

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**March 20, 2023
6:30 PM**

MISSION STATEMENT

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

CALL TO ORDER BY THE CHAIRMAN

PRESENTATION OF COLORS

INVOCATION

A. APPROVAL OR CORRECTIONS OF MINUTES

1. Approval or Correction of Meeting Minutes Pg. 4

B. APPROVAL OF THE AGENDA

1. BOC - Changes to the Agenda Pg. 37

C. RECOGNITIONS AND PRESENTATIONS

1. Proclamation - National County Government Month April 2023 Pg. 39
2. Proclamation - National Donate Life Month April 2023 Pg. 42
3. Proclamation - Week of the Young Child Pg. 45

D. INFORMAL PUBLIC COMMENTS

E. OLD BUSINESS

F. CONSENT AGENDA

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

1. Appointments - Adult Care Home Community Advisory Committee Pg. 47
2. Appointments - Firemen's Relief Fund Trustees Pg. 51

3. Appointments and Removals - Juvenile Crime Prevention Council (JCPC) Pg. 54
4. Appointments and Removals - Cabarrus County Tourism Authority Pg. 62
5. Appointments (Removals) - Early Childhood Task Force Advisory Board Pg. 67
6. Appointments (Removals) - Nursing Home Community Advisory Committee Pg. 73
7. County Manager - Allocation of Bottle Tax for Rehabilitation Pg. 79
8. County Manager - Cabarrus Rowan Community Health Center Funding Request Pg. 80
9. County Manager - Supplemental Agreement for Additional Opioid Funds Pg. 88
10. CVB - MONDO Track Change Order Pg. 92
11. EMS - RACE CARS Grant Funds Pg. 101
12. Finance - Audit Contract for Fiscal Year Ending June 30, 2023 Pg. 115
13. Finance - ARPA Budget Amendment and CARES Relief Funds Special Revenue Project Ordinance Pg. 127
14. Finance - Grant Acceptance and Budget Amendment Pg. 133
15. Infrastructure and Asset Management - Request for Permission to Temporarily Display Public Art at Historic Courthouse Front Porch Pg. 182
16. Infrastructure and Asset Management - Rob Wallace Park Veterans Memorial Flagpole Lighting Pg. 186
17. Infrastructure and Asset Management - Surplus and Sale of County Property Pg. 195
18. Infrastructure and Asset Management - Transfer of Surplus Courthouse Chiller to Cabarrus County Schools Pg. 199
19. Planning and Development - Community Development Budget Amendment Pg. 204
20. Planning and Development - HOME ARP Contract Pg. 207
21. Sheriff's Office - Award of Service Weapon to Lt. Anthony Haynie Upon His Retirement Pg. 321
22. Sheriff's Office - Award of Service Weapon to Lt. April Samples Upon Her Retirement Pg. 327
23. Tax Administration - Refund and Release Reports - February 2023 Pg. 331

G. NEW BUSINESS

1. Appointments - Centralina Economic Development District Pg. 345

H. REPORTS

1. BOC - Receive Updates from Commission Members who Serve as Liaisons to Municipalities or on Various Boards/Committees Pg. 347
2. BOC - Request for Applications for County Boards/Committees Pg. 348
3. Budget - Monthly Budget Amendment Report Pg. 362
4. Budget - Monthly Financial Update Pg. 373
5. County Manager - Monthly Building Activity Reports Pg. 379
6. County Manager - Monthly New Development Report Pg. 388
7. EDC - February 2023 Monthly Summary Report Pg. 399

I. GENERAL COMMENTS BY BOARD MEMBERS

J. WATER AND SEWER DISTRICT OF CABARRUS COUNTY

K. CLOSED SESSION

- 1. Closed Session - Pending Litigation Pg. 401

L. ADJOURN

Scheduled Meetings

April 3	Work Session	4:00 p.m.	Multipurpose Room
April 17	Regular Meeting	6:30 p.m.	BOC Meeting Room
April 19	Cabarrus Summit	6:00 p.m.	Cabarrus Arena
April 27	Budget Meeting	4:00 p.m.	Multipurpose Room
May 1	Work Session	4:00 p.m.	Multipurpose Room
May 15	Regular Meeting	6:30 p.m.	BOC Meeting Room

Mission: Through visionary leadership and good stewardship, we will administer state requirements, ensure public safety, determine county needs, and provide services that continually enhance quality of life.

Vision: Our vision for Cabarrus is a county where our children learn, our citizens participate, our dreams matter, our families and neighbors thrive, and our community prospers.

**Cabarrus County Television Broadcast Schedule
Cabarrus County Board of Commissioners' Meetings**

The most recent Commissioners' meeting is broadcast at the following days and times. Agenda work sessions begin airing after the 1st Monday of the month and are broadcast for two weeks up until the regular meeting. Then the regular meeting begins airing live the 3rd Monday of each month and is broadcast up until the next agenda work session.

Sunday - Saturday	1:00 P.M.
Sunday - Tuesday	6:30 P.M.
Thursday & Friday	6:30 P.M.

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

**March 20, 2023
6:30 PM**

AGENDA CATEGORY:

Approval or Correction of Minutes

SUBJECT:

Approval or Correction of Meeting Minutes

BRIEF SUMMARY:

The following meeting minutes are provided for correction or approval:

- January 18, 2023 (Cabarrus Summit)
- February 6, 2023 (Work Session)
- February 20, 2023 (Regular Meeting)
- February 24, 2023 (Board Retreat)

REQUESTED ACTION:

Motion to approve the aforementioned meeting minutes as presented.

EXPECTED LENGTH OF PRESENTATION:

1 Minute

SUBMITTED BY:

Lauren Linker, Clerk to the Board

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

This item was approved by the Board for inclusion on the Agenda.

ATTACHMENTS:

- ▣ January 2023 Summit
- ▣ February Work Session
- ▣ February Regular Meeting
- ▣ Budget Retreat Day 1

The Board of Commissioners for the County of Cabarrus met for the 1st Quarter Cabarrus Summit 2023 at the Cabarrus Arena and Events Center in Concord, North Carolina at 6:00 p.m. on Wednesday, January 18, 2023.

Present - Chairman: Stephen M. Morris
Vice Chairman Lynn Shue
Commissioners: Barbara Strang
Chris Measmer

Absent - Commissioner: Kenny Wortman

Also present were Mike Downs, County Manager; Rodney Harris, Deputy County Manager; Assistant County Managers Kelly Sifford and Kyle Bilafer; Jonathan Weaver, Communication and Outreach Director; Kasia Thompson, Strategy Manager; and Lauren Linker, Clerk to the Board.

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

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

Welcome

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

Introductions / Updates

Dinner

The Board took a dinner break at 6:35 p.m. The meeting resumed at 7:05 p.m.

Presentation

Kasia Thompson, Strategy Manager gave a presentation about the results from the community survey that was just conducted. She went through the following topics:

- Methodology
- Location of Survey Respondents
- Overall Perceptions
- How Cabarrus County Compares to the US and NC Averages
- Priorities for Improvement
- Education
- Questions

Ms. Thompson answered questions from the group about the results and how the survey was conducted.

Closing

Chairman Morris thanked everyone for attending.

Adjourn

The meeting adjourned at 7:53 p.m.

Lauren Linker, 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 4:00 p.m. on Monday, February 6, 2023.

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

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

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

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

1. Call to Order

Chairman Morris called the meeting to order at 4:00 p.m.

2. Approval of Agenda

Additions:

Discussion Items for Action

4.18 Sheriff's Office - Law Enforcement Services Agreement with Town of Harrisburg

4.20 County Manager - Jail Behavioral Health Services

Closed Session

6.1 Closed Session - Pending Litigation

Updated:

Approval of Regular Meeting Agenda

5.1 Approval of Regular Meeting Agenda

Removed:

Discussion Items for Action

Sheriff's Office - Purchase of New Radio Dispatch Console

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

3. Discussion Items - No Action

3.1 BOC - Discussion of the Status of Alcohol Sales in the Unincorporated Areas in Cabarrus County

Commissioner Strang stated she spoke with an ABC Commission representative and advised the County and Board would want to take measures needed for the County to receive tax revenue from the sale of alcohol in the unincorporated areas.

A discussion ensued. Issues addressed included County representation on the ABC Commission.

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

Michael Miller, Design and Construction Director, presented an update on the emergency equipment warehouse and ITS building that included the following information. Photos of the project were also included.

- Milestones for the Last 30 Days
 - o Gas line rough-in complete on the ITS side of the building
 - o Sprinkler lines and plumbing rough-in completed on the warehouse side of the building
 - o Began installation of the overhead doors
 - o Sanitary sewer line connections installed
- Next 30 Days

- o Roofing will begin on the ITS side of the building
- o Overhead doors completed on the warehouse side of the building

Mr. Miller advised the building will open in September if there are no further weather delays.

A discussion ensued. Mr. Miller and Kyle Bilafer, Assistant County Manager, responded to questions from the Board.

3.3 Infrastructure and Asset Management - Frank Liske Park Barn Project

Kyle Bilafer, Assistant County Manager, presented an update on the Frank Liske Park Barn Project that included the following information. Photos of the project were also reviewed.

- Milestones for the Last 30 Days
 - o Finished rough-in plumbing, mechanical and electrical
 - o Installed all the standing seam metal roofing
 - o Began installation of storm water and gutter drain piping
 - o Began painting and staining
- Next 30 Days
 - o Dry in the barn
 - o Work on completion of site work

Mr. Bilafer stated the barn is currently proposed to be open on June 19th, pending completion of the elevator.

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

4. Discussion Items for Action

4.1 Sheriff's Office - Acceptance of Grant Funds to Support Additional Officers

Sheriff Van Shaw presented a request to accept a grant to support two additional school resource officers.

Amy Lowder, Cabarrus County Schools Director of Safety and Well-Being, provided information regarding the grant and its purpose.

A lengthy discussion ensued. During discussion, Ms. Lowder and Rodney Harris, Deputy County Manager, responded to questions from the Board. Lieutenant Barrett Elwood, Cabarrus County Sheriff's Office, was also in attendance.

4.7 CVB - Mondo Track at Jay M. Robinson High School

Donna Carpenter, Cabarrus County Tourism Authority President and CEO, presented a request to install a Mondo Track at Jay M. Robinson High School. The track would support sporting events up to pre-Olympic level.

John Poole, Geo Services, presented the design of the track along with economic impact information.

A discussion ensued. During discussion, Ms. Carpenter and John Mills, Cabarrus County Tourism Authority Executive Vice President, responded to questions from the Board.

4.2 BOC - Appointments to Boards and Committees

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

4.3 BOC - Resolution Amending the Board of Commissioners' 2023 Meeting Schedule

Chairman Morris stated an amendment to the Board of Commissioners' 2023 Meeting Schedule is needed to add the Cabarrus Arena and Events Center as the location for Budget Retreat scheduled for Friday, February 24 and Saturday, February 25, 2023.

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

UPON MOTION of Vice Chairman Shue, seconded by Commissioner Measmer and unanimously carried, the Board adopted the resolution amending the Board of Commissioners' 2023 meeting schedule.

Resolution No. 2023-04

Resolution Amending the
Cabarrus County Board of Commissioners'
2023 Meeting Schedule

WHEREAS, on December 19, 2022, the Cabarrus County Board of Commissioners adopted a meeting schedule for calendar year 2023, which sets forth the dates, times and locations of various official county meetings; and

WHEREAS, the Board holds an annual goal-setting/planning retreat in the winter which is set for February 24, 2023 at 4:00 p.m. and February 25, 2023 at 8:00 a.m. at a place to be determined; and

WHEREAS, the Board is changing the venue for the annual goal-setting/planning retreat in which is set for February 24, 2023 at 4:00 p.m. at the Cabarrus Arena and Events Center in Concord, and February 25, 2023 at 8:00 a.m. at the Cabarrus Arena and Events Center in Concord; and

NOW, THEREFORE BE IT RESOLVED that the Cabarrus County Board of Commissioners hereby amends its 2023 Meeting Schedule as follows:

1. The Board of Commissioners will hold the annual goal-setting/planning retreat set for February 24, 2023 at 4:00 p.m. at the Cabarrus Arena and Events Center located at 4751 State Highway 49 in Concord, and the annual goal-setting/planning retreat set for February 25, 2023 at 8:00 a.m. at the Cabarrus Arena and Events Center located at 4751 State Highway 49 in Concord.

ADOPTED this 6th day of February, 2023.

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

ATTEST:

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

4.4 Budget - Budget Amendment to Appropriate Board Contingency Funds for Legal Fees

Rodney Harris, Deputy County Manager, presented a request for the transfer of an additional \$439,228 to the Legal Fees account from the Board Contingency Funds to cover anticipated legal fees through the end of the current fiscal year.

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

4.5 County Manager - Rob Wallace Park Timing of Phase IIB

Rodney Harris, Deputy County Manager, reported the Town of Midland would like to hold an expanded fireworks event for July 4th at Rob Wallace Park. The Phase IIB construction project is anticipated to start in April or May. The Town of Midland has requested delaying the construction project to begin after July 4. Since a delay could result in a cost increase, staff requested input from the Board regarding the delay until after July 4.

Kyle Bilafer, Assistant County Manager, provided a scope and timing of the project.

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

It was the consensus of the Board to approve delaying the project until after the July 4th event.

4.6 County Manager - U-5956 - Rock Hill Church Rd/Union Cemetery Road Realignment Easement Settlement

Kelly Sifford, Assistant County Manager, reported the County was contacted by the North Carolina Department of Transportation (NCDOT) regarding the realignment of Union Cemetery Road and Rock Hill Church Road. The reason for the realignment would be to ease congestion and facilitate mobility in the area. In this regard, NCDOT requested a temporary and permanent easement. The easement will affect some of the landscaping at the county bus facility. Cabarrus County has been offered a total of \$20,975 for the easements and the value of the improvements to be acquired. The funds will need to be allocated to Cabarrus County Schools to replace landscaping that will be removed during the project. The Cabarrus County School Board has reviewed the plans. The proposal, maps showing the easements, the project plan and the necessary budget amendments were provided for the Board's review.

A discussion ensued. During discussion, Ms. Sifford and Kyle Bilafer, Assistant County Manager, responded to questions from the Board.

4.8 DHS - Budget Amendment for ERA Program

Karen Calhoun, Department of Human Services Director, presented an update on the Emergency Rental Assistance Program (ERAP). Topics discussed were as follows:

- ERAP Funding
 - ERA-1 U.S. Treasury
 - ERA-1 NC (North Carolina) Pro-State
 - ERA-2 U.S. Treasury
- ERAP Data (As of 12-31-2022)
 - 904 Federal
 - 742 NC Pro State
 - 512 CCM
 - 2,158 Households assisted
- Rent and Utilities
 - Total Rent: \$11,543,351.39
 - Total Utilities: \$670,888.55
 - Administration: \$744,934.38
 - Total Expenditures: \$12,959,174.32
- Reallocation Requirement
- ERAP Unwinding Plan

A discussion ensued. During discussion, Ms. Calhoun and Rodney Harris, Deputy County Manager, and Mike Downs, County Manager, responded to questions from the Board. Lora Liipe, Department of Human Services, Economic Support Services Program Administrator, was also in attendance.

4.9 Finance - Budget Amendment and Capital Project Ordinance

Jim Howden, Finance Director, reported at the January Board meeting, the Board re-affirmed the Mount Pleasant Library / Active Living Center / Foil Park Project budget of \$26,500,000. Currently in the Capital Project Fund, there is a budget of \$17,499,999 for this project. Mr. Howden presented a proposed budget amendment and project ordinance which would allow the transfer of \$9,000,001 with a transfer from the Community Investment Fund of \$8,500,001 and from a PARTF Grant of \$500,000 to fund the project.

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

4.10 Finance - Reimbursement Resolution

Jim Howden, Finance Director, presented a reimbursement resolution to allow the County to reimburse themselves with future debt (up to the full \$26,500,000) for any advancement of funds by the County associated with the Mount Pleasant Library / Active Living Center / Foil Park Project.

4.11 Infrastructure and Asset Management - Stonewall Jackson Training School (SJTS) Parcels Timber Harvesting Plan Approval

Kyle Bilafer, Assistant County Manager, reported several months ago a Request for Qualification (RFQ) went out for timber harvesting firms. The County only received one applicant. Mr. Bilafer requested approval from the Board to move forward.

A discussion ensued. During discussion, Mike Downs, County Manager, Richard Koch, County Attorney, Kelly Sifford, Assistant County Manager, and Mr. Bilafer responded to questions from the Board.

4.12 ITS - Memorandum of Agreement for the Courtroom Upgrades for Remote Proceedings

Todd Shanley, Chief Information Officer, reported the Administrative Offices of the Courts (AOC) of North Carolina will supply Audio Visual (AV) equipment units in six courtrooms in the new courthouse to allow for virtual court appearances. The County will be responsible for cable and installation. In that regard, the AOC will require a memorandum of agreement for the County to utilize their contract with ePlus.

4.13 Legal - Ad Hoc Amendment to Central Area Land Use Plan Interlocal Agreement for 2101 NC 73 HWY, Further Identified as PIN 5641-00-5282

Susie Morris, Planning and Development Director, reported the City of Concord received a request for water service in Area A of the Central Area Land Use Plan Interlocal Agreement. The request is for development of property located at 2101 Highway 73 for a single-family home. Pursuant to the CALUP ILA, all requests for service in Area A must be jointly approved by the Cabarrus County Board of Commissioners and Concord City Council.

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

4.14 Legal - Ad Hoc Amendment to Central Area Land Use Plan Interlocal Agreement for 380 Patience Drive, Further Identified as PIN 5641-00-1839

Susie Morris, Planning and Development Director, reported the City of Concord has also received a request for the development of property located at 380 Patience Drive for a single-family home that will require joint approval by the Cabarrus County Board of Commissioners and Concord City Council.

4.15 Planning and Development - 2023-2024 Community Development Programs - Public Hearing 6:30 p.m.

Kelly Sifford, Assistant County Manager, presented a request for Community Development staff to make regular submissions for the Weatherization, Heating and Air Repair and Replacement program and Housing and Home Improvement programs as the applications and funding become available in the coming months. Additionally, staff requested to participate in any programs that Duke Energy or Blue Cross Blue Shield offer. The only match required for any of these programs would be 10 percent for the Housing and Home Improvement program. Duke Energy has forwarded a Memorandum of Understanding to the County for \$50,000 for the Helping Home Fund and does not require a match.

Finally, staff requested to apply for the regular HOME program. It is proposed to use the funding toward Cooperative Christian Ministry's (CCM) Grace Place project (formerly the Huddle House Project) in Kannapolis. A 25 percent match will be required. However, staff will work with CCM to see if any in kind match or nonfederal funds can be produced for this project to reduce the county's required amount. Ms. Sifford advised a public hearing will be needed for the HOME program funding.

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

4.16 Planning and Development - Community Development Budget Amendment

Kelly Sifford, Assistant County Manager, presented a request for a budget amendment to place revenues generated from the Duke Energy rebate program (\$28,506.45) into expense line items to allow them to be expended.

4.17 Planning and Development - HOME ARP Contract

Kelly Sifford presented a request for a contract for the use of the HOME ARP funds in connection with the Grace Place project. The project would include 16 cottages (14 for residents and 2 for onsite employees) and community building to provide services and congregate meals and laundry. Ms. Sifford advised concerns expressed by residents of a neighborhood that would be next door and 35 letters of support from community organizations, businesses, and non-profits.

A discussion ensued. During discussion, Ms. Sifford responded to questions from the Board. Robert Anderson, Community Development Planner, was also in attendance.

4.18 Sheriff's Office - Law Enforcement Services Agreement with Town of Harrisburg

Sheriff Van Shaw, Chief Deputy James Bailey, and Rodney Harris, Deputy County Manager, presented a request to renew the agreement with the Town of Harrisburg for law enforcement duties within the town limits. The Town of Harrisburg would like to continue with a few term modifications as listed below:

- 10-year term with an option to renew for an additional five-year term
- Maintains County funding of two (2) deputy sheriff positions
- Shifts billing to actual rather than estimated expenses

A lengthy discussion ensued. During discussion, Sheriff Shaw, Chief Deputy Bailey, and Mr. Harris responded to questions from the Board.

4.19 Tax Administration - Advertisement of 2022 Delinquent Taxes

David Thrift, Tax Administrator, reported North Carolina General Statute 105-369 requires the Tax Collector to report the amount of unpaid taxes for the current year, 2022, that are liens on real property less bankruptcies and Property Tax Commission (PTC) appeals and set an advertisement date. In that regard, staff requested March 26, 2023, as the date to advertise tax liens. He stated the amount of delinquent taxes is currently \$12,874,602.30. Mr. Thrift also responded to questions from the Board.

4.20 County Manager - Jail Behavioral Health Services

Rodney Harris, Deputy County Manager, presented a request to transition the behavioral health services to include three and one-half positions from the jail to the management of Cabarrus Health Alliance (CHA). The positions involved include the Stepping Up program and a clinician. This would impact three current staff and a total of three and a half positions.

Lundee Covington, Human Resources Director, advised she has had conversations with the impacted individuals, and we would work with them and CHA assuming the Board approves this to come up with a transition plan. She stated they would be kept as county employees through the end of April to allow time for a transition. CHA would then be posting an additional position and a half to provide support.

Mr. Harris advised there will probably be an increase of approximately \$150,000 annually. He further advised there may be opportunity to use some of the opioid settlement resources to offset some of the expenses for this program.

5. Approval of Regular Meeting Agenda

5.1 BOC - Approval of Regular Meeting Agenda

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

Vice Chairman Shue, **MOVED** to approve the agenda as follows for the February 20, 2023 regular meeting, and scheduled a public hearing for 6:30 or as soon thereafter as persons may be heard. Commissioner Wortman seconded the motion.

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

Approval or Correction of Minutes

- Approval or Correction of Meeting Minutes

Recognitions and Presentations

- Human Resources - Recognition of Captain Aaron Rankin on His Retirement from Cabarrus County Sheriff's Office
- Human Resources - Recognition of Lieutenant Ray Gilleland on His Retirement from Cabarrus County Sheriff's Office
- Human Resources - Recognition of Senior Deputy Lewis Burgess on His Retirement from Cabarrus County Sheriff's Office

Consent

- Appointments - Home and Community Care Block Grant Advisory Committee

- Appointments and Removals - Human Services Advisory Board
- Appointments and Removals - Juvenile Crime Prevention Council
- Appointments and Removals - Mental Health Advisory Board
- Budget - Budget Amendment to Appropriate Board Contingency Funds for Legal Fees
- County Manager - Jail Behavioral Health Services
- County Manager - U-5956 - Rock Hill Church Rd/Union Cemetery Road Realignment Easement Settlement
- CVB - Mondo Track at Jay M. Robinson High School
- DHS - Budget Amendment for ERA Program
- Finance - Budget Amendment and Capital Project Ordinance
- Finance - Reimbursement Resolution
- Infrastructure and Asset Management - Stonewall Jackson Training School (SJTS) Parcels Timber Harvesting Plan Approval
- ITS - Memorandum of Agreement for the Courtroom Upgrades for Remote Proceedings
- Legal - Ad Hoc Amendment to Central Area Land Use Plan Interlocal Agreement for 2101 NC 73 HWY, Further Identified as PIN 5641-00-5282
- Legal - Ad Hoc Amendment to Central Area Land Use Plan Interlocal Agreement for 380 Patience Drive, Further Identified as PIN 5641-00-1839
- Planning and Development - Community Development Budget Amendment
- Planning and Development - HOME ARP Contract
- Sheriff's Office - Acceptance of Grant Funds to Support Additional Officers
- Sheriff's Office - Award of Service Weapon to Captain Aaron Rankin Upon His Retirement
- Sheriff's Office - Award of Service Weapon to Deputy Lewis Burgess upon His Retirement
- Sheriff's Office - Award of Service Weapon to Lieutenant Ray Gilleland Upon His Retirement
- Sheriff's Office - Law Enforcement Services Agreement with Town of Harrisburg
- Tax Administration - Advertisement of 2022 Delinquent Taxes
- Tax Administration - Refund and Release Reports - January 2023

New Business

- Planning and Development - 2023-2024 Community Development Programs - 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
- Budget - Monthly Budget Amendment Report
- Budget - Monthly Financial Update
- County Manager - Monthly Building Activity Reports
- County Manager - Monthly New Development Report
- EDC - January 2023 Monthly Summary Report

6. Closed Session

6.1 Closed Session - Pending Litigation

UPON MOTION of Vice Chairman Shue, seconded by Commissioner Strang 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).

UPON MOTION of Commissioner Measmer, seconded by Vice Chairman Shue and unanimously carried, the Board moved to come out of closed session.

Return to Open Session

UPON MOTION of Commissioner Wortman, seconded by Commissioner Strang and unanimously carried, the Board approved the mediation settlement for workers compensation claim for I.C. File Number 18-000685 in the amount of \$80,000 with \$5,000 set aside for future medical care.

7. Adjourn

UPON MOTION of Commissioner Measmer, seconded by Commissioner Wortman and unanimously carried, the meeting adjourned at 7:32 p.m.

Lauren Linker, 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 6:30 p.m. on Monday, February 20, 2023.

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

live broadcast at 6:30 p.m. on Channel 22
<https://www.youtube.com/cabarruscounty>
<https://www.cabarruscounty.us/cabcotv>

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

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

Chairman Morris called the meeting to order at 6:30 p.m.

Chairman Morris led the Pledge of Allegiance.

In lieu of the invocation, a moment of silence was observed.

Chairman Morris recognized Youth Commission member Scarlet West as an At-large home school representative in attendance.

(A) APPROVAL OR CORRECTION OF MINUTES

(A-1) Approval or Correction of Meeting Minutes

UPON MOTION of Vice Chairman Shue, seconded by Commissioner Strang and unanimously carried, the Board approved the minutes of January 3, 2023 (Work Session), and January 17, 2023 (Regular Meeting) as presented.

(B) APPROVAL OF THE AGENDA

Chairman Morris reviewed changes to the agenda.

Chairman Morris requested Item F-17 be moved to New Business for discussion.

Commissioner Measmer requested Item F-22 be moved to New Business for discussion.

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

Updated:

Consent Agenda

F-8 CVB - Mondo Track at Jay M. Robinson High School

Moved to New Business:

F-17 Planning and Development - HOME ARP Contract (Now G-2)

F-22 Sheriff's Office - Law Enforcement Services Agreement with town of Harrisburg (Now G-3)

(C) RECOGNITIONS AND PRESENTATIONS

(C-1) Human Resources - Recognition of Captain Aaron Rankin on His Retirement from Cabarrus County Sheriff's Office

Sheriff Van Shaw recognized Captain Rankin on his retirement after 12 years of service to Cabarrus County.

Vice Chairman Shue presented Captain Rankin with a service award in appreciation of his service and dedication to the citizens of Cabarrus County.

Captain Rankin graciously accepted the award and expressed appreciation.

(C-2) Human Resources - Recognition of Lieutenant Ray Gilleland on His Retirement from Cabarrus County Sheriff's Office

Sheriff Van Shaw recognized Lieutenant Ray Gilleland on his retirement after 29 years of service to Cabarrus County.

Vice Chairman Shue presented Lieutenant Gilleland with a service award in appreciation of his service and dedication to the citizens of Cabarrus County.

Lieutenant Gilleland graciously accepted the award and expressed appreciation.

(C-3) Human Resources - Recognition of Senior Deputy Lewis Burgess on His Retirement from Cabarrus County Sheriff's Office

Sheriff Van Shaw recognized Senior Deputy Lewis Burgess on his retirement after 25 years of service to Cabarrus County.

Vice Chairman Shue presented Deputy Burgess with a service award in appreciation of his service and dedication to the citizens of Cabarrus County.

Deputy Burgess graciously accepted the award and expressed appreciation.

(D) INFORMAL COMMENTS

Chairman Morris opened the meeting for Informal Public Comments at 6:43 p.m. He stated each speaker would be limited to three minutes.

Jeeter Anderson, resident of 133 Kennedy Avenue in Kannapolis, commented on a Department of Human Services matter.

Jerry Anderson, resident of 133 Kennedy Avenue in Kannapolis, commented on a family matter and the Department of Human Services.

Geraldine Diaz, resident of 3352 Flagler Circle in Midland, read comments from Rich Wise regarding community, business, and government matters.

Lisa Haynie, resident of 5738 Sumter Avenue in Kannapolis, commented on issues in the Fishertown Princeton Park community.

Ray Helms, resident of 9607 Robinson Church Road in Harrisburg, presented comments regarding tax incentives, infrastructure, businesses, and government matters.

Benny Baker, resident of 4301 Camden Avenue in Kannapolis, presented comments regarding the proposal to fund the Cooperative Christian Ministries Grace Place project. He additionally commented on the condition and needs of the land currently proposed for the project.

David Hampton, resident of 2000 South Main Street in Kannapolis, commented on local government, the Cabarrus County Fair, and tax rates.

Lakesha Steele, resident of 1450 Fairington Drive NW, Apt. 204 in Concord, commented on the homeless population, inmates at the Cabarrus County Detention Center, inmate bonds, power lines maintenance, benches available at bus stops, and local restaurants.

There was no one else to address the Board, therefore Chairman Morris closed that portion of the meeting.

(E) OLD BUSINESS

None.

(F) CONSENT

(F-1) Appointments - Home and Community Care Block Grant Advisory Committee

The terms for Home and Community Care Block Grant (HCCBG) Advisory Committee members Scott Barringer, Helen McInnis, Evelyn Miller, James Polk, and Katie Kutcher ended on December 31, 2022. All five members have agreed to be reappointed to serve another term. An exception to the length of service provision of the Appointment Policy will be needed for Mr. Polk, Mr. Barringer, Ms. Miller, and Ms. Kutcher. Ms. McInnis also serves on the Board of Equalization and Review and Adult Care Home Community Advisory Committee and Mr. Polk serves

on the Transportation Advisory Board. An exception to the service on multiple boards provision of the Appointment Policy will be needed for them.

UPON MOTION of Vice Chairman Shue, seconded by Commissioner Wortman and unanimously carried, the Board reappointed Scott Barringer, Helen McInnis, Evelyn Miller, James Polk, and Katie Kutcher to the Home and Community Care Block Grant (HCCBG) Advisory Committee for three-year terms ending December 31, 2025; including an exception to the length of service provision of the Appointment Policy for Mr. Polk, Mr. Barringer, Ms. Miller and Ms. Kutcher and an exception to the service on multiple boards provision of the Appointment Policy for Ms. McInnis and Mr. Polk.

(F-2) Appointments and Removals - Human Services Advisory Board

Lasharee Rogers' appointment on the Human Services Advisory Board ended December 31, 2022. Ms. Rogers is not interested in serving another term.

Dr. Heather Tonya Anderson has submitted an application and is recommended to fill the vacant position on the Human Services Advisory Board.

Additionally, Anne Laukaitis' appointment on the Human Services Advisory Board ends December 31, 2023. Ms. Laukaitis has requested to resign from serving out her unexpired term.

Patricia West has submitted an application and is recommended to fill the unexpired position on the Human Services Advisory Board.

UPON MOTION of Vice Chairman Shue, seconded by Commissioner Wortman and unanimously carried, the Board removed Lasharee Rogers and Anne Laukaitis from the Human Services Advisory Board roster and thanked them for their service.

UPON MOTION of Vice Chairman Shue, seconded by Commissioner Wortman and unanimously carried, the Board appointed Dr. Heather Tonya Anderson to the Human Services Advisory Board for a three-year term ending February 28, 2026.

UPON MOTION of Vice Chairman Shue, seconded by Commissioner Wortman and unanimously carried, the Board appointed Patricia West to the Human Services Advisory Board to complete the unexpired term ending December 31, 2023.

(F-3) Appointments and Removals - Juvenile Crime Prevention Council

Judge Steve Grossman has resigned from his position on the Juvenile Crime Prevention Council as the Chief District Court Judge's designee. It is requested to appoint Chief District Court Judge Christy Wilhelm to complete the unexpired term.

Additionally, Deputy County Manager Rodney Harris has resigned from his position on the Juvenile Crime Prevention Council as the County Manager's designee. It is requested to appoint County Finance Director James Howden to complete the unexpired term. Mr. Howden is not a Cabarrus County resident. An exception to the residency provision of the Appointment Policy will be needed for him.

UPON MOTION of Vice Chairman Shue, seconded by Commissioner Wortman and unanimously carried, the Board removed Steve Grossman and Rodney Harris from the Juvenile Crime Prevention roster and thanked them for their service.

UPON MOTION of Vice Chairman Shue, seconded by Commissioner Wortman and unanimously carried, the Board appointed Christy Wilhelm to the Juvenile Crime Prevention Council as the Chief District Court Judge designee to complete the unexpired term ending June 30, 2023.

UPON MOTION of Vice Chairman Shue, seconded by Commissioner Wortman and unanimously carried, the Board appointed James Howden to the Juvenile Crime Prevention Council as the County Manager designee to complete the unexpired term ending September 30, 2023; including an exception to the residency provision of the Appointment Policy.

(F-4) Appointments and Removals - Mental Health Advisory Board

Judge Christy Wilhelm has resigned from her position on the Mental Health Advisory Board as the Local Judge representative. It is requested to remove her name from the roster. Judge Wilhelm has recommended Judge Steve Grossman to fill the unexpired term.

Judge Steve Grossman has submitted an application to serve on the Mental Health Advisory Board to serve as the Local Judge representative and is recommended to complete the unexpired term.

UPON MOTION of Vice Chairman Shue, seconded by Commissioner Wortman and unanimously carried, the Board removed Judge Christy Wilhelm from the Mental Health Advisory Board roster and thanked her for her service.

UPON MOTION of Vice Chairman Shue, seconded by Commissioner Wortman and unanimously carried, the Board appointed Judge Steve Grossman to the Mental Health Advisory Board as the Local Judge representative to complete an unexpired term ending December 31, 2023.

(F-5) Budget - Budget Amendment to Appropriate Board Contingency Funds for Legal Fees

Due to increased legal fees, an additional \$439,228 is requested to be added to the Legal Fees account from Board Contingency Funds.

UPON MOTION of Vice Chairman Shue, seconded by Commissioner Wortman and unanimously carried, the Board approved a budget amendment in the amount of \$439,228 from contingency funds for Legal Fees.

Date: Amount:

Dept. Head: Department:

Internal Transfer Within Department Transfer Between Departments/Funds Supplemental Request

Appropriate from Board Contingency \$439,228 for Legal Fees

Fund	Indicator	Department/ Object/ Project	Account Name	Increase Amount	Decrease Amount
001	9	1115-9609	Legal Fees	439,228.00	
001	9	1910-9660	Contingency		439,228.00

(F-6) County Manager - Jail Behavioral Health Services

Currently, behavioral health services are provided to the Cabarrus County jail by three and a half internal resources, managed by the Human Services Department. There are also supplemental agreements with vendors to satisfy requirements of the Stepping Up initiative, which is focused on reducing the impact of mental illness on inmates and state required suicide and special watch requirements. Due to a loss of supervision on the Human Services team, staff has researched alternatives regarding management of these programs to improve the delivery of services. It is recommended to move management of these programs to the Cabarrus Health Alliance. This would impact three current staff and a total of three and a half positions.

UPON MOTION of Vice Chairman Shue, seconded by Commissioner Wortman and unanimously carried, the Board approved the transition of behavioral health service of the jail, including the three and a half positions, to the management of Cabarrus Health Alliance.

(F-7) County Manager - U-5956 - Rock Hill Church Road/Union Cemetery Road Realignment Easement Settlement

The North Carolina Department of Transportation has requested both a temporary construction easement and a permanent easement along Union Cemetery Road for the purpose of the realignment of Rock Hill Church Rd/Union Cemetery Road. The easements are to facilitate the realignment of Union Cemetery Road. The purpose of this project is to improve mobility and connectivity by providing a more direct connection between Rock Hill Church Road and Union Cemetery Road. This project will also improve traffic operations by reducing congestion and delay in the Rock Hill Church Road/US 29/601 (Concord Parkway) Union Cemetery Road intersection area. Cabarrus County has been offered a total of \$20,975 for the easements and the value of the improvements to be acquired. The proposed settlement is based on comparable sales in the area and the value of the landscaping. The areas in yellow on the attached maps are temporary and the area is red is permanent. The funds will need to be allocated to Cabarrus County Schools to replace required landscaping that will be removed during the project. The Cabarrus County School Board has reviewed the plans.

UPON MOTION of Vice Chairman Shue, seconded by Commissioner Wortman and unanimously carried, the Board approved the temporary and permanent easements with the North Carolina Department of Transportation, authorized the County

Manager to execute the documents after review and revision by the County Attorney and approved the associated budget amendments.

A budget amendment is needed but is not available at this time and will be presented to the Board at a later date.

(F-8) CVB - Mondo Track at Jay M. Robinson High School

The Board of Directors for the Cabarrus County Tourism Authority approved funding for a Mondo Track at Jay M. Robinson High School to further enhance sports tourism related activities and economic impact.

UPON MOTION of Vice Chairman Shue, seconded by Commissioner Wortman and unanimously carried, the Board approved the project utilizing Cabarrus County Tourism Authority funds to pass through Cabarrus County pending Cabarrus County School Board approval; and adopted the project ordinance and budget amendment.

Date: Amount:
 Dept. Head: Department:
 Internal Transfer Within Department Transfer Between Departments/Funds Supplemental Request

Budget amendment for Mondo track surface at JM Robinson High School funded by reimbursement from the Cabarrus County Convention and Visitors Bureau.							
Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
390	6	7210-6923-MONDO	Proceeds from CVB	-	1,439,860.00		1,439,860.00
390	9	7210-9830-MONDO	Other Improvements	-	1,439,860.00		1,439,860.00

Ordinance No. 2023-02

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	\$	33,925,319
Contribution from Capital Projects Fund		9,522,511
Debt Proceeds 2020 Draw Note		46,620,222
Debt Proceeds 2022 Draw Note		55,711,930
Debt Proceeds 2024 Draw Note		6,081,750
Contribution from Capital Reserve Fund		1,662,314
Contribution from Convention & Visitors Bureau		1,500,000
NC Department of Transportation		1,950,000
TOTAL REVENUES		\$156,974,046

- C. The following appropriations are made as listed.

CCS Mobile Unit Renovation	\$	3,300,000
Concord High Fire Alarm Replacement		89,314
Northwest High Fire Alarm Replacement		89,314
JM Robinson Renovation		81,195
R. Brown McAllister Replacement		48,356,750
Roberta Road Middle School		56,604,300
CCS New High School		9,508,821
CCS Southeast High School - Land purchase		1,816,320
Kannapolis Middle School		138,897
AL Brown Football Stadium ADA/Drainage		228,000

AL Brown Roof Replacement	190,000
RCCC Building 1000 Boiler	62,780
RCCC Building 2000 Roof Replacement	154,500
RCCC CBTC HVAC	244,291
Contribution to Capital Reserve	5,001,114
Early College Mobile Units	2,337,000
Mondo Track - JM Robinson High School	1,500,000
Deferred Maintenance Cabarrus County Schools	19,663,416
Deferred Maintenance Kannapolis City School	4,140,034
Deferred Maintenance Rowan Cabarrus Community College	3,468,000
TOTAL EXPENDITURES	\$156,974,046
GRAND TOTAL - REVENUES	\$156,974,046
GRAND TOTAL - EXPENDITURES	\$156,974,046

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 20th Day of February 2023.

CABARRUS COUNTY BOARD OF COMMISSIONERS

BY: /s/ Stephen M. Morris
 Stephen M. Morris, Chairman

ATTEST:

/s/ Lauren Linker
 Clerk to the Board

(F-9) DHS - Budget Amendment for ERA Program

At the work session, staff presented a program update of the Emergency Rental Assistance Program and requested approval of the budget amendment to match the funding allocation from the U.S. Treasury.

UPON MOTION of Vice Chairman Shue, seconded by Commissioner Wortman and unanimously carried, the Board adopted the budget amendment and project ordinance.

Date: 2/20/2023 Amount: 2,092,112.55
 Dept. Head: Karen Calhoun Department: DHS

Internal Transfer Within Department
 Transfer Between Departments/Funds
 Supplemental Request

The Treasury has decreased our allocation for the ERA2 grant. We need to adjust the budget to reflect our remaining allocation to make sure that we will stay within that budget.
 New Allocation \$3,073,597.45 x 15% for admin = \$461,039.62

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
440	6	5645-6202-ERA22	US Tr EmgA	(5,165,710.00)		(2,092,112.55)	(3,073,597.45)
440	9	5645-9101-ERA22	Sal & Wags	170,000.00	38,308.00		208,308.00
440	9	5645-9114-ERA22	Cont Emp	41,819.00		15,987.00	25,832.00
440	9	5645-9122-ERA22	Other Pays	4,000.00		4,000.00	0.00
440	9	5645-9201-ERA22	SS	13,899.00	771.00		14,670.00
440	9	5645-9202-ERA22	Medicare	3,133.00	231.00		3,364.00
440	9	5645-9205-ERA22	GH Ins	26,243.00	21,772.00		48,015.00
440	9	5645-9206-ERA22	Vision	400.00		62.00	338.00
440	9	5645-9207-ERA22	Life Ins	400.00		12.00	388.00
440	9	5645-9210-ERA22	Retirement	25,500.00	3,673.00		29,173.00
440	9	5645-9230-ERA22	Work Comp	4,558.00		1,692.00	2,866.00
440	9	5645-9235-ERA22	Def C 401k	8,000.00	2,260.00		10,260.00
440	9	5645-9301-ERA22	Off Sup	3,956.00		3,956.00	0.00
440	9	5645-9331-ERA22	MO Equip	19,000.00		19,000.00	0.00
440	9	5645-9445-ERA22	Pur Svs	448,934.00		336,092.04	112,841.96
440	9	5645-9640-ERA22	Ins & Bond	5,014.50		30.84	4,983.66
440	9	5645-946002-ERA22	US Tr EmgA	4,390,853.50		1,778,295.67	2,612,557.83
					67,015.00	67,015.00	-

Ordinance No. 2023-03

CABARRUS COUNTY
 CARES RELIEF FUNDS - SPECIAL REVENUE PROJECT 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 purpose of receiving and disbursing funds as directed by CARES Act funding and the US Department of State Treasury and Emergency Rental Assistance Program (ERAP) funding and the US Department of State Treasury.
- B. The officers of this unit are hereby directed to proceed with this capital project within the terms of the Generally Accepted Accounting Principles (GMP), the grant terms, the rules and regulations of the US Department of State Treasury and the budget contained herein.
- C. It is estimated that the following revenues will be available to fund COVID 19 and Emergency Rental Assistance expenditures:

CARES Act Relief Funds	\$7,972,670
American Rescue Plan	42,043,458
Interest Income	3,499
Emergency Rental Assistance (ERA21)	11,494,069
Emergency Rental Assistance Second Allocation (ERA22)	3,073,598
TOTAL REVENUES	\$64,587,294

- D. The following appropriations are made for expenditures related to COVID19 and

Salaries and Benefits (CARES)	\$3,581,275
Other Public Health Expenditures (CARES)	2,415,010
Municipal Distribution (CARES)	1,979,884
Administration (ERA21)	524,746
Emergency Rental Assistance (ERA21)	10,969,323
Administration (ERA22)	461,040
Emergency Rental Assistance Second Allocation (ERA22)	2,612,558
Salaries and Benefits Administration (ARP)	463,350
Salaries and Benefits Retention (ARP Loss Revenue)	10,000,000
Other Public Health Expenditures (ARP)	3,275,000
Aid to Nonprofits	27,897,288
Unallocated (ARP)	407,820
TOTAL EXPENDITURES	\$64,587,294
GRAND TOTAL- REVENUES	\$64,587,294
GRAND TOTAL- EXPENDITURES	\$64,587,294

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 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.

- 5. 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.
- 6. 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.
- 7. 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).
- 8. 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 Grant 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 grant 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 grant project, all unrestricted excess funds are transferred to the General Fund and the portion of the Grant Project associated with the project is closed.

Adopted this 20th day of February 2023.

CABARRUS COUNTY BOARD OF COMMISSIONERS

BY: /s/ Stephen M. Morris
Stephen M. Morris, Chairman

ATTEST:
/s/ Lauren Linker
Clerk to the Board

(F-10) Finance - Budget Amendment and Capital Project Ordinance

During the January Board meeting the Board re-affirmed the Mount Pleasant Library / ALC / Foil Park Project budget of \$26,500,000. Currently in the Capital Project Fund, there is a budget of \$17,499,999 for this project. The attached budget amendment and project ordinance budgets the additional funds of \$9,000,001 with a transfer from the Community Investment Fund of \$8,500,001 and from a PARTF Grant of \$500,000.

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

Date: Amount:

Dept. Head: Department:

Internal Transfer Within Department Transfer Between Departments/Funds Supplemental Request

This budget amendment is to budget for the current approved cost of \$26,500,000 to construct the Mt. Pleasant Library/ALC/Foil Park Project in Fund 380 - County Capital Project Fund. \$17,499,999 is already budgeted in the County Capital Project Fund. The remaining \$9,000,001 will be provided from the Community Investment Fund and a PARTF Grant, \$8,500,001 and \$500,000 respectively.							
Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
380	6	8140-6932-MPLIB	Contribution from Community Investment Fund	-	8,500,001		8,500,001
380	6	8140-6319	PARTF Grant	-	500,000		500,000
380	9	8240-9820	Library Construction	10,000,000	9,000,001		19,000,001
100	6	0000-6901	Fund Balance Appropriated	10,679,435	8,500,001		19,179,436
100	9	0000-9708	Contribution to Capital Project Fund	24,011,611	8,500,001		32,511,612

Ordinance No. 2023-04

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 Note	\$ 60,904,154
Debt Proceeds 2022 Draw Note	103,458,267
Debt Proceeds 2024 Debt Program	16,654,664
Contributions from Capital Projects Fund	27,770,234
Contribution from General Fund	40,355,281
Contribution from Capital Reserve Fund	3,657,664
Contribution from Internal Service Fund	1,065,426
Contribution from Community Investment Fund	16,393,328
State Allocation	40,700,000
PARTF Grant	500,000
TOTAL REVENUES	\$311,459,018

- C. The following appropriations are made as listed.

Courthouse Site Enabling Construction & Renovation	\$ 146,545,280
Governmental Center Skylight & Roof Replacement	2,328,494
Contribution to Capital Reserve (Reimb for Skylight Project)	2,085,000
Artificial Turf Fields	4,401,748
Frank Liske Barn Replacement	7,033,845
Legal / Closing Expenses	952,508
Governmental Center Parking Deck Sealing	235,983
Emergency Equipment Warehouse/ ITS Location	15,867,999
Fiber Infrastructure Improvement	799,000
Jail Annex HVAC Replacement	193,000
Sheriff Training & Firing Range Renovations	2,185,000
Human Services HVAC	180,000
Frank Liske Park ADA Renovations	1,300,000
Frank Liske Park Playground Replacement	203,600
Camp Spencer Vending & Archery Building	536,998
West Cabarrus Library & Senior Center	2,400,000
Deferred Maintenance Projects	9,371,450
EMS Headquarters	21,007,999
Mt. Pleasant Library / ALC / Foil Park Project	26,500,000
Northeast Area Land	4,729,117
Mental Health Facility	35,597,554
Other Improvements Unallocated	1,632,642
Enterprise Physical Security Project (ITS)	807,000

Concord Senior Center Overflow Parking Lot	700,000
Contribution to the General Fund	47,500
Frank Liske Park Softball Complex Utilities	410,000
Rob Wallace Park	1,533,504
Animal Shelter Expansion	290,000
Frank Liske Park Stormwater Project	570,803
Northeast Cabarrus Radio Tower Project	2,439,171
Milestone Building	8,150,000
Fire Services Building	370,000
Frank Liske Park Tennis Court	280,000
Frank Liske Park Multiple Projects	5,000,000
Government Center Building Repair	450,000
Public Safety Training Center	2,073,823
Human Services Facility	2,250,000
TOTAL EXPENDITURES	\$311,459,018
GRAND TOTAL - REVENUES	\$311,459,018
GRAND TOTAL - EXPENDITURES	\$311,459,018

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 and the portion of the Capital Project associated with the project is closed.

Adopted this 20th day of February, 2023.

CABARRUS COUNTY BOARD OF COMMISSIONERS

BY: /s/ Stephen M. Morris
Stephen M. Morris, Chairman

ATTEST:

/s/ Lauren Linker
Clerk to the Board

(F-11) Finance - Reimbursement Resolution

The County may advance its own funds to pay certain expenditures associated with the Mount Pleasant Library / ALC / Foil Park Project. The attached Reimbursement Resolution will allow the County to reimburse themselves with future debt, if so desired, up to the full \$26,500,000 if necessary.

UPON MOTION of Vice Chairman Shue, seconded by Commissioner Wortman and unanimously carried, the Board adopted the Reimbursement Resolution for the Mount Pleasant Library / ALC / Foil Park Project up to \$26,500,000.

Resolution No. 2023-05

RESOLUTION DECLARING OFFICIAL INTENT TO REIMBURSE
EXPENDITURES WITH PROCEEDS OF DEBT PURSUANT TO UNITED STATES
DEPARTMENT OF TREASURY REGULATIONS

BE IT RESOLVED by the Board of Commissioners of Cabarrus County:

1. The Board hereby finds, determines and declares as follows:

(a) Treasury Regulations Section 1.150-2 (the "Regulations"), promulgated by the United States Department of Treasury on June 18, 1993, prescribes certain specific procedures applicable to certain obligations issued by the County after June 30, 1993, including, without limitation, a requirement that the County timely declare its official intent to reimburse certain expenditures with the proceeds of debt to be issued thereafter by the County.

(b) The County has advanced and/or will advance its own funds to pay certain capital costs (the "Original Expenditures") associated with financing, in whole or in part, (i) the design, acquisition, construction, installation and equipping of a new public park facility, including the acquisition of necessary land, easements and rights-of-way, (ii) site development, (iii) any and all related utilities relocation and (iv) various real and/or personal property improvements related to any of the foregoing (collectively, the "Mt. Pleasant Library, ALC, Foil Park Project").

(c) The funds heretofore advanced or to be advanced by the County to pay the Original Expenditures are or will be available only on a temporary basis, and do not consist of funds that were otherwise earmarked or intended to be used by the County to permanently finance the Original Expenditures.

(d) As of the date hereof, the County reasonably expects that it will reimburse itself for such Original Expenditures with the proceeds of debt to be incurred by the County, and the maximum principal amount of debt to be incurred with respect to the Mt. Pleasant Library, ALC, Foil Park Project is expected to be \$26,500,000.

(e) All Original Expenditures to be reimbursed by the County were paid no more than 60 days prior to, or will be paid on or after the date of, this declaration of official intent. The County understands that such reimbursement must occur not later than 18 months after the later of (i) the date the Original Expenditure was paid; or (ii) the date the Mt. Pleasant Library, ALC, Foil Park Project was placed in service or abandoned, but in no event more than 3 years after the Original Expenditure was paid.

2. This resolution shall take effect immediately.

(F-12) Infrastructure and Asset Management - Stonewall Jackson Training School (SJTS) Parcels Timber Harvesting Plan Approval

At the work session, County staff updated the Board on the current Stonewall Jackson Training School (SJTS) property acquisition, timber harvesting request for services, and timber harvesting logistics and contract.

UPON MOTION of Vice Chairman Shue, seconded by Commissioner Wortman and unanimously carried, the Board authorized the County Manager to execute the contract with timber harvesting consultant (GFR Forestry Consultants) subject to review by the County Attorney once Cabarrus County officially owns the particular parcels identified for timber harvest.

(F-13) ITS - Memorandum of Agreement for the Courtroom Upgrades for Remote Proceedings

The Administrative offices of the Courts of North Carolina require a memorandum of agreement for the County to utilize their contract with ePlus to install AOC approved AV equipment in the new courthouse. The State is supplying 3 units and it is the request of the Judges to have advance AV capabilities in 5 additional courtrooms.

UPON MOTION of Vice Chairman Shue, seconded by Commissioner Wortman and unanimously carried, the Board approved the Memorandum of Agreement between Cabarrus County and the North Carolina Administrative Office of the Courts.

(F-14) Legal - Ad Hoc Amendment to Central Area Land Use Plan Interlocal Agreement for 2101 NC 73 HWY, Further Identified as PIN 5641-00-5282

The City of Concord received a request for water service in Area A of the Central Area Land Use Plan Interlocal Agreement. The request is from Mardan Enterprises, LLC for property located at 2101 NC 73 HWY further identified as PIN 5641-00-5282. The property will be developed with one single-family home. Pursuant to the CALUP ILA, all requests for service in Area A must be jointly approved by the Cabarrus County Board of Commissioners and Concord City Council.

UPON MOTION of Vice Chairman Shue, seconded by Commissioner Wortman and unanimously carried, the Board approved the request for the City of Concord to provide water service at 2101 NC 73 HWY, further identified as PIN 5641-00-5282 and authorized the County Manager to execute the Agreement subject to review and approval by the County Attorney.

(F-15) Legal - Ad Hoc Amendment to Central Area Land Use Plan Interlocal Agreement for 380 Patience Drive, Further Identified as PIN 5641-00-1839

The City of Concord received a request for water service in Area A of the Central Area Land Use Plan Interlocal Agreement. The request is from Mardan Enterprises, LLC for property located at 380 Patience Drive, further identified as PIN 5641-00-1839. The property will be developed with one single-family home. Pursuant to the Central Area Land Use Plan Interlocal Agreement, all requests for service in Area A must be jointly approved by the Cabarrus County Board of Commissioners and Concord City Council.

UPON MOTION of Vice Chairman Shue, seconded by Commissioner Wortman and unanimously carried, the Board approved the request for the City of Concord to provide water service at 380 Patience Drive, further identified as PIN 5641-00-1839 and authorized the County Manager to execute the agreement subject to review and approval by the County Attorney.

(F-16) Planning and Development - Community Development Budget Amendment

The attached budget amendment is to place revenues generated from the Duke Energy rebate program into expense line items to allow them to be expended. Staff has generated \$28,506.45 in revenues through the program. The Duke Energy rebate program requires that revenues be placed back into the program to expand service.

UPON MOTION of Vice Chairman Shue, seconded by Commissioner Wortman and unanimously carried, the Board approved the budget amendment.

Date: 2/20/2023	Amount: 28,506.45
Dept. Head: Kelly Sifford	Department: Community Development
<input type="checkbox"/> Internal Transfer Within Department	<input type="checkbox"/> Transfer Between Departments/Funds
<input checked="" type="checkbox"/> Supplemental Request	
Purpose: To allocate Duke Rebate Program funds received for Weatherization Program jobs completed in homes where electricity is provided by Duke Energy Carolinas.	

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
460	6	3250-6841-DE	Duke Power Rebate	-	28,506.45		28,506.45
460	9	3250-9493-DE	Operations - Duke	2,741.47	3,000.00		5,741.47
460	9	3250-9315-DE	Health & Safety Duke	15,712.40	25,506.45		41,218.85

(F-17) Planning and Development - HOME ARP Contract

Note: This item was moved to New Business for discussion. See Item G-2.

(F-18) Sheriff's Office - Acceptance of Grant Funds to Support Additional Officers

As part of a grant application made by Cabarrus County Schools to continue funding school resource officers at our local middle schools, additional funding was provided which will allow for the addition of two middle school, school resource officers. After consideration by both the Sheriff and School Administration, we would like to add an additional officer at both Hickory Ridge Middle School and Harris Road Middle School which are the two middle schools with the largest census. This will allow for increased presence at these schools and a higher level of security for both students and staff.

This grant, provided through the North Carolina Center for Safer Schools, is specific to middle schools and cannot be used for any other school classifications.

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

Date:	2/20/2023	30,270.40
Dept. Head:	Sheriff Van W. Shaw	2110 - Sheriff's Office
<input type="checkbox"/> Internal Transfer Within Department <input type="checkbox"/> Transfer Between Departments/Funds <input checked="" type="checkbox"/> Supplemental Request		
Revenue provided by North Carolina Department of Public Instruction (DPI) Grant for 2 additional SROs in Middle Schools. As part of a grant application made by Cabarrus County Schools to continue funding school resource officers at our local middle schools, additional funding was provided which will allow for the addition of two middle school school resource officers. After consideration by both the Sheriff and School Administration, we would like to add an additional officer at both Hickory Ridge Middle School and Harris Road Middle School which are the two middle schools with the largest ADP. This will allow for increased presence at these schools and a higher level of security for both students and staff. This grant, provided through the North Carolina Center for Safer Schools, is specific to middle schools and cannot be used for any other school classifications. The State Grant does not include a provision for the equipment, uniforms, supplies, etc. The grant specifically deems these items as "disallowed". Cabarrus County Schools has the budget (supported primarily by the State Grant) to help fund 2 additional middle school SROs at \$37,838 each (that is an ANNUAL amount and the amount of related "compensation" summarized in the MOU for 2022-2023).		

Fund	Indicator	Department/ Object/ Project	Account Name	Increase Amount	Decrease Amount
001	6	2110-6344	DPI Grant	30,270.40	-
001	9	2110-9101	Salaries & Wages	33,940.00	-
001	9	2110-9201	Social Security	2,104.00	-
001	9	2110-9202	Medicare	492.00	-
001	9	2110-9205	Group Hospital Insurance	4,425.00	-
001	9	2110-9206	Vision Care	1,700.00	-
001	9	2110-9207	Life Insurance	6,800.00	-
001	9	2110-9210	Retirement	22.00	-
001	9	2110-9230	Workers' Compensation	1,400.00	-
001	9	2110-9235	Deferred Compensation 401K	750.00	-
001	9	2110-9310	Ammunition	700.00	-
001	9	2110-9316	Supplies	400.00	-
001	9	2110-9331	Minor Office Equipment	25,200.00	-
001	9	2110-9340	Uniform	6,000.00	-
001	9	2110-9342	Minor Technology Equipment	4,800.00	-
001	9	2110-9445	Purchase Services	12,000.00	-
001	9	2110-9635	Educational Materials	700.00	-
001	9	2110-9653	Medical Consults	1,100.00	-
001	9	2110-9640	Insurance and Bonds	805.00	-
001	9	2110-9863	Motor Vehicles	141,512.00	-
001	9	1910-9660	Board Contingency	-	214,579.60

(F-19) Sheriff's Office - Award of Service Weapon to Captain Aaron Rankin Upon His Retirement

Captain Aaron Rankin will retire from the Cabarrus County Sheriff's Office on March 1, 2023. Pursuant to N.C. General Statute 20-187.2, it is requested that Captain Rankin's service weapon (Sig-Sauer P320C, Serial Number 5858J335832) be designated surplus property and awarded to him for a price of \$1.00 upon his retirement.

UPON MOTION of Vice Chairman Shue, seconded by Commissioner Wortman and unanimously carried, the Board declared Sig Sauer P320 Serial # 335832 .40 cal handgun surplus property and authorized disposition in accordance with the County's policy.

(F-20) Sheriff's Office - Award of Service Weapon to Deputy Lewis Burgess upon His Retirement

Deputy Lewis Burgess will retire from the Cabarrus County Sheriff's Office on February 28, 2023. Pursuant to N.C. General Statute 20-187.2, it is requested that Deputy Burgess's service weapon (Sig-Sauer P320C, Serial Number 58C352038) be designated surplus property and awarded to him for a price of \$1.00 upon his retirement.

UPON MOTION of Vice Chairman Shue, seconded by Commissioner Wortman and unanimously carried, the Board declared Sig-Sauer P320C, Serial Number 58C352038 surplus property and authorized disposition in accordance with the County's policy.

(F-21) Sheriff's Office - Award of Service Weapon to Lieutenant Ray Gilleland Upon His Retirement

Lieutenant Ray Gilleland will retire from the Cabarrus County Sheriff's Office on March 1, 2023. Pursuant to N.C. General Statute 20-187.2, it is requested that Lieutenant Gilleland's service weapon (Sig-Sauer P320C, Serial Number 58C351908) be designated surplus property and awarded to him for a price of \$1.00 upon his retirement.

UPON MOTION of Vice Chairman Shue, seconded by Commissioner Wortman and unanimously carried, the Board declared sig Sauer P320 .40 cal Serial # 58C351908 surplus property and authorized disposition in accordance with the County's policy.

(F-22) Sheriff's Office - Law Enforcement Services Agreement with Town of Harrisburg

Note: This item was moved to New Business for discussion. See Item G-3.

(F-23) Tax Administration - Advertisement of 2022 Delinquent Taxes

NC General Statute 105-369 requires counties to report the amount of unpaid taxes for the current year, 2022, that are liens on real property, less bankruptcies and Property Tax Commission (PTC) appeals; and to set the advertisement date.

2022 REAL ESTATE	\$12,879,363.17
Less: Bankruptcies	4760.87
PTC Appeals	0.00
TOTAL	12,874,602.30

Date of Advertisement of Tax Liens: March 26, 2023

UPON MOTION of Vice Chairman Shue, seconded by Commissioner Wortman and unanimously carried, the Board approved the report for the 2022 outstanding delinquent taxes that are a lien on real property and ordered the Tax Administrator to advertise these liens on March 26, 2023.

ORDER OF THE BOARD OF COUNTY COMMISSIONERS

IN ACCORDANCE WITH N.C.G.S. 105-369

State of North Carolina
County of Cabarrus

To: M. David Thrift, Tax Administrator of Cabarrus County

You are hereby authorized, empowered, and commanded to advertise tax liens on real property for failure to pay 2022 property taxes. You shall advertise said liens by posting a notice of liens at the county courthouse and by publishing each lien at least one time in a newspaper having general circulation in the taxing unit. Advertisement of liens shall be made on Sunday March 26, 2023.

This order shall be a full and sufficient authority to direct, require, and enable you to advertise said tax liens in accordance with North Carolina General Statute 105-369.

Witness my hand and official seal, this 20th day of February, 2023.

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

Attest:

/s/ Lauren Linker
Lauren Linker
Clerk to the Board of County Commissioners

(F-24) Tax Administration - Refund and Release Reports - January 2023

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.

UPON MOTION of Vice Chairman Shue, seconded by Commissioner Wortman and unanimously carried, the Board approved the January 2023 Refund and Release Reports as submitted, including the NCVTS Refund Report, and granted authority to the Tax Collector to process the refunds and releases. The report is hereby incorporated into the minutes by reference and is on file with the Clerk to the Board.

(G) NEW BUSINESS

(G-1) Planning and Development - 2023-2024 Community Development Programs - Public Hearing 6:30 p.m.

Kelly Sifford, Assistant County Manager, presented a request for the Weatherization, Heating and Air Repair and Replacement program and Housing and Home Improvement programs as the applications and funding become available in the coming months. Additionally, Ms. Sifford requested to participate in any programs that Duke Energy or Blue Cross Blue Shield offer. She advised the only match required for any of these programs is ten percent for the Housing and Home Improvement program, which is part of the larger Home Care Community Block Grant program. She advised these programs are for existing housing.

UPON MOTION of Commissioner Strang, seconded by Commissioner Wortman and unanimously carried, the Board approved staff to make applications for the Weatherization, Heating and Air Repair and Replacement program, Housing and Home Improvement, Duke Energy programs, and Blue Cross Blue Shield programs and approved to allow the County Manager to execute any necessary contracts subject to legal review.

Ms. Sifford then presented a recap of the HOME program. The recap included information regarding the limitations and scope of the program. She reported this program is tied to homelessness and due to lack of transportation and resources and the inability to do services properly in outlying areas of the County, staff have been working with cities on potential projects. Ms. Sifford presented an overview of the project with Cooperative Christian Ministry's Grace Place project in Kannapolis.

A lengthy discussion ensued. During discussion, Ms. Sifford responded to questions from the Board. Issues addressed included concerns with the proposed parcel of land for the Grace Place project and designating funds for the down payment assistance program. Ms. Sifford clarified the proposal is to potentially delay the ARP contract and allow for time to see if there are viable projects. She advised the public hearing will be held for the HOME program tonight for this year's funding, and suggested the Board approve funds for the down payment assistance program as an alternate project for now due to the deadline to keep the funds in Cabarrus County.

Chairman Morris opened the public hearing at 7:39 p.m. The public hearing notice was published in the Independent Tribune on February 8 and 12, 2023. The public hearing notice was also posted on the County's website (www.cabarruscounty.us) on February 8, 2023, in accordance with Article 2, Administration, Section 2.1 (Use of Electronic Means to Provide Public Notices) of the Cabarrus County Code of Ordinances.

Benny Baker, resident of 4301 Camden Avenue in Kannapolis, expressed and reiterated his concerns regarding the viability of the property proposed by Cooperative Christian Ministries (CCM) for use of Grace Place as well as the impacts and effects on the adjoining neighborhood and nearby school.

Diamelen Partridge, resident of 4507 Rainbow Drive in Kannapolis, expressed concerns regarding the viability and efficiency of the CCM project on the proposed property.

Angie Noblezada, resident of 4619 Rainbow Drive in Kannapolis, expressed safety concerns regarding the location of the CCM project.

Jim Quick, resident of 126 Spencer Avenue in Concord, commented on the possibilities of rehabbing existing structures or the possibility of a different location for the proposed project.

Steve Lynch, resident of 2007 Normandy Road in Kannapolis, commented on the CCM project suggesting a different location and the condition and topography of the currently proposed land.

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

Commissioner Strang, **MOVED** to approve receiving 2023-2024 HOME funds to be used for the Down Payment Assistance Program. Commissioner Wortman seconded the motion.

Following discussion, the **MOTION** carried with Chairman Morris, Vice Chairman Shue, and Commissioners Strang and Wortman voting for, and Commissioner Measmer voting against.

(G-2) Planning and Development - HOME ARP Contract

Kelly Sifford, Assistant County Manager, requested the HOME ARP Contract item be tabled until next month. She stated this would allow her to research other viable projects for the Board's consideration.

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

UPON MOTION of Chairman Morris, seconded by Vice Chairman Shue and unanimously carried, the Board tabled the HOME ARP Contract to the March Work Session or longer if needed.

(G-3) Sheriff's Office - Law Enforcement Services Agreement with Town of Harrisburg

Commissioner Measmer reported there was mention at the work session of taking this contract for law enforcement services with the Town of Harrisburg and applying it to the towns of Mount Pleasant and Midland. He stated he would like to get some input from Mount Pleasant, Midland and the Sheriff prior to entering into the law enforcement contract for their respective jurisdiction. He expressed his full support for this contract with the Town of Harrisburg

For many years, the Sheriff through his office and employees has provided law enforcement protection to and for the Town, through the assignment of deputies to conduct the usual and customary law enforcement duties within Town limits. Both parties desire to continue this relationship for the next fiscal years, with modifications to the general arrangements, as provided in the attached agreement. Key terms:

1. 10-year term with an option to renew for an additional five-year term.
2. Maintains County funding of two (2) deputy sheriff positions.
3. Shifts billing to actual rather than estimated expenses.

UPON MOTION of Commissioner Measmer, seconded by Commissioner Strang and unanimously carried, the Board approved the law enforcement services contract and authorized the County Manager to execute the contract between Cabarrus County and the Town of Harrisburg, subject to revision by the County Attorney.

