$ (2,741,039)**	**$ (3,352,166)**	**$ 21,753,279**	

* In order to be compliant with G.S. 159-28, all p-card transactions are encumbered in the departmental functions within their budgets

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

APRIL 20, 2026
6:00 PM

AGENDA CATEGORY:

REPORTS

SUBJECT:

Communications and Outreach - Monthly Summary Report

BRIEF SUMMARY:

The Communications and Outreach Department provides a monthly report.

REQUESTED ACTION:

For informational purposes. No action required.

SUBMITTED BY:

Jonathan A Weaver, Communications and Outreach Director

BUDGET AMENDMENT REQUIRED:

No

ATTACHMENTS:

1. Report

COMMUNICATIONS & OUTREACH MONTHLY REPORT

Connecting with residents at ALP's Active Living Expo

Each year, Communications assists **Active Living and Parks** with the promotion of the **Active Living Expo** through social media advertising, print materials, media releases and more. The team also hosts a booth at the event, providing an opportunity to engage directly with residents. There, we connect attendees with County resources, share information about upcoming events and highlight ways to stay connected with CabCo.

Broadcast and Technical Manager Jarrett Glass filmed residents (and **Commissioner Patrick**) playing '**City vs. County**,' **Cabarrus This Week's** special segment that lightheartedly tests players' knowledge of public services and responsibilities.







Cabarrus This Week

HOT TOPICS

Senior Games · Park Hours · ALP's Active Living Expo
Afton Library and ALC Birthday · Burger Madness
Mt. Pleasant Literary Festival

Views:
44K

TOP SOCIAL MEDIA STORIES

Frank Liske bald eagle



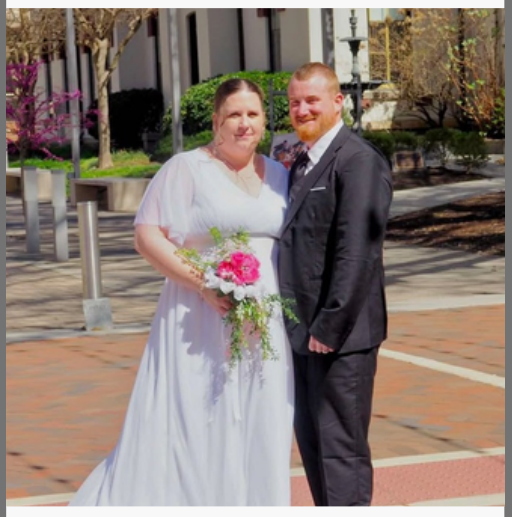
Views: **30.6K**

Deleted post prank



Views: **30.3K**

CabCo wedding



Views: **26.7K**

PROJECTS, EVENTS & MORE





Bringing Brews+Bites+Budget to Kannapolis

Building on past success, Communications partnered with the **BOC** and **County Manager's Office** plus the **Finance**, **Budget** and **Tax Administration** teams to bring **Brews+Bites+Budget** back to Kannapolis. This informal event offers residents a relaxed, approachable look at how the County's budget is developed, replacing traditional presentations with a more engaging format that encourages conversation and deeper understanding.

Communications Manager Dominique Clark led the planning efforts, overseeing scheduling, coordination and promotion. She also served as event host, guiding attendees through discussions and interactive activities that kept the experience informative and engaging.







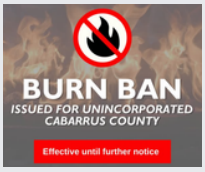
Law Day preparations

In collaboration with the **Cabarrus County Sheriff's Office**, the Communications team designed invitations and programs, coordinated the sound/speaker setup, handled pre-event media relations and more. The team will livestream the May 1 event to the County's Facebook page.

Fools-in' around with the Fair



Communications Specialist Macy Andrews partnered with **Fair Director Courtney Wyatt** to prep a fun April Fools' Day video. While, unfortunately, deep-fried sweet tea bites aren't real, it gave people a good laugh and got them amped for this year's fair.



Safety first!



The team partnered with **Fire Marshal Jacob Thompson** on a media release and social media campaign to alert unincorporated Cabarrus County residents of an ongoing burn ban. The team also partnered with **Planning and Development Director Susie Morris** on a social media series for **Flood Safety Awareness Month**.



Event coverage



Content Producer Jaelyn McCrea covered the ribbon-cutting ceremony of the **Retreat @ The Cabin** (left). **Director Jonathan Weaver** filmed and facilitated live audio at the **BOC** dedication and renaming of the Oak Shelter at Vietnam Veterans **Park.** The event christened the **Robert Francis MacLeod Shelter.**

Social Work Appreciation

In honor of **Social Work Appreciation Month**, **Content Producer Jaelyn McCrea** covered DSS' special recognition event for **CabCo social workers**. **Director Jonathan Weaver** also edited a 'Thank You' video that played during the department gathering.

MEDIA / NEWSLETTER INSIGHTS

Facebook & Instagram

+259 New followers

76 Posts/Stories

354.2k Views

LinkedIn

3.2K Impressions

+91 New followers

5 Posts

YouTube

9.2K Views

+14 Subscribers

1.2K Watch time (hours)

DirectConnect & CabConnect

13 Connects sent

51.5% Open rate

15.95% Above overall industry average open rate

Did Y'all Hear? Podcast Downloads **66**

Media Releases/ Appearances **4**

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

APRIL 20, 2026
6:00 PM

AGENDA CATEGORY:

REPORTS

SUBJECT:

County Manager - Cabarrus Arena and Events Center Financial Report

BRIEF SUMMARY:

Attached is the financial report for the Cabarrus Arena and Events Center.

REQUESTED ACTION:

No action required. For informational purposes.

SUBMITTED BY:

Kelly F Sifford, Deputy County Manager

BUDGET AMENDMENT REQUIRED:

No

ATTACHMENTS:

1. Report

CABARRUS ARENA & EVENTS CENTER

Financial Statements

For Month Ending March 31, 2026

Cabarrus Arena & Events Center
Financial Summary
March 2026

Event Income

March was another busy month for Cabarrus Arena & Events Center. We hosted 12 events that made up 21 event days with an additional 10 move-in/move-out days. The events for the month included Hunting Wives Base Camp, Carolina Supply, Hamfest, Varsity Cheer, Sunny Day Markets, ECA, Home Show (rescheduled from January snow), Showstoppers, Senior Health & Wellness Day, 9 Panel Cheer, CHS Banquet, NCDOT (rescheduled from January snow). Total Event Income was $336,514 up from budget of $323,623. Bringing us over budget by $12,891.

Indirect Expenses

Employee Wages and Benefits – Wages are a little off this month due to an event that crossed months. We feel that we finally have managers paying attention to OT and keeping that under control when possible. We also have cut out temp labor unless approved by the GM. We did have a few times that minimum temps were needed. We have hired staff to fill part-time vacancies and are getting NPOs back involved.

General and Administrative Expense – A credit hit Interest expense from NCDOR from what they say is an overpayment. We will see credits and invoices coming as they go through the months that we were behind on financials. I spoke to a representative and the way they are processing them, they are not considering my prepayments correctly. We renewed Docusign software and paid our Raven bill this month. We also had CPR training hit the training line this month.

Operating Expenses – Event related expenses reversed out of the Trash line this month. Also, due to events crossing month, we had a credit of linen hit.

Repairs & Maintenance – The quarterly labor bill for the county hit this month. Also, the first quarter bill was never paid and so there are 2 quarters of labor work from the county this month accounting for roughly $30,000 of the expenses.

Supplies – Purchased a lot of a lot of Janitorial supplies this month due to all the dance and cheer events that we have been cleaning after. We are staying within the yearly budget for supplies, so no concerns.

Insurance – Normal pull for GL.

Utilities – Utilities are staying within budget with milder temperatures in the forecast.

Total Indirect Expenses – Total Indirect Expenses for the month $258,583 came in over budget by $23,040. YTD we are under budget by $104,453.

Summary

Cabarrus Arena & Events Center is doing well financially. We are in the middle of a front office renovation that is going well. We have staff spread out everywhere to accommodate the renovation. Our budget conference with the county went well and we are looking forward to closing this fiscal year out strong and getting ready for the new fiscal year. We hope to make the last quarter a strong one!

4-7-24

Kenny Robinson, General Manager — Date

Lisa S. Coley

4-7-26

Lisa Coley, Finance Manager — Date

Cabarrus Arena & Events Center

Financial Statements
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Cabarrus Arena & Events Center
Income Statement
For the Nine Months Ending March 31, 2026

	Current Month Actual	Current Month Budget	Current Month Prior Year	Year to Date Actual	Year to Date Budget	Year to Date Prior Year
EVENT INCOME						
Direct Event Income						
Rental Income	$ 93,545	$ 83,650	$ 90,094	$ 663,221	$ 626,497	$ 666,358
Service Revenue	154,208	81,716	160,543	898,645	441,614	764,804
Service Expenses	(87,525)	(35,364)	(93,962)	(647,768)	(204,019)	(508,529)
Total Direct Event Income	160,228	130,002	156,675	914,098	864,092	922,633
Ancillary Income						
F & B Concessions	72,156	108,192	70,677	312,265	348,750	242,997
F & B Catering	16,249	4,931	8,765	83,428	89,999	70,899
Novelty Sales	0	0	300	3,641	2,000	4,317
Parking	87,881	80,498	57,645	391,381	311,739	283,396
Total Ancillary Income	176,286	193,621	137,387	790,715	752,488	601,609
Other Event Income						
Other Event Related Income	0	0	0	0	0	0
Event Advertising Income	0	0	0	0	0	0
Ticket Rebates	0	0	1,837	9,391	4,603	6,207
Facility Fees	0	0	8,876	28,605	5,558	25,574
Total Other Event Income	0	0	10,713	37,996	10,161	31,781
Total Event Income	336,514	323,623	304,775	1,742,809	1,626,741	1,556,023
OTHER OPERATING INCOME						
Advertising	0	1,458	0	0	13,122	3,750
Ticket Rebates	0	0	0	0	0	0
Other Income	297	2,125	1,142	18,455	19,125	21,227
Total Other Operating Income	297	3,583	1,142	18,455	32,247	24,977
Adjusted Gross Income	336,811	327,206	305,917	1,761,264	1,658,988	1,581,000
INDIRECT EXPENSES						
Salaries & Wages	95,685	87,418	69,195	766,919	786,762	749,389
Payroll Taxes & Benefits	17,260	27,542	15,939	163,060	247,878	153,919
Net Salaries and Benefits	112,945	114,960	85,134	929,979	1,034,640	903,308
Contracted Services	0	0	0	0	0	0
General and Administrative	25,747	23,769	25,807	193,504	213,921	216,191

Cabarrus Arena & Events Center
Income Statement
For the Nine Months Ending March 31, 2026

	Current Month Actual	Current Month Budget	Current Month Prior Year	Year to Date Actual	Year to Date Budget	Year to Date Prior Year
Operating	881	7,587	7,600	39,706	68,283	53,159
Repairs & Maintenance	34,723	8,701	10,645	121,357	112,691	94,072
Operational Supplies	13,937	8,295	12,703	64,688	74,655	57,325
Insurance	9,984	17,264	14,485	197,067	155,376	145,503
Utilities	40,522	41,445	36,251	371,731	373,005	350,378
Other	0	0	0	0	0	0
SMG Management Fees	19,844	13,522	20,080	131,784	121,698	135,548
Total Indirect Expenses	258,583	235,543	212,705	2,049,816	2,154,269	1,955,484
Net Income (Loss)	$ 78,228	$ 91,663	$ 93,212	$ (288,552)	$ (495,281)	$ (374,484)

SMG - Cabarrus Arena & Events Center
Food & Beverage Income Statement
For the One Month Ending March 31, 2026

	Current Month Actual	Current Month Budget	Last Year Actual	Year to Date Actual	Year to Date Budget	Last Year Actual
REVENUE						
Concession Revenue	$ 125,614	$ 190,478	$ 148,097	$ 620,366	$ 673,419	$ 563,923
Catering Revenue	38,967	6,298	35,865	236,746	197,176	188,230
Total Net Revenue	164,581	196,776	183,962	857,112	870,595	752,153
COST OF GOODS SOLD						
Concession CGS	32,225	49,029	41,791	185,353	186,195	178,383
Catering CGS	15,832	1,050	18,258	101,830	65,587	73,711
Total Cost of Goods Sold	48,057	50,079	60,049	287,183	251,782	252,094
DIRECT COSTS						
Concessions Labor	21,233	33,257	35,629	122,748	138,474	142,543
Catering Labor	6,382	92	7,500	47,886	38,892	37,865
Direct Concessions Costs	0	0	0	0	0	0
Direct Catering Costs	504	225	1,342	3,602	2,698	5,755
Total Direct Costs	28,119	33,574	44,471	174,236	180,064	186,163
GROSS PROFIT	88,405	113,123	79,442	395,693	438,749	313,896
INDIRECT EXPENSES						
Salaries Administration	10,779	10,437	10,505	93,633	93,933	88,421
General - Part-Time	5,538	667	951	11,381	6,003	20,869
Payroll Taxes	753	983	120	5,087	8,847	5,396
Benefits	64	1,745	51	626	15,705	(691)
401 (k)	429	313	354	3,708	2,817	2,693
Workers Compensation Ins.	139	292	206	2,376	2,628	2,230
Meals & Entertainment	0	25	0	0	225	0
Employee Training	0	21	0	2,096	189	143
Operating Supplies-F&B	0	0	0	742	0	3,489
Flower Decorations-F&B	0	1,250	0	63	11,250	1,836
Renewals & Replacements-F	0	750	0	1,561	6,750	4,701
Laundry & Linen-F&B	(216)	125	525	731	1,125	2,912
Repair&Maintenance-F&B	0	125	415	1,051	1,125	1,534
Equipment Rental-F&B	0	0	56	35	0	1,997
Miscellaneus Operating Exp	0	542	0	0	4,878	9

SMG - Cabarrus Arena & Events Center
Food & Beverage Income Statement
For the One Month Ending March 31, 2026

	Current Month Actual	Current Month Budget	Last Year Actual	Year to Date Actual	Year to Date Budget	Last Year Actual
Uniforms	0	42	0	284	378	770
Kitchen Supplies	688	333	1,010	3,561	2,997	6,980
F&B Base Fee	12,344	6,022	9,198	64,284	54,198	37,608
Total Indirect Expense	30,518	23,672	23,391	191,219	213,048	180,897
Net Income (Loss)	$ 57,887	$ 89,451	$ 56,051	$ 204,474	$ 225,701	$ 132,999

SMG - Cabarrus Arena & Events Center
Financial Statements Monthly Highlights
For the Nine Months Ending March 31, 2026

	Current Actual	Current Budget	Variance	Prior Year Actual	Variance
Attendance	23,366	31,146	(7,780)	32,959	(9,593)
Number of Performances	0	3	(3)	0	0
Event Days	21	23	(2)	25	(4)
Move-In/Move-Out Days	10	4	6	11	(1)
Gross Ticket Sales	2,591	0	2,591	66,330	(63,739)
Direct Event Income	160,228	130,002	30,226	156,675	3,553
Ancillary Income	176,286	193,621	(17,335)	137,387	38,899
Other Event Income	0	0	0	10,713	(10,713)
Total Event Income	336,514	323,623	12,891	304,775	31,739
Other Operating Income	297	3,583	(3,286)	1,142	(845)
Adjusted Gross Income	336,811	327,206	9,605	305,917	30,894
Indirect Expenses	(258,583)	(235,543)	(23,040)	(212,705)	(45,878)
Net Income (Loss) From Operations	78,228	91,663	(13,435)	93,212	(14,984)

SMG - Cabarrus Arena & Events Center
Financial Statements Year to Date Highlights
For the Nine Months Ending March 31, 2026

	Year to Date Actual	Year to Date Budget	Variance	Prior YTD Actual	Variance
Attendance	136,340	153,920	(17,580)	165,533	(29,193)
Number of Performances	0	9	(9)	5	(5)
Event Days	172	188	(16)	201	(29)
Move-In/Move-Out Days	87	58	29	68	19
Gross Ticket Sales	159,335	10,161	149,174	298,468	(139,133)
Direct Event Income	914,098	864,092	50,006	922,633	(8,535)
Ancillary Income	790,715	752,488	38,227	601,609	189,106
Other Event Income	37,996	10,161	27,835	31,781	6,215
Total Event Income	1,742,809	1,626,741	116,068	1,556,023	186,786
Other Operating Income	18,455	32,247	(13,792)	24,977	(6,522)
Adjusted Gross Income	1,761,264	1,658,988	102,276	1,581,000	180,264
Indirect Expenses	(2,049,816)	(2,154,269)	104,453	(1,955,484)	(94,332)
Net Income (Loss) From Operations	(288,552)	(495,281)	206,729	(374,484)	85,932

SMG - Cabarrus Arena Events Center
Balance Sheet
March 31, 2026

ASSETS			
Current Assets			
Cash	$	506,480	
Accounts Receivable		24,130	
Prepaid Assets		0	
Inventory		56,613	
Total Current Assets			587,223
Fixed Assets			
Total Fixed Assets			0
Other Assets			
Other Assets		107,858	
Total Other Assets			107,858
Deposits			
Deposits			(1)
Total Assets			**$ 695,080**
LIABILITIES AND EQUITY			
Current Liabilities			
Accounts Payable	$	74,948	
Accrued Expenses		152,920	
Advance Ticket Sales/Deposits		282,400	
Total Current Liabilities			510,268
Long-Term Liabilities			
Total Long-Term Liabilities			0
Total Liabilities			510,268

SMG - Cabarrus Arena Events Center
Balance Sheet
March 31, 2026

Equity		
Contributions	100,000	
Net Funds Received	12,197,922	
Retained Earnings	(11,824,558)	
Net Income (Loss)	(288,552)	
Total Equity		184,812
Total Liabilities & Equity		**$ 695,080**

