

The Board of Commissioners for the County of Cabarrus met for an Agenda Work Session in the Multipurpose Room at the Cabarrus County Governmental Center in Concord, North Carolina at 4:00 p.m. on Monday, October 7, 2019.

Present - Chairman:	Stephen M. Morris
Vice Chairman:	Diane R. Honeycutt
Commissioners:	F. Blake Kiger
	Elizabeth F. Poole
	Lynn W. Shue

Also present were Mike Downs, County Manager; Richard M. Koch, County Attorney; Jonathan Marshall, Deputy County Manager; Rodney Harris, Deputy County Manager; Kyle Bilafer, Area Manager of Operations; and Lauren Linker, Clerk to the Board.

Call to Order

Chairman Morris called the meeting to order at 4:01 p.m.

Approval of Agenda

Chairman Morris presented the following changes to the agenda:

Additions:

Discussion Items for Action

- 4.2 BOC - Resolution Amending the Board of Commissioners' 2019 Meeting Schedule

Removed:

Discussion Items for Action

- 4.1 CCS - Hickory Ridge Elementary School Road Improvement Funding Request
- 4.7 Library - MOU with the City of Concord

Closed Session

- 6.1 Closed Session - Pending Litigation and Economic Development

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

Commissioners Poole and Kiger arrived at 4:03 p.m. and were present for the remainder of the meeting.

Discussion Items - No Action

Planning and Development - Census 2020 Presentation

Susie Morris, Planning and Zoning Manager, provided information regarding the upcoming census.

Mr. Peter Sabo, Local Partnership Specialists, U.S. Census Bureau, Census 2020, presented a PowerPoint presentation that included the following topics:

- Impact to Your Community
 - Political Representation
 - Money/Economic Impact
- North Carolina Response Rate
- Target Populations
- Data Usages
- 2020 Census New Initiatives
- Privacy and Confidentiality
- Complete Count Commission

A discussion ensued. During discussion, Mr. Sabo and Ms. Morris responded to questions from the Board. Lawanda Blair-Foster, Local Partnership Specialists, U.S. Census Bureau, Census 2020, was also in attendance.

Active Living and Parks Department - FY18-19 Annual Report

Londa Strong, Active Living and Parks Director, and Byron Haigler, Active Living and Parks Assistant Director, presented the FY18-19 Active Living and Parks Annual Report. Topics reviewed in the annual report addressed the following information:

- Number of Participants Utilizing Facilities and Programs

- Number of Participants Using the Parks
- Hosting Senior Games
- Received an Award for Programs and Activities Hosted in May, 2019
- Disc Golf
- Fishing
- Plant Identification of Plants and Animals
- Health Concessions Sales Increased at Frank Liske Park
- Tax Program
- Indoor Skydiving Programs
- Per Capita Cost for Senior Centers

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

BOC - Strategic Plan Draft Review

Robbie Furr, County Extension Director, provided an overview of the Strategic Plan process. Additionally, Mr. Furr presented a PowerPoint presentation that included the five goals identified through the process. The goals are as follows:

- Healthy and Safe Community
- Culture and Recreation
- Sustainable Growth and Development
- A Thriving Economy
- Transparent and Accountable Government

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

Cabarrus Arena and Events Center - Presentation of Annual Report

Kenny Robinson, Service Management Group Corporation (SMG), Cabarrus Arena and Events Center General Manager, presented a PowerPoint presentation and the Cabarrus Arena and Events Center Annual Report for Fiscal Year 2019. Topics included were as follows:

- Record-Setting Performance
 - Food and Beverage Sales
 - Gross Revenues
 - Mid-Week Events
 - Events
- 10-Year Trend - Revenue and Net Income
- 5-Year Trend - Number of Events
- 5-Year Trend - Mid-Week Events
- Event Statistics by Event Type
- Sales Calls Became Events
- Guest Survey Results
- Event Promoter Survey Results
- Additional Notable Accomplishments

A discussion ensued. During discussion, Mr. Robinson responded to a variety of questions from the Board.

County Manager - Update on Project for Synthetic Turf Playing Fields

Mike Downs, County Manager, presented a proposed project working with the Cabarrus Visitor's Bureau (CVB) in connection with the installation of synthetic turf fields in an effort to attract and schedule additional events in the County.

Jonathan Marshall, Deputy County Manager, reported on the process and timeline involved in the installation of the fields.