(H) REPORTS

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

Commissioner Strang reported briefly on the NACo Legislative Conference in Washington, DC.

Commissioner Strang announced the Youth Commission is planning a Teen Summit on March 18th from 1-5 at the Cabarrus Arena and the Youth Commission is planning their end-of-year banquet on April 24th at 6 p.m.

Vice Chairman Shue reported on a seminar held at Concord Mills on organized crime hosted by the district attorney and chamber director.

Vice Chairman Shue announced Mike Downs received the James D. Prosser Excellence in Government Leadership Award from the Centralina Regional Council.

Commissioner Measmer announced there will be a Senior Health and Wellness Expo on March 8th at the Cabarrus Arena and Events Center.

Commissioner Measmer also announced the Town of Harrisburg is celebrating their 50th anniversary of incorporation.

Vice Chairman Shue gave a brief update on the WSACC (Water and Sewer Authority of Cabarrus County) Rocky River Wastewater Treatment Project.

(H-2) Board of Commissioners - Request for Applications for County Boards/Committees

Chairman Morris announced vacancies. Applications are being accepted for the following County Boards/Committees:

- Active Living and Parks Commission - 4 Expired Terms
- Adult Care Home Community Advisory Committee - 13 Vacant Positions
- Concord Planning and Zoning Commission (ETJ) - 1 Vacant Position
- Harrisburg Planning and Zoning Commission (ETJ) - 1 Vacant Position
- Home and Community Care Block Grant Committee - 1 Vacant Position
- Nursing Home Community Advisory Committee - 9 Vacant Positions
- Planning and Zoning Commission - 1 Vacant Position
- Region F Aging Advisory Committee - 2 Vacant Positions
- Senior Centers Advisory Council - 2 Expired Terms
- Transportation Advisory Board - 6 Vacant Positions and 1 Expired Term
- Youth Commission - 4 Vacant Positions

Chairman Morris 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) County Manager - Monthly Building Activity Reports

The Board received the Cabarrus County Construction Standards Dodge Report for January 2023 and the Cabarrus County Commercial Building Plan Review Summary for January 2023 for informational purposes. No action was required of the Board.

(H-6) County Manager - Monthly New Development Report

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

(H-7) Economic Development Corporation - January 2023 Monthly Summary Report

The Board received the Cabarrus Economic Development Corporation (EDC) monthly report for the month of January 2023 for informational purposes. No action was required of the Board.

(I) GENERAL COMMENTS BY BOARD MEMBERS

None.

(J) WATER AND SEWER DISTRICT OF CABARRUS COUNTY

None.

(K) CLOSED SESSION

None.

(L) ADJOURN

UPON MOTION of Commissioner Strang, seconded by Commissioner Measmer and unanimously carried, the meeting adjourned at 8:09 p.m.

Lauren Linker, Clerk to the Board

DRAFT

The Board of Commissioners for the County of Cabarrus met for a Board Retreat at the Cabarrus Arena and Events Center located at 4751 State Highway 49 in Concord, North Carolina at 4:00 p.m. on Friday, February 24, 2023.

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

Staff present were: Mike Downs, County Manager; Rodney Harris, Deputy County Manager; Kyle Bilafer, Assistant County Manager; Kelly Sifford, Assistant County Manager; Lauren Linker, Clerk to the Board; Evan Lee, Cabarrus County General Counsel; Todd Shanley, Information and Technology Director; Jimmy Lentz, Emergency Medical Services Director; Jon Bradley, Risk and Safety Director; Melanie Hollis, Library Director; Yesenia Pineda, Management Analyst; David Thrift, Tax Administrator; Wayne Nixon, Register of Deeds; Rosh Khatri, Budget Director; Justin Brines, Emergency Medical Services Deputy Chief of Administration; Byron Haigler, Active Living and Parks Assistant Director; Richard Stancil, Infrastructure and Asset Management Director; Jason Burnett, Emergency Management Interim Director; Tracy LeCompte, Cooperative Extension Director; Tony Miller, Veterans Services Director; Londa Strong, Active Living and Parks Director; Michael Miller, Design and Construction Director; Jim Howden, Finance Director; Kevin Grant, Environmental Management Director; Paige Castrodale, Economic Development Corporation Director; Kasia Thompson, Strategy Manager; Elizabeth Landrum, Management Analyst; Jonathan Mauldin, Emergency Medical Services Deputy Chief of Operations; Kenny Robinson, Cabarrus Arena and Events Center General Manager; Susie Morris, Community Development Director; Jonathan Weaver, Communications and Outreach Director; Karen Calhoun, Human Services Director; Letecia Loadholt, Human Services Deputy Director; Carol Soles, Board of Elections Director; Matt Love, Construction Standards Director; Jason Reece, Information and Technology Services Deputy Chief; Lundee Covington, Human Resources Director; and Tom Nunn, Chief Procurement Officer.

Also present: Geraldine Gardner, Centralina Regional Council, Executive Director and Kelly Weston, Centralina Regional Council, GAME Coordinator.

The meeting was called to order at 4:00 p.m.

Welcome, Introductions and Overview

Mike Downs, County Manager, welcomed staff and participants to the meeting and provided an overview of the agenda.

Strategic Planning - Kickoff

Geraldine Gardner, Centralina Regional Council, Executive Director, and Kelly Weston, Centralina Regional Council, had attendees introduce themselves. They then provided a PowerPoint presentation explaining objectives for the day's session and conducted work activities toward developing a new strategic plan. Items included were as follows:

- Meeting Methods
- Ground Rules
- Your Impressions
- Strategic Plan Overview
 - Foundation
 - Goals
 - Strategies
 - Core Services
- Monitoring Progress
- Evaluating Impact (Metrics)
- Implementation Tools
 - Department Annual Work Plans/Business Plans
 - Performance Management
 - Long Range Plans and Policy Documents
 - Capital Improvement Plan
 - Annual Budget
- Implementation Framework
- Who is Your Audience
- Benefits
- Successful Plan
 - Employee Buy-In
 - Teamwork

- o Clear Communication Across All Levels
- o Realistic Expectations
- o Open-Mindfulness, Creative Problem Solving
- o Thinking About Implementation from the Beginning
- o Stick to the Plan
- Keys to Success
 - o Foundation (February - March)
 - Vision
 - Mission
 - Values
 - o Main Elements (March - April)
 - Goal Setting
 - Strategy Development
 - Core Services Alignment
 - o Implementation Framework (April - May)
 - Monitoring Plan
 - Evaluation Plan
 - Approach to Department Business Planning
- Planning Process
 - o Initial Brainstorm
 - o Board Feedback
 - o Refine Ideas
 - o Finalize - Present to Board

Break

The Board and staff took a short break at 4:44 p.m. The meeting resumed at 4:58 p.m.

Strategic Planning Kickoff - Continued

Ms. Gardner and Ms. Weston continued the presentation and work activities covering the following topics:

- Focus on Vision
 - o Strategic Plan Foundation
 - o Purpose of a Vision Statement
 - o Why it is Important
 - o Impressions
 - Vision Brainstorm
 - Vision Engagement

Dinner Break

The Board and staff took a dinner break at 6:14 p.m. The meeting resumed at 6:37 p.m.

Strategic Planning Kickoff - Continued

Ms. Gardner resumed the presentation and work activities covering the following:

- Mission
 - o What
 - o Why
 - o How

Break

The Board and staff took a short break at 7:05 p.m. The meeting resumed at 7:15 p.m.

Strategic Planning Kickoff - Continued

Ms. Weston and Ms. Gardner continued the presentation and work activities.

Chairman Morris provided closing comments from this session.

Mike Downs, County Manager, provided a brief review of the agenda for Day 2 of the Budget Retreat scheduled for the next day.

Recess

The meeting was recessed at 8:00 p.m. until 8:00 a.m. Saturday, February 25, 2023, at the Cabarrus Arena and Events Center located at 4751 State Highway 49 in Concord, North Carolina in Concord.

Lauren Linker, Clerk to the Board

DRAFT

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**March 20, 2023
6:30 PM**

AGENDA CATEGORY:

Approval of the Agenda

SUBJECT:

BOC - Changes to the Agenda

BRIEF SUMMARY:

A list of changes to the agenda is attached.

REQUESTED ACTION:

Motion to approve the agenda as amended.

EXPECTED LENGTH OF PRESENTATION:

1 Minute

SUBMITTED BY:

Lauren Linker, Clerk to the Board

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

ATTACHMENTS:

- Changes to the Agenda



**CABARRUS COUNTY BOARD OF COMMISSIONERS
CHANGES TO THE AGENDA
MARCH 20, 2023**

ADDITIONS:

New Business

G-1 Appointments – Centralina Economic Development District

Closed Session

K-1 Closed Session – Pending Litigation

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**March 20, 2023
6:30 PM**

AGENDA CATEGORY:

Recognitions and Presentations

SUBJECT:

Proclamation - National County Government Month April 2023

BRIEF SUMMARY:

The National County Government Month (NCGM), held each April, is an annual celebration of county government. NCGM is an excellent opportunity for counties to highlight effective county programs and raise public awareness and understanding about the various services provided to the community. This year's National County Government Month theme is consistent with NACo President Denise Winfrey's focus for the year, Counties RISE!

REQUESTED ACTION:

Motion to adopt the proclamation.

EXPECTED LENGTH OF PRESENTATION:

1 Minute

SUBMITTED BY:

Lauren Linker, Clerk to the Board

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

This item was approved by the Board for inclusion on the Agenda.

ATTACHMENTS:

▣ Proclamation



PROCLAMATION

NATIONAL COUNTY GOVERNMENT MONTH APRIL 2023 "COUNTIES RISE!"

- WHEREAS,** the nation's 3,069 counties serving more than 330 million Americans provide essential services to create healthy, safe and vibrant communities; and
- WHEREAS,** counties fulfill a vast range of responsibilities and deliver services that touch nearly every aspect of our residents' lives; and
- WHEREAS,** Cabarrus County and all counties take pride in our responsibility to protect and enhance the health, wellbeing and safety of our residents in efficient and cost-effective ways; and
- WHEREAS,** under the leadership of National Association of Counties President Denise Winfrey, NACo is demonstrating how "Counties RISE!," demonstrating exemplary Resiliency, Inclusion, Solvency, and Empowerment; and
- WHEREAS,** each year since 1991 the National Association of Counties has encouraged counties across the country to elevate awareness of county responsibilities, programs and services; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners for Cabarrus County, North Carolina, do hereby proclaim April 2023 as National County Government Month and encourage all county officials, employees, schools and residents to participate in county government celebration activities.

ADOPTED this 20th day of March, 2023.

Stephen M. Morris, Chairman
Cabarrus County Board of Commissioners

ATTEST:

Lauren Linker, Clerk to the Board

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**March 20, 2023
6:30 PM**

AGENDA CATEGORY:

Recognitions and Presentations

SUBJECT:

Proclamation - National Donate Life Month April 2023

BRIEF SUMMARY:

The following proclamation declares April as "National Donate Life Month" and urges county residents to give serious thought to the importance of eye, organ and tissue donation, and to join the North Carolina Donor Registry.

The "Donate Life America" flag will be flown at the Governmental Center during the month of April to raise awareness of this important initiative.

REQUESTED ACTION:

Motion to adopt the proclamation.

EXPECTED LENGTH OF PRESENTATION:

5 Minutes

SUBMITTED BY:

Lauren Linker, Clerk to the Board

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

This item was approved by the Board for inclusion on the Agenda.

ATTACHMENTS:

- ▣ Proclamation



**PROCLAMATION
NATIONAL DONATE LIFE MONTH 2023**

- WHEREAS,** more than 104,444 men, women and children in the United States currently need life-saving organ transplants and more than 3,469 of those people are North Carolinians; and
- WHEREAS,** an average of 17 people awaiting transplants die each day because there is a severe shortage of donated organs; and
- WHEREAS,** every 9 minutes, another name is added to the national transplant waiting list; and
- WHEREAS,** providing facts about donation and dispelling misinformation and myths are key to increasing the number of people who sign up as donors; and
- WHEREAS,** the North Carolina Division of Motor Vehicles (NC DMV) plays a critical role with over five million North Carolinians in the state's donor registry having registered when receiving a driver's license or state ID card; and
- WHEREAS,** one organ donor can save the lives of up to eight people and improve many more lives through tissue and cornea donation; and
- WHEREAS,** North Carolinians are encouraged to get the facts about donation, discuss their wishes with their family and sign up as donors via the NC DMV or online at www.donatelifenc.org/register; and
- WHEREAS,** Residents of Cabarrus County have been touched by donation as recipients of life-saving transplants and as members of donor families who have literally given others a second chance at life; and

NOW, BE IT PROCLAIMED, that we, the members of the Cabarrus Board of County Commissioners do hereby proclaim the month of April 2023 to be

NATIONAL DONATE LIFE MONTH

In Cabarrus County and urge our residents to give serious thought to the importance of eye, organ and tissue donation and to consider joining the North Carolina Donor Registry and further, to notify their family members that they have done so.

Adopted this 20th day of March 2023.

Stephen M. Morris, Chairman
Cabarrus County Board of Commissioners

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**March 20, 2023
6:30 PM**

AGENDA CATEGORY:

Recognitions and Presentations

SUBJECT:

Proclamation - Week of the Young Child

BRIEF SUMMARY:

The following proclamation proclaims April 1-7, 2023 as Week of the Young Child in Cabarrus County and encourages all citizens to work hard to support and invest in early childhood in Cabarrus County.

REQUESTED ACTION:

Motion to adopt the proclamation.

EXPECTED LENGTH OF PRESENTATION:

5 Minutes

SUBMITTED BY:

Carla Brown, Early Childhood Education Coordinator

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

This item was approved by the Board for inclusion on the Agenda.

ATTACHMENTS:

- Proclamation



**PROCLAMATION
WEEK OF THE YOUNG CHILD**

WHEREAS, the Early Childhood Foundation of Cabarrus County along with the Cabarrus Partnership for Children, in conjunction with the North Carolina Association for the Education of Young Children (NCAEYC) and National Association for the Education of Young Children (NAEYC), are celebrating the Week of the Young Child™ April 1-7, 2023, and the Month of the Young Child throughout April; and

WHEREAS, these organizations are working to promote and inspire high quality early childhood experiences for our state's youngest citizens, that can provide a foundation of learning and success for children in Cabarrus County; and

WHEREAS, teachers and others who work with or on behalf of young children birth through age eight, who make a difference in the lives of young children in Cabarrus County deserve thanks and recognition; and

WHEREAS, public policies that support early learning for all young children are crucial to young children's futures and to the prosperity of our society.

NOW, BE IT PROCLAIMED, that the Cabarrus Board of County Commissioners for Cabarrus County, North Carolina, do hereby proclaim April 1-7, 2023 as

WEEK OF THE YOUNG CHILD™

In Cabarrus County and encourage all citizens to work to support and invest in early childhood in Cabarrus County.

Adopted this 20th day of March, 2023.

Stephen M. Morris, Chairman
Cabarrus County Board of Commissioners

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**March 20, 2023
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

Appointments - Adult Care Home Community Advisory Committee

BRIEF SUMMARY:

Adult Care Home Community Advisory Committee member Helen McInnis' term ended February 28, 2023. She would like to serve another term and is recommended for reappointment by the Regional Ombudsman. Ms. McInnis also serves on the Board of Equalization and Review and Home and Community Care Block Grant Committee. An exception to the service on multiple boards provision of the Appointment Policy will be needed for her.

REQUESTED ACTION:

Motion to reappoint Helen McInnis to the Adult Care Home Community Advisory Committee for a three-year term ending February 28, 2026; including an exception to the service on multiple boards provision of the Appointment Policy.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:

Rachel Kiel, Regional Ombudsman

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

This item was approved by the Board for inclusion on the Agenda as a Consent item.

ATTACHMENTS:

- ▣ Roster
- ▣ Applications on File

ADULT CARE HOME COMMUNITY ADVISORY COMMITTEE
(Formerly Domiciliary Home Community Advisory Committee)
3-Year Term
17-Member Board

Sandra Miller 1120 Brigadoon Court Concord, NC 28025	APPOINTMENT: 07/18/11 REAPPOINTMENT: 07/16/12 REAPPOINTMENT: 08/17/15 REAPPOINTMENT: 08/20/18* REAPPOINTMENT: 07/19/21* TERM EXPIRING: 07/31/24
--	--

Diamond Staton-Williams 6626 Burkwood Court Harrisburg, NC 28075	APPOINTMENT: 07/21/14 REAPPOINTMENT: 08/17/15 REAPPOINTMENT: 08/20/18 REAPPOINTMENT: 07/19/21* TERM EXPIRING: 07/31/24
--	--

Helen McInnis 5517 Hammermill Drive Harrisburg, NC 28075	APPOINTMENT: 02/18/19* REAPPOINTMENT: 02/17/20* TERM EXPIRING: 02/28/23
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Angela Foard 3991 Quiet Stream Drive Concord, NC 28025	APPOINTMENT: 10/18/21 REAPPOINTMENT: 09/19/22 TERM EXPIRING: 10/31/25
--	---

(13 VACANT Positions)
* Exception to Appointment Policy

Adult Care Home Community Advisory Committee

Applications on File
January 31, 2023

Helen McInnis*

5517 Hammermill Drive

Harrisburg, NC 28075

*An exception to the service on multiple boards provision of the Appointment Policy would be needed.

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**March 20, 2023
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

Appointments - Firemen's Relief Fund Trustees

BRIEF SUMMARY:

Georgeville Volunteer Fire Department has submitted the following individual for a new appointment to complete the unexpired term of Kelly Whitley as a Firemen's Relief Fund Trustee*

<u>Volunteer</u>	<u>Department</u>
Jeff Page	Georgeville

*This appointment is exempt from the County Appointment Policy.

This recommendation was submitted by the Georgeville Volunteer Fire Department

REQUESTED ACTION:

Motion to appoint Jeff Page (Georgeville) to the Firemen's Relief Fund Trustees to complete the unexpired term of Kelly Whitley ending on January 31, 2024.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:

Jacob Thompson, Cabarrus County Fire Marshal

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

This item was approved by the Board for inclusion on the Agenda as a Consent item.

ATTACHMENTS:

- ▣ Roster

**FIREMEN'S RELIEF FUND TRUSTEES
2-Year Terms**

<u>DEPARTMENT</u>	<u>TRUSTEES' NAMES</u>	<u>EXPIRATION DATE</u>
Allen	Chris Whiting	1/31/2025
Allen	Jerry Helms	1/31/2024
Cold Water	Raymond N. Blackwelder, J	1/31/2025
Cold Water	David R. Blackwelder	1/31/2024
Flowe's Store	Artie Craig	1/31/2025
Flowe's Store	Joey Houston	1/31/2024
Georgeville	Raheem Cruse	1/31/2025
Georgeville	Kelly Whitley	1/31/2024
Harrisburg	Brian Lee	1/31/2025
Harrisburg	Tim Wooten	1/31/2024
Midland	Darrell Page	1/31/2025
Midland	Joe Eudy	1/31/2024
Mount Mitchell	Randall Ritchie	1/31/2025
Mount Mitchell	Jeff Russell	1/31/2024
Mount Pleasant Rural	Lori Furr	1/31/2025
Mount Pleasant Rural	Del Eudy	1/31/2024
North East	Chris Brown	1/31/2025
North East	Kenny Suther	1/31/2024
Odell	Jacob Williams	1/31/2025
Odell	Danny Brown	1/31/2024
Rimer	Marty Ritchie	1/31/2025
Rimer	Rebecca Shue	1/31/2024

Exempt from the County's Appointment Policy. Recommendations for appointment are submitted by each of the respective volunteer fire departments.

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**March 20, 2023
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

Appointments and Removals - Juvenile Crime Prevention Council (JCPC)

BRIEF SUMMARY:

David Wall has resigned from his position on the Juvenile Crime Prevention Council as the Chief Court Counselor. It is requested to appoint NC DPS Area Administrator Emily Coltrane to complete the unexpired term. An exception to the residency provision of the Appointment Policy will be needed for her.

REQUESTED ACTION:

Motion to remove David Wall from the Juvenile Crime Prevention Council roster and thank him for his service.

Motion to appoint Emily Coltrane to the Juvenile Crime Prevention Council as the Chief Court Counselor designee to complete the unexpired term ending September 30, 2024, including an exception to the residency provision of the Appointment Policy.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:

Joanie Bischer, Administrative Assistant, Juvenile Crime Prevention Council

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

This item was approved by the Board for inclusion on the Agenda as a Consent item.

ATTACHMENTS:

- ▣ Resignation Letter - Wall
- ▣ Roster
- ▣ Application on File



North Carolina Department of Public Safety

Juvenile Justice and Delinquency Prevention - District 19

Roy Cooper, Governor
Eddie Buffaloe, Jr., Secretary

William L. Lassiter, Deputy Secretary
David E. Wall, Chief Court Counselor

January 18, 2023

Ms. Megan Baumgardner
Juvenile Crime Prevention Council
Cabarrus County Government
65 Church St S, Concord NC 28025

Dear Ms. Baumgardner:

I would like to notify you that I am moving to a new position and resigning as D19 Chief Court Counselor effective January 21st. Please consider this letter as my resignation as active member of the Council. I would like to designate Ms. Emily Coltrane, Piedmont Area Administrator, as my replacement until my position as CCC is filled.

I wish to thank you for the great opportunity of working with you for the good of the community. I remain,

Respectfully yours,

David E. Wall
D19 Chief Court Counselor

Cc: Emily Coltrane, Area Admin, PAO
Joanie Bischer, Admin Asst, JCPC-Cabarrus

**JUVENILE CRIME PREVENTION COUNCIL
2-Year Terms**

	<u>Appointee</u>	<u>Representing</u>	<u>Term of Appointment</u>
(1)	Amy Jewell 9287 Naron Lane Harrisburg, NC 28075	School Superintendent (Designee)	Appointment: 07/21/20**** Reappointment: 09/19/22 Term Ending: 09/30/24
(2)	Matthew Greer 41 Cabarrus Avenue W Concord, NC 28025	Police Chief (Designee)	Appointment: 10/18/21 Term Ending: 09/30/23
(3)	Travis Burke Sheriff's Department P.O. Box 707 Concord, NC 28026	Sheriff (or designee)	Appointment: 10/17/22 Term Ending: 09/30/24
(4)	Ashlie Shanley P.O. Box 70 Concord, NC 28026	District Attorney (or designee)	Appointment: 12/19/22 (unexpired term) Term Ending: 06/30/24
(5)	David Wall 415 North Bruton Drive Candor, NC 27229	Chief Court Counselor (Designee)	Appointment: 09/19/16 Reappointment: 09/17/18^< Reappointment: 09/21/20^< Reappointment: 09/19/22*^< Term Ending: 09/30/24
(6)	LaShay Avery 5025 Lydney Circle Waxhaw, NC 28173	Area Mental Health Director (Designee)	Appointment: 11/15/21 (unexpired term) Reappointment: 09/19/22< Term Ending: 09/30/24
(7)	Sharon Reese Department of Social Services 1303 S. Cannon Boulevard Kannapolis, NC 28083	DSS Director (Designee)	Appointment: 06/17/19^^ (unexpired term) Appointment: 06/17/19^^ Reappointment: 09/20/21^ Term Ending: 09/30/23
(8)	Jim Howden P. O. Box 707 Concord, NC 28026-0707	County Manager (or Designee)	Appointment: 12/21/20^ (unexpired term) Term Ending: 09/30/23
(9)	Terry Wise 391 Knoll Court SE Concord, NC 28025	Substance Abuse Professional	Appointment: 07/17/18 Reappointment: 07/21/20 Reappointment: 06/20/22 Term Ending: 06/30/24

(10)	Steven Ayers 296 Trillium Street Concord, NC 28027	Member of Faith Community	Appointment: 09/19/11 Reappointment: 09/16/13 Reappointment: 09/21/15 Reappointment: 10/16/17 Reappointment: 09/16/19* Reappointment: 09/20/21* Term Ending: 09/30/23
(11)	Chris Measmer P. O. Box 707 Concord, NC 28026	County Commissioner	Appointment: 12/19/22 Term Ending: 12/31/23
(12a)	Mikayla Branch 9650 Estridge Lane Concord, NC 28027	Youth < 21	Appointment: 10/17/22 Term Ending: 06/30/24
(12b)	Heather Jones 7455 Mt. Olive Road Concord, NC 28025	Member of the Public Representing the Interests of Families of At-Risk Youth	Appointment: 10/17/22 Term Ending: 06/30/24
(13)	Heather Mobley 145 Union Street South, Suite 108 Concord, NC 28025	Juvenile Defense Attorney	Appointment: 03/20/17^ (unexpired term) Reappointment: 07/17/17^ Reappointment: 06/17/19^ Reappointment: 06/21/21^ Term Ending: 06/30/23
(14)	Judge Christy Wilhelm County Courthouse P. O. Box 70 Concord, NC 28026-0070	Chief District Court Judge (Designee)	Appointment: 02/20/23 (unexpired term) Term Ending: 06/30/23
(15)	Mark Boles 117 Academy Avenue NW Concord, NC 28025	Member of Business Community	Appointment: 02/18/13 Reappointment: 09/16/13 Reappointment: 09/21/15 Reappointment: 10/16/17 Reappointment: 09/16/19* Reappointment: 09/20/21* Term Ending: 09/30/23
(16)	Sonja Bohannon-Thacker 2110 Dairy Farm Road Concord, NC 28025	Local Health Director (Designee)	Appointment: 09/16/13 Reappointment: 09/21/15 Reappointment: 10/16/17 Reappointment: 09/16/19* Reappointment: 09/20/21*

			Term Ending:	09/30/23
(17)	Carolyn Carpenter 6526 Weldon Circle Concord, NC 28027	Rep. United Way/Other Non-Profit	Appointment:	11/27/06
			Reappointment:	07/20/09
			Reappointment:	06/20/11
			Reappointment:	05/20/13*
			Reappointment:	06/15/15*
			Reappointment:	07/17/17*
			Reappointment:	06/17/19*
			Reappointment:	06/21/21*
			Term Ending:	06/30/23

(18)	Jacob Wentink P.O. Box 707 Concord, NC 28026	Active Living & Parks	Appointment:	09/19/22
			Term Ending:	09/30/24

County Commissioner Appointees (At-large members)

(19a)	Ashley Fitch 6155 The Meadows Lane Harrisburg, NC 28075		Appointment:	10/17/22
			Term Ending:	09/30/24

(19b)	Jamica La Franque 3852 French Fields Lane Harrisburg, NC 28075		Appointment:	07/17/18
			Reappointment:	07/21/20
			Reappointment:	06/20/22
			Term Ending:	06/30/24

(19c)	Adrian Attaway 401 Laureate Way Kannapolis, NC 28081		Appointment:	10/17/22^ (unexpired term)
			Term Ending:	09/30/23

(19d)	Michelle Wilson (Vice Chair) 41 Eastcliff Drive SE Concord, NC 28025		Appointment:	11/16/09 (unexpired term)
			Reappointment:	09/19/11
			Appointment:	05/20/13** (unexpired term)
			Reappointment:	06/16/14
			Reappointment:	06/20/16
			Reappointment:	06/18/18*
			Reappointment:	07/21/20*
			Reappointment:	06/20/22*
			Term Ending:	06/30/24

(19e)	Connie Philbeck 1100 Braughton Avenue Concord, NC 28025		Appointment:	05/20/13***
			Reappointment:	06/15/15
			Reappointment:	07/17/17
			Reappointment:	06/17/19*
			Reappointment:	06/21/21*
			Term Ending:	06/30/23

- | | |
|--|---|
| <p>(19f) Megan Baumgardner (Chairman)
7120 Macedonia Church Road
Concord, NC 28027</p> | <p>Appointment: 01/19/10
(unexpired term)
Reappointment: 06/21/10
Reappointment: 06/18/12
Reappointment: 06/16/14
Reappointment: 06/20/16*<
Reappointment: 06/18/18*<
Appointment: 08/19/19*<
(unexpired term)
Reappointment: 09/21/20*<
Reappointment: 09/19/22*<
Term Ending: 09/30/24</p> |
| <p>(19g) Marta Meares
178 Mary Circle
Concord, NC 28025</p> | <p>Appointment: 05/18/09
(unexpired term)
Reappointment: 09/21/09
Reappointment: 09/19/11
Reappointment: 09/16/13
Reappointment: 09/21/15*
Reappointment: 10/16/17*
Reappointment: 09/16/19*
Reappointment: 09/20/21*
Term Ending: 09/30/23</p> |

* Note: An exception to the Appointment Policy “Length of Service” was granted.

**Michelle Wilson was appointed as the “Local Health Director/Designee” representative on 11/16/09 (unexpired term) and reappointed 09/19/11. She was appointed to an “At-large” position on 05/20/13.

***Connie Philbeck was appointed on 05/20/13 to complete an unexpired term and an additional 2-year term ending June 30, 2015.

^ An exception to the Appointment Policy “residency” provision was granted.

< An exception to the Appointment Policy “multiple service” provision was granted.

^^Sharon Reese was appointed to complete an unexpired term and additionally to a two-year term ending September 30, 2021 at the Boards’ June 17, 2019 regular meeting.

****Amy Jewell was appointed as the “School Superintendent/Designee” representative on July 21, 2020 to complete an unexpired term and an additional two-year term ending September 30, 2022.

**Juvenile Crime Prevention Council
Applications on File
February 8, 2023**

Emily Coltrane*

160 Baker Road

Archdale, NC 27263

*An exception to the residency provision of the Appointment Policy would be needed.

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**March 20, 2023
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

Appointments and Removals - Cabarrus County Tourism Authority

BRIEF SUMMARY:

Alan Benson, At-large Hotelier Seat #7 representative, resigned from his position at The Embassy Suites Concord.

Devante' Watkins has submitted an application and is qualified and recommended to fill the unexpired term.

REQUESTED ACTION:

Motion to remove Alan Benson from the Cabarrus County Tourism Authority roster and thank him for his service.

Motion to appoint Devante' Watkins (Seat #7) to the Cabarrus County Tourism Authority to complete an unexpired term ending June 30, 2025.

EXPECTED LENGTH OF PRESENTATION:

1 Minute

SUBMITTED BY:

Donna Carpenter, CVB

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

This item was approved by the Board for inclusion on the Agenda.

ATTACHMENTS:

- ▣ Roster
- ▣ Applications on File

TOURISM AUTHORITY
12 Members
3-Year Terms

<u>Appointee</u>	<u>Seat Number</u>	<u>Term of Appointment</u>
BOC MEMBER OR COUNTY MANAGER (AT-LARGE)		
Diane R. Honeycutt County Commissioner P.O. Box 707 Concord, NC 28026	4	APPOINTMENT: 07/18/16 (unexpired term) REAPPOINTMENT: 06/18/18 REAPPOINTMENT: 06/21/21 TERM EXPIRING: 06/30/24
HOTELIER (AT-LARGE)		
Alan Benson 9015 Meadowmont View Drive Charlotte, NC 28269 *(exception to appt. policy)	7	APPOINTMENT: 09/21/20* REAPPOINTMENT: 06/20/22* TERM EXPIRING: 06/30/25
AT-LARGE		
Mike Downs P.O. Box 707 Concord, NC 28026	1	APPOINTMENT: 06/15/20 TERM EXPIRING: 06/30/23
<u>NOMINATED BY CABARRUS COUNTY TOURISM AUTHORITY</u>		
AT-LARGE		
Terry Crawford 5576 Yorke Street NW Concord, NC 28027	5	APPOINTMENT: 06/18/18 REAPPOINTMENT: 06/21/21 TERM EXPIRING: 06/30/24
HOTELIER		
Angela Brown 2664 Kinsley Avenue NW Concord, NC 28027	8	APPOINTMENT: 06/20/22 TERM EXPIRING: 06/30/25
TOURISM ACTIVIST		
Greg Walter 12539 Overlook Mountain Drive Charlotte, NC 28216 *(exception to appt. policy)	2	APPOINTMENT: 06/15/20* TERM EXPIRING: 06/30/23
TOURISM ACTIVIST		
Steve Steinbacher 1513 Hansom Lane Concord, NC 28027	10	APPOINTMENT: 05/21/18 (unexpired term) REAPPOINTMENT: 06/15/20 TERM EXPIRING: 06/30/23

HOTELIER

Vinay Patel	11	APPOINTMENT:	06/21/21*
9230 Hollybush Lane		EFFECTIVE:	07/01/21
Charlotte, NC 28277		TERM EXPIRING:	06/30/24

*(exception to appt. policy)

AT-LARGE

Jay White	12	APPOINTMENT:	07/17/18
5601 Meadow Bluff Court		(unexpired term)	
Concord, NC 28027		REAPPOINTMENT:	06/17/19
		REAPPOINTMENT:	06/20/22
		TERM EXPIRING:	06/30/25

NOMINATED BY THE CABARRUS REGIONAL CHAMBER OF COMMERCE

HOTELIER

Owen Parker	6	APPOINTMENT:	06/18/18
11588 Crossroads Place		REAPPOINTMENT:	06/21/21
Concord, NC 28025		TERM EXPIRING:	06/30/24

At-LARGE

James Ross	9	APPOINTMENT:	11/21/22
3872 Meadow Ridge Drive NW		(unexpired term)	
Concord, NC 28027		TERM EXPIRING:	06/30/25

AT-LARGE

Patricia Horton	3	APPOINTMENT:	06/19/17
1951 Highway 73 East		REAPPOINTMENT:	06/15/20
Concord, NC 28025		TERM EXPIRING:	06/30/23

Meetings: 4th Wednesday of each month - 8:00 A.M. Location is announced.

Note: The Board ratified the change in term expiration for members of the Tourism Authority as set forth in Article 4, Section 4.3, (Composition; Appointment; Term.) of the Authority's bylaws, as adopted by the Authority on July 22, 2008.

Seats 10, 11 and 12 were added per Senate Bill 1357 by the General Assembly, Session 2009.

Note: In order to align with current Cabarrus County Tourism Authority legislation and by-laws, the Board transferred Angie Brown from Seat #5 to Seat #11 and transferred Jennifer Parsley from Seat #11 to Seat #5 as requested from the CVB Board of Directors.

**Cabarrus County Tourism Authority
Applications on File
February 15, 2023**

Sujit Chemburkar	8213 Appaloosa Lane	Charlotte, NC 28215
Tyler Conley	3719 Solen Drive	Harrisburg, NC 28075
Matthew Dober	2774 Berkhamstead Circle	Concord, NC 28027
Keith Overcash	3211 Keady Mill Loop	Kannapolis, NC 28081
Devante' Watkins	3590 Coventry Commons Avenue SW	Concord, NC 28027

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**March 20, 2023
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

Appointments (Removals) - Early Childhood Task Force Advisory Board

BRIEF SUMMARY:

Early Childhood Task Force Advisory Board member Justina Clemons has resigned from the committee due to her work schedule. It is requested to remove her name from the roster.

REQUESTED ACTION:

Motion to remove Justina Clemons from the Early Childhood Task Force Advisory Board roster and thank her for her service.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:

Carla Brown, Early Childhood Education Coordinator
Marcella Beam, Early Childhood Task Force Advisory Board Chair

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

This item was approved by the Board for inclusion on the Agenda as a Consent item.

ATTACHMENTS:

- ▣ Resignation Letter
- ▣ Roster

Dear Carla and the Early Childhood Task Force

Thank you for the opportunity to be a part of the board. The work you do is important and I have learned so much.

My job requirements no longer allow me to attend meetings. I will have to resign.

Thanks for all you do for the children of Cabarrus county.

Justina Clemons

Early Childhood Task Force Advisory Board
(ECTFAB)
15 Member Board

APPOINTEE

DATE OF APPOINTMENT

<p>Carla Brown* P.O. Box 707 Concord, NC 28026</p>	<p>Appointment: 02/15/21 (unexpired) Term Expiring: 07/31/24</p>
<p>Lora Lipe 3976 Troon Drive SW Concord, NC 28027</p>	<p>Appointment: 07/17/18 Reappointment: 07/18/22 Term Expiring: 07/31/26</p>
<p>Amanda Wilkerson 602 Sedgefield Street SW Concord, NC 28025</p>	<p>Appointment: 07/17/18 Reappointment: 07/18/22 Term Expiring: 07/31/26</p>
<p>Chris Measmer P.O. Box 707 Concord, NC 28026</p>	<p>Appointment: 12/19/22 Term Expiring: 12/31/23</p>
<p>Waynett Taylor* 1333 Jake Alexander Blvd. Salisbury, NC 28146</p>	<p>Appointment: 10/15/18 Reappointment: 10/17/22 Term Expiring: 10/31/26</p>
<p>Marcella Beam (Chair)* 300 Mooresville Road Kannapolis, NC 28081</p>	<p>Appointment: 02/15/21 Term Expiring: 02/28/25</p>
<p>Justina Clemons 9948 Clarkes View Place Concord, NC 28027</p>	<p>Appointment: 02/15/21 Term Expiring: 02/28/25</p>
<p>Stephanie Fish 750 Williamsburg Court Concord, NC 28025</p>	<p>Appointment: 02/15/21 Term Expiring: 02/28/25</p>
<p>Chris Jarrett 4258 Highway 49S, Unit 584 Harrisburg, NC 28075</p>	<p>Appointment: 02/15/21 Term Expiring: 02/28/25</p>

Jessie Napoli 1130 Piney Church Road Concord, NC 28025	Appointment: 02/15/21 Term Expiring: 02/28/25
Jennifer Threadgill 93 Mary Circle Concord, NC 28025	Appointment: 02/15/21 Term Expiring: 02/28/25
Jennifer Baucom 4000 Grand Summit Blvd Concord, NC 28027	Appointment: 07/17/22 Term Expiring: 07/31/26
Page Castrodale 419 Winfield Blvd SE Concord, NC 28025	Appointment: 07/17/22 Term Expiring: 07/31/26
Jenelle Felton 5341 Periwinkle Hill Avenue Charlotte, NC 28213	Appointment: 07/17/22 Term Expiring: 07/31/26
Jessica Grant 818 Waverly Court NE Concord, NC 28025	Appointment: 07/17/22 Term Expiring: 07/31/26
Elaine Jenkins 812 McGregor Drive NE Concord, NC 28025	Appointment: 07/17/22 Term Expiring: 07/31/26
Barbi Jones 950 Flannery Place NW Concord, NC 28027	Appointment: 07/17/22 Term Expiring: 07/31/26
Amanda Smith 5352 Apple Glen Drive Harrisburg, NC 28075	Appointment: 07/17/22 Term Expiring: 07/31/26
Trina Wenzel 27747 Jase Drive Albemarle, NC 28001	Appointment: 07/17/22 Term Expiring: 07/31/26

Note: At the July 17, 2018 Board of Commissioners' meeting, the Board revised membership of the Early Childhood Task Force Advisory Board to be added as needed.

* An exception to the "residency" provision of the Appointment Policy was granted.

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**March 20, 2023
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

Appointments (Removals) - Nursing Home Community Advisory Committee

BRIEF SUMMARY:

Nursing Home Community Advisory Committee member Karen Thompson has resigned from her position on the Committee. It is requested to remove her name from the roster. Ms. Thompson has served on this committee since 2009.

The Regional Ombudsman is requesting Evelyn Miller be removed from the Committee due to inactivity.

REQUESTED ACTION:

Motion to remove Karen Thompson and Evelyn Miller from the Nursing Home Community Advisory Committee roster and thank them for their service.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:

Rachel Kiel, Regional Ombudsman

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

This item was approved by the Board for inclusion on the Agenda as a Consent item.

ATTACHMENTS:

- ▣ Resignation Letter
- ▣ Removal Request - Thompson
- ▣ Removal Request - Miller
- ▣ Roster

1-13-23

To: Rachel K. & The County Commissioners,

Effective Immediately, I'm resigning my position as Chair person of the (CAC) nursing home advisory committee. It has been my honor & privilege to serve as the chair person for the last 18 yrs, but the time has come for me to step down and let someone else take over. My family really needs me and I need to be able to spend more time with them. I thank you for my time on the committee and you allowing me to serve and give back to others. I will truly treasure my time with this wonderful committee,

Sincerely
Karen Thompson



CENTRALINA
Area Agency on Aging

**Karen
Thompson**

Cabarrus
Nursing Home CAC



DEPARTMENT OF HEALTH AND HUMAN SERVICES
 DIVISION OF AGING AND ADULT SERVICES
 OFFICE OF THE STATE LONG-TERM CARE OMBUDSMAN

**NOTIFICATION REQUESTING REMOVAL OF
 COMMUNITY ADVISORY COMMITTEE MEMBER(S)**

TO: Clerk/County Manager: Lauren Linker

FROM: Rachel Kiel, **Regional Ombudsman**

Region: F

Volunteer Name: Karen Thompson

County Served: Cabarrus

Date: January 24, 2023

County Committee Assignment: **Adult Care Home** **Nursing Home** **Joint**

Date of Appointment: 4/20/2009

Reason for Request Summary: Lack of participation and involvement.

COVID-19 Related: YES NO

Volunteers are a vital part of the services that support older adults in your county. However, the volunteer indicated above has been de-designated by the Office of the State Long-Term Care Ombudsman and is no longer eligible for continued service for the following reason:

_____ Conflict of Interest

1. G.S. 131 E-128 (f) Nursing Home
2. G.S. 131 D-31 (g) Adult Care Home
3. 45 CFR §1324.21

_____ Failure to attend required on-going training or complete required orientation and training.

1. G.S. 131 E- 128 (g) Nursing Home
2. G.S. 131 D- 31 (h) Adult Care Home

Dates offered: 7/14/2022 10/3/2022 1/9/2023

 3 Other (Non-attendance at quarterly meetings and facility visits)

1. As determined by the Long-Term Care Ombudsman Program Policies and Procedures
2. As determined by the committee by-laws
3. As determined by resignation of the member
4. As determined by removal of designation by the Office of the State Long-Term Care Ombudsman
5. Expiration of term
6. Committee member is deceased

This is an official notification to the Board of Commissioners to remove named individual from service on the above-mentioned committee (HB 248, July 2017). Should you have any questions, please contact Rachel Kiel, **Regional Ombudsman**, 7043482739. Thank you in advance for your prompt attention to this matter.

Centralina Area Agency on Aging
 Phone: 704-348-2739 Fax: 704-348-4710



DEPARTMENT OF HEALTH AND HUMAN SERVICES
 DIVISION OF AGING AND ADULT SERVICES
 OFFICE OF THE STATE LONG-TERM CARE OMBUDSMAN

**NOTIFICATION REQUESTING REMOVAL OF
 COMMUNITY ADVISORY COMMITTEE MEMBER(S)**

TO: Clerk/County Manager: Lauren Linker

FROM: Rachel Kiel, **Regional Ombudsman**

Region: F

Volunteer Name: Evelyn Miller

County Served: Cabarrus

Date: January 24, 2023

County Committee Assignment: **Adult Care Home** **Nursing Home** **Joint**

Date of Appointment: 2/20/2017

Reason for Request Summary: Lack of participation and involvement.

COVID-19 Related: YES NO

Volunteers are a vital part of the services that support older adults in your county. However, the volunteer indicated above has been de-designated by the Office of the State Long-Term Care Ombudsman and is no longer eligible for continued service for the following reason:

_____ Conflict of Interest

1. G.S. 131 E-128 (f) Nursing Home
2. G.S. 131 D-31 (g) Adult Care Home
3. 45 CFR §1324.21

 1 Failure to attend required on-going training or complete required orientation and training.

1. G.S. 131 E- 128 (g) Nursing Home
2. G.S. 131 D- 31 (h) Adult Care Home

Dates offered: 7/14/2022 10/3/2022 1/9/2023

_____ Other (Non-attendance at quarterly meetings and facility visits)

1. As determined by the Long-Term Care Ombudsman Program Policies and Procedures
2. As determined by the committee by-laws
3. As determined by resignation of the member
4. As determined by removal of designation by the Office of the State Long-Term Care Ombudsman
5. Expiration of term
6. Committee member is deceased

This is an official notification to the Board of Commissioners to remove named individual from service on the above-mentioned committee (HB 248, July 2017). Should you have any questions, please contact Rachel Kiel, **Regional Ombudsman**, 7043482739. Thank you in advance for your prompt attention to this matter.

Centralina Area Agency on Aging
 Phone: 704-348-2739 Fax: 704-348-4710

NURSING HOME COMMUNITY ADVISORY COMMITTEE
3-Year Term
12-Member Board

Karen Thompson 1106 Birch Street Kannapolis, NC 28081	APPOINTMENT: 04/20/09 REAPPOINTMENT: 04/19/10 REAPPOINTMENT: 04/15/13 REAPPOINTMENT: 03/21/16* REAPPOINTMENT: 03/18/19* REAPPOINTMENT: 04/19/22* TERM EXPIRING: 04/30/25
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Sandi Lane 3875 Abilene Road Concord, NC 28025	APPOINTMENT: 09/19/16 REAPPOINTMENT: 09/18/17 REAPPOINTMENT: 10/19/20 TERM EXPIRING: 09/30/23
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Evelyn Miller 7334 Mt. Olive Road Concord, NC 28025	APPOINTMENT: 02/20/17 REAPPOINTMENT: 07/17/18 REAPPOINTMENT: 05/17/21 TERM EXPIRING: 02/28/24
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9 VACANT Positions

* Exception to "length of service" provision of the Appointment Policy granted.

GS 130-9.5

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**March 20, 2023
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

County Manager - Allocation of Bottle Tax for Rehabilitation

BRIEF SUMMARY:

North Carolina General Statute 18B-805 requires ABC funds distributed to the County for rehabilitation to be used for the treatment of alcoholism or substance abuse or for research or education on alcohol or substance abuse. The County expects to receive around \$82,000 this fiscal year. The Board of Commissioners is required by statute to specify how funds are used.

REQUESTED ACTION:

Motion to approve transferring ABC rehabilitation funds to Partners Health Management for use toward rehabilitation services.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:

Rodney Harris, Deputy County Manager

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

This item was approved by the Board for inclusion on the Agenda as a Consent item.

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**March 20, 2023
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

County Manager - Cabarrus Rowan Community Health Center Funding Request

BRIEF SUMMARY:

The Cabarrus Rowan Community Health Center has requested consideration for American Rescue Plan funds. Chief Executive Officer Don Holloman presented their funding request at the work session.

REQUESTED ACTION:

Motion to award \$275,000 to Cabarrus Rowan Community Health Center and approve the necessary budget amendment and project ordinance.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:

Don Holloman, Chief Executive Officer, Cabarrus Rowan Community Health Center

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

This item was approved by the Board for inclusion on the Agenda as a Consent item.

ATTACHMENTS:

- ▣ CRCHC NC Safety Net Proposal Summary
- ▣ Budget Amendment
- ▣ Project Ordinance

PROJECT PROPOSAL

Project Title: Cabarrus County Safety Net Services

Funder: Cabarrus County via County Commissioners

Proposing Organization: Cabarrus Rowan Community Health Centers, Inc.

Address: 202D McGill Avenue NW, Concord, NC 28025-4615

Project Director Name: Don Holloman, Chief Executive Officer

Phone Numbers - Voice: (704) 792-2203 **Fax:** (704) 792-2272

E-Mail Address: DHolloman@crchc.org **Web Site** www.crchc.org

Types of Services to Be Proposed Medical, Behavioral, Oral Health, and Special Population Health Services for uninsured residents of Cabarrus County

Target Start Date: July 1, 2023

Target Location: Cabarrus County

Funding Request: \$500,000.00

Organization/Community/Target Population: Founded as a non-profit, federally qualified community health center in 2006, Cabarrus Rowan Community Health Centers, Inc (CRCHC) provides comprehensive primary and preventive health care to the residents of Cabarrus and Rowan counties, North Carolina. The health center's eight service delivery sites include Logan Family Medicine, Mobile Services and McGill Family Medicine in Cabarrus County, and China Grove Family Medicine Salisbury Health Center, Patterson Farms Migrant Clinic, Rowan Helping Ministries Homeless Clinic, and Northern Rowan Family Medicine in Rowan County. Services provided either directly or by referral include primary care, COVID Testing, COVID Vaccines, diagnostic labs and x-ray, screenings, emergency and after-hours coverage, voluntary family planning, immunizations, well child care, gynecology, prenatal care, labor and delivery, postpartum care, preventive dental, pharmaceutical services, case management, eligibility assistance, health education, outreach, transportation, translation, additional dental, mental health services, substance use disorder (SUD) services, nutrition, and psychiatry

In 2022, CRCHC served 15,314 patients with 52,323 medical, dental, and behavioral health encounters. In addition to providing over \$3,200,000 in uncompensated care to the underserved and uninsured residents of Cabarrus and Rowan County, which averaged roughly \$320 per uninsured users encounter last year. Along with providing over 25,000 COVID Rapid Tests and over 5,000 COVID vaccines to the community we serve. CRCHC provides comprehensive, high-quality primary health care regardless of ability to pay. We provide health care to all members of our community, including low income, indigent, and uninsured patients who may not otherwise be able to afford health care via traditional sources. All programs and services target high-need populations including those with low-incomes, the uninsured, Medicaid and Medicare enrollees, refugees, the elderly, and children. In 2022, over 70% of the patients served by CRCHC lived below 200% of the Federal Poverty Guidelines and the cost of care to each patient was \$750.00 per user along with \$250.00 per patient encounter.

Background: A lack of local providers also presents a barrier to care. Access to primary health care results in better health outcomes, reduced health disparities, and lower health care costs. The ratio of population to one FTE primary care physician is 1,024,000:1, far exceeding the state and national rates of 1,420:1 and 638:1, respectively (Health Professional Shortage Area Data, HRSA, 2021; America's Health Rankings, United Health Foundation, 2021). The medically indigent population of Rowan County is certified as a Health Professional Shortage Area (HPSA) for primary care and mental health care. The low-income population of Rowan County is designated as a HPSA for dental health. Rowan County is also designated as a Medically Underserved Area (MUA). The MUA is located within the ZCTA-defined service area (Find Shortage Areas, HRSA 2021).

Lack of insurance poses a significant barrier to care for many residents. Of all service area residents, 12.7% are uninsured, exceeding the state rate of 12.1%. Among all those with incomes under 200% FPG, 19.5% are uninsured, more than the national percentage of 18.4%. Nearly one in four (24.2%) of service area residents are enrolled in Medicaid, exceeding the state (18.2%) and national (19.6%) percentages. Nearly a fifth of residents (18.5%) are enrolled in Medicare, compared to 17.6% in the state and 16.6% in the US (American Community Survey, Census Bureau, 2017-2021). Nearly half (46%) of uninsured adults in the US cite the high cost of insurance as the main reason they lack coverage. Studies repeatedly demonstrate that the uninsured are less likely than those with insurance to receive preventive

care and services for major health conditions and chronic diseases. More than one-half (52.9%) of CRCHC patients were uninsured in 2018 (UDS).

Poor health outcomes and lack of access to care affect many in the CRCHC service area, where the overall mortality rate is 953.2 (all mortality rates are age-adjusted per 100,000 population unless otherwise noted). This rate is significantly higher than the overall mortality rates for North Carolina (782.3) and the nation (730.0). CRCHC has adopted nationally recognized clinical guidelines and provides culturally competent written and verbal health education to assist patients in preventing and managing cardiovascular disease. Providers work with patients to create self-management goals and self-monitor their blood pressure between appointments. The importance of medication adherence and lifestyle modifications to improve blood pressure are addressed at every hypertension follow-up appointment.

Access to health care is further restricted for those with low incomes. In the service area, 45.4% of service area residents, an estimated 25,707 individuals of the total 57,568 residents, live with incomes below 200% FPG. Further, 19.3% of residents live with incomes below 100% of FPG. (American Community Survey, US Census Bureau, 2013-2017). Of all CRCHC patients with known incomes in 2018, 72.3% had income below 200% FPG and therefore qualified for sliding fee discounts, while 51.6% had income below 100% FPG (UDS).

Target Population: This safety net proposal will provide primary care, behavioral health, case management, mobile unit, and dental services to uninsured Cabarrus County residents aged 19-64. This program focuses on individuals who are uninsured, low-income, and disproportionately poor. In many communities, these patients are a member of a racial, ethnic or cultural minority population, challenged with barriers to health access in association with transportation, health literacy, distance, or geographic location. These factors can contribute to delayed care or lack of preventive care, resulting in unmet health needs that ultimately contribute to health disparities unique to the medically underserved uninsured.

CRCHC anticipates serving an additional 2,000 current patients with medical, dental, and behavioral services, and 500 new patients to the health center. The funding will provide expansion of a full range of primary medical care services for the target population. These services include assessment, diagnosis, screening, education, and treatment; referrals; and follow-up of such services. General primary medical, dental and behavioral health care services are comprehensive and address prevention as well as acute and chronic conditions, in addition to COVID testing and vaccine services.

This project represents a significant expansion of care in the service area, where very few resources are available for oral health care, especially for the low-income population. The new dental patients will not only have access to the services at CRCHC sites, but also will benefit from the array of services available at CRCHC, including behavioral health, lab services, oral health, pediatric care, and other enabling services.

Request: CRCHC is requesting funding from the Cabarrus County of Commissioners in the amount of \$500,000.00 to help meet the safety net need of primary care services in Cabarrus County. This funding will help us close the gap of access to care for medically underserved patients by 2,000 residents annually, who would otherwise forgo care. This funding would allow CRCHC to continue increasing much needed access to care within Cabarrus County.

Thank you for the opportunity to serve,

Don Holloman, M. Ed, CHCEF
Chief Executive Officer
Cabarrus Rowan Community Health Centers, Inc.

Date: **March 20, 2023**

Amount: **275,000.00**

Dept. Head: **James Howden - FINANCE DEPARTMENT**

Department: **Fund 440 - CARES ARPA FUND**

X Internal Transfer Within Department **Transfer Between Departments/Funds** **Supplemental Request**

This budget amendment appropriates funds from the American Rescue Plan Act to cover subrecipient Cabarrus Rowan Community Health Center's proposed services of medical, behavioral, oral health, and special population health services for uninsured residents in Cabarrus County.

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
440	9	1925-974914-ARP68	CABARRUS ROWAN COMMUNITY HEALTH CENTER	-	275,000.00	-	275,000.00
440	9	1925-974914-ARP	ARPA NON-PROFITS UNALLOCATED	357,820.00	-	275,000.00	82,820.00

Total 0.00

Budget Officer

County Manager

Board of Commissioners

Approved

Approved

Approved

Denied

Denied

Denied

Signature

Signature

Signature

Date

Date

Date

**CABARRUS COUNTY
CARES RELIEF FUNDS - SPECIAL REVENUE
PROJECT 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 purpose of receiving and disbursing funds as directed by CARES Act funding and the US Department of State Treasury and Emergency Rental Assistance Program (ERAP) funding and the US Department of State Treasury.
- B. The officers of this unit are hereby directed to proceed with this capital project within the terms of the Generally Accepted Accounting Principles (GMP), the grant terms, the rules and regulations of the US Department of State Treasury and the budget contained herein.
- C. It is estimated that the following revenues will be available to fund COVID 19 and Emergency Rental Assistance expenditures:

CARES Act Relief Funds	\$7,972,670
American Rescue Plan	42,043,458
Interest Income	3,499
Emergency Rental Assistance (ERA21)	11,494,069
Emergency Rental Assistance Second Allocation (ERA22)	3,073,598
TOTAL REVENUES	\$64,587,294

- D. The following appropriations are made for expenditures related to COVID19 and

Salaries and Benefits (CARES)	\$3,581,275
Other Public Health Expenditures (CARES)	2,415,010
Municipal Distribution (CARES)	1,979,884
Administration (ERA21)	524,746
Emergency Rental Assistance (ERA21)	10,969,323
Administration (ERA22)	461,040
Emergency Rental Assistance Second Allocation (ERA22)	2,612,558
Salaries and Benefits Administration (ARP)	513,350
Salaries and Benefits Retention (ARP Loss Revenue)	10,000,000
Other Public Health Expenditures (ARP)	3,275,000
Aid to Nonprofits	28,172,288
Unallocated (ARP)	82,820

TOTAL EXPENDITURES	\$64,587,294
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GRAND TOTAL- REVENUES	\$64,587,294
GRAND TOTAL- EXPENDITURES	\$64,587,294

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 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.
 5. 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.
 6. 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.
 7. 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).
 8. 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 Grant 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 grant 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 grant project, all unrestricted excess funds are transferred to the General Fund and the portion of the Grant Project associated with the project is closed.

Adopted this 20th day of March 2023.

CABARRUS COUNTY BOARD OF COMMISSIONERS

BY: _____
Stephen M. Morris, Chairman

ATTEST:

Clerk to the Board

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**March 20, 2023
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

County Manager - Supplemental Agreement for Additional Opioid Funds

BRIEF SUMMARY:

The purpose of this Supplemental Agreement for Additional Funds ("SAAF") is to direct additional funds from additional settlements of the opioid litigation to the state of North Carolina and local governments in a manner consistent with the initial Memorandum of Agreement ("MOA") between the State of North Carolina and Local Governments on proceeds relating to the settlement of the opioid litigation that has governed the distribution of opioid settlement funds to the State and its Local Governments since May 2022.

This SAAF does not change the scope or meaning of the MOA with respect to Opioid Settlement Funds governed by the MOA. Rather, it governs additional funds from settlements with Defendants Walmart, Inc., Teva Pharmaceutical Industries Ltd., Allergan Finance, LLC, Allergan Limited, CVS Health Corporation, CVS Pharmacy, Inc., and Walgreen Co., as well as their subsidiaries, affiliates, officers, and directors.

REQUESTED ACTION:

Motion to approve the resolution authorizing the County Manager to execute any required agreements to approve receipt of additional Opioid funds after review by the County Attorney.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:

Mike Downs, County Manager

Rich Koch, County Attorney

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

This item was approved by the Board for inclusion on the Agenda as a Consent item.

ATTACHMENTS:

- ▣ Resolution

**RESOLUTION BY THE COUNTY OF CABARRUS
AUTHORIZING EXECUTION OF OPIOID SETTLEMENTS AND APPROVING THE
SUPPLEMENTAL AGREEMENT FOR ADDITIONAL FUNDS BETWEEN THE STATE OF
NORTH CAROLINA AND LOCAL GOVERNMENTS ON PROCEEDS RELATING TO THE
SETTLEMENT OF OPIOID LITIGATION**

WHEREAS, the opioid overdose epidemic had taken the lives of more than 32,000 North Carolinians (2000-2021);

WHEREAS, the COVID-19 pandemic has compounded the opioid overdose crisis, increasing levels of drug misuse, addiction, and overdose death; and

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

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

WHEREAS, settlements have been reached in litigation against Walmart, Inc., Teva Pharmaceutical Industries Ltd., Allergan Finance, LLC, Allergan Limited, CVS Health Corporation, CVS Pharmacy, Inc., and Walgreen Co., as well as their subsidiaries, affiliates, officers, and directors named in these Settlements; and

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 Supplemental Agreement for Additional Funds (SAAF) to provide for the equitable distribution of the proceeds of these settlements; and

WHEREAS, by joining the settlements and approving the SAAF, 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; and

WHEREAS, it is advantageous to all North Carolinians for local governments, including Cabarrus County and its residents, to sign onto the settlements and SAAF and 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, the SAAF 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 Board of Commissioners of Cabarrus County hereby authorizes the County Manager or County Attorney to execute all documents necessary to enter into opioid settlement agreements with Walmart, Walgreens, CVS, Allergan, and Teva, to execute the SAAF, and to provide such documents to Rubris, the Implementation Administrator.

Adopted this the 20th day of March, 2023.

Stephen M. Morris, Chair
Cabarrus County Board of Commissioners

ATTEST:

Lauren Linker, Clerk to the Board

SEAL

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**March 20, 2023
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

CVB - MONDO Track Change Order

BRIEF SUMMARY:

Cabarrus County Schools are requesting additional work to be done regarding the construction of the Mondo Track at Jay M Robinson High School. The additional items and listed below. These additional items would increase the quote to \$1,545,275. The additions exceed the \$1,500,000 originally approved by both the Cabarrus County Tourism Authority Board and the Cabarrus Board of Commissioners.

The Cabarrus County Tourism Authority Board approved an additional \$50,000 to the original Budget Amendment to cover the additional expense. The new Budget is now \$1,550,000.

1. Demolition of existing Long Jump/Triple Jump runway & sandpit-In order to effectively run these events as a top level facility, individual runway's are required so as to not have to share the runway's. We requested they relocate the LJ/TJ runways into the existing D-zone space and create two new jump pits
2. Excavation of new steeple chase location-In an effort to not impact the high jump area, we requested to have the SC relocated to the outside edge of the track. This requires additional grading and asphalt work to accommodate the event.
3. Installation of new Pole Vault (PV) runway and landing sector-Because of relocating the SC to the outside edge of the track, we began getting very close to the PV runway and event space. By not having to share this space with LJ/TJ, we are able to relocate this event further away which will provide a much safer event space for both SC and PV.
4. Shotput landing sector-This was not included as a part of the original scope and the area

where this will be held needs to be upgraded in order to provide a premium grade event space and optimal meet management.

5. Exterior concrete curb at track-Track surfaces need stabilization for the asphalt course on the inside and outside. This helps to maintain the integrity of the asphalt as well as giving a well defined finish for both asphalt and Mondo Surfacing.
6. 1% TIPS Fee- The Interlocal Purchasing System (TIPS) allows a public entity to enter into contract with a designated firm or company with out having to adhere to the public bidding requirements. TIPS is a national purchasing cooperative that offers access to competitively procured purchasing contracts to its members. Geosurfaces Global Synthetics Environmental LLC is a member TIPS. Their active contract is 20020501.

REQUESTED ACTION:

Motion to approve utilizing an additional \$50,000 from the Cabarrus County Tourism Authority as a pass through to accommodate scope changes at the Mondo Track construction project at Jay M. Robinson High School; and adopt the project ordinance and budget amendment.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:

Rodney Harris, Deputy County Manager

BUDGET AMENDMENT REQUIRED:

Yes

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

This item was approved by the Board for inclusion on the Agenda as a Consent item.

ATTACHMENTS:

- ▣ Budget Amendment
- ▣ Budget Ordinance - FD 390
- ▣ Mondo Track Quote

Budget Revision/Amendment Request

Date:

Amount:

Dept. Head:

Department:

Internal Transfer Within Department Transfer Between Departments/Funds Supplemental Request

This budget amendment is for a change order related to the construction of the Mondo track surface at JM Robinson High School funded by reimbursement from the Cabarrus County Convention and Visitors Bureau. The CVB has requested an increase of \$50,000, funded by the CVB as a pass through, through the County to Cabarrus County School System.

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
390	6	7210-6923-MONDO	Proceeds from CVB	1,500,000.00	50,000.00		1,550,000.00
390	9	7210-9830-MONDO	Other Improvements	1,500,000.00	50,000.00		1,550,000.00

Budget Officer

County Manager

Board of Commissioners

Approved
 Denied

Approved
 Denied

Approved
 Denied

Signature

Signature

Signature

Date

Date

Date

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	\$ 33,925,319
Contribution from Capital Projects Fund	9,522,511
Debt Proceeds 2020 Draw Note	46,620,222
Debt Proceeds 2022 Draw Note	55,711,930
Debt Proceeds 2024 Draw Note	6,081,750
Contribution from Capital Reserve Fund	1,662,314
Contribution from Convention & Visitors Bureau	1,550,000
NC Department of Transportation	1,950,000

TOTAL REVENUES **\$157,024,046**

- C. The following appropriations are made as listed.

CCS Mobile Unit Renovation	\$ 3,300,000
Concord High Fire Alarm Replacement	89,314
Northwest High Fire Alarm Replacement	89,314
JM Robinson Renovation	81,195
R. Brown McAllister Replacement	48,356,750
Roberta Road Middle School	56,604,300
CCS New High School	9,508,821
CCS Southeast High School – Land purchase	1,816,320
Kannapolis Middle School	138,897
AL Brown Football Stadium ADA/Drainage	228,000
AL Brown Roof Replacement	190,000
RCCC Building 1000 Boiler	62,780
RCCC Building 2000 Roof Replacement	154,500
RCCC CBTC HVAC	244,291

Contribution to Capital Reserve	5,001,114
Early College Mobile Units	2,337,000
Mondo Track – JM Robinson High School	1,550,000
Deferred Maintenance Cabarrus County Schools	19,663,416
Deferred Maintenance Kannapolis City School	4,140,034
Deferred Maintenance Rowan Cabarrus Community College	3,468,000

TOTAL EXPENDITURES **\$157,024,046**

GRAND TOTAL – REVENUES **\$157,024,046**

GRAND TOTAL – EXPENDITURES **\$157,024,046**

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 20th Day of March 2023.

CABARRUS COUNTY BOARD OF COMMISSIONERS

BY: _____
Stephen M. Morris, Chairman

ATTEST:

Clerk to the Board



Date: June 29, 2022 (revised 2.2.2023, 2.22.23)
 RE: Synthetic Track Surface
 Quote: 2206-014-R2

The following is a budget proposal by GeoSurfaces Southeast to supply and install synthetic track surface at J.M. Robinson High School located at 300 Pitts School Rd. SW, Concord, NC. Upon acceptance of this proposal, GeoSurfaces Southeast will provide all materials, equipment and labor as outlined below. The scope of this proposal includes the following:

Track Scope of Work

Track Construction:

- Demolish and remove existing LJ/TJ runway/sandpit and PV runway/landing area outside of track oval.
- Track Paving
 - ❖ Mill 3” of existing track asphalt down to existing sub-base.
 - Note: If track depth is greater than 3”, additional costs will be required
 - ❖ Excavate new steeple chase area and install 6” stone base.
 - ❖ Fine grade track using laser guided motor grader and compact sub-base.
 - ❖ Test roll and install 1.5” asphalt base course and 1.5” asphalt finish course.
- Supply & install Steeple Chase Water Jump Pit, Cover, and Hurdles
- Supply & install two LJ/TJ Sand Pits within D-Zone.
- Supply & install PV box, runway, and landing sector outside track oval.
 - ❖ Note: runway to receive mondo surface, landing area will not
- Supply & install Discus/Hammer combination pad and cage at practice field.
- Supply & install Javelin Runway at practice field.
- Supply & install shotput landing sector at practice field.
- Supply & install exterior concrete curb around track perimeter.