SMG - Cabarrus Arena Events Center
Balance Sheet Supporting Schedules
March 31, 2026

ASSETS		
Cash and Investments		
Cash - Operating	$ 505,377	
Cash - Transfer Clearing	185	
Petty Cash - Operations	918	
Total Cash and Investments		506,480
Accounts Receivable		
A/R Other	24,130	
Total Accounts Receivable		24,130
Prepaid Assets		
Total Prepaid Assets		0
Inventory		
Inventory	56,613	
Total Inventory		56,613
Fixed Assets		
Total Fixed Assets		0
Depreciation		
Total Depreciation		0
Other Assets		
Other Assets	107,858	
Total Other Assets		107,858
Deposits		
Deposits	(1)	
Total Deposits		(1)
LIABILITIES AND EQUITY		
Accounts Payable		

A/P Control	56,936	
A/P-State Sales Tax	2,592	
A/P-Medical/Dental Withholding	887	
A/P-401(k) Withholding	2,189	
A/P-SMG F&B	12,344	
Total Accounts Payable		74,948
Accrued Expenses		
Accrued Expenses	70,923	
Accrued Other	386	
Accrued Payroll	46,860	
Accrued 401(k)	33,549	
Accrued Workers Compensation	1,202	
Total Accrued Expenses		152,920
Deferred Income		
Total Deferred Income		0
Advance Ticket Sales/Deposits		
Advance Other	282,400	
Advance Ticket Sales/Deposits		282,400
Other Current Liabilities		
Other Current Liabilities		0
Long-Term Liabilities		
Total Long-Term Liabilities		0
Equity		
Contributions		
Event Contribution Fund	100,000	
Total Contributions		100,000
Funds Received		

SMG - Cabarrus Arena Events Center
Balance Sheet Supporting Schedules
March 31, 2026

CY Funds Received From County	400,000	
Cum. PY Funds Rec'd From Cnty.	11,797,922	
Total Funds Received		12,197,922
Retained Earnings		
Retained Earnings	(11,824,558)	
Total Retained Earnings		(11,824,558)

SMG - Cabarrus Arena & Events Center
Monthly Event Income Statement
For the Nine Months Ending March 31, 2026

	Current Actual	Current Budget	Variance	Current Actual	Variance
Attendance	23,366	31,146	(7,780)	32,959	(9,593)
Number of Performances	0	3	(3)	0	0
Event Days	21	23	(2)	25	(4)
Move-In/Move-Out Days	10	4	6	11	(1)
Gross Ticket Sales	2,591	0	2,591	66,330	(63,739)
Direct Event Income					
Rental Income	93,545	83,650	9,895	90,094	3,451
Service Revenue	154,208	81,716	72,492	160,543	(6,335)
Service Expenses	(87,525)	(35,364)	(52,161)	(93,962)	6,437
Total Direct Event Income	160,228	130,002	30,226	156,675	3,553
Ancillary Income					
F & B Concessions	72,156	108,192	(36,036)	70,677	1,479
F & B Catering	16,249	4,931	11,318	8,765	7,484
Novelty Sales	0	0	0	300	(300)
Parking	87,881	80,498	7,383	57,645	30,236
Total Ancillary Income	176,286	193,621	(17,335)	137,387	38,899
Other Operating Income					
Other Event Related Income	0	0	0	0	0
Event Advertising Income	0	0	0	0	0
Ticket Rebates	0	0	0	1,837	(1,837)
Facility Fees	0	0	0	8,876	(8,876)
Total Other Event Income	0	0	0	10,713	(10,713)
Total Event Income	336,514	323,623	12,891	304,775	31,739

SMG - Cabarrus Arena & Events Center
Monthly Event Income Statement: Assemblies
For the Nine Months Ending March 31, 2026

	Current Month Actual	Current Month Budget	Current Month Prior Year	Year to Date Actual	Year to Date Budget	Year to Date Prior Year
Attendance	0	0	3,500	5,000	300	7,700
Number of Performances	0	0	0	0	0	0
Event Days	0	0	1	2	1	2
Move-In/Move-Out Days	0	0	1	2	0	1
Gross Ticket Sales	0	0	0	0	0	0
Direct Event Income						
Rental Income	0	0	3,150	8,500	950	10,450
Service Revenue	0	0	4,690	53,286	625	26,382
Service Expenses	0	0	(1,722)	(49,066)	(613)	(15,978)
Total Direct Event Income	0	0	6,118	12,720	962	20,854
Ancillary Income						
F & B Concessions	0	0	0	0	0	0
F & B Catering	0	0	0	6,587	0	5,000
Novelty Sales	0	0	0	0	0	0
Parking	0	0	(643)	0	0	3,183
Total Ancillary Income	0	0	(643)	6,587	0	8,183
Other Operating Income						
Other Event Related Income	0	0	0	0	0	0
Event Advertising Income	0	0	0	0	0	0
Ticket Rebates	0	0	0	0	0	0
Facility Fees	0	0	0	0	0	0
Total Other Event Income	0	0	0	0	0	0
Total Event Income	0	0	5,475	19,307	962	29,037

SMG - Cabarrus Arena & Events Center
Monthly Event Income Statement: Banquets
For the Nine Months Ending March 31, 2026

	Current Month Actual	Current Month Budget	Current Month Prior Year	Year to Date Actual	Year to Date Budget	Year to Date Prior Year
Attendance	175	0	450	3,246	3,514	3,966
Number of Performances	0	0	0	0	0	0
Event Days	1	0	2	13	17	15
Move-In/Move-Out Days	0	0	0	5	2	5
Gross Ticket Sales	0	0	0	0	0	0
Direct Event Income						
Rental Income	0	0	2,300	13,450	23,650	13,225
Service Revenue	6,801	0	16,201	90,448	29,479	129,647
Service Expenses	(6,728)	0	(14,786)	(86,289)	(18,145)	(118,773)
Total Direct Event Income	73	0	3,715	17,609	34,984	24,099
Ancillary Income						
F & B Concessions	0	0	(15)	81	3,583	733
F & B Catering	361	0	3,859	19,727	41,575	32,872
Novelty Sales	0	0	0	0	0	0
Parking	0	0	0	0	0	0
Total Ancillary Income	361	0	3,844	19,808	45,158	33,605
Other Operating Income						
Other Event Related Income	0	0	0	0	0	0
Event Advertising Income	0	0	0	0	0	0
Ticket Rebates	0	0	0	0	0	0
Facility Fees	0	0	0	0	0	0
Total Other Event Income	0	0	0	0	0	0
Total Event Income	434	0	7,559	37,417	80,142	57,704

SMG - Cabarrus Arena & Events Center
Monthly Event Income Statement: Consumer / Public Shows
For the Nine Months Ending March 31, 2026

	Current Month Actual	Current Month Budget	Current Month Prior Year	Year to Date Actual	Year to Date Budget	Year to Date Prior Year
Attendance	4,372	7,049	4,468	32,605	40,544	38,219
Number of Performances	0	0	0	0	0	0
Event Days	7	9	7	35	45	47
Move-In/Move-Out Days	5	3	3	27	18	33
Gross Ticket Sales	2,591	0	0	2,591	0	5,696
Direct Event Income						
Rental Income	30,505	28,050	16,370	180,789	197,985	204,828
Service Revenue	45,588	19,708	29,161	171,139	154,286	185,070
Service Expenses	(24,897)	(6,880)	(19,343)	(82,341)	(60,311)	(88,957)
Total Direct Event Income	51,196	40,878	26,188	269,587	291,960	300,941
Ancillary Income						
F & B Concessions	4,501	5,190	139	45,963	38,927	19,849
F & B Catering	2,775	1,214	602	7,715	2,765	1,630
Novelty Sales	0	0	0	0	0	0
Parking	9,000	12,002	3,718	85,327	89,685	71,796
Total Ancillary Income	16,276	18,406	4,459	139,005	131,377	93,275
Other Operating Income						
Other Event Related Income	0	0	0	0	0	0
Event Advertising Income	0	0	0	0	0	0
Ticket Rebates	0	0	0	0	0	0
Facility Fees	0	0	0	0	0	0
Total Other Event Income	0	0	0	0	0	0
Total Event Income	67,472	59,284	30,647	408,592	423,337	394,216

SMG - Cabarrus Arena & Events Center
Monthly Event Income Statement: Concerts
For the Nine Months Ending March 31, 2026

	Current Month Actual	Current Month Budget	Current Month Prior Year	Year to Date Actual	Year to Date Budget	Year to Date Prior Year
Attendance	0	0	0	1,381	0	3,531
Number of Performances	0	0	0	0	0	0
Event Days	0	0	0	1	0	1
Move-In/Move-Out Days	0	0	0	0	0	0
Gross Ticket Sales	0	0	0	75,346	0	135,409
Direct Event Income						
Rental Income	0	0	0	265	0	25,898
Service Revenue	0	0	0	46,283	0	35,063
Service Expenses	0	0	0	(78,787)	0	(42,783)
Total Direct Event Income	0	0	0	(32,239)	0	18,178
Ancillary Income						
F & B Concessions	0	0	0	14,643	0	4,945
F & B Catering	0	0	0	130	0	(226)
Novelty Sales	0	0	0	3,141	0	2,017
Parking	0	0	0	5,349	0	6,568
Total Ancillary Income	0	0	0	23,263	0	13,304
Other Operating Income						
Other Event Related Income	0	0	0	0	0	0
Event Advertising Income	0	0	0	0	0	0
Ticket Rebates	0	0	0	9,391	0	814
Facility Fees	0	0	0	8,586	0	6,722
Total Other Event Income	0	0	0	17,977	0	7,536
Total Event Income	0	0	0	9,001	0	39,018

SMG - Cabarrus Arena & Events Center
Monthly Event Income Statement: Off-Site Caterings
For the Nine Months Ending March 31, 2026

	Current Month Actual	Current Month Budget	Current Month Prior Year	Year to Date Actual	Year to Date Budget	Year to Date Prior Year
Attendance	0	0	0	170	350	400
Number of Performances	0	0	0	0	0	0
Event Days	0	0	0	2	3	4
Move-In/Move-Out Days	0	0	0	0	0	0
Gross Ticket Sales	0	0	0	0	0	0
Direct Event Income						
Rental Income	0	0	0	0	0	0
Service Revenue	0	0	0	4,388	53	8,264
Service Expenses	0	0	0	(4,441)	(53)	(8,085)
Total Direct Event Income	0	0	0	(53)	0	179
Ancillary Income						
F & B Concessions	0	0	0	0	0	0
F & B Catering	0	0	0	264	0	63
Novelty Sales	0	0	0	0	0	0
Parking	0	0	0	0	0	0
Total Ancillary Income	0	0	0	264	0	63
Other Operating Income						
Other Event Related Income	0	0	0	0	0	0
Event Advertising Income	0	0	0	0	0	0
Ticket Rebates	0	0	0	0	0	0
Facility Fees	0	0	0	0	0	0
Total Other Event Income	0	0	0	0	0	0
Total Event Income	0	0	0	211	0	242

SMG - Cabarrus Arena & Events Center
Monthly Event Income Statement: Entertainment
For the Nine Months Ending March 31, 2026

	Current Month Actual	Current Month Budget	Current Month Prior Year	Year to Date Actual	Year to Date Budget	Year to Date Prior Year
Attendance	0	4,000	3,305	0	8,200	5,305
Number of Performances	0	3	0	0	3	0
Event Days	0	2	2	0	3	4
Move-In/Move-Out Days	0	0	3	0	0	3
Gross Ticket Sales	0	0	66,330	0	0	66,330
Direct Event Income						
Rental Income	0	10,000	6,000	0	17,300	9,031
Service Revenue	0	13,040	19,325	0	29,731	21,861
Service Expenses	0	(8,584)	(11,515)	0	(15,939)	(17,737)
Total Direct Event Income	0	14,456	13,810	0	31,092	13,155
Ancillary Income						
F & B Concessions	0	20,975	15,512	0	20,975	24,035
F & B Catering	0	0	0	0	5,000	1,342
Novelty Sales	0	0	300	0	0	300
Parking	0	8,000	7,986	0	11,826	11,974
Total Ancillary Income	0	28,975	23,798	0	37,801	37,651
Other Operating Income						
Other Event Related Income	0	0	0	0	0	0
Event Advertising Income	0	0	0	0	0	0
Ticket Rebates	0	0	1,837	0	0	1,837
Facility Fees	0	0	8,876	0	0	8,876
Total Other Event Income	0	0	10,713	0	0	10,713
Total Event Income	0	43,431	48,321	0	68,893	61,519

SMG - Cabarrus Arena & Events Center
Monthly Event Income Statement: Family Shows
For the Nine Months Ending March 31, 2026

	Current Month Actual	Current Month Budget	Current Month Prior Year	Year to Date Actual	Year to Date Budget	Year to Date Prior Year
Attendance	0	0	0	15,348	6,478	7,312
Number of Performances	0	0	0	0	6	5
Event Days	0	0	0	5	4	5
Move-In/Move-Out Days	0	0	0	1	0	1
Gross Ticket Sales	0	0	0	0	10,161	18,260
Direct Event Income						
Rental Income	0	0	0	41,500	26,250	29,413
Service Revenue	0	0	0	27,892	18,877	25,459
Service Expenses	(520)	0	0	(16,501)	(10,506)	(13,874)
Total Direct Event Income	(520)	0	0	52,891	34,621	40,998
Ancillary Income						
F & B Concessions	0	0	0	29,302	19,745	14,063
F & B Catering	0	0	0	0	1,500	1,500
Novelty Sales	0	0	0	500	2,000	2,000
Parking	0	0	0	41,932	19,246	17,793
Total Ancillary Income	0	0	0	71,734	42,491	35,356
Other Operating Income						
Other Event Related Income	0	0	0	0	0	0
Event Advertising Income	0	0	0	0	0	0
Ticket Rebates	0	0	0	0	4,603	3,556
Facility Fees	0	0	0	20,019	5,558	9,976
Total Other Event Income	0	0	0	20,019	10,161	13,532
Total Event Income	(520)	0	0	144,644	87,273	89,886

SMG - Cabarrus Arena & Events Center
Monthly Event Income Statement: Meetings
For the Nine Months Ending March 31, 2026

	Current Month Actual	Current Month Budget	Current Month Prior Year	Year to Date Actual	Year to Date Budget	Year to Date Prior Year
Attendance	100	140	500	2,042	3,433	1,800
Number of Performances	0	0	0	0	0	0
Event Days	3	3	2	40	54	48
Move-In/Move-Out Days	0	0	0	2	2	2
Gross Ticket Sales	0	0	0	0	0	0
Direct Event Income						
Rental Income	1,100	2,850	4,000	58,975	61,200	52,850
Service Revenue	2,523	1,135	11,987	54,793	16,522	42,644
Service Expenses	(2,025)	(477)	(7,374)	(46,720)	(7,426)	(32,919)
Total Direct Event Income	1,598	3,508	8,613	67,048	70,296	62,575
Ancillary Income						
F & B Concessions	0	0	0	(1,366)	32	32
F & B Catering	97	425	248	14,449	13,368	4,621
Novelty Sales	0	0	0	0	0	0
Parking	0	0	0	0	0	0
Total Ancillary Income	97	425	248	13,083	13,400	4,653
Other Operating Income						
Other Event Related Income	0	0	0	0	0	0
Event Advertising Income	0	0	0	0	0	0
Ticket Rebates	0	0	0	0	0	0
Facility Fees	0	0	0	0	0	0
Total Other Event Income	0	0	0	0	0	0
Total Event Income	1,695	3,933	8,861	80,131	83,696	67,228

SMG - Cabarrus Arena & Events Center
Monthly Event Income Statement: Sporting Event
For the Nine Months Ending March 31, 2026

	Current Month Actual	Current Month Budget	Current Month Prior Year	Year to Date Actual	Year to Date Budget	Year to Date Prior Year
Attendance	12,044	10,957	10,236	54,817	59,831	51,958
Number of Performances	0	0	0	0	0	0
Event Days	3	2	5	23	20	21
Move-In/Move-Out Days	2	1	2	17	8	15
Gross Ticket Sales	0	0	0	81,398	0	56,609
Direct Event Income						
Rental Income	33,485	21,510	35,544	216,244	158,639	167,411
Service Revenue	44,461	23,087	46,753	246,903	119,976	179,460
Service Expenses	(26,099)	(9,529)	(19,922)	(133,610)	(58,226)	(93,149)
Total Direct Event Income	51,847	35,068	62,375	329,537	220,389	253,722
Ancillary Income						
F & B Concessions	33,495	51,198	34,876	180,940	222,816	149,994
F & B Catering	4,245	1,892	2,654	22,700	18,845	17,042
Novelty Sales	0	0	0	0	0	0
Parking	36,155	27,873	27,518	181,466	120,618	119,462
Total Ancillary Income	73,895	80,963	65,048	385,106	362,279	286,498
Other Operating Income						
Other Event Related Income	0	0	0	0	0	0
Event Advertising Income	0	0	0	0	0	0
Ticket Rebates	0	0	0	0	0	0
Facility Fees	0	0	0	0	0	0
Total Other Event Income	0	0	0	0	0	0
Total Event Income	125,742	116,031	127,423	714,643	582,668	540,220

SMG - Cabarrus Arena & Events Center
Monthly Event Income Statement: Trade Shows
For the Nine Months Ending March 31, 2026