Rodney Harris, Deputy County Manager, reported on the timeframes involved for procurement and bids.

Mr. Downs presented information on the funding and short-term interim financing for the CVB.

A lengthy discussion ensued. During discussion, Mr. Marshall, Mr. Downs, Brian Cone, Cabarrus County Schools (CCS), Director of Architecture, Planning

and Construction, and John Poole, Cabarrus Visitor's Bureau (CVB), Executive Vice President, responded to questions from the Board.

There was a consensus of the Board for staff to continue with the project.

Infrastructure and Asset Management - Human Services Center Lease Renewal

Kyle Bilafer, Area Manager of Operations, reported the owner of the Human Services Center building, Hughes Investments, Inc., has reached out to him to discuss the building lease renewal. The current renewal expires on May 31, 2022. The owner would like to extend the lease term to May 31, 2029, accompanied with a CPI adjustment in 2022. There has not been a Consumer Price Index (CPI) adjustment since 2012. The owner has discussed with the county, large ticket improvement/repair items such as the patio surface, parking lot, and parking lot lights. All of those items have been discussed with between the County and the owner in the past. Mr. Bilafer requested direction from the Board regarding discussions with the owner.

Mr. Downs provided additional information regarding future projections for the Department of Human Services.

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

Innovation and Technology - Innovation Report

Todd Shanley, Information and Technology Services (ITS), Chief Information Officer, provided an overview of National Cybersecurity Awareness Month. Mr. Shanley also provided about this month's book selection for the digital book club, "The Cyber Conundrum."

Jack Dodd, ITS, Cybersecurity Administrator, presented a PowerPoint presentation as part of the 2019 National Cybersecurity Awareness Month, which included the following topics regarding security:

- Own it (digital footprint)
 - Know your data
 - Cell phone location tracking
 - Social media
 - Know who has your data
 - Know how your data is shared
- Secure it (digital footprint)
 - Strong passwords
 - Beware of Phishing
 - Multifactor authentication
- Protect it (digital footprint)
 - Don't trust the Internet
 - Guard your digital footprint
 - Monitor online interaction

Mr. Shanley reported ITS will be working with the libraries to provide the cybersecurity presentation to others in the community.

Discussion Items - For Action

BOC - Appointments to Boards and Committees

Chairman Morris reported information regarding requests for appointments for several boards and committees has been provided. He stated these items will be on the October Consent Agenda.

BOC - Resolution Amending the Board of Commissioners' 2019 Meeting Schedule

Chairman Morris reported the Board received information regarding a workshop meeting on October 21, 2019 at 4:30 p.m. in the Multipurpose Room of the Governmental Center to continue work on their strategic plan.

Additionally, the Board of Commissioners and Cabarrus County Schools Board of Education will hold a joint meeting, Tuesday, October 29, 2019 at 6:00 p.m. in the Multipurpose Room at the Governmental Center.

UPON MOTION of Commissioner Kiger, seconded by Commissioner Shue and unanimously carried, the Board suspended its Rules of Procedure in order to take action on this item due to time constraints.

UPON MOTION of Vice Chairman Honeycutt, seconded by Commissioner Shue and unanimously carried, the Board adopted the Resolution Amending the Board of Commissioners' 2019 Meeting Schedule.

Resolution No. 2019-18

Resolution Amending the
Cabarrus County Board of Commissioners'
2019 Meeting Schedule

WHEREAS, on December 17, 2018, the Cabarrus County Board of Commissioners adopted a meeting schedule for calendar year 2019, which sets forth the dates, times and locations of various official county meetings;

WHEREAS, the Board desires to hold a joint meeting with the Cabarrus County Board of Education;

NOW, THEREFORE BE IT RESOLVED that the Cabarrus County Board of Commissioners hereby amends its 2019 Meeting Schedule as follows:

1. The Cabarrus County Board of Commissioners will be holding a special work meeting on October 21, 2019 at 4:30 p.m. in the Multipurpose Room of the Governmental Center to work on their strategic plan.
2. The Board of Commissioners will hold a joint meeting with the Cabarrus County Board of Education at 6:00 p.m. on October 29, 2019 in the Multipurpose Room at the Governmental Center in Concord, North Carolina.

ADOPTED this 7th day of August, 2019.