Track Surface:

- Pre Manufactured Mondo Track System, standard colors
 - ❖ Impermeable
 - ❖ Available inlaid logos
 - ❖ Highest performance
 - ❖ Most durable
 - ❖ Used in Olympics
 - ❖ Mondo IAAF certified system
 - ❖ Available in multiple thickness
 - 13.5 mm Mondo Super X 720

Price
\$ 1,545,275.00

Track Detail:

- 400 Meter
- Equal Quadrant Design
- 8 (42”) Lanes with 6” of surface outside last lane and inside first lane
- 2 Chute(s)
- 1 D-Zone
- 2 Long/Triple Jump Runways within D-Zone
- 1 Steeple Chase
- 1 Pole Vault Runway (Not Including Landing Area)
- No Raised Curb
- Measure Line Radius 104.43 LF

Scope of Work:

- Submittals and samples provided for selecting materials
- Aid in design and planning
- Inspect asphalt and identify deficiencies. Track to be flooded by others
- Verify track length
- Engineered calculations for events and line markings
- Surveying for surface and striping installation
- CAD and rendering work
- Line markings and events by experienced striping specialist

Notes:

- Pricing includes 1% TIPS Fee.
- Due to rising inflation, pricing is only good for 14 days from the latest quoted date.
- Surfacing install requires minimum temperature of 50°F in a 24hr cycle

GeoSurfaces Southeast, Inc. 150 River Park Road Mooresville, NC 28117
 (P) 704.660.3000 (F) 704.660.3001
 www.geosurfaces.com

- The temperature during actual installation must be at a minimum of 55°F
- Line marking requires minimum temperature of 50°F and rising for successful application
- No installation can occur in wet conditions
- GeoSurfaces Southeast is not liable for any costs or delays incurred if the installation is delayed due to unsuitable climatic conditions
- GeoSurfaces Southeast requires flexibility of access to execute the installation; the site should be available 12 hours per day, 7 days per week

Exclusions:

- All demolition, site preparation, investigation and/or testing other than as indicated in scope of work above
- Location, identifying, marking and adjustment of utilities above or below ground
- Civil work associated with track construction other than as indicated above
- Supply and/or installation of any athletic equipment, in-ground or loose other than as indicated above
- Supply and/or installation of reducer strips, if required, at edge of track surface
- Striping and surveying of game lines or painting of artwork, names or logos other than as indicated above
- Execution and/or costs of surveys, inspections, testing and all other requirements for an IAAF Class I track certification
- Renovation, replacement or repair of turf infield area damaged by others
- Landscaping of adjacent or periphery areas damaged by others during operations
- Any relocation of irrigation or other hidden services or utilities uncovered during construction
- Repair of damage by others to utilities and/or access roads/paths
- Structural / civil / geotechnical investigation and design /engineering
- All sales, use, excise and/or other taxes, fees and/or duties that may become payable other than as an addition to the proposal amount
- All bonds and/or bond costs other than as an addition to the proposal amount
- Costs and provision of any permits and/or licences required for the renovation/building program
- Union labor rates, prevailing wage rates or costs of other restrictive work conditions
- Securing and insurance of surfacing materials once delivered to site
- Initial cleaning of surface
- Other work not specifically listed as being included above

Assumptions:

- Acceptance of the base and/or asphalt by GeoSurfaces Southeast does not include or imply verification of the structural suitability or stability of the same. Potential for later or future settlement, heaving or other movement of the base and/or other installation/construction is not precluded by GeoSurfaces Southeast's acceptance of the base and/or installation as suitable for installation of the surface. GeoSurfaces Southeast reserves the right of refusal if it is evident the base is not in compliance with rules of the sport, project specifications and GeoSurfaces Southeast's guidelines
- Certification of the event markings and striping will be, per accepted industry standard, by members of the team calculating and applying the markings. GeoSurfaces Southeast supports the definition of certification as promulgated by ASBA. If the client or others require independent or third-party professionals to double-check the certification, it will be at their own cost and no allowance for such cost is included in this proposal
- There will be clear access to site, provided at no cost, and passable by an industrial fork lift with sufficient space for a 48' container vehicle to enter and be unloaded
- The track and adjacent areas will be clean and clear of obstacles or dirt to ensure the asphalt base remains clean during the installation process

Optional Services:

- Other options specific to track construction are as follows:
 - ❖ Site Grading
 - ❖ Base Construction
 - ❖ Drainage Systems
 - ❖ Event Equipment
 - ❖ Maintenance Programs
 - ❖ Certifications (Including IAAF Class 1)

Considering the current situation surrounding the Coronavirus, as well as the known and unknown ramifications of this event, we are unable to make any guarantee of delivery or receipt of products and services. We will make efforts that would have been considered reasonable in 2019 to deliver or purchase your goods at the noted time and place. However, we reserve the right to defer or terminate this agreement if our usual supply chain is further disrupted, our usual transportation resources are interrupted, we suffer a labor shortage, there is government or other action that impacts us, operation of our facility where your goods were to be delivered or manufactured becomes difficult or uneconomical as determined by us in our sole discretion, continued adherence to this agreement or purchase order becomes difficult or uneconomical as we determine in our sole discretion, or any other event occurs that, considering the state of affairs in December, 2019, would constitute a Force Majeure event or would make compliance with the agreement uneconomical or unfeasible.

Thank you for allowing GeoSurfaces Southeast the opportunity to provide you with this proposal for your project. GeoSurfaces Southeast specializes in solutions for athletic facilities and surfacing while delivering extensive expertise, comprehensive project management and excellence in service to our customers. If you have any questions please don't hesitate to contact me.

Respectfully Submitted,

Todd Penley
VP of Business Development

GeoSurfaces Southeast, Inc. 150 River Park Road Mooresville, NC 28117
(P) 704.660.3000 (F) 704.660.3001
www.geosurfaces.com

704-200-8770
t.penley@geosurfaces.com

GeoSurfaces Southeast, Inc. 150 River Park Road Mooresville, NC 28117
(P) 704.660.3000 (F) 704.660.3001
www.geosurfaces.com

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**March 20, 2023
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

EMS - RACE CARS Grant Funds

BRIEF SUMMARY:

EMS was awarded the Randomized Cluster Evaluation of Cardiac Arrest Systems (RACE-CARS) trial grant in FY 2021. Grant funds have been received for meeting certain milestones during the RACE-CARS trial. Grant funds reimbursed and recognized as revenue to date covered administrative and payroll costs for engagement of first responder, first dispatch, community organization, hospital and intervention and review of 911 dispatch calls for Q&A purposes. This budget amendment is to recognize the portion of funds received that may be used to facilitate county trial activities as revenue and the corresponding expenditures. The activity is to conduct CPR training in the community.

This money will be used to purchase equipment and supplies to support training and educating the public in CPR and further support the RACE-CARS trial. To date, \$12,000 has been received as unearned revenue for the grant.

REQUESTED ACTION:

Motion to adopt the budget amendment.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:

Justin Brines, EMS Deputy Chief

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

This item was approved by the Board for inclusion on the Agenda as a Consent item.

ATTACHMENTS:

- ▣ Budget Amendment - PDF
- ▣ Quote 1
- ▣ Quote 2
- ▣ Quote 3
- ▣ Race Cars Trail

Date: **March 20, 2023**

Amount: **12,000.00**

Dept. Head: **Justin Brines**

Department: **EMS**

Internal Transfer Within Department

Transfer Between Departments/Funds

X Supplemental Request

EMS was awarded the Randomized Cluster Evaluation of Cardiac Arrest Systems (RACE-CARS) trial grant in FY 2021. Grant funds have been received for meeting certain milestones during the RACE-CARS trial. Grant funds reimbursed and recognized as revenue to date covered administrative and payroll costs for engagement of first responder, first dispatch, community organization, hospital and intervention and review of 911 dispatch calls for Q&A purposes. This budget amendment is to recognize the portion of funds received that may be used to facilitate county trial activities as revenue and the corresponding expenditures. The activity is to conduct CPR training in the community.

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
001	6	2730-630801	RACE CARS Grant	-	12,000.00	-	12,000.00
001	9	2730-9635-RCARS	Education Programs - RACE CARS	-	12,000.00	-	12,000.00

Total 0.00

Budget Officer

County Manager

Board of Commissioners

Approved

Approved

Approved

Denied

Denied

Denied

Signature

Signature

Signature

Date

Date

Date



KS Image Solutions, LLC
 4464 Raceway Dr., Ste. B
 Concord, NC 28027
 704.786.7763
 www.ksimagesolutions.com

Estimate

Date	Estimate #
2/14/2023	8298

Name / Address
Cabarrus County EMS Kara Clarke 31 Willowbrook Drive Concord, NC 28027

Ship To
Cabarrus County EMS Kara Clarke 31 Willowbrook Drive Concord, NC 28027

P.O. No.	Terms	Due Date	Rep	FOB	Project	Other
CPR Grant Kara	Net 10	3/31/2023	KS			
Qty	Item	Description	Cost	Total		
1	Eclipse	EZUP ECLIPSE 10 x 10' White Frame Aluminum Tent	1,546.00	1,546.00T		
1	Accessories	Print Front and Back - Peak and Valance	439.00	439.00T		
1	Eclipse	Back Wall - 1 English	159.00	159.00T		
1	Accessories	Deluxe Roller Bag	56.00	56.00T		
1	Accessories	4 Empty Weight Bags	49.00	49.00T		
1	1	Freight Estimate	135.00	135.00T		
1	6FT Table Cover	6FT Table Cover - Matching EZUP	277.00	277.00T		
1	1	Freight Color: Blue	20.00	20.00T		
1	63000	Full Color Front Panel	395.00	395.00T		
1	1700	Table Top Prize Wheel - 31"	98.00	98.00T		
1	1	Printed Inserts	75.00	75.00T		
1,000	3500	Primary Care Bandage Dispenser	0.75	750.00T		
1	1700	Setup	55.00	55.00T		
Subtotal						
Sales Tax (6.75%)						
Total						

Signature

Phone #	Fax #	E-mail	Web Site
704-786-7763	704-786-7764	kswayze@ksimagesolutions.com	www.ksimagesolutions.com



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Estimate

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P.O. No.	Terms	Due Date	Rep	FOB	Project	Other
CPR Grant Kara	Net 10	3/31/2023	KS			
Qty	Item	Description	Cost	Total		
1	1	Freight	100.00	100.00T		
1,000	900D	Neon Sunglasses	1.15	1,150.00T		
1	1700	Repeat Setup	25.00	25.00T		
1	1	Freight	200.00	200.00T		
1,500	CF06C	Cabarrus EMS Ambulance Magnet	0.65	975.00T		
1	1700	Setup	35.00	35.00T		
1	1	Freight	50.00	50.00T		
250	080301	KLIXX® 32 LINK	2.49	622.50T		
1	1700	Minimum 150	55.00	55.00T		
1	1	Setup	35.00	35.00T		
1,000	12175	Ambulance Stress Reliever	1.96	1,960.00T		
1	1	Freight	150.00	150.00T		
1	Postcards	4 x 6" Postcard Batch 2500	195.00	195.00T		
Subtotal						
Sales Tax (6.75%)						
Total						

Signature

Phone #	Fax #	E-mail	Web Site
704-786-7763	704-786-7764	kswayze@ksimagesolutions.com	www.ksimagesolutions.com



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Estimate

Date	Estimate #
2/14/2023	8298

Name / Address
Cabarrus County EMS Kara Clarke 31 Willowbrook Drive Concord, NC 28027

Ship To
Cabarrus County EMS Kara Clarke 31 Willowbrook Drive Concord, NC 28027

P.O. No.	Terms	Due Date	Rep	FOB	Project	Other
CPR Grant Kara	Net 10	3/31/2023	KS			

Qty	Item	Description	Cost	Total
1	1	Freight	30.00	30.00

Subtotal			\$9,636.50
Sales Tax (6.75%)			\$650.46
Total			\$10,286.96

Signature _____

Phone #	Fax #	E-mail	Web Site
704-786-7763	704-786-7764	kswayze@ksimagesolutions.com	www.ksimagesolutions.com



Quotation

Quotation#: 01/23/2023

Account Number: 106992-ESHIP001
BILL-TO
 CABARRUS COUNTY EMS
 31 WILLOWBROOK DR
 CONCORD, NC 28027-4242
 Ship Method: FEE * \$150
 Payment Terms: NET 30

SHIP-TO
 CABARRUS COUNTY EMS
 31 WILLOWBROOK DR
 CONCORD, NC 28027

Contact Name :
 Phone Number :

Item	UOM	Description	Qty	Price	Ext.Price	Exp.Date
3611-40013	1/EA	Adult CPR AED Manikin With Jaw Thrust, Monitor, Medium Skin Tone, 4 pack	2	\$ 660.37	\$1,320.74	06/30/2023

Quote Total \$1,320.74

Comments:

Mark Tornstrom
 Boundtree | Account Manager Western North Carolina
 |
 Phone: 980.225.2022 | Fax: 98765.43211
 mark.tornstrom@boundtree.com |

Sales tax will be applied to customers who are not exempt.
 Shipping charges will be prepaid and added to the invoice unless otherwise stated.
 This quotation is valid until the quote expires or the manufacturer's price to Bound Tree Medical increases.

To place an order, please visit our website at www.boundtree.com, login and add to your shopping cart or call (800) 533-0523
 fax (800) 257-5713



Date: 24 January 2023

Memorandum For: Cabarrus County Emergency Medical Services

Memorandum From: Alan Thompson, Emergency Medical Services Director, Emergency Medical Science Chair

Subject: American Heart Association E-Cards for CPR Training

Rowan-Cabarrus Community College is an American Heart Association training center for basic and advanced life support training. The training center ID is NC05377. I serve as the training center director.

Rowan-Cabarrus Community College will provide bulk CPR cards in the amount of 450 at a cost of \$2.95 per card for a total cost of \$1327.50 to the Cabarrus County EMS E-card location for issuance to course completers. Cabarrus County EMS Captain Kara Clarke and Deputy Chief Justin Brines have been approved as E-card administrators.

Please contact me at 704/216-7141 or alan.thompson@rccc.edu with questions.

SINCERELY,

A handwritten signature in black ink that reads "Alan Thompson".

ALAN THOMPSON, NRP
Emergency Medical Services Director

Chair – Emergency Medical Science and Emergency Management

Account

Fund	001	General	Acct	001 -00-00-6-2730-630801-		
Org	00162730	EMS	Acct name	RACE-CARS Grant		Account Notes
Object	630801	RACE CARS	Type	Revenue	Status	Active
Project			Rollup			
			Sub-Rollup			
			<input type="checkbox"/> MultiYr Fund			

4 Year Comparison

History 4 Year Graph History Graph

Yr/Per 2023/08	Fiscal Year 2023	Fiscal Year 2022	Fiscal Year 2021	Fiscal Year 2024
Original Budget	.00	.00	.00	.00
Transfers In	.00	.00	.00	.00
Transfers Out	.00	.00	.00	.00
Revised Budget	.00	.00	.00	.00
Actual (Memo)	-16,125.00	-6,000.00	-7,000.00	.00
Encumbrances	.00	.00	.00	.00
Requisitions	.00			.00
Available	16,125.00	6,000.00	7,000.00	.00
Percent used	.00	.00	.00	.00

Account

Fund	001	General	Acct	001 -20-00-9-2730-9635 -RCARS		
Org	00192730	EMS	Acct name	Education Programs Account Notes		
Object	9635	Edc Progra	Type	Expense	Status	Active
Project	RCARS	RCARS	Rollup			
			Sub-Rollup			
			<input type="checkbox"/> MultiYr Fund			

4 Year Comparison

Current Year History 4 Year Graph History Graph

Yr/Per 2023/08	Fiscal Year 2023		Fiscal Year 2022		Fiscal Year 2021		Fiscal Year 2024	
Original Budget	.00		.00		.00		.00	
Transfers In	.00		.00		.00		.00	
Transfers Out	.00		.00		.00		.00	
Revised Budget	.00		.00		.00		.00	
Actual (Memo)	.00		.00		.00		.00	
Encumbrances	.00		.00		.00		.00	
Requisitions	.00						.00	
Available	.00		.00		.00		.00	
Percent used	.00		.00		.00		.00	



Date: 24 January 2023

Memorandum For: Cabarrus County Emergency Medical Services

Memorandum From: Alan Thompson, Emergency Medical Services Director, Emergency Medical Science Chair

Subject: American Heart Association E-Cards for CPR Training

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Please contact me at 704/216-7141 or alan.thompson@rccc.edu with questions.

SINCERELY,

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ALAN THOMPSON, NRP
Emergency Medical Services Director
Chair – Emergency Medical Science and Emergency Management



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Estimate

Date	Estimate #
2/14/2023	8298

Name / Address
Cabarrus County EMS Kara Clarke 31 Willowbrook Drive Concord, NC 28027

Ship To
Cabarrus County EMS Kara Clarke 31 Willowbrook Drive Concord, NC 28027

P.O. No.	Terms	Due Date	Rep	FOB	Project	Other
CPR Grant Kara	Net 10	3/31/2023	KS			

Qty	Item	Description	Cost	Total
1	Eclipse	EZUP ECLIPSE 10 x 10' White Frame Aluminum Tent	1,546.00	1,546.00T
		Print Front and Back - Peak and Valance		
1	Accessories	Back Wall - 1 English	439.00	439.00T
1	Eclipse	Deluxe Roller Bag	159.00	159.00T
1	Accessories	4 Empty Weight Bags	56.00	56.00T
1	Accessories	4 Stakes	49.00	49.00T
1	1	Freight Estimate	135.00	135.00T
1	6FT Table Cover	6FT Table Cover - Matching EZUP	277.00	277.00T
1	1	Freight	20.00	20.00T
		Color: Blue		
		Full Color Front Panel		
1	63000	Table Top Prize Wheel - 31"	395.00	395.00T
1	1700	Printed Inserts	98.00	98.00T
1	1	Freight	75.00	75.00T
1,000	3500	Primary Care Bandage Dispenser	0.75	750.00T
1	1700	Setup	55.00	55.00T

Subtotal

Sales Tax (6.75%)

Total

Signature

Phone #	Fax #	E-mail	Web Site
704-786-7763	704-786-7764	kswayze@ksimagesolutions.com	www.ksimagesolutions.com



KS Image Solutions, LLC
 4464 Raceway Dr., Ste. B
 Concord, NC 28027
 704.786.7763
 www.ksimagesolutions.com

Estimate

Date	Estimate #
2/14/2023	8298

Name / Address
Cabarrus County EMS Kara Clarke 31 Willowbrook Drive Concord, NC 28027

Ship To
Cabarrus County EMS Kara Clarke 31 Willowbrook Drive Concord, NC 28027

P.O. No.	Terms	Due Date	Rep	FOB	Project	Other
CPR Grant Kara	Net 10	3/31/2023	KS			

Qty	Item	Description	Cost	Total
1	1	Freight	100.00	100.00T
1,000	900D	Neon Sunglasses	1.15	1,150.00T
1	1700	Repeat Setup	25.00	25.00T
1	1	Freight	200.00	200.00T
1,500	CF06C	Cabarrus EMS Ambulance Magnet	0.65	975.00T
1	1700	Setup	35.00	35.00T
1	1	Freight	50.00	50.00T
250	080301	KLIXX® 32 LINK Minimum 150	2.49	622.50T
1	1700	Setup	55.00	55.00T
1	1	Freight	35.00	35.00T
1,000	12175	Ambulance Stress Reliever	1.96	1,960.00T
1	1	Freight	150.00	150.00T
1	Postcards	4 x 6" Postcard Batch 2500	195.00	195.00T

Subtotal
Sales Tax (6.75%)
Total

Signature

Phone #	Fax #	E-mail	Web Site
704-786-7763	704-786-7764	kswayze@ksimagesolutions.com	www.ksimagesolutions.com



KS Image Solutions, LLC
 4464 Raceway Dr., Ste. B
 Concord, NC 28027
 704.786.7763
 www.ksimagesolutions.com

Estimate

Date	Estimate #
2/14/2023	8298

Name / Address
Cabarrus County EMS Kara Clarke 31 Willowbrook Drive Concord, NC 28027

Ship To
Cabarrus County EMS Kara Clarke 31 Willowbrook Drive Concord, NC 28027

P.O. No.	Terms	Due Date	Rep	FOB	Project	Other
CPR Grant Kara	Net 10	3/31/2023	KS			

Qty	Item	Description	Cost	Total
1	1	Freight	30.00	30.00T

Subtotal		\$9,636.50
Sales Tax (6.75%)		\$650.46
Total		\$10,286.96

Signature _____

Phone #	Fax #	E-mail	Web Site
704-786-7763	704-786-7764	kswayze@ksimagesolutions.com	www.ksimagesolutions.com



Quotation

Quotation#:

01/23/2023

Account Number: 106992-ESHIP001

BILL-TO

CABARRUS COUNTY EMS
31 WILLOWBROOK DR
CONCORD, NC 28027-4242

Ship Method: FEE < \$150

Payment Terms: NET 30

SHIP-TO

CABARRUS COUNTY EMS
31 WILLOWBROOK DR
CONCORD, NC 28027

Contact Name .

Phone Number .

Item	UOM	Description	Qty	Price	Ext.Price	Exp.Date
3611-40013	1/EA	Adult CPR AED Manikin With Jaw Thrust, Monitor, Medium Skin Tone, 4 pack	2	\$ 660.37	\$1,320.74	06/30/2023

Quote Total \$1,320.74

Comments:

Mark Tornstrom

Boundtree | Account Manager Western North Carolina

|

Phone: 980.225.2022 | Fax: 9876543211

mark.tornstrom@boundtree.com |

Sales tax will be applied to customers who are not exempt.

Shipping charges will be prepaid and added to the invoice unless otherwise stated.

This quotation is valid until the quote expires or the manufacturer's price to Bound Tree Medical increases.

To place an order, please visit our website at www.boundtree.com, login and add to your shopping cart or call (800) 533-0523

fax (800) 257-5713

April 28, 2021

Re: RACE-CARS Trial Partners

Dear Community Partner:

Cabarrus County EMS has been selected to participate in the North Carolina RACE-CARS Trial, which is an NIH/NHLBI sponsored randomized trial focused on improving the care of patients with out-of-hospital cardiac arrest in NC. There will be 63 NC counties participating in this study. The RACE-CARS study design calls for a cluster randomization, meaning each county is considered as a whole unit and is either assigned to the intervention strategy or to the standard care strategy. This trial builds on the work we have done with you over the past 15 years on STEMI and cardiac arrest care. The RACE-CARS trial is the most ambitious effort ever funded by NIH to investigate the potential to systematically improve the care and survival of cardiac arrest at the community level.

Our county has been randomized to the Intervention strategy. This means that our team and the RACE-CARS study team will need to work together over the next 6 years to improve the care of cardiac arrest in your community. To be successful, this will require a major effort and we hope to prove scientifically that simply by using the knowledge and tools that we have in a more strategic fashion, can significantly improve the number of survivors with good neurological function in NC. By doing this in the context of a randomized trial, we expect the evidence we generate together will provide a care model for other states to follow.

We will identify the key people working with us on this project and make plans for a series of planning meetings. The core team will most likely be representatives in public safety within your agency or department. In those meetings, we will define the opportunities, the barriers, and the focus of interventions in our county to assure that each patient with cardiac arrest has the greatest chance to get rapid CPR and early defibrillation.

Sincerely,

Justin Brines
Deputy Chief, Cabarrus County EMS

DCRI Team

Lisa Monk
Clark Tyson
Chris Granger
Daniel Mark
Jamie Jollis
Monique Starks
Sana Al-Katib

DCRI RACE-CARS Project Team
DCRI-RACE-CARS@dm.duke.edu

<https://racecarstrial.org/>

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**March 20, 2023
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

Finance - Audit Contract for Fiscal Year Ending June 30, 2023

BRIEF SUMMARY:

A request for proposal for external auditing services was conducted by the Finance Department three years ago. After reviewing the submissions, it was determined that the accounting firm Martin Starnes and Associates best suits Cabarrus County's needs. They submitted a 3-year bid.

Pricing for the auditing services is \$63,860 for fiscal year ending June 30, 2023. There is an additional fee of \$3,000 since we have over 5 major programs for a total of \$66,860.

The Local Government Commission requires Board approval annually for the audit contract.

REQUESTED ACTION:

Motion to approve the audit contract for June 30, 2023, and to authorize the Chairman to execute the Agreement on behalf of the Board, subject to review or revision by the County Attorney.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:

Jim Howden, Finance Director

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

This item was approved by the Board for inclusion on the Agenda as a Consent item.

ATTACHMENTS:

- ▣ Audit Contract

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 06/30/23	Date Audit Will Be Submitted to LGC 10/31/23
-----	--------------------------------	---

Must be within four months of FYE

hereby agree as follows:

1. The Auditor shall audit all statements and disclosures required by U.S. 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). The basic financial statements shall include budgetary comparison information in a budgetary comparison statement, rather than as RSI, for the General Fund and any annually budgeted Special Revenue funds.

2. At a minimum, the Auditor shall conduct the audit and render the report in accordance with GAAS. The Auditor shall perform the audit in accordance with *Government Auditing Standards (GAGAS)* if the Governmental Unit expended \$100,000 or more in combined Federal and State financial assistance during the reporting period. The auditor shall perform a Single Audit if required by Title 2 US Code of Federal Regulations Part 200 *Uniform Administration Requirements, Cost Principles, and Audit Requirements for Federal Awards, Subpart F* (Uniform Guidance) or the State Single Audit Implementation Act. 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 staffs 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), it is recommended that the Auditor and Governmental Unit(s) jointly agree, in advance of the execution of this contract, which party is responsible for submission of the audit and the accompanying data collection form to the Federal Audit Clearinghouse as required under the Uniform Guidance (§200.512).

Effective for audits of fiscal years beginning after June 30, 2023, the LGC will allow auditors to consider whether a unit qualifies as a State low-risk auditee based upon federal criteria in the Uniform Guidance §200.520(a), and (b) through (e) as it applies to State awards. In addition to the federal criteria in the Uniform Guidance, audits must have been submitted timely to the LGC. If in the reporting year, or in either of the two previous years, the unit reported a Financial Performance Indicator of Concern that the audit was late, then

the report was not submitted timely for State low-risk auditee status. Please refer to "Discussion of Single Audits in North Carolina" on the LGC's website for more information.

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, issued by the Comptroller General of the United States, then by accepting this engagement, the Auditor warrants that he/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 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 auditor's receipt of an updated peer review report. If the audit firm received 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 four months of fiscal year end. 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 same 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 his/her findings, together with his recommendations for improvement. That written report shall include all matters defined as "significant deficiencies and material weaknesses" in AU-C 265 of the *AICPA Professional Standards (Clarified)*. 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, commonly referred to as "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 §260.12 - .14. This would include issues such as difficulties encountered during the audit, significant or unusual transactions, uncorrected misstatements, matters that are difficult or contentious reviewed with those charged with governance, and other significant matters.

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 and State Single Audit Acts. This does not include fees for any pre-issuance reviews that may be required by the NC Association of CPAs (NCACPA) Peer Review Committee or NC State Board of CPA Examiners (see Item 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 NC State Board, the NCACPA Peer Review Committee, or the Secretary of the LGC to have a pre-issuance review of its audit work, there shall be a statement in the engagement letter indicating the pre-issuance review requirement. There also shall be a statement that the Governmental Unit(s) shall not be billed for the pre-issuance review. The pre-issuance review shall be performed prior to the completed audit being submitted to LGC Staff. The pre-issuance review report shall accompany the audit report upon submission to LGC Staff.

14. The Auditor shall submit the report of audit in PDF format to LGC Staff. 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 pre-audited if the change includes a change in audit fee (pre-audit 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, the Governing Board, and the Auditor.

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 Item 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, pre-audited (pre-audit 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. Auditor shall comply with the requirements of NCGS Chapter 64 Article 2. Further, if Auditor utilizes any subcontractor(s), Auditor shall require such subcontractor(s) to comply with the requirements of NCGS Chapter 64, Article 2.
27. **Applicable to audits with fiscal year ends of June 30, 2020 and later.** 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 Revision* (as applicable). Financial statement preparation assistance 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, s/he must document and include in the audit workpapers how he/she 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 body 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. The auditor's presentation to the government unit's governing body 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 set by the Accounting Standards Board or its successor;
 - 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 body that the governing body shall develop a "Response to the Auditor's Findings, Recommendations, and Fiscal Matters," if required under 20 NCAC 03 .0508.
29. Information based on the audited financial statements shall be submitted to the Secretary for the purpose of identifying Financial Performance Indicators and Financial Performance Indicators of Concern. See 20 NCAC 03 .0502(c)(6).

30. All of the above paragraphs are understood and shall apply to this contract, except the following numbered paragraphs shall be deleted (See Item 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. Modifications to the language and terms contained in this contract form (LGC-205) are not allowed.

FEEES 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 Item 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: Individual at 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 Items 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 form 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 20 NCAC .0503 shall be submitted to the Commission 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 FEES


Primary Government Unit	Cabarrus County, NC
Audit Fee	\$ 63,860
Additional Fees Not Included in Audit Fee:	
Fee per Major Program	\$ 3,000 per major program in excess of 5
Writing Financial Statements	\$
All Other Non-Attest Services	\$

DPCU FEES (if applicable)

Discretely Presented Component Unit	N/A
Audit Fee	\$
Additional Fees Not Included in Audit Fee:	
Fee per Major Program	\$
Writing Financial Statements	\$
All Other Non-Attest Services	\$

SIGNATURE PAGE

AUDIT FIRM

Audit Firm* Martin Starnes & Associates, CPAs, P.A.	
Authorized Firm Representative (typed or printed)* Amber Y. McGhinnis	Signature* 
Date* 02/17/23	Email Address* amcghinnis@msa.cpa

GOVERNMENTAL UNIT

Governmental Unit* Cabarrus County, NC	
Date Primary Government Unit Governing Board Approved Audit Contract* (G.S.159-34(a) or G.S.115C-447(a))	
Mayor/Chairperson (typed or printed)* Stephen M. Morris, Chairman	Signature*
Date	Email Address smmorris@cabarruscounty.us

Chair of Audit Committee (typed or printed, or "NA") N/A	Signature
Date	Email Address

GOVERNMENTAL UNIT – PRE-AUDIT CERTIFICATE

Required by G.S. 159-28(a1) or G.S. 115C-441(a1).
 Not applicable to hospital contracts.

This instrument has been pre-audited in the manner required by The Local Government Budget and Fiscal Control Act or by the School Budget and Fiscal Control Act.

Primary Governmental Unit Finance Officer* (typed or printed) James Howden, Finance Director	Signature*
Date of Pre-Audit 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* (Ref: G.S. 159-34(a) or G.S. 115C-447(a))	
DPCU Chairperson (typed or printed)*	Signature*
Date*	Email Address*

Chair of Audit Committee (typed or printed, or "NA")	Signature
N/A	
Date	Email Address

DPCU – PRE-AUDIT CERTIFICATE

Required by G.S. 159-28(a1) or G.S. 115C-441(a1).
Not applicable to hospital contracts.

This instrument has been pre-audited in the manner required by The Local Government Budget and Fiscal Control Act or by the School Budget and Fiscal Control Act.

DPCU Finance Officer (typed or printed)*	Signature*
N/A	
Date of Pre-Audit Certificate*	Email Address*

Remember to print this form, and obtain all required signatures prior to submission.

PRINT



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, 2020. 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, 2020, 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*.

Koonce, Wooten & Haywood, LLP

Koonce, Wooten & Haywood, LLP

May 4, 2021

Raleigh

4060 Barrett Drive
 Post Office Box 17806
 Raleigh, North Carolina 27619

919 782 9265
 919 783 8937 FAX

Durham

3500 Westgate Drive
 Suite 203
 Durham, North Carolina 27707

919 354 2584
 919 489 8183 FAX

Pittsboro

579 West Street
 Post Office Box 1399
 Pittsboro, North Carolina 27312

919 542 6000
 919 542 5764 FAX

Smithfield

212 East Church Street
 Post Office Box 2348
 Smithfield, North Carolina 27577

919 934 1121
 919 934 1217 FAX

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**March 20, 2023
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

Finance - ARPA Budget Amendment and CARES Relief Funds Special Revenue Project Ordinance

BRIEF SUMMARY:

This budget amendment appropriates additional funds to cover salaries and benefits for American Rescues Plan Act (ARPA) administrative costs through December 2026, Fiscal Year 2027. The additional funds are needed to cover an increase in salaries and benefits based on estimated COLA, Merit and retirement rate increases through fiscal year 2027. Funds are being allocated from health insurance, 401k and unallocated (ARPA) funds. No County funds are required.

REQUESTED ACTION:

Motion to approve the budget amendment and project ordinance.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:

Jim Howden, Finance Director

BUDGET AMENDMENT REQUIRED:

Yes

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

This item was approved by the Board for inclusion on the Agenda as a Consent item.

ATTACHMENTS:

- ▣ Budget Amendment
- ▣ Project Ordinance

Date: **March 20, 2023**

Amount: **76,276.00**

Dept. Head: **James Howden - FINANCE DEPARTMENT**

Department: **Fund 440 - CARES ARPA FUND**

X Internal Transfer Within Department

Transfer Between Departments/Funds

Supplemental Request

This budget amendment appropriates additional funds to cover salaries and benefits for American Rescues Plan Act (ARPA) administrative costs through December 2026, Fiscal Year 2027. The additional funds are needed to cover an increase in salaries and benefits based on estimated COLA, Merit and retirement rate increases through fiscal year 2027. Funds are being allocated from health insurance, 401k and unallocated (ARPA) funds. No County funds are required.

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
440	9	1925-9101-ARP	SALARIES AND WAGES	345,000.00	50,000.00	-	395,000.00
440	9	1925-9122-ARP	OTHER PAYS	-	5,000.00	-	5,000.00
440	9	1925-9201-ARP	SOCIAL SECURITY	21,000.00	4,000.00	-	25,000.00
440	9	1925-9202-ARP	MEDICARE	5,000.00	800.00	-	5,800.00
440	9	1925-9205-ARP	GH INSURANCE	25,500.00	-	25,500.00	0.00
440	9	1925-9207-ARP	LIFE INSURANCE	200.00	5.00	-	205.00
440	9	1925-9210-ARP	RETIREMENT	40,000.00	9,786.00	-	49,786.00
440	9	1925-9230-ARP	WORKERS COMP	450.00	70.00	-	520.00
440	9	1925-9235-ARP	401K	20,000.00	-	776.00	19,224.00
440	9	1925-9640-ARP	INSURANCE AND BONDS	200.00	6,615.00	-	6,815.00
440	9	1925-974914-ARP	ARPA NON-PROFITS UNALLOCATED	407,820.00	-	50,000.00	357,820.00

Total 0.00

Budget Officer

County Manager

Board of Commissioners

Approved

Approved

Approved

Denied

Denied

Denied

Signature

Signature

Signature

Date

Date

Date

CABARRUS COUNTY CARES RELIEF FUNDS - SPECIAL REVENUE PROJECT 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 purpose of receiving and disbursing funds as directed by CARES Act funding and the US Department of State Treasury and Emergency Rental Assistance Program (ERAP) funding and the US Department of State Treasury.
- B. The officers of this unit are hereby directed to proceed with this capital project within the terms of the Generally Accepted Accounting Principles (GMP), the grant terms, the rules and regulations of the US Department of State Treasury and the budget contained herein.
- C. It is estimated that the following revenues will be available to fund COVID 19 and Emergency Rental Assistance expenditures:

CARES Act Relief Funds	\$7,972,670
American Rescue Plan	42,043,458
Interest Income	3,499
Emergency Rental Assistance (ERA21)	11,494,069
Emergency Rental Assistance Second Allocation (ERA22)	3,073,598
TOTAL REVENUES	\$64,587,294

- D. The following appropriations are made for expenditures related to COVID19 and

Salaries and Benefits (CARES)	\$3,581,275
Other Public Health Expenditures (CARES)	2,415,010
Municipal Distribution (CARES)	1,979,884
Administration (ERA21)	524,746
Emergency Rental Assistance (ERA21)	10,969,323
Administration (ERA22)	461,040
Emergency Rental Assistance Second Allocation (ERA22)	2,612,558
Salaries and Benefits Administration (ARP)	513,350
Salaries and Benefits Retention (ARP Loss Revenue)	10,000,000
Other Public Health Expenditures (ARP)	3,275,000
Aid to Nonprofits	27,897,288
Unallocated (ARP)	357,820

TOTAL EXPENDITURES	\$64,587,294
---------------------------	---------------------

GRAND TOTAL- REVENUES	\$64,587,294
GRAND TOTAL- EXPENDITURES	\$64,587,294

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 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.
 5. 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.
 6. 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.
 7. 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).
 8. 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 Grant 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 grant 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 grant project, all unrestricted excess funds are transferred to the General Fund and the portion of the Grant Project associated with the project is closed.

Adopted this 20th day of March 2023.

CABARRUS COUNTY BOARD OF COMMISSIONERS

BY: _____
Stephen M. Morris, Chairman

ATTEST:

Clerk to the Board

CABARRUS COUNTY**BOARD OF COMMISSIONERS
REGULAR MEETING****March 20, 2023
6:30 PM****AGENDA CATEGORY:**

Consent Agenda

SUBJECT:

Finance - Grant Acceptance and Budget Amendment

BRIEF SUMMARY:

This budget amendment is to budget revenues and expenditures for a Directed Financial Assistance Grant Award in the amount of \$1,000,000. The grant will pass through the NC Department of Health and Human Services, Division of Mental Health, Developmental Disabilities and Substance Abuse Services. This is a Federal Substance Abuse Prevention Treatment (SAPT) Block Grant directed by the North Carolina General Assembly and appropriated by S.L. 2022-74. Funds will be used for the SUN project to support families impacted by substance abuse disorder. The annual funds have been allocated for fiscal year 2023 with a possible extension past the June 30, 2023 date. A County match is not required.

REQUESTED ACTION:

Motion to Accept the Directed Financial Assistance Grant Award for \$1,000,000 and corresponding budget amendment.

EXPECTED LENGTH OF PRESENTATION:**SUBMITTED BY:**

Rodney Harris, Deputy County Manager
Jim Howden, Finance Director

BUDGET AMENDMENT REQUIRED:

Yes

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

This item was approved by the Board for inclusion on the Agenda as a Consent item.

ATTACHMENTS:

- ▣ Budget Amendment
- ▣ Grant Agreement

Date:

Amount:

Dept. Head:

Department:

Internal Transfer Within Department

Transfer Between Departments/Funds

Supplemental Request

This budget amendment is to budget revenues and expenditures for a Directed Financial Assistance Grant Award in the amount of \$1,000,000. The grant will pass through the NC Department of Health and Human Services, Division of Mental Health, Developmental Disabilities and Substance Abuse Services. This is a Federal Substance Abuse Prevention Treatment (SAPT) Block Grant directed by the North Carolina General Assembly and appropriated by S.L. 2022-74. Funds will be used for the SUN project to support families impacted by substance abuse disorder. The annual funds have been allocated for fiscal year 2023 with a possible extension past the June 30, 2023 date. A County match is not required.

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
001	6	5910-6279-SUN	SAPT Block Grant - SUN Project	-	1,000,000.00	-	1,000,000.00
001	9	5910-97915-SUN	SAPT Block Grant - SUN Project	-	1,000,000.00	-	1,000,000.00
						-	0.00
						-	

Total 0.00

Budget Officer

County Manager

Board of Commissioners

Approved

Approved

Approved

Denied

Denied

Denied

Signature

Signature

Signature

Date

Date

Date

DIRECTED FINANCIAL ASSISTANCE AGREEMENT COVER

THIS AGREEMENT is hereby made between the State of North Carolina, Department of Health and Human Services, **Division of Mental Health, Developmental Disabilities and Substance Abuse Services and Cabarrus County.**

This agreement consists of the following documents, which are incorporated herein by reference:

Contract Cover Sheet

Attachment A: General Terms and Conditions

Attachment B: Scope of Work and Performance Metrics

Attachment C: Proposed Budget and Narrative

Attachment D: Reporting Requirements and Templates

Attachment E: Payment Request Form (Recipient to submit quarterly; must be notarized)

Attachment F: No Overdue Tax Debts Certification (must be notarized)

Attachment G: State Certifications

Attachment H: Conflict of Interest Acknowledgment (must be notarized)

Attachment I: Conflict of Interest Policy (Recipient to attach; example provided)

Attachment J: Conflict of Interest Verification Form (Recipient to complete annually)

Attachment K: Federal Certifications (Recipient to complete annually)

Attachment L: Federal Funding Accountability and Transparency Act Reporting Requirements

Attachment M: NC Substitute W9 (Recipient to attach)

Attachment N: IRS Tax Exemption Letter (Recipient to attach; applicable to nonprofits only)

Attachment O: IRS Tax Exemption Verification Form (Recipient to complete annually; must be notarized; applicable to nonprofits only)

Effective Date: July 1, 2022

End Date: June 30, 2023

Directed Financial Assistance Award Amount: \$1,000,000 in federal Substance Abuse Prevention and Treatment Block Grant Funds directed by the North Carolina General Assembly and appropriated by S.L. 2022-74.

This award is considered federal financial assistance, and unless exempted by the United States Department of the Treasury (US Treasury), this award is subject to the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance) promulgated by the United States Office of Management and Budget sections: 2 C.F.R. 200.303 regarding internal controls; 2 C.F.R. 200.330 through 200.332 regarding subrecipient monitoring and management; and subpart F regarding audit requirements, which implements the Single Audit Act (31 U.S.C. §§ 7501-7507). This award is also considered state financial assistance, and as such is subject to the statutory provisions in the North Carolina Administrative Code Title 09, Chapter 3, SubChapters 03M.

Federal Funding Accountability and Transparency Act (FFATA): Per 2 C.F.R 200.332(a)(1), as a pass-through entity, the North Carolina Department of Health and Human Services (NC DHHS) must report the following funding elements to any entity that receives these funds as a subrecipient:

- Subrecipient Name: Cabarrus County

- Subrecipient Unique Entity Identifier (formerly DUNS)¹: QGAPLT86TEB8
- Federal Award Identification Number (FAIN): B08TI084663
- Federal Award Date: 10.01.21
- Period of Performance (Start and End Dates): To cover eligible costs incurred beginning July 1, 2022, and ending with costs incurred or obligated by June 30, 2023.
- Amount of Federal Funds Obligated by this Action: \$2,000,000
- Total Amount of Federal Funds Obligated to the Subrecipient: \$2,000,000
- Total Amount of the Federal Award: \$35,900,385
- Federal Award Project Description: Block Grants for the Prevention and Treatment of Substance Abuse
- Federal Awarding Agency: US Department of the Health and Human Services, Substance Abuse and Mental Health Services Administration
- Assistance Listing Number (formerly CFDA): 93.959
- Assistance Listing Name: Block Grants for the Prevention and Treatment of Substance Abuse
- Research and Development: This award is not for research and development.
- Indirect Cost Rate: Subrecipient may use funds for both direct and indirect costs.

Scope of work: Per S.L. 2022-74, funds under this agreement are to be used for: Substance Abuse Services – Treatment for Children/Adults. Per 2 C.F.R. 200, expenditures must meet reasonable cost requirements. The recipient shall develop a proposed scope of work and budget in attachments B and C of this agreement, subject to approval by the Department of Health and Human Services. State funds for any one employee of a nonprofit are capped at \$120,000. Per the Code of Federal Regulations, 2 CFR Part 200, expenditures must meet reasonable cost requirements.

Directed financial assistance grants under this authority are for nonsectarian, nonreligious purposes only and the use of these funds must be in compliance with all state and federal laws. Pursuant to G.S. 143C-6-21, S.L. 2021-180, and the State’s Cash Management Plan, nonrecurring funds appropriated as directed financial assistance grants are subject to all the following requirements:

- (1) Directed financial assistance grants are subject to the provisions of subsections (b) through (k) of G.S. 143C-6-23.
- (2) These funds shall be allocated on a quarterly basis unless the Office of State Budget and Management determines that cash flow or the nature of the program being funded requires otherwise.
- (3) Notwithstanding any provision of G.S. 143C-1-2(b) to the contrary, nonrecurring funds appropriated in this act as directed grants shall not revert until June 30, 2023.

Recipients can receive electronic payment of funds by completing the [Vendor Electronic Payment Form](#) and following the instructions from the Office of the State Controller (OSC). This form should be submitted to the NC DHHS Contract Administrator and not directly to OSC.

¹ As of April 4, 2022, the federal government is no longer utilizing the DUNS number and is now using the Unique Entity Identifier (UEI). If you do not already have a UEI, you can obtain one via www.SAM.gov.

**ATTACHMENT A
GENERAL TERMS AND CONDITIONS**

- A. The failure of either party to insist in any one or more instances upon strict performance of any of the terms or provisions of this Agreement, or to exercise any option or election herein, shall not be construed as a waiver of such terms, provisions, option or election in the future. No waiver by any party of any one or more of its rights or remedies under this Agreement shall be deemed to be a waiver of any prior or subsequent rights or remedy hereunder or at law. All remedies afforded in this Agreement are cumulative and in addition to the various remedies available in law or in equity.
- B. Choice of Law. The validity of this Agreement and any of its terms or provisions, as well as the rights and duties of the parties to this Agreement, are governed by the laws of North Carolina. The Recipient, by signing this Agreement, agrees and submits, solely for matters related to this Agreement, to the exclusive jurisdiction of the courts of North Carolina and agrees, solely for such purpose, that the exclusive venue for any legal proceedings shall be Wake County, North Carolina.
- C. All notices permitted or required to be given by one Party to the other and all questions about the contract from one Party to the other shall be addressed and delivered to the other Party’s Contract Administrator.

Division of Mental Health, Developmental Disabilities and Substance Abuse Services	Recipient
DeDe Severino Section Chief 3004 Mail Service Center Raleigh, N.C. 27699-2001 Telephone: 984.236.5122 Email: dede.severino@dhhs.nc.gov	Contact’s Name: Contact’s Title: Recipient Name: Tax ID Number: Unique Entity Identifier (UEI): ² Street Address: City, State, Zip Code: Telephone: Email:

- D. Availability of Funds. The parties to this contract agree and understand that the payment of the sums specified in this contract is contingent upon and subject to the availability of appropriated funds for this purpose, per G.S. 143C-6-8.
- E. Precedence Among Contract Documents. In the event of a conflict between or among the terms of the Subaward Documents, the terms in the Subaward Document with the highest relative precedence shall prevail. The order of precedence shall be the order of documents as listed in the contract document section, with the first-listed document having the highest precedence and the last-listed document having the lowest precedence. If there are multiple Subaward amendments, the most recent amendment shall have the highest precedence and the oldest amendment shall have the lowest precedence.

² As of April 4, 2022, the federal government is no longer utilizing the DUNS number and is now using the Unique Entity Identifier (UEI). If you do not already have a UEI, you can obtain one via www.SAM.gov.

- F. Federal Certifications. Individuals and organizations receiving federal funds must ensure compliance with certain certifications required by federal laws and regulations. The Recipient is hereby complying with Certifications regarding Nondiscrimination, Drug-Free Workplace Requirements, Environmental Tobacco Smoke, Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions, and Lobbying. The signature page is to be signed by the Recipient's authorized representative.
- G. Federal Funding Accountability and Transparency Act. To facilitate compliance with the Federal Funding Accountability and Transparency Act (FFATA), the Recipient shall provide required information to NC DHHS as requested for awards greater than \$30,000. Information may include but is not limited to: Recipient identifying and demographic information, primary place of performance, quarterly obligation amount, and quarterly expenditure amount. The Recipient shall also complete Attachment K (FFATA Data Reporting Requirements) and return with the signed contract.
- H. Payment Provisions. Upon execution of this contract, the Recipient may request and, upon approval by the Department, receive quarterly payments, consistent with G. S. 143C-6-21.
- I. Effective Period. This contract shall be effective on July 1, 2022 and shall end upon the earlier of (1) completion of all required activities, or (2) June 30, 2023.
- J. Reversion of Funds. Any unexpended funds will revert to the Department of Health and Human Services upon termination of the contract or conclusion of the effective period, consistent with 09 NCAC 03M.
- K. The Recipient shall comply with all laws, ordinances, codes, rules, regulations, and licensing requirements that are applicable to the conduct of its business, including those of federal, state, and local agencies having jurisdiction and/or authority.
- L. The Recipient shall maintain its accounting records relating to the performance of the Services and this Agreement in accordance with generally accepted accounting procedures. Upon reasonable prior notice to Recipient, the Office of State Budget and Management may, during the term of this Agreement and for a period of up to six years following the expiration or termination for any reason of this Agreement, audit and copy such records.
- M. Antitrust Laws. This Agreement is entered into in compliance with all State and Federal Antitrust laws.
- N. Record Retention. The Recipient is responsible for adhering to all state and federal requirements on record retention and any changes to state and federal requirements during the contract period. The Recipient shall maintain all pertinent records for a period of five years after all funds have been expended or returned to US Treasury or until all audit exceptions have been resolved, whichever is longer.
- O. The State Auditor and Office of State Budget and Management shall have access to persons and records as a result of all contracts or State financial assistance entered into by State agencies or political subdivisions in accordance with General Statute 147-64.7. Additionally, as the State funding authority, the Department of Health and Human Services shall have access to persons and records as a result of

all contracts or State financial assistance entered into by State agencies or political subdivisions.

- P. Subcontracting and Assignment. The Recipient agrees that by assigning or subcontracting any work related to the contract to a subcontractor or subrecipient, that such entities shall comply with the following:
- (1) The Recipient or subrecipient is not relieved of any of the duties and responsibilities of the original contract;
 - (2) The subrecipient agrees to abide by the standards contained in this contract and to shall provide all information, including the purpose and reporting requirements for grants made to subgrantees, to allow the Recipient to comply with these standards;
 - (3) The Recipient agrees to responsible for managing and monitoring each project, program, or activity supported by the grant funds and each subgrantee project, program, or activity supported by the grant funds; and
 - (4) This Agreement or any interest therein shall not be assigned or transferred by the Recipient.
- Q. Either Party may, upon sixty (60) days prior written notice to the other party, terminate all or any portion of this Agreement or the services required to be performed herein without cause.
- R. The Department of Health and Human Services may, by written notice, immediately terminate all or any portion of this Agreement or the Services for cause in any of the following circumstances:
- (1) Recipient breaches any obligation hereunder, or fails to make progress sufficient to assure performance of this Agreement or any of the Services;
 - (2) Recipient is adjudged insolvent or bankrupt; Contractor makes an assignment for the benefit of creditors; or the appointment of a receiver, liquidator or trustee of any of Contractor's property or assets.
- S. Neither party shall be liable, or deemed to be in default, for any delay, interruption or failure in performance under this Agreement resulting directly or indirectly from acts of God, acts of civil or military authority; fires, floods; accidents, explosions, earthquakes, strikes or labor disputes, loss or interruption of electrical power or other public utility, or delays in transportation or any cause beyond its reasonable control.
- T. Reporting Requirements. This subaward for financial assistance is subject to the Uniform Administration of State Awards, Oversight and Reporting Requirements for recipient and subrecipients described in [N.C. General Statue § 143C-6-23\(d\)](#) and in [09 NCAC 03M.205](#), as well as the Single Audit Act and its implementing regulation at 2 C.F.R. Part 200, Subpart F regarding audit requirements.

A non-governmental grantee who receives a combined \$500,000 or more funds from all state agencies must continue to submit a single or program-specific audit prepared and completed in accordance with Generally Accepted Government Auditing Standards, also known as a Yellow Book audit, to Risk Management, Compliance, and Consulting at <mailto:NCGrantsReporting@dhhs.nc.gov> within 9 months of the grantee's fiscal year end.

Per 09 NCAC 03M.205: “Unless prohibited by law, the costs of audits made in accordance with the provisions of this Rule shall be allowable charges to State and Federal awards. The charges may be considered a direct cost or an allocated indirect cost, as determined in accordance with cost principles outlined in the Code of Federal Regulations, 2 C.F.R Part 200. The cost of any audit not conducted in accordance with this Subchapter shall not be charged to State awards.”

DHHS encourages all of its non-governmental grantees that receive funds from other state agencies or DHHS divisions to contact their assigned contract monitor(s) to determine if year-end reports must be submitted for those particular grants/awards.

North Carolina State agencies are exempt from the reporting requirements of 09 NCAC 03M.205, as well as local governments that have reporting requirements for the Local Government Commission. All others are not exempt and must adhere to the reporting requirements of 09 NCAC 03M.205.

- (1) Quarterly Reports:
 - Report Template A – Quarterly Status Report
- (2) End of Year Report:
 - Report Template B – State Grant Compliance Reporting
 - Report Template C – Schedule of Receipts and Expenditures
 - Report Template D – Program Activities and Accomplishment
- (3) Reporting Timeframes and Due Dates:

Report Title	Reporting Period	Due Date
Quarterly Report	July 1, 2022 – September 30, 2022	April 15, 2023
Quarterly Report	October 1, 2022 – December 31, 2022	April 15, 2023
Quarterly Report	January 1, 2023 – March 31, 2023	April 15, 2023
Quarterly Report	April 1, 2023 – June 30, 2023	July 15, 2023
End of Year Report	July 1, 2022 – June 30, 2023	July 15, 2023

- U. Reporting Templates. The Quarterly and End of Year reporting templates described above and included in Attachment D (Reporting Requirements and Templates) are subject to change during the contract period as state and federal requirements are amended.
- V. Monitoring and Evaluation. The Division shall monitor, evaluate, and provide guidance and direction to the Recipient in the conduct of Approved Services performed under this Agreement. The Division has the responsibility to determine whether the Recipient has spent funds in accordance with applicable laws, regulations, including the federal audit requirements and agreements, and shall monitor the activities of the Recipient to ensure that the Recipient has met such requirements. The Division may require the Recipient to take corrective action if deficiencies are found.
- W. Signature Warranty. The undersigned represent and warrant that they are authorized to bind their principals to the terms of this agreement.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed.

Department of Health and Human Services: Division of Mental Health, Developmental Disabilities and Substance Abuse Services

Name and Title of Signature Authority

Signature of Organization Official

Date

Recipient Name:

Name and Title of Organization Official

Signature of Organization Official

Date

ATTACHMENT B
SCOPE OF WORK and PERFORMANCE METRICS
(To be completed by Recipient)

Services, Objectives and Expected Results

<i>Recipient Name:</i>	Cabarrus County
<i>Project/Activity Title:</i>	Directed Financial Assistance Award
<i>Period Covered:</i>	July 1, 2022 through June 30, 2023

Financial Assistance Award \$1,000,000 Per S.L. 2022-74, funds under this agreement are to be used by Cabarrus County to: support the operation and expansion of the Substance Use Network (SUN) project to build a collaborative system of care for pregnant mothers with a substance use disorder, and their infants and families, in Cabarrus, Rowan, and Stanly Counties. In compliance with the requirements of G.S. 143C-6-23, the following is a description of activities and accomplishments to be undertaken by our organization using the provided funding.

The Recipient hereby intends to [REDACTED].

Be as specific as possible here. All work must be a legal and viable use of public funds. Financial assistance grants are for nonsectarian, nonreligious purposes only and the use of financial assistance grants must be in compliance with all state and federal laws.

Define the types of programs, services, and/or activities supported by these funds.

Define the population(s) that will be served by or that will benefit from the programs, services, and/or activities supported by these funds.

Define the deliverables, outputs, and outcomes that demonstrate the impact and effectiveness of the programs, services, and/or activities supported by these funds.

ATTACHMENT C
PROPOSED BUDGET & NARRATIVE
(To be completed by Recipient)

Services, Objectives and Expected Results

Recipient Name:	Cabarrus County
Project/Activity Title:	Directed Financial Assistance Award
Period Covered:	July 1, 2022 through June 30, 2023

Financial Assistance Award: \$2,000,000. Per S.L. 2022-74, funds under this agreement are to be used by Cabarrus County to: support the operation and expansion of the Substance Use Network (SUN) project to build a collaborative system of care for pregnant mothers with a substance use disorder, and their infants and families, in Cabarrus, Rowan, and Stanly Counties. Per the requirements of G.S. 143C-6-21 through G.S. 143C-6-23, funds may only be expended for the purpose for which they were awarded and may only be used for nonsectarian, non-religious purposes. Per 2 C.F.R. 200, expenditures must meet reasonable cost requirements.

Recipient is to provide a general description of planned expenditures to serve as a guide for preparing an annual budget related to this award (add or delete categories as needed).

<u>Federal Expenditure Category</u>	<u>Amount of Expenditure</u>
	SFY23 07.01.22 – 06.30.23
Employee Expenses (e.g., program related staffing)	\$
Services/Contract Expenses (e.g., utilities, telephone, lease related expenses)	\$
Goods Expenses (e.g., supplies and equipment)	\$
Administrative Expenses (e.g., overhead and project management)	\$
Other Expenses (Specify)	\$
Total Expenses	\$

Provide a brief budget narrative that explains/justifies the estimated costs listed above by line-item category. Explain how the costs associated with each line-item category relate to the implementation of the project as outlined in the proposed budget. Add extra pages as needed or insert a separate sheet if more room is needed.

ATTACHMENT D REPORTING REQUIREMENTS & TEMPLATES

Reporting Requirements: This subaward for financial assistance is subject to the Uniform Administration of State Awards, Oversight and Reporting Requirements for recipient and subrecipients described in [N.C. General Statute § 143C-6-23\(d\)](#) and in [09 NCAC 03M.205](#), as well as the Single Audit Act and its implementing regulation at 2 C.F.R. Part 200, Subpart F regarding audit requirements.

A non-governmental grantee who receives a combined \$500,000 or more funds from all state agencies must continue to submit a single or program-specific audit prepared and completed in accordance with Generally Accepted Government Auditing Standards, also known as a Yellow Book audit, to Risk Management, Compliance, and Consulting at NCGrantsReporting@dhhs.nc.gov within 9 months of the grantee’s fiscal year end.

DHHS encourages all of its non-governmental grantees that receive funds from other state agencies or DHHS divisions to contact their assigned contract monitor(s) to determine if year-end reports must be submitted for those particular grants/awards.

North Carolina State agencies are exempt from the reporting requirements of 09 NCAC 03M.205, as well as local governments that have reporting requirements for the Local Government Commission. All others are not exempt and must adhere to the reporting requirements of 09 NCAC 03M.205.

- (1) Quarterly Reports:
 Report Template A – Quarterly Status Report
- (2) End of Year Report:
 Report Template B – State Grant Compliance Reporting
 Report Template C – Schedule of Receipts and Expenditures
 Report Template D – Program Activities and Accomplishment
- (3) Reporting Timeframes and Due Dates:

Report Title	Reporting Period	Due Date
Quarterly Report	July 1, 2022 – September 30, 2022	April 15, 2023
Quarterly Report	October 1, 2022 – December 31, 2022	April 15, 2023
Quarterly Report	January 1, 2023 – March 31, 2023	April 15, 2023
Quarterly Report	April 1, 2023 – June 30, 2023	July 15, 2023
End of Year Report	July 1, 2022 – June 30, 2023	July 15, 2023

The Quarterly and End of Year reporting templates are subject to change during the contract period as state and federal requirements are amended.

N.C. General Statute § 143C-6-21-23. State Grant Funds: Administration; Oversight and Reporting Requirements.

§ 143C-6-21. Payments to nonprofits. Except as otherwise provided by law, an annual appropriation of one hundred thousand dollars (\$100,000) or less to or for the use of a nonprofit corporation may be made in a single annual payment, in the discretion of the Director of the Budget. An annual appropriation of more than one hundred thousand dollars (\$100,000) to or for the use of a nonprofit corporation shall be made in quarterly or monthly payments, in the discretion of the Director of the Budget. (2006-203, s. 3; 2013-360, s. 6.12(o).)

§ 143C-6-22. Use of State funds by non-State entities. (a) Disbursement and Use of State Funds. - Every non-State entity that receives, uses, or expends any State funds shall use or expend the funds only for the purposes for which they were appropriated by the General Assembly. State funds include federal funds that flow through the State Treasury. (b) Compliance by Non-State Entities. - If the Director of the Budget finds that a non-State entity has spent or encumbered State funds for an unauthorized purpose, or fails to submit or falsifies the information required by G.S. 143C-6-23 or any other provision of law, the Director shall take appropriate administrative action to ensure that no further irregularities or violations of law occur and shall report to the Attorney General any facts that pertain to an apparent violation of a criminal law or an apparent instance of malfeasance, misfeasance, or nonfeasance in connection with the use of State funds. Appropriate administrative action may include suspending or withholding the disbursement of State funds and recovering State funds previously disbursed. (c) Civil Actions. - Civil actions to recover State funds or to obtain other mandatory orders in the name of the State on relation of the Attorney General, or in the name of the Office of State Budget and Management, shall be filed in the General Court of Justice in Wake County. (2006-203, s. 3.)

§ 143C-6-23. State grant funds: administration; oversight and reporting requirements.

(a) Definitions. - The following definitions apply in this section:

- (1) Grant or grant funds. - State funds disbursed as a grant by a State agency; however, the terms do not include any payment made by the Medicaid program, the State Health Plan for Teachers and State Employees, or other similar medical programs.
- (2) Grantee. - A non-State entity that receives State funds as a grant from a State agency but does not include any non-State entity subject to the audit and other reporting requirements of the Local Government Commission.
- (3) Encumbrance. - A financial obligation created by a purchase order, contract, salary commitment, unearned or prepaid collections for services provided, or other legally binding agreement. A financial obligation is not an encumbrance for purposes of this section unless it (i) is in writing and has been signed by a person or entity who has authority to legally bind the grantee or subgrantee to spend the funds or (ii) was created by the provision of goods or services to the grantee or subgrantee by a third party under circumstances that create a legally binding obligation to pay for the goods or services.
- (4) Subgrantee. - A non-State entity that receives State funds as a grant from a grantee or from another subgrantee but does not include any non-State entity subject to the audit and other reporting requirements of the Local Government Commission.

(b) Conflict of Interest Policy. - Every grantee shall file with the State agency disbursing funds to the grantee a copy of that grantee's policy addressing conflicts of interest that may arise involving the grantee's management employees and the members of its board of directors or other governing body. The policy shall address situations in which any of these individuals may directly or indirectly benefit, except as the grantee's employees or members of its board or other governing body, from the grantee's disbursing of State funds, and shall include actions to be taken by the grantee or the individual, or both, to avoid conflicts of interest and the appearance of impropriety. The policy shall be filed before the disbursing State agency may disburse the grant funds.

(c) No Overdue Tax Debts. - Every grantee shall file with the State agency or department disbursing funds to the grantee a written statement completed by that grantee's board of directors or other governing body stating that the grantee does not have any overdue tax debts, as defined by G.S. 105-243.1, at the federal, State, or local level. The written statement shall be made under oath and shall be filed before the disbursing State

agency or department may disburse the grant funds. A person who makes a false statement in violation of this subsection is guilty of a criminal offense punishable as provided by G.S. 143C-10-1.

(d) Office of State Budget Rules Must Require Uniform Administration of State Grants. – The Office of State Budget and Management shall adopt rules to ensure the uniform administration of State grants by all grantor State agencies and grantees or subgrantees. The Office of State Budget and Management shall consult with the Office of the State Auditor and the Attorney General in establishing the rules required by this subsection. The rules shall establish policies and procedures for disbursements of State grants and for State agency oversight, monitoring, and evaluation of grantees and subgrantees. The policies and procedures shall:

- (1) Ensure that the purpose and reporting requirements of each grant are specified to the grantee.
- (2) Ensure that grantees specify the purpose and reporting requirements for grants made to subgrantees.
- (3) Ensure that State funds are spent in accordance with the purposes for which they were granted.
- (4) Hold the grantees and subgrantees accountable for the legal and appropriate expenditure of grant funds.
- (5) Provide for adequate oversight and monitoring to prevent the misuse of grant funds. These policies shall require each grantee and subgrantee to ensure that, for accounting purposes, State funds and interest earned on those funds remain separate and apart from other funds in the possession or control of the grantee or subgrantee.
- (6) Establish mandatory periodic reporting requirements for grantees and subgrantees, including methods of reporting, to provide financial and program performance information. The mandatory periodic reporting requirements shall require grantees and subgrantees to file with the State Auditor copies of reports and statements that are filed with State agencies pursuant to this subsection. Compliance with the mandatory periodic reporting requirements of this subdivision shall not require grantees and subgrantees to file with the State Auditor the information described in subsections (b) and (c) of this section.
- (7) Require grantees and subgrantees to maintain reports, records, and other information to properly account for the expenditure of all grant funds and to make such reports, records, and other information available to the grantor State agency for oversight, monitoring, and evaluation purposes.
- (8) Require grantees and subgrantees to ensure that work papers in the possession of their auditors are available to the State Auditor for the purposes set out in subsection (i) of this section.
- (9) Require grantees to be responsible for managing and monitoring each project, program, or activity supported by grant funds and each subgrantee project, program, or activity supported by grant funds.
- (10) Provide procedures for the suspension of further disbursements or use of grant funds for noncompliance with these rules or other inappropriate use of the funds.
- (11) Provide procedures for use in appropriate circumstances for reinstatement of disbursements that have been suspended for noncompliance with these rules or other inappropriate use of grant funds.
- (12) Provide procedures for the recovery and return to the grantor State agency of unexpended grant funds from a grantee or subgrantee (i) in accordance with subsection (f1) of this section or (ii) in the event that the grantee or subgrantee is unable to fulfill the purposes of the grant for a reason not set forth in that subsection.

(d1) Required Grant Terms. – The terms of each grant shall include all of the following, which shall be deemed a part of the grant:

- (1) The limitation contained in G.S. 143C-6-8 concerning the availability of appropriated funds.
- (2) The relevant provisions of any legislation authorizing or governing the administration of the grant.
- (3) The terms of this section.

(e) Rules Are Subject to the Administrative Procedure Act. – Notwithstanding the provisions of G.S. 150B-2(8a)b. rules adopted pursuant to subsection (d) of this section are subject to the provisions of Chapter 150B of the General Statutes.

(f) Suspension and Recovery of Funds to Grant Recipients for Noncompliance. – The Office of State Budget and Management, after consultation with the administering State agency, shall have the power to suspend disbursement of grant funds to grantees or subgrantees, to prevent further use of grant funds already disbursed, and to recover grant funds already disbursed for noncompliance with rules adopted pursuant to

subsection (d) of this section. If the grant funds are a pass-through of funds granted by an agency of the United States, then the Office of State Budget and Management must consult with the granting agency of the United States and the State agency that is the recipient of the pass-through funds prior to taking the actions authorized by this subsection.

(f1) Return of Grant Funds. – Except as otherwise required by federal law, a grantee or subgrantee shall return to the State all affected grant funds and interest earned on those funds if any of the following occurs:

(1) The funds are in the possession or control of a grantee and are not expended, made subject to an encumbrance, or disbursed to a subgrantee by August 31 immediately following the fiscal year in which the funds are appropriated by the General Assembly, or a different period set forth in the terms of the applicable appropriation or federal grant.

(2) The funds remain unexpended at the time that the grantee or subgrantee dissolves, ceases operations, or otherwise indicates that it does not intend to spend the funds.

(3) The Office of State Budget and Management seeks to recover the funds pursuant to subsection (f) of this section.

(f2) Use of Returned Grant Funds. – Encumbered funds returned to the State pursuant to subsection (f1) of this section by a grantee or subgrantee shall upon appropriation by the General Assembly be spent in accordance with the terms of the encumbrance. All other funds returned to the State by a grantee or subgrantee pursuant to subsection (f1) of this section shall be credited to the fund from which they were appropriated and shall remain unexpended and unencumbered until appropriated by the General Assembly. Nothing in this section shall be construed to authorize an expenditure pursuant to an unlawful encumbrance or in a manner that would violate the terms of the appropriation of the grant funds at issue.