	Current Month Actual	Current Month Budget	Current Month Prior Year	Year to Date Actual	Year to Date Budget	Year to Date Prior Year
Attendance	425	0	0	425	0	0
Number of Performances	0	0	0	0	0	0
Event Days	1	0	0	1	0	0
Move-In/Move-Out Days	0	0	0	0	0	0
Gross Ticket Sales	0	0	0	0	0	0
Direct Event Income						
Rental Income	4,900	0	0	4,900	0	0
Service Revenue	20,946	0	0	20,946	0	0
Service Expenses	(14,979)	0	0	(14,979)	0	0
Total Direct Event Income	10,867	0	0	10,867	0	0
Ancillary Income						
F & B Concessions	0	0	0	0	0	0
F & B Catering	7,771	0	0	7,771	0	0
Novelty Sales	0	0	0	0	0	0
Parking	0	0	0	0	0	0
Total Ancillary Income	7,771	0	0	7,771	0	0
Other Operating Income						
Other Event Related Income	0	0	0	0	0	0
Event Advertising Income	0	0	0	0	0	0
Ticket Rebates	0	0	0	0	0	0
Facility Fees	0	0	0	0	0	0
Total Other Event Income	0	0	0	0	0	0
Total Event Income	18,638	0	0	18,638	0	0

SMG - Cabarrus Arena & Events Center
Monthly Event Income Statement: Performing Arts
For the Nine Months Ending March 31, 2026

	Current Month Actual	Current Month Budget	Current Month Prior Year	Year to Date Actual	Year to Date Budget	Year to Date Prior Year
Attendance	6,000	8,000	8,000	7,136	8,500	8,500
Number of Performances	0	0	0	0	0	0
Event Days	3	4	3	6	7	6
Move-In/Move-Out Days	1	0	1	2	2	2
Gross Ticket Sales	0	0	0	0	0	0
Direct Event Income						
Rental Income	21,830	21,240	22,730	36,971	35,240	37,430
Service Revenue	33,889	24,746	24,674	41,977	31,014	32,348
Service Expenses	(12,191)	(9,894)	(11,386)	(14,878)	(12,311)	(14,900)
Total Direct Event Income	43,528	36,092	36,018	64,070	53,943	54,878
Ancillary Income						
F & B Concessions	34,160	30,829	20,165	38,907	35,807	24,411
F & B Catering	1,000	1,400	1,130	1,000	1,400	1,130
Novelty Sales	0	0	0	0	0	0
Parking	42,726	32,623	19,066	51,870	39,433	24,373
Total Ancillary Income	77,886	64,852	40,361	91,777	76,640	49,914
Other Operating Income						
Other Event Related Income	0	0	0	0	0	0
Event Advertising Income	0	0	0	0	0	0
Ticket Rebates	0	0	0	0	0	0
Facility Fees	0	0	0	0	0	0
Total Other Event Income	0	0	0	0	0	0
Total Event Income	121,414	100,944	76,379	155,847	130,583	104,792

SMG - Cabarrus Arena & Events Center
Monthly Event Income Statement: Other
For the Nine Months Ending March 31, 2026

	Current Month Actual	Current Month Budget	Current Month Prior Year	Year to Date Actual	Year to Date Budget	Year to Date Prior Year
Attendance	250	1,000	2,500	14,170	22,770	36,842
Number of Performances	0	0	0	0	0	0
Event Days	3	3	3	44	34	48
Move-In/Move-Out Days	2	0	1	31	26	6
Gross Ticket Sales	0	0	0	0	0	16,164
Direct Event Income						
Rental Income	1,725	0	0	101,627	105,283	115,822
Service Revenue	0	0	7,752	140,590	41,051	78,606
Service Expenses	(86)	0	(7,914)	(120,156)	(20,489)	(61,374)
Total Direct Event Income	1,639	0	(162)	122,061	125,845	133,054
Ancillary Income						
F & B Concessions	0	0	0	3,795	6,865	4,935
F & B Catering	0	0	272	3,085	5,546	5,925
Novelty Sales	0	0	0	0	0	0
Parking	0	0	0	25,437	30,931	28,247
Total Ancillary Income	0	0	272	32,317	43,342	39,107
Other Operating Income						
Other Event Related Income	0	0	0	0	0	0
Event Advertising Income	0	0	0	0	0	0
Ticket Rebates	0	0	0	0	0	0
Facility Fees	0	0	0	0	0	0
Total Other Event Income	0	0	0	0	0	0
Total Event Income	1,639	0	110	154,378	169,187	172,161

SMG - Cabarrus Arena & Events Center
Yearly Event Income Statement
For the Nine Months Ending March 31, 2026

	Year to Date Actual	Year to Date Budget	Variance	Prior Year Actual	Variance
Attendance	136,340	153,920	(17,580)	165,533	(29,193)
Number of Performances	0	9	(9)	5	(5)
Event Days	172	188	(16)	201	(29)
Number of Move-In/Move-Out Day	87	58	29	68	19
Gross Ticket Sales	159,335	10,161	149,174	298,468	(139,133)
Direct Event Income					
Rental Income	663,221	626,497	36,724	666,358	(3,137)
Service Revenue	898,645	441,614	457,031	764,804	133,841
Service Expenses	(647,768)	(204,019)	(443,749)	(508,529)	(139,239)
Total Direct Event Income	914,098	864,092	50,006	922,633	(8,535)
Ancillary Income					
F & B Concessions	312,265	348,750	(36,485)	242,997	69,268
F & B Catering	83,428	89,999	(6,571)	70,899	12,529
Novelty Sales	3,641	2,000	1,641	4,317	(676)
Parking	391,381	311,739	79,642	283,396	107,985
Total Ancillary Income	790,715	752,488	38,227	601,609	189,106
Other Operating Income					
Other Event Related Income	0	0	0	0	0
Event Advertising Income	0	0	0	0	0
Ticket Rebates	9,391	4,603	4,788	6,207	3,184
Facility Fees	28,605	5,558	23,047	25,574	3,031
Total Other Event Income	37,996	10,161	27,835	31,781	6,215
Total Event Income	1,742,809	1,626,741	116,068	1,556,023	186,786

SMG - Cabarrus Arena & Events Center
YTD Event Income Summary
March 31, 2026

	Assembly	Banquet	Consumer	Concert	Off-Site	Entertainment	Family	Meetings	Sporting	Trade	Performing Arts	Other	TOTALS
Attendance	5,000	3,246	32,605	1,381	170	0	15,348	2,042	54,817	425	7,136	14,170	136,340
Number of Event Days	2	13	35	1	2	0	5	40	23	1	6	44	172
Number of Move-In/Move	2	5	27	0	0	0	1	2	17	0	2	31	87
Gross Ticket Sales	0	0	2,591	75,346	0	0	0	0	81,398	0	0	0	159,335
Direct Event Income													
Rental Income	8,500	13,450	180,789	265	0	0	41,500	58,975	216,244	4,900	36,971	101,627	663,221
Service Revenue	53,286	90,448	171,139	46,283	4,388	0	27,892	54,793	246,903	20,946	41,977	140,590	898,645
Service Expenses	(49,066)	(86,289)	(82,341)	(78,787)	(4,441)	0	(16,501)	(46,720)	(133,610)	(14,979)	(14,878)	(120,156)	(647,768)
Total Direct Event Income	12,720	17,609	269,587	(32,239)	(53)	0	52,891	67,048	329,537	10,867	64,070	122,061	914,098
Ancillary Income													
F & B Concessions	0	81	45,963	14,643	0	0	29,302	(1,366)	180,940	0	38,907	3,795	312,265
F & B Catering	6,587	19,727	7,715	130	264	0	0	14,449	22,700	7,771	1,000	3,085	83,428
Novelty Sales	0	0	0	3,141	0	0	500	0	0	0	0	0	3,641
Parking	0	0	85,327	5,349	0	0	41,932	0	181,466	0	51,870	25,437	391,381
Total Ancillary Income	6,587	19,808	139,005	23,263	264	0	71,734	13,083	385,106	7,771	91,777	32,317	790,715
Other Operating Income													
Advertising Income	0	0	0	0	0	0	0	0	0	0	0	0	0
Ticket Rebates	0	0	0	9,391	0	0	0	0	0	0	0	0	9,391
Facility Fees	0	0	0	8,586	0	0	20,019	0	0	0	0	0	28,605
Total Other Event Income	0	0	0	17,977	0	0	20,019	0	0	0	0	0	37,996
Total Event Income	19,307	37,417	408,592	9,001	211	0	144,644	80,131	714,643	18,638	155,847	154,378	1,742,80

SMG - Cabarrus Arena & Events Center
Other Operating Income Statement
For the Nine Months Ending March 31, 2026

	Current Month Actual	Current Month Budget	Current Month Prior Year	Year to Date Actual	Year to Date Budget	Year to Date Prior Year
Non-Operating Parking	$ 0	$ 0	$ 0	$ 0	$ 0	$ 0
Luxury Box Agreements	0	0	0	0	0	0
Advertising	0	1,458	0	0	13,122	3,750
Ticket Rebates	0	0	0	0	0	0
Other Income	297	2,125	1,142	18,455	19,125	21,227
Total Other Operating Income	$ 297	$ 3,583	$ 1,142	$ 18,455	$ 32,247	$ 24,977

SMG - Cabarrus Arena & Events Center
Indirect Expenses Summary
For the Nine Months Ending March 31, 2026

	Current Month Actual	Current Month Budget	Current Month Prior Year	Year to Date Actual	Year to Date Budget	Year to Date Prior Year
INDIRECT EXPENSES						
Salaries & Wages	$ 95,685	$ 87,418	$ 69,195	$ 766,919	$ 786,762	$ 749,389
Payroll Taxes & Benefits	17,260	27,542	15,939	163,060	247,878	153,919
Net Salaries and Benefits	112,945	114,960	85,134	929,979	1,034,640	903,308
Contracted Services	0	0	0	0	0	0
General and Administrative	25,747	23,769	25,807	193,504	213,921	216,191
Operating	1,742	8,337	7,600	40,667	75,033	53,168
Repairs & Maintenance	33,862	7,951	10,645	120,396	105,941	94,063
Operational Supplies	13,937	8,295	12,703	64,688	74,655	57,325
Insurance	9,984	17,264	14,485	197,067	155,376	145,503
Utilities	40,522	41,445	36,251	371,731	373,005	350,378
Other	0	0	0	0	0	0
SMG Management Fees	19,844	13,522	20,080	131,784	121,698	135,548
Total Indirect Expenses	258,583	235,543	212,705	2,049,816	2,154,269	1,955,484

SMG - Cabarrus Arena & Events Center
Indirect Expenses Detail
For the Nine Months Ending March 31, 2026

	Current Month Actual	Current Month Budget	Current Month Prior Year	Year to Date Actual	Year to Date Budget	Year to Date Prior Year
INDIRECT EXPENSES						
Employee Wages and Benefits						
Salaries Administration	$ 69,054	$ 70,600	$ 63,008	$ 621,461	$ 635,400	$ 594,097
Changeover Labor	252	2,366	(1,164)	7,725	21,294	18,733
Custodial - Part-Time	5,338	2,962	(611)	30,056	26,658	29,638
General - Part-Time	7,480	1,707	(134)	13,167	15,363	24,687
Grounds Keeping - Part-Time	4,816	4,687	2,848	39,900	42,183	37,089
Maint. Mech. - Part-Time	6,128	2,479	2,646	28,333	22,311	21,602
Parking - Part-Time	0	0	0	0	0	245
Bonus - Performance	2,196	2,196	2,181	22,490	19,764	19,511
Auto Allowance	421	421	421	3,787	3,789	3,787
Payroll Taxes	6,650	8,178	3,699	54,043	73,602	51,566
Benefits	7,811	15,122	8,968	75,513	136,098	72,370
401 (k)	2,290	2,367	2,048	21,235	21,303	17,297
Workers Compensation Ins.	509	1,875	1,224	12,269	16,875	12,686
Net Employee Wages and Benefits	112,945	114,960	85,134	929,979	1,034,640	903,308
Contracted Services						
Total Contracted Services	0	0	0	0	0	0
General and Administrative Expenses						
Bad Debt Expense	0	0	0	660	0	0
Bank Service Charges	492	60	111	5,667	540	2,281
Interest Expense	(1,794)	0	0	50	0	426
Travel	0	846	0	4,156	7,614	3,775
Meals & Entertainment	487	780	0	7,401	7,020	5,505
Meetings & Conventions	0	125	0	0	1,125	355
Dues & Subscriptions	20	83	20	1,420	747	944
Postage	0	33	0	11	297	73
Rental Office Equipment	181	200	181	1,626	1,800	1,626
Office Supplies	70	542	361	5,452	4,878	2,641
Printing & Stationary	0	67	0	0	603	173
Payroll Processing	1,796	1,483	1,741	13,925	13,347	13,294
Advertising Newspaper	0	321	165	0	2,889	379
Advertising Website	0	817	100	4,163	7,353	9,708
Marketing Fund	0	250	123	5,377	2,250	980
PR Activities	0	0	0	672	0	19
Printing Marketing	0	42	0	0	378	0
Promotional	0	42	0	57	378	2,344
Licenses & Fees	69	368	0	2,899	3,312	5,220
Credit Card Discounts	13,394	6,417	10,043	58,298	57,753	52,478

SMG - Cabarrus Arena & Events Center
Indirect Expenses Detail
For the Nine Months Ending March 31, 2026

	Current Month Actual	Current Month Budget	Current Month Prior Year	Year to Date Actual	Year to Date Budget	Year to Date Prior Year
Over & Short	0	0	0	0	0	(155)
Computer Expense	0	701	284	284	6,309	2,556
Computer Software	8,259	9,738	11,855	66,718	87,642	98,543
Employee Training	2,773	854	823	14,668	7,686	13,026
Total General and Administrative Expen	25,747	23,769	25,807	193,504	213,921	216,191
Operating Expenses						
Operating Supplies	504	500	400	4,991	4,500	1,660
Trash Removal	(604)	1,750	2,379	16,142	15,750	16,111
Environmental Expenses	597	625	569	3,442	5,625	3,159
Snow Removal	0	42	0	197	378	363
Landscaping	321	1,000	277	2,301	9,000	1,272
Exterminating	0	233	0	0	2,097	385
Small Equipment	17	583	1,569	1,423	5,247	5,467
Safety Equipment	0	63	0	277	567	133
Medical First Aid	0	208	1,282	3,601	1,872	3,284
Rental Other	0	0	0	0	0	2,368
Vehicle Maintenance	262	333	128	3,149	2,997	2,488
Operating Supplies-F&B	0	0	0	742	0	3,489
Flower Decorations-F&B	0	1,250	0	63	11,250	1,836
Renewals & Replacements-F&B	0	750	0	1,561	6,750	4,701
Laundry & Linen-F&B	(216)	125	525	731	1,125	2,912
Repair&Maintenance-F&B	0	125	415	1,051	1,125	1,534
Equipment Rental-F&B	0	0	56	35	0	1,997
Miscellaneus Operating Exp	861	750	0	961	6,750	9
Total Operating Expenses	1,742	8,337	7,600	40,667	75,033	53,168
Repairs and Maintenance						
General Building Repairs	13,445	917	4,228	18,591	8,253	9,252
Door Maintenance	0	42	0	540	378	5,878
Seat Repairs	0	125	0	0	1,125	0
Sound Equipment Maintenance	11	83	0	252	747	43
Ceiling/Wall Maintenance	0	83	0	216	747	38
Electrical Systems	6,110	833	500	13,939	7,497	12,607
Marquee Maintenance	0	125	0	0	1,125	0
Fire Alarm	1,630	125	437	2,782	1,125	1,816
Flags & Poles Maintenance	0	92	0	225	828	125
Floor Maintenance	0	425	0	2,460	3,825	2,460
HVAC Systems	9,447	2,101	4,002	48,726	53,291	44,314
Moving Equipment Maint.	276	1,667	1,478	19,653	15,003	15,083

SMG - Cabarrus Arena & Events Center
Indirect Expenses Detail
For the Nine Months Ending March 31, 2026

	Current Month Actual	Current Month Budget	Current Month Prior Year	Year to Date Actual	Year to Date Budget	Year to Date Prior Year
Rigging Maintenance	2,300	500	0	2,716	4,500	3,695
Kitchen Equipment Maint.	643	833	0	10,296	7,497	6,282
Other Repairs / Maintenance	0	0	0	0	0	(7,530)
Total Repairs and Maintenance	33,862	7,951	10,645	120,396	105,941	94,063
Operational Supplies						
General Building Supplies	362	375	992	4,812	3,375	3,001
Audio Visual	0	0	0	0	0	28
Bulbs & Lamps	223	133	22	590	1,197	455
Electrical	3,220	1,000	34	10,331	9,000	6,455
Fuel Propane	266	225	258	1,952	2,025	1,514
Telecommunication	137	583	877	357	5,247	951
Carpentry	0	0	0	(126)	0	0
Plumbing	815	417	1,094	2,895	3,753	4,685
Chemicals	0	0	0	21	0	0
HVAC	1,147	1,250	4,254	6,237	11,250	6,519
Filters	0	583	0	3,375	5,247	1,547
Paint	69	42	0	1,150	378	382
Janitorial	6,835	2,500	4,162	20,816	22,500	17,817
Laundry	0	21	0	0	189	21
Uniforms	175	625	0	2,243	5,625	6,926
Security	0	208	0	6,393	1,872	0
Kitchen Supplies	688	333	1,010	3,561	2,997	6,980
Misc. Operational Supplies	0	0	0	81	0	44
Total Operational Supplies	13,937	8,295	12,703	64,688	74,655	57,325
Insurance						
Auto Insurance	0	413	0	4,696	3,717	4,480
Fidelity Insurance	0	83	0	0	747	360
General Liability Insurance	9,984	16,592	14,485	192,371	149,328	139,521
Other Insurance	0	176	0	0	1,584	1,142
Total Insurance	9,984	17,264	14,485	197,067	155,376	145,503
Utilities						
Electricity	26,418	30,454	25,181	253,535	274,086	249,452
Heating Fuel	6,747	4,149	5,210	54,864	37,341	42,701
Telephone	2,815	2,817	2,315	25,335	25,353	25,435
Water & Sewage	4,542	4,025	3,545	37,997	36,225	32,790

SMG - Cabarrus Arena & Events Center
Indirect Expenses Detail
For the Nine Months Ending March 31, 2026