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

ATTEST:

/s/ Lauren Linker _____
Lauren Linker, Clerk to the Board

County Manager - Purchase of Right-of-Way for Road Improvements at West Cabarrus High School

Jonathan Marshall, Deputy County Manager, reported the County's real estate representatives, working with County and Cabarrus County Schools staff, have negotiated the purchase of a right-of-way on Weddington Road for required roadway improvements at West Cabarrus High School. Those roadway improvements were part of the original construction contract for the school but are being re-bid separately due to unfavorable pricing. The required right-of-way will not be affected as part of the re-bid process. Additionally, the cost is more than originally budgeted. However funds have been identified from the school construction funds for use. A budget amendment will be required. Mr. Marshall also responded to questions from the Board.

Human Resources - Personnel Ordinance Changes

Steve Langer, Fire Marshal, provided an update regarding the 24-hour fire fighters shift schedule along with the proposed start date.

Lundee Covington, Human Resources Director, reviewed the changes needed to the Personnel Ordinance to address the new schedule and benefit accrual requirements to support Fire Services going to a 24-hour schedule.

A brief discussion ensued.

Infrastructure and Asset Management - Bid Award for Trucks and Van

Michael Miller, Infrastructure and Asset Management Director, reported a formal bid for six trucks and one van was advertised on August 19, 2019. A total of one dealership submitted a bid for the various vehicles on August 28, 2019. Staff recommended to purchase all seven vehicles from Hilbish Ford for a total cost of \$235,578.42. He stated all bids received are within the total amount budgeted in the vehicle budget and include tax and tags.

A discussion ensued. During discussion, Mr. Miller and Rodney Harris, Deputy County Manager, responded to questions from the Board.

Infrastructure and Asset Management - Offer to Purchase of Surplus Ambulances

Michael Miller, Infrastructure and Asset Management Director, reported an offer of \$1,000 has been received from joinETA.com for the purchase of County Asset 8357, a 2014 Chevrolet ambulance (VIN: 1GB6G5CL1E1108867) and a second offer of \$1,000 has been received from joinETA.com for the purchase County Asset 8358, another 2014 Chevrolet ambulance (VIN: 1GB6G5CL6E1108279). Both of these ambulances were replaced with new units in FY19 and have been taken off of the road. He stated neither of these ambulances will run reliably at this time.

If the purchase goes through, joinETA.com plans to utilize the ambulance bodies and scrap the actual chassis from these two vehicles. JoinETA is a provider of non-emergent medical transportation. In order to accept this offer to purchase it is required to go through the standard upset bid process.

A brief discussion ensued.

Recycling / Waste Reduction - Replacement of Roll Off Truck

Kevin Grant, Sustainability Manager, presented a request to purchase a 2020 Mack Roll Off Truck. He stated the purchase will come from a state contract and funding will come from White Goods Funds.

Kristin Jones, Budget and Performance Manager, reported the cost of the truck is less than originally thought and is actually \$161,000.

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

Sheriff's Office - Approval in Inmate Housing Contract with Beaufort County

Chief Deputy James Bailey, Sheriff's Office, reported the Beaufort County Sheriff's Office is undergoing renovations to their detention center, which required them to temporarily move inmates to other facilities. Cabarrus County currently has available space to house some of the inmates Beaufort County is required to move. In that regard, Chief Deputy Bailey requested approval of an Interlocal Agreement, which allows for a set daily payment per inmate to be paid to Cabarrus County (65.00), and all ordinary and extraordinary medical costs to be covered by Beaufort County.

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

UPON MOTION of Vice Chairman Honeycutt, seconded by Commissioner Kiger and unanimously carried, the Board suspended its Rules of Procedure in order to take action on this item due to time constraints.

UPON MOTION of Commissioner Kiger, seconded by Commissioner Shue and unanimously carried, the Board approved the Interlocal Agreement between Cabarrus County and Beaufort County.

Sheriff's Office - Jail Housing and Annex Renovations and Repairs

Chief Deputy James Bailey, Sheriff's Office, reported renovations and repairs are needed to the Jail Housing Unit and Jail Annex in order to establish a legitimate Fire Plan that will comply with the requirements of the State Jail Inspector. Items included are: repair non-working water lines for toilets, sinks and showers; repair water leaks; remove chipping paint; and repaint walls and ceilings. Other renovations will be necessary for security to include ITS upgrades and replacements and communication system improvements.