(g) Audit Oversight. – The State Auditor has audit oversight, with respect to grant funds received by the grantee or subgrantee, pursuant to Article 5A of Chapter 147 of the General Statutes, of every grantee or subgrantee that receives, uses, or expends grant funds. A grantee or subgrantee must, upon request, furnish to the State Auditor for audit all books, records, and other information necessary for the State Auditor to account fully for the use and expenditure of grant funds received by the grantee or subgrantee. The grantee or subgrantee must furnish any additional financial or budgetary information requested by the State Auditor, including audit work papers in the possession of any auditor of a grantee or subgrantee directly related to the use and expenditure of grant funds.

(h) Report on Grant Recipients That Failed to Comply. – Not later than May 1, 2007, and by May 1 of every succeeding year, the Office of State Budget and Management shall report to the Joint Legislative Commission on Governmental Operations and the Fiscal Research Division on all grantees or subgrantees that failed to comply with this section with respect to grant funds received in the prior fiscal year.

(i) State Agencies to Submit Grant List to Auditor. – No later than October 1 of each year, each State agency shall submit a list to the State Auditor, in the format prescribed by the State Auditor, of every grantee to which the agency disbursed grant funds in the prior fiscal year. The list shall include the amount disbursed to each grantee and other information as required by the State Auditor to comply with the requirements of this section.

(j) Use of Interest Earned on Grant Funds. – Except as otherwise required by federal law or the terms of a federal grant, interest earned on grant funds after receipt of the funds by a grantee or subgrantee shall be credited to the grantee or subgrantee and shall be used for the same purposes for which the grant or subgrant was made.

(k) Reporting by Grantees and Subgrantees That Cease Operations. – A grantee or subgrantee that intends to dissolve or cease operations shall report that decision in writing to the Office of State Budget and Management and to the Fiscal Research Division at least 30 days prior to taking that action. (2006-203, s. 3; 2007-323, s. 28.22A(o); 2007-345, s. 12; 2014-100, s. 6.5(a); 2015-264, s. 21.)

09 NCAC 03M .0205 Minimum Reporting Requirements for Recipients and Subrecipients.

(a) For the purposes of this Subchapter, there are three reporting levels established for recipients and subrecipients receiving State financial assistance. Reporting levels are based on the level of State financial assistance from all funding sources. The reporting levels are:

(1) Level I – A recipient or subrecipient that receives, holds, uses, or expends State financial assistance in an amount less than twenty-five thousand dollars (\$25,000) within its fiscal year.

(2) Level II - A recipient or subrecipient that receives, holds, uses, or expends State financial assistance in an amount of at least twenty-five thousand (\$25,000) or greater, but less than five hundred thousand dollars (\$500,000) within its fiscal year.

(3) Level III – A recipient or subrecipient that receives, holds, uses, or expends State financial assistance in an amount equal to or greater than five hundred thousand dollars (\$500,000) within its fiscal year.

(b) Agencies shall establish reporting requirements for recipients that meet the following reporting standards on an annual basis:

(1) All recipients and subrecipients shall provide a certification that State financial assistance received or held was used for the purposes for which it was awarded.

(2) All recipients and subrecipients shall provide an accounting of all State financial assistance received, held, used, or expended.

(3) Level II and III recipients and subrecipients shall report on activities and accomplishments undertaken by the recipient, including reporting on any performance measures established in the contract.

(4) Level III recipients and subrecipients shall have a single or program-specific audit prepared and completed in accordance with Generally Accepted Government Auditing Standards, also known as the Yellow Book.

(c) All reports shall be filed with the disbursing agency in the format and method specified by the agency no later than three months after the end of the recipient's fiscal year, unless the same information is already required through more frequent reporting. Audits must be provided to the funding agency no later than nine months after the end of the recipient's fiscal year.

(d) Agency-established reporting requirements to meet the standards set forth in Paragraph (b) of this Rule shall be specified in each recipient's contract.

(e) Unless prohibited by law, the costs of audits made in accordance with the provisions of this Rule shall be allowable charges to State and Federal awards. The charges may be considered a direct cost or an allocated indirect cost, as determined in accordance with cost principles outlined in the Code of Federal Regulations, 2 CFR Part 200. The cost of any audit not conducted in accordance with this Subchapter shall not be charged to State awards.

(f) Notwithstanding the provisions of this Subchapter, a recipient may satisfy the reporting requirements of Subparagraph (b)(4) of this Rule by submitting a copy of the report required under federal law with respect to the same funds.

QUARTERLY STATUS REPORT

Report Template A: Please use this reporting template for each of the quarterly reports

Recipient Name:	
Recipient Tax ID #	
Project/Activity Title:	
Reporting Period (Quarter):	
Recipient's Fiscal Year End:	
Report Completion Date:	
Preparer of This Report:	
1. Provide a brief description of the entity's mission, purpose, and governance structure.	
2. Provide a brief description of the types of programs, services, and activities supported by these funds.	
3. Provide the number of persons served by the programs, services, and activities supported by these funds, including the counties in which services are provided.	

4. Provide a summary of deliverables, outputs, and outcomes that demonstrate the impact and effectiveness of the programs, services, and activities supported by these funds.

5. Have there been any significant changes to the intended goals, Scope of Work, and/or planned budget during this reporting period (quarter)? If so, please provide an explanation here.

6. Provide any other pertinent information about the progress of the programs, services, and activities supported by these funds.

7. Provide a summary of expenditures during the reporting period (quarter).

<u>Expenditure Category</u>	<u>Amount of Expenditure</u>
Employee Expenses (e.g., program related staffing):	\$
Services/Contract Expenses (e.g., utilities, phone, lease):	\$
Goods Expenses (e.g., supplies and equipment):	\$
Administrative Expenses (e.g., overhead and project management):	\$
Other Expenses (Specify):	\$
Total Expenses:	\$

8. Provide a summary of year-to-date expenditures through the end of the current reporting period. The total expenditures on this table should equal the cumulative expenditures from all completed quarterly reports to date.

<u>Expenditure Category</u>	<u>Amount of Expenditure</u>
Employee Expenses (e.g., program related staffing):	\$
Services/Contract Expenses (e.g., utilities, phone, lease):	\$
Goods Expenses (e.g., supplies and equipment):	\$
Administrative Expenses (e.g., overhead and project management):	\$
Other Expenses (Specify):	\$
Total Expenses:	\$

If there are any questions, please contact the Contract Administrator.

STATE GRANT COMPLIANCE REPORTING

Report Template B: Please use this reporting template for the END OF YEAR report

1. Organization:	
Organization Name:	
Organization Tax ID #:	
Project/Activity Title:	
Reporting Period:	
Organization Fiscal Year End:	
Mailing Address (street, city, state, zip code):	
Phone Number (area code + number):	
Fax Number (area code + number):	
Contact Person:	
Contact Person Title:	
E-Mail Address:	

2. Preparer: [PLEASE INDICATE WHO PREPARED THIS INFORMATION BY CHECKING]	<input type="checkbox"/>	Employee	<input type="checkbox"/>	CPA/Accountant
Name of Preparer:				
Phone Number:				

3. Please provide a list of the Organization's Board Members. [ADD ADDITIONAL PAGES, IF NEEDED]	
Name of Board Member	Board Member Title

4. What restrictions are placed upon the grant by the grant award document? If the grant award document does not identify specific restrictions, please identify the intended use of the grant funds as included in the award document.				
Restrictions:				
5. Does the organization have a Conflict of Interest policy?	<input type="checkbox"/>	yes	<input type="checkbox"/>	no
6. Is the organization a for profit entity?	<input type="checkbox"/>	yes	<input type="checkbox"/>	no

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7. Did the organization subgrant or pass down any funds to another organization?		yes	no
If yes, answer the following:			
a. Name of Subgrantee	b. Program Name	c. Amount Subgranted	

8. Program Activities and Accomplishments:
 Recipient must complete and submit a separate Program Activities and Accomplishments Report, detailing the program name, the original goals of each program, and a brief narrative of program accomplishments for each funded program. This information is required of all recipients of state funding in an amount greater than or equal to \$25,000.

SCHEDULE OF RECEIPTS AND EXPENDITURES

Report Template C: Please use this reporting template for the END OF YEAR report

9. Organization:	
Organization Name:	
Organization Tax ID#:	
Organization Fiscal Year End:	
Mailing Address (street, city, state, zip code):	
Phone Number (area code + number):	
Fax Number (area code + number):	
Contact Person:	
Contact Person Title:	
E-Mail Address:	

a. Receipts		
Funding State Agency	Grant Title	Total Receipts
b. Expenditures		
Category	Dollar Amount	
Personnel		
Contracted Services		
(a)Total Personnel/Contracted Services Costs:		
Office Supplies & Materials		
Service Related Supplies		
(b)Total Supplies & Material Costs:		
Travel		
Communications & Postage		
Utilities		
Printing & Binding		
Repair & Maintenance		
Meeting/Conference Expense		
Employee Training (no travel)		
Classified Advertising		
In-State Board Meeting Expenses		
(c)Total Non-Fixed Operating Expense:		
Office Rent (Land, Buildings, etc.)		
Furniture Rental		
Equipment Rental (Phones, Computers, etc.)		
Vehicle Rental		
Dues & Subscriptions		
Insurance & Bonding		

Books/Library Reference Materials	
Mortgage Principal, Interest and Bank Fees	
(d)Total Fixed Charges & Other Expenses:	
Buildings & Improvements	
Leasehold Improvements	
Furniture/Non-Computer Equip., \$500+ per item	
Computer Equipment/Printers, \$500+ per item	
Furniture/Equip., under \$500 per item	
(e)Total Property & Equipment Outlay:	
Purchase of Services	
Contracts with Service Providers	
Stipends/Scholarships/Bonuses/Grants	
(f)Total Services/Contracts:	
Food	
Other (provide description here):	
Other (provide description here):	
Other (provide description here):	
Other (provide description here):	
(g)Total Other Expenses:	
Total Expenditures (sum a through g)	

Unexpended cash balance (do NOT use with reimbursement grants)

Beginning of the year cash balance	
End of the year cash balance	

NOTE: If total receipts, expenditures, beginning or ending unexpended grant balance available for expenditures is \$500,000 or more, an audit is required *by G.S. 143C-6-23*.

If there are any questions, please contact the Contract Administrator.

PROGRAM ACTIVITIES AND ACCOMPLISHMENTS REPORT

Report Template D: Please use this reporting template for the END OF YEAR report

Recipient Name:	
Recipient Tax ID #	
Project/Activity Title:	
Recipient's Fiscal Year End:	
Report Completion Date:	
Preparer of This Report:	
1. What were the original goals and expectations for the activity supported by this grant?	
2. If applicable, how have those goals and expectations been revised or refined during the course of the project?	
3. What has the activity accomplished with these grant funds? Please include specific information including facts and statistics to support conclusions and judgments about the activity's impact.	

4. If the activity is a continuing one, briefly summarize future plans and funding prospects.

If there are any questions, please contact the Contract Administrator.

ATTACHMENT E

**NORTH CAROLINA DEPARTMENT OF HEALTH AND HUMAN SERVICES
Directed Financial Assistance Payment Request Form**

I. Recipient Information *(Make sure information is complete & accurate)*

- A. Recipient: Organization Name _____
- B. Address: *(Complete Mailing, including suite if applicable)*

- C. City: _____ State: NC Zip Code: _____
- D. Contact's Name: _____
Position in Organization: _____
- E. Phone No: (____) ____-_____

- | | | | | |
|--------------------------|-------------|--------------------------|----------------------------|--------------------------|
| F. Kind of Organization: | Corporation | <input type="checkbox"/> | Trust | <input type="checkbox"/> |
| | Government | <input type="checkbox"/> | Unincorporated Association | <input type="checkbox"/> |
| | Partnership | <input type="checkbox"/> | Other | <input type="checkbox"/> |

G. Purpose: _____

The Recipient hereby intends to **briefly summarize the intended use of funds as described in Attachment B of the executed contract.**

- III. Period Ending:** (check one)
- | | |
|----------|--------------------------|
| Jul-Sept | <input type="checkbox"/> |
| Oct-Dec | <input type="checkbox"/> |
| Jan-Mar | <input type="checkbox"/> |
| Apr-Jun | <input type="checkbox"/> |

IV. Match Required (check one): Yes No On a _____ to _____ basis.

If matching required, is cash match in hand? Yes No

If match not on hand, by what date and from what source does the recipient expect to have the cash match?

V. Certification: *Under penalty of law, I hereby certify to the best of my knowledge and belief, the above information is correct; expenditures will be properly documented, and will be valid expenditures of actual receipts; and that the financial assistance will be in full compliance with G.S. 143C-6-21 through G.S. 143C-6-23. FORM MUST BE NOTARIZED*

Recipient Fiscal Officer or Other Official

Notary Public (Official Seal)

Printed Name

Printed Name

Date

Date

For DHHS Use Only

PO #: _____ Contract #: _____

Recipient/Tax ID #: _____ Account/Center/Company: _____ Fiscal Year: _____

Department or Division Budget Officer

Date

Department Official/Manager

Date

ATTACHMENT F
STATE GRANT CERTIFICATION-NO OVERDUE TAX DEBTS

Instructions: Recipient should complete this certification for all state funds received. Entity should enter appropriate data in the yellow highlighted areas. The completed and signed form should be provided to the state agency funding the grant to be attached to the contract for the grant funds. A copy of this form, along with the completed contract, should be kept by the funding agency and available for review by the Office of State Budget and Management.

Note: If you have a contract that extends more than one state fiscal year, you will need to obtain an updated certification for each year of the contract.

Entity's Letterhead

[Date of Certification (mm/dd/yyyy)]

To: State Agency Head and Chief Fiscal Officer

Certification:

We certify that the **Organization Name** does not have any overdue tax debts, as defined by N.C.G.S. 105-243.1, at the federal, State, or local level. We further understand that any person who makes a false statement in violation of N.C.G.S. 143C-6-23(c) is guilty of a criminal offense punishable as provided by N.C.G.S.) 143C-10-1b.

Sworn Statement:

[Name of Board Chair] and **[Name of Second Authorizing Official]** being duly sworn, say that we are the Board Chair and **[Title of the Second Authorizing Official]**, respectively, of **[insert name of organization]** of **[City]** in the State of North Carolina; and that the foregoing certification is true, accurate and complete to the best of our knowledge and was made and subscribed by us. We also acknowledge and understand that any misuse of State funds will be reported to the appropriate authorities for further action.

Board Chair

[Title of Second Authorizing Official]

Sworn to and subscribed before me on the day of the date of said certification.

(Notary Signature and Seal)

My Commission Expires: _____

If there are any questions, please contact the state agency that provided your grant.

¹ G.S. 105-243.1 defines: Overdue tax debt. – Any part of a tax debt that remains unpaid 90 days or more after the notice of final assessment was mailed to the taxpayer. The term does not include a tax debt, however, if the taxpayer entered into an installment agreement for the tax debt under G.S. 105-237 within 90 days after the notice of final assessment was mailed and has not failed to make any payments due under the installment agreement.”

ATTACHMENT G

STATE CERTIFICATIONS

Contractor Certifications Required by North Carolina Law

Instructions: The person who signs this document should read the text of the statutes and Executive Order listed below and consult with counsel and other knowledgeable persons before signing. The text of each North Carolina General Statutes and of the Executive Order can be found online at:

- Article 2 of Chapter 64:
http://www.ncga.state.nc.us/EnactedLegislation/Statutes/PDF/ByArticle/Chapter_64/Article_2.pdf
- G.S. 133-32:
<http://www.ncga.state.nc.us/gascripts/statutes/statutelookup.pl?statute=133-32>
- Executive Order No. 24 (Perdue, Gov., Oct. 1, 2009):
<https://ethics.nc.gov/media/242/download?attachment>
- G.S. 105-164.8(b):
http://www.ncga.state.nc.us/EnactedLegislation/Statutes/PDF/BySection/Chapter_105/GS_105-164.8.pdf
- G.S. 143-48.5:
http://www.ncga.state.nc.us/EnactedLegislation/Statutes/HTML/BySection/Chapter_143/GS_143-48.5.html
- G.S. 143-59.1:
http://www.ncga.state.nc.us/EnactedLegislation/Statutes/PDF/BySection/Chapter_143/GS_143-59.1.pdf
- G.S. 143-59.2:
http://www.ncga.state.nc.us/EnactedLegislation/Statutes/PDF/BySection/Chapter_143/GS_143-59.2.pdf
- G.S. 143-133.3:
http://www.ncga.state.nc.us/EnactedLegislation/Statutes/HTML/BySection/Chapter_143/GS_143-133.3.html
- G.S. 143B-139.6C:
http://www.ncga.state.nc.us/EnactedLegislation/Statutes/PDF/BySection/Chapter_143B/GS_143B-139.6C.pdf

Certifications

(1) Pursuant to G.S. 133-32 and Executive Order No. 24 (Perdue, Gov., Oct. 1, 2009), the undersigned hereby certifies that the Contractor named below is in compliance with, and has not violated, the provisions of either said statute or Executive Order.

(2) Pursuant to G.S. 143-48.5 and G.S. 143-133.3, the undersigned hereby certifies that the Contractor named below, and the Contractor's subcontractors, complies with the requirements of Article 2 of Chapter 64 of the NC General Statutes, including the requirement for each employer with more than 25 employees in North Carolina to verify the work authorization of its employees through the federal E-Verify system." E-Verify System Link: www.uscis.gov

(3) Pursuant to G.S. 143-59.1(b), the undersigned hereby certifies that the Contractor named below is not an "ineligible Contractor" as set forth in G.S. 143-59.1(a) because:

(a) Neither the Contractor nor any of its affiliates has refused to collect the use tax levied under Article 5 of Chapter 105 of the General Statutes on its sales delivered to North Carolina when the sales met one or more of the conditions of G.S. 105-164.8(b); and

(b) [check one of the following boxes]

Neither the Contractor nor any of its affiliates has incorporated or reincorporated in a "tax haven country" as set forth in G.S. 143-59.1(c)(2) after December 31, 2001; or

The Contractor or one of its affiliates has incorporated or reincorporated in a "tax haven country" as set forth in G.S. 143-59.1(c)(2) after December 31, 2001 but the United States is not the principal market for the public trading of the stock of the corporation incorporated in the tax haven country.

(4) Pursuant to G.S. 143-59.2(b), the undersigned hereby certifies that none of the Contractor's officers, directors, or owners (if the Contractor is an unincorporated business entity) has been convicted of any violation of Chapter 78A of the General Statutes or the Securities Act of 1933 or the Securities Exchange Act of 1934 within 10 years immediately prior to the date of the bid solicitation.

(5) Pursuant to G.S. 143B-139.6C, the undersigned hereby certifies that the Contractor will not use a former employee, as defined by G.S. 143B-139.6C(d)(2), of the North Carolina Department of Health and Human Services in the administration of a contract with the Department in violation of G.S. 143B-139.6C and that a violation of that statute shall void the Agreement.

(6) The undersigned hereby certifies further that:

(a) He or she is a duly authorized representative of the Contractor named below;

(b) He or she is authorized to make, and does hereby make, the foregoing certifications on behalf of the Contractor; and

(c) He or she understands that any person who knowingly submits a false certification in response to the requirements of G.S. 143-59.1 and -59.2 shall be guilty of a Class I felony.

Contractor's Name: _____

Contractor's
Authorized Agent: Signature _____ Date _____

Printed Name _____ Title _____

Witness: Signature _____ Date _____

Printed Name _____ Title _____

The witness should be present when the Contractor's Authorized Agent signs this certification and should sign and date this document immediately thereafter.

Note: References to the "Contractor" in Attachment G are references to the Recipient.

ATTACHMENT H
CONFLICT OF INTEREST ACKNOWLEDGEMENT

State of _____

County _____

I, _____, Notary Public for said County and State, certify that
_____ personally appeared before me this day and acknowledged
that he/she is _____ of _____
[name of Organization]

and by that authority duly given and as the act of the Organization, affirmed that the foregoing Conflict of Interest Policy
was adopted by the Board of Directors/Trustees or other governing body in a meeting held on the _____ day of
_____, _____.

Sworn to and subscribed before me this _____ day of _____, _____.

(Official Seal)

Notary Public

My Commission expires _____, 20 ____

Instruction for Organization:

Sign and attach the following pages after adopted by the Board of Directors/Trustees or other governing body OR replace the following with the current adopted conflict of interest policy.

Recipient Name:

Name and Title of Organization Official

Signature of Organization Official

Date

ATTACHMENT I
CONFLICT OF INTEREST POLICY EXAMPLE

The Board of Directors/Trustees or other governing persons, officers, employees or agents are to avoid any conflict of interest, even the appearance of a conflict of interest. The Organization's Board of Directors/Trustees or other governing body, officers, staff and agents are obligated to always act in the best interest of the organization. This obligation requires that any Board member or other governing person, officer, employee or agent, in the performance of Organization duties, seek only the furtherance of the Organization mission. At all times, Board members or other governing persons, officers, employees or agents, are prohibited from using their job title, the Organization's name or property, for private profit or benefit.

A. The Board members or other governing persons, officers, employees, or agents of the Organization should neither solicit nor accept gratuities, favors, or anything of monetary value from current or potential contractors/recipients, persons receiving benefits from the Organization or persons who may benefit from the actions of any Board member or other governing person, officer, employee or agent. This is not intended to preclude bona-fide Organization fund raising-activities.

B. A Board or other governing body member may, with the approval of Board or other governing body, receive honoraria for lectures and other such activities while not acting in any official capacity for the Organization. Officers may, with the approval of the Board or other governing body, receive honoraria for lectures and other such activities while on personal days, compensatory time, annual leave, or leave without pay. Employees may, with the prior written approval of their supervisor, receive honoraria for lectures and other such activities while on personal days, compensatory time, annual leave, or leave without pay. If a Board or other governing body member, officer, employee or agent is acting in any official capacity, honoraria received in connection with activities relating to the Organization are to be paid to the Organization.

C. No Board member or other governing person, officer, employee, or agent of the Organization shall participate in the selection, award, or administration of a purchase or contract with a recipient where, to his knowledge, any of the following has a financial interest in that purchase or contract:

1. The Board member or other governing person, officer, employee, or agent;
2. Any member of their family by whole or half blood, step or personal relationship or relative-in-law;
3. An organization in which any of the above is an officer, director, or employee;
4. A person or organization with whom any of the above individuals is negotiating or has any arrangement concerning prospective employment or contracts.

D. **Duty to Disclosure** -- Any conflict of interest, potential conflict of interest, or the appearance of a conflict of interest is to be reported to the Board or other governing body or one's supervisor immediately.

E. **Board Action** -- When a conflict of interest is relevant to a matter requiring action by the Board of Directors/Trustees or other governing body, the Board member or other governing person, officer, employee, or agent (person(s)) must disclose the existence of the conflict of interest and be given the opportunity to disclose all material facts to the Board and members of committees with governing board delegated powers considering the possible conflict of interest. After disclosure of all material facts, and after any discussion with the person, he/she shall leave the governing board or committee meeting while the determination of a conflict of interest is discussed and voted upon. The remaining board or committee members shall decide if a conflict of interest exists.

In addition, the person(s) shall not participate in the final deliberation or decision regarding the matter under consideration and shall leave the meeting during the discussion of and vote of the Board of Directors/Trustees or other governing body.

F. **Violations of the Conflicts of Interest Policy** -- If the Board of Directors/Trustees or other governing body has reasonable cause to believe a member, officer, employee or agent has failed to disclose actual or possible conflicts of interest, it shall inform the person of the basis for such belief and afford the person an opportunity to explain the alleged failure to disclose. If, after hearing the person's response and after making further investigation as warranted by the circumstances, the Board of Directors/Trustees or other governing body determines the member, officer, employee or agent has failed to disclose an actual or possible conflict of interest, it shall take appropriate disciplinary and corrective action.

G. **Record of Conflict** -- The minutes of the governing board and all committees with board delegated powers shall contain:

1. The names of the persons who disclosed or otherwise were found to have an actual or possible conflict of interest, the nature of the conflict of interest, any action taken to determine whether a conflict of interest was present, and the governing board's or committee's decision as to whether a conflict of interest in fact existed.
2. The names of the persons who were present for discussions and votes relating to the transaction or arrangement that presents a possible conflict of interest, the content of the discussion, including any alternatives to the transaction or arrangement, and a record of any votes taken in connection with the proceedings.

Approved by:

Recipient Name:

Name and Title of Organization Official

Signature of Organization Official

Date

ATTACHMENT J
CONFLICT OF INTEREST VERIFICATION FORM (ANNUAL)

We, the undersigned entity, hereby testify that our Organization's Conflict of Interest Acknowledgement and Policy adopted by the Board of Directors/Trustees or other governing body, is on file with the North Carolina Department of Health and Human Services (DHHS). If any changes are made to the Conflict of Interest Policy, we will submit a new Conflict of Interest Acknowledgment and Policy to the Department (DHHS).

<hr/>	
Name of Organization	
<hr/>	
Contractor's Authorized Agent	Date
<hr/>	
Printed Name of Contractor's Authorized Agent	Title
<hr/>	
Signature of Witness	Date
<hr/>	
Printed Name of Witness	Title

**ATTACHMENT K
FEDERAL CERTIFICATIONS**

The undersigned states that:

- (a) He or she is the duly authorized representative of the Contractor named below;
- (b) He or she is authorized to make, and does hereby make, the following certifications on behalf of the Contractor, as set out herein:
 - a. The Certification Regarding Nondiscrimination;
 - b. The Certification Regarding Drug-Free Workplace Requirements;
 - c. The Certification Regarding Environmental Tobacco Smoke;
 - d. The Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions; and
 - e. The Certification Regarding Lobbying;
- (c) He or she has completed the Certification Regarding Drug-Free Workplace Requirements by providing the addresses at which the contract work will be performed;

(d) [Check the applicable statement]

He or she **has completed** the attached **Disclosure Of Lobbying Activities** because the Contractor **has made, or has an agreement to make**, a payment to a lobbying entity for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action;

OR

He or she **has not completed** the attached **Disclosure Of Lobbying Activities** because the Contractor **has not made, and has no agreement to make**, any payment to any lobbying entity for influencing or attempting to influence any officer or employee of any agency, any Member of Congress, any officer or employee of Congress, or any employee of a Member of Congress in connection with a covered Federal action.

(e) The Contractor shall require its subcontractors, if any, to make the same certifications and disclosure.

Signature _____ **Title** _____

Contractor Name _____ **Date** _____

[This Certification Must be Signed by the Same Individual Who Signed the Proposal Execution Page]

I. Certification Regarding Nondiscrimination

The Contractor certifies that it will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of

1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (h) the Food Stamp Act and USDA policy, which prohibit discrimination on the basis of religion and political beliefs; and (i) the requirements of any other nondiscrimination statutes which may apply to this Agreement.

II. Certification Regarding Drug-Free Workplace Requirements

1. The Contractor certifies that it will provide a drug-free workplace by:
 - a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the Contractor's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
 - b. Establishing a drug-free awareness program to inform employees about:
 - i. The dangers of drug abuse in the workplace;
 - ii. The Contractor's policy of maintaining a drug-free workplace;
 - iii. Any available drug counseling, rehabilitation, and employee assistance programs; and
 - iv. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
 - c. Making it a requirement that each employee be engaged in the performance of the agreement be given a copy of the statement required by paragraph (a);
 - d. Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the agreement, the employee will:
 - i. Abide by the terms of the statement; and
 - ii. Notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction;
 - e. Notifying the Department within ten days after receiving notice under subparagraph (d)(ii) from an employee or otherwise receiving actual notice of such conviction;
 - f. Taking one of the following actions, within 30 days of receiving notice under subparagraph (d)(ii), with respect to any employee who is so convicted:
 - i. Taking appropriate personnel action against such an employee, up to and including termination; or
 - ii. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency; and
 - g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

2. The sites for the performance of work done in connection with the specific agreement are listed below (list all sites; add additional pages if necessary):

Address

Street

City, State, Zip Code

Street

City, State, Zip Code

3. Contractor will inform the Department of any additional sites for performance of work under this agreement.
4. False certification or violation of the certification may be grounds for suspension of payment, suspension or termination of grants, or government-wide Federal suspension or debarment. 45 C.F.R. 82.510.

III. Certification Regarding Environmental Tobacco Smoke

Public Law 103-227, Part C-Environmental Tobacco Smoke, also known as the Pro-Children Act of 1994 (Act), requires that smoking not be permitted in any portion of any indoor facility owned or leased or contracted for by an entity and used routinely or regularly for the provision of health, day care, education, or library services to children under the age of 18, if the services are funded by Federal programs either directly or through State or local governments, by Federal grant, contract, loan, or loan guarantee. The law does not apply to children's services provided in private residences, facilities funded solely by Medicare or Medicaid funds, and portions of facilities used for inpatient drug or alcohol treatment. Failure to comply with the provisions of the law may result in the imposition of a civil monetary penalty of up to \$1,000.00 per day and/or the imposition of an administrative compliance order on the responsible entity.

The Contractor certifies that it will comply with the requirements of the Act. The Contractor further agrees that it will require the language of this certification be included in any subawards that contain provisions for children's services and that all subgrantees shall certify accordingly.

IV. Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions

Instructions

[The phrase "prospective lower tier participant" means the Contractor.]

1. By signing and submitting this document, the prospective lower tier participant is providing the certification set out below.
2. The certification in this clause is a material representation of the fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originate may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant will provide immediate written notice to the person to whom this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have

the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549, 45 CFR Part 76. You may contact the person to whom this proposal is submitted for assistance in obtaining a copy of those regulations.

5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter any lower tier covered transaction with a person who is debarred, suspended, determined ineligible or voluntarily excluded from participation in this covered transaction unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this document that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion--Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized in paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension, and/or debarment.

Certification

1. **The prospective lower tier participant certifies**, by submission of this document, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

V. Certification Regarding Lobbying

The Contractor certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federally funded contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form SF-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

3. The undersigned shall require that the language of this certification be included in the award document for subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) who receive federal funds of \$100,000.00 or more and that all subrecipients shall certify and disclose accordingly.
4. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000.00 and not more than \$100,000.00 for each such failure.

VI. Disclosure Of Lobbying Activities

Instructions

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Use the SF-LLL-A Continuation Sheet for additional information if the space on the form is inadequate. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.

1. Identify the status of the covered Federal action.
2. Identify the appropriate classification of this report. If this is a follow-up report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
3. Enter the full name, address, city, state and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or sub-award recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
4. If the organization filing the report in Item 4 checks "Subawardee", then enter the full name, address, city, state and zip code of the prime Federal recipient. Include Congressional District, if known.
5. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
6. Enter the Federal program name or description for the covered Federal action (Item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
7. Enter the most appropriate Federal Identifying number available for the Federal action identified in Item 1 (e.g., Request for Proposal (RFP) number, Invitation for Bid (IFB) number, grant announcement number, the contract grant, or loan award number, the application/proposal control number assigned by the Federal agency). Include prefixes, e.g., "RFP-DE-90-001."
8. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in Item 4 or 5.
9. (a) Enter the full name, address, city, state and zip code of the lobbying entity engaged by the reporting entity identified in Item 4 to influence the covered Federal action.

- (b) Enter the full names of the individual(s) performing services, and include full address if different from 10(a). Enter Last Name, First Name and Middle Initial (MI).
10. Enter the amount of compensation paid or reasonably expected to be paid by the reporting entity (Item 4) to the lobbying entity (Item 10). Indicate whether the payment has been made (actual) or will be made (planned). Check all boxes that apply. If this is a material change report, enter the cumulative amount of payment made or planned to be made.
11. Check the appropriate boxes. Check all boxes that apply. If payment is made through an in-kind contribution, specify the nature and value of the in-kind payment.
12. Check the appropriate boxes. Check all boxes that apply. If other, specify nature.
13. Provide a specific and detailed description of the services that the lobbyist has performed, or will be expected to perform, and the date(s) of any services rendered. Include all preparatory and related activity, not just time spent in actual contact with Federal officials. Identify the Federal official(s) or employee(s) contacted or the officer(s), employee(s), or Member(s) of Congress that were contacted.
14. Check whether or not a SF-LLL-A Continuation Sheet(s) is attached.
15. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

Public reporting burden for this collection of information is estimated to average 30 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, D. C. 20503

Disclosure Of Lobbying Activities (Approved by OMB 0344-0046)

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

<p>1. Type of Federal Action:</p> <p><input type="checkbox"/> a. contract</p> <p><input type="checkbox"/> b. grant</p> <p><input type="checkbox"/> c. cooperative agreement</p> <p><input type="checkbox"/> d. loan</p> <p><input type="checkbox"/> e. loan guarantee</p> <p><input type="checkbox"/> f. loan insurance</p>	<p>2. Status of Federal Action:</p> <p><input type="checkbox"/> a. Bid/offer/application</p> <p><input type="checkbox"/> b. Initial Award</p> <p><input type="checkbox"/> c. Post-Award</p>	<p>3. Report Type:</p> <p><input type="checkbox"/> a. initial filing</p> <p><input type="checkbox"/> b. material change</p> <p>For Material Change Only:</p> <p>Year _____ Quarter _____</p> <p>Date Of Last Report: _____</p>
<p>4. Name and Address of Reporting Entity:</p> <p><input type="checkbox"/> Prime</p> <p><input type="checkbox"/> Subawardee Tier (if known) _____</p> <p>Congressional District (if known) _____</p>	<p>5. If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime:</p> <p>Congressional District (if known) _____</p>	
<p>6. Federal Department/Agency:</p>	<p>7. Federal Program Name/Description:</p> <p>CFDA Number (if applicable) _____</p>	
<p>8. Federal Action Number (if known)</p>	<p>9. Award Amount (if known) \$</p>	
<p>10. a. Name and Address of Lobbying Entity (if individual, last name, first name, MI):</p> <p align="center"><i>(attach Continuation Sheet(s) SF-LLL-A, if necessary)</i></p>	<p>b. Individuals Performing Services (including address if different from No. 10a.) (last name, first name, MI):</p> <p align="center"><i>(attach Continuation Sheet(s) SF-LLL-A, if necessary)</i></p>	
<p>11. Amount of Payment (check all that apply):</p> <p>\$ _____ actual planned</p>	<p>13. Type of Payment (check all that apply):</p> <p><input type="checkbox"/> a. retainer</p> <p><input type="checkbox"/> b. one-time fee</p> <p><input type="checkbox"/> c. commission</p> <p><input type="checkbox"/> d. contingent fee</p> <p><input type="checkbox"/> e. deferred</p> <p><input type="checkbox"/> f. other; specify: _____</p>	
<p>12. Form of Payment (check all that apply):</p> <p><input type="checkbox"/> a. cash</p> <p><input type="checkbox"/> b. In-kind; specify: Nature _____</p> <p align="center">Value _____</p>		
<p>14. Brief Description of Services Performed or to be Performed and Date(s) of Services, including officer(s), employee(s), or Member(s) contacted, for Payment Indicated in Item 11 (attach Continuation Sheet(s) SF-LLL-A, if necessary):</p>		
<p>15. Continuation Sheet(s) SF-LLL-A attached: <input type="checkbox"/> Yes <input type="checkbox"/> No</p>		
<p>16. Information requested through this form is authorized by title 31 U. S. C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U. S. C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.</p>	<p>Signature: _____</p> <p>Print Name: _____</p> <p>Title: _____</p> <p>Telephone No: _____ Date: _____</p>	
<p>Federal Use Only</p>		<p>Authorized for Local Reproduction Standard Form - LLL</p>

**ATTACHMENT L
FEDERAL FUNDING ACCOUNTABILITY AND TRANSPARENCY ACT (FFATA)
DATA REPORTING REQUIREMENT**

A. Exemptions from Reporting

1. Entities are **exempted** from the entire FFATA reporting requirement if **any** of the following are true:
 - The entity has a gross income, from all sources, of less than \$300,000 in the previous tax year
 - The entity is an individual
 - If the required reporting would disclose classified information

2. Entities who are not exempted entirely from FFATA reporting may be exempted from the requirement to provide executive compensation data. This executive compensation data is required ONLY if both below are true:
 - More than 80% of the entity's gross revenues are from the federal government **and** those revenues are more than \$25 million in the preceding fiscal year
 - Compensation information is **not** already available through reporting to the U.S. Securities and Exchange Commission.

By signing below, I state the entity listed below is exempt from:

The entire FFATA reporting requirement:

- as the entity's gross income is less than \$300,000 in the previous tax year.
- as the entity is an individual.
- as the reporting would disclose classified information.

Only executive compensation data reporting:

- as at least one of the bulleted items in item number 2 above is not true.

Signature _____ Name _____ Title _____

Entity _____ Date _____

B. Reporting

1. **FFATA Data** required by all entities which receive federal funding (except those exempted above) per the reporting requirements of the *Federal Funding Accountability and Transparency Act* (FFATA).

Entity's Legal Name _____ Contract Number _____

- Active SAM registration record is attached (An active registration with SAM is required; go to www.sam.gov for more information about SAM)

Entity's Unique Entity Identifier (formerly DUNS)³ _____

Entity's Parent's Unique Entity Identifier (formerly DUNS)
(if applicable) _____

Entity's Location

Street Address _____

City/State/Zip+4 _____

County _____

Primary Place of Performance for Specified Contract

Check here if the address is the same as the Entity's Location

Street Address _____

City/State/Zip+4 _____

County _____

2. **Executive Compensation Data** for the entity's five most highly compensated officers (unless exempted above)

	Title	Name	Total Compensation
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____
5.	_____	_____	_____

³ As of April 4, 2022, the federal government is no longer utilizing the DUNS number and is now using the Unique Entity Identifier (UEI). If you do not already have a UEI, you can obtain one via www.SAM.gov.

ATTACHMENT M
NC SUBSTITUTE W-9 (RECIPIENT TO ATTACH)

Form available here:

https://files.nc.gov/ncosc/documents/NCAS_forms/State_of_North_Carolina_Sub_W-9_01292019.pdf

ATTACHMENT N
IRS TAX EXEMPTION LETTER (RECIPIENT TO ATTACH)

ATTACHMENT O
IRS TAX EXEMPTION VERIFICATION FORM (ANNUAL)

We, the undersigned entity, hereby testify that the 501 (c) (3) status is on file with the North Carolina Department of Health and Human Services and is still in effect.

Name of Agency _____

Chairman, Executive Director, or other Authorized Official

Sworn to and subscribed before me, this _____ day of _____, _____.

Notary Public

My Commission expires: _____

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**March 20, 2023
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

Infrastructure and Asset Management - Request for Permission to Temporarily Display Public Art at Historic Courthouse Front Porch

BRIEF SUMMARY:

The Cabarrus County Arts Council has made a request to temporarily display and install a piece of art on the front porch of the Historic Courthouse. The current lease does not specifically address this type of display. The attached document provides a narrative both on the intent and logistics of the display as well as a narrative on the piece of art.

REQUESTED ACTION:

Motion to approve the temporary placement of public art in front of the Historic Courthouse and authorize the County Manager and County Attorney to put a Memorandum of Understanding in place.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:

Kyle Bilafer, Assistant County Manager

BUDGET AMENDMENT REQUIRED:

No

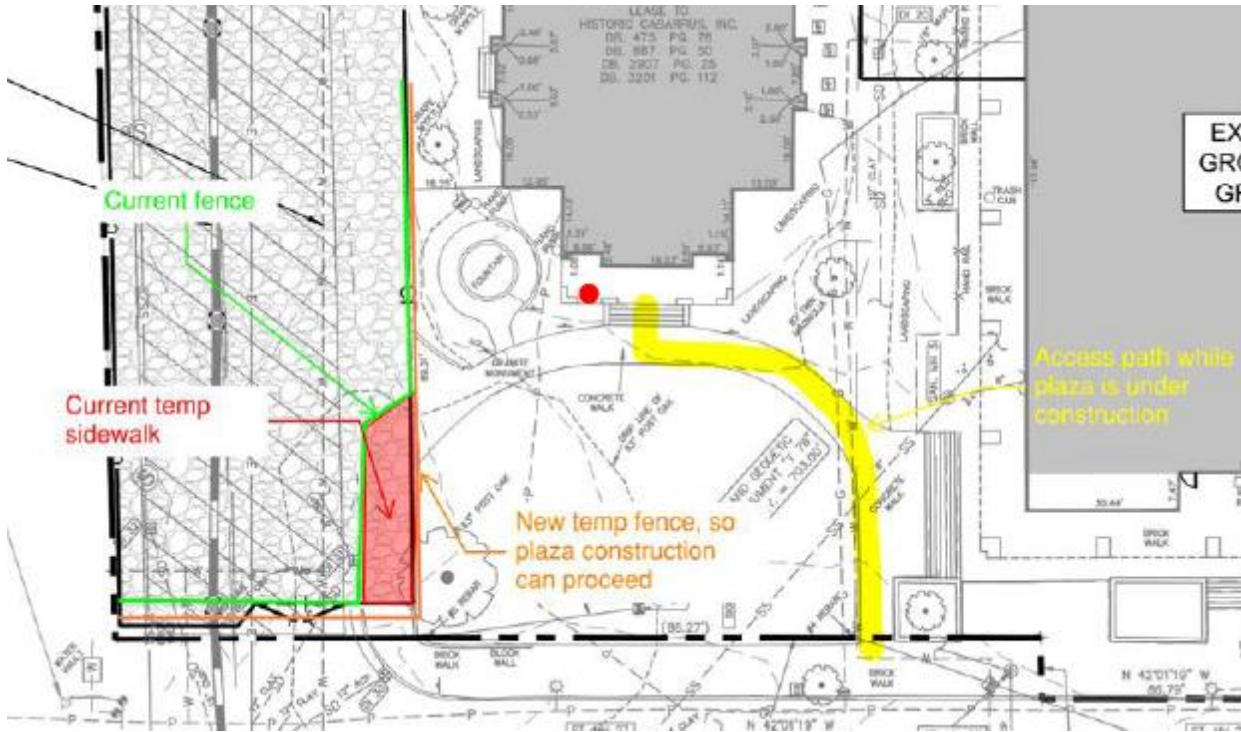
COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

This item was approved by the Board for inclusion on the Agenda as a Consent item.

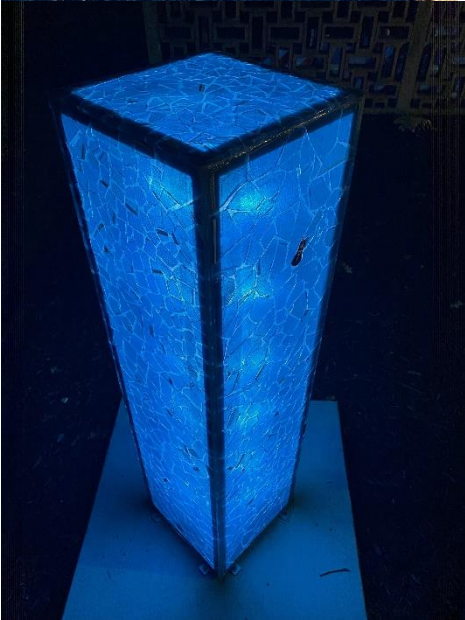
ATTACHMENTS:

- Liminal

The Cabarrus Arts Council is looking forward to our next Gallery Exhibition, titled *Liminal* with guest curator Katlyn Cornelius. The exhibit will be open to the public May 18-July 22, with installation occurring between May 3-17. Part of the curator’s vision is to install a lighted sculpture on the front porch of the Historic Courthouse where one of our banners currently hangs (indicated by the red dot) and where a pad already exists:



The work selected to be installed here is *Baby Bookmark*, created by Kat. In her vision statement, the curator describes, “It fits into the theme of “LIMINAL”, which means “the space between”, and this sculpture will literally be placed in the space between Concord’s boom of construction, and eventually, large growth.” The sculpture will serve as a beacon for visitors to be intrigued and inspired to visit the Cabarrus Arts Council exhibition, which features the work of artists living and working in Cabarrus.



The piece is 6' x 18" x 18" and approximately 125 lbs. There are LED lights that are programmable via Govee app. The intention would be to keep the lights on in the evenings. The sculpture is a mosaic of naturally colored indigo glass that was collected from a renovated mill in Concord. The glass was formed into panels which were permanently adhered to the internal steel structure.

The piece would need to be bolted into a cement block. There is one in place that, with the county's permission, could be used or we would work with the artist and county facilities to create a suitable alternative.

With the opening of the public plaza and new apartments in the vicinity of the Cabarrus Arts Council, we are excited to share this exhibit that centers our local artists and invites community members to meet through engaging arts experiences.

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**March 20, 2023
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

Infrastructure and Asset Management - Rob Wallace Park Veterans Memorial Flagpole Lighting

BRIEF SUMMARY:

County staff has been in communications with Town of Midland staff since the failure of the solar light that lit the flags at the Veterans Memorial site at Rob Wallace Park. The County has met with Duke Energy as has the Town of Midland. After discussions, the County feels the best option to light the flags will require an electric panel and running of underground conduit. County staff can install this equipment at cost to the Town of Midland but the Town of Midland requested that we waive the permit fees that the County would pay for the electric work. Based on the current permit fee schedule, the permit fees are anticipated to be \$111.12. The Town of Midland has been provided a different option from Duke Energy and staff will discuss that as well. County staff will also provide updates from the Town of Midland in relationship to the current agreement in place regarding the flagpole at the monument. County staff will highlight the options available to the Board in terms of installation and reimbursement.

REQUESTED ACTION:

Motion to approve Cabarrus County Infrastructure and Asset Management to manage the installation of a new electric service and flagpole lighting for the Rob Wallace Veterans Memorial Flagpoles with materials costs including continuation costs of electric service and lighting repairs being reimbursed by the Town of Midland with exception of the permit fees.

EXPECTED LENGTH OF PRESENTATION:

10 Minutes

SUBMITTED BY:

Kyle Bilafer, Assistant County Manager

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

ATTACHMENTS:

- ▣ FULLY Executed Interlocal agreement for Veterans Monument at RWP
- ▣ Executed Amendment - flagpole
- ▣ Aerial

STATE OF NORTH CAROLINA

COUNTY OF CABARRUS

**INTERLOCAL
SERVICE AGREEMENT**

THIS INTERLOCAL SERVICE AGREEMENT (“Agreement”) is made and entered into effective May 1, 2021 by and between CABARRUS COUNTY (“County”), a body politic and political subdivision of the State of North Carolina and the TOWN OF MIDLAND (“Midland”), a North Carolina municipal corporation.

PREMISES

1. The County’s Active Living and Parks Department operates Rob Wallace Park a portion of which is located in the corporate limits of the Town of Midland; and
2. The Town of Midland desires to construct a Veterans Memorial on park property. The exact size and location noted on the attached drawing (Exhibit A, date 12-08-20)
3. This Agreement is made pursuant to the provisions of N.C. Gen. Stat. § 160A-460 *et seq.*

In consideration of the above Premises and the Terms below, the parties agree as follows:

TERMS

1. The Town will be responsible for the construction of the Veterans Memorial with the Rob Wallace Park at the location noted on the attached drawing.
2. The Town will be responsible for repairs of any and all hardscape damage, repair, leveling, and replacement of any concrete, polymer sand, paver damage, and maintenance and repair of any monument damage. No additions and/or expansions to hard surfaces will be made without prior to approval of the Board of Commissioners. The Town will provide at least 48 hours of notice to Active Living and Parks staff prior to conducting on-site repairs. The Town will be responsible for repairs to any ground cover and landscaping damaged while conducting the repairs. Town will provide at least 48 hours of notice to Active Living and Parks staff of any Town initiated activities or events at the Veterans Memorial site.
3. Active Living and Parks staff shall notify the Midland Town Manager of any damage listed in item 2 above. The Town shall promptly fix and repair any damage cited by County staff within thirty (30) days of receiving notification. An extension of the 30 days will be allowed for repairs involving hard surfaces that require a longer

period of sourcing, carving, and installation such as damage to granite or marble. Any damage that results in safety concerns will be discussed by town and county staff, in order to accelerate the repair and rope off the area of the safety concern.

4.. The County will provide for general maintenance of the landscaped areas; including replacement of all plants when appropriate, and regular blowing/sweeping of the memorial area.


5. Town staff shall notify the Active Living and Parks Director and Infrastructure and Asset Management Director of any complaints regarding upkeep of plantings and the cleanliness of the memorial areas. The County shall resolve any complaints regarding upkeep within thirty (30) days.

6. This Agreement shall be for a period of one year from the effective date stated above, and will auto-renew for successive one year terms unless either party notifies the other in writing no later than 30 days prior to automatic renewal. If Midland defaults under this Agreement or decides to terminate the Agreement, then the County shall assume complete ownership and control of the monument(s) and Veterans Memorial area and can solely determine the future of the monument(s)."

7. Notwithstanding any provisions to the contrary contained in this Agreement, either party may terminate this Agreement with or without cause upon ten (10) days prior written notice to the other party.

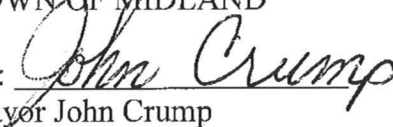
IN WITNESS, this Agreement has been executed by the duly authorized officials of each party, pursuant to resolutions adopted in accordance with applicable law.

CABARRUS COUNTY

By: 
County Manager


Date: 2-24-22

TOWN OF MIDLAND

By: 
Mayor John Crump

Date: 11-16-2021

This instrument has been pre-audited in the manner required by the "Local Government Budget and Fiscal Control Act."



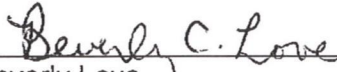
Wendi Heglar
Cabarrus County Finance Director

Approved as to form:



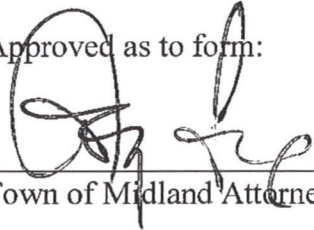
Richard K. Koch
Cabarrus County Attorney

This instrument has been pre-audited in the manner required by the "Local Government Budget and Fiscal Control Act."



Beverly Love
Town of Midland Finance Director

Approved as to form:



Town of Midland Attorney

STATE OF NORTH CAROLINA

COUNTY OF CABARRUS

INTERLOCAL
SERVICE AGREEMENT
AMENDMENT

THIS INTERLOCAL SERVICE AGREEMENT AMENDMENT (“Amendment”) is made and entered into effective June 1, 2022 by and between CABARRUS COUNTY (“County”), a body politic and political subdivision of the State of North Carolina and the TOWN OF MIDLAND (“Midland”), a North Carolina municipal corporation.

PREMISES

1. The County’s Active Living and Parks Department operates Rob Wallace Park a portion of which is located in the corporate limits of the Town of Midland; and
2. The Town of Midland has constructed a Veterans Memorial on park property.
3. The County and Town have entered into a prior Interlocal Agreement regarding the maintenance of the Veterans Memorial.
4. The Town desires to add two flagpoles to the memorial and store hardscape repair materials for the memorial in the park’s material storage yard for ease of future repairs.
4. The County desires to amend the original interlocal service agreement to outline responsibilities regarding the flag poles and materials stored.
5. This Amendment is made pursuant to the provisions of N.C. Gen. Stat. § 160A-460 *et seq.*

In consideration of the above Premises and the Terms below, the parties agree as follows:

TERMS

1. The Town will be responsible for all costs of the two flagpoles, including installation, future replacement, repair, foundation, flags, lights, and all associated hardware of the flagpole.
2. The Town and County agree to the following specifications regarding the flagpoles: A 5’ x 8’ US Flag will be flown on a 25’ aluminum pole. A 4’ x 6’ state flag will be flown on a 20’ pole. All flags will be of “All Weather” construction. Each pole

will be topped with a solar powered light with an output of 1,300 lumens using 36 downward facing LED with a 3 day power reserve so flags can fly during the night while meeting flag code regulations.

3. County staff will be responsible for lowering and storing flags during events where the rest of the County flags are lowered to half-staff in regards to Governors flag alerts or other remembrance occasions. County staff will lower and store flags in times of severe inclement weather such as a tornado or hurricane if they are on-site or the weather is forecasted in enough time to allow such action to take place safely. The flags will not be lowered and stored during normal rain and snow events nor in the evening. If County Staff is unable to lower and store the flag due to unsafe conditions, notification to the Town is not required.

4. County staff will contact the Town if there is any damage reported or maintenance needs reported in regards to the flagpoles. If a solar light fails and needs replacement, County staff shall lower and store the flag on the affected flagpole until a replacement light is installed and is functioning.

5. The County will allow the Town to store hardscape repair materials in the park's material storage yard. As the park is developed the location of the storage yard may change. County staff will advise the Town of any changes in location and continue to provide a reasonable footprint for the hardscape repair materials. Retrieval of materials for hardscape repair by the town requires prior notification and approval by County staff. The County is not responsible for any damage or theft of the hardscape materials.

6. This Agreement shall be for a period of one year from the effective date stated above, and will auto-renew for successive one year terms unless either party notifies the other in writing no later than 30 days prior to automatic renewal. If Midland defaults under this Agreement or decides to terminate the Agreement, then the County shall assume complete ownership and control of the flagpoles and hardscape materials.

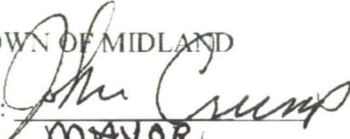
7. Notwithstanding any provisions to the contrary contained in this Agreement, either party may terminate this Agreement with or without cause upon ten (10) days prior written notice to the other party.

IN WITNESS, this Agreement has been executed by the duly authorized officials of each party, pursuant to resolutions adopted in accordance with applicable law.

CABARRUS COUNTY

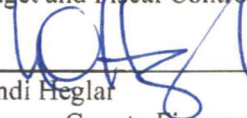
By: 
County Manager

Date: 5/24/22

TOWN OF MIDLAND
By: 
MAYOR

Date: 5/10/2022

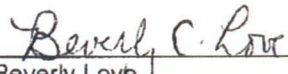
This instrument has been pre-audited in the manner required by the "Local Government Budget and Fiscal Control Act."


Wendi Heglar
Cabarrus County Finance Director

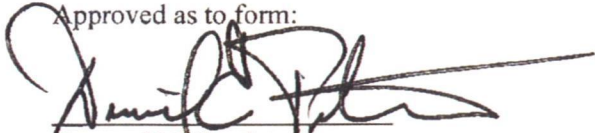
Approved as to form:

Cabarrus County Attorney

This instrument has been pre-audited in the manner required by the "Local Government Budget and Fiscal Control Act."


Beverly Love
Town of Midland Finance Director

Approved as to form:


Town of Midland Attorney



CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**March 20, 2023
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

Infrastructure and Asset Management - Surplus and Sale of County Property

BRIEF SUMMARY:

The backup generator at the 1975 Courthouse will no longer be needed when the 2023 Courthouse comes online. The current generator is not big enough to supply the new load so a new generator has been installed for emergency back-up purposes. The existing generator is a 2014 model and does have life left in it. County staff have identified a use for this generator in the replacement of the existing backup generator at the Concord Senior Center.

The Senior Center is one of the few County buildings that is fully backed up by generator and capable of being used for sheltering in an emergency event. Historically the generator at the Senior Center has been unreliable and required excessive service and repair. It is a 2005 model natural gas fueled unit whereas nearly all of the other County generators are more reliable diesel-powered units.

The IAM department is proposing to remove and sell the existing generator at the Concord Senior Center so that the existing 1975 Courthouse generator can be installed at the Senior Center.

REQUESTED ACTION:

Motion to declare the existing 2005 backup generator at the Concord Senior Center (asset # 2152) surplus property and authorize the sale of the unit in accordance with County policy.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:

Michael Miller, Director of Design and Construction

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

This item was approved by the Board for inclusion on the Agenda as a Consent item.

ATTACHMENTS:

- Concord Sr. Center Generator Value

Michael Miller

From: Thomas Nunn
Sent: Monday, October 17, 2022 2:38 PM
To: Michael Miller; Maxwell Thorne
Cc: Kyle Bilafer; Richard Stancil
Subject: RE:

Michael,

According to Munis the current book value for each is below.

Chiller - \$99,683.06

Generator - \$3,334.37

Tom Nunn, CLGPO

Chief Procurement Officer

County Manager's Office

Cabarrus County

65 Church St. S., Concord, NC 28025

PO Box 707 Concord, NC 28026-0707

O: 704-920-2888

www.cabarruscounty.us



YOUR VOICE MATTERS

CABARRUS COUNTY'S 2022 WORKPLACE
SURVEY AMBASSADOR

From: Michael Miller <MAMiller@cabarruscounty.us>
Sent: Monday, October 17, 2022 2:30 PM
To: Maxwell Thorne <msthorne@cabarruscounty.us>; Thomas Nunn <tcnunn@cabarruscounty.us>
Cc: Kyle Bilafer <KDBilafer@cabarruscounty.us>; Richard Stancil <RPStancil@cabarruscounty.us>
Subject:

Max and Tom, We have two assets we're about to get rid of that I need a value on.

Asset 2651 is a chiller at the Courthouse that we're going to transfer to the school system. Can you please send us a value on that?

Asset 2152 is a generator at the Senior Center that we're going to sell. Can you please send us a value on that as well?

Thanks,

Michael Miller

Director

Infrastructure & Asset Management

Cabarrus County

O: 704-920-3212

M: 704-798-3092

F: 704-920-3203



CABARRUS COUNTY
America Thrives Here

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**March 20, 2023
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

Infrastructure and Asset Management - Transfer of Surplus Courthouse Chiller to Cabarrus County Schools

BRIEF SUMMARY:

Asset 2651 is a 2013 Carrier 120 ton screw type chiller that is approximately 9 years old. It is currently part of the HVAC system at the 1975 Courthouse. The renovation of the '75 Courthouse will include all new HVAC systems. Due to the age and condition of this chiller we felt that it is worth saving, however the County does not have a use or need for it. We approached Cabarrus County Schools who indicated that they do have a need for this type and size chiller.

REQUESTED ACTION:

Motion to declare asset 2651 surplus property and authorize the transfer of the asset to Cabarrus County Schools in accordance with the County's policy.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:

Michael Miller, Director of Design and Construction

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

This item was approved by the Board for inclusion on the Agenda as a Consent item.

ATTACHMENTS:

- ▣ CH Chiller Value
- ▣ Letter from CCS

Michael Miller

From: Thomas Nunn
Sent: Monday, October 17, 2022 2:38 PM
To: Michael Miller; Maxwell Thorne
Cc: Kyle Bilafer; Richard Stancil
Subject: RE:

Michael,

According to Munis the current book value for each is below.

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Generator - \$3,334.37

Tom Nunn, CLGPO
Chief Procurement Officer

County Manager's Office
Cabarrus County
65 Church St. S., Concord, NC 28025
PO Box 707 Concord, NC 28026-0707
O: 704-920-2888
www.cabarruscounty.us



YOUR VOICE MATTERS
CABARRUS COUNTY'S 2022 WORKPLACE
SURVEY AMBASSADOR

From: Michael Miller <MAMiller@cabarruscounty.us>
Sent: Monday, October 17, 2022 2:30 PM
To: Maxwell Thorne <msthorne@cabarruscounty.us>; Thomas Nunn <tcnunn@cabarruscounty.us>
Cc: Kyle Bilafer <KDBilafer@cabarruscounty.us>; Richard Stancil <RPStancil@cabarruscounty.us>
Subject:

Max and Tom, We have two assets we're about to get rid of that I need a value on.

Asset 2651 is a chiller at the Courthouse that we're going to transfer to the school system. Can you please send us a value on that?

Asset 2152 is a generator at the Senior Center that we're going to sell. Can you please send us a value on that as well?

Thanks,

Michael Miller

Director

Infrastructure & Asset Management

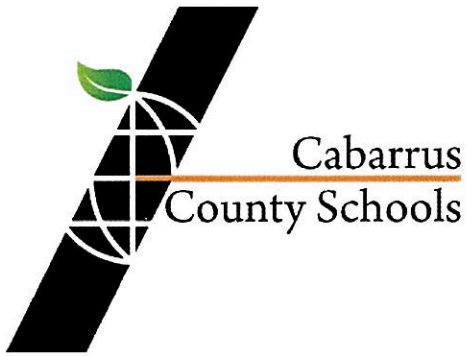
Cabarrus County

O: 704-920-3212

M: 704-798-3092

F: 704-920-3203





4425 Old Airport Road
PO Box 388
Concord, NC 28026.0388
(704) 262-6128
(704) 262-6211 Fax
Facilities Management Department

TO: Kyle Bilafer
From: Chuck Taylor
Date: 08/16/2022

Regarding your offer to allow Cabarrus County Schools (CCS) to take possession of the 120-ton Chiller we accept. I just want to say that on behalf of my staff and CCS we are extremely appreciative for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read 'Charles C. Taylor', is written over the typed name and title.

Charles C. Taylor
Director of Facilities

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**March 20, 2023
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

Planning and Development - Community Development Budget Amendment

BRIEF SUMMARY:

The Community Development Division has generated additional revenues through the Duke Rebate program and the Housing and Home Improvement program in recent months. The grants require that the program income be applied to the program that created it. Staff is requesting to place the additional revenues into expense line items for use.

REQUESTED ACTION:

Motion to adopt the budget amendment.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:

Robert Anderson, Community Development Planner

BUDGET AMENDMENT REQUIRED:

Yes

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

This item was approved by the Board for inclusion on the Agenda as a Consent item.

ATTACHMENTS:

▢ Budget Amendment

Budget Revision/Amendment Request

Date:

Amount:

Dept. Head:

Department:

Internal Transfer Within Department
 Transfer Between Departments/Funds
 Supplemental Request

Purpose: To allocate Duke Rebate Program funds received for Weatherization Program jobs completed in homes where electricity is provided by Duke Energy Carolinas; and to allocate HHI Program contributions received from HHI Service recipients per grant guidelines.

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
460	6	3250-6841-DE	Duke Power Rebate	28,506.45	4,829.26		33,335.71
460	9	3250-9493-DE	Operations - Duke	5,741.47	4,829.26		10,570.73
001	6	6622	Home Improvement Program Fees	250.00	240.00		490.00
001	9	3250-9493-HHIFA	HHIFA Operations	22,748.00	240.00		22,988.00

Total 67,384.44

Budget Officer

Approved
 Denied

County Manager

Approved
 Denied

Board of Commissioners

Approved
 Denied

Signature

Sianature

Signature

Date

Date

Date

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**March 20, 2023
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

Planning and Development - HOME ARP Contract

BRIEF SUMMARY:

Cabarrus County Community Development Staff have been exploring options for use of the HOME ARP funds in the community. Staff is recommending that Cabarrus County participate with the City of Concord on the rebuilding of the public housing units. This project will rebuild the Wilkerson public housing units which have reached their useful life as well as add other market rate units on the same property by using the property they are located on more efficiently. The project will result in additional affordable housing units which was an item that rated very high in our recent community survey.

REQUESTED ACTION:

Motion to authorize the County Manager to execute the HOME ARP contract after review and revision by the County Attorney and approve the budget amendment and project ordinance.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:

Kelly Sifford, AICP
Assistant County Manager

BUDGET AMENDMENT REQUIRED:

Yes

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

This item was approved by the Board for inclusion on the Agenda as a Consent item.

ATTACHMENTS:

- ▣ Contract
- ▣ Budget Amendment
- ▣ Ordinance

ANNUAL AGREEMENT FOR THE EXECUTION OF THE HOME-ARP INVESTMENT PARTNERSHIPS- AMERICAN RESCUE PLAN PROGRAM

This Agreement, made and entered into this _____ day of _____, 2022 and between the **City of Concord**, a municipal corporation organized and existing under the laws of the State of North Carolina, and serving as the lead entity of the Cabarrus/Iredell/Rowan HOME-ARP Consortium (hereinafter "City"), and **Cabarrus County**, a body politic and incorporated under the laws of the State of North Carolina (hereinafter "Eligible HOME-ARP Consortium Member (MEMBER) has been designated to receive **\$578,000** in project funds and **\$45,900** for administrative costs; and

WITNESSETH:

WHEREAS, the City has entered into an Agreement to receive funds for a HOME-ARP Investment Partnerships Program (hereinafter "Funding Agreement") with the U.S. Department of Housing and Urban Development (hereinafter "HUD"); and

WHEREAS, it is the purpose of this Agreement to affect a specified portion of the program approved by the HOME-ARP-ARP Funding Agreement in accordance with the policies expressed by and declared in American Rescue Plan Act of 2021, as amended (hereinafter "Act"); and

WHEREAS, pursuant to said purpose the Member is undertaking certain activities and desires to engage the City to render certain assistance in such undertakings.

NOW, THEREFORE, for valuable consideration and mutual promises exchanged between the parties hereto, it is agreed as follows:

A. SCOPE OF SERVICES:

1. The services to be performed pursuant to this Agreement (hereinafter "Project"), shall be those specified in the Scope of Services (attached hereto as **Attachment A**), and under the Project Title(s), **HOME-ARP-American Relief Plan (HOME-ARP-ARP)**, in the Action Plan submitted by the City and approved by HUD as that Action Plan now reads or as it may later be modified in accordance with regulations promulgated by HUD.
2. The City may, from time to time, request changes in the scope of service of the Member to be performed hereunder. Such changes, including any increase or decrease in the amount of the Member's compensation, which is mutually agreed upon by and between the City and the Member, shall be incorporated in written amendments to this Agreement.

B. DURATION OF AGREEMENT:

This Agreement shall be effective as of the **1st day of October 2022**, and shall remain in effect until **September 30, 2030**.

C. TERMS AND CONDITIONS:

1. The Member shall enforce this Agreement through a promissory note and deed of trust on all real properties in which HOME-ARP-ARP Funds are used and requiring compliance with all applicable HOME-ARP Program requirements. This Agreement shall be considered breached if the Member

materially fails to comply with any term in this Agreement and shall result in the termination of this Agreement and the recapture of all HOME-ARP Funds disbursed to the Member.

2. The Member shall assume responsibility for managing the day-to-day operations of its HOME-ARP program to assure compliance with program requirements outlined in 24 CFR Part 92 and for taking appropriate action when performance problems arise.
3. The Member shall take full responsibility for ensuring that housing projects assisted with HOME-ARP Funds meet the affordability and resale requirements of 24 CFR 92.252 or 92.254 as applicable, and shall repay its award of HOME-ARP Funds in full to the City if the housing does not meet the affordability requirements for the specified time period.
4. The Member shall retain as program income all repayment, interest, and other return on the investment of HOME-ARP Funds in a separate local account for use to fund additional eligible HOME-ARP activities of the Member's choosing and agrees to invest all returns on HOME-ARP investments in other eligible activities before drawing down additional HOME-ARP Funds from the City.
5. The Member shall submit a fully executed Project Completion Report to the City no later than ten (10) days following occupancy of each completed housing unit.
6. The Member shall require all owners of housing assisted with HOME-ARP Funds to maintain the housing in compliance with applicable Housing Quality Standards and local housing code requirements for the duration of the Agreement.
7. The Member shall, where applicable, review the activities of owners of rental housing assisted with HOME-ARP Funds to assure compliance with the requirements set out in 24 CFR Part 92 not less than annually. Each review must include an annual onsite inspection to determine compliance with housing codes and the HOME-ARP Program requirements. These inspections shall be conducted for each unit in a period during the project's period of affordability.
8. The City shall hold the Member responsible for complying with the provisions of this Agreement even when the Member designates a third party or parties to undertake any part of the program. The Member shall not pass on their administrative responsibility to insure compliance with all applicable regulations. All third parties must be bound in writing to the same provisions as required in this Agreement.
9. None of the following or their immediate family members, during the tenure of the subject person for one year thereafter, shall have any direct or indirect financial interest in any contract, subcontract or the proceeds thereof for work to be performed in connection with the program assisted under this agreement: Employees, agents, or officials of the Member, including members of the governing body, who exercise any function or responsibility with respect to the program. The same prohibition shall be incorporated in all such contracts and subcontracts.
10. The assistance provided under this Agreement shall not be used by the Member to pay a third party to lobby the United States government for funding approval, approval of applications for additional assistance, or any other approval or concurrence of HUD required under this Agreement. However, HOME-ARP Funds may be used to pay reasonable fees for bona fide technical, consultant, managerial

or other such services, other than actual solicitations, provided these services are eligible as a program cost.