	Current Month Actual	Current Month Budget	Current Month Prior Year	Year to Date Actual	Year to Date Budget	Year to Date Prior Year
Total Utilities	40,522	41,445	36,251	371,731	373,005	350,378
Other Expenses						
Total Other Expenses	0	0	0	0	0	0
SMG Management Fees						
Base Fee	7,500	7,500	10,882	67,500	67,500	97,940
F&B Base Fee	12,344	6,022	9,198	64,284	54,198	37,608
Total SMG Management Fees	19,844	13,522	20,080	131,784	121,698	135,548
Expense Allocations						
Total Expense Allocations	0	0	0	0	0	0
Net Indirect Expenses	$ 258,583	$ 235,543	$ 212,705	$ 2,049,816	$ 2,154,269	$ 1,955,484

SMG - Cabarrus Arena & Events Center
Department Income Statement: Executive
For the Nine Months Ending March 31, 2026

	Current Month Actual	Current Month Budget	Current Month Prior Year	Year to Date Actual	Year to Date Budget	Year to Date Prior Year
OPERATING EXPENSES						
Salaries Administration	$ 16,648	$ 15,404	$ 14,149	$ 146,274	$ 138,636	$ 130,944
Bonus - Performance	2,196	2,196	2,181	22,490	19,764	19,511
Auto Allowance	421	421	421	3,787	3,789	3,787
Payroll Taxes	1,348	1,595	1,155	13,622	14,355	12,313
Benefits	3,328	3,079	3,335	29,086	27,711	27,270
401 (k)	419	541	390	4,150	4,869	3,899
Workers Compensation Ins.	50	250	147	1,773	2,250	1,641
Net Salaries and Benefits	24,410	23,486	21,778	221,182	211,374	199,365
Travel	0	250	0	2,183	2,250	2,297
Meals & Entertainment	0	633	0	5,908	5,697	4,655
Meetings & Conventions	0	0	0	0	0	160
Dues & Subscriptions	20	50	20	165	450	504
Total Operating Expenses	24,430	24,419	21,798	229,438	219,771	206,981

SMG - Cabarrus Arena & Events Center
Department Income Statement: Finance
For the Nine Months Ending March 31, 2026

	Current Month Actual	Current Month Budget	Current Month Prior Year	Year to Date Actual	Year to Date Budget	Year to Date Prior Year
OPERATING EXPENSES						
Salaries Administration	$ 11,836	$ 16,549	$ 12,126	$ 121,259	$ 148,941	$ 121,419
Payroll Taxes	1,013	1,465	1,031	9,989	13,185	10,009
Benefits	834	873	849	7,488	7,857	5,145
401 (k)	345	497	322	3,664	4,473	2,899
Workers Compensation Ins.	(15)	183	171	1,332	1,647	1,496
Net Salaries and Benefits	14,013	19,567	14,499	143,732	176,103	140,968
Travel	0	125	0	1,928	1,125	38
Meals & Entertainment	0	17	0	706	153	205
Payroll Processing	1,796	1,483	1,741	13,925	13,347	13,294
Computer Software	135	5,646	135	31,671	50,814	66,675
Total Operating Expenses	15,944	26,838	16,375	191,962	241,542	221,180

SMG - Cabarrus Arena & Events Center
Department Income Statement: Sales and Marketing
For the Nine Months Ending March 31, 2026

	Current Month Actual	Current Month Budget	Current Month Prior Year	Year to Date Actual	Year to Date Budget	Year to Date Prior Year
OPERATING EXPENSES						
Salaries Administration	$ 9,996	$ 9,948	$ 9,448	$ 88,533	$ 89,532	$ 90,136
Payroll Taxes	831	880	779	7,088	7,920	7,160
Benefits	1,407	3,079	1,616	13,926	27,711	14,656
401 (k)	271	298	265	2,711	2,682	2,331
Workers Compensation Ins.	25	150	98	1,011	1,350	1,190
Net Salaries and Benefits	12,530	14,355	12,206	113,269	129,195	115,473
Travel	0	317	0	0	2,853	140
Meals & Entertainment	0	42	0	0	378	44
Meetings & Conventions	0	125	0	0	1,125	195
Dues & Subscriptions	0	33	0	1,230	297	440
Advertising Newspaper	0	321	165	0	2,889	379
Advertising Website	0	817	100	4,163	7,353	9,708
Marketing Fund	0	250	123	5,377	2,250	980
PR Activities	0	0	0	672	0	19
Printing Marketing	0	42	0	0	378	0
Promotional	0	42	0	57	378	2,344
Computer Software	1,200	3,375	11,720	22,320	30,375	27,385
Total Operating Expenses	13,730	19,719	24,314	147,088	177,471	157,107

SMG - Cabarrus Arena & Events Center
Department Income Statement: Operations
For the Nine Months Ending March 31, 2026

	Current Month Actual	Current Month Budget	Current Month Prior Year	Year to Date Actual	Year to Date Budget	Year to Date Prior Year
OPERATING EXPENSES						
Salaries Administration	$ 10,073	$ 8,278	$ 9,444	$ 88,846	$ 74,502	$ 86,369
Changeover Labor	252	2,366	(1,164)	7,725	21,294	18,733
Custodial - Part-Time	5,338	2,962	(611)	30,056	26,658	29,638
General - Part-Time	1,942	1,040	(1,085)	1,786	9,360	3,818
Grounds Keeping - Part-Time	4,816	4,687	2,848	39,900	42,183	37,089
Maint. Mech. - Part-Time	6,128	2,479	2,646	28,333	22,311	21,602
Parking - Part-Time	0	0	0	0	0	245
Payroll Taxes	1,920	2,371	53	11,875	21,339	10,791
Benefits	2,058	3,952	2,976	23,242	35,568	24,578
401 (k)	582	418	592	5,368	3,762	4,170
Workers Compensation Ins.	262	708	453	4,519	6,372	4,719
Net Salaries and Benefits	33,371	29,261	16,152	241,650	263,349	241,752
Travel	0	154	0	45	1,386	1,251
Meals & Entertainment	487	63	0	787	567	601
Dues & Subscriptions	0	0	0	25	0	0
Computer Software	40	300	0	4,139	2,700	3,603
Employee Training	2,773	833	823	12,572	7,497	12,883
Operating Supplies	504	500	400	4,991	4,500	1,660
Trash Removal	(604)	1,750	2,379	16,142	15,750	16,111
Snow Removal	0	42	0	197	378	363
Landscaping	321	1,000	277	2,301	9,000	1,272
Exterminating	0	233	0	0	2,097	385
Small Equipment	17	583	1,569	1,423	5,247	5,467
Safety Equipment	0	63	0	277	567	133
Rental Other	0	0	0	0	0	2,368
Vehicle Maintenance	262	333	128	3,149	2,997	2,488
Miscellaneus Operating Exp	861	0	0	961	0	0
General Building Repairs	13,445	917	4,228	18,591	8,253	9,252
Door Maintenance	0	42	0	540	378	5,878
Seat Repairs	0	125	0	0	1,125	0
Sound Equipment Maintenance	11	83	0	252	747	43
Ceiling/Wall Maintenance	0	83	0	216	747	38
Electrical Systems	6,110	833	500	13,939	7,497	12,607
Marquee Maintenance	0	125	0	0	1,125	0
Fire Alarm	1,630	125	437	2,782	1,125	1,816
Flags & Poles Maintenance	0	92	0	225	828	125
Floor Maintenance	0	425	0	2,460	3,825	2,460
HVAC Systems	9,447	2,101	4,002	48,726	53,291	44,314
Moving Equipment Maint.	276	1,667	1,478	19,653	15,003	15,083
Rigging Maintenance	2,300	500	0	2,716	4,500	3,695

SMG - Cabarrus Arena & Events Center
Department Income Statement: Operations
For the Nine Months Ending March 31, 2026

	Current Month Actual	Current Month Budget	Current Month Prior Year	Year to Date Actual	Year to Date Budget	Year to Date Prior Year
Kitchen Equipment Maint.	643	833	0	10,296	7,497	6,282
Other Repairs / Maintenance	0	0	0	0	0	(7,530)
General Building Supplies	362	375	992	4,812	3,375	3,001
Audio Visual	0	0	0	0	0	28
Bulbs & Lamps	223	133	22	590	1,197	455
Electrical	3,220	1,000	34	10,331	9,000	6,455
Fuel Propane	266	225	258	1,952	2,025	1,514
Telecommunication	137	583	877	357	5,247	951
Carpentry	0	0	0	(126)	0	0
Plumbing	815	417	1,094	2,895	3,753	4,685
Chemicals	0	0	0	21	0	0
HVAC	1,147	1,250	4,254	6,237	11,250	6,519
Filters	0	583	0	3,375	5,247	1,547
Paint	69	42	0	1,150	378	382
Janitorial	6,835	2,500	4,162	20,816	22,500	17,817
Laundry	0	21	0	0	189	21
Uniforms	175	583	0	1,959	5,247	6,156
Security	0	208	0	6,393	1,872	0
Misc. Operational Supplies	0	0	0	81	0	44
Total Operating Expenses	85,143	50,986	44,066	469,898	493,256	433,975

SMG - Cabarrus Arena & Events Center
Department Income Statement: Event Management
For the Nine Months Ending March 31, 2026

	Current Month Actual	Current Month Budget	Current Month Prior Year	Year to Date Actual	Year to Date Budget	Year to Date Prior Year
OPERATING EXPENSES						
Salaries Administration	$ 9,722	$ 9,984	$ 7,336	$ 82,916	$ 89,856	$ 76,808
Payroll Taxes	785	884	561	6,382	7,956	5,897
Benefits	120	2,394	141	1,145	21,546	1,412
401 (k)	244	300	125	1,634	2,700	1,305
Workers Compensation Ins.	48	292	149	1,258	2,628	1,410
Net Salaries and Benefits	10,919	13,854	8,312	93,335	124,686	86,832
Travel	0	0	0	0	0	49
Computer Software	0	417	0	0	3,753	0
Total Operating Expenses	10,919	14,271	8,312	93,335	128,439	86,881

SMG - Cabarrus Arena & Events Center
Department Income Statement: Box Office
For the Nine Months Ending March 31, 2026

	Current Month Actual	Current Month Budget	Current Month Prior Year	Year to Date Actual	Year to Date Budget	Year to Date Prior Year
OPERATING EXPENSES						
Net Salaries and Benefits	0	0	0	0	0	0
Over & Short	$ 0	$ 0	$ 0	$ 0	$ 0	$ (155)
Total Operating Expenses	0	0	0	0	0	(155)

SMG - Cabarrus Arena & Events Center
Department Income Statement: Overhead
For the Nine Months Ending March 31, 2026

OPERATING EXPENSES	Current Month Actual	Current Month Budget	Current Month Prior Year	Year to Date Actual	Year to Date Budget	Year to Date Prior Year
Net Salaries and Benefits	0	0	0	0	0	0
Bad Debt Expense	$ 0	$ 0	$ 0	$ 660	$ 0	$ 0
Bank Service Charges	492	60	111	5,667	540	2,281
Interest Expense	(1,794)	0	0	50	0	426
Postage	0	33	0	11	297	73
Rental Office Equipment	181	200	181	1,626	1,800	1,626
Office Supplies	70	542	361	5,452	4,878	2,641
Printing & Stationary	0	67	0	0	603	173
Licenses & Fees	69	368	0	2,899	3,312	5,220
Credit Card Discounts	13,394	6,417	10,043	58,298	57,753	52,478
Computer Expense	0	701	284	284	6,309	2,556
Computer Software	6,884	0	0	8,588	0	880
Environmental Expenses	597	625	569	3,442	5,625	3,159
Medical First Aid	0	208	1,282	3,601	1,872	3,284
Miscellaneous Operating Exp	0	208	0	0	1,872	0
Auto Insurance	0	413	0	4,696	3,717	4,480
Fidelity Insurance	0	83	0	0	747	360
General Liability Insurance	9,984	16,592	14,485	192,371	149,328	139,521
Other Insurance	0	176	0	0	1,584	1,142
Electricity	26,418	30,454	25,181	253,535	274,086	249,452
Heating Fuel	6,747	4,149	5,210	54,864	37,341	42,701
Telephone	2,815	2,817	2,315	25,335	25,353	25,435
Water & Sewage	4,542	4,025	3,545	37,997	36,225	32,790
Base Fee	7,500	7,500	10,882	67,500	67,500	97,940
Total Operating Expenses	77,899	75,638	74,449	726,876	680,742	668,618

SMG - Cabarrus Arena & Events Center
Department Income Statement: Food and Beverage
For the Nine Months Ending March 31, 2026

	Current Month Actual	Current Month Budget	Current Month Prior Year	Year to Date Actual	Year to Date Budget	Year to Date Prior Year
OPERATING EXPENSES						
Salaries Administration	$ 10,779	$ 10,437	$ 10,505	$ 93,633	$ 93,933	$ 88,421
General - Part-Time	5,538	667	951	11,381	6,003	20,869
Payroll Taxes	753	983	120	5,087	8,847	5,396
Benefits	64	1,745	51	626	15,705	(691)
401 (k)	429	313	354	3,708	2,817	2,693
Workers Compensation Ins.	139	292	206	2,376	2,628	2,230
Net Salaries and Benefits	17,702	14,437	12,187	116,811	129,933	118,918
Meals & Entertainment	0	25	0	0	225	0
Employee Training	0	21	0	2,096	189	143
Operating Supplies-F&B	0	0	0	742	0	3,489
Flower Decorations-F&B	0	1,250	0	63	11,250	1,836
Renewals & Replacements-F&B	0	750	0	1,561	6,750	4,701
Laundry & Linen-F&B	(216)	125	525	731	1,125	2,912
Repair&Maintenance-F&B	0	125	415	1,051	1,125	1,534
Equipment Rental-F&B	0	0	56	35	0	1,997
Miscellaneus Operating Exp	0	542	0	0	4,878	9
Uniforms	0	42	0	284	378	770
Kitchen Supplies	688	333	1,010	3,561	2,997	6,980
F&B Base Fee	12,344	6,022	9,198	64,284	54,198	37,608
Total Operating Expenses	30,518	23,672	23,391	191,219	213,048	180,897

Cabarrus Arena & Events Center
July 1, 2025 - June 30, 2026
Lead Income Statement

Event Income	FY26 Forecast	FY26 Budget
Direct Event Income		
Rental Income	840,981	805,657
Service Income	1,108,496	651,457
Service Expenses	(792,920)	(349,416)
Total Direct Event Income	1,156,557	1,107,697
Ancillary Income		
F & B Concessions	397,581	404,679
F & B Catering	114,899	102,061
Novelty Sales	3,641	2,000
Parking: Self Parking	439,234	359,593
Total Ancillary Income	955,356	868,332
Other Event Income		
Ticket Rebates (Per Event)	9,391	4,603
Facility Fees	28,605	5,558
Total Other Event Income	37,996	10,161
Total Event Income	2,149,909	1,986,191
Other Operating Income	29,209	43,000
Adjusted Gross Income	2,179,118	2,029,191
Operating Expenses		
Employee Salaries and Wages	1,029,154	1,048,999
Benefits	221,875	330,465
Net Employee Wages and Benefits	1,251,029	1,379,464
Contracted Services	-	-
General and Administrative	264,785	285,196
Operations	64,723	100,050
Repair & Maintenance	153,808	129,793
Supplies	89,586	99,550
Insurance	227,019	207,159
Utilities	496,071	497,344
SMG Management Fees	172,355	162,268
Total Operating Expenses	2,719,376	2,860,824
Net Income (Loss) From Operations	(540,258)	(831,633)

SMG - Cabarrus Arena Fee Forecast
Fiscal Year Ending 6/30/2026

Base Fee adjusted with CPIU annually	$	90,000
Quantitative Incentive - 30% of Gross Operating Revenue and F&B Net Income in excess of 3-yr. average(curr. $2,298,209)		
Qualititative Incentive - Max of $25,000 adjusted with CPIU annually with the following components		
40% Professional Management		
20% Mainentance & Operation		
40% Customer Service		
F&B Base Fee	7.5% of Gross Revenue	
F&B Incentive	7.5% of Gross Revenue if operation is profitable	
F&B Profit Split	After Incentive Fee is deducted 1st $50,000 to facility, 2nd $50,000 to SMGFB, balance to facility	
Gross Arena Operating Revenue	$	2,498,831
Gross F&B Revenue	$	1,092,832
F&B Net Income Before Incentive	$	250,247

Arena Fees

Arena Base Fee	$	90,000
Arena Quantitative Incentive	$	60,187
Arena Qualitative Incentive	$	23,750
Total Arena Incentive	$	83,937
Total Arena Fees	**$**	**173,937**

F&B Fees

F&B Base Fee	$	81,962
F&B Incentive	$	81,962
F&B Profit Split to SMG	$	50,000
Total F&B Fees	**$**	**213,925**
Total to SMG	**$**	**387,861**

Cabarrus Arena & Events Center
Accounts Receivable Aging
Month Ending March 31, 2026

Event Date	Event Name	Amount Owed
3/19/2026	Showstoppers	7388.74
3/4/2026	Carolina Supply	16741.13
Total Outstanding		24,129.87

SMG - Cabarrus Arena Events Center
Aged Payables
As of Mar 31, 2026

Vendor ID	0 - 30	31 - 60	61 - 90	Over 90 days	Amount Due
ADP	644.89				644.89
City of Concord	31,004.44				31,004.44
Desco Inc	135.54				135.54
Dippin' Dots	3,117.71				3,117.71
Fintech	23.88				23.88
Hire Right	41.70				41.70
ImperialDade	111.30				111.30
Instawork	216.16				216.16
Kenny Robinson	4,136.46				4,136.46
Marketplace Events	1,357.69				1,357.69
McDonald's General S	40.65				40.65
Pepsi	3,467.08				3,467.08
SMG	12,638.50				12,638.50
Report Total	**56,936.00**				**56,936.00**