Kristin Jones, Budget and Performance Manager, reported funds from the revenues received (in June and July) from housing inmates from Union County will be utilized for the renovations and repairs. Since they were received late in the fiscal year, a budget amendment appropriating fund balance will be needed to fund the projects.

Tax Administration - Schedule of Values, Standards and Rules

In preparation for the 2020 Revaluation Project, David Thrift, Tax Administrator, presented the proposed Market Value and Present Use Value Schedules, Standards and Rules on September 4, 2019. A public hearing was held on September 16, 2019 per NCGS 105-317. The next step requires the Board to adopt the Schedule, Standards and Rules.

Upon adoption: 105-317(3) requires the Board to issue an order of adoption and provide notice for four consecutive weeks. The notice shall state:

- a. That the Schedules, Standards and Rules to be used in the next scheduled reappraisal of property in the county have been adopted and are open to examination; and
- b. That a property owner who asserts that the Schedules, Standards and Rules are invalid may except to the order and appeal within 30 days of the date the notice of adoption was first published.

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

UPON MOTION of Commissioner Shue, seconded by Vice Chairman Honeycutt and unanimously carried, the Board suspended its Rules of Procedure in order to take action on this item due to time constraints.

UPON MOTION of Commissioner Kiger, seconded by Commissioner Shue and unanimously carried, the Board adopted the Cabarrus County 2020 Market Value Schedule, Standards and Rules.

UPON MOTION of Commissioner Shue, seconded by Vice Chairman Honeycutt and unanimously carried, the Board adopted the Cabarrus County 2020 Present Use Value Schedule, Standards and Rules.

Tax Administration - Write-off of 2009 Real and Personal Property Taxes

David Thrift, Tax Administrator, reported the Tax Collections office has used all available resources, due diligence and remedies authorized by North Carolina General Statutes in attempts to collect all outstanding property taxes. However, the ten-year statute of limitations prevents the Tax Collector from using remedies to collect taxes that are more than ten years past due. NCGS 105-378a "USE OF REMEDIES BARRED" states that no county or municipality may maintain an action or procedure to enforce any remedy provided by law for the collection of taxes or the enforcement of any tax liens unless the action or procedure is instituted within ten years from the date the taxes became due. A list totaling \$342,855.38 was provided to the Board.

BOC - Approval of Regular Meeting Agenda

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

UPON MOTION of Vice Chairman Honeycutt, seconded by Commissioner Kiger and unanimously carried, the Board approved the October 21, 2019 regular meeting agenda as follows.

Approval or Correction of Minutes

- Approval or Correction of Minutes

Recognitions and Presentations

- Active Living and Parks - Recognition of Cabarrus County Senior Games Participants
- Active Living and Parks - Recognize Londa Strong for Receiving the NCRPA Fellow Award
- BOC - Red Ribbon Week 2019 Proclamation
- BOC - Veterans Day Proclamation
- Planning and Development - Weatherization Day 2019

Consent

- Appointments - Adult Care Home Community Advisory Committee
- Appointments - Juvenile Crime Prevention Council
- Appointments - Public Health Authority of Cabarrus County
- Appointments and Removals - Cabarrus County Youth Commission
- County Manager - Purchase of Right-of-Way for Road Improvements at West Cabarrus High School
- Human Resources - Personnel Ordinance Changes
- Infrastructure and Asset Management - Bid Award for Trucks and Vans
- Infrastructure and Asset Management - Offer for Purchase of Surplus Ambulances
- Recycling / Waste Reduction - Replacement of Roll Off Truck
- Sheriff's Office - Jail Housing and Annex Renovations and Repairs
- Tax Administration - Refund and Release Reports - September 2019

- Tax Administration - Write Off of 2009 Real and Personal Property Taxes

New Business

- Economic Development Investment - Project Kiwi - Reschedule Public Hearing
- Economic Development Investment - Project Sebastian - Public Hearing 6:30 p.m.

Reports

- BOC - Receive Updates From Commission Members who Serve as Liaisons to Municipalities or on Various Boards/Committees
- BOC - Request for Applications for County Boards/Committees
- County Manager - Monthly Building Activity Reports
- County Manager - Monthly New Development Report
- EDC - September 2019 Monthly Summary Report
- Finance - Monthly Financial Update

Adjourn

UPON MOTION of Commissioner Shue, seconded by Commissioner Kiger and unanimously carried, the meeting adjourned at 6:54 p.m.



Lauren Linker, Clerk to the Board