12. The Member shall reimburse the City for any amount of HOME-ARP Funds determined by HUD to have been improperly expended, and the City shall retain the right to recover any questioned costs or overpayments from the Member.
13. Upon termination, the Member shall remit any unexpended balance of advanced payments on account of the HOME-ARP-ARP funds as well as such other portions of such payments previously received as determined by the City to be due and the action of the City in accepting any such amount shall not constitute a waiver of any claim which the City may otherwise have.
14. The Member shall allow the City to carry out monitoring and evaluation activities as determined necessary by the City and HUD.
15. In the event of termination, all property and finished or unfinished documents, data, studies, and reports purchased or prepared by the Member under this Agreement shall, at the option of the City, become the property of the City.
16. Funds must be 100% drawn down by September 30, 2030. If all funds are not drawn by this date, the balance will be recaptured by the HOME-ARP Consortium and reallocated. All HOME-ARP Consortium member governments will have the opportunity to apply for recaptured funds via a competitive application process. Applicants that can expend the money in the shortest amount of time will rank highest.

In the event the draw down deadline is not met due to an extenuating circumstance; the deadline may be extended upon approval by the full consortium.

17. The Member shall comply with all labor standards, nondiscrimination and equal opportunity responsibilities outlined in Title 24.
18. The Member shall conduct all environmental reviews, including but not limited to environmental assessments, environmental impact statements or other required environmental studies, pursuant to 24 CFR 58 et seq., in a timely manner. Member shall also comply with all applicable environmental laws, including but not limited to all laws governing environmental impacts, environmental policy, sedimentation, erosion control wetlands, water quality, storm water quality, floodplain management, air pollution, resource conservation and recovery, hazardous or toxic materials of any kind or any other environmental or nuisance ordinance, statute or rule listed in 24 CFR 58.5 and 58.6. Environmental reviews requiring public comment shall be presented to the City for inspection no less than 15 days prior to advertising, as required by 24 CFR 58.56. In the event that the City, the U.S. Department of Housing and Urban Development, U.S. Environmental Protection Member, N.C. Dept. of Environment and Natural Resources, U.S. Army Corps of Engineers or any other governmental body having jurisdiction finds that any environmental review was not properly conducted or is in any way inadequate, the Member shall fully indemnify and save harmless the City, its agents, officers, and employees, to the maximum extent allowed by law, from and against all charges that arise in any manner from, in connection with, or out of this contract as a result of the acts or omissions of the Member, its contractor or subcontractors or anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable in regard to the environmental reviews described above and in 24 CFR 58.5 and 58.6. The Member shall not be liable for damage or injury caused solely by the negligence of the City its agents, officers, or employees. In performing its duties under this

section, the Member shall at its sole expense defend the HOME-ARP Member, its agents, officers, and employees with legal counsel reasonably acceptable to City. As used in this subsection, "Charges" means claims, judgments, costs, damages, losses, demands, liabilities, duties, obligations, fines, penalties, royalties, settlements, expenses, interest, reasonable attorney's fees, and amounts for alleged violations of sedimentation pollution, erosion control, pollution, or other environmental laws, regulations, ordinances, rules, or orders. Nothing in this section shall affect any warranties in favor of the City that are otherwise provided in or arise out of this Agreement. This section shall remain in force for a period of one year from the completion date of Work despite termination of this Agreement (whether by expiration of the term or otherwise) and termination of the services of the Member under this Agreement.

19. The Member shall ensure that the City has sufficient time to review and comment on all environmental reviews as defined in paragraph 18, environmental assessments and environmental impact statements that may have an impact on Member's program(s). The Member and City depending on the length and complexity of the assessment or impact statement shall determine "sufficient time".
20. The Member shall hold the City harmless for not certifying a project for the release of funds, or for failing to approve an environmental assessment, or not make a "finding of no significant impact" if the City did not certify a project because the City did not complete an environmental review (as defined in paragraph 18 above) or because the City was unable to make the certification in good faith.

D. FUNDING AND PAYMENT:

1. The City will provide the Member with HOME-ARP Funds for the Project in accordance with the HUD approved allocated HOME-ARP budget for the Project (hereinafter "Project Budget") or the actual cost of the Project, whichever is less. The payment procedure under this Agreement shall be in accordance with the following method: Payment shall be on a reimbursement basis, and upon receipt of pay request submitted within the Neighborly Software System which shall reflect expenditures and incurred expenses by budget line item. The Member shall also provide support documentation such as invoices for all expenditures included on the Requisition Form.
2. Requests for funds shall be made on a reimbursement basis and shall be received by the City within thirty (30) days of the date the expenditure was made. Checks will be distributed by mail on Fridays. Requests for checks must be received by 5:00 PM the preceding Friday so as to be processed for the next check run.
3. Payments under this Agreement are limited to those HOME-ARP Funds specified in the Project Budget, but in no event will the total compensation and reimbursement, if any, to be paid hereunder exceed the maximum sum of the Member's total allocation.
4. The Member may use their allocation of HOME-ARP Program administrative funds to pay for costs relating to (a) oversight, coordination and general management of HOME-ARP project(s); (b) staff and overhead costs; (c) public information costs; (d) cost of fair housing; and (e) costs of complying with Federal requirements, per 24 CFR 92.207. Program administration includes, but is not limited to, the following types of assignments: Developing systems and schedules for ensuring compliance with program requirements; developing agreements with entities receiving HOME-ARP Funds; monitoring HOME-ARP-assisted housing for progress and compliance with program requirements; preparing reports and other documents related to the program and projects; providing local officials and

citizens with information about the program; preparing program budgets and schedules; outreach activities; monitoring program activities to assure compliance with program requirements; coordinating resolution of monitoring findings; and managing or supervising persons whose primary responsibilities are with regard to the program. Also included are travel costs incurred for business in carrying out the program; administrative services performed under third party contracts or agreements (such as legal or accounting services); and other costs for goods and services required for administration of the program.

5. PLEASE SEE ATTACHMENT C for HOME-ARP REGULATIONS

E. BUDGET CHANGES AND INELIGIBLE EXPENSES:

1. Except for changes made in accordance with subsection (2) below, any and all alterations in the approved use of budgeted funds shall be subject to prior review by the City.
2. Funds may be shifted between line items of the Project without prior approval of the City only to the extent that such action does not exceed ten percent (10%) of the line item total from which the funds are being removed or to which the funds are being added.
3. A report of fund shifts not requiring prior approval by the City shall be reported in writing to the Planning & Neighborhood Development/HOME Consortium Lead Entity within three (3) days after its effective date.
4. Any costs and expenses not covered by the Project Budget, and; hence, eligible for payment from HOME-ARP-ARP Funds, shall be borne entirely by the Member.

F. RECORD AND REPORTS:

1. The Member shall maintain and shall make available at reasonable times and places to the City such records and accounts, including property, personnel, and financial records, as are deemed necessary by the City and/or State and Federal agencies in order to assure a proper accounting for all Project funds.
2. The Member shall provide any duly authorized City representative, representative of HUD and the Controller General of the United States, at all reasonable times, access to and the right to inspect, copy, monitor, and examine all of the books, papers, records, and other documents relating to the HOME-ARP-ARP Funds and the fulfillment of this Agreement for a period of three (3) years following the completion of all close-out procedures respecting HOME-ARP-ARP Funds, and the final settlement and conclusion of all issues arising out of the HOME-ARP-ARP allocation.
3. The Member shall provide quarterly reports to the City that denotes accomplishments, beneficiaries, problems encountered and changes in work schedule and any other information needed by the City to complete the Consolidated Annual Performance Evaluation Report and other reports required by HUD. This quarterly report shall also include an accounting of all program income received and/or expended during the quarter and year to date.
4. When requested, the Member shall provide an Annual Audit Report to the City of Concord performed in compliance with Office of Management and Budget Circular A-133.

G. FINANCIAL ACCOUNTING:

1. The Member shall establish and maintain fiscal and accounting records in accordance with generally accepted accounting principles and practices.
2. The Member shall not commingle accounts to an extent that prevents the accounting and auditing of the funds provided hereunder: provided, however, the Member may supplement the funds provided hereunder from other fund sources.
3. Funds provided hereunder are exclusively for the purposes of this Agreement and under the terms and conditions of this Agreement, and the Member shall not temporarily or permanently shift such funds to other programs or utilize for other purposes for any reason.

H. INSURANCE AND LIABILITY:

The Member's chief financial officer or insurer shall ensure that all persons handling funds received or disbursed under this Agreement are covered by fidelity insurance in an amount consistent with sound fiscal practice.

Work to be performed as provided herein shall be done by the Member as an Independent Contractor. The City shall not be liable for claims for damages or losses arising out of the performance of this Agreement by the Member, its employees, officers or agents and the Member shall indemnify and hold harmless the City, its officers, agents and employees from all such claims arising under this Agreement.

I. RESIDENT ECONOMIC OPPORTUNITY:

1. The Member shall take affirmative action to ensure that residents of the project area are given maximum opportunity for training, employment and business opportunities.
2. When qualified applicants are available, preference shall be given to residents of the project area in filling all training, business opportunities and jobs generated by the HOME-ARP-ARP Program.

J. PUBLICITY:

The Member shall make every effort in its publicity and in other ways, to fully inform the public concerning the Project. Any publicity given to the Project must recognize the Cabarrus/Iredell/Rowan HOME-ARP Consortium as the sponsor and the Project being funded by HUD through the HOME-ARP. The City will, in all publicity originated by it concerning the Project, recognize the Member as the entity responsible for carrying out the Project.

K. SUSPENSION OR TERMINATION FOR CAUSE:

1. The City, upon written notice to the Member, may suspend or terminate payment of HOME-ARP-ARP Funds to the Member in whole or in part for cause which shall include, but not limited to, the following:
 - (a) Ineffective or improper use of Grant funds;
 - (b) Failure to comply with the terms and conditions of this agreement;
 - (c) Submission to the City of reports which are incorrect or incomplete in any material respect;
 - (d) Suspension of the Grant from HUD to the City in whole or part for any reason.

2. The City, upon written notice to the Member, may also withhold payment of any unearned portion of the Grant if the Member is unable or unwilling to accept any additional conditions that may be provided by law, by executive order, by regulations or by other policy announced by HUD.
3. If the City withholds payment, it shall advise the Member in writing what action must be taken as a condition of precedent to the resumption of payment.

L. ASSIGNABILITY:

This Agreement is expressly non-assignable without the prior written consent and approval of the City; nor may the Project be continued by a successor to the Member herein named without the prior written consent of the City. Any work or services subcontracted hereunder shall be specified by written contract or agreement.

M. DOCUMENTS OF INCORPORATION:

This Agreement is expressly made subject to all of the attachments, provisions, federal, state, and local laws and the Cabarrus/Iredell/Rowan HOME-ARP Consortium Joint Cooperation Agreement and of the Funding Agreement between the City and HUD and to any and all requirements, whether federal, state or local, verbal or written, placed upon the City as lead entity of the Cabarrus/Iredell/Rowan HOME-ARP Consortium. All of the foregoing are hereby made a part of this Agreement and incorporated herein by reference. A list of documents incorporated herein by reference include, but are not limited to, those set forth in ***Attachment "C."***

N. MISCELLANEOUS PROVISIONS:

1. The singular of any term used in this Agreement shall include the plural, and the masculine shall include the plural, and the masculine shall include the feminine, and vice versa.
2. A signed copy of this Agreement shall be considered as an original.
3. All notices under this Agreement shall be addressed to the following unless otherwise notified:

CITY OF CONCORD

Attn: Pepper Bego
Federal Program Coordinator/HOME Consortium Manager
Business and Neighborhood Services
P.O. Box 308
Concord, N.C. 28027-0308

Attachment A

Project Description

Eligible activities include acquisition and development of non-congregate shelter, tenant based rental assistance, supportive services, HOME-ARP rental housing development, administration and planning, and nonprofit operating and capacity building assistance. HOME-ARP-ARP funds must assist people in HOME-ARP-ARP "qualifying populations", which include: Sheltered and unsheltered HOME-ARP less populations; Those currently housed populations at risk of HOME-ARP lessness; Those fleeing or attempting to flee domestic violence or human trafficking; Other families requiring services or housing assistance or to prevent HOME-ARP homelessness; Those at greatest risk of housing instability or in unstable housing situations.

Attachment B

SECTION III

PROJECT BUDGET AND FUNDING

III (a) Budget

Show all funding sources for the project or projects you plan to undertake.

Project Revenue

	Source	Amount
HOME-ARP-ARP funds awarded		\$
Other Federal Funds		
State/Local Funds (list)		\$
Bank Loans		
Other Cash Contributions		
Other local loans		
Private Grants		
Total Funds Available*		\$

* This total should be the same as your "Total Development Costs" total in the **Estimated Costs** table on page 7.

Provide the details of all loans and/or grants, other than HOME-ARP-ARP, listed above for the project.

Attachment C



U.S. Department of Housing and Urban Development
Community Planning and Development

Special Attention of:

CPD Division Directors All
HOME Coordinators
All HOME Participating Jurisdictions

Notice: CPD-21-10

Issued: September 13, 2021

Expires: **This NOTICE is effective until it is amended, superseded, or rescinded**

Cross Reference: 24 CFR Part 92

Subject: Requirements for the Use of Funds in the HOME-American Rescue Plan Program

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Appendix – Waivers and Alternative Requirements for HOME Investment Partnerships Program – American Rescue Plan (HOME-ARP)

I. PURPOSE

This Notice establishes requirements for funds appropriated under section 3205 of the American Rescue Plan Act of 2021 (P.L. 117-2) (“**ARP**”) for the HOME Investment Partnerships Program (HOME) to provide homelessness assistance and supportive services.

II. BACKGROUND

On March 11, 2021, President Biden signed ARP into law, which provides over \$1.9 trillion in relief to address the continued impact of the COVID-19 pandemic on the economy, public health, State and local governments, individuals, and businesses.

To address the need for homelessness assistance and supportive services, Congress appropriated \$5 billion in ARP funds to be administered through HOME to perform four activities that must primarily benefit qualifying individuals and families who are homeless, at risk of homelessness, or in other vulnerable populations. These activities include: (1) development and support of affordable housing, (2) tenant-based rental assistance (TBRA), (3) provision of supportive services; and (4) acquisition and development of non-congregate shelter units. The program described in this notice for the use of the \$5 billion in ARP funds is the **HOME-American Rescue Plan** or “**HOME-ARP**.”

ARP defines qualifying individuals or families as those that are (1) homeless, as defined in section 103(a) of the McKinney-Vento Homeless Assistance Act, as amended (42 U.S.C. 11302(a)) (“**McKinney-Vento**”); (2) at risk of homelessness, as defined in section 401 of McKinney-Vento; (3) fleeing, or attempting to flee domestic violence, dating violence, sexual assault, stalking, or human trafficking; (4) part of other populations where providing supportive services or assistance would prevent a family’s homelessness or would serve those with the greatest risk of housing instability; or (5) veterans and families that include a veteran family member that meet the criteria in one of (1)-(4) above.

ARP authorized HUD to allocate HOME-ARP funds to states, units of general local government, insular areas, and consortia of units of general local government that qualified for an allocation of HOME funds in Fiscal Year (FY) 2021, pursuant to section 217 of the Cranston-Gonzalez National Affordable Housing Act of 1990, as amended (42 U.S.C. 12701 et seq.) (“**NAHA**”). On April 8, 2021, HUD allocated HOME-ARP funds to 651 grantees using the HOME formula established at [24 CFR 92.50](#) and [92.60](#). The HOME-ARP allocation amounts can be found [here](#).

III. ESTABLISHMENT OF HOME-ARP REQUIREMENTS

ARP provides funds for homelessness and supportive services assistance under the HOME statute of Title II of NAHA (42 U.S.C. 12721 et seq.) and authorizes the Secretary of HUD to waive or specify alternative requirements for any provision of NAHA or regulation for the administration of the HOME-ARP program, except requirements related to fair housing, civil rights, nondiscrimination, labor standards, and the environment, upon a finding that the waiver

or alternative requirement is necessary to expedite or facilitate the use of HOME-ARP funds. Pursuant to ARP, the per-unit cost limits (42 U.S.C. 12742(e)), commitment requirements (42 U.S.C. 12748(g)), matching requirements (42 U.S.C. 12750), and set-aside for housing developed, sponsored, or owned by community housing development organizations (CHDOs) (42 U.S.C. 12771) in NAHA do not apply to HOME-ARP funds.

This Notice describes the requirements applicable to a participating jurisdiction's (PJ's) use of HOME-ARP funds. Consolidated plan requirements for HOME are in title I of NAHA and [24 CFR part 91](#). HOME program regulations are in [24 CFR part 92](#). Except as described in ARP and this Notice, HOME statutory and regulatory provisions apply to a PJ's use of HOME-ARP funds. Sections I-IX of this Notice describe the HOME-ARP requirements imposed on a PJ for the use of HOME-ARP funds to assist the qualifying populations through HOME-ARP projects or activities. The Appendix describes the waivers and alternative requirements imposed on PJs for the use of HOME-ARP funds and is included in any reference to "this Notice." Specific citations in the Notice shall mean the statute or regulation cited, as may be revised by the Appendix to this Notice. PJs and insular areas must comply with all applicable statutory, regulatory, and alternative requirements, as described in this Notice, including the Appendix.

IV. QUALIFYING POPULATIONS, TARGETING AND PREFERENCES

ARP requires that funds be used to primarily benefit individuals and families in the following specified "qualifying populations." Any individual or family who meets the criteria for these populations is eligible to receive assistance or services funded through HOME-ARP without meeting additional criteria (e.g., additional income criteria). All income calculations to meet income criteria of a qualifying population or required for income determinations in HOME- ARP eligible activities must use the annual income definition in [24 CFR 5.609](#) in accordance with the requirements of [24 CFR 92.203\(a\)\(1\)](#).

A. Qualifying Populations

1. Homeless, as defined in [24 CFR 91.5](#) *Homeless* (1), (2), or (3):

- (1) An individual or family who lacks a fixed, regular, and adequate nighttime residence, meaning:
 - (i) An individual or family with a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings, including a car, park, abandoned building, bus or train station, airport, or camping ground;
 - (ii) An individual or family living in a supervised publicly or privately operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, state, or local government programs for low-income individuals); or

- (iii) An individual who is exiting an institution where he or she resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution;
- (2) An individual or family who will imminently lose their primary nighttime residence, provided that:
- (i) The primary nighttime residence will be lost within 14 days of the date of application for homeless assistance;
 - (ii) No subsequent residence has been identified; and
 - (iii) The individual or family lacks the resources or support networks, e.g., family, friends, faith-based or other social networks needed to obtain other permanent housing;
- (3) Unaccompanied youth under 25 years of age, or families with children and youth, who do not otherwise qualify as homeless under this definition, but who:
- (i) Are defined as homeless under section 387 of the Runaway and Homeless Youth Act (42 U.S.C. 5732a), section 637 of the Head Start Act (42 U.S.C. 9832), section 41403 of the Violence Against Women Act of 1994 (42 U.S.C. 14043e-2), section 330(h) of the Public Health Service Act (42 U.S.C. 254b(h)), section 3 of the Food and Nutrition Act of 2008 (7 U.S.C. 2012), section 17(b) of the Child Nutrition Act of 1966 (42 U.S.C. 1786(b)), or section 725 of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11434a);
 - (ii) Have not had a lease, ownership interest, or occupancy agreement in permanent housing at any time during the 60 days immediately preceding the date of application for homeless assistance;
 - (iii) Have experienced persistent instability as measured by two moves or more during the 60-day period immediately preceding the date of applying for homeless assistance; and
 - (iv) Can be expected to continue in such status for an extended period of time because of chronic disabilities, chronic physical health or mental health conditions, substance addiction, histories of domestic violence or childhood abuse (including neglect), the presence of a child or youth with a disability, or two or more barriers to employment, which include the lack of a high school degree or General Education Development (GED), illiteracy, low English proficiency, a history of incarceration or detention for criminal activity, and a history of unstable employment;

2. At risk of Homelessness, as defined in [24 CFR 91.5](#) *At risk of homelessness*:

- (1) An individual or family who:

(i) Has an annual income below 30 percent of median family income for the area, as determined by HUD;

(ii) Does not have sufficient resources or support networks, *e.g.*, family, friends, faith-based or other social networks, immediately available to prevent them from moving to an emergency shelter or another place described in paragraph (1) of the “Homeless” definition in this section; and

(iii) Meets one of the following conditions:

(A) Has moved because of economic reasons two or more times during the 60 days immediately preceding the application for homelessness prevention assistance;

(B) Is living in the home of another because of economic hardship;

(C) Has been notified in writing that their right to occupy their current housing or living situation will be terminated within 21 days after the date of application for assistance;

(D) Lives in a hotel or motel and the cost of the hotel or motel stay is not paid by charitable organizations or by federal, State, or local government programs for low-income individuals;

(E) Lives in a single-room occupancy or efficiency apartment unit in which there reside more than two persons or lives in a larger housing unit in which there reside more than 1.5 people per room, as defined by the U.S. Census Bureau;

(F) Is exiting a publicly funded institution, or system of care (such as a health-care facility, a mental health facility, foster care or other youth facility, or correction program or institution); or

(G) Otherwise lives in housing that has characteristics associated with instability and an increased risk of homelessness, as identified in the recipient's approved consolidated plan;

(2) A child or youth who does not qualify as “homeless” under this section, but qualifies as “homeless” under section 387(3) of the Runaway and Homeless Youth Act (42 U.S.C. 5732a(3)), section 637(11) of the Head Start Act (42 U.S.C. 9832(11)), section 41403(6) of the Violence Against Women Act of 1994 (42 U.S.C. 14043e-2(6)), section 330(h)(5)(A) of the Public Health Service Act (42 U.S.C. 254b(h)(5)(A)), section 3(l) of the Food and Nutrition Act of 2008 (7 U.S.C. 2012(l)), or section 17(b)(15) of the Child Nutrition Act of 1966 (42 U.S.C. 1786(b)(15)); or

(3) A child or youth who does not qualify as “homeless” under this section but qualifies as “homeless” under section 725(2) of the McKinney-Vento Homeless Assistance Act (42

U.S.C. 11434a(2)), and the parent(s) or guardian(s) of that child or youth if living with her or him.

3. Fleeing, or Attempting to Flee, Domestic Violence, Dating Violence, Sexual Assault, Stalking, or Human Trafficking, as defined by HUD.

For HOME-ARP, this population includes any individual or family who is fleeing, or is attempting to flee, domestic violence, dating violence, sexual assault, stalking, or human trafficking. This population includes cases where an individual or family reasonably believes that there is a threat of imminent harm from further violence due to dangerous or life-threatening conditions that relate to violence against the individual or a family member, including a child, that has either taken place within the individual's or family's primary nighttime residence or has made the individual or family afraid to return or remain within the same dwelling unit. In the case of sexual assault, this also includes cases where an individual reasonably believes there is a threat of imminent harm from further violence if the individual remains within the same dwelling unit that the individual is currently occupying, or the sexual assault occurred on the premises during the 90-day period preceding the date of the request for transfer.

Domestic violence, which is defined in [24 CFR 5.2003](#) includes felony or misdemeanor crimes of violence committed by:

- 1) A current or former spouse or intimate partner of the victim (the term "spouse or intimate partner of the victim" includes a person who is or has been in a social relationship of a romantic or intimate nature with the victim, as determined by the length of the relationship, the type of the relationship, and the frequency of interaction between the persons involved in the relationship);
- 2) A person with whom the victim shares a child in common;
- 3) A person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner;
- 4) A person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving HOME-ARP funds; or
- 5) Any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.

Dating violence which is defined in [24 CFR 5.2003](#) means violence committed by a person:

- 1) Who is or has been in a social relationship of a romantic or intimate nature with the victim; and
- 2) Where the existence of such a relationship shall be determined based on a consideration of the following factors:
 - a. The length of the relationship;
 - b. The type of relationship; and
 - c. The frequency of interaction between the persons involved in the relationship.

Sexual assault which is defined in [24 CFR 5.2003](#) means any nonconsensual sexual act proscribed by Federal, Tribal, or State law, including when the victim lacks capacity to consent.

Stalking which is defined in [24 CFR 5.2003](#) means engaging in a course of conduct directed at a specific person that would cause a reasonable person to:

- 1) Fear for the person’s individual safety or the safety of others; or
- 2) Suffer substantial emotional distress.

Human Trafficking includes both sex and labor trafficking, as outlined in the Trafficking Victims Protection Act of 2000 (TVPA), as amended (22 U.S.C. 7102). These are defined as:

- 1) *Sex trafficking* means the recruitment, harboring, transportation, provision, obtaining, patronizing, or soliciting of a person for the purpose of a commercial sex act, in which the commercial sex act is induced by force, fraud, or coercion, or in which the person induced to perform such act has not attained 18 years of age; or
- 2) *Labor trafficking means* the recruitment, harboring, transportation, provision, or obtaining of a person for labor or services, through the use of force, fraud, or coercion for the purpose of subjection to involuntary servitude, peonage, debt bondage, or slavery.

4. **Other Populations** where providing supportive services or assistance under section 212(a) of NAHA ([42 U.S.C. 12742\(a\)](#)) would prevent the family’s homelessness or would serve those with the greatest risk of housing instability. HUD defines these populations as individuals and households who do not qualify under any of the populations above but meet one of the following criteria:

(1) **Other Families Requiring Services or Housing Assistance to Prevent Homelessness** is defined as households (i.e., individuals and families) who have previously been qualified as “homeless” as defined in [24 CFR 91.5](#), are currently housed due to temporary or emergency assistance, including financial assistance, services, temporary rental assistance or some type of other assistance to allow the household to be housed, and who need additional housing assistance or supportive services to avoid a return to homelessness.

(2) **At Greatest Risk of Housing Instability** is defined as household who meets either paragraph (i) or (ii) below:

- (i) has annual income that is less than or equal to 30% of the area median income, as determined by HUD and is experiencing severe cost burden (i.e., is paying more than 50% of monthly household income toward housing costs);

- (ii) has annual income that is less than or equal to 50% of the area median income, as determined by HUD, **AND** meets one of the following conditions from paragraph (iii) of the “At risk of homelessness” definition established at [24 CFR 91.5](#):
- (A) Has moved because of economic reasons two or more times during the 60 days immediately preceding the application for homelessness prevention assistance;
 - (B) Is living in the home of another because of economic hardship;
 - (C) Has been notified in writing that their right to occupy their current housing or living situation will be terminated within 21 days after the date of application for assistance;
 - (D) Lives in a hotel or motel and the cost of the hotel or motel stay is not paid by charitable organizations or by Federal, State, or local government programs for low-income individuals;
 - (E) Lives in a single-room occupancy or efficiency apartment unit in which there reside more than two persons or lives in a larger housing unit in which there reside more than 1.5 persons reside per room, as defined by the U.S. Census Bureau;
 - (F) Is exiting a publicly funded institution, or system of care (such as a health-care facility, a mental health facility, foster care or other youth facility, or correction program or institution); or
 - (G) Otherwise lives in housing that has characteristics associated with instability and an increased risk of homelessness, as identified in the recipient's approved consolidated plan

Veterans and Families that include a Veteran Family Member that meet the criteria for one of the qualifying populations described above are eligible to receive HOME-ARP assistance.

B. Use of Funds to Benefit Qualifying Populations

ARP states that funds must be used to primarily benefit the qualifying populations through the four eligible activities: (1) TBRA, (2) development and support of affordable housing, (3) provision of supportive services; and (4) acquisition and development of non-congregate shelter (NCS) units. Recognizing the urgent needs of individuals and families in qualifying populations, HUD is requiring that:

- 100% of HOME-ARP funds used by a PJ for TBRA, supportive services, and acquisition and development of non-congregate shelter units must benefit individuals and families in qualifying populations. Individuals and families in qualifying populations may be assisted by one or more of the HOME-ARP eligible activities, consistent with the requirements in this Notice.
- Not less than 70 percent of affordable rental housing units acquired, rehabilitated, or constructed with HOME-ARP funds by a PJ must be occupied by households in the qualifying populations. Units that are not restricted to occupancy by qualifying populations are subject to income targeting and rent requirements established under the

HOME-ARP Rental Program rules and are only permitted in projects with rental units restricted for occupancy by qualifying populations.

HUD recognizes that, because many households in the qualifying populations are unable to pay rents sufficient to cover unit operating costs, PJs and project owners should attempt to obtain Federal or state project-based rental subsidies, if available. Since project-based rental subsidies can be difficult to secure, additional flexibility may be necessary to structure and underwrite projects so that they remain both affordable and financially viable. HUD is providing PJs with additional flexibilities in [Section VI.B](#) to structure and underwrite HOME-ARP rental projects so they remain financially viable during the minimum compliance period. One of these flexibilities is permitting up to 30 percent of HOME-ARP rental housing units funded by a PJ to be occupied by low-income households. PJs are encouraged to use this flexibility only when it is required to facilitate development of a HOME-ARP rental project. PJs must determine and document that households meet the definition of a qualifying population or, for the portion of HOME-ARP rental units not restricted to these populations, that households are low-income.

C. Preferences Among Qualifying Populations, Referral Methods, and Subpopulations

1. Preferences

ARP establishes the qualifying populations that are eligible for assistance with HOME-ARP funds. A PJ may establish reasonable preferences among the qualifying populations to prioritize applicants for HOME-ARP projects or activities based on the PJ's needs and priorities, as described in its HOME-ARP allocation plan. For example, a PJ may set a preference among qualifying individuals and families for a HOME-ARP non-congregate shelter for individuals and families who are homeless; fleeing or attempting to flee domestic violence, dating violence, sexual assault, stalking, or human trafficking; and veterans and families with a veteran family member that meet the criteria of one of these prior qualifying populations, consistent with its HOME-ARP allocation plan.

The PJ must comply with all applicable fair housing, civil rights, and nondiscrimination requirements, including but not limited to those requirements listed in [24 CFR 5.105\(a\)](#) when applying preferences through its referral methods. Persons who are eligible for a preference must have the opportunity to participate in all HOME-ARP activities of the PJ in which they are eligible under this Notice, including activities that are not separate or different, and cannot be excluded because of any protected characteristics or preferential status.

Targeted assistance: If HOME-ARP funds are used for TBRA, the PJ may establish a preference for individuals with special needs or persons with disabilities among the HOME- ARP qualifying populations. Within the qualifying populations, participation may be limited to persons with a specific disability only, if necessary, to provide effective housing, aid, benefit, or services that would be as effective as those provided to others in accordance with [24 CFR 8.4\(b\)\(1\)\(iv\)](#). The PJ may also provide a preference for a specific category of individuals with disabilities (e.g., persons with HIV/AIDS or chronic mental illness) within the qualifying

populations only if the specific category is identified in the PJ's HOME-ARP allocation plan as having unmet need and the preference is needed to narrow the gap in benefits and services received by such persons.

2. Referral Methods for Projects or Activities

A PJ may use the referral methods described below to administer HOME-ARP assistance to qualifying individuals and families. Regardless of the referral method used by the PJ, HUD holds the PJ responsible for determining and documenting that beneficiaries meet the definition of a qualifying population or, for the portion of HOME-ARP rental units not restricted to qualifying populations, that beneficiaries are low-income.

A PJ may use the coordinated entry or coordinated entry process (CE) of a continuum of care (CoC) for referrals for projects and activities as described below. Under 24 CFR 578.3, a CE is a centralized or coordinated process designed to coordinate program participant intake assessment and provision of referrals within a defined area. HUD requires each CoC to establish and operate a CE with the goal of increasing the efficiency of local crisis response systems and improving fairness and ease of access to resources, including mainstream resources. A PJ may permit a CoC CE to collect information and documentation required to determine whether an individual or family meets the criteria of a HOME-ARP qualifying population at any point in the coordinated entry process, (i.e., after or concurrently with the assessment and intake processes) as long as that information is not used to rank a person for HOME-ARP assistance other than as specified by the preferences or method of prioritization established by the PJ, in accordance with HOME-ARP requirements. If the PJ uses CE, the PJ cannot require HOME-ARP victim service providers to use the CE but may permit them to do so.

The PJ must comply with all applicable nondiscrimination and equal opportunity laws and requirements listed in [24 CFR 5.105\(a\)](#) and any other applicable fair housing and civil rights laws and requirements when using the following referral methods:

i. Use of Expanded CE in HOME-ARP

Under this referral method, a PJ may use a CE established by a CoC operating within its boundaries for one or more projects or activities if the CE accepts all HOME-ARP qualifying populations eligible for those activities or projects, in accordance with the preferences and prioritization, if any, established or approved by the PJ in its HOME-ARP allocation plan and imposed through the PJ's written agreements.

Before using a CoC's CE, PJs should consider whether the CE covers the same service area as the HOME-ARP project or activity that would use that CE. At a minimum, the PJ must establish policies and procedures that describe the relationship of the geographic area(s) served by the project or activity to the geographic area(s) covered by the CoC CE and address how the CE will provide access and implement uniform referral processes in situations where a project's geographic area(s) is broader than the geographic area(s) covered by the CE.

The PJ must require a project or activity to use CE along with other referral methods (as provided in section ii below) or to use only a project/activity waiting list (as provided in section iii below) if:

1. the CE does not have a sufficient number of qualifying individuals and families to refer to the PJ for the project or activity;
2. the CE does not include all HOME-ARP qualifying populations; or,
3. the CE fails to provide access and implement uniform referral processes in situations where a project's geographic area(s) is broader than the geographic area(s) covered by the CE.

ii. Use of CE with Other Referral Methods

The PJ may use a CoC CE with additional referrals from outside organizations or project-specific waiting lists consistent with HOME-ARP requirements. If using this referral method, the PJ must establish or approve any preferences or prioritization criteria applied by a CoC CE or other referral sources. The PJ may also use a waiting list to receive referrals from a CoC CE and other referral agencies for a project or activity, where a CoC CE or referral agency refers an applicant that is placed on the waiting list for that project or activity in chronological order.

If applicable, a PJ must establish policies and procedures for applying a PJ's established preferences and method of prioritization, if any, when accepting direct referrals from a CoC CE and other referral agencies and must document that such the policies and procedures were followed for each applicant served.

iii. Use of a Project/Activity Waiting List

The PJ may establish a waiting list for each HOME-ARP project or activity. All qualifying individuals or families must have access to apply for placement on the waiting list for an activity or project. Qualifying individuals or families on a waiting list must be accepted in accordance with the PJ's preferences, if any, consistent with this Notice or, if the PJ did not establish preferences, in chronological order, insofar as practicable.

3. Limiting Eligibility to Subpopulations

PJs must follow all applicable fair housing, civil rights, and nondiscrimination requirements, including but not limited to those requirements listed in [24 CFR 5.105\(a\)](#). This includes, but is not limited to, the Fair Housing Act, Title VI of the Civil Rights Act, section 504 of Rehabilitation Act, HUD's Equal Access Rule, and the Americans with Disabilities Act, as applicable.

HOME-ARP rental housing or NCS may be limited to a specific subpopulation of a qualifying population identified in [Section IV.A.](#) of this Notice, so long as admission does not discriminate against any protected class under federal nondiscrimination laws in [24 CFR 5.105](#) (*e.g.*, the housing may be limited to homeless households and at risk of homelessness households,

veterans and their families, victims of domestic violence, dating violence, sexual assault, stalking or human trafficking and their families).

Recipients may limit admission to or provide a preference for HOME-ARP rental housing or NCS to households who need the specialized supportive services that are provided (e.g., domestic violence services). However, no otherwise eligible individuals with disabilities or families including an individual with a disability who may benefit from the services provided may be excluded on the grounds that they do not have a particular disability.

Consistent with the statutory authority under ARP, HOME-ARP NCS may be converted to permanent housing under the CoC program or used as shelters under the ESG program, when all program and fair housing and nondiscrimination requirements are met. As such, HOME-ARP NCS may need to limit eligibility to households that are homeless and/or at risk of homelessness if the shelter will be converted to permanent housing under the CoC program or used as an emergency shelter in the ESG program.

V. HOME-ARP ALLOCATION PLAN

PJs develop annual action plans as part of their application for HOME funding. To receive its HOME-ARP funds, a PJ must engage in consultation and public participation processes and develop a HOME-ARP allocation plan that meets the requirements established in this section of the Notice and submit it to HUD as a substantial amendment to its Fiscal Year 2021 annual action plan. HUD is using the waiver and alternative requirement authority provided by ARP to establish requirements for the HOME-ARP allocation plan in this Notice. The HOME-ARP allocation plan must describe how the PJ intends to distribute HOME-ARP funds, including how it will use these funds to address the needs of HOME-ARP qualifying populations. A PJ's HOME-ARP allocation plan must include:

- A summary of the consultation process and results of upfront consultation;
- A summary of comments received through the public participation process and a summary of any comments or recommendations not accepted and the reasons why;
- A description of HOME-ARP qualifying populations within the jurisdiction;
- An assessment of unmet needs of each qualifying population;
- An assessment of gaps in housing and shelter inventory, homeless assistance and services, and homelessness prevention service delivery system;
- A summary of the planned use of HOME-ARP funds for eligible activities based on the unmet needs of the qualifying populations;
- An estimate of the number of housing units for qualifying populations the PJ will produce or preserve with its HOME-ARP allocation; and
- A description of any preferences for individuals and families in a particular qualifying population or a segment of a qualifying population.

All the above required elements of the HOME-ARP allocation plan shall be part of the FY 2021 annual action plan for purposes of the HOME-ARP program. Consequently, PJs are not required to amend their consolidated plans.

A. Consultation

Before developing its HOME-ARP allocation plan, a PJ must consult with agencies and service providers whose clientele include the HOME-ARP qualifying populations to identify unmet needs and gaps in housing or service delivery systems. In addition, a PJ should use consultation to determine the HOME-ARP eligible activities currently taking place within its jurisdiction and potential collaborations for administering HOME-ARP. This consultation will provide a basis for the PJ's strategy for distributing HOME-ARP funds for eligible activities to best meet the needs of qualifying populations. At a minimum, a PJ must consult with the CoC(s) serving the jurisdiction's geographic area, homeless and domestic violence service providers, veterans' groups, public housing agencies (PHAs), public agencies that address the needs of the qualifying populations, and public or private organizations that address fair housing, civil rights, and the needs of persons with disabilities. State PJs are not required to consult with every PHA or CoC within the state's boundaries; however, local PJs must consult with all PHAs (including statewide or regional PHAs) and CoCs serving the jurisdiction. In its plan, a PJ must describe its consultation process, list the organizations consulted, and summarize the feedback received from these entities.

B. Public Participation

PJs must provide for and encourage citizen participation in the development of the HOME-ARP allocation plan. Before submitting the HOME-ARP allocation plan to HUD, PJs must provide residents with reasonable notice and an opportunity to comment on the proposed HOME-ARP allocation plan of no less than 15 calendar days. The PJ must follow its adopted requirements for "reasonable notice and an opportunity to comment" for plan amendments in its current citizen participation plan. In addition, PJs must hold at least one public hearing during the development of the HOME-ARP allocation plan prior to submitting the plan to HUD.

For the purposes of HOME-ARP, PJs are required to make the following information available to the public:

- The amount of HOME-ARP funds the PJ will receive.
- The range of activities the PJ may undertake.

A PJ must consider any comments or views of residents received in writing, or orally at a public hearing, when preparing the HOME-ARP allocation plan. In its plan, a PJ must describe its public participation process, including any efforts made to broaden public participation. In its plan, the PJ must also include a summary of comments and recommendations received through the public participation process and any comments or recommendations not accepted and the reasons why.

Throughout the HOME-ARP allocation plan public participation process, the PJ must follow its applicable fair housing and civil rights requirements and procedures for effective communication, accessibility and reasonable accommodation for persons with disabilities and providing meaningful access to participation by limited English proficient (LEP) residents that are in its current citizen participation plan as required by [24 CFR 91.105](#) and [91.115](#).

C. HOME-ARP Allocation Plan Requirements

The HOME-ARP allocation plan must describe the distribution of HOME-ARP funds and the process for soliciting applications and/or selecting eligible projects. The plan must also identify any preferences being established for eligible activities or projects. However, PJs are not required to identify specific projects that will be funded in the HOME-ARP allocation plan.

- 1. Needs Assessment and Gaps Analysis:** A PJ must evaluate the size and demographic composition of qualifying populations within its boundaries and assess the unmet needs of those populations. In addition, a PJ must identify any gaps within its current shelter and housing inventory as well as the service delivery system. A PJ should use current data, including point in time count, housing inventory count, or other data available through CoCs, and consultations with service providers to quantify the individuals and families in the qualifying populations and their need for additional housing, shelter, or services. A PJ should identify and consider the current resources available to assist qualifying populations, including congregate and non-congregate shelter units, supportive services, TBRA, and affordable and permanent supportive rental housing. A PJ must consider the housing and service needs of qualifying populations, including but not limited to:
 - Sheltered and unsheltered homeless populations;
 - Those currently housed populations at risk of homelessness;
 - Other families requiring services or housing assistance to prevent homelessness; and
 - Those at greatest risk of housing instability or in unstable housing situations.

A PJ should include data in its HOME-ARP allocation plan that describes the qualifying populations.

In addition, a PJ must include a narrative description that:

- Identifies the characteristics of housing associated with instability and an increased risk of homelessness if the PJ will include such conditions under HUD’s definition of “other populations” as established in [Section IV.A.4.2.ii.G.](#) of this Notice.
 - Identifies the PJ’s priority needs for qualifying populations; and,
 - Explains how the PJ determined the level of need and gaps in its shelter and housing inventory and service delivery systems.
- 2. HOME-ARP Activities:** The HOME-ARP allocation plan must describe how a PJ will distribute HOME-ARP funds in accordance with its priority needs. The plan must describe the PJ’s method for soliciting applications for funding and/or selecting developers, service providers, subrecipients and/or contractors and whether the PJ will administer eligible activities directly. If the PJ will provide any portion of its HOME-ARP administrative funds to a subrecipient or contractor prior to HUD’s acceptance of the PJ’s HOME-ARP allocation plan because the subrecipient or contractor is responsible for the administration of the PJ’s entire HOME-ARP grant, the plan must identify the subrecipient or contractor and describe its role and responsibilities in administering all of the PJ’s HOME-ARP program.

PJs must indicate in the HOME-ARP allocation plan the amount of HOME-ARP funding that is planned for each eligible HOME-ARP activity type, including administrative and

planning activities. In addition, a PJ must demonstrate that any planned funding for nonprofit organization operating assistance, as described in [Section VI.F](#), nonprofit capacity building, and administrative costs is within HOME-ARP limits. PJs must also include a narrative description about how the characteristics of its shelter and housing inventory, service delivery system, and the needs identified in the PJ's gap analysis provided a rationale for its plan to fund eligible activities.

3. **HOME-ARP Production Housing Goals:** The HOME-ARP allocation plan must estimate the number of affordable rental housing units for qualifying populations that a PJ will produce or support with its HOME-ARP allocation. The plan must also include a narrative about the specific affordable rental housing production goal that the PJ hopes to achieve and describe how it will address the PJ's priority needs.
4. **Preferences:** The HOME-ARP allocation plan must identify whether the PJ intends to give preference to one or more qualifying populations or a subpopulation within one or more qualifying populations for any eligible activity or project. For example, PJs may include a preference for:
 - homeless individuals and families as defined in the ESG and CoC programs;
 - individuals with special needs or persons with disabilities among qualifying individuals and families;
 - a specific category of qualifying individuals and families (e.g., chronically homeless as defined in [24 CFR 91.5](#)).

PJs are not required to describe specific projects to which the preferences will apply in the HOME-ARP allocation plan. However, a PJ must explain how the use of a preference or method of prioritization will address the unmet need or gap in benefits and services received by individuals and families in the qualifying population or category of qualifying population, consistent with the PJ's needs assessment and gap analysis. The PJ must also describe how it will still address the unmet needs or gaps in benefits and services of the other qualifying populations that are not included in a preference through the use of HOME- ARP funds.

Preferences cannot violate any applicable fair housing, civil rights, and nondiscrimination requirements, including but not limited to those requirements listed in [24 CFR 5.105\(a\)](#). The PJ must comply with all applicable nondiscrimination and equal opportunity laws and requirements listed in [24 CFR 5.105\(a\)](#) and any other applicable fair housing and civil rights laws and requirements when establishing preferences or methods of prioritization.

5. **HOME-ARP Refinancing Guidelines:** If a PJ intends to use HOME-ARP funds to refinance existing debt secured by multifamily rental housing that is being rehabilitated with HOME-ARP funds, it must state its refinancing guidelines in accordance with [24 CFR 92.206\(b\)\(2\)](#). The guidelines must describe the conditions under which the PJ will refinance existing debt for a HOME-ARP rental project. At a minimum, the guidelines must:
 - Establish a minimum level of rehabilitation per unit or a required ratio between rehabilitation and refinancing to demonstrate that rehabilitation of HOME-ARP rental housing is the primary eligible activity.

- Require a review of management practices to demonstrate that disinvestment in the property has not occurred; that the long-term needs of the project can be met; and that the feasibility of serving qualified populations for the minimum compliance period can be demonstrated.
- State whether the new investment is being made to maintain current affordable units, create additional affordable units, or both.
- Specify whether the required compliance period is the minimum 15 years or longer.
- State that HOME-ARP funds cannot be used to refinance multifamily loans made or insured by any federal program, including CDBG.

6. **Substantial Amendments to the HOME-ARP Allocation Plan:** PJs must make a substantial amendment to the HOME-ARP allocation plan for changes in the method of distributing funds; to carry out an activity not previously described in the plan; or, to change the purpose, scope, location, or beneficiaries of an activity, including new preferences not previously described in the plan. In addition, the requirements for substantial amendments at [24 CFR 92.63](#) apply to the HOME-ARP allocation plan for insular areas. PJs are not required to make a substantial amendment to describe individual projects selected for funding if the eligible activity is included in the PJ’s plan. PJs must make the proposed substantial amendment public and provide for a 15-day public comment period prior to submission. Upon completion of the public comment period, PJs must submit substantial amendments to HUD in accordance with the process for submitting the HOME-ARP allocation plan as described in [Section V.D.](#)

7. **Certifications and SF-424:** PJs must submit the required certifications in accordance with the requirements in this Notice, including the following:

- a. Affirmatively Further Fair Housing;
- b. Uniform Relocation Assistance and Real Property Acquisition Policies Act and Anti-displacement and Relocation Assistance Plan;
- c. Anti-Lobbying;
- d. Authority of Jurisdiction;
- e. Section 3; and,
- f. HOME-ARP specific certification that a PJ will only use HOME-ARP funds consistent with ARP and the HOME-ARP Notice for eligible activities and eligible costs.

PJs must also submit the SF-424, SF-424B, and SF-424D with the HOME-ARP allocation plan.

D. Submission and Review Process

1. **HOME-ARP Submission and the eCon Planning Suite:** Upon completion of the HOME-ARP allocation plan, a PJ must submit the HOME-ARP allocation plan to HUD. To submit the HOME-ARP allocation plan, PJs must follow the process in IDIS to make an amendment to the Fiscal Year (FY) 2021 annual action plan. Once the FY 2021 annual action plan is reopened, a PJ must upload a Microsoft Word or PDF version of the plan as an attachment next to the “HOME-ARP allocation plan” option on the AD-26 screen (for

PJs whose FY. 2021 annual action plan is a Year 2-5 annual action plan) or the AD-25 screen (for PJs whose FY 2021 annual action plan is a Year 1 annual action plan that is part of the 2021 consolidated plan), unless instructed by HUD to follow a different submission procedure. PJs are not required to make any other edits to the FY 2021 annual action plan or applicable consolidated plan screens in the eCon Planning Suite. For more information on how to upload an attachment in the eCon Planning Suite, PJs can refer to the [eCon Planning Suite Desk Guide](#).

2. **HUD Review of the HOME-ARP Allocation Plan:** The PJ must submit its HOME-ARP allocation plan to HUD for review in accordance with [24 CFR 91.500](#), as revised by this Notice. Unless instructed otherwise by HUD, the HOME-ARP allocation plan is received by HUD when the SF-424 is submitted electronically, which means that it is uploaded in the eCon Planning Suite as an attachment on AD-25 or AD-26 screen, as applicable, and the action plan status is changed to “Submitted for Review.” HUD will review a PJ’s HOME-ARP allocation plan to determine that it is:
 - Substantially complete, and
 - Consistent with the purposes of ARP.

HUD may disapprove a PJ’s HOME-ARP allocation plan in accordance with [24 CFR 91.500\(b\)](#). HUD may also disapprove a HOME-ARP allocation plan or a portion of a plan if HUD determines that the plan is inconsistent with the purposes of ARP or substantially incomplete. A PJ’s plan is inconsistent with ARP if it allocates HOME-ARP funds for uses other than a HOME-ARP eligible activity, as described in this Notice. A PJ’s HOME-ARP allocation plan is substantially incomplete if:

- The PJ does not complete the required public participation or consultation or fails to describe those efforts in the plan;
- The PJ fails to include the required elements outlined in this Notice, including the amount of HOME-ARP funds for each eligible HOME-ARP activity type;
- The PJ fails to identify and describe the responsibilities of the subrecipient or contractor administering all of its HOME-ARP award, if applicable; or,
- HUD rejects the PJ’s HOME-ARP certification as inaccurate.

In accordance with section 105(c) of NAHA (42 U.S.C. 12705(c)) and [24 CFR 91.500\(a\)](#), if the PJ’s HOME-ARP allocation plan is not disapproved within 45 days, then the plan is deemed approved 45 days after HUD receives the plan, and HUD shall notify the PJ that the plan is accepted.

If HUD determines that the plan is substantially incomplete or that the plan is inconsistent with ARP, HUD will notify the PJ in writing with the reasons for disapproval, in accordance with [24 CFR 91.500\(c\)](#). If a PJ’s plan is disapproved, the PJ may revise or resubmit the plan for HUD review within 45 days after the first notification of disapproval. HUD will respond to accept or disapprove the resubmitted plan within 30 days of receiving the revisions or resubmission.

Once HUD notifies a PJ that the plan is accepted, the PJ must make the final HOME-ARP allocation plan available to the public in accordance with the same requirements in the PJ’s

current citizen participation plan that are followed to make the PJ's adopted consolidated plan and substantial amendments available to the public, including the availability of materials in a form accessible to persons with disabilities, and translated materials in different languages to accommodate LEP persons, upon request.

3. **HUD Review of the HOME-ARP Allocation Plan for Insular Areas:** In addition to the standards for review described in [Section V.D.2](#), HUD will review an insular area's HOME-ARP allocation plan in accordance with [24 CFR 92.62](#). If HUD cannot make a determination based on the information submitted that the HOME-ARP allocation plan complies with HOME-ARP allocation plan requirements, or if the eligible activities described in the plan are not within the insular area's management capability as demonstrated by past performance in housing and community development programs, HUD will notify the insular area within 30 days of receipt of the HOME-ARP allocation plan that supporting documentation is needed. The insular area will have a mutually agreed upon period to submit the necessary supporting information or to revise the eligible activities in its HOME-ARP allocation plan.

VI. ELIGIBLE ACTIVITIES

A. Administration and Planning

The PJ may expend, for payment of reasonable administrative and planning costs, up to 15 percent of its HOME-ARP allocation. Reasonable administrative and planning costs for the HOME-ARP program include:

1. Reasonable costs of overall HOME-ARP program management, coordination, monitoring, and evaluation. Such HOME-ARP costs include, but are not limited to, necessary expenditures for the following:
 - a. Salaries, wages, and related costs of the PJ's staff. If a PJ charges costs to this category, the PJ may either include the entire salary and related costs allocable to the HOME-ARP program of each person whose *primary* responsibilities with regard to the HOME-ARP program involves program administration assignments, or the prorated share of the salary, wages, and related costs of each person whose job includes *any* program administrative assignments. A PJ may only use one of these two methods. Program administration includes:
 - i. Developing systems and schedules for complying with HOME-ARP program requirements, including systems to prevent a duplication of benefits among beneficiaries of HOME-ARP activities;
 - ii. Developing interagency agreements and agreements with entities receiving HOME-ARP funds;
 - iii. Monitoring HOME-ARP activities for progress and compliance with HOME-ARP program requirements;
 - iv. Preparing HOME-ARP reports and other documents related to the HOME-ARP program for submission to HUD;

- v. Coordinating the resolution of audit and monitoring findings on HOME-ARP activities;
 - vi. Evaluating HOME-ARP program results against stated objectives in the HOME-ARP allocation plan, and
 - vii. Managing or supervising persons whose primary responsibilities with regard to the HOME-ARP program include such assignments as those described above.
- b. Travel costs incurred for official business in carrying out the HOME-ARP program.
 - c. Administrative services performed under third party contracts or agreements, including such services as general legal services, accounting services, and audit services.
 - d. Other costs for goods and services required for administering the HOME-ARP program, such as: rental or purchase of equipment, insurance, information systems necessary to track and implement beneficiaries of HOME-ARP activities in accordance with the requirements of this Notice, utilities, office supplies, and rental and maintenance (but not purchase) of office space.
 - e. Costs of administering HOME-ARP TBRA and HOME-ARP supportive services programs.
2. Staff and overhead costs of the PJ directly related to carrying out a HOME-ARP project, in accordance with [24 CFR 92.207\(b\)](#).
 3. The provision of information and other resources to residents and citizen organizations participating in the planning, implementation, or assessment of projects being assisted with HOME-ARP funds.
 4. Activities to affirmatively further fair housing (AFFH) in accordance with 24 CFR 5.151 and the PJ's certification as required under this Notice and 24 CFR 5.152. The AFFH definition in HUD's Interim Final Rule entitled, "Restoring Affirmatively Furthering Fair Housing Definitions and Certifications" (86 FR 30779, June 10, 2021), as amended, at 24 CFR 5.151, and the AFFH certification requirement, at 24 CFR 5.152, available at <https://www.federalregister.gov/documents/2021/06/10/2021-12114/restoring-affirmatively-furthering-fair-housing-definitions-and-certifications>.
 5. Indirect costs may be charged to the HOME-ARP program under a cost allocation plan prepared in accordance with [2 CFR part 200, subpart E](#), as amended.
 6. Preparation of the HOME-ARP allocation plan as required in this Notice. Preparation includes the costs of public hearing, consultations, and publications.
 7. Costs of complying with the applicable Federal requirements in [24 CFR part 92, subpart H](#). Project-specific environmental review costs may be charged as administrative or project costs in accordance with [24 CFR 92.206\(d\)\(8\)](#) and is at the discretion of the PJ.

Funds available under the HOME-ARP appropriation for administration and planning may not be used to pay costs attributable to the regular HOME Program.

PJs may provide all or a portion of its HOME-ARP administrative funds to subrecipients and contractors that are administering activities on behalf of the PJ (e.g., CoC entity, other non-Federal entity), in accordance with the requirements in this Notice. However, from the obligation date of the HOME-ARP funds in the HOME-ARP Grant Agreement and prior to HUD's acceptance of the PJ's HOME-ARP allocation plan, a subrecipient or contractor to the PJ may only incur and expend HOME-ARP funds for eligible administrative and planning costs if the subrecipient or contractor is responsible for the use of the PJ's entire HOME-ARP award and has executed a HOME-ARP written agreement that complies with [24 CFR 92.504](#) and this [Notice](#). The PJ must also identify the subrecipient or contractor administering the PJ's entire HOME-ARP award and describe the subrecipient or contractor's responsibilities in the PJ's HOME-ARP allocation plan.

All costs must comply with the Cost Principles contained in subpart E of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards at [2 CFR part 200](#), as amended (Uniform Administrative Requirements).

Once HUD obligates the HOME-ARP funds, as described in [Section VIII.C.2](#) of this Notice, the PJ may incur and expend up to 5 percent of its HOME-ARP allocation on eligible administrative and planning costs, as described in this section and [24 CFR 92.207](#). Before HUD's acceptance of the PJ's HOME-ARP allocation plan, the PJ is only permitted to incur and expend HOME-ARP funds on eligible administrative and planning costs.

If the PJ does not submit a HOME-ARP allocation plan or if the PJ's plan is not accepted within a reasonable period of time, as determined by HUD, all HOME-ARP administrative and planning costs incurred by the PJ will be ineligible costs and any HOME-ARP funds expended by the PJ must be repaid to the PJ's HOME Investment Trust Fund Treasury account, in accordance with guidance issued by HUD. Moreover, if the PJ's HOME-ARP allocation plan does not identify or include a description of the responsibilities of the subrecipient or contractor that is responsible for the PJ's entire HOME-ARP award, if applicable, the administrative and planning costs incurred or expended by the subrecipient or contractor will also be ineligible and any HOME-ARP funds expended by the PJ's subrecipient or contractor must be repaid to the PJ's HOME Investment Trust Fund Treasury account, in accordance with guidance from HUD.

B. HOME-ARP Rental Housing

HOME-ARP funds may be used to acquire, rehabilitate, or construct affordable rental housing primarily for occupancy by households of individuals and families that meet the definition of one or more of the qualifying populations described in [Section IV.A](#) of this Notice (“**qualifying households**”). Unlike the regular HOME Program, which targets HOME-assisted rental units based on tenant income, 70 percent of all HOME-ARP units will admit households based only upon their status as qualifying households. This complicates the underwriting and operation of projects that include HOME-ARP units. As a result, the requirements for HOME-ARP rental housing provide significant flexibilities to enable HOME-ARP rental projects to remain

financially viable and affordable for the qualifying populations throughout the minimum compliance period.

Eligible HOME-ARP rental housing includes “housing” as defined at [24 CFR 92.2](#), including but not limited to manufactured housing, single room occupancy (SRO) units, and permanent supportive housing. Emergency shelters, hotels, and motels (including those currently operating as non-congregate shelter), facilities such as nursing homes, residential treatment facilities, correctional facilities, halfway houses, and housing for students or dormitories do not constitute housing in the HOME-ARP program. However, HOME-ARP funds may be used to acquire and rehabilitate such structures into HOME-ARP rental housing.

Developing financially feasible rental housing for qualifying households is challenging in the absence of project-based rental assistance. Most HOME-assisted rental projects rely on tenant rents to cover all or a portion of the debt service and project operating costs. Most HOME-ARP qualifying households will be unable to pay a rent that covers allocated debt service or operating costs, requiring PJs to use other techniques to determine that HOME-ARP units are affordable and that projects containing HOME-ARP units are sustainable throughout the minimum compliance period. PJs are encouraged to work with local PHAs and other state or local agencies to obtain project-based rental assistance for units funded with HOME-ARP. In the absence of such project-based rental assistance, the HOME-ARP units for qualifying households may require substantial capital investment through HOME-ARP and other Federal, state, local, or private sources to eliminate debt service on the units. ARP suspended the maximum per-unit subsidy limit for HOME-ARP units, enabling HOME-ARP funds to pay the entire cost to acquire, rehabilitate and/or construct the HOME-ARP rental units, eliminating the need for the HOME-ARP units to support debt. In mixed-income developments, revenue from market rate or higher income-restricted units may also provide an internal subsidy to cover a portion of the operating costs of HOME-ARP units.

To address these challenges and maintain affordability, HUD is using its HOME-ARP statutory authority to:

- Establish alternative rent requirements to [24 CFR 92.252\(b\)](#) and extend an owner’s ability to charge the maximum rent permissible under a rental assistance program (to units occupied by recipients of tenant-based rental assistance (e.g., Housing Choice Vouchers, HOME TBRA, HOME-ARP TBRA).
- Establish a minimum compliance period of 15 years for all HOME-ARP rental units irrespective of the amount of subsidy per unit or whether the units are acquired, rehabilitated, and/or newly constructed.
- Permit the use of HOME-ARP funds to provide ongoing operating cost assistance or capitalize a project operating cost assistance reserve to address operating deficits of the HOME-ARP units restricted for qualifying households during the compliance period.
- Allow not more than 30 percent of the total number of rental units assisted with HOME-ARP funds by the PJ to be restricted to households that are low-income as defined in [24 CFR 92.2](#) (“low-income households”). These units may only be located in projects containing HOME-ARP units restricted for qualifying households. The HOME-ARP rental units occupied by low-income households must operate under the regulations applicable to HOME rental units at [24 CFR 92.252](#) (i.e., be occupied by low-income

households and bearing a rent not greater than the lesser of a. the Fair Market Rent for existing housing for comparable units in the area, as established by HUD, or b. a rent equal to 30 percent of the adjusted income of a family with annual income at 65 percent of median income for the area, as determined by HUD, with adjustments for the number of bedrooms in the unit).

1. Targeting and Occupancy Requirements: ARP requires HOME-ARP activities to primarily benefit households in the qualifying populations. To improve the feasibility and maintain the long-term viability of projects with HOME-ARP rental units for qualifying households, a PJ may invest HOME-ARP funds in units that are not restricted for occupancy solely for qualifying populations as described in this section. Specifically, participating jurisdictions must comply with the following requirements:

a. Targeting: HOME-ARP funds can only be invested in units restricted for qualifying households or low-income households as follows:

- i. Not less than 70 percent of the total number of rental units assisted with HOME-ARP funds by the PJ must be restricted for occupancy by households that are qualifying households at the time of the household's initial occupancy; and,
- ii. Not more than 30 percent of the total number of rental units assisted with HOME-ARP funds by the PJ may be restricted to low-income households. These rental units do not have to be restricted for occupancy by qualifying households, however rental units restricted to low-income households are only permitted in projects that include HOME-ARP units for qualifying households.

b. Occupancy Requirements:

- i. **Qualifying Households.** Units restricted for occupancy by qualifying households must be occupied by households that meet the definition of a qualifying population at the time of admission to the HOME-ARP unit. A qualifying household after admission retains its eligibility to occupy a HOME-ARP rental unit restricted for qualifying populations, irrespective of the qualifying household's changes in income or whether the household continues to meet the definition of a qualifying population. As such, a unit restricted for a qualifying household remains in compliance with the HOME-ARP unit restriction as long as the unit is occupied by a qualifying household that met the definition of a qualifying population at the time of admission.
- ii. **Low-Income Households.** At initial occupancy, units restricted for low-income households must be occupied by households that meet the definition of low-income in [24 CFR 92.2](#). If a tenant's income increases above the applicable low-income limit during the compliance period, the unit will be considered temporarily out of compliance. Noncompliance requires the PJ to take action in accordance with the rent and unit mix requirements in [Sections VI.B.15](#) and [VI.B.17](#) of this Notice, respectively.

2. **Eligible Activities:** A PJ may use HOME-ARP funds for acquisition, construction, and rehabilitation, including reconstruction as defined in [24 CFR 92.2](#), of affordable rental housing for qualifying and low-income households. Acquisition of vacant land or demolition must be undertaken only with respect to a particular housing project intended to provide HOME-ARP rental housing within the timeframes provided in [Section VI.B.](#) of this Notice. A HOME-ARP rental project must meet the definition of *project* in [24 CFR 92.2](#).

HOME-ARP funds may be used to assist one or more units in a project. Only the eligible development costs of the HOME-ARP units may be charged to the HOME-ARP program. Cost allocation in accordance with [24 CFR 92.205\(d\)\(1\)](#) is required if the assisted and non-assisted units are not comparable. After project completion, the number of HOME-ARP units in a project cannot be reduced. During the HOME-ARP minimum compliance period and prior to the end of the HOME-ARP budget period, a PJ may invest additional HOME-ARP funds to provide operating cost assistance but is prohibited from investing additional HOME-ARP funds for capital costs except within the 12 months after project completion.

A qualifying household admitted to a HOME-ARP rental unit may still receive HOME-ARP supportive services or TBRA in accordance with the requirements in this Notice.

3. **Forms of Assistance:** The PJ may invest HOME-ARP funds in accordance with the eligible forms of assistance described in [24 CFR 92.205\(b\)](#). Each PJ has the right to establish the terms of assistance, subject to the HOME-ARP requirements described in this Notice.
4. **Minimum Amount of Assistance:** The minimum amount of HOME-ARP funds that must be invested in a rental housing project is \$1,000 times the number of HOME-ARP-assisted units in the project as established in [24 CFR 92.205\(c\)](#).
5. **Eligible Costs:** HOME-ARP funds may be used to pay for up to 100% of the following eligible costs associated with the acquisition, development, and operation of HOME-ARP rental units:
 - a. *Development hard costs* – defined in [24 CFR 92.206\(a\)](#).
 - b. *Refinancing* – the cost to refinance existing debt secured by a rental project that is being rehabilitated with HOME-ARP funds in accordance with [24 CFR 92.206\(b\)\(2\)](#) and the PJ's HOME-ARP refinancing guidelines, as stated in their HOME-ARP Allocation Plan.
 - c. *Acquisition* – the costs of acquiring improved or unimproved real property.
 - d. *Related soft costs* – defined in [24 CFR 92.206\(d\)](#).
 - e. *Relocation costs* – as defined in [24 CFR 92.206\(f\)](#), [24 CFR 92.353](#), and described in this Notice.
 - f. *Costs relating to payment of loans* – If the HOME-ARP funds are not used to directly pay a cost specified in this HOME-ARP rental housing section, but are used to pay off a

construction loan, bridge financing loan, or guaranteed loan, the payment of principal and interest for such loan is an eligible cost only if: (1) the loan was used for eligible costs specified in this HOME-ARP rental housing section, and (2) the HOME-ARP funds are part of the original financing for the project and the project meets the requirements of this Notice.

- g. Operating Cost Assistance – A PJ may pay ongoing operating cost assistance or capitalize an operating cost assistance reserve for HOME-ARP-assisted units restricted for occupancy by qualifying populations in a project where the PJ determines in its underwriting that the reserve is necessary to maintain the HOME-ARP units’ long-term operational feasibility. However, HOME-ARP funds cannot be used for both a capitalized operating cost assistance reserve and ongoing payments for operating cost assistance during the minimum compliance period. The allowable amount of the reserve shall not exceed the amount determined by the PJ to be necessary to provide operating cost assistance for HOME-ARP units restricted for occupancy by qualifying populations for the 15-year HOME-ARP minimum compliance period.