Cabarrus Arena & Events Center
Advance Deposits
Month Ending March 31, 2026

Event Name	Event Month/Year	Total Deposits
Career Connect 4/26	4/1/2026	7,494.10
All Out 4/26	4/1/2026	5,475.00
NCDOT 4/7/26	4/1/2026	1,808.00
NCDOT 4/30/26	4/1/2026	1,107.00
Slammedenuff 4/26	4/1/2026	18,225.36
Newbreed 4/26	4/1/2026	2,250.00
ID Dance 4/26	4/1/2026	17,280.00
Endless Talent 4/26	4/1/2026	6,125.00
Repticon 4/26	4/1/2026	11,125.00
Congregacion 4/26	4/1/2026	2,500.00
Varsity 4/26	4/1/2026	9,450.00
Russell-Cunningham 5/26	5/1/2026	1,375.00
NCDOT 5/12/26	5/1/2026	3,458.00
Lowrider 5/26	5/1/2026	10,350.00
Southern Touch 5/26	5/1/2026	2,532.10
Hall of Fame 5/26	5/1/2026	431.55
Dasy-Johnson 6/26	6/1/2026	2,000.00
IBJJF 6/26	6/1/2026	11,651.06
NCDOT 6/9/26	6/1/2026	3,458.00
Sportswax 6/26	6/1/2026	61.38
Repticon 6/26	6/1/2026	6,500.00
Victory Lane 7/26	7/1/2026	18,377.26
NCDOT 7/14/26	7/1/2026	3,036.00
Totally Rad 7/26	7/1/2026	4,875.00
CVAN 8/26	8/1/2026	290.00
NCDOT 8/4/26	8/1/2026	3,458.00
NCDOT 8/11/26	8/1/2026	3,458.00
NCDOT 8/25/26	8/1/2026	1,808.00
Hot Tub 8/26	8/1/2026	11.77
NCDOT 9/29/26	9/1/2026	3,036.00
RV Show 9/26	9/1/2026	30,240.00
Garba 10/26	10/1/2026	880.41
IBJJF 10/26	10/1/2026	10,950.00
Early College 10/26	10/1/2026	200.91
Peak Auction 10/26	10/1/2026	5,250.00
Geekery 11/26	11/1/2026	1,574.31
Sunny Day 11/26	11/1/2026	908.06
Deep South 1/27	1/1/2027	39,203.26
Home Show 1/27	1/1/2027	10,350.00
Racers Expo 1/27	1/1/2027	4,686.50
QCPro Wrestling 1/27	1/1/2027	1,500.00
Coin Club 2/27	2/1/2027	3,750.00
Showstopper 3/27	3/1/2027	9,900.00
Total Advance Deposits		282,400.03

OT Report	
Month	Mar-26
Total OT Hours	21.99
Total OT Dollars	$705
Reimbursable OT Dollars	$0
Venue OT Dollars	$705
Reimbursable OT %	0.00%
Explanation of Venue OT Costs Incurred in Month	Finance Manager & Admin Assistance OT hours depend on work load. F&B still having problems not depending on a small amount of employees. GM is making all OT run through him at this time. Custodial Superviser tends to be the one that fills in when there are call outs and this can push him into OT.

Venue Fiscal Year Total	FY 2026
Total OT Hours	296.01
Total OT Dollars	$10,140
Reimbursable OT Dollars	$2,635
Venue OT Dollars	$7,505
Reimbursable OT %	25.99%

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

APRIL 20, 2026
6:00 PM

AGENDA CATEGORY:

REPORTS

SUBJECT:

County Manager - Monthly Building Activity Reports

BRIEF SUMMARY:

The Board of Commissioners requested monthly reports of building and permit activities including information of plans under review.

REQUESTED ACTION:

For informational purposes. No action required.

SUBMITTED BY:

Kelly F Sifford, Deputy County Manager

BUDGET AMENDMENT REQUIRED:

No

ATTACHMENTS:

1. Report
2. Report

Cabarrus County Construction Standards Dodge Report 3/1/2026-3/31/2026

Jurisdiction: All

New Construction

Description	Const Code	Buildings	Housing Units	Estimated Cost
Single Family Houses Detached	101	86	86	$19,948,647.54
Single Family Houses Attached	102	49	49	$6,687,000.00
Two Family Buildings	103	3	6	$428,215.74
Manufactured Home (Mobile Homes)	106	3	0	$351,500.00
Industrial Buildings	320	3	0	$565,000.00
Office, Bank, and Professional Buildings	324	5	0	$1,747,733.00
Schools and Other Educational Buildings	326	1	0	$5,000.00
Stores and Customer Services	327	1	0	$4,115,447.00
Other Nonresidential Buildings	328	2	0	$103,000.00
Structures Other Than Buildings	329	7	0	$296,500.00
Other	999	34	0	$14,696,309.50
Sub Total (New Construction)		194	141	$48,944,352.78

Addition, Alteration, and Conversion

Description	Const Code	Buildings	Housing Units	Estimated Cost
Additions, Alterations and Conversions - Residential	434	1	0	$10,000.00
Additions, Alterations and Conversions - Nonresidential and No housekeeping	437	7	0	$626,453.00
Sub Total (Addition, Alteration, and Conversion)		8	0	$636,453.00
Grand Total		**202**	**141**	**$49,580,805.78**

Cabarrus County Commercial Building Plan Review Summary

Begin Date: 3/1/2026 through End Date: 3/31/2026

	File Date	Address	Application Name	Description	Est Cost	Est Sq Ft
BU2026-00610	3/2/2026	8031 CONCORD MILLS BLVD 103 CONCORD, NC 28027	RAE MATTAWAY - SHAKE SHACK CONCORD MILLS	ABC INSPECTION - SHAKE SHACK CONCORD MILLS		
BU2026-00628	3/3/2026	399 WOODHAVEN PL NW, AC# CONCORD, NC 28027	BETACOM INCORPORATED	replacing/adding antennas and adding RRHs. No change in tower height, ground space or electrical service.	$10,000	0
BU2026-00631	3/3/2026	8080 POPLAR TENT RD CONCORD, NC 28027	OMEGA CONSTRUCTION, INC	NEW COMMERCIAL 7-ELEVEN CONVENIENCE STORE, 4816 sq ft	$4,115,447	4,816
BU2026-00634	3/3/2026	1465 CONCORD PKWY S, AC# CONCORD, NC 28027	LITHKO CONTRACTING, LLC	Temporary Construction Trailer for Rauch Red Bull	$24,000	1,500
BU2026-00638	3/4/2026	8080 POPLAR TENT RD CONCORD, NC 28027	OMEGA CONSTRUCTION, INC (DUMPSTER)	579 sq ft DUMPSTER ENCLOSURE FOR NEW COMMERCIAL 7-ELEVEN CONVENIENCE STORE	$25,000	579
BU2026-00660	3/5/2026	8031 CONCORD MILLS BLVD 103 CONCORD, NC 28027	SHAKE SHACK NORTH CAROLINA LLC	ABC INSPECTION - SHAKE SHACK		
BU2026-00661	3/5/2026	3630 NC HWY 49 S, AC# HARRISBURG, NC 28075		CHILD DEVELOPMENT CENTER		
BU2026-00666	3/5/2026	5494 Z-MAX BLVD, AC# HARRISBURG, NC 28075	SIGNS ETC - Harrisburg YMCA	Fabrication and installation of new lit monument sign for YMCA in Harrisburg, NC.	$27,494	0
BU2026-00669	3/6/2026	264 MCGILL AVE NW CONCORD, NC 28025		ABC		
BU2026-00672	3/6/2026	3700 TAYLOR GLEN LN NW, AC# CONCORD, NC 28027	Taylor Glen Monument Sign	Installation of new, non-illuminated monument sign at Taylor Glen subdivision entrance.	$4,000	0
BU2026-00674	3/6/2026	655 WINECOFF SCHOOL RD KANNAPOLIS, NC 28027	Sign Connection, Inc.	1 Senior TLC Monument and 1 Wall sign	$28,500	0
BU2026-00675	3/6/2026	8400 AUTOMATION DR NW CONCORD, NC 28027	ONECALL TRADE SERVICES, LLC	Project consists of the installation/expansion of an automated inventory picking system "AutoStore". Phase 1 of the project was completed on 1/24/2024 under permit # BU2023 -04495. Phase 2 is an addition of this project with same specs and scope.	$15,500	15,500
BU2026-00677	3/6/2026	570 PITTS SCHOOL RD NW A CONCORD, NC 28027	ACORN BUILDING & CONSTRUCTION LLC, - TI Pitts School Rd AC	COMMERCIAL UPFIT SUITE A	$180,000	1,000
BU2026-00678	3/6/2026	570 PITTS SCHOOL RD NW C CONCORD, NC 28027	ACORN BUILDING & CONSTRUCTION LLC, - TI Pitts School Rd AC	COMMERCIAL UPFIT - SUITE C	$140,000	685
BU2026-00681	3/6/2026	536 CHURCH ST N CONCORD, NC 28025	Graphics By Klassico LLC	Car Store Sales and Service Sign ~~ 1 Non-Illuminated Sign Wall Mounted	$3,000	0
BU2026-00682	3/6/2026	4429 PAPA JOE HENDRICK BLVD CHARLOTTE, NC 28262	3TEN CONSTRUCTION, LLC	HMAC - Hendrick Motorsports Athletic Center Suite 101 Upfit ~~ The existing Suite 101 is to be renovated into an Business use / Outpatient Physical Therapy Clinic. This upfit includes lobby, reception, offices, exam rooms, urine screening med lab, and MSKI sports science room.	$511,650	3,085
BU2026-00683	3/6/2026	915 LANE ST KANNAPOLIS, NC 28083	RITE LITE SIGNS, INC.	Studio 915 ~~ Manufacture and install illuminated channel letters	$7,543	27

Cabarrus County Commercial Building Plan Review Summary

Begin Date: 3/1/2026 through End Date: 3/31/2026

BU2026-00706	3/10/2026	310 CODDLE MARKET DR NW, AC# CONCORD, NC 28027	FAST & FRIENDLY FOOD MART	ABC LICENSE - BLDG INSPECTION		
BU2026-00707	3/10/2026	151 ODELL SCHOOL RD CONCORD, NC 28027	UNITED CAROLINA BEVERAGES LLC	ABC INSPECTION - BLDG PERMIT		
BU2026-00709	3/10/2026	22 UNION ST N CONCORD, NC 28025	FOXX & FANDEL, LLC, T/A FOXX CONTRACTING	Bae's Burgers ~~ Interior Upfit of Suite 110 to become a Take-out only restaurant, inside a multi-tenant building.	$157,700	959
BU2026-00733	3/11/2026	87 PALASIDE DR NE CONCORD, NC 28025	RITE LITE SIGNS, INC.	Manufacture and install non-illuminated channel letters and illuminated monument sign	$30,343	35
BU2026-00735	3/11/2026	265 UNION ST N, AC# CONCORD, NC 28025	SCOTT L DELLINGER	Forest Hill ~~ INSTALL LVL AND BEAMS WHERE A LOAD BEARING WALL HAD BEEN REMOVED	$11,212	512
BU2026-00737	3/11/2026	130 PITTS SCHOOL RD SW, AC# CONCORD, NC 28027	ZENITH BUILDING GROUP UNLIMITED LLC - Spec Space 105, Bldg. 3	Spec Space 105, Bldg. 3 ~~ SHELL UPFIT FOR A SPEC SUITE IN FIRST GENERATION SPACE TO INCLUDE OFFICE AREA WITH RESTROOM, PRIVATE OFFICE, OPEN AREA & WAREHOUSE FOR STORAGE. SCOPE OF WORK TO INCLUDE ELECTRICAL, MECHANICAL, PLUMBING, AND FIRE PROTECTION AS REQUIRED BY NEW LAYOUT. SPACE WILL BE VACANT. FUTURE TENANT TO PERMIT THEIR OCCUPANCY PRIOR TO MOVE-IN.	$163,000	3,782
BU2026-00748	3/12/2026	130 PITTS SCHOOL RD SW, AC# CONCORD, NC 28027	Spec Space 103, Bldg. 3	CONSTRUCTION OF SPEC SUITE IN FIRST GENERATION SPACE TO INCLUDE OFFICE AREA WITH RESTROOM, PRIVATE OFFICES, BREAK, & OPEN AREA. WAREHOUSE TO REMAIN IN EXISTING SHELL CONDITION. SCOPE OF WORK TO INCLUDE ELECTRICAL, MECHANICAL, PLUMBING, AND FIRE PROTECTION AS REQUIRED BY NEW LAYOUT. SPACE WILL BE VACANT. FUTURE TENANT TO PERMIT THEIR OCCUPANCY PRIOR TO MOVE-IN.	$202,000	7,564
BU2026-00750	3/12/2026	130 PITTS SCHOOL RD SW, AC# CONCORD, NC 28027	ZENITH BUILDING GROUP UNLIMITED LLC - Spec Space 111	Spec Space 111 ~~ SHELL UPFIT FOR A SPEC SUITE IN FIRST GENERATION SPACE TO INCLUDE OFFICE AREA WITH RESTROOM, PRIVATE OFFICES, BREAK, OPEN AREA & WAREHOUSE FOR STORAGE. SCOPE OF WORK TO INCLUDE ELECTRICAL, MECHANICAL, PLUMBING, AND FIRE PROTECTION AS REQUIRED BY NEW LAYOUT. SPACE WILL BE VACANT. FUTURE TENANT TO PERMIT THEIR OCCUPANCY PRIOR TO MOVE-IN.	$270,000	11,346
BU2026-00751	3/12/2026	130 PITTS SCHOOL RD SW, AC# CONCORD, NC 28027	ZENITH BUILDING GROUP UNLIMITED LLC - Spec Space 114	Spec Space 114 ~~ SHELL UPFIT FOR A SPEC SUITE IN FIRST GENERATION SPACE TO INCLUDE OFFICE AREA WITH RESTROOM, PRIVATE OFFICE, OPEN AREA & WAREHOUSE FOR STORAGE. SCOPE OF WORK TO INCLUDE ELECTRICAL, MECHANICAL, PLUMBING, AND FIRE PROTECTION AS REQUIRED BY NEW LAYOUT. SPACE WILL BE VACANT. FUTURE TENANT TO PERMIT THEIR OCCUPANCY PRIOR TO MOVE-IN.	$199,000	3,782
BU2026-00753	3/12/2026	1045 VINEHAVEN DR NE CONCORD, NC 28083	DELTA CONSTRUCTION SERVICES & MANAGEMENT LLC	COLD DARK SHELL ~~ 7038 sq ft single story office shell building.	$680,600	7,038

BU2026-00756	3/12/2026	130 PITTS SCHOOL RD SW, AC# CONCORD, NC 28027	ZENITH BUILDING GROUP UNLIMITED LLC - Spec Space 109	Spec Space 109 ~~ SHELL UPFIT OF SPEC SUITE IN FIRST GENERATION SPACE TO INCLUDE OFFICE AREA WITH RESTROOM, PRIVATE OFFICES, BREAK, OPEN AREA & WAREHOUSE FOR STORAGE. SCOPE OF WORK TO INCLUDE ELECTRICAL, MECHANICAL, PLUMBING, AND FIRE PROTECTION AS REQUIRED BY NEW LAYOUT. SPACE WILL BE VACANT. FUTURE TENANT TO PERMIT THEIR OCCUPANCY PRIOR TO MOVE-IN.	$270,000	7,564
BU2026-00758	3/13/2026	130 PITTS SCHOOL RD SW, AC# CONCORD, NC 28027	ZENITH BUILDING GROUP UNLIMITED LLC - Spec Space 115, Bldg. 3	CONSTRUCTION OF SPEC SUITE IN FIRST GENERATION SPACE TO INCLUDE OFFICE AREA WITH RESTROOM, PRIVATE OFFICES, BREAK, OPEN AREA & WAREHOUSE FOR STORAGE. SCOPE OF WORK TO INCLUDE ELECTRICAL, MECHANICAL, PLUMBING, AND FIRE PROTECTION AS REQUIRED BY NEW LAYOUT. SPACE WILL BE VACANT. FUTURE TENANT TO PERMIT THEIR OCCUPANCY PRIOR TO MOVE-IN.	$151,000	3,782
BU2026-00760	3/13/2026	130 PITTS SCHOOL RD SW, AC# CONCORD, NC 28027	ZENITH BUILDING GROUP UNLIMITED LLC - Spec Space 116, Bldg. 3	CONSTRUCTION OF SPEC SUITE IN FIRST GENERATION SPACE TO INCLUDE OFFICE AREA WITH RESTROOM, PRIVATE OFFICES, BREAK, & OPEN AREA. WAREHOUSE TO REMAIN IN EXISTING SHELL CONDITION. SCOPE OF WORK TO INCLUDE ELECTRICAL, MECHANICAL, PLUMBING, AND FIRE PROTECTION AS REQUIRED BY NEW LAYOUT. SPACE WILL BE VACANT. FUTURE TENANT TO PERMIT THEIR OCCUPANCY PRIOR TO MOVE-IN.	$212,000	7,564
BU2026-00770	3/13/2026	6054 GLEN AFTON BLVD KANNAPOLIS, NC 28027	LANDMARK BUILDERS OF THE TRIAD, INC	AFTON VILLIAGE, BLDG 3, ONE STORY SHELL, TILT UP CONCRETE WAREHOUSE BUILDING ~~ 172,749 total SF one story office warehouse building constructed of tilt-up concrete wall panels, a steel structure and roof system with a single ply membrane roof and insulated glass storefronts and an ESFR sprinkler system	$7,487,900	172,749
BU2026-00775	3/13/2026	211 WEST AVE, UT# KANNAPOLIS, NC 28081	OLD ARMOR BEER COMPANY - TEMPORARY USE	Temporary use for stage for band	$10,000	160
BU2026-00780	3/13/2026	369 LUCKY DR NW, AC# CONCORD, NC 28027	NIBLOCK HOMES, LLC	Replica for Meadowview School House. This unit will be dedicated to the historic society. Unit will not be open to public and not a traditional commercial building. Unit will have no pluming For zoninig compliance, please see PRS2021-00880	$96,741	602
BU2026-00788	3/16/2026	2501 NC HWY 24-27 E MIDLAND, NC 28107	CUSTOM RESTORATION, LLC - Tucker Furniture - Deck	Tucker Furniture - Deck ~~ We would like to add a ~700 sqft deck on the East side of our building. The deck will be 12-36 inches off the ground and will have a 6ft fence surrounding it. Deck will be 24x40.	$30,500	700
BU2026-00800	3/16/2026	8885 CHRISTENBURY PKWY, AC# CONCORD, NC 28027	SPROUTS GROCERY	NEW GROCERY STORE TENANT IN THE PREVIOUS EARTHFARE STORE. NO CHANGE OF USE. GROCERY TO GROCERY .	$20,000	20,000
BU2026-00802	3/17/2026	5008 DOGWOOD BLVD KANNAPOLIS, NC 28081	TRISTAR CONSTRUCTION	Tenant improvement build-out for Caribou Coffee shop with drive-thru lane in endcap tenant space of 1,799 sq. ft. in a new 1-story multi-tenant shell building.	$299,450	1,799
BU2026-00804	3/17/2026	7655 BRUTON SMITH BLVD, AC# CONCORD, NC 28027	ECCLESIA CONSTRUCTION COMPANY	Hope Academy Phase II ~~ 8,888 sf modular building classroom building: E occupancy, construction Type 5-B. Exterior finished with cement board lap-siding and cement board panels.	$913,227	8,888
BU2026-00807	3/17/2026	8886 CORNFLOWER DR, AC# HARRISBURG, NC 28075	PRESTIGE BUILDING COMPANY INC - Blume Estates Main Entry Monument	Blume Estates Main Entry Monument with brick veneer, precast concrete caps, stucco & black powder coated lettering	$26,500	0