The operating cost assistance reserve for HOME-ARP units for qualifying households must be held by the project owner in a separate interest-bearing account and sized, based on an analysis of projected deficits remaining after the expected payments toward rent by qualifying households are applied to the units’ share of operating costs. Funds in a capitalized operating cost assistance reserve can only be drawn to address operating deficits associated with HOME-ARP units restricted for occupancy by the qualifying populations. A PJ must use the definition of operating costs in this Notice in its calculation of operating deficits to determine the amount of HOME-ARP funds needed for an operating cost assistance reserve or when providing operating cost assistance.

Unexpended operating cost assistance reserve amounts remaining at the end of the minimum compliance period must be returned in accordance with [Section VI.B.24](#) of this Notice.

A PJ may provide operating cost assistance to a HOME-ARP rental project to cover an operating deficit associated with HOME-ARP units restricted for occupancy by qualifying households except for when an operating cost assistance reserve is already established for the project. Operating cost assistance committed to a project cannot be provided beyond the HOME-ARP budget period, as described in [Section VIII.C.4](#) of this Notice.

Operating costs include costs for administrative expenses, property management fees, insurance, utilities, property taxes, and maintenance of a unit that is designated as a HOME-ARP-assisted unit and required to be occupied by a qualifying household. . Operating costs must be reasonable and appropriate for the area, size, population(s) served, and type of project.

Project administrative expenses include payroll costs, which are gross salaries and wages paid to employees assigned to the property, including payroll taxes, employee compensation, and employee benefits; employee education, training, and travel; advertising; and general administrative costs which are costs for goods and services

required for administration of the housing, including rental or purchase of equipment, supplies, legal charges, bank charges, utilities, telephone/internet services, insurance, and other administrative costs that are reasonable and customary for the general administration of a rental unit occupied by qualifying populations. HOME-ARP permits the pro-rated staffing costs of a Resident Services Coordinator to be included in the operating costs allocated to a HOME-ARP unit for low-income or qualifying households if such costs are not already paid by another source. Typically, the role of a Resident Services Coordinator is to arrange community activities for residents and link residents to outside service agencies as needed.

A property management fee includes the total fee paid to a management agent by the owner for the day-to-day management of a HOME-ARP rental unit restricted for occupancy by qualifying populations. A management agent must cover its costs of supervising and overseeing operations of a HOME-ARP unit out of the fee they receive.

A reserve for replacement must be based on the useful life of each major system and expected replacement cost in a HOME-ARP project. Scheduled payments to a reserve for replacement of major systems included in the operating costs allocated to a HOME- ARP unit restricted for a qualifying household may be made from the operating cost assistance reserve. A reserve for replacement allocated to the HOME-ARP units may also be capitalized in the initial year of the minimum compliance period of the HOME- ARP units. HOME-ARP funds cannot be used to both capitalize a reserve for replacement and provide payments to the reserve for replacement from a capitalized operating reserve during the minimum compliance period.

Supportive services costs are not eligible operating costs of HOME-ARP units, however, qualifying households occupying HOME-ARP rental units may receive supportive services through the HOME-ARP supportive services eligible activity.

6. **Prohibited Activities and Fees:** HOME-ARP may not be used for any of the prohibited activities, costs or fees in [24 CFR 92.214](#), as revised by the Appendix to this Notice.
7. **HOME-ARP Funds and Public Housing:** HOME-ARP funds must be used in accordance with the requirements in [24 CFR 92.213\(a\)-\(c\)](#).
8. **Commitment:** The affordable housing requirements in the definition of *Commitment* in [24 CFR 92.2](#), including the provisions in (2) *Commit to a specific local project*, apply to rental housing units assisted with HOME-ARP funds. This includes but is not limited to the requirements that the PJ and project owner have an executed legally binding written agreement under which HOME-ARP assistance will be provided to the owner for an identifiable project for which all necessary financing has been secured, a budget and schedule have been established, and underwriting has been completed and under which construction is scheduled to start within 12 months of the agreement date.
9. **Maximum Per-Unit Subsidy and Limitations on Costs:** The maximum per-unit subsidy established in NAHA does not apply to HOME-ARP units. PJs may pay up to 100 percent of the eligible and reasonable HOME-ARP costs allocated to a HOME-ARP unit, including

operating cost assistance associated with units restricted for occupancy by qualifying households. All costs paid by HOME-ARP funds must comply with the requirements of this Notice and the Cost Principles at [2 CFR part 200](#), subpart E of the Uniform Administrative Requirements, as amended.

- 10. Underwriting, Subsidy Layering:** Before the PJ can commit HOME-ARP funds to a project, it must evaluate the project to determine the amount of HOME-ARP capital subsidy and operating cost assistance necessary to provide quality affordable housing that meets the requirements of this Notice and is financially viable throughout the minimum 15-year HOME-ARP compliance period. The PJ must evaluate the project in accordance with underwriting and subsidy layering guidelines it has developed for HOME-ARP projects.

The PJ's project underwriting must include an in-depth review of underlying project assumptions, development sources and uses, and projected operating income and expenses, and the project's long-term financial viability to determine the project's need for HOME-ARP assistance while preventing over-subsidization of the project. HUD anticipates that project developers will rely on Low-Income Housing Tax Credit (LIHTC) financing, HOME funds, Housing Trust Fund grants, project-based vouchers, project-based rental assistance, operating cost reserves, state or local sources, or a combination of these and other resources to create a feasible HOME-ARP project and maintain compliance with HOME-ARP requirements. HOME-ARP units for qualifying households that do not receive a commitment of project-based vouchers or project-based rental assistance may require both deep capital subsidy and operating cost assistance to remain financially sustainable for the minimum 15-year HOME-ARP compliance period. However, the PJ, through its underwriting, must also determine that the HOME-ARP capital and operating subsidies do not result in over-subsidization of the project.

To secure HOME-ARP rental units for qualifying households, HOME-ARP funds may be invested in different types of projects, including permanent supportive housing, mixed-finance affordable housing, and market-rate projects. While the viability of the HOME-ARP units is the PJ's primary concern, it must not limit its underwriting analysis to the HOME-ARP units. The long-term viability of HOME-ARP units is contingent upon the financial health of the entire project. PJs must therefore take a holistic approach to underwriting that examines the overall feasibility of the entire project to determine that the property will be financially sustainable for the duration of the 15-year HOME-ARP compliance period.

For projects that will receive operating cost assistance through a capitalized operating cost assistance reserve or on-going operating cost assistance for a specific period, the on-going operating cost assistance or operating cost assistance reserve must be included in the underwriting. Unless placed into an operating cost assistance reserve, operating cost assistance committed to a project for a specific period cannot be provided beyond the budget period, as described in [Section VIII.C.4](#) of this Notice. HOME-ARP units that have commitments for a form of project-based rental assistance must be underwritten with the projected rental assistance and not with operating cost assistance. An operating cost assistance reserve must be sized based on an analysis of projected operating deficits

remaining after the expected payments toward rent by qualifying households are applied to the HOME-ARP unit's share of operating costs. While a PJ may offer on-going project operating cost assistance instead of providing an operating cost assistance reserve, it may find this approach makes it more difficult to develop HOME-ARP units.

- a. *Underwriting and Subsidy Layering Guidelines*: PJs must develop standardized underwriting guidelines for HOME-ARP rental projects. These guidelines must provide for underwriting that accommodates and is appropriate for different types of projects. For example, a standard market analysis does not provide the necessary data for a project where 100% of the units are restricted as permanent supportive housing for qualifying populations. In contrast, if a mixed-income property relies on rental income from market-rate units to subsidize the operating costs of permanent supportive housing units for which little or no tenant-paid rental income is projected, then a market study confirming that the proposed market rents are achievable is needed to demonstrate the long-term financial viability of the project.

PJs with existing HOME rental underwriting standards may use these standards as the foundation for their HOME-ARP underwriting guidelines, but all PJs are required to develop and implement standardized underwriting guidelines for HOME-ARP that require the following:

- i. An examination of the sources and uses of funds for the project and a determination that costs are necessary and reasonable. In examining a project's proposed sources and uses, a PJ must determine the amount of HOME-ARP development subsidy required to fill the gap between other committed funding sources and the cost to develop the project.

A developer fee is a permitted development cost under the HOME-ARP program, but the PJ must review the fee and determine that it is reasonable. A PJ may set limits on the developer fee and other fees (e.g., asset management fee, property management fee) to be paid by HOME-ARP funds that differ from other funding sources (e.g., LIHTC underwriting standards).

- ii. An assessment of the current market demand for the proposed project.
 - (1) For HOME-ARP units for qualifying households, a market assessment is not required. Rather, the PJ can demonstrate that there is unmet need among qualifying populations for the type of housing proposed through their gap analysis, CoC data, public housing and affordable housing waiting lists, point-in-time surveys, housing inventory count, or other relevant data on the need for permanent housing for the qualifying populations.
 - (2) For projects containing units restricted for occupancy by low-income households or market-rate households, the PJ must conduct a market assessment in accordance with [24 CFR 92.250\(b\)\(2\)](#). A third-party market assessment completed by the developer or another funder meets this requirement, but the PJ must review the assessment and provide a written, dated acknowledgement that it accepts the assessment's findings and conclusions. The market assessment and the PJ's written, dated

acknowledgement must be retained for recordkeeping purposes.

- iii. Review of and determination that the developer's experience and financial capacity are satisfactory based on the size and complexity of the project. When assessing the developer, the PJ must review, at minimum, prior experience with similar projects and the current capacity to develop the proposed project. When determining whether the developer has the financial capacity to undertake the project, the PJ should examine financial statements and audits to determine the developer's net worth, portfolio risk, pre-development funding, and liquidity.
- iv. Firm written financial commitments for the project.
- v. A careful review of the project's operating budget, including the basis for assumptions, projections of a project's net operating income, and reasonably expected changes in revenue and expenses during the minimum compliance period, to determine if any HOME-ARP-funded operating cost assistance is necessary and if applicable, an operating cost assistance reserve is sized appropriately. Operating income of the project must be sufficient to cover operating expenses throughout the minimum compliance period. For HOME-ARP units for qualifying households, the proforma or budget projections should include any anticipated ongoing operating cost assistance or draws from an operating cost assistance reserve, if applicable, that will offset operating deficits associated with those units to demonstrate sufficient operating support.
 - (1) If project-based vouchers or project-based rental assistance is or will be awarded, this analysis must include that rental assistance revenue because operating cost assistance cannot be used for units for qualifying households with project-based vouchers or project-based rental assistance.
 - (2) A PJ's underwriting standards may permit projects to generate reasonable net operating income throughout the minimum compliance period. However, HOME-ARP operating cost assistance may only be used to offset operating deficits, in accordance with the requirements of this Notice. Net operating income resulting from HOME-ARP operating cost assistance is not permitted and must be prohibited in the written agreement between the participating jurisdiction and the owner.
- vi. An assessment of the project's overall viability through the minimum compliance period based on the households (i.e., qualifying households, low-income households, market-rate households) it will serve.

11. Property Standards: HOME-ARP rental units must comply with all property standards applicable to rental projects required in [24 CFR 92.251](#) paragraphs (a) new construction, (b) rehabilitation projects, (c)(1) and (2) acquisition of standard housing, (e) manufactured housing, and (f) on-going property condition standards.

12. Determining Household Income: The PJ must require all HOME-ARP units to be restricted for eligible households (i.e., either qualifying or low-income households)

throughout the minimum compliance period. Qualifying households are eligible for admission to HOME-ARP rental units solely by meeting the definition of one of the qualifying populations (i.e., HOME-ARP does not impose income restrictions on units restricted for qualifying populations). If there is no income requirement in the qualifying population's definition, a PJ is not required to perform an initial determination of household income except as necessary to determine an affordable rental contribution by the qualifying household or to establish eligibility for another funding source in the unit that imposes income restrictions (e.g., LIHTC). Each subsequent year during the compliance period, starting 1 year after initial occupancy, the PJ must use the definition of annual income as defined in [24 CFR 5.609](#) to examine the income of qualifying households to determine the household's contribution to rent. For low-income households, the PJ must use the definition of annual income as defined in [24 CFR 5.609](#) to examine the household's income at initial occupancy and each subsequent year during the compliance period to determine the household's ongoing income eligibility and applicable rental contribution.

- a. *Qualifying populations*: For purposes of establishing the qualifying household's rental contribution after initial occupancy, a PJ must examine a HOME-ARP qualifying household's income using [24 CFR 92.203\(a\)\(1\)\(i\) or \(iii\)](#), starting 1 year after initial occupancy. Each year during the minimum compliance period, the owner must examine the household's annual income in accordance with any one of the options in [24 CFR 92.203\(a\)\(1\)](#) specified by the PJ. A project owner who re-examines household income through a statement and certification in accordance with [24 CFR 92.203\(a\)\(1\)\(ii\)](#), must examine the income of each household, in accordance with [24 CFR 92.203\(a\)\(1\)\(i\)](#), every sixth year of the compliance period. Otherwise, an owner who accepts the household's statement and certification in accordance with [24 CFR 92.203\(a\)\(1\)\(ii\)](#) is not required to examine the household's income unless there is evidence that the household's written statement failed to completely and accurately state information about the household's size or income.
- b. *Low-income Households*: In accordance with [24 CFR 92.252\(h\)](#), the income of each low-income household must be determined initially in accordance with [24 CFR 92.203\(a\)\(1\)\(i\)](#), and each year following the initial determination during the minimum compliance period in accordance with any one of the options in [24 CFR 92.203\(a\)\(1\)](#) specified by the PJ. An owner who re-examines household income through a statement and certification in accordance with [24 CFR 92.203\(a\)\(1\)\(ii\)](#), must examine the income of each household, in accordance with [24 CFR 92.203\(a\)\(1\)\(i\)](#), every sixth year of the minimum compliance period. Otherwise, an owner who accepts the household's statement and certification in accordance with [24 CFR 92.203\(a\)\(1\)\(ii\)](#) is not required to examine the household's income unless there is evidence that the household's written statement failed to completely and accurately state information about the household's size or income.
- c. *Households Assisted by Other Programs*: Notwithstanding paragraphs (a) and (b), if a family is applying for or living in a HOME-ARP-assisted rental unit, and the unit is assisted by a Federal or State project based rental subsidy then a PJ must accept a public housing agency, section 8 project owner, or CoC recipient or subrecipient's

determination of the family's annual income and adjusted income under that program's rules and does not need to obtain source documentation in accordance with [24 CFR 92.203\(a\)\(1\)](#) or calculate the annual income of the family. If a family is applying for or living in a HOME-ARP rental unit, and the family is assisted by a Federal tenant-based rental assistance program (e.g. housing choice vouchers) then a PJ may choose to accept the rental assistance provider's determination of the family's annual and adjusted income under that program's rules without need for review under [24 CFR 92.203\(a\)\(1\)](#).

13. Rent limitations: This Notice establishes rent limits for HOME-ARP units restricted for qualifying populations and for units that may be restricted for low-income households.

- a. *Units Restricted for Occupancy by Qualifying Households:* In no case can the HOME-ARP rents exceed 30% of the adjusted income of a household whose annual income is equal to or less than 50% of the median income for the area, as determined by HUD, with adjustments for number of bedrooms in the unit. HUD will publish the HOME-ARP rent limits on an annual basis.

Notwithstanding the foregoing, a unit that receives a Federal or state project-based rental subsidy and is occupied by a qualifying household that pays as a contribution to rent no more than 30 percent of the household's adjusted income, may charge the rent allowable under the Federal or state project-based rental subsidy program (i.e., the tenant rental contribution plus the rental subsidy allowable under that program). If a household receives tenant-based rental assistance, the rent is the rent permissible under the applicable rental assistance program (i.e., the tenant rental contribution plus the rental subsidy allowable under that rental assistance program).

The rent limits for HOME-ARP units for qualifying households include the rent plus the utility allowance established pursuant to [Section VI.B.13.d](#) of this Notice.

- b. *Rent limitations – low-income households:* HOME-ARP rental units occupied by low-income households must comply with the rent limitations in [24 CFR 92.252\(a\)](#) (i.e., the lesser of the Fair Market Rent for existing housing for comparable units in the area, as established by HUD, or a rent equal to 30 percent of the income of a family at 65 percent of median income for the area, as determined by HUD, with adjustments for number of bedrooms in the unit). Notwithstanding the foregoing, when a household receives a form of Federal tenant-based rental assistance (e.g., housing choice vouchers), the rent is the rent permissible under the applicable rental assistance program (i.e., the tenant rental contribution plus the rent subsidy allowable under the rental assistance program). The rent limits for low-income households apply to the rent plus the utility allowance established pursuant to [Section VI.B.13.d](#) of this Notice.
- c. *Rent limitations – Single Room Occupancy (SRO) Units:* A HOME-ARP rental project may consist of SRO units. For the purposes of HOME-ARP rental, a SRO unit is defined as a unit that is the primary residence of the occupant(s) and must at least contain sanitary facilities but may also contain food preparation facilities. A project's

designation as a SRO cannot be inconsistent with the building's zoning and building code classification.

If the SRO units have both sanitary *and* food preparation facilities, the maximum HOME-ARP rent is based on the zero-bedroom fair market rent. If the SRO unit has only sanitary facilities, the maximum HOME-ARP rent is based on 75 percent of the zero-bedroom fair market rent. The rent limits for SRO units must also include the utility allowance established pursuant to [Section VI.B.13.d](#) of this Notice.

- d. ***Initial Rent Schedule and Utility Allowance:*** The PJ must establish maximum allowances for utilities and services and update the allowances annually. The PJ may adopt the utility allowance schedule of the PHA.

The PJ must review and approve the HOME-ARP rents proposed by the owner, subject to the HOME-ARP rent limitations. For HOME-ARP units where the tenant is paying utilities and services (e.g., trash collection), the PJ must determine that the rent for the unit does not exceed the maximum rent minus the monthly allowance for utilities and services.

- 14. Tenant Contribution to Rent – Qualifying Households:** The PJ must determine that the qualifying household's contribution to rent is affordable to the qualifying household based on a determination of the household's income. If the household is receiving project-based or tenant-based rental assistance, the household cannot be required to contribute more towards rent than the amount permitted by the requirements of the applicable rental assistance program (See [Section VI.B.13.a](#) of this Notice). If a qualifying household is not receiving project-based or tenant-based rental assistance and cannot contribute any income toward rent, or the contribution is insufficient to cover the unit rent, the project owner may draw from the project's operating cost assistance reserve if projected rental revenue minus the operating costs of the unit results in a deficit. If an operating cost assistance reserve was not capitalized at project completion:

- The PJ may provide ongoing HOME-ARP operating cost assistance to cover the operating deficits associated with units occupied by qualifying households, subject to the requirements in this Notice.
- The qualifying household may receive HOME-ARP TBRA to remain housed in the HOME-ARP rental unit or the PJ may offer, in conjunction with a qualifying household's admittance into a HOME-ARP rental unit, a simultaneous award of supportive services to the qualifying household in accordance with [Section VI.D](#) of this Notice. Any provision of supportive services must comply with all requirements of [Section VI.D](#) of the Notice and the PJ's policies and procedures.
- Operating cost assistance, HOME-ARP TBRA, and supportive services funds committed to a project cannot be provided beyond the budget period for the HOME-ARP funds, as described in [Section VIII.C.4](#) of this Notice.

15. Changes in Income and Over-income Households:

A household that met the definition of one of the HOME-ARP qualifying populations at initial occupancy and whose annual income at the time of income re-certification is above

50 percent of median income for the area but at or below 80 percent of the median income for the area must pay the rent specified in [24 CFR 92.252\(a\)](#).

HOME-ARP-assisted units restricted for low-income households continue to qualify as HOME-ARP rental housing despite a temporary noncompliance caused by increases in the incomes of existing households if actions satisfactory to HUD are taken so that all vacancies are filled in accordance with HOME-ARP requirements until the noncompliance is corrected.

A qualifying or low-income household that is not low-income at the time of income recertification (i.e., whose income is above 80 percent of the median income for the area) must pay rent that complies with the over income regulatory requirements at [24 CFR 92.252\(i\)\(2\)](#), which includes requirements applicable to HOME units that also have LIHTC restrictions.

16. Unit Designation: The PJ must determine the number of HOME-ARP units in the project restricted for qualifying households and low-income households, respectively, and whether the units are fixed or floating units at the time of project commitment. The total number of HOME-ARP rental units restricted for occupancy by qualifying households and the total number of HOME-ARP rental units restricted for low-income households must be identified as separate totals in the written agreement. In a project containing HOME-ARP and other units, the PJ must designate fixed or floating HOME-ARP units in accordance with [24 CFR 92.252\(j\)](#). The PJ must maintain this unit mix throughout the compliance period.

17. Maintaining Unit Mix: At the time of admission to a HOME-ARP rental unit, a household must meet the definition for at least one qualifying population or be determined to be a low-income household, depending on the applicable HOME-ARP restriction on the rental unit to which it is being admitted and in accordance with the written agreement.

For HOME-ARP rental units restricted for occupancy by qualifying populations, a household that meets the definition of a qualifying population at the time of admission retains its eligibility to occupy a HOME-ARP rental unit restricted for occupancy by qualifying populations, irrespective of changes in income or whether the household continues to meet the definition of a qualifying population after initial occupancy. As an example, a household that qualifies as “Homeless” at admission does not meet the Homeless definition once the household occupies a HOME-ARP unit but remains a qualifying household and is eligible to remain in a HOME-ARP rental unit restricted for qualifying populations. Income determinations for qualifying households are therefore only for purposes of establishing a qualifying household’s rental contribution as described in [Section VI.B.15](#) of this Notice and not for maintaining continued eligibility in the HOME-ARP program. In a project with floating units, PJs are encouraged but not required to shift the HOME-ARP qualifying population designation to another unit to serve another qualifying household if the household’s income subsequently is certified to be at or above 80 percent AMI and the household no longer meets the definition of any qualifying population.

For HOME-ARP rental units restricted for occupancy by low-income households, units will be considered temporarily out of compliance if the household's income increases above 80 percent of area median income. The requirements for correcting any noncompliance using vacancies or redesignation of units depends on whether the HOME-ARP rental units are fixed or floating and whether other funding sources (e.g., LIHTC) impose income or other restrictions on the units. Please note, in accordance with the requirements in 24 CFR 92.253 and in [Section VI.B.19.c](#), an increase in a tenant's income does not constitute good cause to evict or refuse to renew a tenant's lease, regardless of program requirements associated with other funding sources such as LIHTC. In addition, compliance with unit restrictions for low-income households requires adjustment of rents as described in [Section VI.B.15](#) of this Notice.

18. Minimum Compliance Period: HOME-ARP-assisted units must comply with the requirements of this Notice for a minimum period of 15 years, irrespective of the amount of HOME-ARP funds invested in the project or the activity being undertaken. A PJ may impose a longer compliance period but should plan for the project's financial feasibility for the longer period without HOME-ARP funds. The PJ may not use HOME-ARP funds to provide operating cost assistance, including a capitalized operating cost assistance reserve, to cover deficits during a PJ's extended compliance period.

If a project-based rental assistance Housing Assistance Payments (HAP) contract is awarded to a HOME-ARP rental project, a PJ must impose a minimum compliance period that is the greater of 15 years or the term of the HAP contract. PJs are also encouraged to extend restrictions for occupancy of the HOME-ARP units in accordance with the requirements in this section to match the term of eligible HAP contract renewals.

The provisions at [24 CFR 92.252\(e\)\(1\)-\(4\)](#) apply, including the requirement that the PJ must impose the HOME-ARP rental requirements through a deed restriction, covenant running with the land, legally binding agreement restricting the use of the property and recorded on the property in accordance with State recordation laws, or other mechanisms approved by HUD. The chart providing minimum affordability periods based on rental housing activity that is contained in 24 CFR 92.252(e) does not apply. The enforceable restriction must provide that units assisted with HOME-ARP comply with the requirements of this Notice throughout the minimum 15-year compliance period, including:

- a. Units restricted for qualifying populations must be occupied by households that met the definition of a qualifying population at the time of initial occupancy. The household's contribution toward rent during this period must be affordable in accordance with [Section VI.B.14](#) of this Notice. The rents for these units must comply with the rent limitations established in this Notice, including the rent provisions specified in [24 CFR 92.252\(i\)\(2\)](#) for households whose income increases above 80 percent of area median income and whose contribution to rent complies with the requirements in [Section VI.B.15](#).
- b. Units available for low-income households must be continuously occupied by households who are income eligible. The rents for these units must comply with the rent

limitations established in this Notice, including the rent provisions specified in [24 CFR 92.252\(i\)\(2\)](#) for households whose income increases above 80 percent of area median income.

- c. The units must comply with the ongoing property condition standards of [24 CFR 92.251\(f\)](#) throughout the compliance period as demonstrated by an on-site inspection within 12 months of project completion and an on-site inspection at least once every three years thereafter as required by [24 CFR 92.504](#).
- d. Each household that occupies a HOME-ARP unit has an executed lease that complies with the tenant protections required in [Section VI.B.19](#) of this Notice.

19. Tenant Protections: PJs must verify that each household that occupies a HOME-ARP assisted unit has an executed lease that complies with the tenant protection requirements of this Notice. The lease must be either be between the project owner and the household or between the project owner and a HOME-ARP sponsor with a sublease between the qualifying household and HOME-ARP sponsor. A HOME-ARP sponsor is a nonprofit organization that provides housing or supportive services to qualifying households and facilitates the leasing of a HOME-ARP rental unit to a qualifying household or the use and maintenance of HOME-ARP TBRA by a qualifying household. PJs may permit a HOME-ARP sponsor to lease a HOME-ARP unit from an owner or execute a master lease with the owner of a HOME-ARP project for HOME-ARP units restricted for occupancy by qualifying households. The HOME-ARP sponsor may then sublease the HOME-ARP rental unit to the qualifying household. The sublease between the HOME-ARP sponsor and the qualifying household must comply with the rent limitations and tenant protection requirements of this Notice.

- a. *Lease Requirement:* There must be a lease between the qualifying household or the low-income household and the owner of the HOME-ARP-assisted project in accordance with [24 CFR 92.253\(a\)](#), except that a sublease is permitted if a HOME-ARP sponsor has executed a master lease or lease with the project owner for the leasing of the units restricted for occupancy by qualifying households.
- b. *Prohibited Lease Terms:* The lease between the low-income household, qualifying household, or HOME-ARP sponsor and the HOME-ARP project owner or the sublease between the HOME-ARP sponsor and a qualifying household may not contain any of the prohibited lease terms specified in [24 CFR 92.253\(b\)](#).
- c. *Termination of tenancy:* An owner may not terminate the tenancy or refuse to renew the lease of a tenant of a HOME-ARP unit or of a HOME-ARP sponsor with a sublease with a qualifying household except for serious or repeated violation of the terms and conditions of the lease; for violation of applicable Federal, State, or local laws; or for other good cause. Similarly, a HOME-ARP sponsor may not refuse to renew a sublease with a qualifying household except for serious or repeated violation of the terms and conditions of the sublease; for violation of applicable Federal, State, or local laws; or for

other good cause. An increase in the tenant's or sublessee's income does not constitute good cause.

In addition, if HOME-ARP funds were or are used to capitalize an operating cost assistance reserve or there is a current contract for the PJ to provide operating cost assistance to the project, an owner may not terminate the tenancy or refuse to renew the lease of a qualifying household because of the household's inability to pay rent during the minimum compliance period. A qualifying household's inability to pay rent shall mean that the qualifying household cannot pay more than 30 percent of the qualifying household's income toward rent, based on an income determination made by the PJ in the last 30 days.

Where there is no capitalized operating reserve or other operating cost assistance to cover the operating deficit for a HOME-ARP unit occupied by a qualifying household, the PJ may assist the qualifying household with HOME-ARP TBRA or supportive services in accordance with the requirements of this Notice.

The above tenant protections are necessary as HOME-ARP requires the PJ to perform underwriting that reviews the operating feasibility of units occupied by qualifying households for the 15-year compliance period to determine how HOME-ARP funds may address the potential for qualifying households to have little to no income to contribute toward rent.

To terminate or refuse to renew tenancy for any household occupying a HOME-ARP unit, the owner must serve written notice upon the tenant (and the HOME-ARP sponsor if the lease is between an owner and HOME-ARP sponsor) at least 30 days before termination of tenancy, specifying the grounds for the action. In the case of a sublease, to terminate or refuse to renew tenancy of a qualifying household, the HOME-ARP sponsor, in accordance with the policy established by the PJ, must notify the PJ in advance of serving written notice to the qualifying household and must serve written notice upon the qualifying household at least 30 days before termination of tenancy, specifying the grounds for the action.

20. Coordinated Entry and Project-Specific Waitlists: In accordance with [Section IV.C](#) of this Notice, PJs must determine whether an owner may use a CoC's CE, a CoC's CE and other referral sources, or a project-specific waitlist, to select qualifying households for HOME-ARP units restricted for occupancy by qualifying populations. PJs will make this determination on a project-by-project basis. Regardless of which method is selected, in all cases, the PJ must use a project-specific waitlist when selecting households to occupy units restricted for occupancy by low-income households. Any preferences among qualifying households must be disclosed in the HOME-ARP allocation plan through the PJ's public participation process in accordance with [Section V.C](#) of this Notice. The written agreement between the PJ and the project owner must specify the method the owner must use for selecting qualifying households for admission to HOME-ARP units.

- a. The owner of a HOME-ARP rental project must adopt and follow written tenant selection policies and criteria for HOME-ARP units that:

- i. Limits eligibility to households that meet one of the HOME-ARP qualifying populations definitions or low-income households in accordance with HOME-ARP requirements; Preferences for households in one or more of the HOME-ARP qualifying populations must comply with the PJ's preferences and the PJ's policies and procedures for applying those preferences, if any, and must not violate nondiscrimination requirements in [24 CFR 92.350](#).
 - ii. Do not exclude an applicant with a voucher under the section 8 Housing Choice Voucher Program ([24 CFR 982](#)), or an applicant participating in HOME, HOME-ARP or other Federal, state or local tenant-based rental assistance program because of the status of the prospective tenant as a holder of such a certificate, voucher, or comparable tenant-based assistance document;
 - iii. Limits eligibility or gives a preference to a particular qualifying population or segment of the qualifying population if permitted in its written agreement with the participating jurisdiction (and only if the limitation or preference is described in the participating jurisdiction's HOME-ARP allocation plan). A preference for households in one or more of the HOME-ARP qualifying populations must comply with the PJ's determined preference(s) and the PJ's policies and procedures for applying the preference(s), if any;
 - iv. Any limitation or preference must not violate nondiscrimination requirements in [24 CFR 92.350](#). If the PJ requires the use of a project-specific waitlist to select qualifying households and/or low-income households for occupancy of HOME-ARP units, provide for the selection of households from a written waiting list in the chronological order of their application, insofar as is practicable;
 - v. Gives prompt written notification to any rejected applicant of the grounds for any rejection; and,
 - vi. Complies with the VAWA requirements as described in [24 CFR 92.359](#).
- b. *Project-Specific Waitlist – Low-Income Households*: A project owner must use a project-specific waitlist to select households to occupy units restricted for occupancy by low-income households in accordance with the tenant selection requirements of [24 CFR 92.253\(d\)](#).

21. Project Completion and Occupancy: HOME-ARP rental projects must meet the definition of project completion at [24 CFR 92.2](#). If the PJ fails to complete a project within 4 years of project commitment, it must comply with the terminated project requirements at [24 CFR 92.205\(e\)\(2\)](#). If the HOME-ARP units are not occupied by eligible qualifying households or low-income households within six months following project completion, the PJ, as applicable, must submit to HUD information on its efforts to coordinate with a CoC, homeless service providers, social service, and other public agencies to fill units for qualifying households or must submit marketing information and, if appropriate, a marketing plan to fill units for low-income households. The PJ must repay any HOME-ARP funds invested in units that are not rented to eligible qualifying or low-income households within 12 months of project completion.

22. Penalties for Noncompliance: The PJ must repay HOME-ARP funds invested in rental housing that is terminated before completion or otherwise does not comply with initial or ongoing requirements of this Notice during the compliance period, as follows:

- a. If the noncompliance or termination occurs within the first 10 years of the compliance period, the PJ must repay the entire amount of HOME-ARP funds invested in the project.
- b. If the noncompliance or termination occurs in years 11 through 15, the repayment amount will be reduced by 20 percent for each year beyond the initial 10-years during which time the project was compliant.

Repayment of the HOME-ARP funds is not required if the project owner sells or transfers, either voluntarily or involuntarily, the HOME-ARP project during the compliance period if (1) the HOME-ARP restrictions remain, (2) the project and new project owner continues to comply with all HOME-ARP requirements, and (3) any HOME-ARP funds remaining in a project's operating cost assistance reserve or reserve for replacement remain with the project and convey upon sale or transfer of the project as a restricted operating cost assistance reserve or reserve for replacement subject to HOME-ARP Notice requirements.

23. Operating Cost Assistance Reserve - Management and Oversight: The PJ must require that any HOME-ARP funds expended for project operating cost assistance reserves are held by the project owner in a separate interest-bearing account. The PJ must require the project owner to request written approval from the PJ prior to disbursing funds from the project operating cost assistance reserve. The PJ must review each requested distribution from the operating cost assistance reserve, including supporting documentation, to determine that the distribution is reasonable and necessary to cover the operating deficit associated with HOME-ARP units occupied by qualifying households. The PJ must, no less than annually, review the operating cost assistance reserve account to determine that the account is appropriately sized based on the projected operating deficits of HOME-ARP units restricted for occupancy by qualifying households. The PJ may require the project owner to enter into a deposit account control agreement for the operating cost assistance reserve where the PJ must approve disbursements from the account.

24. End of Compliance Period and Return of Operating Cost Assistance Reserve: Any unexpended operating cost assistance reserve remaining at the end of the compliance period must be returned as follows:

- a. If the HOME-ARP rental project will continue to operate in accordance with the HOME-ARP requirements and serve qualifying households beyond the HOME-ARP 15- year compliance period as demonstrated by enforceable restrictions imposed by the PJ, the project can retain the operating cost assistance reserve amount to address any operating deficits associated with the HOME-ARP units occupied by qualifying households.
- b. If the HOME-ARP project will not continue to operate in accordance with the HOME-ARP requirements and serve qualifying households beyond the 15-year HOME-ARP compliance period and the HOME-ARP grant has expired or is closed out, the remaining operating cost assistance reserve funds must be deposited in the PJ's local HOME

account and recorded as HOME program income receipt in the Integrated Disbursement and Information System (IDIS) and used for eligible costs under [24 CFR part 92](#).

C. Tenant-Based Rental Assistance (TBRA)

HOME-ARP funds may be used to provide tenant-based rental assistance to qualifying households (“**HOME-ARP TBRA**”). In HOME-ARP TBRA, the PJ assists a qualifying household with payments to cover the entire or insufficient amounts that the qualifying household cannot pay for housing and housing-related costs, such as rental assistance, security deposits, and utility deposits. HOME-ARP TBRA assisted households may choose to rent a unit in a HOME-ARP rental project or any other eligible rental unit. HOME-ARP TBRA is a form of rental assistance that is attached to the household and not a particular rental unit.

Therefore, the HOME-ARP TBRA assisted household may choose to move to another unit with continued HOME-ARP TBRA as long as the new unit meets the applicable property standards of this Notice. If a HOME-ARP TBRA assisted household chooses to move, the rental assistance contract terminates and a new rental assistance contract for the new unit will be executed according to HOME-ARP TBRA requirements. The HOME-ARP TBRA assisted household must notify the PJ before moving in order to receive continued HOME-ARP TBRA.

1. **Tenant Selection:** Only individuals and families in the qualifying populations are eligible to receive HOME-ARP TBRA assistance. PJs must perform tenant selection in accordance with [Section IV.C](#) of this Notice. The PJ must select qualifying households for HOME-ARP TBRA in accordance with written tenant selection policies and criteria that are based on local housing needs established in the HOME-ARP allocation plan. The PJ must follow written tenant selection policies and criteria that:
 - a. Limit eligibility to households that meet one of the HOME-ARP qualifying populations definitions in accordance with HOME-ARP requirements. Preferences for households in one or more of the HOME-ARP qualifying populations, if any, must comply with the preferences and/or method of prioritization in the PJ’s HOME-ARP allocation plan and the PJ’s policies and procedures for applying such preferences, if any, and must not violate nondiscrimination requirements in [24 CFR 92.350](#).
 - b. If the PJ selects HOME-ARP TBRA applicants off a waiting list, it must provide for the selection of qualifying households from a written waiting list in accordance with the PJ’s preferences or method of prioritization in the chronological order of their application, insofar as is practicable.
 - c. Give prompt written notification to any rejected applicant of the grounds for any rejection, and
 - d. Comply with the VAWA requirements as described in [24 CFR 92.359](#).

Finally, the PJ may offer, in conjunction with HOME-ARP TBRA assistance, a simultaneous award of services in accordance with [Section VI.D](#) of this Notice, and also provide particular types of other nonmandatory services that may be most appropriate for persons with a special need or a particular disability. Any provision of supportive services must comply with all requirements of [Section VI.D](#) of the Notice and the PJ’s policies and procedures.

2. **Tenant Protections:** PJs must require and verify that there is an executed lease between the qualifying household that receives HOME-ARP TBRA and the owner of the rental unit or between the owner of the rental unit and a HOME-ARP sponsor with a sublease between the qualifying households and the HOME-ARP sponsor, in accordance with [24 CFR 92.253\(a\)](#). A HOME-ARP sponsor is a nonprofit organization that provides housing or supportive services to qualifying households and facilitates the leasing of a rental unit to a qualifying household or the use and maintenance of HOME-ARP TBRA by a qualifying household. PJs may permit a HOME-ARP sponsor, as defined in [Section VI.B.19](#), to execute a lease or master lease with a project owner. The HOME-ARP sponsor must then sublease a unit to a qualifying household. The lease between the qualifying household and the rental unit owner or the sublease between the HOME-ARP sponsor and the qualifying household cannot contain any of the prohibited lease terms specified in [24 CFR 92.253\(b\)](#).
3. **Eligible Costs:** Eligible costs under HOME-ARP TBRA include rental assistance, security deposit payments, and utility deposit assistance to qualifying households. HOME-ARP funds may be used to pay for up to 100% of these eligible costs. A PJ may use HOME-ARP TBRA funds to provide loans or grants to qualifying households for security deposits for rental units regardless of whether the PJ provides any other HOME-ARP TBRA assistance. The amount of funds that may be provided for a security deposit may not exceed the equivalent of two months' rent for the unit. Utility deposit assistance is an eligible cost only if rental assistance or a security deposit payment is provided. Costs of inspecting the housing are also eligible as costs of HOME-ARP TBRA. Administration of HOME-ARP TBRA is an eligible cost only if executed in accordance with general management oversight and coordination at [24 CFR 92.207\(a\)](#), except that the costs of inspecting the housing and determining the income eligibility of the family are eligible project costs under HOME-ARP TBRA.
4. **Ineligible Costs:** HOME-ARP TBRA may not be used to pay for the homebuyer program as defined at [24 CFR 92.209\(c\)\(2\)\(iv\)](#).
5. **Portability of Assistance:** A PJ may require the HOME-ARP TBRA assisted household to use HOME-ARP TBRA within the PJ's boundaries or may permit the household to use the assistance outside its boundaries pursuant to [24 CFR 92.209\(d\)](#).
6. **Term of Rental Assistance Contract:** The requirements at [24 CFR 92.209\(e\)](#) defining the term of the rental assistance contract for providing assistance with HOME funds are waived for HOME-ARP TBRA. The PJ must determine the maximum term of the rental assistance contract. The rental assistance contract continues until the end of the rental assistance contract term, as determined by the PJ, or until the lease or sublease is terminated, whichever occurs first. The term of the rental assistance contract may be renewed, subject to the availability of HOME-ARP funds. The term of the rental assistance contract must begin on the first day of the term of the lease or sublease. HOME-ARP TBRA funds cannot be used after the end of the budget period.
7. **Maximum Subsidy:** The PJ must establish policies for the allowable maximum subsidy, which may differ from the maximum subsidy requirements at [24 CFR 92.209\(h\)](#). PJs may

provide up to 100 percent subsidy for rent, security deposit payments, and utility bills. The PJ must also establish policies for determining any household contribution to rent based on a determination of the qualifying household's income.

8. **Rent Standard:** Consistent with [24 CFR 92.209\(h\)\(3\)](#), PJs must also establish a rent standard for HOME-ARP TBRA by unit size that is based upon local market conditions or the section 8 Housing Choice Voucher program under [24 CFR part 982](#). The PJ must determine whether the rent for a HOME-ARP TBRA household complies with the rent standard established by the PJ for the HOME-ARP program and must disapprove a lease if the rent does not meet the PJ's rent standard for HOME-ARP TBRA.
9. **Housing Quality Standards:** Housing occupied by a household receiving HOME-ARP TBRA must comply with all housing quality standards required in [24 CFR 982.401](#) (or successor inspection standards issued by HUD) unless the tenant is residing in a HOME or HOME-ARP unit, in which case the PJ may defer to initial and ongoing inspection standards.
10. **Program Operation:** The PJ may operate HOME-ARP TBRA itself or may contract with a PHA or other entity with the capacity to operate a rental assistance program. In either case, the PJ or entity operating the program must approve the lease. HOME-ARP TBRA may be provided through an assistance contract with (1) an owner that leases a unit to a qualifying household; (2) the qualifying household, or (3) an owner and the qualifying household in a tri-party contract. In the case of HOME-ARP TBRA provided in coordination with a HOME-ARP sponsor, as described below, the PJ may require that payments be made directly to the HOME-ARP sponsor that will make rental payments to the owner on behalf of the qualifying household or require payments directly to the owner of the unit.
11. **HOME-ARP TBRA with a HOME-ARP Sponsor:** HOME-ARP TBRA may be provided in coordination with a HOME-ARP sponsor. As defined in [Section VI.B.19](#), a HOME-ARP sponsor is a nonprofit organization that provides housing or supportive services to qualifying households and facilitates the leasing of a HOME-ARP rental unit to a qualifying household or the use and maintenance of HOME-ARP TBRA by a qualifying household. A HOME-ARP sponsor may make rental subsidy payments and a security deposit payment on behalf of a qualifying household. Under HOME-ARP TBRA, a qualifying household may reside in housing leased by a HOME-ARP sponsor if there is a sublease that complies with HOME-ARP lease requirements between the HOME-ARP sponsor and the qualifying household.

- a. **Rental Assistance Contract:** There must be a rental assistance contract between the PJ and at least one of the following:
 - HOME-ARP sponsor;
 - Qualifying household; or
 - Owner of the housing.

Rental subsidy payments are made on behalf of the HOME-ARP TBRA household pursuant to a rental assistance contract. The rental assistance contract continues until the

lease is terminated or the term of the rental assistance contract expires (and is not renewed). Regardless of the role of the HOME-ARP sponsor, the HOME-ARP TBRA household has the right to continued HOME-ARP TBRA assistance if the household chooses to move from the unit. HOME-ARP TBRA funds cannot be used beyond the end of the HOME-ARP budget period.

The HOME-ARP sponsor may only receive the TBRA subsidy directly from the PJ on behalf of the qualifying household if the rental assistance contract is between the HOME-ARP sponsor and the PJ or the HOME-ARP sponsor and the PJ have entered into a written agreement as outlined below. The HOME-ARP sponsor must make rental subsidy payments to the owner on behalf of the qualifying household per the terms and conditions of the HOME-ARP TBRA contract or written agreement with the PJ. When the HOME-ARP TBRA assisted household moves to a new unit, the HOME-ARP sponsor is not required to continue its sponsor relationship with the HOME-ARP TBRA assisted household for the new rental unit but may do so with the consent of the HOME- ARP TBRA household.

The PJ must establish policies and procedures regarding termination of HOME-ARP TBRA assistance for qualifying households who are absent from the rental unit for a minimum of 60 days and where a HOME-ARP sponsor is leasing the rental unit and subleasing to the qualifying household or providing HOME-ARP TBRA rental subsidy payments on behalf of the household.

- b. *Lease and Sublease*: PJs must require and verify that each household that receives HOME-ARP TBRA assistance has an executed lease that complies with the tenant protection requirements of this Notice. The lease agreement may be between the project owner and the HOME-ARP TBRA household, or PJs may permit a HOME-ARP sponsor to execute a lease with an owner for an individual unit or a master lease for more than one unit restricted for occupancy by HOME-ARP TBRA households. If the lease agreement is between the HOME-ARP sponsor and owner, the HOME-ARP sponsor must execute a sublease agreement with a HOME-ARP TBRA household. The sublease between the HOME-ARP sponsor and the HOME-ARP TBRA household must meet the tenant protection requirements of this Notice.
- c. *Written Agreement with HOME-ARP Sponsor*: The PJ must enter into a written agreement with the HOME-ARP sponsor if the HOME-ARP TBRA rental assistance contract is not with the HOME-ARP sponsor and the HOME-ARP sponsor will receive the HOME-ARP TBRA subsidy directly from the PJ. The written agreement must specify the requirements for the HOME-ARP sponsor receiving the HOME-ARP TBRA subsidy on behalf of the qualifying household and the HOME-ARP sponsor's obligation to provide the HOME-ARP TBRA payment to the owner for the unit's required rent.

12. Project Completion: Project completion for a HOME-ARP TBRA project means the final drawdown has been disbursed for the project.

D. Supportive Services

HOME-ARP funds may be used to provide a broad range of supportive services to qualifying individuals or families as a separate activity or in combination with other HOME-ARP activities. Supportive services include: a) services listed in section 401(29) of the McKinney- Vento Homeless Assistance Act (“**McKinney-Vento Supportive Services**”)¹ (42 U.S.C. 11360(29)); b) homelessness prevention services , as described in [Section VI.D.3.](#) and [D.4](#) below; and c) housing counseling services.

1. **Eligible Program Participants**: Supportive services may be provided to individuals and families who meet the definition of a qualifying population under [Section IV.A](#) of this Notice and who are not already receiving these services through another program. Program participants in other HOME-ARP activities are eligible for supportive services under this Notice in accordance with policies and procedures developed by the PJ. These policies and procedures should identify the length of time that program participants may be served by HOME-ARP TBRA and/or HOME ARP rental housing before they will no longer be eligible as a qualifying population for purposes of this section.
2. **Client Selection**: HOME-ARP funds may only be used to provide supportive services to individuals or families that meet the definition of a qualifying population in [Section IV.A](#) of this Notice. PJs must develop policies and procedures for the selection of program participants for services under this section of the Notice that comply with [Section IV.C](#) and this section of this Notice.
3. **Eligible Supportive Services under HOME-ARP**: There are three categories specifically included as supportive services under HOME-ARP:
 - a. *McKinney-Vento Supportive Services*: McKinney-Vento Supportive Services under HOME-ARP are adapted from the services listed in section 401(29) of McKinney-Vento.
 - b. *Homelessness Prevention Services*: HOME-ARP Homelessness Prevention Services are adapted from eligible homelessness prevention services under the regulations at [24 CFR 576.102](#), [24 CFR 576.103](#), [24 CFR 576.105](#), and [24 CFR 576.106](#), and are revised, supplemented, and streamlined in [Section VI.D.4.c.i](#) below.
 - c. *Housing Counseling Services*: Housing counseling services under HOME-ARP are those consistent with the definition of housing counseling and housing counseling services defined at [24 CFR 5.100](#) and [5.111](#), respectively, except where otherwise noted. The requirements at [24 CFR 5.111](#) state that any housing counseling, as defined in [24 CFR 5.100](#), required under or provided in connection with any program administered by HUD shall be provided only by organizations and counselors certified by the Secretary under [24 CFR part 214](#) to provide housing counseling, consistent with [12 U.S.C. 1701x](#).

¹ The Consolidated Appropriations Act, 2021 (P.L. 116-260) enacted changes that renumbered section 401(27) to (29) of McKinney-Vento.

HUD-approved Housing Counseling Agencies can be found on HUD’s website at:
http://portal.hud.gov/hudportal/HUD?src=/program_offices/housing/sfh/hcc.

Program requirements and administration under [24 CFR part 214](#) apply to the provision of HOME-ARP Housing Counseling supportive services except those provisions related to current homeowners do not apply. Eligible HOME-ARP topics under Housing Counseling include but are not limited to the following examples:

Rental Housing Counseling Topics (24 CFR 214.300(e)(4))	Pre-Purchase Homebuying Topics (24 CFR 214.300(e)(1))	Homeless Services Topics (24 CFR 214.300(e)(5))
HUD rental and rent subsidy programs	Advice regarding readiness and preparation	Homeless assistance information regarding emergency shelter
Other federal, state, or local assistance	Federal Housing Administration insured financing	Other emergency services
Fair housing	Housing selection and mobility	Transitional housing
Rental search assistance	Housing search assistance	Referral to local, state, and federal resources (24 CFR 214.300(b)(2))
Landlord tenant laws	Fair housing and predatory lending	
Lease terms	Budgeting and credit	
Rent delinquency	Loan product comparison	
Referrals to local, state, and federal resources	Purchase procedures and closing costs	
	Referrals to local, state, and federal resources	

Housing Counseling surrounding the following topics are **ineligible** under HOME-ARP:

- Resolving or preventing mortgage delinquency, including, but not limited to default and foreclosure, loss mitigation, budgeting, and credit;
- Home maintenance and financial management for homeowners, including, but not limited to: Escrow funds, budgeting, refinancing, home equity, home improvement, utility costs, energy efficiency, rights and responsibilities of homeowners, and reverse mortgages.

In accordance with [24 CFR 214.300\(a\)\(2\)](#), housing counselors must establish an action plan for each participating qualifying individual or family. Additionally, as per [24 CFR](#)

[214.300\(c\)](#), housing counselors must also make reasonable efforts to have follow-up communications with participating qualifying individuals, when possible, to assure that the individual or family is progressing toward the housing goal established in the plan, to modify or terminate housing counseling, and to learn and report outcomes.

- 4. Eligible Costs of Supportive Services for Qualifying Individuals and Families:** HOME-ARP funds may be used to pay eligible costs associated with the HOME-ARP supportive services activity in accordance with the requirements in this Notice. Eligible costs that may be paid using HOME-ARP funds are limited to only those identified in [Section VI.D.4.c](#) below. Any ineligible costs paid using HOME-ARP funds must be repaid in accordance with the requirements of this Notice.

HUD has used its discretion in ARP to include eligible costs for supportive services that are necessary to assist the qualifying populations, prevent homelessness, or to enable qualifying households to obtain and maintain housing. The list of eligible costs associated with McKinney-Vento Supportive Services and Homelessness Prevention Services is in [Section VI.D.4.c.i](#) of this Notice.

While all qualifying households are eligible to receive supportive services under this activity, the PJ must establish requirements for documenting eligible costs for an individual or family in a qualifying population (as defined in [Section IV.A](#) of this Notice) as McKinney-Vento supportive services, homelessness prevention services, or Housing Counseling.

If a person is homeless, then the person is eligible to be provided the supportive services as McKinney-Vento supportive services for the costs allowable in [Section VI.D.4.c](#) below. If a person is housed and the supportive services are intended to help the program participant regain stability in the program participant's current permanent housing or move into other permanent housing to achieve stability in that housing then the person is eligible for homelessness prevention services for the costs allowable in [Section VI.D.4.c.i](#) below.

Housing Counseling services may be provided regardless of whether a person is homeless or currently housed.

PJs must document in their files which types of supportive services they wish to offer program participants. If PJs are using a supportive services provider, PJs must document in their written agreements with supportive service providers whether they are authorizing McKinney-Vento supportive services, homelessness prevention services, Housing Counseling services or some combination of the three. Only the supportive services that are authorized in the written agreement with the supportive service provider may be provided to program participants by that supportive service provider and only program participants that are eligible for those supportive services may be served. As such, supportive services providers must demonstrate through their documentation that the individuals served were eligible to receive the supportive services that were authorized under the written agreement in order for those costs to be eligible.

Consistent with the requirements in this section, the PJ may set a maximum dollar amount that a program participant may receive for each type of service described in [Section VI.D.4.c.](#) below and may also set a maximum period for which a program participant may receive any of the types of assistance or services.

- a. Oversight of Eligible Costs: All supportive service costs paid for by HOME-ARP must comply with the requirements of this Notice, including requirements in [2 CFR part 200](#), subpart E, Cost Principles that require costs be necessary and reasonable. If a qualifying household is already receiving the same eligible supportive service or has been approved to receive the same service through another program or provider, the program participant does not have a need for the HOME-ARP service and the costs related to the service do not comply with the Cost Principles. The PJ is responsible for establishing requirements that allow a program participant to receive only the HOME-ARP services needed so there is no duplication of services or assistance in the use of HOME-ARP funds for supportive services. This may include the use of systems such as Homeless Management Information Systems in coordination with local supportive service providers, CoCs, and other nonprofit organizations.
- b. Direct provision of services: PJs contracting with service providers engaged directly in the provision of services under the HOME-ARP eligible supportive services categories, shall have written agreements or contracts that comply with the requirements of this Notice and, to the extent practicable, enter into agreements or contracts in amounts that cover the actual total program costs and administrative overhead to provide the services contracted.

If the services outlined in paragraph c. below are being directly delivered by the PJ or a subrecipient, the following costs are eligible project delivery costs for those services:

- the costs of labor or supplies and materials incurred by the PJ or subrecipient in directly providing supportive services to program participants.
- the salary and benefit packages of the PJ and subrecipient staff who directly deliver the services.

These project delivery costs must be attributable to the identifiable objective of the service delivered, otherwise they are administrative costs of the PJ or subrecipient.

- c. Eligible Costs:
 - i. Eligible Costs for McKinney Vento Supportive Services and Homelessness Prevention Services: Eligible costs for supportive services under either of these two categories include costs associated with the following services:
 - (A) Child care: The costs of child care for program participants, including providing meals and snacks, and comprehensive and coordinated developmental activities, are eligible. The child care center must be licensed by the jurisdiction in which it operates in order for its costs to be eligible. The following conditions also apply:

- Children must be under the age of 13 unless the children have a disability.
 - Children with a disability must be under the age of 18.
- (B) Education services: The costs of improving knowledge and basic educational skills are eligible costs including:
- Instruction or training in consumer education, health education, substance abuse prevention, literacy, English as a Second Language, and General Educational Development (GED).
 - Screening, assessment, and testing; individual or group instruction; tutoring; provision of books, supplies, and instructional material; counseling; and referral to community resources.
- (C) Employment assistance and job training: The costs of establishing and/or operating employment assistance and job training programs are eligible, including classroom, online and/or computer instruction, on-the-job instruction, services that assist individuals in securing employment, acquiring learning skills, and/or increasing earning potential. The cost of providing reasonable stipends to program participants in employment assistance and job training programs is also an eligible cost.
- Learning skills include those skills that can be used to secure and retain a job, including the acquisition of vocational licenses and/or certificates.
 - Services that assist individuals in securing employment consist of:
 - Employment screening, assessment, or testing;
 - Structured job skills and job-seeking skills;
 - Special training and tutoring, including literacy training and pre-vocational training;
 - Books and instructional material;
 - Counseling or job coaching; and
 - Referral to community resources.
- (D) Food: The cost of providing meals or groceries to program participants is eligible.
- (E) Housing search and counseling services: Costs of assisting eligible program participants to locate, obtain, and retain suitable housing are eligible. Services are:
- Development of an action plan for locating housing;
 - Housing search;
 - Tenant counseling;
 - Securing utilities;
 - Making moving arrangements;
 - Outreach to and negotiation with owners;
 - Assistance submitting rental applications and understanding leases;
 - Assessment of housing for compliance with HOME-ARP requirements for TBRA assistance in [Section VI.C](#) of this Notice and financial

assistance for short-term and medium-term rental payments provided under [Section VI.D.4.c.i.\(R\)](#) below;

- Assistance obtaining utilities; and
- Tenant counseling;
- Mediation with property owners and landlords on behalf of eligible program participants;
- Credit counseling, accessing a free personal credit report, and resolving personal credit issues; and
- Payment of rental application fees;
- Other Housing counseling costs, as defined in [24 CFR 5.100](#), funded with or provided in connection with grant funds must be carried out in accordance with [24 CFR 5.111](#).

Please Note: When PJs or subrecipients provide housing services to eligible persons that are incidental to a larger set of holistic case management services, these services do not meet the definition of Housing counseling, as defined in [24 CFR 5.100](#), and therefore are not required to be carried out in accordance with the certification requirements of [24 CFR 5.111](#).

- (F) Legal services: Eligible costs are the fees charged by licensed attorneys and by person(s) under the supervision of licensed attorneys, for advice and representation in matters that interfere with a qualifying individual or family's ability to obtain and retain housing.
- Eligible subject matters are child support; guardianship; paternity; emancipation; legal separation; orders of protection and other legal remedies for victims of domestic violence, dating violence, sexual assault, human trafficking, and stalking; appeal of veterans and public benefit claim denials; landlord-tenant disputes; and the resolution of outstanding criminal warrants; landlord/tenant matters, provided that the services must be necessary to resolve a legal problem that prohibits the program participant from obtaining permanent housing or will likely result in the program participant losing the permanent housing in which the program participant currently resides.
 - Legal services for immigration and citizenship matters and for issues related to mortgages and homeownership are ineligible. Retainer fee arrangements and contingency fee arrangements are prohibited.
 - Services may include client intake, receiving and preparing cases for trial, provision of legal advice, representation at hearings, and counseling.
 - Fees based on the actual service performed (i.e., fee for service) are also eligible, but only if the cost would be less than the cost of hourly fees. Filing fees and other necessary court costs are also eligible. If the subrecipient is a legal services provider and performs the services itself, the eligible costs are the subrecipient's employees' salaries and other costs necessary to perform the services.

- (G) Life skills training: The costs of teaching critical life management skills that may never have been learned or have been lost during the course of physical or mental illness, domestic violence, dating violence, sexual assault, stalking, human trafficking, substance abuse, and homelessness are eligible. These services must be necessary to assist the program participant to function independently in the community. Life skills training includes:
- the budgeting of resources and money management, household management, conflict management, shopping for food and other needed items, nutrition, the use of public transportation, and parent training.
- (H) Mental health services: Eligible costs are the direct outpatient treatment of mental health conditions that are provided by licensed professionals.
- Mental health services are the application of therapeutic processes to personal, family, situational, or occupational problems in order to bring about positive resolution of the problem or improved individual or family functioning or circumstances. Problem areas may include family and marital relationships, parent-child problems, or symptom management.
 - Services are crisis interventions; counseling; individual, family, or group therapy sessions; the prescription of psychotropic medications or explanations about the use and management of medications; and combinations of therapeutic approaches to address multiple problems.
- (I) Outpatient health services: Eligible costs are the direct outpatient treatment of medical conditions when provided by licensed medical professionals including:
- Providing an analysis or assessment of a program participant's health problems and the development of a treatment plan;
 - Assisting program participants to understand their health needs;
 - Providing directly or assisting program participants to obtain and utilize appropriate medical treatment;
 - Preventive medical care and health maintenance services, including in-home health services and emergency medical services;
 - Provision of appropriate medication;
 - Providing follow-up services; and
 - Preventive and non-cosmetic dental care.
- (J) Outreach services: The costs of activities to engage qualified populations for the purpose of providing immediate support and intervention, as well as identifying potential program participants, are eligible.
- Eligible costs include the outreach worker's transportation costs and a cell phone to be used by the individual performing the outreach.
 - Costs associated with the following services are eligible: initial assessment; crisis counseling; addressing urgent physical needs, such as providing meals, blankets, clothes, or toiletries; actively connecting and providing people with information and referrals to homeless and

mainstream programs; and publicizing the availability of the housing and/or services provided within the PJ's geographic area.

- (K) Substance abuse treatment services: Eligible substance abuse treatment services are designed to prevent, reduce, eliminate, or deter relapse of substance abuse or addictive behaviors and are provided by licensed or certified professionals. The costs include:
- Program participant intake and assessment;
 - Outpatient treatment;
 - Group and individual counseling
 - Drug testing;
 - Inpatient detoxification and other inpatient drug or alcohol treatment are ineligible.
- (L) Transportation: Eligible costs are:
- The costs of program participant's travel on public transportation or in a vehicle provided by the PJ or subrecipient to and from medical care, employment, childcare, or other services eligible under this Notice;
 - Mileage allowance for service workers to visit program participants and to carry out housing inspections;
 - The cost of purchasing or leasing a vehicle in which staff transports program participants and/or staff serving program participants;
 - The cost of gas, insurance, taxes, and maintenance for the vehicle;
 - The costs of PJ or subrecipient staff to accompany or assist program participants to utilize public transportation; and
 - If public transportation options are not sufficient within the area, the PJ may make a one-time payment on behalf of a program participant needing car repairs or maintenance required to operate a personal vehicle, subject to the following:
 - Payments for car repairs or maintenance on behalf of the program participant may not exceed 10 percent of the Blue Book value of the vehicle (Blue Book refers to the guidebook that compiles and quotes prices for new and used automobiles and other vehicles of all makes, models, and types);
 - Payments for car repairs or maintenance must be paid by the PJ or subrecipient directly to the third party that repairs or maintains the car; and
 - PJs or subrecipients may require program participants to share in the cost of car repairs or maintenance as a condition of receiving assistance with car repairs or maintenance.
 - The PJ must establish policies and procedures surrounding payments for the cost of gas, insurance, taxes, the one-time payment for car repairs or maintenance described above, and maintenance for vehicles of program participants. Such costs must be limited to program participants with the inability to pay for such costs and who, without such assistance, would not be able to participate in eligible services under this [Section VI.D.4.c.i.](#)

- (M) Case management: The costs of assessing, arranging, coordinating, and monitoring the delivery of individualized services to meet the needs of the program participant(s) are eligible costs. PJs and subrecipients providing these supportive services must have written standards for providing the assistance. Eligible costs are those associated with the following services and activities:
- Conducting the initial evaluation, including verifying and documenting eligibility, for individuals and families applying for supportive services;
 - Counseling;
 - Developing, securing, and coordinating services;
 - Using a centralized or coordinated assessment system that complies with the requirements of [Section IV.C](#) of the Notice;
 - Obtaining federal, State, and local benefits;
 - Monitoring and evaluating program participant progress;
 - Providing information and referrals to other providers;
 - Providing ongoing risk assessment and safety planning with victims of domestic violence, dating violence, sexual assault, stalking, and human trafficking;
 - Developing an individualized housing and service plan, including planning a path to permanent housing stability; and
 - Conducting re-evaluations of the program participant's eligibility and the types and amounts of assistance the program participant needs.
- (N) Mediation: HOME-ARP funds may pay for mediation between the program participant and the owner or person(s) with whom the program participant is living, provided that the mediation is necessary to prevent the program participant from losing permanent housing in which the program participant currently resides.
- (O) Credit repair: HOME-ARP funds may pay for credit counseling and other services necessary to assist program participants with critical skills related to household budgeting, managing money, accessing a free personal credit report, and resolving personal credit problems. This assistance does not include the payment or modification of a debt.
- (P) Landlord/Tenant Liaison: Costs of liaison services between property managers/owners and program participants are eligible HOME-ARP costs and may include:
- Landlord outreach;
 - Physical inspections and rent reasonable studies as needed to secure units;
 - Rental application fees and security deposits for clients, in accordance with the financial assistance costs requirements in [\(R\)](#);
 - Mediation services in [\(N\)](#) for housing issues that may arise between owner, property manager, or other residents and clients;

- Coordination or assistance with the provision of other HOME-ARP eligible services to assist clients to maintain permanent housing.
- (Q) Services for special populations: HOME-ARP funds may be used to provide services for special populations, such as victim services, so long as the costs of providing these services are eligible under this section. The term victim services means services that assist program participants who are victims of domestic violence, dating violence, sexual assault, stalking, or human trafficking including services offered by rape crisis centers and domestic violence shelters, and other organizations with a documented history of effective work concerning domestic violence, dating violence, sexual assault, stalking, or human trafficking.
- (R) Financial assistance costs: HOME-ARP funds may be used to pay housing owners, utility companies, and other third parties for the following costs, as applicable:
- Rental application fees: Rental housing application fee that is charged by the owner to all applicants.
 - Security deposits: A security deposit that is equal to no more than 2 months' rent. This assistance is separate and distinct from the provision of financial assistance for First and Last Month's rent provided under this section and cannot be used to duplicate those costs.
 - Utility deposits: HOME-ARP funds may pay for a standard utility deposit or initiation fee required by the utility company or owner (if owner-paid utilities are provided) for all program participants for the following utilities:
 - Gas
 - Electric
 - Water
 - Sewer
 - Utility payments: HOME-ARP funds may pay for up to 24 months of utility payments per program participant, per service, including up to 6 months of utility payments in arrears, per service. A partial payment of a utility bill counts as one month. This assistance may only be provided if the program participant or a member of the same household has an account in his or her name with a utility company or proof of responsibility to make utility payments. Eligible utility services are gas, electric, water, and sewage. No program participant shall receive more than 24 months of utility assistance within any 3-year period.
 - Moving costs: HOME-ARP funds may pay for moving costs, such as truck rental or hiring a moving company. This assistance may include payment of temporary storage fees for up to 3 months, provided that the fees are accrued after the date the program participant begins receiving assistance under this section of the Notice and before the program participant moves into permanent housing. Payment of temporary storage fees in arrears is not eligible.

- First and Last month's rent: If necessary to obtain housing for a program participant, HOME-ARP funds may be used to make a pre-payment of the first and last month's rent under a new lease to the owner at the time the owner is paid the security deposit for the program participant's tenancy in the housing. This assistance must not exceed two month's rent and must be tracked for purposes of determining the total short- and medium-term financial assistance for rent that the program participant may receive. This assistance is separate and distinct from financial assistance for Security Deposits provided under this section and cannot be used to duplicate those costs.
 - Payment of rental arrears: HOME-ARP funds may be used for a one-time payment for up to 6 months of rent in arrears, including any late fees or charges on those arrears, if necessary for the household to maintain their existing housing or, for those without housing, if necessary to remove a demonstrated barrier to obtaining housing.
- (S) Short-term and medium-term financial assistance for rent: Subject to the following conditions, a PJ may provide a program participant with short-term or medium-term financial assistance for rent, provided that the total financial assistance provided, including any pre-payment of first and last month's rent as described above, does not exceed 24 months of rental payments over any 3-year period.
- Short-term means up to 3 months.
 - Medium-term means more than 3 months but not more than 24 months.
 - The PJ may make rental payments only to an owner with whom the PJ has entered into a financial assistance agreement for rental payment. The financial assistance agreement must set forth the terms under which rental payments will be provided, including the requirements that apply under this Notice. The financial assistance agreement must provide that, during the term of the agreement, the owner must give the PJ a copy of any notice to the program participant to vacate the housing unit or any complaint used under State or local law to commence an eviction action against the program participant. The owner must serve written notice upon the program participant at least 30 days before termination of tenancy specifying the grounds for the action. Each financial assistance agreement that is executed or renewed must comply with the requirements in [24 CFR 92.359](#).
 - The PJ must make timely payments to each owner in accordance with the financial assistance agreement. The financial assistance agreement must contain the same payment due date, grace period, and late payment penalty requirements as the program participant's lease. The PJ is solely responsible for paying late payment penalties that it incurs with non-HOME-ARP funds.
 - Rental payments cannot be provided unless the rent does not exceed the Fair Market Rent established by HUD, as provided under [24 CFR](#)

[part 888](#), and complies with HUD's standard of rent reasonableness, as established under [24 CFR 982.507](#).

- Each program participant receiving financial assistance for rental payments must have a legally binding, written lease for the rental unit, unless the assistance is solely for rental arrears. The lease must be between the owner and the program participant. Where the financial assistance is solely for rental arrears, an oral agreement may be accepted in place of a written lease, if the agreement gives the program participant an enforceable leasehold interest under state law and the agreement and rent owed are sufficiently documented by the owner's financial records, rent ledgers, or canceled checks. New leases must have an initial term of 1 year unless a shorter period is agreed upon by the program participant and owner. The lease requirements in [24 CFR 92.359](#) apply to this financial assistance.
- PJs must establish requirements to prevent the provision of short- or medium-term financial assistance for rent for the same period for which a program participant is receiving rental assistance or living in housing provided with ongoing assistance (such as project-based rental assistance or operating subsidies).
- If a program participant receiving financial assistance for short- or medium-term rental payments under this section meets the conditions for an emergency transfer under [24 CFR 5.2005\(e\)](#), HOME-ARP funds may be used to pay amounts owed for breaking a lease to effectuate an emergency transfer. These costs are not subject to the 24-month limit on rental payments.

Ineligible costs - Financial assistance cannot be provided to a program participant who is receiving the same type of assistance through other public sources. Financial assistance also cannot be provided to a program participant who has been provided with replacement housing payments under the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (42 USC 4601 et seq.) and its implementing regulations at [49 CFR part 24](#), or Section 104(d) of the Housing and Community Development Act of 1974 (42 USC 5304(d) and its implementing regulations at [24 CFR part 42](#), during the period of time covered by the replacement housing payments.

- ii. *Eligible Costs Associated with Housing Counseling under 24 CFR 5.100 and 5.111*: Costs associated with housing counseling services as defined at [24 CFR 5.100](#) and [5.111](#) are eligible under HOME-ARP. As homeowner assistance and related services are not eligible HOME-ARP activities, costs for the provision of services related to mortgages and homeownership to existing homeowners are also not eligible under HOME-ARP. If a program participant is a candidate for homeownership, costs associated with pre-purchase homebuying counseling, education and outreach are eligible under HOME-ARP. Eligible costs are those costs associated with the services listed in [24 CFR part 214](#) and include, but are not limited to:

- (A) Staff salaries and overhead costs of HUD-certified housing counseling agencies related to directly providing eligible housing counseling services to HOME-ARP program participants;
- (B) Development of a housing counseling workplan;
- (C) Marketing and outreach;
- (D) Intake;
- (E) Financial and housing affordability analysis;
- (F) Action plans that outline what the housing counseling agency and the client will do to meet the client's housing goals and that address the client's housing problem(s);
- (G) Follow-up communication with program participants.

5. Termination of assistance to program participants:

- a. *Termination of assistance:* The PJ may terminate assistance to a program participant who violates program requirements or conditions of occupancy or no longer needs the services as determined by the PJ. Termination under this section does not bar the PJ from providing further assistance at a later date to the same individual or family under this Notice.
- b. *Due process:* The PJ must establish policies and procedures for termination of assistance to program participants. In terminating assistance to a program participant, the PJ must provide a formal process that recognizes the rights of individuals receiving assistance under the due process of law. This process, at a minimum, must consist of:
 - i. Providing the program participant with a written copy of the program rules and the termination process before the participant begins to receive assistance;
 - ii. Written notice to the program participant containing a clear statement of the reasons for termination;
 - iii. A review of the decision, in which the program participant is given the opportunity to present written or oral objections before a person other than the person (or a subordinate of that person) who made or approved the termination decision; and
 - iv. Prompt written notice of the final decision to the program participant.

During this process, the PJ must provide effective communication and accessibility for individuals with disabilities, including the provision of reasonable accommodations. Similarly, the PJ must provide meaningful access to persons with LEP.

- 6. Commitment:** For supportive services, commitment means that before disbursing any HOME-ARP funds to any entity, the PJ executed a legally binding written agreement that complies with HOME-ARP requirements with the contractor or subrecipient providing the supportive service (that includes the date of the signature of each person signing the agreement).
- 7. Policies and Procedures:** PJs must establish the following policies and procedures in compliance with this notice:

- a. Tenant selection procedures in accordance with [Section IV.C.2](#) and this section;
 - b. Eligibility of program participants in other HOME-ARP activities for supportive services under [Section VI.D.4.c.i](#) above including the length of time that program participants may be served by HOME-ARP TBRA and/or HOME ARP rental housing before they will no longer be eligible as a qualifying population for purposes of this section;
 - c. If the PJ chooses to set maximum amounts and/or maximum periods for assistance or services, the maximum dollar amount that a program participant may receive for each type of service described in [Section VI.D.4.c.i](#) above and/or maximum periods for which a program participant may receive any of the types of assistance or services under this section;
 - d. Documentation of eligible costs;
 - e. Requirements that allow a program participant to receive only the HOME-ARP services needed so there is no duplication of services or assistance in the use of HOME-ARP funds for supportive services;
 - f. Payments for the cost of gas, insurance, taxes, the one-time payment for car repairs or maintenance described above, and maintenance for vehicles of program participants;
 - g. Financial assistance for short-term and medium-term rental payments under this Notice, including requirements to prevent a duplication of rental or financial assistance provided to a program participant;
 - h. Housing stability case management; and
 - i. Termination of assistance to program participants.
8. **Project Completion:** Project completion for a HOME-ARP Supportive Services project means the final drawdown has been disbursed for the project.

E. Acquisition and Development of Non-Congregate Shelter

A non-congregate shelter (NCS) is one or more buildings that provide private units or rooms as temporary shelter to individuals and families and does not require occupants to sign a lease or occupancy agreement. HOME-ARP funds may be used to acquire and develop HOME-ARP NCS for individuals and families in qualifying populations. This activity may include but is not limited to the acquisition of land and construction of HOME-ARP NCS or acquisition and/or rehabilitation of existing structures such as motels, hotels, or other facilities to be used for HOME-ARP NCS. HOME-ARP funds may not be used to pay the operating costs of HOME- ARP NCS. Consequently, PJs must consider the availability of ongoing operating funds for the HOME-ARP NCS so that the HOME-ARP NCS can remain viable through the restricted use period specified in this Notice.

During the restricted use period, HOME-ARP NCS may:

- Remain as HOME-ARP NCS in compliance with the requirements of this Notice.
- Be used as a non-congregate emergency shelter under the Emergency Solutions Grants (ESG) program (Subtitle B of title IV of the McKinney-Vento Homeless Assistance Act) (42 USC 11371 et seq.), in which case the non-congregate shelter must be operated in compliance with all requirements at [24 CFR part 576](#) that apply when ESG funds are provided for operating costs or essential services in the shelter. During any period for which ESG funds are provided, the applicable ESG requirements shall govern in the event of any conflict with HOME-ARP requirements.
- Be converted to permanent affordable housing according to the requirements established in [Section VI.E.11](#) of this Notice.
- Be converted to permanent housing as defined in Subtitle C of title IV of the McKinney-Vento Homeless Assistance Act (42 USC 11381 et seq.) according to requirements of this Notice and [24 CFR part 578](#).

1. **Admission and Occupancy:** HOME-ARP NCS units may only be occupied by individuals or families that meet the criteria for one or more of the qualifying populations as defined in [Section IV.A.](#) of this Notice. Where applicable, occupancy of NCS units by qualifying populations must be in accordance with the requirements in [Section IV.C](#) of this Notice. The PJ must not allow qualifying populations to be charged occupancy fees or other charges to occupy a HOME-ARP NCS unit unless the PJ determines such fees and charges to be customary and reasonable and the charges comply with [24 CFR 578.77\(b\)](#).

To ensure that access to HOME-ARP NCS by qualifying populations is effectively integrated with other assistance and services, PJs are encouraged to incorporate each HOME-ARP NCS into the CE established by the CoC(s) for the area the NCS is funded to serve, provided that the CE is used in accordance with [Section IV.C](#) of this Notice. Whether or not packaged with NCS funding, HOME-ARP supportive services may also be provided as needed to qualifying individuals and families served by the HOME-ARP NCS in accordance with the requirements contained in [Section VI.D](#) of this Notice.

No individual or family may be denied admission to or removed from a HOME-ARP NCS unit on the basis or as a direct result of the fact that the individual or family is or has been a victim of domestic violence, dating violence, sexual assault, stalking, or human trafficking if the individual or family meets the criteria of one of the qualifying populations.

2. **Eligible Activities:** HOME-ARP funds may be used to acquire and/or rehabilitate or construct HOME-ARP NCS units to serve qualifying populations. Acquisition of vacant land or demolition of existing structures may be undertaken only as part of a HOME-ARP NCS project. HOME-ARP NCS units acquired and/or developed with HOME-ARP funds must meet the requirements of this Notice, i.e., be used as HOME-ARP NCS or used as emergency shelter under ESG for the restricted use period established in [Section VI.E.9](#) of this Notice.
3. **Eligible Costs:** HOME-ARP funds may be used for actual costs of acquiring NCS or developing HOME-ARP NCS as follows:

- a. *Acquisition Costs*: Costs to acquire improved or unimproved real property.
- b. *Demolition Costs*: Costs of demolishing existing structures for the purpose of developing HOME-ARP NCS.
- c. *Development Hard Costs*: Costs identified in [24 CFR 92.206\(a\)](#) to rehabilitate or construct HOME-ARP NCS units, except costs must be for meeting the physical standards established in [Section VI.E.7](#) of this Notice.
- d. *Site Improvements*: Costs to make improvements to the project site, including installation of utilities or utility connections, and the construction or rehabilitation of laundry, community facilities, on-site management, or supportive service offices.
- e. *Related Soft Costs*: Reasonable and necessary costs incurred by the PJ and owner associated with the financing, acquisition, and development of HOME-ARP NCS projects, including costs identified in [24 CFR 92.206\(d\)](#) with the following exceptions:
 - i. Costs to provide information services such as affirmative marketing to prospective homeowners and tenants are not eligible.
 - ii. Costs of funding an initial operating deficit reserve are not eligible.
 - iii. Costs of project-specific assistance to community housing development organizations, including technical assistance and site control loans or seed money loans as specified in [24 CFR 92.301](#) are not eligible.
- f. *Replacement Reserve*: Costs to capitalize a replacement reserve to pay the reasonable and necessary costs of replacing major systems and their components whose useful life will end during the restricted use period. Major systems include structural support, roofing, cladding, and weatherproofing, plumbing, electrical and HVAC. The costs of replacing major systems must be determined through a Capital Needs Assessment or documented in writing after an inspection by the PJ or PJ-selected contractor to assess the remaining useful life of major systems expected upon completion of the HOME-ARP NCS project. The costs of a replacement reserve must be included in the project budget in the written agreement along with a list of major systems to be replaced with the reserve and projected replacement schedule during the restricted use period (i.e., reserve for replacement analysis). Rehabilitation planned to be completed with HOME-ARP NCS reserve funds at a later date must be included in IDIS as a rehabilitation activity at initial commitment.

4. Prohibited Costs: HOME-ARP funds **may not** be used to:

- a. Pay any operating costs of a HOME-ARP NCS project.
- b. Provide additional HOME-ARP investment in a HOME-ARP NCS project during the restricted use period, except that additional HOME-ARP funds can be invested in the project up to one year after project completion in IDIS for eligible costs.

- c. Pay costs of a conversion of HOME-ARP NCS as described in [Section VI.E.11](#) of this Notice.
 - d. Provide non-Federal matching contributions required under any other Federal program.
 - e. Provide assistance for uses authorized under section 9 of the U.S. Housing Act of 1937 (42 U.S.C. 1437g) (Public Housing Capital and Operating Funds).
 - f. Provide assistance to eligible low-income housing under [24 CFR part 248](#) (Prepayment of Low-Income Housing Mortgages).
 - g. Pay for the acquisition of property owned by the PJ, except for property acquired by the PJ with HOME-ARP NCS funds, or property acquired in anticipation of carrying out a HOME-ARP NCS project.
 - h. Pay delinquent taxes, fees, or charges on properties to be assisted with HOME-ARP NCS funds.
 - i. Pay for any cost that is not eligible under this Notice.
5. **Commitment**: PJs must commit HOME-ARP funds before disbursing funds for a HOME-ARP NCS project. HOME-ARP funds are committed to a HOME-ARP NCS project when the PJ executes a legally binding written agreement that meets the requirements in this Notice.

If the project is an acquisition-only activity, the PJ may commit HOME-ARP funds if it reasonably expects the project will be operated as HOME-ARP NCS within 6 months of the date of acquisition. Acquisition-only HOME-ARP NCS projects may be performed when the PJ reasonably determines that the units acquired will not require rehabilitation to meet the property standards in [Section VI.E.7](#) of this Notice. If the project is not in active use as HOME-ARP NCS within 6 months of the acquisition, HUD may require the PJ to submit a schedule for placing the project into operation within a period determined by HUD or may require the PJ to repay the funds to its HOME-ARP Treasury Account.

For projects that will involve rehabilitation or new construction with or without acquisition, the PJ may commit HOME-ARP funds if it reasonably expects development to begin within 12 months of the date of commitment.

6. **Project Development Due Diligence**: HOME-ARP NCS projects must meet the requirements of this Notice for the restricted use period. Consequently, before awarding HOME-ARP funds to a HOME-ARP NCS project, PJs must determine that acquisition and/or development is financially feasible. The PJ is responsible for maintaining continued operation of the NCS in accordance with this Notice throughout the restricted use period. Therefore, the PJ must consider whether the HOME-ARP NCS project has secured or has a high likelihood of securing operating funding because operating costs cannot be paid with HOME-ARP.

PJs must assess HOME-ARP NCS projects, including a review of information from the owner and/or developer that demonstrates the project’s financial feasibility throughout the restricted use period. Before awarding funds for HOME-ARP NCS, the PJ must:

- Require that the developer submit evidence of appropriate skills and experience related to the development of shelters or similar facilities.
- Require the owner to submit evidence of prior experience with operating shelters.
- Require an acquisition or development budget, timeline, and sources and uses statement for the acquisition and/or development of the project be submitted for review.
- Require the owner to submit a proposed operating budget, including secured sources for operating costs and any operating gap that will require additional assistance. If there is a gap in the operating budget, the PJ should require the owner to submit a plan for securing additional private, local, state, or Federal funding sufficient for successful operation of the project.

Before committing funds, PJs should also determine whether the owner intends to continue operating the project as HOME-ARP NCS or emergency shelter NCS under ESG for the entire full restricted use period or plans to convert the HOME-ARP NCS to permanent affordable housing or CoC permanent housing during the restricted use period, once the minimum use period for HOME-ARP NCS established in this section is completed. If a HOME-ARP NCS project owner intends to convert the project to CoC permanent housing or permanent supportive housing during the restricted use period, the PJ is encouraged to pursue partnership and leveraging opportunities with the CoC early in the planning stage of a HOME-ARP NCS project. In such instances, the PJ should consider the physical design needs of an eventual conversion in its evaluation of the HOME-ARP NCS project.

7. **Property and Habitability Standards:** HOME-ARP NCS projects must meet the minimum HOME-ARP property standards prior to occupancy and the HOME-ARP NCS ongoing property standards throughout the restricted use period as described in this Notice. An “acquisition only” project must meet the HOME-ARP NCS minimum property standards described in paragraph a. below at the time of acquisition. If the project requires rehabilitation or repair to meet the minimum property standards, the project is considered acquisition and rehabilitation irrespective of the source of funds used for the rehabilitation or repair and must meet the NCS rehabilitation standards in paragraph b. below. In addition, PJs must meet the standards required in this Notice for rehabilitation or new construction, as applicable. The PJ must determine that construction contracts and documents describe the work to be completed in adequate detail to establish a basis for inspection to determine that all work was completed to contracted specifications and that the project met the HOME-ARP NCS property standards. Project classification as rehabilitation or new construction is determined by the PJs local code requirements based on specific work to be completed. PJs may also choose to adopt a standard that exceeds the minimum standards described here. The written agreement must impose the HOME-ARP NCS property standards or the PJ’s locally developed standards and require that the PJ or its representatives have access to the property to perform inspections during development and throughout the restricted use period.

- a. *Minimum HOME-ARP NCS Property Standards:* All HOME-ARP NCS units and common areas must meet all applicable State and local codes, ordinances, and requirements and the applicable provisions of HUD's Lead Safe Housing Rules at [24 CFR Part 35](#). In addition, all HOME-ARP NCS projects must meet the following minimum safety, sanitation, accessibility, and privacy standards:
- i. Must be structurally sound to protect occupants from the elements and not pose any threat to health and safety of the occupants.
 - ii. Must be accessible in accordance with section 504 of the Rehabilitation Act ([29 U.S.C. 794](#)) and implementing regulations at [24 CFR part 8](#); the Fair Housing Act ([42 U.S.C. 3601 et seq.](#)) and implementing regulations at [24 CFR part 100](#); and Title II of the Americans with Disabilities Act ([42 U.S.C. 12131 et seq.](#)) and implementing regulations at [24 CFR part 35](#), all as applicable.
 - iii. Must provide each individual or family with an acceptable, individual room to sleep which includes adequate space and security for themselves and their belongings.
 - iv. Must have a natural or mechanical means of ventilation. The interior air must be free of pollutants at a level that might threaten or harm the health of occupants.
 - v. Must have a water supply free of contamination.
 - vi. Must have in-unit sanitary facilities that are in proper operating condition and are adequate for personal cleanliness and the disposal of human waste.
 - vii. Must provide necessary heating/cooling facilities in proper operating condition.
 - viii. Must have adequate natural or artificial illumination to permit normal indoor activities and support health and safety. There must be sufficient electrical sources to permit the safe use of electrical appliances.
 - ix. Food preparation areas, if any, must contain suitable space and equipment to store, prepare, and serve food in a safe and sanitary manner.
 - x. Must provide one working smoke detector and one working carbon monoxide detector in each unit. All smoke and carbon monoxide detectors and alarm systems must be designed for hearing-impaired residents. All public areas of the shelter must have at least one working smoke detector and one carbon monoxide detector. There must also be a second means of exiting the building in the event of fire or other emergency.

Minimum HOME-ARP NCS Rehabilitation Standards: HOME-ARP NCS rehabilitation projects must meet all applicable State and local codes, ordinances, and requirements, or in the absence of such codes, International Residential Code or the International Building Code (as applicable), and must comply with the Lead Safe Housing Rule at [24 CFR Part 35](#). Additionally, PJs must consider the remaining useful life of major systems. PJs are encouraged to use a Capital Needs Assessment to determine the reasonable and necessary investment of HOME-ARP funding in rehabilitation projects and expected cost of ongoing replacement needs during the restricted use period. If HOME-ARP funding will capitalize a replacement reserve, the PJ must determine the remaining useful life of major systems through a Capital Needs Assessment or other PJ inspection documented in writing, in accordance with requirements for capitalized replacement reserve costs in [VI.E.3](#).

Minimum HOME-ARP NCS New Construction Standards: HOME-ARP NCS projects that are newly constructed must meet all applicable State and local codes, ordinances, and requirements, or in the absence of such codes, the International Residential Code or the International Building Code (as applicable to the type of structure). HOME-ARP funds cannot be used to fund a replacement reserve for newly constructed HOME-ARP NCS.

- b. *On-going Property Standards and Inspections:* PJs must develop ongoing inspection procedures to verify that HOME-ARP NCS projects meet the minimum HOME-ARP NCS property standards established in this Notice throughout the restricted use period. A PJ's inspection procedures must require annual inspections that are applied consistently to all HOME-ARP NCS projects. When deficiencies are identified, a follow-up inspection to verify that deficiencies are corrected must occur within 6 months. The PJ may establish a list of non-hazardous deficiencies for which correction can be verified by third party documentation (e.g., paid invoice or work order) rather than reinspection. If life-threatening deficiencies exist, the owner or operator of the HOME-ARP NCS must correct such deficiencies immediately. In such instances, the PJ must reinspect to verify the deficiency has been corrected within 14 days.

8. Project Completion: Project Completion for HOME-ARP NCS means:

- All necessary title transfer requirements and construction work has been performed;
- The project complies with the requirements of this Notice, including the HOME-ARP NCS property standards as evidenced by a final inspection;
- The project is actively operating as a HOME-ARP NCS;
- Final drawdown of HOME-ARP funds has been disbursed; and
- Project completion information is entered into IDIS.

All HOME-ARP NCS projects must be completed within 4 years of the date of commitment of the HOME-ARP funds based on the date of the last signature on the written agreement.

If the PJ fails to complete a project within 4 years of project completion, it must comply with the terminated project requirements at [24 CFR 92.205\(e\)\(2\)](#). HOME-ARP NCS rehabilitation and new construction projects must begin operating as active shelters within 6 months after the date of completion of the construction work. If the HOME-ARP NCS project is not in use within 6 months, HUD may require the PJ to submit a schedule for placing the project into operation as an active shelter within a period determined by HUD or may require the PJ to repay the HOME-ARP funds to its HOME-ARP Treasury Account.

- 9. Restricted Use Period:** HOME-ARP NCS projects must comply with the requirements of this Notice for not less than the restricted use period specified in this Notice. PJs must impose the HOME-ARP NCS requirements through a deed restriction, covenant running with the land, legally binding agreement restricting the use of the property and recorded on the property in accordance with State recordation laws, or other mechanism approved by HUD. The use restriction should not identify that the property is prioritized for victims of domestic violence, dating violence, sexual assault, stalking or human trafficking. This use restriction must require that the property is operated as HOME-ARP NCS or non-congregate emergency shelter under ESG for the required restricted use period except that HOME-ARP

NCS projects may be converted to permanent affordable housing or CoC permanent housing after being operated as HOME-ARP NCS for the applicable minimum use period prior to conversion as described in [Section VI.E.11](#). If the HOME-ARP NCS is converted, the PJ must amend its use restriction to reflect the change in requirements for the remainder of the restricted use period.

The restricted use period begins at project completion as defined in [Section VI.E.8](#) of this Notice and must be imposed for at least the following periods:

- a. *New Construction*: Newly constructed HOME-ARP NCS units must be operated as HOME-ARP NCS units for qualifying populations for a restricted use period of 15 years, regardless of the amount of HOME-ARP funds invested in the project.
- b. *Rehabilitation*: HOME-ARP NCS units which receive any amount of HOME-ARP funds for rehabilitation but are not designated as new construction by the PJ's state or local building code requirements must be operated as HOME-ARP NCS units for qualifying populations for a restricted use period of 10 years.
- c. *Acquisition Only*: Units acquired for use as HOME-ARP NCS that do not require rehabilitation for occupancy must serve the qualifying populations for a restricted use period of 10 years.
- d. PJs may impose longer restricted use periods but must require the project remain financially viable for the extended period.

10. Return of Replacement Reserve: HOME-ARP funds may capitalize a replacement reserve for HOME-ARP NCS projects performing rehabilitation as described in [Section VI.E.3](#) of this Notice. Any unexpended HOME-ARP funds remaining in a project's replacement reserve at the completion of the restricted use period or upon conversion must be used or returned as follows:

- a. If the HOME-ARP NCS project will continue to operate in accordance with the HOME-ARP NCS requirements and serve qualifying households beyond the HOME-ARP NCS restricted use period demonstrated by enforceable restrictions imposed by the PJ in accordance with [Section VI.E.9](#), the project can retain the replacement reserve to pay reasonable and necessary costs of replacing major systems and their components.
- b. If the HOME-ARP NCS project will not continue to operate in accordance with the HOME-ARP NCS requirements because the NCS is being converted to either CoC permanent housing or permanent affordable housing as described in [Section VI.E.11](#) of this Notice and the HOME-ARP grant is still open, the remaining HOME-ARP funds in the replacement reserve must be returned to the PJ's HOME Investment Trust Fund Treasury account.
- c. If the HOME-ARP NCS grant has expired or is closed out, any remaining HOME-ARP funds in the replacement reserve must be deposited in the PJ's local HOME account,

recorded as a program income receipt in IDIS and used for eligible costs under [24 CFR part 92](#).

11. Conversion of Non-Congregate Shelter to Rental Housing: The ARP authorizes the conversion of HOME-ARP NCS units into permanent housing under subtitle C of title IV of McKinney-Vento or permanent affordable housing as described in this section, during the restricted use period. No HOME-ARP funds may be used for conversion. The written agreement between the PJ and the owner of the HOME-ARP NCS project must describe conversion as a possible outcome of the HOME-ARP NCS project; specify the conditions under which conversion will be permitted; and require that the PJ approve any conversion in advance.

- a. Minimum Use Period: All HOME-ARP NCS projects must be operated as NCS for a minimum period of time prior to conversion. The minimum use period prior to conversion varies based on the original HOME-ARP NCS eligible activity undertaken and the amount of funds invested in the project. If the HOME-ARP NCS project involves rehabilitation, the minimum use period prior to conversion is based on the total cost of the rehabilitation as a percentage of the total appraised value of the improved property. A larger investment for rehabilitation will require operation as HOME-ARP NCS for a longer minimum use period prior to conversion.
 - i. Acquisition Only: HOME-ARP NCS activities not requiring rehabilitation for occupancy must be operated as HOME-ARP NCS for no less than 3 years from project completion prior to conversion.
 - ii. Moderate Rehabilitation: Occurs when an NCS HOME-ARP project requires rehabilitation and the total rehabilitation expenditure from all sources of less than 75 percent of the total appraised value of the improved property. HOME-ARP NCS projects that receive moderate rehabilitation must be operated as HOME-ARP NCS for no less than 5 years from project completion prior to conversion.
 - iii. Substantial Rehabilitation: Occurs when an NCS HOME-ARP project requires rehabilitation and the total rehabilitation expenditure from all sources exceeds 75 percent of the total appraised value of the improved property. HOME-ARP NCS projects that receive substantial rehabilitation must be operated as HOME-ARP NCS for no less than 10 years from project completion before conversion.
 - iv. New Construction: Any HOME-ARP NCS project defined by the PJ's state or local code requirements as new construction must be operated as HOME-ARP NCS for no less than 10 years from project completion prior to conversion.

Requirements for conversions vary depending on the type of conversion, as follows:

- b. Permanent Affordable Housing: During the HOME-ARP NCS restricted use period but only after the HOME-ARP NCS minimum use period, a PJ may provide written approval to convert the project from HOME-ARP NCS to permanent affordable housing (e.g., affordable multifamily rental housing, transitional housing) in accordance with the requirements prescribed in the PJ's written agreement with the HOME-ARP NCS owner.

The converted permanent affordable housing project must meet the following requirements:

- i. Additional HOME-ARP Investment: The PJ is prohibited from investing additional HOME-ARP funds to pay for the cost of converting the project from HOME-ARP NCS to permanent affordable housing or to pay for operating the project as permanent affordable housing. However, the PJ must determine that adequate financial resources are committed to the project to bring it into compliance with the property standards of [Section VI.B.11](#) of this Notice and maintain the financial feasibility of the project to be operated as permanent affordable housing for the qualifying populations throughout the remaining restricted use period. If permitting conversion of HOME-ARP NCS into permanent affordable housing, a PJ must develop and evaluate the project in accordance with standardized underwriting guidelines for conversion. At minimum, the PJ's underwriting guidelines for conversion must include an examination of the sources and uses of funds for the conversion and a careful review of the project's operating budget, including the assumptions, projections, and reasonably expected increases in expenses throughout the minimum compliance period defined in the section below, to determine that the project will remain financially feasible to serve the qualifying populations for the remainder of the restricted use period.

The PJ may assist households living in affordable rental housing units in converted projects by providing HOME-ARP TBRA in accordance with [Section VI.C](#) of this Notice or financial assistance services in accordance with [Section VI.D.4.c.i.R.](#)

- ii. Minimum Compliance Period: The minimum compliance period for converted housing is the period that the housing must continue to comply with the requirements of this Notice and is equal to the balance of the HOME-ARP NCS restricted use period. A PJ may impose a longer compliance period but should plan for the project's financial feasibility for the longer period. The PJ may not use HOME-ARP funds to provide operating assistance, including a capitalized operating reserve, to cover deficits during the minimum or an extended compliance period.

The PJ must amend the use restriction for HOME-ARP NCS to reflect the conversion to permanent affordable housing. The provisions for imposing affordability requirements at [24 CFR 92.252\(e\)\(1\) through \(e\)\(4\)](#) apply to the amended use restriction. In addition, the amended use restriction for the permanent affordable housing must be enforceable to maintain compliance with the requirements of this Notice for the minimum compliance period, including the following:

- (1) The same number of units that were operated as HOME-ARP NCS for qualifying populations must be restricted for and must be occupied by households that meet the definition of a qualifying population at the time of initial occupancy of the permanent affordable housing. The household's contribution toward rent during this period must be affordable in accordance with [Section VI.E.11](#) of this Notice.

- (2) The units must comply with the ongoing property condition standards of [24 CFR 92.251\(f\)](#) throughout the minimum compliance period as demonstrated by an on-site inspection within 12 months of project completion and an on-site inspection at least once every three years thereafter as required by [24 CFR 92.504\(d\)\(ii\)](#).
 - (3) Each household that occupies a HOME-ARP assisted rental unit must have an executed lease that complies with the tenant protections required in [Section VI.B.18](#) of this Notice.
- iii. Property Standards: For the remaining restricted use period, the PJ must require that project owners maintain the housing as decent, safe and sanitary housing in good repair in accordance with the ongoing property condition standards of [24 CFR 92.251\(f\)](#) as demonstrated by an on-site inspection at least once every three years in accordance with [24 CFR 92.504\(d\)\(ii\)](#).
- iv. Tenant Contribution to Rent: The PJ must confirm that the qualifying household's contribution to rent is affordable to the household based on a determination of the household's income. If the household is receiving project-based or tenant-based rental assistance, it cannot contribute towards rent more than is permitted in accordance with the requirements of the applicable program. If a qualifying household cannot contribute to rent, or the contribution is insufficient to cover the unit rent, the PJ may provide HOME-ARP TBRA or supportive services to assist the qualifying household but may not provide operating cost assistance or fund an operating cost assistance reserve.
- v. Tenant Protections: Following conversion, each qualifying household that occupies a permanent affordable housing unit must have an executed lease or sublease that complies with the tenant protections requirements of this Notice.
 - (1) Lease Requirement: There must be a lease between the qualifying household and the owner of the permanent affordable housing project or, if there is a sublease with a qualifying household, a lease between a HOME-ARP sponsor and the owner in accordance with [24 CFR 92.253\(a\)](#).
 - (2) Prohibited Lease Terms: The lease between the qualifying household and the owner, lease between HOME-ARP sponsor and the owner, and sublease between a HOME-ARP sponsor and qualifying household may not contain any of the prohibited lease terms specified in [24 CFR 92.253\(b\)](#).
 - (3) Termination of tenancy: An owner may not terminate the tenancy or refuse to renew the lease of a qualifying household (or of a HOME-ARP sponsor with a sublease with a qualifying household) in a permanent affordable housing unit except for serious or repeated violation of the terms and conditions of the lease; for violation of applicable Federal, State, or local laws, or for other good cause. An increase in the qualifying household's income does not constitute good cause.

To terminate or refuse to renew tenancy, the owner must serve written notice upon the qualifying household and the HOME-ARP sponsor if the lease is between an owner and HOME-ARP sponsor, specifying the grounds for the action at least 30 days before termination of tenancy. In the case of a sublease, to terminate or refuse to renew tenancy of a qualifying household, the HOME-ARP sponsor, in accordance with the policy established by the PJ, must notify the PJ in advance of serving written notice to the qualifying household and must serve written notice upon the qualifying household at least 30 days before termination of tenancy, specifying the grounds for the action.

- vi. Coordinated Entry and Project-Specific Waitlists: On a project-by-project basis, the PJ must use the method of tenant selection in [Section VI.B.19](#) of this Notice to select qualifying households for occupancy of permanent affordable housing.
 - vii. Penalties for Noncompliance: The PJ must repay HOME-ARP funds invested in HOME-ARP NCS that was converted to permanent affordable housing if the permanent affordable housing does not comply with initial or ongoing requirements of this Notice during the compliance period.
- c. CoC Permanent Housing: During the HOME-ARP NCS restricted use period but only after the HOME-ARP NCS minimum use period, a PJ may permit the conversion of a HOME-ARP NCS project to permanent housing or permanent supportive housing under [24 CFR 578.43](#) (acquisition) and/or [24 CFR 578.45](#) (rehabilitation) of the CoC program regulations. Conversions may only occur in accordance with the requirements prescribed in the PJ's written agreement with the HOME-ARP NCS owner. If conversion is approved by the PJ, the HOME-ARP NCS use restrictions must remain in place until the project is approved for CoC funding and the required CoC restrictions are imposed on the property.

Conversion to CoC permanent housing or permanent supportive housing may serve the following eligible households as defined in [24 CFR 578.3](#), subject to any further eligibility conditions that may apply to the use of CoC Program funds to provide rental assistance in the housing or otherwise support the project:

- Chronically homeless individuals
- Homeless individuals or families

PJs are prohibited from investing additional HOME-ARP funds to pay for the cost of converting the project to CoC permanent housing or permanent supportive housing. The CoC designates eligible applicants for grant funds under [24 CFR Part 578](#), which includes nonprofit organizations, States, local governments, and instrumentalities of State or local governments. For-profit entities are not eligible to apply for CoC grants or to be subrecipients of grant funds. Consequently, if a HOME-ARP NCS project owner intends to convert the project to CoC permanent housing or permanent supportive housing during the restricted use period, the PJ is encouraged to pursue partnership and leveraging opportunities with the CoC early in the planning stage of a HOME-ARP NCS

project. Additionally, PJs may provide supportive services or HOME-ARP TBRA to qualifying households that must move because of the conversion. (See [Section VII.F.4.b](#) for more information on relocations involving shelter occupants).

F. Nonprofit Operating and Capacity Building Assistance

A PJ may use up to 5 percent of its HOME-ARP allocation to pay operating expenses of CHDOs and other nonprofit organizations that will carry out activities with HOME-ARP funds. A PJ may also use up to an additional 5 percent of its allocation to pay eligible costs related to developing the capacity of eligible nonprofit organizations to successfully carry out HOME- ARP eligible activities.

PJs may award operating expense assistance or capacity building assistance to a nonprofit organization if it reasonably expects to provide HOME-ARP funds to the organization for any of the eligible HOME-ARP activities within 24 months of the award.

1. Eligible Costs

- a. *Operating Expense Assistance*: Operating expenses are defined as reasonable and necessary costs of operating the nonprofit organization. These costs include employee salaries, wages and other employee compensation and benefits; employee education, training, and travel; rent; utilities; communication costs; taxes; insurance; equipment, materials, and supplies.

HOME-ARP funds used for operating expenses must be used for the “**general operating costs**” of the nonprofit organization. These operating costs must not have a particular final cost objective, such as a project or activity, or must not be directly assignable to a HOME-ARP activity or project. For example, HOME-ARP funds for operating expenses may *not* be used for staffing costs to provide supportive services or develop HOME-ARP-rental housing (as operating costs to develop HOME-ARP rental housing are paid for by a developer fee which is a project delivery or soft cost). Because ARP does not permit any HOME-ARP funds to be used to operate a shelter, all costs related to operating a non-congregate shelter (e.g., allocable overhead and staffing costs, insurance, utilities) also cannot be paid with HOME-ARP funds.

The actual costs of implementing a specific activity or project, including staff costs to deliver supportive services or administer HOME-ARP TBRA, are considered HOME- ARP project delivery costs or project soft costs and are not eligible costs under Nonprofit Operating and Capacity Building Assistance. HOME-ARP project delivery costs are those allowable costs incurred for implementing and carrying out eligible HOME-ARP projects or activities, such as supportive services. All project delivery costs are allocable to a HOME-ARP project, including direct project and related delivery costs integral to developing the project or providing the activity. HOME-ARP project delivery costs may be paid, if eligible, by HOME-ARP funds provided under a written agreement for the activity or project and must not be paid with nonprofit operating expense or capacity building assistance.

b. Capacity Building Assistance: Capacity building expenses are defined as reasonable and necessary general operating costs that will result in expansion or improvement of an organization's ability to successfully carry out eligible HOME-ARP activities. Eligible costs include salaries for new hires including wages and other employee compensation and benefits; costs related to employee training or other staff development that enhances an employee's skill set and expertise; equipment (e.g., computer software or programs that improve organizational processes), upgrades to materials and equipment, and supplies; and contracts for technical assistance or for consultants with expertise related to the HOME-ARP qualifying populations.

2. Limitations on Assistance: NAHA and the HOME regulations limit the amount of operating expense assistance that an organization can receive annually. ARP extends this limitation to the capacity building assistance paid with HOME-ARP funds.

In any fiscal year, operating assistance provided to a nonprofit organization may not exceed the greater of 50 percent of the general operating expenses of the organization, as described above, for that fiscal year or \$50,000.

In any fiscal year, capacity building assistance provided to a nonprofit organization may not exceed the greater of 50 percent of the general operating expenses of the organization, as described above, or \$50,000.

If an organization receives both operating assistance and capacity building assistance in any fiscal year, the aggregate total amount of assistance it may receive is the greater of 50 percent of the organization's total operating expenses for that fiscal year or \$75,000.

To implement the above limitations on assistance, HUD has established separate fund types in IDIS for operating expense assistance and capacity building assistance. This will facilitate accurate tracking and ensure that PJs do not exceed the limits established in NAHA and ARP.

3. Commitment of Operating Expense and Capacity Building Assistance: A PJ commits operating expense assistance or capacity building assistance when it enters into a legally binding agreement with the nonprofit organization to provide the assistance.

VII. OTHER FEDERAL REQUIREMENTS

HOME-ARP funds are federal financial assistance and, therefore, are subject to requirements applicable to such funds. PJs must comply with the following requirements: [24 CFR part 92, subpart H](#), 92.352 – Environmental review; 92.353 – Displacement, relocation, and acquisition; and 92.355 – Lead-based paint.

A. Other Federal Requirements and Nondiscrimination

The requirements in [24 CFR 92.350](#) apply to the HOME-ARP program. PJs must comply with the Federal requirements set forth in [24 CFR part 5, subpart A](#), including: nondiscrimination and equal opportunity; disclosure requirements; debarred, suspended or ineligible contractors; drug-free work; and housing counseling and the nondiscrimination requirements at section 282 of NAHA. The requirements in section 282 of NAHA are waived in connection with the use of HOME-ARP funds on lands set aside under the Hawaiian Homes Commission Act, 1920 (42 Stat. 108). PJs must also comply with the Violence Against Women Act (VAWA) requirements set forth in 24 CFR 92.359.

B. Affirmative Marketing and Minority Outreach

The requirements in [24 CFR 92.351](#) apply to HOME-ARP activities.

C. National Environmental Policy Act of 1969 (NEPA) (42 U.S.C. 4321) and Related Laws

The environmental requirements in [24 CFR 92.352](#) apply to eligible activities under this Notice. The environmental effects of each activity carried out with HOME-ARP funds must be assessed in accordance with the provisions of NEPA and the related authorities listed in HUD's implementing regulations at [24 CFR part 58](#). The applicability of the provisions of [24 CFR part 58](#) is based on the HOME-ARP project as a whole (i.e., all individual project activities, such as acquisition and rehabilitation, aggregated according to the requirements at [24 CFR 58.32](#)), not on the type of the cost paid with HOME-ARP funds. In accordance with the provisions in [24 CFR part 58](#), activities undertaken with HOME-ARP funds are subject to environmental review by a PJ or State recipient. The PJ or State recipient (referred to as the "Responsible Entity" or "RE") must assume responsibility for environmental review, decision making, and action for each activity that it carries out with HOME-ARP funds, in accordance with the requirements at [24 CFR Part 58](#). A state PJ must assume responsibility for approval of Requests for Release of Funds and Certification (RROF/C) submitted by State recipients.

No funds may be committed to a HOME-ARP activity or project before the completion of the environmental review and approval of the RROF/C, as applicable. Neither a HOME-ARP recipient nor any participant in the development process, including public or private nonprofit or for-profit entities, or any of their contractors, may commit HUD assistance on an activity or project until the environmental review has been completed and HUD or the state has approved the recipient's RROF/C from the RE as applicable. In addition, until the RROF/C have been approved, neither a HOME-ARP recipient nor any participant in the development process may commit non-HUD funds on or undertake a HOME-ARP activity or project if the activity or project would have an adverse environmental impact or limit the choice of reasonable alternatives. Therefore, it is important for REs to begin and complete any required environmental reviews as soon as possible.

1. HOME-ARP TBRA and Supportive Services

HOME-ARP TBRA and supportive services as defined at [24 CFR 58.35\(b\)](#) are categorically excluded, not subject to the Federal laws and authorities at [24 CFR 58.5](#) (CENST) or exempt from review under NEPA. A RE may complete a single CENST review categorized under [24 CFR 58.35\(b\)](#) for their supportive services program or their HOME-ARP TBRA program where participants choose their own unit and are not restricted to units within a pre-determined specific project site or sites. There is no need to complete reviews for every unit selected by participants.

2. HOME-ARP Rental Housing

Acquisition of a structure to be used as HOME-ARP rental housing is categorically excluded, subject to the Federal laws and authorities referenced at [24 CFR 58.5](#) (CEST) under [24 CFR 58.35\(a\)\(5\)](#) (with the possibility of converting to exempt under [24 CFR 58.34\(a\)\(12\)](#)) if the structure acquired will be retained for the same use (e.g., residential). Rehabilitation of buildings for residential use with one to four units for HOME-ARP rental housing is CEST under [24 CFR 58.35\(a\)\(3\)\(i\)](#), if the density is not increased beyond four units, and the land use is not changed. Rehabilitation of buildings for use as HOME-ARP multifamily rental housing is CEST [under 24 CFR 58.35\(a\)\(3\)\(ii\)](#) only if:

1. the unit density is not changed more than 20 percent;
2. the project does not involve changes in land use from residential to non-residential; and
3. the estimated cost of rehabilitation is less than 75 percent of the total estimated cost of replacement after rehabilitation.

Rehabilitation for HOME-ARP rental housing that does not meet the thresholds for multifamily residential buildings listed above requires completion of an Environmental Assessment in accordance with [24 CFR Part 58, Subpart E](#). An Environmental Assessment is also required for new construction, demolition, acquisition of vacant land for new construction, and acquisition of non-residential structures for demolition and new construction.

3. HOME-ARP NCS

HOME-ARP NCS activities are subject to environmental review by the RE under [24 CFR part 58](#). Acquisition of a structure to be used as HOME-ARP NCS is CEST under [24 CFR 58.35\(a\)\(5\)](#) (with the possibility of converting to exempt under [24 CFR 58.34\(a\)\(12\)](#)) if the structure acquired will be retained for the same use (e.g., residential). Rehabilitation of a structure for HOME-ARP NCS is CEST if the project meets the thresholds listed at [24 CFR 58.35\(a\)\(3\)\(i\) or \(ii\)](#). Rehabilitation that does not meet these thresholds requires completion of an Environmental Assessment pursuant to [24 CFR part 58, subpart E](#). An Environmental Assessment is also required for new construction, demolition, acquisition of vacant land for new construction, and acquisition of non-residential structures for demolition and new construction.

HOME-ARP NCS projects which may convert to emergency shelter or permanent housing pursuant to Sec. 3204(a)(4)(B) or (C) of the ARP may complete a single environmental review that covers all proposed HUD funding sources and project activities. Conversion to a program using project-based rental assistance is CEST and requires completion of an environmental review. If conversion or other additional HUD funding sources are proposed after the

environmental review has been completed, a CENST review for supplemental assistance under [24 CFR 58.35\(b\)\(7\)](#) can be performed if the review is completed by the same RE that conducted the original review and if re-evaluation is not required by [24 CFR 58.47](#).

The PJ or subrecipient, or any contractor of the PJ or subrecipient, may not acquire, rehabilitate, convert, repair, dispose of, demolish, or construct property for a HOME-ARP NCS project, or commit or expend HUD or non-HUD funds for NCS under HOME-ARP, until the RE has completed an environmental review under [24 CFR part 58](#) and received HUD or state approval of the RROF/C, as applicable.

D. Labor Standards

The requirements in [24 CFR 92.354](#) apply to HOME-ARP activities.

E. Lead Hazard Control Requirements

The Lead-Based Paint Poisoning Prevention Act (42 U.S.C. 4821-4846), the Residential Lead- Based Paint Hazard Reduction Act of 1992 (42 U.S.C. 4851-4856), and implementing regulations at [24 CFR Part 35](#), subparts A, B, J, K, M, and R apply to HOME-ARP-assisted activities.

For HOME-ARP NCS, a project must comply with [24 CFR part 35, Subpart K](#) when the HOME-ARP activity is acquisition only. HOME-ARP NCS projects that involve rehabilitation of pre-1978 facilities, whether the rehabilitation is funded with HOME-ARP or other funds, must comply with the requirements of [24 CFR part 35, Subpart J](#).

F. Uniform Relocation Assistance and Real Property Acquisition Policies Act, Section 104(d), and HOME-ARP Displacement, Relocation and Acquisition Program Requirements

HOME-ARP funding is subject to the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and section 104(d) of the Housing and Community Development Act of 1974, in addition to the Displacement, Relocation and Acquisition regulatory requirements of [24 CFR 92.353](#). This Notice also includes HOME-ARP program specific relocation requirements applicable to HOME-ARP-assisted projects. PJs must comply with all applicable requirements, as described in this section.

1. Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970:

Costs incurred to comply with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42 U.S.C. § 4601 *et seq.*) (URA) are eligible HOME-ARP project costs pursuant to this Notice and [24 CFR 92.206\(f\)](#). The URA establishes minimum requirements for the acquisition of real property and the displacement of persons from their homes, businesses, or farms as a direct result of acquisition, rehabilitation, or demolition for federally-assisted programs and projects. The URA implementing regulations at [49 CFR part 24](#) establish:

- Requirements for the provision of replacement housing assistance, advisory services, and moving costs to persons displaced as a result of a program or project that receives federal financial assistance;
- Requirements for acquisitions, including the payment of just compensation pursuant to [49 CFR part 24, subpart B](#), and provisions for voluntary acquisitions set forth in [49 CFR 24.101](#).
- Minimum requirements for temporary relocation of persons, businesses, or farms as a result of a project or program that receives federal financial assistance. These requirements are found in [Appendix A, Section 24.2\(a\)\(9\)\(ii\)\(D\)](#).

Additional HUD URA policy and guidance is available in [HUD Handbook 1378](#).

2. **Section 104(d) of the Housing and Community Development Act of 1974:** HOME-ARP is HOME funding and subject to the requirements in section 104(d) of the Housing and Community Development Act of 1974, as amended, (42 USC § 5304(d)), (“section 104(d)”) unless waived, as described in this section and Appendix. Costs incurred to comply with section 104(d) requirements are eligible HOME-ARP project costs under [24 CFR 92.206\(f\)](#). section 104(d) applies to the demolition or conversion, as defined in [24 CFR 42.305](#), of a lower-income dwelling unit in connection with a HOME or Community Development Block Grant Program (CDBG) assisted activity. section 104(d) includes the following requirements:

- A PJ must have a residential anti-displacement and relocation assistance plan (RARAP);
- A PJ must provide relocation assistance to displaced lower-income persons; and
- A PJ must perform one-for-one replacement of lower-income dwellings demolished or converted to a use other than a lower-income dwelling unit. A lower-income dwelling unit is defined in [24 CFR 42.305](#) as a dwelling unit with a market rent (including utility costs) that does not exceed the applicable Fair Market Rent (FMR) for existing housing, as defined by HUD.

Section 104(d) implementing federal regulations can be found at [24 CFR part 42 Subpart C](#).

HOME-ARP Section 104(d) Waiver / One-for-One Replacement Housing. For purposes of , the one-for-one replacement housing requirements of section 104(d)(2)(A)(i) and (ii) and (d)(3) (42 U.S.C. 5304(d)(2)(A)(i) and (ii) and 42 U.S.C. 5304(d)(3)) and [24 CFR 42.375](#), lower-income dwelling units shall not include single-room occupancy (SRO) units or residential hotel or motel units in jurisdictions where those units are considered dwelling units under state or local law. All other section 104(d) requirements, including but not limited to the requirement that the PJ have and follow a RARAP, remain in effect. (See [24 CFR 92.353\(e\)](#) and [24 CFR part 42, subpart C](#)).

3. **HOME Program Displacement, Relocation and Acquisition Regulations:** In addition to the URA and section 104(d) requirement described above, the HOME program’s Displacement, Relocation and Acquisition regulations at [24 CFR 92.353](#) also apply to projects funded with HOME-ARP funds. Some of these requirements differ from those

of the URA and section 104(d), including but not limited to the expanded temporary relocation protections at [24 CFR 92.353\(b\) and \(c\)](#); optional relocation assistance policies in [24 CFR 92.353\(d\)](#); and the right to return to a building or complex, if feasible, upon completion of a HOME project, in accordance with [24 CFR 92.353\(a\)](#). PJs must follow these program-specific requirements in HOME-ARP assisted projects.

PJs are encouraged to develop optional relocation policies to address individuals that may not be eligible for URA or section 104(d) assistance due to their length of occupancy in a unit, ineligibility of their dwelling unit, or other factors beyond their control. Such policies must be in writing, applied consistently, and must not violate any other federal law or regulation. Costs incurred to comply with [24 CFR 92.353](#), including optional relocation policies, are eligible HOME-ARP project costs under [24 CFR 92.206\(f\)](#).

4. Additional HOME-ARP Program Relocation Related Requirements: The following additional HOME-ARP program relocation requirements apply:

- a. *Acquisition and/or rehabilitation of hotels, motels and other non-residential property:* In states where hotels and motels are not considered dwelling units or residential property, the acquisition of non-residential property such as hotels and motels for the production of HOME-ARP NCS units or HOME-ARP rental housing will not make a person occupying those properties eligible for relocation assistance under the URA, section 104(d) or [24 CFR 92.353](#). HOME PJs may provide HOME-ARP assistance, as defined by this Notice, including the provision of HOME-ARP supportive services, HOME-ARP TBRA, the ability to stay in HOME-ARP NCS units, or the ability to rent a HOME-ARP rental unit, if the individuals or families can demonstrate that—
- i. they have been in continuous residence at the property for 30 or more calendar days, and
 - ii. they are a qualifying household, as defined by this Notice.

Any assistance provided pursuant to this section may be provided without regard to any preferences, project-specific waiting lists, or any other form of prioritization the PJ has developed pursuant to this Notice. For purposes of HOME-ARP, costs associated with activities under this provision of the Notice may be charged as either project delivery costs or relocation costs eligible under [24 CFR 92.206\(f\)](#).

- b. *Conversion of HOME-ARP NCS:* If HOME-ARP NCS units are occupied and converted to either permanent housing under CoC or permanent affordable housing as described in [Section VI.E.11](#) of this Notice, persons occupying the shelter would not normally be eligible for relocation assistance under the URA, section 104(d) or [24 CFR 92.353](#) because they are not displaced from a dwelling unit. However, since the individuals or families occupying such shelter units are already qualifying households under HOME-ARP, HOME PJs may immediately provide such occupants with HOME- ARP assistance, as defined by this Notice, including the provision of HOME-ARP supportive services, HOME-ARP TBRA, the ability to stay in other HOME-ARP

NCS units, or the ability to rent a HOME-ARP rental unit. Additionally, the PJ may provide the occupants with assistance for moving costs or advisory services, as appropriate, as HOME-ARP administrative costs or under the HOME-ARP supportive services activity in [Section VI.D](#) of this Notice. Any assistance provided pursuant to this section may be provided without regard to any preferences, project-specific waiting lists, or any other form of prioritization the PJ has developed pursuant to this Notice, as the persons occupying the NCS units were already determined to be qualifying households under the HOME-ARP.

5. **Persons Ineligible for HOME-ARP Assistance and Ineligible for URA, Section 104(d), or assistance pursuant to 24 CFR 92.353:** If a person is required to move as a direct result of a HOME-ARP project and is determined ineligible for HOME-ARP housing assistance under the preceding [Section VII.F.4](#) and also determined ineligible as a displaced person under the URA, section 104(d) or HOME program rules, the PJ may provide such persons advisory services as an eligible HOME-ARP administrative cost, as the PJ determines to be reasonable and necessary.

G. Section 3 Economic Opportunities for Low- and Very Low-Income Persons

Section 3 requirements established at [24 CFR Part 75](#) apply to HOME-ARP-assisted projects.

H. Conflicts of Interest

HOME-ARP is subject to the following conflicts of interest requirements:

1. **Conflicts of Interest:** PJs, State recipients, and subrecipients engaging in any of the activities defined this Notice shall be subject to the conflicts of interest provisions at [24 CFR 92.356](#), including but not limited to the conflicts of interest exception process defined in [24 CFR 92.356\(d\)-\(e\)](#). Owners and developers of HOME-ARP NCS and HOME-ARP rental housing shall be subject to [24 CFR 92.356\(f\)](#).
2. **Organizational Conflicts of Interest:** The provision of any type or amount of HOME-ARP TBRA or supportive services may not be conditioned on an individual's or family's acceptance or occupancy of a shelter or housing unit owned by the PJ; State recipients; the subrecipient; or a parent, affiliate, or subsidiary of the subrecipient. No subrecipient may, with respect to individuals or families occupying housing owned by the subrecipient, or any parent, affiliate, or subsidiary of the subrecipient, administer financial assistance that includes rental payments, utility deposits, security deposits, or first and last month's rent provided pursuant to this Notice. All contractors of the PJ, State recipients, or subrecipient must comply with the same requirements that apply to subrecipients under this section.
3. **Written Standards of Conduct:** PJs, State recipients, and subrecipients must maintain written standards of conduct covering the conflicts of interest and organizational conflicts of interest requirements under this Notice and [2 CFR 200.318](#). The written standards of conduct must also provide for internal controls and procedures to require a fair and open selection process for awarding HOME-ARP funds pursuant to this Notice. These standards

must include provisions on if and how Continuum of Care board members may participate in and/or influence discussions or resulting decisions concerning the competition or selection of an award or other financial benefits made pursuant to the HOME-ARP Notice, including internal controls on when funds may be awarded to the organization that the member represents.

4. **Requesting Exceptions to Organizational Conflicts of Interest:** Any request for an exception to the organizational conflicts of interest provisions in this Notice shall be in writing and shall be considered by HUD only after the PJ or State recipient has provided the following:
 - a. A written disclosure of the nature of the conflict, accompanied by an assurance that there has been public disclosure of the conflict and a description of how the public disclosure was made; and
 - b. An opinion of the PJ's or State recipient's attorney that the interest for which the exception is sought would not violate State or local law.

5. **Granting Exceptions to Organizational Conflicts of Interest:** HUD shall determine whether to grant an exception to the organizational conflicts of interest on a case-by-case basis when it determines that the exception will serve to further the purposes of HOME-ARP. HUD shall consider the following factors, as applicable, in determining whether to grant such an exception:
 - c. Whether the exception would provide a significant cost benefit or an essential degree of expertise to the program or project which would otherwise not be available
 - d. Whether undue hardship will result to the PJ, State recipient, subrecipient or the person affected when weighed against the public interest served by avoiding the prohibited conflict;
 - e. Whether conditioning approval on changes to the PJ, State recipient, or subrecipient's policies or procedures can adequately address the organizational conflict of interest; and
 - f. Any other factors relevant to HUD's determination, including the timing of the requested exception.

VIII. PROGRAM ADMINISTRATION

A. PJ Responsibilities

The PJ is responsible for managing the day-to-day operations of its HOME-ARP program, ensuring that HOME-ARP funds are used in accordance with all program requirements and written agreements, and taking appropriate action when performance problems arise. The use of State recipients, subrecipients, or contractors does not relieve the PJ of this responsibility.

B. Written Agreement Requirements

Before disbursing any HOME-ARP funds to any entity, the PJ must enter into a written agreement with that entity pursuant to [24 CFR 92.504](#). Similarly, before disbursing any HOME

funds to a State recipient, subrecipient, or contractor which is administering all or a part of the HOME-ARP program on behalf of the PJ, the PJ must also enter into a written agreement with that entity that complies with [24 CFR 92.504](#) and the requirements described below. A written agreement cannot commit to providing HOME-ARP funds after the end of the HOME-ARP budget period.

The written agreement must require compliance with the requirements of this Notice. The content of the written agreement will vary depending upon the role the entity is asked to assume or the type of project undertaken.

This section details basic requirements by activity and the minimum provisions, in addition to those at [24 CFR 92.504](#) that must be included in a written agreement. The written agreement provisions in [24 CFR 92.504](#) that reference the requirements of [24 CFR 92.350](#), [24 CFR 92.351](#), and [24 CFR 92.359](#) are not waived and apply for all HOME-ARP written agreements.

1. **Rental Housing**: The PJ must execute a written agreement with the project owner/developer prior to the expenditure of HOME-ARP funds. The written agreement must comply with [24 CFR 92.504](#) and contain the following additional provisions:
 - a. *Use of HOME-ARP funds for Rental Housing*: The agreement between the owner/developer must describe the address of the project or legal description of the property if a street address has not been assigned to the property, the use of the HOME-ARP funds and other funds for the project, including the tasks to be performed for the project, a schedule for completing the tasks and the project, and a complete budget, including any HOME-ARP funds used to capitalize an operating cost reserve for qualified HOME-ARP units. These items must be in sufficient detail to provide a sound basis for the PJ to effectively monitor performance under the agreement to achieve project completion and compliance with HOME-ARP requirements.
 - b. *Operating Cost Assistance*: If the PJ will provide HOME-ARP funds for operating cost assistance, the agreement must specify whether the PJ will provide assistance through periodic payments or capitalize the operating cost assistance reserve based on the operating deficit projected for the 15-year compliance period. If the PJ is providing ongoing assistance, the amount of assistance must be based on the actual operating deficit associated with the HOME-ARP units restricted for occupancy by qualifying households. The written agreement must specify the frequency of operating assistance payments made to the owner (e.g., monthly, quarterly, etc.) and state that the amount of assistance will be equal to the deficit demonstrated and/or incurred. The written agreement may only provide for HOME-ARP funds to be used for operating assistance payments during the budget period defined in [Section VIII.C.4](#) below. If operating cost assistance will be required beyond the budget period, the PJ should capitalize an operating reserve before the expiration of the budget period for HOME-ARP funds in accordance with [Section VI.B.23](#). If the PJ is capitalizing the operating reserve for the 15-year HOME-ARP compliance period, the amount of assistance must be based on the project's underwriting and the total anticipated operating deficit associated with the HOME-ARP units restricted for occupancy by qualifying households. The written

agreement must specify the amount of the capitalized reserve and the restrictions on its use during the minimum compliance period in [Section VI.B.18](#). Net operating income resulting from HOME-ARP operating cost assistance is not permitted and must be prohibited in the written agreement between the participating jurisdiction and the owner.

- c. Sublease/Master Lease of HOME-ARP Units: If the PJ will permit a project owner to execute a sublease or master lease with a nonprofit organization for HOME-ARP units restricted for occupancy by qualifying households, the agreement must specify the duration of the sublease or master lease, applicable rents, lease requirements and tenant protections.
- d. On-going compliance: The agreement must require rental housing assisted with HOME-ARP funds to comply with the on-going requirements of [Section VI.B](#) of this Notice or require repayment in accordance with [Section VI.B.22](#).
- e. Property Standards: The agreement must require the housing to meet the property standards required in [24 CFR 92.251](#) paragraphs (a) new construction, (b) rehabilitation projects, (c)(1) and (2) acquisition of standard housing and (f) on-going property condition standards.
- f. Records and reports: The agreement must specify the particular records that must be maintained and the information or reports that must be submitted to assist the PJ in meeting its recordkeeping and reporting requirements. The owner/developer of rental housing must annually provide the PJ with information on rents and occupancy of HOME-ARP assisted units to demonstrate compliance with this Notice. If the rental project has floating HOME-ARP units, the project owner/developer must provide the PJ with information regarding unit substitution and filling vacancies so that the project remains in compliance with the HOME-ARP occupancy requirements. The agreement must specify the reporting requirements, (including copies of financial statements) to enable the PJ to determine the financial condition and continued financial viability of the project.
- g. Enforcement of the agreement: The agreement must provide for a means for the PJ to enforce compliance with HOME-ARP requirements. This means of enforcement may include liens, deed restrictions, covenants running with the land, use restriction, or other mechanism approved by HUD under which the PJ has the right to require specific performance. In addition, the agreement must specify remedies for breach of the provisions of the agreement.
- h. Request for disbursement of funds: The agreement must specify that the owner/developer may not request disbursement of funds under the agreement until the funds are needed for payment of eligible costs. The owner/developer may request capitalization of a project operating cost assistance reserve for the qualifying units once all necessary title transfer requirements and construction work have been performed. The amount of each request must be limited to eligible costs in the amount needed, as described in [Section VI.B.5.g](#).

- i. *Duration of the agreement*: The agreement must be in effect for at least the 15-year HOME-ARP minimum compliance period.
 - j. *On-site Inspections and Financial Oversight*: The PJ must comply with the on-site inspections and financial oversight requirements of [24 CFR 92.504\(d\)\(1\) and \(2\)](#). In addition, if the PJ will permit the capitalization of a project operating cost assistance reserve, the PJ must, no less than annually, oversee the administration of the operating cost assistance reserve account to verify that the account is appropriately sized and draws from the account are used to cover any deficits associated with units occupied by qualifying households.
 - k. *Tenant Selection*: The written agreement must contain provisions explaining the method of tenant selection to be used in accordance with the requirements of [Section IV.C](#) and [VI.B.20](#) of this Notice. This section must be in sufficient detail to determine which method of tenant selection is being used for the qualifying population (i.e., use of CE, use of CE with other referral methods, or project-specific waiting list), the method of tenant selection for low-income households (See [Section VI.B.20.b](#) and [24 CFR 92.253\(d\)](#)), and any required policies and procedures around the use of a CE or project-specific waiting list. This section must also be in sufficient detail to determine compliance with the PJ's preferences and/or method of prioritization, if any, as well as all applicable fair housing, civil rights, and nondiscrimination requirements, including but not limited to those requirements listed in [24 CFR 5.105\(a\)](#).
2. **TBRA (subrecipient or contractor)**: The requirements at [24 CFR 92.504](#), apply to the use of HOME-ARP funds for TBRA. The written agreement provisions in 24 CFR 92.504 that reference the requirements of [24 CFR 92.350](#), [24 CFR 92.351](#), and [24 CFR 92.359](#) are not waived and still apply for HOME-ARP written agreements. The written agreement must contain the following provisions:
- a. *Use of HOME ARP funds*: At a minimum, the written agreement must describe the amount and use of the HOME-ARP funds, the tasks to be performed, or services to be provided. HOME-ARP funds cannot be provided after the end of the HOME-ARP budget period.
 - b. *Records and reports*: The agreement must specify the particular records that must be maintained and the information or reports that must be submitted to assist the PJ in meeting its recordkeeping and reporting requirements.
 - c. *Duration of agreement and disbursement of funds*: The agreement must specify the duration of the agreement and state that disbursement of funds under the agreement may not be requested until the funds are needed.
 - d. *Compliance with HOME-ARP program requirements*: The written agreement must require compliance with HOME-ARP program requirements for the HOME-ARP TBRA activity as outlined in [Section VI.C](#) of this Notice.

- e. *Rental assistance contract*: There must be a rental assistance contract between the PJ and either the HOME-ARP sponsor, the HOME-ARP TBRA assisted household, or the property owner. The PJ must determine the terms of the rental assistance contract. The rental assistance contract continues until the lease is terminated. If the rental assistance is being provided through a HOME-ARP sponsor, the PJ must determine the term of the rental assistance contract between the PJ and HOME-ARP sponsor.

If HOME-ARP TBRA is provided in coordination with a HOME-ARP sponsor, the PJ must enter into a written agreement with the HOME-ARP sponsor if the HOME-ARP TBRA rental assistance contract is not with the HOME-ARP sponsor and the HOME- ARP sponsor will be receiving the HOME-ARP TBRA subsidy directly from the PJ. The written agreement must specify the requirements for the HOME-ARP sponsor receiving the TBRA subsidy on behalf of the HOME-ARP TBRA household and the HOME-ARP sponsor's obligation to use the HOME-ARP TBRA payment to pay rent for the unit to the property owner or management agent. If HOME-ARP TBRA is provided in coordination with a HOME-ARP sponsor, the sponsor must enter into a sublease with the HOME-ARP TBRA assisted household that must specify the duration of the sublease, applicable rents, lease requirements and tenant protections, all in accordance with the requirements of this Notice.

- f. *Tenant Selection*: The written agreement must require the owner to comply with the method of tenant selection determined by the PJ and applicable requirements of [Section IV.C](#) and [VI.C.1](#) of this Notice. The written agreement must include a description of the required method of tenant selection for the qualifying populations (i.e., use of CE, use of CE with other referral methods, project-specific waiting list), the method of tenant selection for low-income households (See [Section VI.B.20.b](#) and [24 CFR 92.253\(d\)](#)), and any required policies and procedures around the use of a CE or project-specific waiting list. This section of the written agreement must be in sufficient detail to determine compliance with the PJ's preferences and/or method of prioritization, if any, as well as all applicable fair housing, civil rights, and nondiscrimination requirements, including but not limited to those requirements listed in [24 CFR 5.105\(a\)](#).

- 3. **Supportive Services (subrecipient or contractor)**: The requirements at [24 CFR 92.504](#), apply to the use of HOME-ARP funds for supportive services. The provisions of the written agreement will depend on the role the entity is asked to assume. At a minimum, the written agreement must contain the following provisions:

- a. *Use of HOME funds*: The written agreement must describe the amount and uses of the HOME-ARP funds, the tasks to be performed, the services to be provided, and include a budget. The written agreement cannot agree to provide HOME-ARP funds after the end of the HOME-ARP budget period.
- b. *Records and Reports*: The agreement must specify the particular records that must be maintained and the information or reports that must be submitted in order to assist the PJ in meeting its recordkeeping and reporting requirements as required under [Section VIII.F](#) of this Notice.