Cabarrus County Commercial Building Plan Review Summary

Begin Date: 3/1/2026 through End Date: 3/31/2026

BU2026-00809	3/17/2026	4365 SCHOOL HOUSE CMN HARRISBURG, NC 28075	Ad Sign Corporation - Palm Beach Tan & Wellnesss	Illuminated channel letters on raceway, 15x2.8, 42 sq ft max wall sign	$4,500	0
BU2026-00810	3/17/2026	9403 WHIPPET WAY, AC# CONCORD, NC 28027	SignCraft Solutions	Echelon ground signs ~~ qty 1 internally illuminated cabinet and base	$14,750	0
BU2026-00814	3/17/2026	7955 WEST WINDS BLVD NW CONCORD, NC 28027	A M KING CONSTRUCTION COMPANY, L.L.C.	Not-for-public Temporary Construction Trailer for Custom Flavors	$8,000	800
BU2026-00816	3/17/2026	8541 CONCORD MILLS BLVD, AC# CONCORD, NC 28027	LANDMARK BUILDERS OF THE TRIAD, INC	PNC NC Concord Mills TI ~~ TI of existing building for new bank tenant to include 24 hour ATM vestibule, lobby, waiting area, offices, drive-up ATM, offstage room, copy/print room, restroom, work room, break room, janitor's closet, mechanical room and IT room.	$430,870	2,508
BU2026-00817	3/17/2026	19 ZANE RD, AC# MIDLAND, NC 28107	FOOTHILLS CONTRACTING SERVICE LLC	CONCRETE FOUNDATION FOR RECYCLING PIT	$36,000	1,755
BU2026-00818	3/18/2026	1094 CONCORD PKWY N CONCORD, NC 28027	VARNEDOE CONSTRUCTION, INC.	Remodel of an existing Taco Bell Restaurant located at 1094 Concord Pkwy N. Concord, NC	$134,500	1,906
BU2026-00822	3/18/2026	2635 EVA DR NW, AC# CONCORD, NC 28027	NIBLOCK HOMES, LLC	Cumberland Entrance Monument ~~ 15x7 Entrance monument sign. The sign will not be illuminated but will have a 100 amp panel for landscape lighting and irrigation	$5,500	55
BU2026-00827	3/18/2026	5900 ROBERTA RD, AC# HARRISBURG, NC 28075	Signs Etc	Town of Harrisburg Entry Monument ~~ 38.6 SQ FT Sign, will be illuminated with external spotlights.	$14,000	39
BU2026-00834	3/19/2026	800 FLORENCE ST NW, AC# CONCORD, NC 28027	CASCO SIGNS INC - QXO Signs	Casco to install non lighted wall sign and panel change on existing post and panel sign	$1,500	0
BU2026-00838	3/19/2026	349 COPPERFIELD BLVD NE K CONCORD, NC 28025	Tacos El Peladito	ABC		
BU2026-00840	3/20/2026	4025 CONCORD PKWY S, AC# CONCORD, NC 28027	CHRISTIAN BROTHERS, INC T/A CBI GENERAL CONTRACTORS, INC - Chipotle S Concord NC Hwy 29 Upfit	TENANT INTERIOR FIT OUT OF A VACANT SHELL SPACE. WORK INCLUDES, BUT IS NOT LIMITED TO, INTERIOR FINISHES, TOILET ROOMS, EXTENSION OF UTILITIES, AND MODIFICATIONS TO ACCOMMODATE A NEW RESTAURANT. OUTDOOR PATIO FURNITURE WILL BE INSTALLED.	$646,466	2,370
BU2026-00843	3/20/2026	481 BURRAGE RD NE, AC# CONCORD, NC 28025	LEE SHUMAN	12X24 STORAGE SHED	$5,000	288
BU2026-00847	3/20/2026	9925 STARWOOD DR CHARLOTTE, NC 28215	COMMON GROUNDS MANAGEMENT, INC.	192 sq ft covered porch	$10,000	192
BU2026-00848	3/20/2026	413 WINECOFF SCHOOL RD CONCORD, NC 28027	Design Hub - Nechemya Newhouse	Exterior building signage	$1,000	0
BU2026-00852	3/20/2026	1089 GAITHER PL NW CONCORD, NC 28027	2Ten Services LLC	Addition of handicap ramp, re-decking of existing, striping of parking spaces	$4,500	200

BU2026-00857	3/23/2026	9960 POPLAR TENT RD CONCORD, NC 28027	ELITEPOWERSOLUTIONS L.L.C. - Cannon Crossroads EV	Installing 2 level 3 EV chargers and infrastructure Replace 1 Level 2 EV charger with 2 ABB A400 Level 3 chargers. We will be replacing one existing Level 2 EV charger with two ABB A400 Level 3 DC fast chargers. Scope includes installation of new electrical service sized appropriately for the added load, trenching for underground conduit runs, and installation of new disconnects per code. A new concrete transformer pad will be poured to accommodate the utility transformer. The chargers will be mounted per manufacturer specifications, and final electrical connections will be made to support full operation. All work will be done in accordance with local codes and utility company requirements. Existing infrastructure will be evaluated and removed as needed to accommodate the new equipment	$80,000	0
BU2026-00875	3/24/2026	1420 CONCORD PKWY S, AC# CONCORD, NC 28027	MCFARLAND BUILDING GROUP	Eli Lilly ~~ 2-Wide Modular Construction Trailer	$90,180	2,100
BU2026-00880	3/25/2026	130 PITTS SCHOOL RD SW, AC# CONCORD, NC 28027	ZENITH BUILDING GROUP UNLIMITED LLC - Spec Space 108	CONSTRUCTION OF SPEC SUITE IN FIRST GENERATION SPACE TO INCLUDE OFFICE AREA WITH RESTROOM, PRIVATE OFFICES, BREAK, OPEN AREA & WAREHOUSE FOR STORAGE. SCOPE OF WORK TO INCLUDE ELECTRICAL, MECHANICAL, PLUMBING, AND FIRE PROTECTION AS REQUIRED BY NEW LAYOUT. SPACE WILL BE VACANT. FUTURE TENANT TO PERMIT THEIR OCCUPANCY PRIOR TO MOVE-IN.	$271,000	11,346
BU2026-00881	3/25/2026	130 PITTS SCHOOL RD SW, AC# CONCORD, NC 28027	ZENITH BUILDING GROUP UNLIMITED LLC - Spec Space 120, Bldg. 3	CONSTRUCTION OF SPEC SUITE IN FIRST GENERATION SPACE TO INCLUDE OFFICE AREA WITH RESTROOM, PRIVATE OFFICES, BREAK, OPEN AREA & WAREHOUSE FOR STORAGE. SCOPE OF WORK TO INCLUDE ELECTRICAL, MECHANICAL, PLUMBING, AND FIRE PROTECTION AS REQUIRED BY NEW LAYOUT. SPACE WILL BE VACANT. FUTURE TENANT TO PERMIT THEIR OCCUPANCY PRIOR TO MOVE-IN.	$205,000	11,399
BU2026-00884	3/25/2026	4751 NC HWY 49 N, AC# CONCORD, NC 28025	MILES-MCCLELLAN CONSTRUCTION COMPANY, INC.	Relocate of 1 door. Build new wall for reception desk, built in casework, lighting, receptacles, HVAC Diffusers	$90,000	660
BU2026-00889	3/26/2026	5004 DOGWOOD BLVD KANNAPOLIS, NC 28081	CAROLINA SOUTH SHORE CONSTRUCTION, INC.	New finishes, interior partitions, ceiling, millwork, equipment, mechanical, electrical and plumbing equipment.	$250,000	1,448
BU2026-00890	3/26/2026	3905 CONCORD PKWY S CONCORD, NC 28027	NEWCO CONSTRUCTION OF AMERICA INC - Walmart_#6586-CONCORD EVCS	installation of eight (8) EV charging stalls, (1) Utility transformer, (1) 4000A Bus., 2000A MCB Switchgear, (4) 400kW Alpitronic HYC Chargers. Details to be provided in construction plans.	$258,453	0
BU2026-00894	3/26/2026	8885 CHRISTENBURY PKWY, AC# CONCORD, NC 28027	J. RAYMOND CONSTRUCTION CORP.	NEW GROCERY STORE TENANT IN THE PREVIOUS EARTHFARE STORE. NO CHANGE OF USE. GROCERY TO GROCERY .	$1,000,000	20,000
BU2026-00905	3/27/2026	5700 ROYCE ST, AC# KANNAPOLIS, NC 28083	SAMET CORPORATION	MOMENTEC~~ Dock Levelers - Installation of (5) new dock pit levelers - Levelers provided by the Owner. Scope of work includes removal and pour back of concrete at each dock door for recessed dock pit levelers. Installation of new levelers, truck restraints and associated electrical work for control panels.	$94,000	500
BU2026-00910	3/27/2026	4411 PAPA JOE HENDRICK BLVD, AC# CHARLOTTE, NC 28262	3TEN CONSTRUCTION, LLC - HMS Museum Canopy	HMS Museum Canopy ~~ Renovation of existing building scope includes new exterior canopy at main entrance. This upfit consists of new structural steel, new roof drainage, electrical lighting, curtainwall system, and HVAC replacement of existing units.	$892,000	892,000

Cabarrus County Commercial Building Plan Review Summary

Begin Date: 3/1/2026 through End Date: 3/31/2026

BU2026-00911	3/30/2026	8050 CONCORD MILLS BLVD CONCORD, NC 28027	TCI TRIANGLE INC	TESLA SUPERCHARGER ~~ INSTALLATION OF (4) V3 SUPERCHARGER CABINETS, (16) V4 SUPERCHARGER POSTS, (1) SWITCHBOARD, (2) LIGHT POLES, ASSOCIATED AC AND DC EQUIPMENT, CONCRETE EQUIPMENT PADS AND WALKWAYS, NEW PARKING STRIPING, SIGNAGE AND ADA ACCESS FEATURES	$15,000	1,800
BU2026-00913	3/30/2026	6361 GLEN AFTON BLVD CONCORD, NC 28027	PINNIX, INC	We will be adding (4) new offices. We will have to frame walls, add finishes, add a circuit for an office, add ceilings for (2) offices, and then update existing offices finishes (paint, flooring)	$100,667	360,000
BU2026-00914	3/30/2026	535 CONCORD PKWY N CONCORD, NC 28027	BOWERTRAUST CONSTRUCTION, LLC	ELEVATION CHURCH CONCORD STAGE REPLACMENT ~~ IN EXISTING WORSHIP CENTER REMOVE OLD MODULAR STAGE AND REPLACE WITH NEW PERMANENT STAGE PLATFORM WITH ADA LIFT AND BUILT-IN SIDE WALLS FOR LED SCREENS; REQUIRES SOME ELCTRICAL AND SPRINKLER WORK	$200,000	38,700
BU2026-00917	3/30/2026	2011 CRUSADER WAY KANNAPOLIS, NC 28078	BARRINGER CONSTRUCTION, LLC	CHRIST THE KING HS ATHLETIC IMPROVEMENTS ~~ New 1200 sf BATHROOM BUILDING TO SUPPORT THE CAPACITY OF THE NEW BLEACHERS AND PLAY FIELDS.	$1,650,000	2,048
BU2026-00942	3/31/2026	2045 BOULDER RIVER TRL SW CONCORD, NC 28025	EDGEWATER POOLS, LLC	Rocky River Pool ~~ Construction of public swimming pool. Includes digging, pouring, bonding, and finishing of pool.	$200,000	1,653
BU2026-00953	4/1/2026	125 PITTS SCHOOL RD SW CONCORD, NC 28027				
BU-EXCO-2026-00017	3/3/2026	361 GEORGE W LILES PKWY NW, LT# CONCORD, NC 28027	MST Partners LLC dba VIDA Compounding Pharmacy	Purpose of application is for a new tenant. There is no change in use of space and there has not been an uplift to the space.		
BU-EXCO-2026-00019	3/5/2026	159 CHURCH ST N, AC# CONCORD, NC 28025	Davis & Davis Attorneys at Law	CO FOR AN EXISTING BUILDING		
BU-EXCO-2026-00020	3/6/2026	1335 AJ TUCKER LOOP MIDLAND, NC 28107	SOUTHERN SHADE TREE CO, INC, Brent Lovett, LLC PRESIDENT	SOUTHERN SHADE TREE CO, INC ~~ Landscape Maintenance Services - office/warehouse ~~ B Offices, Medical, Professional & S-1 Storage (Moderate Hazard) ~~ We are a landscaping maintenance company. Landscaping equipment (mowers, blowers, edgers, misc. tools) will be stored in the building. No repair of machinery from the space that I am aware of (copying Nick from our office to confirm). Public will not come to space. 4-6 employees.		
BU-EXCO-2026-00021	3/6/2026	24 SPRING ST SW, AC# CONCORD, NC 28025	Smith Arenas Concord	Sports Facility - With the demand of youth and organized sports in Concord, we will offer programming for clubs and teams to participate in sports like Volleyball and basketball in a positive environment.		
BU-EXCO-2026-00022	3/18/2026	318 CHURCH ST N CONCORD, NC 28025	L & C Vending LLC	Office Space for the use of accepting phone calls, completing paperwork and contracts.		
BU-EXCO-2026-00023	3/23/2026	593 OLD CHARLOTTE RD SW CONCORD, NC 28027	M &M Mart & Tobacco Inc.	Convenience Store, new ownership, same use		
BU-EXCO-2026-00024	3/25/2026	4348 TRIPLE CROWN DR SW, AC# B CONCORD, NC 28027	Premier Auto Sounds Suite B	Auto Accessory Sales Business. 5,500 SF. Suite B		

Cabarrus County Commercial Building Plan Review Summary

Begin Date: 3/1/2026 through End Date: 3/31/2026

BU-EXCO-2026-00025	3/27/2026	1044 COPPERFIELD BLVD NE 111 CONCORD, NC 28025	The Invitation Event Studio Suite 111	The proposed tenant will operate a decor rental showroom and event design studio. The showroom will display event backdrops, table decor, and rental items available for customers to view and reserve. the space will also allow small private gatherings associated with the event design business with a maximum occupancy of 49 persons. The existing layout,restroom, and exit configuration will remain unchanged. No structural alterations are proposed.		
BU-EXCO-2026-00026	3/30/2026	5160 POPLAR TENT RD CONCORD, NC 28027	Invision Family Eyecare	Optometry Clinic Business		
BU-EXCO-2026-00027	4/1/2026	340 CHURCH ST N CONCORD, NC 28025	Leo's Gourmet Market	Gourmet Grocery Store Business Suite 2 - Gourmet Market with prepared meals, artisan desserts, breads and pantry items. Such as pasta’s, olive oils, imported Italian products.		
				Total Plans Reviewed: 79	**$92,144,772**	**6,559,140**

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

APRIL 20, 2026
6:00 PM

AGENDA CATEGORY:

REPORTS

SUBJECT:

EDC - March 2026 Monthly Summary Report

BRIEF SUMMARY:

The Cabarrus Economic Development Corporation (EDC) provides monthly updates on the local economic and industry activities in the form of the included report.

REQUESTED ACTION:

For informational purposes. No action required.

SUBMITTED BY:

Gretchen E Carson, EDC Executive Director

BUDGET AMENDMENT REQUIRED:

No

ATTACHMENTS:

1. Report

Project Activity Report

MARCH 2026

Cabarrus Economic Development

Current Active Projects: 51

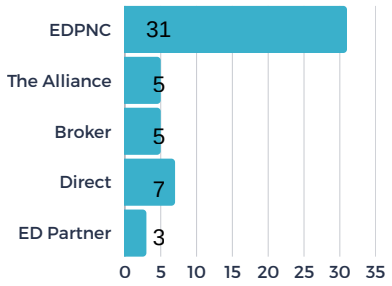
Projects Added in March: 14

STATS OVER THE PAST MONTH

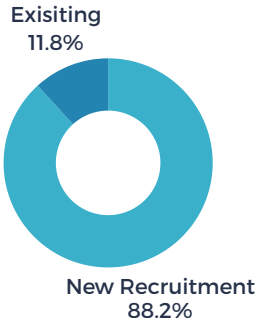
The EDC received **19** new projects/RFIs (request for information) in March and submitted sites/buildings for **14** of the requests. There were **4** client/consultant site visits/meetings in March.

Project Activity Highlights

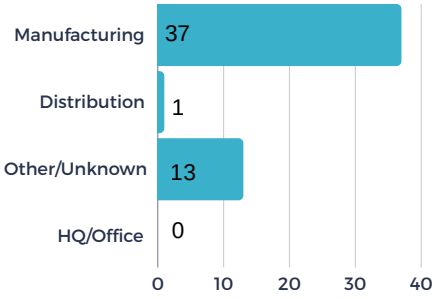
PROJECTS BY SOURCE



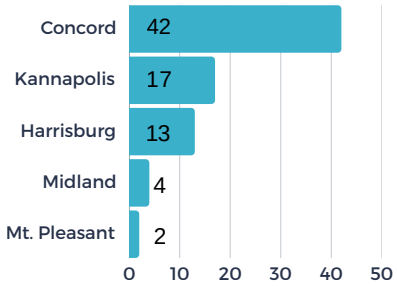
EXISTING VS. NEW



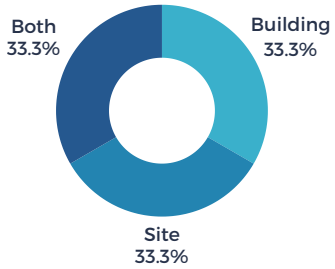
PROJECTS BY TYPE/INDUSTRY



OF PROJECTS BY LOCATION



BUILDINGS VS. SITES



162
average jobs per project

$137M
average investment per project

120K
average square feet per project

38
average acres per project

33%
of Cabarrus EDC's projects involved companies outside of the U.S.

57 Union Street South
Concord, NC 28025

704-703-1725
www.cabarrusedc.com

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

APRIL 20, 2026
6:00 PM

AGENDA CATEGORY:

REPORTS

SUBJECT:

Fire Marshal - Cabarrus County Fire Services Monthly Report

BRIEF SUMMARY:

The Cabarrus County Fire Services Monthly Report provides a comprehensive overview of fire service activities across the county, encompassing incident response statistics, significant events, emerging issues, notable achievements, upcoming Insurance Services Office (ISO) inspections, staffing updates/schedules and other pertinent fire department information.

REQUESTED ACTION:

Receive report. No action needed.

SUBMITTED BY:

Jacob Thompson, Fire Marshal

BUDGET AMENDMENT REQUIRED:

No

ATTACHMENTS:

1. Report

Cabarrus County Fire Services Monthly Report

Date: [April, 2026]

Executive Summary

• Total Incidents for the Month of March for All Departments

708

• Incident Type Breakdown

Fire – Outside Fires

- Construction Waste: 6
- Other Outside Fire: 6
- Trash / Rubbish Fire: 2
- Vegetation / Grass Fire: 31
- Wildfire – Urban Interface: 1
- Wildfire – Wildland: 2

Fire – Structure Fires

- Confined Cooking / Appliance: 3
- Room & Contents: 6
- Structural Involvement: 17

Fire – Vehicle Fires

- Commercial Vehicle: 1
- Passenger Vehicle: 3
- RV: 5

Hazardous / Service Calls

- Motor Vehicle Collision: 4

- Carbon Monoxide: 1
- Fuel Spill / Odor: 1
- Gas Leak / Odor: 1
- Odor Investigation: 2
- Smoke Investigation: 2
- Law Enforcement Assist: 1

Medical – Illness

- Abdominal Pain: 5
- Allergic Reaction: 5
- Altered Mental Status: 4
- Back Pain: 1
- Breathing Problems: 27
- Cardiac Arrest: 12
- Chest Pain: 22
- Seizures: 10
- Diabetic Problems: 7
- Headache: 1
- Heart Problems: 8
- Nausea / Vomiting: 1
- No Appropriate Choice: 3
- Overdose / Poisoning: 5
- Pregnancy / Childbirth: 1
- Psychological Issues: 2
- Sick Case: 36
- Stroke / CVA: 10
- Unconscious: 6

- Unknown Problem: 10
- Well Person Check: 2

Medical – Trauma / Injury

- Assault: 2
- Burns / Explosion: 1
- Choking: 2
- Fall: 33

• Total Incidents for the year for All Departments through December 31st.

2,131

• Average Number of Personnel Per Incident from Each Department for Month

Average Personnel Per Incident by Department

- Northeast Cabarrus VFD: 6.14
- Flowe's Store VFD: 4.92
- Cold Water VFD: 4.41
- Midland Fire & Rescue: 3.88
- Georgeville VFD: 3.61
- Odell VFD: 3.58
- Mt. Pleasant FD: 3.48
- Mt. Mitchell VFD: 3.47
- Allen VFD: 3.28
- Cabarrus County Fire Marshal: 3.24
- Rimer VFD: 2.87
- County Wide: 4.44

• County Wide Notable Items

  - All departments switched reporting systems to remain federally compliant on January 1st. The Fire Marshals office has been working locally to implement the

appropriate changes to facilitate this transition. This has been challenging with the vendors and federal government.

- UPDATE: FM office and departments have worked together to work out and implement the new system. FMO is working on tying up a couple of loose ends.

- Department annual financial statements were due to the county by December 31st. There are still several to be turned in. Departments are having a more difficult time securing CPA services and getting financial statements completed in a timely manner. Departments have been informed to please just continue to keep Fire Marshal updated on the progress of their annual audits.
  - UPDATE: Audits still outstanding from Allen Fire Department.

- Will be working with departments on required 5-year plans to be submitted with budgets for this upcoming FY year. Will be discussing with Chiefs on what should be included in these plans and when they should be submitted.
  - UPDATE: These have been requested to be completed for submission by June 31st to accompany the change in the fiscal year and fire department budget submittal.

- FM, EM, and County Management continue to work through contract and ordinance updates to bring to the departments and commissioners.
  - UPDATE: Some example contracts have been secured from several sources to compare for common and best practice. EM Director Burnett is reviewing these.

- ISO mandated run card updates are in progress and will continue throughout the next year in cooperation with all departments and the communications center.
  - UPDATE: FM has identified Flowes Store Fire Department to begin working on this and test implementation of this before pushing county wide.

- Departments are working to implement a rescue task force.

- Fire service board will be working on bylaw updates.
  - UPDATE: FM has requested additional department support with reviewing these with no response with the exception of Allen Fire Department.

- Chiefs are forming a committee to look at the possibility of a fire service district overlay to present to commissioners. Chief Dustin Sneed will be the point of contact on this item.

- Fire Services will be presenting at the budget retreat on our current county employed firefighters and some alternative response model possibilities in conjunction with Mt. Pleasant.
    - UPDATE: County chief's meeting was held on 4/9/2026. Chiefs took a vote to recommend commissioners to preserve county fire positions and to explore splitting the personnel into two areas. FM will be bringing this information back to the commissioners at the May BOC meeting.

- February staffing schedules have not been received from Mt. Mitchell, Richfield, Allen, and Northeast Cabarrus Fire Departments. These are requested by the 10th of each month and should have been received by January 10th.

Station Specific Summaries

Allen ($.11 Tax Rate, Current ISO 2)

• Station Location(s)

- Current Station 1- 4000 US 601 S Concord, NC 28025
- Future Station 2- 5650 MIAMI CHURCH RD CONCORD NC 28025. Station build is in progress but estimated time to completion is unknown. Projected to be 4th quarter of 2026. The land has been cleared, graded, and erosion control has been placed. Department is currently going through the process to select a design professional and a contractor.

• Notable Items from Department

- ISO Inspection completed In November. Expect results within 90 days of the inspection.
    - UPDATE: Allen Fire Department received their inspection back from OSFM and have reduced their grade from a an ISO 3 to an ISO 2. Congratulations to Allen Fire Department on their accomplishment.
- Department looking to add additional storage building at current station.

- UPDATE: Department has conducted a meeting with planning/zoning for application for zoning permits.

Cabarrus County Fire Services

- Station Location(s)

  Current Station- 380 Highway 49 Concord, NC 28025

- Notable Items from Department

  Offers out to several candidates for firefighter.

Cold Water ($.08 Tax Rate, ISO 2)

- Station Location(s)

  Current Station 1- 1830 Gold Hill Road Concord, NC 28025

- Notable Items from Department

  Nothing to report.

Concord Rural- Concord Fire Department ($.125 Tax Rate, ISO 1)

• Primary response data utilizes another communications center and records management system, and we are unable to pull this data at county level.

• Notable Items from Department

Nothing to report.

Flowes Store ($.10 Tax Rate, ISO 3)

• Station Location(s)

Current Station 1- 8623 Flowes Store Road Concord, NC 28025

• Notable Items from Department

Nothing to report.

Georgeville ($.09 Tax Rate, ISO 9)

• Station Location(s)

Current Station 1- 6916 NC-200 Concord, NC 28025

• Notable Items from Department

Department completed their first lower than 9 ISO inspection with great success. They should receive their grade back in 90 days.

East Gold Hill ($.09 Tax Rate, ISO 4)

• Station Location(s)

Current Station 1- 820 Old US Hwy 80, Gold Hill, NC 28071

• Primary response data utilizes another communications center and records management system, and we are unable to pull this data at county level.

• Notable Items from Department

Nothing to report

Harrisburg Rural- Harrisburg Fire Department ($.15 Tax Rate, ISO 2)

• Primary response data utilizes another communications center and records management system, and we are unable to pull this data at county level.

• Notable Items from Department

Nothing to report

Jackson Park- Concord FD ($.125 Tax Rate, ISO 1)

• Primary response data utilizes another communications center and records management system, and we are unable to pull this data at county level.

• Notable Items from Department

Nothing to report

Kannapolis Rural- City of Kannapolis Fire Department ($.10 Tax Rate, ISO 1)

• Primary response data utilizes another communications center and records management system, and we are unable to pull this data at county level.

• Notable Items from Department

Nothing to Report.

Midland Rural ($.10 Tax Rate, ISO 4)

• Station Location(s)

Current Station 1- 12805 US Hwy 601 S Midland, NC 28107

Current Station 2- 369 US HWY 24/27 E Midland, NC 28107

Future Station 3- Plans exist to construct a fire station in the area of Flowes Store Rd. E and US HWY 601. The timeline is unknown but is reflected in the departments 5-to-10-year plans.

Future Station 4- Plans exist to construct a fire station in the area of the Carolina Ridge Housing Development off of Pioneer Mill Rd. The timeline is unknown but is reflected in the department's 5-to-10-year plans.

• Notable Items from Department

Nothing to Report.

Mt. Mitchell ($.10 Tax Rate, ISO 4)

- Station Location(s)

  Current Station 1- 5875 Old Salisbury-Concord Road Kannapolis, NC 28081

- Notable Items from Department

  Department is looking to downsize their current apparatus fleet to required ISO minimum to reduce operational cost.

Mt. Pleasant Rural ($.11 Tax Rate, ISO 4)

- Station Location(s)

  Current Station 1- 1415 N Main Street Mt. Pleasant, NC 28124

  Future Station 2- A future station is planned for Walker Rd. in the area of Mt. Pleasant high school. Unknown timeline but land is secure for the purpose and will depend on budget prioritization in Mount Pleasant and demand.

  Future Station 3- A future station has been discussed for Mt. Pleasant Rd. South depending on future development. Timeline is unknown and is depending on future growth and need.

- Notable Items from Department

  Nothing to report.

Northeast-Cabarrus ($.12 Tax Rate, ISO 5)

- Station Location(s)

  Current Station 1- 1530 Lentz Harness Shop Road N Mt. Pleasant, NC 28124

- Notable Items from Department

  Department is awaiting to be served a lawsuit regarding overtime from two previous employees. We are monitoring and assisting the department where we can.

Odell ($.059 Tax Rate, ISO 4)

• Station Location(s)

Current Station 1- 9051 Davidson Highway Concord, NC 28027

Current Station 2- 4240 Shiloh Church Road Davidson, NC 28036

• Notable Items from Department

Nothing to report.

Richfield-Misenheimer ($.07 Tax Rate, ISO 5)

• Station Location(s)

Current Station 1- 228 W Church St, Richfield, NC 28137

• Primary response data utilizes another communications center and records management system, and we are unable to pull this data at county level.

• Notable Items from Department

Nothing to report.

Rimer ($.10 Tax Rate, ISO 5)

• Station Location(s)

Current Station 1- 4306 Rimer Road Concord, NC 28025

Future Station 2- Unknown exact location but planned for the eastern portion of their district. Timeline for completion is unknown, but department is currently looking for land to purchase.

• Notable Items from Department

Department has had some community relation issues in the past couple of weeks regarding the community's ability to approve some actions of the department and the boards changing their bylaws. FM is working with the department to navigate some of these items.

CABARRUS COUNTY

BOARD OF COMMISSIONERS
REGULAR MEETING

APRIL 20, 2026
6:00 PM

AGENDA CATEGORY:

REPORTS

SUBJECT:

Super Cab Co - Monthly Report

BRIEF SUMMARY:

Attached is the list of staff members that received a Super C recognition over the past month.

REQUESTED ACTION:

For informational purposes. No action required.

SUBMITTED BY:

Ariadne Olvera, Clerk to the Board of Commissioners

BUDGET AMENDMENT REQUIRED:

No

ATTACHMENTS:

1. Report

SuperC's for the Month of March 2026

Employee	Department	Award Count
AALECE O PUGH	COUNTY MANAGER	1
AARON D CLAY	CONCORD LIBRARY	1
ADELINDA M MOLINA	FACILITY SERVICES	1
ADRIANE M SUTHER	ADMINISTRATION OPERATIONS-DSS	1
AIRIELL V JOHNSON	INCOME MAINTENANCE - DSS	2
AKIYA L GORE	FOOD & NUTRITION SERVICES-DSS	2
ALLEIGHA A STOCKDALE	SOCIAL WORK SERVICES - DSS	2
AMANDA A WILKERSON	KANNAPOLIS LIBRARY	1
AMANDA R GALLEGOS	FOOD & NUTRITION SERVICES-DSS	1
AMANDA R LYNCH	HARRISBURG LIBRARY	1
AMBER K RILES	EMERGENCY MEDICAL SERVICES	1
AMBER R HAAS	INCOME MAINTENANCE - DSS	2
AMY C NANCE	INCOME MAINTENANCE - DSS	1
AMY E MCBRIDE	INCOME MAINTENANCE - DSS	2
ANGELA D SLOOP	ADULT AND FAMILY SERVICES	1
ANGELA E LOVE	CONCORD LIBRARY	2
ANGELA S WILLIAMS	INCOME MAINTENANCE - DSS	1
ANGELINA T CYR	DETENTION CENTER	1
ANGELIQUE M MANIRIHO	ADMINISTRATION OPERATIONS-DSS	1
ANNETTE L SOLOMON	AFTON RIDGE LIBRARY	1
ANNETTE R MABREY	INFORMATION SERVICES - ADMIN	1
ANTHONY L WHITE	AFTON RIDGE LIBRARY	1
APRIL L LANGFORD	CONCORD LIBRARY	4
APRIL L WHALING	INCOME MAINTENANCE - DSS	6
APRIL M SHUTTERS	BUSINESS OPERATIONS - HHS	1
ARDERRICK L FANT	FACILITY SERVICES	1
ASHLEY J MOORE	INCOME MAINTENANCE - DSS	3
ASHLEY L LEOPARD	SOCIAL WORK SERVICES - DSS	1
ASHLEY M BOWMAN	INCOME MAINTENANCE - DSS	1
AUBREY M EBRON	ECONOMIC FAMILY SUPPORT SVCS	2
AUSTIN J DEMEGLIO	AFTON RIDGE LIBRARY	1
BAILEY M NURCZYK	ACTIVE LIVING & PARKS ADMIN	1
BAYARDO C VELASQUEZ	ECONOMIC FAMILY SUPPORT SVCS	3
BECKY H LEWIS	ADMINISTRATION OPERATIONS-DSS	3
BELINDA A CRISCO	INCOME MAINTENANCE - DSS	1
BENDU B ZARGO	FOOD & NUTRITION SERVICES-DSS	1
BENJAMIN A JENKINS	COUNTY SHERIFF	1
BERTHA V CARDENAS	ADMINISTRATION OPERATIONS-DSS	4
BRAD M SULLIVAN	STRATEGY	2
BRANDY L PORTER	SHERIFF COMMUNICATIONS	1
BRIANNA A ARROWOOD	EMERGENCY MEDICAL SERVICES	1
BRIDGET S SMITH	HUMAN RESOURCES	1
CALEB H GRYMM	AFTON RIDGE LIBRARY	2
CALLIE WEBB	TAX ADMINISTRATION	1
CANDY F OVERCASH	LIBRARY ADMINISTRATION	3
CANDYCE D DAVIS	SOCIAL WORK SERVICES - DSS	1
CARLIE BASTINE	INCOME MAINTENANCE - DSS	1
CARLITHA D FOXWORTH-DULIN	ADMINISTRATION OPERATIONS-DSS	6
CARLY L VARNADORE	KANNAPOLIS LIBRARY	2
CAROL L SOLES	BOARD OF ELECTIONS	1

CAROLE L DENNIS	CONCORD LIBRARY	1
CAROLINA I MONTALBA PEREIRA	ADMINISTRATION OPERATIONS-DSS	2
CARYS M ROBERSON	AFTON RIDGE LIBRARY	1
CELESTE M BEACHAM	ADULT AND FAMILY SERVICES	3
CHARIS S JOHNSON	HARRISBURG LIBRARY	1
CHARLES R RATLIFF	TRANSPORTATION - HUMAN SERVICE	2
CHASITY S ST. JOHN	SENIOR SERVICES	1
CHELSEA R LYTAL	LIBRARY ADMINISTRATION	1
CHERISE R STROTHER	INCOME MAINTENANCE - DSS	1
CHERITA C ALLSBROOK	FOOD & NUTRITION SERVICES-DSS	1
CHRISTIAN KHOURY	COUNTY SHERIFF	1
CHRISTIE E REALE	LIBRARY ADMINISTRATION	1
CHRISTINA L GOODMAN	ECONOMIC FAMILY SUPPORT SVCS	1
CHRISTOPHER A GATHMAN	HUMAN RESOURCES	1
CHRISTOPHER B MORLEY	INFORMATION SERVICES - ADMIN	1
CHRISTOPHER E SHACKELFORD	COUNTY SHERIFF	1
CHRISTOPHER R MEASIMER	LEO RETIREES	1
CHRISTOPHER T KRIMMINGER	COUNTY SHERIFF	1
CLARE E BENNETT	HUMAN RESOURCES	1
CONSTANCE E JACKSON	INCOME MAINTENANCE - DSS	2
CYNTHIA L GILMORE	CONCORD LIBRARY	2
DALISHA A VANTERPOOL	SOCIAL WORK SERVICES - DSS	1
DAMARIS MONZON	ADMINISTRATION OPERATIONS-DSS	2
DANIEL I REECE	FINANCE	1
DARLENE D ELDER	FACILITY SERVICES	2
DAVID A KOZLOWSKI	TRANSPORTATION - HUMAN SERVICE	2
DAVID B GRASSO	INFORMATION SERVICES - ADMIN	1
DEBRA A SCHMITZER	AFTON RIDGE LIBRARY	1
DELON J BRIDGES	DETENTION CENTER	1
DENISE NINNEMAN	CONCORD LIBRARY	1
DENISE J WOODRUFF	FACILITY SERVICES	1
DENISE Y UNDERWOOD	SENIOR SERVICES	2
DIANE C WILLIAMS	TRANSPORTATION - HUMAN SERVICE	1
DONNA B WARNER	SENIOR SERVICES	1
DOUGLAS L HALL	LEGAL DEPARTMENT	2
EDDIE C HOWARD	EMERGENCY MEDICAL SERVICES	1
ELIZABETH B HARTZOG	AFTON RIDGE LIBRARY	1
ELIZABETH B PATTERSON	TAX COLLECTOR	1
ELIZABETH SUZANNE H MOOSE	BUSINESS OPERATIONS - HHS	2
EMILY RATHIDA	TAX ADMINISTRATION	1
EMILY G LYNCH	INCOME MAINTENANCE - DSS	1
EMILY R MCCARTY	AFTON RIDGE LIBRARY	2
EMILY W WOOD	SOCIAL WORK SERVICES - DSS	1
ERICA A LETTICE	INCOME MAINTENANCE - DSS	1
ETHAN X LO	INFORMATION SERVICES - ADMIN	3
FARICA D WOODS	CONCORD LIBRARY	1
GARY L SHIRLEY	EMERGENCY MEDICAL SERVICES	1
GINA M MARTIN	EMERGENCY MEDICAL SERVICES	1
GRISSELDA K CARRANZA HURTADO	ADMINISTRATION OPERATIONS-DSS	5
HEATHER D THOMPSON	INCOME MAINTENANCE - DSS	1
HEATHER G STRUMINGER	EMERGENCY MEDICAL SERVICES	1
HEATHER K FRICK	ALC-AFTON RIDGE	1
HOLLYE L MCCALLUM	ADMINISTRATION OPERATIONS-DSS	5

HOPE L FERNANDER	ECONOMIC FAMILY SUPPORT SVCS	1
ISABELLA R ADRIANO	INFORMATION SERVICES - ADMIN	1
JACKSON L ALDRIDGE	COUNTY SHERIFF	1
JACKSON M MCWATERS	INFORMATION SERVICES - ADMIN	1
JACOB C HENINGER	EMERGENCY MEDICAL SERVICES	1
JACQUELINE P WILLIAMS	STRATEGY	1
JADER U RODRIGUEZ	INCOME MAINTENANCE - DSS	1
JAELYN M MCCREA	COMMUNICATIONS & OUTREACH	3
JAHMEL M RAMCHARITAR	COUNTY SHERIFF	1
JAIROUS C GURLEY	VETERANS SERVICES	3
JAMES J BELLUSCIO	ALPS ADMINISTRATION	1
JAMES J CABLE	COUNTY SHERIFF	1
JAMES W BROWN JR	BUILDING MAINTENANCE	2
JAMES W LENTZ	EMERGENCY MEDICAL SERVICES	1
JAMESON E VELASQUEZ MOLINARI	EMERGENCY MEDICAL SERVICES	1
JANICE C ALEXANDER	ADMINISTRATION OPERATIONS-DSS	1
JANIECE LAMBERTH	ADULT AND FAMILY SERVICES	1
JARDIN R LESANE	INCOME MAINTENANCE - DSS	1
JARED S PAULO	INFORMATION SERVICES - ADMIN	1
JASON A YOUNT	LEO RETIREES	1
JASON R COOK	INFORMATION SERVICES - ADMIN	3
JEANNIE M KOR	INCOME MAINTENANCE - DSS	1
JEFFREY W BLAKE	LIBRARY ADMINISTRATION	2
JENNI T FOXX	FINANCE	1
JENNIFER CASTREJON	AFTON RIDGE LIBRARY	1
JENNIFER L SHUMWAY	INCOME MAINTENANCE - DSS	1
JEREMIAH M MOSS	ADMINISTRATION OPERATIONS-DSS	1
JERMAINE L GODFREY	COUNTY SHERIFF	2
JESSI H ELLENBURG	CONCORD LIBRARY	2
JESSICA N TAYLOR	INCOME MAINTENANCE - DSS	1
JOANN J SHUPING	FINANCE	1
JOHANNA C DIAZ	INCOME MAINTENANCE - DSS	3
JOHANNA R RAY	HUMAN RESOURCES	1
JOHN S EURY	CONCORD LIBRARY	1
JOHN T ELLIOTT	COUNTY SHERIFF	1
JOHNNIE C CLINE	ECONOMIC FAMILY SUPPORT SVCS	1
JONATHAN A MAULDEN	EMERGENCY MEDICAL SERVICES	1
JONATHAN A WEAVER	COMMUNICATIONS & OUTREACH	2
JONATHAN D BRADLEY	RISK MANAGEMENT	2
JONATHAN E GARREN	COUNTY SHERIFF	2
JONI D OWENS	INCOME MAINTENANCE - DSS	1
JORDAN L SNEED	EMERGENCY MEDICAL SERVICES	1
JORDAN N MADDUX	CONCORD LIBRARY	1
JOSEPH BATTINELLI	INFORMATION SERVICES - ADMIN	1
JOSHUA K HOLDER	INFORMATION SERVICES - ADMIN	1
JOURDAIN A DELDIN	KANNAPOLIS LIBRARY	1
JUSTIN A LEWIS	COUNTY SHERIFF	1
JUSTIN R BRINES	EMERGENCY MEDICAL SERVICES	1
KA B VANG	INCOME MAINTENANCE - DSS	1
KALONDA N GRANT	ADULT AND FAMILY SERVICES	1
KAMEIKA J PICKENS	INCOME MAINTENANCE - DSS	1
KAMILAH M MCKISSICK	BEHAVORIAL HEALTH DIVISION	1
KARA A CLARKE	EMERGENCY MEDICAL SERVICES	1

KAREN D BAKER	CONCORD LIBRARY	2
KARLA E BROWN	EMERGENCY MEDICAL SERVICES	1
KATE E MODROW	ALC-AFTON RIDGE	2
KATELYN E HARRISON	COUNTY SHERIFF	1
KATHARINE M WHEELES	ADMINISTRATION OPERATIONS-DSS	2
KATHELEEN J LITTLE	TAX ADMINISTRATION	1
KATHRYN L MONACO	INCOME MAINTENANCE - DSS	1
KATHRYN M EUDY	CONCORD LIBRARY	2
KATLYN P WALLACE	KANNAPOLIS LIBRARY	3
KAYLA M KOZLOWSKI	HUMAN RESOURCES	1
KEA T KELLY	FOOD & NUTRITION SERVICES-DSS	1
KEITH A HICKS	SHERIFF COMMUNICATIONS	1
KELLEY A CUNNINGHAM	MT PLEASANT LIBRARY	2
KENNETH Q JONES	INCOME MAINTENANCE - DSS	1
KEVIN B THOMAS	INFORMATION SERVICES - ADMIN	1
KEVIN J REYES	ADMINISTRATION OPERATIONS-DSS	3
KEYSHA R PEGUESE	CHILD SUPPORT SERVICES-DSS	1
KIMBALY S KELLY	ADULT AND FAMILY SERVICES	2
KIMBERLY G FOUNTAIN	FOOD & NUTRITION SERVICES-DSS	1
KIMBERLY M RUSS	INCOME MAINTENANCE - DSS	1
KOLISHA D MCIVER	INCOME MAINTENANCE - DSS	1
KRISTEN V DURYEE	ADMINISTRATION OPERATIONS-DSS	1
KYLE B WHITE	CONCORD LIBRARY	1
KYLE J ROBERTS	EMERGENCY MEDICAL SERVICES	1
LATOYA D ANSON	ADULT AND FAMILY SERVICES	1
LAURA H CONE	FINANCE	1
LAUREN E LINKER	BUSINESS OPERATIONS - HHS	2
LEE P PENDER JR	COUNTY SHERIFF	1
LEONIQUE BROWN	ADMINISTRATION OPERATIONS-DSS	1
LESLIE A REIMER	TAX ADMINISTRATION	1
LESLIE E GAVIN	AFTON RIDGE LIBRARY	1
LESLIE M KESLER	CONCORD LIBRARY	2
LESLY L MOORE	INCOME MAINTENANCE - DSS	1
LIGIA M LARSEN	ADMINISTRATION OPERATIONS-DSS	3
LINDA P HUNTLEY	HUMAN RESOURCES	1
LINH T LE	CONCORD LIBRARY	1
LISA C HONEYCUTT	ADMINISTRATION OPERATIONS-DSS	3
LISA K DIPAOLO	SOCIAL WORK SERVICES - DSS	1
MADISON R RANDOLPH	SOCIAL WORK SERVICES - DSS	1
MAKENNA K GREENE	CONCORD LIBRARY	3
MANEICILIA U DANIELS GARVIN	INCOME MAINTENANCE - DSS	1
MARC D PRESSLEY	EMERGENCY MEDICAL SERVICES	1
MARIA L SOUSA	ADMINISTRATION OPERATIONS-DSS	1
MARIE V SPAIN	INFORMATION SERVICES - ADMIN	1
MARK A HELMS	ANIMAL CONTROL	2
MARLA K MCNEILL-JOHNSON	ADULT AND FAMILY SERVICES	1
MARY B BLANCHARD	INCOME MAINTENANCE - DSS	1
MARY L ROBINSON	ADMINISTRATION OPERATIONS-DSS	5
MATTHEW L SAUNDERS	INFORMATION SERVICES - ADMIN	2
MAUREEN RYAN	ADMINISTRATION OPERATIONS-DSS	5
MELANIE J HOLLES	LIBRARY ADMINISTRATION	1
MELINDA D METZ	KANNAPOLIS LIBRARY	1
MELTON W NIXON	REGISTER OF DEEDS	2

MEREDITH R ALLRED	SHERIFF COMMUNICATIONS	1
MICHAEL J ASH	SIGN MAINTENANCE	1
MICHAEL J BARRINGER	CHILD SUPPORT SERVICES-DSS	1
MICHAEL S BROOKS	FRANK LISKE PARK	1
MICHELLE J CORTELLESSA	DETENTION CENTER	1
MICHELLE R STAPULA	CHILD SUPPORT SERVICES-DSS	1
MONICA W ROWE	ADULT AND FAMILY SERVICES	1
MYISHA A WEBSTER	INCOME MAINTENANCE - DSS	2
NATALIA Z WEAVER	ADMINISTRATION OPERATIONS-DSS	4
NATASHA M MCCLELLEN	TAX ADMINISTRATION	2
NATASHA S MURRAY	ADULT AND FAMILY SERVICES	2
NATHAN C ASH	INFORMATION SERVICES - ADMIN	1
NAYLA G OCHOA	INCOME MAINTENANCE - DSS	2
NEKESHA C HAMMETT	COUNTY SHERIFF	1
NICOLE A CHUBB	MT PLEASANT LIBRARY	1
NYA-ANNE R GREENIDGE	KANNAPOLIS LIBRARY	1
NYYA B STARLING	INCOME MAINTENANCE - DSS	1
OSONIA ROJAS CLAVEL	ECONOMIC FAMILY SUPPORT SVCS	3
PAMELA A WILLIAMS	ADULT AND FAMILY SERVICES	5
PAMELA C BATTLE	INCOME MAINTENANCE - DSS	1
PARIS C BROWN	SOCIAL WORK SERVICES - DSS	1
PATRICIA R GURGANUS	SOCIAL WORK SERVICES - DSS	1
PENNY R ADCOCK	INCOME MAINTENANCE - DSS	2
PETRENELLA H FUNDERBURK	INCOME MAINTENANCE - DSS	5
QUINTEN L STROMAN	INFORMATION SERVICES - ADMIN	1
RACHAEL J MCLAUGHLIN	KANNAPOLIS LIBRARY	1
RACHEL M ANDERSON	CHILD SUPPORT SERVICES-DSS	1
REBECCA M FITZPATRICK	ADMINISTRATION OPERATIONS-DSS	3
REBEKAH A JARRELL	KANNAPOLIS LIBRARY	2
REKITA L MCDUFFIE	ADMINISTRATION OPERATIONS-DSS	2
RICHARD B TROLDAHL	DETENTION CENTER	1
RICHARD E COOKE III	AFTON RIDGE LIBRARY	3
RICHARD L GREEN	CONCORD LIBRARY	3
RICHARD T BENNETT	FACILITY SERVICES	1
RICKEY G MOSS JR	ANIMAL CONTROL	1
RITA F CLYBURN	ACTIVE LIVING CTR-MT. PLEASANT	1
ROBERT J CARNEY	CONSTRUCTION STANDARDS	1
ROBERT J CRAWFORD	EMERGENCY MEDICAL SERVICES	1
ROBERT M GAINEY	ALPS ADMINISTRATION	1
ROBERT M SISK	COUNTY SHERIFF	1
RODNEY G EVERETT	TAX ADMINISTRATION	1
RONALD J HOFFMAN	LANDFILL OPERATIONS	1
RUSSELL W ALKIRE	SHERIFF COMMUNICATIONS	1
SALVATORE R NAPOLI	DETENTION CENTER	1
SAMANTHA A ANDERSON	INCOME MAINTENANCE - DSS	2
SAMIYAH I RASHEED	ALC-AFTON RIDGE	1
SANDRA MATOS-MALDONADO	ECONOMIC FAMILY SUPPORT SVCS	1
SARAH C LATTIN	FINANCE	1
SARAH E DUTTON	KANNAPOLIS LIBRARY	2
SARAI MARTINEZ	FOOD & NUTRITION SERVICES-DSS	1
SEAN E LYONS	AFTON RIDGE LIBRARY	2
SERGEY A KALYUZHNYY	EMERGENCY MEDICAL SERVICES	1
SHANA M STOKES	INCOME MAINTENANCE - DSS	1

SHANNON A WILLIAMS	AFTON RIDGE LIBRARY	1
SHANNON L DERNER	HUMAN RESOURCES	1
SHAWNA FLOWE	CHILD SUPPORT SERVICES-DSS	1
SHEILA K BRUCE	BOARD OF COMMISSIONERS	1
SONDRA G BRYAN	INCOME MAINTENANCE - DSS	1
SOPHIA N POLITIS	BUDGET	1
STACI D CHANDLER	SOCIAL WORK SERVICES - DSS	1
SUPAPORN J RIPLEY	LIBRARY ADMINISTRATION	1
SUSAN V DOMANN	SENIOR SERVICES	1
SUSAN Y DILLON	CHILD SUPPORT SERVICES-DSS	1
TAMMY A BARE	ADULT AND FAMILY SERVICES	1
TANEA M ELLERBEE	INCOME MAINTENANCE - DSS	1
TANYA L LISK	TAX ADMINISTRATION	1
TEARA A NEILS	INCOME MAINTENANCE - DSS	1
THOMAS A MITCHELL	ADMINISTRATION OPERATIONS-DSS	2
THOMAS J ZUMPOL	DETENTION CENTER	1
THOMAS W DAVIS	TRANSPORTATION - HUMAN SERVICE	2
TIANA M LITTLEJOHN	INCOME MAINTENANCE - DSS	1
TIMOTHY E GRAY	CONSTRUCTION STANDARDS	2
TIMOTHY J SMITH	INCOME MAINTENANCE - DSS	1
TODD M SHANLEY	INFORMATION SERVICES - ADMIN	1
TREAVOR W BOAN	COUNTY SHERIFF	2
TREY M STURGILL	INFORMATION SERVICES - ADMIN	1
TYGEE J SHAKIR	ADMINISTRATION OPERATIONS-DSS	4
TYRONE J ELIJAH II	BEHAVORIAL HEALTH DIVISION	1
VERONICA J KOTLARZ	ACTIVE LIVING CTR-MT. PLEASANT	1
VIRGINIA L FAGG	BEHAVORIAL HEALTH DIVISION	1
WAYNE L WILLIAMS	CONCORD LIBRARY	2
WILLIAM TAYLOR	FACILITY SERVICES	1
WILSON P WALTERS	SHERIFF COMMUNICATIONS	1
YAZMIN F MILLAN	ADMINISTRATION OPERATIONS-DSS	7
YESENIA PINEDA	BUDGET	1
YOLANDA T GATEWOOD	ADULT AND FAMILY SERVICES	1
ZHKALYN T BENNETT	INCOME MAINTENANCE - DSS	1