- c. *Duration of the agreement and Disbursement of Funds*: The agreement must specify the duration of the agreement, and state that disbursement of funds under the agreement may not be requested until the funds are needed.
 - d. *Compliance with HOME-ARP Program Requirements*: The written agreement must also require compliance with HOME-ARP program requirements for the HOME-ARP supportive services activity as described in [Section VI.D](#) of this Notice.
4. **HOME-ARP Non-Congregate Shelter (owner/developer)**: Written agreements must be executed between the PJ and the owner for all HOME-ARP NCS projects. A legally binding HOME-ARP NCS written agreement must include the date of the signature of each person signing the agreement. PJs are responsible for entering into written agreements before disbursing HOME-ARP funding. Contents of written agreements can vary based on specific needs of the PJ, the owner, and the project. Agreements for the acquisition, development, and rehabilitation of HOME-ARP NCS units must contain the following provisions:
- a. *Use of HOME-ARP funds*: The agreement between the PJ and owner must include the address of the project or legal description of the property if a street address has not been assigned to the property, the use of the HOME-ARP NCS funds and other funds for the project, including the tasks to be performed for the project, a schedule for completing the tasks and the project, and a complete budget. These items must be in sufficient detail to provide a sound basis for the PJ to effectively monitor performance under the agreement to achieve project completion and compliance with HOME-ARP requirements. The written agreement cannot agree to provide HOME-ARP funds after the end of the HOME-ARP budget period.
 - b. *Habitability and Property Standards*: The agreement must require the HOME-ARP NCS project to meet the habitability and property standards as described in [Section VI.E.7](#) of this Notice based on the type of project completed.
 - c. *Project Requirements*: The agreement must require the HOME-ARP NCS project to meet the project requirements as described in this Notice.
 - d. *Other program requirements*: The agreement must require the PJ and owner to carry out the project in compliance with the other Federal requirements of [24 CFR 92 subpart H](#) and [24 CFR 92.505](#).
 - e. *Records and reports*: The agreement must specify the particular records that must be maintained and the information or reports that must be submitted to assist the PJ in meeting its recordkeeping and reporting requirements.
 - f. *Restricted Use Period*: The agreement must require the project to meet the Restricted Use Period as described in [Section VI.E.9](#) of this Notice based on project type.
 - g. *Enforcement of the agreement*: The agreement must provide for a means for the PJ to enforce compliance with HOME-ARP requirements. This means of enforcement may include liens, deed restrictions, covenants running with the land, use restriction, or other

mechanism approved by HUD under which the PJ has the right to require specific performance. In addition, the agreement must specify remedies for breach of the provisions of the agreement.

- h. *Plan of Conversion*: PJs that intend to allow conversion of HOME-ARP NCS projects to other permanent affordable housing as permitted in this Notice must describe conversion as a possible outcome of the HOME-ARP NCS project; specify the conditions under which conversion will be permitted; and require that the PJ approve the terms and conditions of any conversion before the conversion occurs.
 - i. *Additional PJ Conditions and Requirements*: PJs may include additional program and project requirements as determined necessary.
5. **Non-Profit Operating and Capacity Building**: The requirements at [24 CFR 92.504\(c\)\(6\)](#), apply to the use of HOME-ARP funds for non-profit operating and capacity building assistance. The written agreement must describe the amounts and uses of HOME-ARP funds for operating expenses or capacity building. If the non-profit organization is not also receiving HOME-ARP funds to carry out a HOME-ARP project, the agreement must provide that the organization is expected to receive funds for a HOME-ARP project within 24 months of the date of receiving the funds for operating or capacity building expenses and must specify the terms and conditions upon which this expectation is based and the consequences of failure to receive funding for a project.

When a PJ provides both operating assistance and capacity building assistance to an organization, it must enter into either one written agreement for both types of assistance or separate written agreements for operating expense assistance and capacity building assistance. If a PJ chooses to enter into one written agreement, the PJ must separately identify the scope of assistance, eligible uses and costs, and a budget for each type of funds.

C. Grants Management

1. **HOME-ARP Grant Agreement**: HUD will make HOME-ARP funds available to the PJ pursuant to a HOME-ARP Grant Agreement, consistent with [Section VIII.C.2](#) below. Subject to the provisions of the grant agreement and requirements in this Notice, HUD will obligate HOME-ARP funds to the PJ upon execution of the agreement by both parties. In the grant agreement, the PJ agrees that funds invested in affordable housing under this Notice are repayable if the housing no longer meets the requirements of this Notice during the compliance period or the NCS no longer meets the requirements of this Notice during the restricted use period. The PJ also agrees to assume all responsibility for environmental review, decision making, and actions, as specified and required in regulation at [24 CFR 92.352](#) and [24 CFR Part 58](#). The PJ agrees to comply with [24 CFR 92.505](#) and applicable Uniform Administrative Requirements at [2 CFR part 200](#), as amended. The PJ agrees to comply with requirements established by the Office of Management and Budget (OMB) concerning the unique entity identifier and System for Award Management (SAM) requirements in [Appendix I](#) to 2 CFR part 200, as amended, and the Federal Funding Accountability and Transparency Act (FFATA) in [Appendix A](#) to 2 CFR part 170. The PJ

agrees to comply with the federal nondiscrimination and equal opportunity requirements at [24 CFR 92.350](#) and affirmative marketing requirements in [24 CFR 92.351](#) and the VAWA requirements set forth in [24 CFR 92.359](#). The HOME-ARP grant is obligated when the HUD Authorized Official signs the memorandum obligating HOME-ARP grants. The HOME-ARP Grant Agreement must be signed by the CPD Field Office Director and counter-signed by the PJ’s authorized signatory. Once the CPD division in the local field office receives the fully executed HOME-ARP Grant Agreement, it will send the agreement to HUD’s CFO Accounting Office for processing. As described in [Section VIII.C.2](#) of this Notice, funds will become available to the PJ in IDIS once HUD’s CFO Accounting Office processes the grant.

2. **Access to Administrative Set-aside Funds:** Upon issuance of this Notice, HUD will obligate all HOME-ARP grants to PJs through the signing of the HOME-ARP obligating memorandum, after which each HOME-ARP Grant Agreement must be signed by both parties. After obligation, HUD will permit the PJ to use 5 percent of its award for eligible administrative and planning costs under [Section VI.A](#) of this Notice. **The PJ may not expend any funds for non-administrative and planning costs before the HOME-ARP allocation plan is accepted by HUD as described in [Section V.D.2 and 3](#) of this Notice.** HUD will make the remaining HOME-ARP grant funds available to the PJ once HUD accepts the HOME-ARP allocation plan. If the PJ does not submit a HOME-ARP allocation plan or if the PJ’s plan is not accepted within a reasonable period of time, as determined by HUD, any costs incurred or HOME-ARP funds expended by the PJ will be considered ineligible costs and must be repaid with non-Federal funds in accordance with guidance from HUD.

3. **HOME-ARP Grant Number:** The PJ’s HOME-ARP grant number is similar to its HOME grant number with the exception of the source type code. All HOME-ARP grants have the program identifier “M” and the source year of the grant “21.” The different source type codes are identified in the table below.

Source Type Description	HOME Source Type Code	HOME-ARP Source Type Code
HOME Consortium	DC	DP
Metropolitan City	MC	MP
State	SG	SP
Insular Area	ST	IP
Urban County	UC	UP

The unique grantee identifier portion of the grant number will be the same for HOME-ARP grants as it is for HOME grants. See examples of HOME-ARP grant numbers with the different source type codes in the table below.

Participating Jurisdiction	HOME Grant Number	HOME-ARP Grant Number
Maryland	M21SG240100	M21SP240100
Baltimore	M21MC240200	M21MP240200

4. **Budget Period**: The budget period for HOME-ARP grants begins on the Federal Award Date, which is the date of the HUD Authorized Official’s signature specified on the HOME-ARP Grant Agreement. The budget period for HOME-ARP grants ends on September 30, 2030. The PJ may not expend any HOME-ARP funds after September 30, 2030. After September 30, 2030, any HOME-ARP funds remaining in the PJ’s HOME Investment Trust Fund Treasury account will be cancelled and not available for obligation or expenditure for any purpose (per [31 U.S.C. 1552](#)).
5. **Period of Performance**: The period of performance for HOME-ARP grants begins on the Federal Award Date, which is the date of the HUD Authorized Official’s signature specified on the HOME-ARP Grant Agreement. The period of performance for HOME-ARP grants ends on September 30, 2030.
6. **Audit**: Audits of the PJ, State recipients, and subrecipients must be conducted in accordance with [2 CFR part 200, subpart F](#).
7. **Closeout**: HOME-ARP funds will be closed out in accordance with [2 CFR part 200, subpart D](#). The PJ will use HUD’s data system to closeout HOME-ARP grants once all HOME-ARP funds have been expended, all HOME-ARP activities are completed in accordance with the requirements of this Notice, and the proper beneficiary data has been entered. In order to closeout its HOME-ARP grants, the PJ must not have any open CPD monitoring findings or audits related the HOME-ARP funds. HUD will provide closeout guidance and instructions at a later date.

D. Applicability of Uniform Administrative Requirements.

The requirements of [2 CFR part 200](#), as amended apply to PJs, State recipients, and subrecipients receiving HOME-ARP funds, except for the following provisions: [2 CFR 200.306](#), [200.307](#), [200.308](#) (not applicable to participating jurisdictions), [200.311](#) (except as provided in [24 CFR 92.257](#)), [200.312](#), [200.329](#), [200.333](#), and [200.334](#). The provisions of [2 CFR 200.305](#) apply as modified by [24 CFR 92.502\(c\)](#) and this Notice. If there is a conflict between definitions in [2 CFR part 200](#) and [24 CFR part 92](#), the definitions in [24 CFR part 92](#), govern. Moreover, if there is a conflict between the provisions of [2 CFR part 200](#) and the provisions of this Notice, the provisions of this Notice govern.

Where regulations in [24 CFR part 92](#) refer to specific regulations of [2 CFR part 200](#) that were or are renumbered or revised by amendments to [2 CFR part 200](#), the requirements that apply to the

use of HOME-ARP funds are the applicable requirements in [2 CFR part 200](#), as amended, notwithstanding the renumbered regulatory reference.

E. Financial Management

- 1. The HOME Investment Trust Fund:** HUD will establish a HOME-ARP Investment Trust Fund Treasury account (Treasury account) for a PJ's HOME-ARP funds. The Treasury account includes all HOME-ARP funds allocated to the PJ by formula and any HOME-ARP funds repaid by the PJ.

The PJ must establish a HOME-ARP Investment Trust Fund local account (local account) as described in [24 CFR 92.500](#). The PJ may use either a separate local account or, a subsidiary account within its general fund (or other appropriate fund) as the local account. The PJ may not use the same local account for HOME-ARP that it uses for its HOME local account.

The local account includes deposits of HOME-ARP funds disbursed from the Treasury account. The local account must be interest-bearing.

HUD will reduce or recapture any HOME-ARP funds that are in the Treasury account that are not expended (drawn down) by September 30, 2030. Due to end-of-year financial system closeouts that begin before this date and prevent electronic access to the payment system, requests to draw down the funds must be made at least 7 full business days before this date so that the funds still can be drawn from the Treasury account through IDIS.

- 2. Program Income:** Program Income means gross income received by the PJ generated from the use of HOME-ARP funds during the grant period of performance. This includes, but is not limited to, principal and interest payments from a loan made with HOME-ARP funds, or other income or fees received from project owners in connection with HOME-ARP funds, and interest earned by the PJ on program income before its disposition.

Program income earned as a result of the use of HOME-ARP funds is HOME program income and must be used in accordance with the requirements of [24 CFR part 92](#). All program income must be recorded in IDIS. Program income must be deposited in the PJ's HOME-ARP local account (unless the PJ allows a State recipient or subrecipient to retain the program income for additional HOME projects pursuant to such terms and conditions in the written agreement and this Notice). The PJ must enter HOME-ARP program income retained by the State recipient or subrecipient as a HOME program income receipt in IDIS and subgrant the program income to the State recipient or subrecipient that retained the program income. The PJ is responsible to report on the use of its program income in IDIS, including program income it allowed a State recipient or subrecipient to retain.

- 3. Repayments:** Any HOME-ARP funds used for costs that are not eligible under this Notice, funds invested in a project that is terminated before completion, either voluntarily or otherwise, or funds invested in HOME-ARP rental housing and NCS that does not meet the requirements in this Notice for the applicable period specified in this Notice must be repaid by the PJ to its Treasury account. If the funds are repaid after September 30, 2030, they will be recaptured by the U.S. Department of Treasury and the PJ will not be able to re-use the

funds for eligible HOME-ARP activities. HOME-ARP funds may not be repaid to the PJ's local account.

4. **Integrated Disbursement and Information System (IDIS)**: The PJ will use IDIS to administer its HOME-ARP funds. The PJ will request disbursements of HOME-ARP funds from its Treasury account and collect and report information on the use of HOME-ARP funds through IDIS. (For purposes of reporting in IDIS, a HOME-ARP project is an activity.) The PJ must report all program income in IDIS.

The requirements of [24 CFR 92.502\(c\)\(3\)](#) do not apply to HOME-ARP funds.

In accordance with this Notice, a HOME-ARP written agreement providing HOME-ARP funds to a project or the CHDO/nonprofit must be signed and dated by:

- a. the PJ and project owner for HOME-ARP rental and HOME-ARP NCS;
- b. the PJ and service provider for HOME-ARP supportive services;
- c. the PJ and landlord, tenant, and/or HOME-ARP sponsor, as applicable, for HOME-ARP TBRA; and,
- d. the PJ and CHDO/nonprofit organization for HOME-ARP Operating Expenses and Capacity Building Assistance.

This must occur before any HOME-ARP funds are disbursed. Federal funds cannot be drawn from the Treasury account in advance of the need to pay an eligible cost.

Consequently, HOME-ARP funds cannot be drawn from the U.S. Treasury and placed in escrow or advanced in lump sums to State recipients, subrecipients, project owners, service providers, or landlords or tenants, except funds drawn down for a HOME-ARP rental project for an operating cost assistance reserve or reserve for replacement pursuant to [Section VI.B.5.g.](#) of this Notice or a HOME-ARP NCS project for a replacement reserve pursuant to [Section VI.E.](#)

Once funds are drawn from the PJ's Treasury account, they must be expended for an eligible HOME-ARP cost within 15 days. Any interest earned within the 15-day period may be retained by the PJ as HOME program income and recorded in IDIS as a program income receipt. Any funds that are drawn down and not expended for eligible costs within 15 days of the disbursement must be returned to HUD for deposit in the PJ's Treasury account.

Interest earned after 15 days belongs to the United States and must be remitted to the United States as provided in [2 CFR 200.305\(b\)\(9\)](#), except interest amounts up to \$500 per year may be retained for the PJ's administrative expenses.

Additional HOME-ARP funds may be committed to a project up to one year after project completion.

HUD will govern access to IDIS by other entities participating in the HOME program (e.g., State recipients). Only PJs and State recipients (if permitted by the State) may request disbursement.

F. Recordkeeping

Each PJ must establish and maintain sufficient records to enable HUD to determine whether the PJ has met the requirements of this Notice. At a minimum, the following records are needed:

1. Program Records:

- a. Records evidencing that all HOME-ARP funds used by a PJ for TBRA, supportive services, and acquisition and development of non-congregate shelter units benefit individuals and families in qualifying populations.
- b. Records evidencing that not less than 70 percent of affordable rental housing units acquired, rehabilitated, and/or constructed with HOME funds by a PJ are restricted for occupancy by households in the qualifying populations.
- c. Records documenting compliance with the 15 percent limitation on administrative and planning costs.
- d. Records documenting compliance with the 5 percent limitation on CHDO and non-profit operating and capacity building costs.
- e. The underwriting and subsidy layering guidelines adopted in accordance with [Section VI.B.10](#) of this Notice that support the PJ's HOME-ARP allocation plan certification.
- f. If existing debt is refinanced for multifamily rehabilitation projects, the HOME-ARP refinancing guidelines established in the HOME-ARP in the HOME-ARP Allocation Plan.
- g. If HOME-ARP funds are used for TBRA, records supporting the PJ's written selection policies and criteria; supporting documentation for preferences for specific categories of qualifying individuals; and records supporting the rent standard and minimum tenant contribution established in accordance with [Section VI.C.7 and 8](#) of this Notice.
- h. Confidentiality.
 - i. The PJ's written policies and procedures for maintaining confidentiality of qualifying households as individuals or families fleeing, or attempting to flee domestic violence, dating violence, sexual assault, stalking, or human trafficking in accordance with [Section VIII.H](#).
 - ii. The PJ's written policies and procedures for maintaining confidentiality in compliance with the VAWA protections contained in [24 CFR Part 5, Subpart L](#).

- 2. Project Records:** PJs are required to retain the following records for HOME-ARP-assisted projects, as specified by activity type.
- a. A full description of each project assisted with HOME-ARP funds, including the location (address of project), form of HOME-ARP assistance, and the units, families, or qualifying households assisted with HOME-ARP funds, subject to confidentiality requirements in this Notice.
 - b. The source and application of funds for each project, including supporting documentation in accordance with [2 CFR 200.302](#); and records to document the eligibility and permissibility of the project costs, including the documentation of the actual HOME-ARP-eligible development costs of each HOME-ARP-assisted unit as defined in this Notice.
 - c. Records (i.e., written agreements) demonstrating compliance with the written agreement requirements in [Section VIII.B](#) of this Notice.
 - d. Records (e.g., inspection reports) demonstrating that each HOME-ARP rental project meets the property standards in [Section VI.B.11](#) of this Notice at project completion and through the applicable minimum compliance period. In addition, during a HOME-ARP rental project's minimum compliance period, records demonstrating compliance with the property standards and financial oversight pursuant to [24 CFR 92.504\(d\)](#) and the operating cost assistance reserve management and oversight required by [Section VI.B.23](#) of this Notice.
 - e. Records (e.g., inspection reports) demonstrating that each unit occupied by a qualifying household receiving HOME-ARP TBRA, meets the housing quality standards of [Section VI.C.9](#) of this Notice at initial occupancy and throughout the household's term of assistance.
 - f. Records (e.g., inspection reports) demonstrating that each NCS project meets the property and habitability standards of [Section VI.E.7](#) of this Notice at project completion and throughout the applicable restricted use period.
 - g. Records demonstrating that each qualifying household is eligible for HOME-ARP assistance based on the requirements of the ARP and [Section IV](#) of this Notice.
 - h. Records demonstrating that each household qualifying as homeless, records that meet the requirements in [24 CFR 576.500](#)(b)(1), (2), (3), or (4), as applicable (except that youth aged 24 and under must not be required to provide third-party documentation to show they are homeless to receive any shelter, housing, or services for which ESG or CoC Program funds may be used to supplement the HOME-ARP assistance).
 - i. Records demonstrating that each household qualifying as "at risk of homelessness," records that meet the requirements in [24 CFR 576.500](#)(c)(1) or (2), as applicable, and include the following documentation of annual income:

- i. Income evaluation form containing the minimum requirements specified by HUD and completed by the recipient or subrecipient; and
 - ii. Source documents for the assets held by the household and income received over the most recent period for which representative data is available before the date of the evaluation (e.g., wage statement, unemployment compensation statement, public benefits statement, bank statement);
 - iii. To the extent that source documents are unobtainable, a written statement by the relevant third party (e.g., employer, government benefits administrator) or the written certification by the recipient's or subrecipient's intake staff of the oral verification by the relevant third party of the income the household received over the most recent period for which representative data is available; or
 - iv. To the extent that source documents and third-party verification are unobtainable, the written certification by the household of the amount of income the household received for the most recent period representative of the income that the household is reasonably expected to receive over the 3-month period following the evaluation.
- j. Records demonstrating compliance with the household income requirements in accordance with [Section VI.B.12](#) of this Notice for each HOME-ARP rental project.
 - k. Records demonstrating that each HOME-ARP rental and NCS project meets the minimum compliance period or restricted use period described in [Sections VI.B.18](#) and [VI.E.9](#) respectively, of this Notice.
 - l. Records demonstrating that for each HOME-ARP rental housing unit or for each household receiving HOME-ARP TBRA, compliance with the tenant protection requirements of [Sections VI.B.19](#) and [VI.C.2](#), respectively, of this Notice. For HOME-ARP TBRA or rental projects under a master lease, the PJ must retain records demonstrating that a master lease for housing leased by a HOME-ARP sponsor and each sublease between a qualifying household and HOME-ARP sponsor complies with the tenant and participant protections of [24 CFR 92.253](#) and this Notice. Records must be kept for each household.
 - m. Records demonstrating compliance with the return of the HOME-ARP rental capitalized operating cost assistance reserve and/or the NCS replacement reserve at the end of the compliance or restricted use period in accordance with [Sections VI.B.24](#) and [VI.E.10](#) respectively, of this Notice.
 - n. Records demonstrating that each HOME-ARP rental and each NCS project meets the underwriting and subsidy layering or due diligence requirements of [Section VI.B.10](#) or [VI.E.6](#) of this Notice.
 - o. Records demonstrating that each HOME-ARP rental housing project meets the rent limitations of [Sections VI.B.13](#) and [VI.B.15](#) of this Notice for the 15-year minimum compliance period. Records must be kept for each household assisted.

- p. Records demonstrating that each multifamily HOME-ARP rental housing project involving rehabilitation with refinancing complies with the refinancing guidelines established in accordance with [24 CFR 92.206\(b\)](#).
- q. Records demonstrating that a site and neighborhood standards review was conducted for each HOME-ARP rental housing project involving new construction under [Section VI.B](#) of this Notice to determine that the site meets the requirements of [24 CFR 983.57\(e\)\(2\) and \(e\)\(3\)](#), in accordance with [24 CFR 92.202](#).
- r. Records demonstrating that any conversion of HOME-ARP NCS complies with the requirements established by [Section VI.E](#) of this Notice, including that conversion of NCS only occurred after the end of the applicable minimum use period defined in [Section VI.E.11](#).
- s. For all HOME-ARP NCS projects the following documents must be maintained, as applicable:
 - i. Purchase contract, closing documents, settlement statement and title work for acquisitions.
 - ii. Appraisal or other estimation of value to justify acquisition expenditure.
 - iii. Architectural and engineering contracts and completed designs, plans, and specifications for rehabilitation and new construction activities.
 - iv. Invoices, pay requests, and proof of payment for all project expenditures.
 - v. Proof of insurance.
 - vi. Project and program audits.
- t. For all HOME-ARP Supportive Services projects pursuant to McKinney-Vento or Homelessness Prevention Supportive Services:
 - i. Records, where applicable, demonstrating compliance with the termination of assistance requirement as described in [Section VI.D.5](#) of this Notice.
 - ii. Records of all solicitations of and agreements with subrecipients and contractors, records of all payment requests by and dates of payments made to subrecipients, and documentation of all monitoring and sanctions of subrecipients, as applicable including any findings and corrective actions required.
 - iii. Records of all procurement contracts and documentation of compliance with the procurement requirements in [2 CFR part 200, subpart D](#), as revised by [Section VIII.D](#) of this Notice.
 - iv. Records evidencing the use of the written procedures required under [Section VI.D.2](#) and records evidencing compliance with [Section IV.C.2](#) of this Notice.

- v. Records of all leases, subleases, and financial assistance agreements for the provision of rental payments, documentation of payments made by the PJ to owners, HOME-ARP sponsor, or qualifying households for the provision of financial assistance for rental payments, and supporting documentation for these payments, including dates of occupancy by qualifying individuals and families.
- vi. Records that document the monthly allowance for utilities (excluding telephone) used to determine compliance with the rent restriction.
- vii. Records of the types of services provided under the PJ's program and the amounts spent on these services.
- viii. Records demonstrating subrecipient compliance with the recordkeeping requirements in [Section VIII.F](#) of this Notice.
- u. For all HOME-ARP Housing Counseling Services projects as defined in [24 CFR part 5](#), each participating housing counseling agency must maintain a recordkeeping and reporting system in accordance with [24 CFR 214.315](#) and [24 CFR 214.317](#). The system must permit HUD to easily access all information needed for a performance review.
- v. For all HOME-ARP-assisted nonprofit operating expense and capacity building assistance activities:
 - i. Records concerning the use of funds for nonprofit operating expense and capacity building assistance must be maintained to enable HUD to determine whether the PJ has met the requirements of [Section VI.F](#) of this Notice.
 - ii. Written agreements between the PJ and the nonprofit organization providing nonprofit operating expense assistance or capacity building assistance must be retained for five years after the agreement terminates.

3. Financial records:

- a. Records, in accordance with [2 CFR 200.302](#), identifying the source and application of HOME-ARP funds. Identification must include, as applicable, the Assistance Listing program title and number (formerly Catalogue of Federal Domestic Assistance), Federal award identification number and year, name of the Federal agency, and name of the pass-through entity, if any.
- b. Records concerning the HOME-ARP Investment Trust Fund Treasury account and local account required to be established and maintained by this Notice, including deposits, disbursements, balances, supporting documentation and any other information required by IDIS.
- c. Records identifying the source and application of program income and repayments.
- d. Records demonstrating adequate budget control and other records required by [2 CFR 200.302](#), including evidence of periodic account reconciliations.

4. Program administration records:

- a. Records demonstrating compliance with the written agreements required by [Section VIII.B](#) of this Notice.
- b. Records demonstrating compliance with the applicable uniform administrative requirements required by [Section VIII.D](#) of this Notice.
- c. Records documenting required inspections, monitoring reviews and audits, and the resolution of any findings or concerns.

5. Records concerning other Federal requirements:

- a. Equal opportunity and fair housing records.
 - i. Data on the extent to which each racial and ethnic group, and single-headed households by gender of household head) have applied for, participated in, or benefited from, any program or activity funded in whole or in part with HOME-ARP funds.
 - ii. Documentation that the PJ submitted a certification that it will affirmatively further fair housing consistent with HUD's Interim Final Rule entitled Restoring Affirmatively Furthering Fair Housing Definitions and Certifications (86 FR 30779, June 10, 2021) (codified at 24 CFR 5.151 and 5.152;), [available at https://www.federalregister.gov/documents/2021/06/10/2021-12114/restoring-affirmatively-furthering-fair-housing-definitions-and-certifications](https://www.federalregister.gov/documents/2021/06/10/2021-12114/restoring-affirmatively-furthering-fair-housing-definitions-and-certifications).
 - iii. Records demonstrating compliance with the nondiscrimination and equal opportunity requirements of [24 CFR 92, Subpart H](#).
- b. Affirmative marketing and MBE/WBE records.
 - i. Records demonstrating compliance with the affirmative marketing procedures and requirements of [24 CFR 92.351](#) and this Notice.
 - ii. Documentation and data on the steps taken to implement the jurisdiction's outreach programs to minority-owned (MBE) and female-owned (WBE) businesses including data indicating the racial/ethnic or gender character of each business entity receiving a contract or subcontract of \$25,000 or more paid, or to be paid, with HOME-ARP funds; the amount of the contract or subcontract, and documentation of participating jurisdiction's affirmative steps to assure that minority business and women's business enterprises have an equal opportunity to obtain or compete for contracts and subcontracts as sources of supplies, equipment, construction, and services.
- c. Records demonstrating compliance with the environmental review requirements of [24 CFR 92.352](#), [24 CFR part 58](#), and this Notice including flood insurance requirements.

- d. Records demonstrating compliance with the requirements of [24 CFR 92.353](#) and the provisions of [Section VII.F](#) of this Notice regarding displacement, relocation, and real property acquisition, including but not limited to:
 - i. project occupancy lists identifying the name and address of all persons occupying the real property on the date described in [24 CFR 92.353\(c\)\(2\)\(i\)\(A\)](#), moving into the property on or after the date described in [24 CFR 92.353\(c\)\(2\)\(i\)\(A\)](#), and occupying the property upon completion of the project;
 - ii. lists of all individuals or families occupying hotels and motels and other nonresidential properties acquired, rehabilitated, and/or demolished and newly constructed to become HOME-ARP NCS or HOME-ARP rental housing that qualify for assistance under this Notice as members of a qualifying population, as well as records indicating whether such persons were assisted by the HOME-ARP program by the PJ following the closure of the nonresidential properties because of HOME-ARP activities
 - iii. lists of all individuals or families occupying HOME-ARP NCS that were converted during the required use period that qualify for assistance under this Notice, as well as records indicating whether moving costs or advisory services were provided as part of HOME-ARP administrative costs or under the HOME-ARP supportive services activity in [Section VI.D](#) of this Notice, and records indicating whether such persons were assisted by the HOME-ARP program by the PJ following the conversion of the HOME-ARP NCS units.
 - iv. Documentation that the PJ has and followed a RARAP in accordance with [24 CFR 92.353](#) and [24 CFR 42.325](#).
- e. Records demonstrating compliance with the labor requirements of [24 CFR 92.354](#), including contract provisions and payroll records.
- f. Records demonstrating compliance with the lead-based paint requirements of [24 CFR part 35](#), subparts A, B, J, K, M and R, as applicable.
- g. Records supporting compliance with conflict of interest requirements in [24 CFR 92.356](#), as revised by [Section VII.H](#) of this Notice, as well as documentation of any exceptions granted by HUD or a state PJ, as applicable, to the conflict of interest provisions in [24 CFR 92.356](#), as revised by [Section VII.H](#) of this Notice.
- h. Records demonstrating compliance with debarment and suspension requirements in [2 CFR part 2424](#).
- i. Records concerning intergovernmental review, as required by [24 CFR 92.357](#).
- j. Records of emergency transfers requested under [24 CFR 5.2005\(e\)](#) and [24 CFR 92.359](#) pertaining to victims of domestic violence, dating violence, sexual assault, or stalking, including data on the outcomes of those requests.

- k. Documentation of actions undertaken to meet the requirements of [24 CFR part 75](#) which implements section 3 of the Housing Development Act of 1968, as amended (12 U.S.C. 1701u).
6. **State Recipients and Subrecipients:** A PJ that distributes HOME-ARP funds to State recipients or subrecipients must require the State recipients or subrecipients to keep the records required by paragraphs 1. program records, 2. project records, 3. financial records, 4. program administration records, and 5. records concerning other federal requirements of [Section VIII.F](#) of this Notice, and such other records as the PJ determines to be necessary to enable the PJ to carry out its responsibilities under this Notice. The PJ need not duplicate the records kept by the State recipients or subrecipients. The PJ must keep records concerning its annual review of the performance and compliance of each State recipient and subrecipient as required under [24 CFR 92.504\(a\)](#).
7. **Period of record retention:** All records pertaining to HOME-ARP funds must be retained for five years, except as provided below.
- a. For HOME-ARP rental housing projects, records may be retained for five years after the project completion date; except that records of individual tenant income verifications, project rents and project inspections must be retained for the most recent five-year period, until five years after the affordability period terminates.
 - b. For HOME-ARP TBRA projects, records must be retained for five years after the period of rental assistance terminates.
 - c. Written agreements must be retained for five years after the agreement terminates.
 - d. Records covering displacements and acquisition must be retained for five years after the date by which all persons displaced from the property and all persons whose property is acquired for the project have received the final payment to which they are entitled in accordance with [24 CFR 92.353](#).
 - e. If any litigation, claim, negotiation, audit, monitoring, inspection, or other action has been started before the expiration of the required record retention period records must be retained until completion of the action and resolution of all issues which arise from it, or until the end of the required period, whichever is later.
8. **Access to records:** The PJ must provide citizens, public agencies, and other interested parties with reasonable access to records, consistent with applicable state and local laws and any other applicable grant conditions from other federal grant programs regarding privacy and obligations of confidentiality.

The PJ, subrecipient, contractor, or owner may create a program participant identifier code or number that can be used on a file and maintained internally, in such a way that the number itself does not inadvertently identify the program participant, (i.e., no use of initials, date of birth, or other pieces of information that might suggest the identity of the program participant). The “key” or “cypher” for the program participant identifier code would itself be confidential and would not leave the provider. In the circumstance of HUD programs, the

Unique Personal Identification Number which is generated within the comparable database could be used with auditors to identify records of services to distinct individuals, subject to the below requirement.

HUD and the Comptroller General of the United States, any of their representatives, have the right of access to any pertinent books, documents, papers, or other records of the PJ, state recipients, and subrecipients, in order to make audits, examinations, excerpts, and transcripts. If a provider of services or operator of an NCS is subject to state or local laws or other federal grant programs that require that HUD not be given access to records detailing PII of victims, then auditors or evaluators may be given access to representative files without any sharing of individual identifying information.

G. Reporting and Performance Reports.

The PJ must submit reports in a format and at such time as prescribed by HUD. In addition, HUD and Office of the Inspector General (OIG) staff must be given access, upon reasonable notice, to all information related to the selection, award, and use of HOME-ARP funds.

Each PJ must enter the required HOME-ARP data elements timely in IDIS.

1. For HOME-ARP rental activities under [Section VI.B](#) of this Notice, the PJ must enter complete project completion information when it completes the activity in IDIS, except the assisted units can be marked vacant until they are occupied by eligible households.
2. For HOME-ARP NCS activities under [Section VI.E](#) of this Notice, the PJ must enter complete project completion information when it completes the activity in IDIS. In addition, the PJ must report the disposition of any HOME-ARP-assisted NCS activity that is converted to another eligible use at the time of conversion.
3. For HOME-ARP TBRA activities under [Section VI.C](#) of this Notice, the PJ must report beneficiary information in IDIS at the time assistance is provided.
4. For HOME-ARP Supportive Services activities under [Section VI.D](#) of this Notice, the PJ must report in IDIS quarterly, by the 30th day after the end of each calendar quarter, on the number of homeless and not homeless households assisted with supportive services and housing counseling, including the race and ethnicity, household size, and household type of the households assisted.

HUD will issue guidance about reporting on HOME-ARP activities in the PJ's consolidated annual performance and evaluation report (CAPER) required under [24 CFR 91.520](#), at a later date.

H. Confidentiality Requirements

1. All entities assisted by HOME-ARP funds must develop, implement, and maintain written procedures to require that –

- a. All records containing personally identifying information of any individual or family who applies for and/or receives HOME-ARP assistance will be kept secure and confidential;
 - b. The address or location of any NCS or HOME-ARP rental housing exclusively for individuals fleeing or attempting to flee domestic violence, dating violence, sexual assault, stalking, or human trafficking will not be made public, except as necessary where making the address or location public does not identify occupancy of the NCS or HOME-ARP rental housing, when necessary to record use restrictions or restrictive covenants in accordance with [Section VI.B](#) or [VI.E](#), or with written authorization of the person or entity responsible for the operation of the NCS or HOME-ARP rental housing; and
 - c. The address or location of any program participant that is a fleeing or attempting to flee domestic violence, dating violence, sexual assault, stalking, or human trafficking will not be made public, except as provided under a privacy policy of the PJ consistent with state and local laws and any other grant conditions from other federal grant programs regarding privacy and obligations of confidentiality.
2. Documenting status of a qualifying population that is fleeing or attempting to flee domestic violence, dating violence, stalking, sexual assault, or human trafficking:
- a. If an individual or family qualifies because the individual or family is fleeing or attempting to flee domestic violence, dating violence, sexual assault, stalking, or human trafficking then acceptable evidence includes an oral or written statement by the qualifying individual or head of household seeking assistance that they are fleeing that situation. An oral statement may be documented by either –
 - i. a written certification by the individual or head of household; or
 - ii. a written certification by a victim service provider, intake worker, social worker, legal assistance provider, health-care provider, law enforcement agency, legal assistance provider, pastoral counselor, or an intake worker in any other organization from whom the individual or family sought assistance.

The written documentation need only include the minimum amount of information indicating that the individual or family is fleeing or attempting to flee domestic violence, dating violence, sexual assault, stalking, or human trafficking and need not include any additional details about the conditions that prompted the individual or family to seek assistance.

IX. PERFORMANCE REVIEWS

HUD will review the performance of each PJ in carrying out its responsibilities for the use of HOME-ARP funds and its compliance with the requirements of this Notice. Such reviews may take the form of remote or on-site monitoring, review of IDIS data or reports, assessment of documents requested from the PJ, subrecipient, or other entity carrying out HOME-ARP activities, and inquiries resulting from external audit reports, media reports, citizen complaints,

or other sources of relevant information. HUD may also review a PJ's timely use of HOME- ARP funds for eligible activities, including the progress of expenditures for individual projects or activities, the requirement to place a project in service in accordance with requirements in this Notice, and compliance of HOME-ARP rental housing and NCS with the 4-year deadline for completing projects.

If HUD preliminarily determines that a PJ has not met a requirement of this Notice or an applicable requirement of the HOME regulations at [24 CFR Part 92](#), HUD will communicate its determination in writing and provide the PJ with the opportunity to demonstrate, based on substantial facts, documentation, and data, that it has done so. HUD may extend any time period it provided to the PJ to demonstrate its compliance if upon request of the PJ, HUD determines that it is infeasible for the PJ to provide a full response within the prescribed period.

If the PJ fails to demonstrate to HUD's satisfaction that it has met the requirement, HUD will take corrective or remedial action in accordance with this section or [24 CFR 92.552](#).

A. Corrective and Remedial Actions

Corrective or remedial actions for a performance deficiency (e.g., failure to meet a provision of this Notice or an applicable provision of [24 CFR Part 92](#)) will be designed to prevent a continuation of the deficiency; mitigate, to the extent possible, its adverse effects or consequences; and prevent its recurrence. HUD may impose corrective or remedial actions including but not limited to the following:

1. HUD may instruct the PJ to submit and comply with proposals for action to correct, mitigate and prevent a performance deficiency, including:
 - a. Preparing and following a schedule of actions for carrying out the affected activities, consisting of schedules, timetables, and milestones necessary to implement the affected activities;
 - b. Establishing and following a management plan that assigns responsibilities for carrying out the remedial actions;
 - c. Canceling or revising activities likely to be affected by the performance deficiency, before expending HOME-ARP funds for the activities;
 - d. Reprogramming HOME-ARP funds that have not yet been expended from affected activities to other eligible activities;
 - e. Reimbursing its HOME-ARP grant in any amount not used in accordance with the requirements of this Notice;
 - f. Suspending disbursement of HOME-ARP funds for affected activities; and
 - g. Establishing procedures to ensure compliance with HOME-ARP requirements.

2. HUD may also:

- a. Change the method of payment from an advance to a reimbursement basis and may require supporting documentation to be submitted for HUD review for each payment request before payment is made;
- b. Determine the PJ to be high risk and impose special conditions or restrictions on the use of HOME-ARP funds in accordance with [2 CFR 200.208](#); and
- c. Take other remedies that may be legally available, including remedies under [2 CFR 200.339](#) and [200.340](#).

B. Sanctions

The requirements at [24 CFR 92.552](#) apply to HOME-ARP funds, except that the provision at [24 CFR 92.552\(a\)\(2\)\(iv\)](#) related to failure to comply with matching contribution requirements shall not apply.

X. FINDING OF NO SIGNIFICANT IMPACT

A Finding of No Significant Impact (FONSI) with respect to the environment has been made in accordance with HUD regulations at [24 CFR part 50](#), which implement section 102(2)(C) of the National Environmental Policy Act of 1969 (42 U.S.C. 4332(2)(C)). The FONSI is available for inspection at HUD's Funding Opportunities web page at: https://www.hud.gov/program_offices/spm/gmomgmt/grantsinfo/fundingopps.

ATTACHMENT C

CERTIFICATIONS

The following are made a part of this contract:

1. Office of Management and Budget Circular A-87 as applied to cost principles for State and local governments;
2. 24 CFR Part 85 as applied to Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments;
3. Title VI of the Civil Rights Act of 1964;
4. Title VIII of the Civil Rights Act of 1968, known as the Fair Housing Act;
5. Drug Free Workplace Act;
6. Provisions of 24 Code of Federal Regulations Part 92.357 as related to debarred, suspended or intelligible contractors;
7. National Historic Preservation Act of 1966;
8. 24 Code of Regulations Part 92 containing regulations for the HOME-ARP Investment Partnerships Program;
9. Furthering fair housing; and Executive Order 11063;
10. Section 109 of the Housing and Community Development Act of 1974 (the Act), as amended; and regulations issued pursuant thereto regarding prohibited discriminatory actions;
11. Requirements as set forth in 24 CFR Part 92.354;
12. The National Environmental Policy Act, as related to environmental standards and regulations contained in 24 CFR Part 58;
13. Section 202(a) of the Flood Disaster Protection Act of 1973, as amended, relating to the National Flood Insurance Program in accordance with 44 CFR Parts 59 – 79 and 24 CFR Part 92.358;

14. The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and HUD implementing regulations in 24 CFR Part 92.353;
15. Executive Order 11246, as amended by Executive Order 112086 and regulations issued pursuant thereto (41 CFR Chapter 60), relating to employment and contracting opportunities;
16. Section 401(b) of the Lead-Based Paint Poisoning Prevention Act and implementing regulations contained in 24 CFR Part 35, Subpart B and 24 CFR 92.355 prohibiting the use of lead-based paint in residential structures;
17. The prohibition against employing, awarding of contracts to, or engaging the services of any contractor or subcontractor debarred, suspended or ineligible for federal funds under 24 CFR Part 24 and 24 CFR Part 92.537;
18. The conflict of interest provisions contained in 24 CFR Part 85.36 and 24 CFR Part 92.356 in the procurement of supplies, equipment, construction and services;
19. Executive Order 12372 Concerning intergovernmental review of federal programs including implementing regulations contained in 24 CFR Part 52;
20. Section 3 of the Housing and Urban Development Act of 1968, as amended, concerning Affirmative Action in the provision of training employment and business opportunities;
21. Americans with Disabilities Act (ADA).

Date:

Amount:

Dept. Head:

Department:

Internal Transfer Within Department

Transfer Between Departments/Funds

X

Supplemental Request

This budget amendment is to budget revenues and expenditures for the HOME-ARP grant. The grant period is October 01, 2022 - September 30, 2030. Request for funds will be on a reimbursement basis. All funds must be 100% drawn down by September 30, 2030. There is no County match.

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
410	6	3675-6432-ARP	HOME GRANT - ARP	-	623,900.00	-	623,900.00
410	9	3675-9393-ARP	HOME GRANT - ARP - SUB CONTRACTOR	-	578,000.00	-	578,000.00
410	9	3675-9605-ARP	HOME GRANT - ARP - CONSULTANTS	-	45,900.00	-	45,900.00

Total 0.00

Budget Officer

County Manager

Board of Commissioners

Approved

Approved

Approved

Denied

Denied

Denied

Signature

Signature

Signature

Date

Date

Date

**CABARRUS COUNTY
COMMUNITY DEVELOPMENT SPECIAL REVENUE
PROJECT ORDINANCE**

BE IT ORDAINED by the Board of Commissioners of the County of Cabarrus, North Carolina that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant project ordinance is hereby adopted:

Section 1. The projects authorized is for the Grant Projects for the purpose of receiving and disbursing funds as directed by Home Program Grant and the Department of Commerce. The projects are referenced in Section 3.

Section 2. The officers of this unit are hereby directed to proceed within the terms of the Generally Accepted Accounting Principles (GAAP), the grant terms, the rules and regulations of the Department of Commerce and the budget contained herein.

Section 3. The following budgeted amounts are appropriated for the projects:

CDBG:	
Sub-Contractor	\$ 42,352
Home 2015	
Sub-Contractor	159,887
Consultants	4,292
Home 2016:	
Sub-Contractor	119,392
Consultants	3,271
Home 2020:	
Sub-Contractor	184,686
Consultants	8,366
Home 2023-ARP	
Sub-Contractor	578,000
Consultants	<u>45,900</u>
 Total	 \$ <u>1,146,146</u>

Section 4. The following budgeted revenues are anticipated to be available to complete these projects.

CDBG:	
Program Fees	\$42,352
Home 2015:	
Home Consortium Revenues	94,684
Program Fees	44,495
Contribution from General Fund	25,000
Home 2016:	
Home Consortium Revenues	97,663
Contribution from General Fund	25,000
Home 2020	
Home Consortium Revenues	147,795
Program Fees	10,400
Contribution from General Fund	34,857
Home 2023-ARP	<u>623,900</u>
 Total	 <u>\$1,146,146</u>

Section 5. The Finance Officer is hereby directed to maintain within the Grant Project sufficient detailed accounting records to satisfy the terms of any debt financing resolutions and any grant agreements or federal and State regulations.

Section 6. Funds may be advanced from the General Fund for the purpose or making payments as due. Reimbursement requests should be made to the granter agencies in an orderly and timely manner.

Section 7. The Finance Officer is directed to report, at the request of the Board, on the financial status of each project element in Section 3 and on the total revenues received or claimed.

Section 8. Copies of this grant project ordinance shall be furnished to the Clerk to the Governing Board, and to the Budget Officer and the Finance Officer for direction in carrying out the projects.

Section 9. At the completion of each individual project, all unrestricted excess funds are transferred to the General Fund and the Grant Project Ordinance is closed.

Section 10. The County Manager is hereby authorized to transfer revenues and appropriation within an ordinance as contained herein under the following conditions:

- a. The Manager may transfer amounts between objects of expenditures and revenues within a function without limitation.
- b. The Manager may transfer amounts up to \$100,000 between functions of the same ordinance.
- c. The 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.
- d. The Manager may either enter into and execute change orders or amendments to County construction contracts in amounts up to \$90,000 when the project ordinance contains sufficient appropriated but unencumbered funds.

Adopted this 20th day of March 2023.

CABARRUS COUNTY BOARD OF COMMISSIONERS

BY: _____
Stephen M. Morris, Chairman

ATTEST:

Clerk to the Board

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**March 20, 2023
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

Sheriff's Office - Award of Service Weapon to Lt. Anthony Haynie Upon His Retirement

BRIEF SUMMARY:

Lieutenant Anthony Haynie will retire from the Cabarrus County Sheriff's Office on April 1st, 2023. Pursuant to N.C. General Statute 20-187.2, it is requested that Lieutenant Haynie's service weapon (Sig-Sauer P320C, Serial Number 58C351935) be designated surplus property and awarded to Lieutenant Haynie for a price of \$1.00 upon his retirement.

REQUESTED ACTION:

Motion to declare Sig Sauer P320 .40 cal SN 58C351935, surplus property and authorize disposition in accordance with the County's policy.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:

Chief Deputy James N. Bailey

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

This item was approved by the Board for inclusion on the Agenda as a Consent item.

ATTACHMENTS:

- ▣ Receipt
- ▣ Surplus Form

RECEIPT

DATE 2/21/2023No. 072943RECEIVED FROM Anthony Haynie\$ 1.00Sig Saver P320

DOLLARS

 FOR RENT 580351935 FOR _____

ACCOUNT	
PAYMENT	
BAL. DUE	

- CASH
- CHECK
- MONEY ORDER
- CREDIT CARD

FROM _____ TO _____

BY Daniel Reed

3-11



Cabarrus County Asset Transfer, Surplus, Demolition Form

Action: Retire/Sold
Date: 2/20/2023

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
Asset Number	
Serial Number	Sig Sauer P320 .40 cal SN 58C351935
Description	

TO	
Name	Anthony Haynie
Department	Sheriff
Location	
Reason	Pursuant to NC General Statute 20-187.2

Is this a Vehicle? No	
Vehicle ID #	
Year	
Mileage	
Tag #	N/A
Effective Date	

IAM Director:	Date:	
Assistant County Manager:	Date:	
Chief Procurement Officer:	Date:	
County Manager:	Date:	

Surplus_Action

Demolish/Destroy
Donate to another government unit
Donate to Non-Profit
Other
Pending
Retire/Sold
Sale of trade-in property
Salvage for Parts
Transfer to another department

Vehicle_Question

No
Yes

General_Statute

Donation to Non-Profit
Purchased equipment purchased with federal grant money and transferring to another government unit
To dispose of property by exchange or donation to another government unit
To dispose of property valued up to \$30,000
To purchase with a trade-in
Sale of trade-in property
To transfer to another department

General_Statutes

Purchased equipment purchased with federal grant money and transferring to another government unit
To dispose of property valued up to \$30,000
To dispose of property by exchange or donation to another government unit
To purchase with a trade-in
Sale of trade-in property
Donation to Non-Profit

Was this asset purchased with grant funds:

Yes
No

Pursuant to provisions of the Federal Fiscal Year 2007 Homeland Security Grant Program and the NC Division of Emergency Management federal grant number 2007-GE-T7-0048, I respectfully request that the following item(s) be transferred to _____, NC:

GS 160A-266C

GS 153A-176, GS 160A-274, and GS160A-280

GS 160A-266C and GS 143-129-7

GS 143-129.7

GS 160A-266C

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**March 20, 2023
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

Sheriff's Office - Award of Service Weapon to Lt. April Samples Upon Her Retirement

BRIEF SUMMARY:

Lieutenant April Samples will retire from the Cabarrus County Sheriff's Office on April 1, 2023. Pursuant to N.C. General Statute 20-187.2, it is requested that Lieutenant Sample's service weapon (Sig-Sauer P320C, Serial Number 58C352197) be designated surplus property and awarded to Lieutenant Samples for a price of \$1.00 upon her retirement.

REQUESTED ACTION:

Motion to declare Sig-Sauer P320C, Serial Number 58C352197, surplus property and authorize disposition in accordance with the County's policy.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:

Chief Deputy James N. Bailey

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

This item was approved by the Board for inclusion on the Agenda as a Consent item.

ATTACHMENTS:

- ▣ Receipt
- ▣ Asset Surplus Form

RECEIPT DATE 2/29/23 No. **072942**

RECEIVED FROM April Samples \$ 1.00

By Tessa Burchett DOLLARS

FOR RENT
 FOR Sig Saver P320 BSC 35197

ACCOUNT	
PAYMENT	
BAL. DUE	

- CASH
- CHECK
- MONEY ORDER
- CREDIT CARD

FROM _____ TO _____

BY Tessa Burchett Daniel Reese 3-11



Cabarrus County Asset Transfer, Surplus, Demolition Form

Action: Other
Date: 2/27/2023

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
Asset Number	
Serial Number	Sig Sauer P320 .40 cal SN 58C352197
Description	

TO	
Name	April Samples
Department	Sheriff
Location	
Reason	Pursuant to NC General Statute 20-187.2

Is this a Vehicle? No	
Vehicle ID #	
Year	
Mileage	
Tag #	N/A
Effective Date	

IAM Director:	Date:	
Assistant County Manager:	Date:	
Chief Procurement Officer:	Date:	
County Manager:	Date:	

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**March 20, 2023
6:30 PM**

AGENDA CATEGORY:

Consent Agenda

SUBJECT:

Tax Administration - Refund and Release Reports - February 2023

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:

Motion to approve the February 2023 Refund and Release Reports as submitted, including the NCVTS Refund Report, and grant authority to the Tax Collector to process the refunds and releases.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:

M. David Thrift, Tax Administrator

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

This item was approved by the Board for inclusion on the Agenda as a Consent item.

ATTACHMENTS:

- ▣ Release Refund Summary
- ▣ Release Refund Detail
- ▣ NCVTS Refund Report

Summary of Releases and Refunds for the Month Of February 2023

RELEASES FOR THE MONTH OF: FEBRUARY 2023

\$22,433.70

BREAKDOWN OF RELEASES:

COUNTY	\$5,805.82
CITY OF CONCORD	\$1,756.57
CITY OF KANNAPOLIS	\$560.63
CITY OF LOCUST	\$0.00
CITY OF STANFIELD	\$0.00
CITY OF CONCORD DOWNTOWN	\$13,781.49
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	\$9.50
GEORGEVILLE F/D	\$0.00
GOLD HILL F/D	\$0.00
HARRISBURG F/D	\$0.00
JACKSON PARK F/D	\$222.01
MIDLAND F/D	\$0.00
MT MITCHELL F/D	\$160.48
MT PLEASANT F/D	\$0.00
NORTHEAST F/D	\$6.02
ODELL F/D	\$54.51
POPLAR TENT F/D	\$0.00
RICHFIELD F/D	\$0.00
RIMER F/D	\$0.00
KANNAPOLIS RURAL F/D	\$76.67
CONCORD RURAL F/D	\$0.00

REFUNDS FOR THE MONTH OF: FEBRUARY 2023

\$19,811.54

BREAKDOWN OF REFUNDS:

COUNTY	\$10,751.08
CITY OF CONCORD	\$6,393.77
CITY OF KANNAPOLIS	\$0.00
CITY OF LOCUST	\$0.00
CITY OF STANFIELD	\$0.00
CITY OF CONCORD DOWNTOWN	\$198.47
TOWN OF HARRISBURG	\$0.00
TOWN OF MIDLAND	\$99.00
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	\$12.12
GEORGEVILLE F/D	\$0.00
GOLD HILL F/D	\$0.00
HARRISBURG F/D	\$2,296.59
JACKSON PARK F/D	\$0.00
MIDLAND F/D	\$60.51
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	\$0.00
KANNAPOLIS RURAL F/D	\$0.00
CONCORD RURAL F/D	\$0.00

FEBRUARY 2023 RELEASE REPORT

Name	Bill#	Reason	District	Amount
BABECKI KEVIN MATTHEW	2022-501186	TAX CODE/JURISDICTION	C ADVLTAX	318.57
BABECKI KEVIN MATTHEW	2022-501186	TAX CODE/JURISDICTION	CI04ADVLTA	271.22
BOST DANNY G	2022-20955	VOID PAYMENT-RELEASE/REFUND FOR	FR09ADVLTA	160.48
BOWERS BRADLEY D	2022-21277	PTHER 105381 TP WAS INFORMED	C PEN FEE	178.71
BOWERS BRADLEY D	2022-21277	PTHER 105381 TP WAS INFORMED	CI02PEN FEE	115.92
BOWERS BRADLEY D	2022-21277	PTHER 105381 TP WAS INFORMED	C ADVLTAX	1787.10
BOWERS BRADLEY D	2022-21277	PTHER 105381 TP WAS INFORMED	CI02ADVLTA	1159.20
CARDENAS GERARDO	2022-501664		C ADVLTAX	-37.89
CARDENAS GERARDO	2022-501664		CI04ADVLTA	-32.26
CARDENAS GERARDO	2022-501664		C ADVLTAX	113.66
CARDENAS GERARDO	2022-501664		CI04ADVLTA	96.77
CEJS LLC A NC LLC	2022-2424	BOER: PER GENERAL STATUE 105-322	CIDTADVLTA	1134.37
CEJS LLC A NC LLC	2022-2423	BOER: PER GENERAL STATUE 105-322	CIDTADVLTA	1134.37
CEJS LLC A NC LLC	2022-2424		CIDTADVLTA	-1134.37
CEJS LLC A NC LLC	2022-2424	BOER: GENERAL STATTE 105-322	CIDTADVLTA	1134.37
CEJS LLC A NC LLC	2022-2423		CIDTADVLTA	-1134.37
CEJS LLC A NC LLC	2022-2423	BOER: PER GENERAL STATUE 105-322	CIDTADVLTA	1134.37
CEJS LLC A NC LLC	2022-2424		CIDTADVLTA	-1134.37
CEJS LLC A NC LLC	2022-2423		CIDTADVLTA	-1134.37
CEJS LLC A NC LLC	2022-2419	BOER: PER GENERAL STATUE 105-322	CIDTADVLTA	2153.28
CEJS LLC A NC LLC	2022-2420	BOER: PER GENERAL STATUE 105-322	CIDTADVLTA	2153.28
CEJS LLC A NC LLC	2022-2421	BOER: PER GENERAL STATUE 105-322	CIDTADVLTA	2153.28
CEJS LLC A NC LLC	2022-2422	BOER: PER GENERAL STATUE 105-322	CIDTADVLTA	1134.37
CEJS LLC A NC LLC	2022-2423	BOER: PER GENERAL STATUE 105-322	CIDTADVLTA	1134.37
CEJS LLC A NC LLC	2022-2424	BOER: PER GENERAL STATUE 105-322	CIDTADVLTA	1134.37
CEJS LLC A NC LLC	2022-2419		CIDTADVLTA	-2153.28
CEJS LLC A NC LLC	2022-2420		CIDTADVLTA	-2153.28
CEJS LLC A NC LLC	2022-2421		CIDTADVLTA	-2153.28
CEJS LLC A NC LLC	2022-2422		CIDTADVLTA	-1134.37
CEJS LLC A NC LLC	2022-2423		CIDTADVLTA	-1134.37
CEJS LLC A NC LLC	2022-2424		CIDTADVLTA	-1134.37
CEJS LLC A NC LLC	2022-2419	BOER: PER GENERAL STATUE 105-322	CIDTADVLTA	2834.54
CEJS LLC A NC LLC	2022-2420		CIDTADVLTA	2834.54
CEJS LLC A NC LLC	2022-2421		CIDTADVLTA	2834.54
CEJS LLC A NC LLC	2022-2422		CIDTADVLTA	1738.94
CEJS LLC A NC LLC	2022-2423		CIDTADVLTA	1738.94
CEJS LLC A NC LLC	2022-2424		CIDTADVLTA	1738.94
CHAND SANDEEP KUMAR	2023-502048	TAX CODE/JURISDICTION	C ADVLTAX	101.01
CHAND SANDEEP KUMAR	2023-502048	TAX CODE/JURISDICTION	CI02ADVLTA	65.52
CHAND SANDEEP KUMAR	2023-501913	TAX CODE/JURISDICTION	C ADVLTAX	127.39
CHAND SANDEEP KUMAR	2023-501913	TAX CODE/JURISDICTION	CI02ADVLTA	82.63
CRANSTON CHRISTOPHER A	2022-32013	VOID PAYMENT-RELEASE/REFUND FOR	C ADVLTAX	105.23
CRANSTON CHRISTOPHER A	2022-32013	VOID PAYMENT-RELEASE/REFUND FOR	FR02ADVLTA	19.91
CRITES WILLIAM R TRUSTEE	2022-32358	G.S. 105-381 TAXPAYER REMEDY DUE	C ADVLTAX	16.65
CRITES WILLIAM R TRUSTEE	2022-32358	G.S. 105-381 TAXPAYER REMEDY DUE	CI02ADVLTA	10.80
DUNN GEORGE EDWARD III	2019-36487		C PEN FEE	36.93
DUNN GEORGE EDWARD III	2019-36487		FR11PEN FEE	3.40
DUNN GEORGE EDWARD III	2019-36487		C ADVLTAX	369.33
DUNN GEORGE EDWARD III	2019-36487		FR11ADVLTA	33.94
FINK WESLEY JAMES	2022-503093	105381 TAX JURISDICTION	C ADVLTAX	78.48
FINK WESLEY JAMES	2022-503093	105381 TAX JURISDICTION	CI02ADVLTA	50.91
GLOEGE DENNIS L & WIFE	2022-45676	PROPERTY SOLD; 105-381:	C ADVLTAX	35.08
GLOEGE DENNIS L & WIFE	2022-45676	PROPERTY SOLD; 105-381:	FR15ADVLTA	6.02
LITTLE PROPERTIES OF MIDLAND LLC	2022-65735	G.S. 105-381 TAXPAYER REMEDY DUE	C ADVLTAX	82.66
LITTLE PROPERTIES OF MIDLAND LLC	2022-65735	G.S. 105-381 TAXPAYER REMEDY DUE	CI06ADVLTA	24.57
MARTINEZ JOSE IGNACIO ZUNIGA	2022-69153	105-381 OTHER - MH PARK WAS SOLD	C PEN FEE	2.97
MARTINEZ JOSE IGNACIO ZUNIGA	2022-69153	105-381 OTHER - MH PARK WAS SOLD	CI02PEN FEE	1.93
MARTINEZ JOSE IGNACIO ZUNIGA	2022-69153	105-381 OTHER - MH PARK WAS SOLD	C ADVLTAX	29.70
MARTINEZ JOSE IGNACIO ZUNIGA	2022-69153	105-381 OTHER - MH PARK WAS SOLD	CI02ADVLTA	19.26
MELGAR MELGAR LAURA YESSSENIA	2022-72252	105-381 TAX JURISDICTION	C PEN FEE	4.89
MELGAR MELGAR LAURA YESSSENIA	2022-72252	105-381 TAX JURISDICTION	CI02PEN FEE	3.17
MELGAR MELGAR LAURA YESSSENIA	2022-72252	105-381 TAX JURISDICTION	C ADVLTAX	48.92
MELGAR MELGAR LAURA YESSSENIA	2022-72252	105-381 TAX JURISDICTION	CI02ADVLTA	31.73
MELGAR MELGAR LAURA YESSSENIA	2021-71172	105-381 TAX JURISDICTION	C PEN FEE	5.15
MELGAR MELGAR LAURA YESSSENIA	2021-71172	105-381 TAX JURISDICTION	CI02PEN FEE	3.34
MELGAR MELGAR LAURA YESSSENIA	2021-71172	105-381 TAX JURISDICTION	C ADVLTAX	51.48
MELGAR MELGAR LAURA YESSSENIA	2021-71172	105-381 TAX JURISDICTION	CI02ADVLTA	33.39
MENDAPARA VIVEK RAMNIKBHAI	2022-500884	TAX CODE/JURISDICTION	C ADVLTAX	96.52
MENDAPARA VIVEK RAMNIKBHAI	2022-500884	TAX CODE/JURISDICTION	CI02ADVLTA	62.61
MURPHY JODI REBECCA	2023-180	PENALTY FEE WAS NOT ADDED TO	C ADVLTAX	197.40
MURPHY JODI REBECCA	2023-180	PENALTY FEE WAS NOT ADDED TO	CI02ADVLTA	128.04
MURPHY JODI REBECCA	2023-179	VALUE FOR 2021 MAKO BOAT WAS NOT	C PEN FEE	1.48
MURPHY JODI REBECCA	2023-179	VALUE FOR 2021 MAKO BOAT WAS NOT	CI02PEN FEE	0.96
MURPHY JODI REBECCA	2023-179	VALUE FOR 2021 MAKO BOAT WAS NOT	C ADVLTAX	7.40
MURPHY JODI REBECCA	2023-179	VALUE FOR 2021 MAKO BOAT WAS NOT	CI02ADVLTA	4.80
PROPST CONSTRUCTION CO INC	2022-85986	VOID PAYMENT-RELEASE/REFUND FOR	C ADVLTAX	1068.26
PROPST CONSTRUCTION CO INC	2022-85986	VOID PAYMENT-RELEASE/REFUND FOR	FR02ADVLTA	202.10
SECURUS TECHNOLOGIES	2022-93778	OTHER. NCGS 105-381. THE COMPANY	C PEN FEE	17.86
SECURUS TECHNOLOGIES	2022-93778	OTHER. NCGS 105-381. THE COMPANY	CI02PEN FEE	11.58
SECURUS TECHNOLOGIES	2022-93778	OTHER. NCGS 105-381. THE COMPANY	CIDTPEN FEE	5.55
SECURUS TECHNOLOGIES	2022-93778	OTHER. NCGS 105-381. THE COMPANY	C ADVLTAX	178.56
SECURUS TECHNOLOGIES	2022-93778	OTHER. NCGS 105-381. THE COMPANY	CI02ADVLTA	115.82
SECURUS TECHNOLOGIES	2022-93778	OTHER. NCGS 105-381. THE COMPANY	CIDTADVLTA	55.50
SERRANO JAMILET HERNANDEZ	2022-94123	TAX CODE/JURISDICTION	C PEN FEE	4.74
SERRANO JAMILET HERNANDEZ	2022-94123	TAX CODE/JURISDICTION	FR14PEN FEE	0.64
SERRANO JAMILET HERNANDEZ	2022-94123	TAX CODE/JURISDICTION	C ADVLTAX	47.37
SERRANO JAMILET HERNANDEZ	2022-94123	TAX CODE/JURISDICTION	FR14ADVLTA	6.40

SERRANO JAMILET HERNANDEZ	2022-94123		C	ADVL TAX	-47.37
SERRANO JAMILET HERNANDEZ	2022-94123		FR14	ADVL TAX	-6.40
SERRANO JAMILET HERNANDEZ	2022-94123		C	PEN FEE	-4.74
SERRANO JAMILET HERNANDEZ	2022-94123		FR14	PEN FEE	-0.64
SERRANO JAMILET HERNANDEZ	2022-94123	TAX CODE JURISTDICTION 105381	C	PEN FEE	6.39
SERRANO JAMILET HERNANDEZ	2022-94123	TAX CODE JURISTDICTION 105381	FR14	PEN FEE	0.86
SERRANO JAMILET HERNANDEZ	2022-94123	TAX CODE JURISTDICTION 105381	C	ADVL TAX	63.90
SERRANO JAMILET HERNANDEZ	2022-94123	TAX CODE JURISTDICTION 105381	FR14	ADVL TAX	8.64
TEAGUE JOSHUA BENJAMIN	2022-500144	TAX CODE/JURISDICTION	C	ADVL TAX	108.74
TEAGUE JOSHUA BENJAMIN	2022-500144	TAX CODE/JURISDICTION	CI04	ADVL TAX	92.57
TELU SRINIVAS	2022-502293	TAX CODE/JURISDICTION	C	ADVL TAX	448.29
TELU SRINIVAS	2022-502293	TAX CODE/JURISDICTION	CI01	ADVL TAX	215.06
VISWANATHAN SUGUMAR MAHENDRAKUMAR	2023-502085	105381 TAX JURISDICTION.	C	ADVL TAX	186.81
VISWANATHAN SUGUMAR MAHENDRAKUMAR	2023-502085	105381 TAX JURISDICTION.	FR11	ADVL TAX	17.17
WHITAKER BRIAN KEITH	2019-105918	105381 - ILLEGAL TAX ANGIE	C	PEN FEE	6.98
WHITAKER BRIAN KEITH	2019-105918	105381 - ILLEGAL TAX ANGIE	CI04	PEN FEE	5.94
WHITAKER BRIAN KEITH	2019-105918	105381 - ILLEGAL TAX ANGIE	C	ADVL TAX	69.78
WHITAKER BRIAN KEITH	2019-105918	105381 - ILLEGAL TAX ANGIE	CI04	ADVL TAX	59.41
WHITAKER BRIAN KEITH	2020-107562	105381 - ILLEGAL TAX ANGIE	C	PEN FEE	7.15
WHITAKER BRIAN KEITH	2020-107562	105381 - ILLEGAL TAX ANGIE	CI04	PEN FEE	6.09
WHITAKER BRIAN KEITH	2020-107562	105381 - ILLEGAL TAX ANGIE	C	ADVL TAX	71.52
WHITAKER BRIAN KEITH	2020-107562	105381 - ILLEGAL TAX ANGIE	CI04	ADVL TAX	60.89
WHITAKER SHIRLEY	2022-110491	G.S. 105-381 TAXPAYER REMEDY	C	ADVL TAX	567.32
WHITAKER SHIRLEY	2022-110491	G.S. 105-381 TAXPAYER REMEDY	FR01	ADVL TAX	76.67
WOUBY TOUSSAINT	2022-113167	PROPERTY SOLD 105-381:	C	ADVL TAX	183.52
WOUBY TOUSSAINT	2022-113167	PROPERTY SOLD 105-381:	CI01	ADVL TAX	107.88



North Carolina Vehicle Tax System

NCVTS Pending Refund report

Report Date 3/3/2023 10:02:36 AM

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	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
ALLEN, FRANCESCO PARISI	ALLEN, FRANCESCO PARISI	ALLEN, JOSIAH MICHAEL	3290 WOODCHUCK DR		KANNAPOLIS, NC 28081	Proration	0053973867	FAE8002	PENDING	270607653	Refund Generated due to proration on Bill #0053973867-2021-2021-0000-00	Vehicle Sold	02/08/2023	C ADVL	Tax	(\$49.17)	\$0.00	(\$49.17)
														CI04ADVL	Tax	(\$41.86)	\$0.00	(\$41.86)
														CI04ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
														Refund			\$91.03	
ASHBURN, RANDALL DEAN	ASHBURN, RANDALL DEAN		665 BUCKLEIGH CT NW		CONCORD, NC 28027	Proration	0018013756	CAV7902	PENDING	270693219	Refund Generated due to proration on Bill #0018013756-2021-2021-0000-00	Vehicle Sold	02/09/2023	C ADVL	Tax	(\$28.82)	\$0.00	(\$28.82)
														CI02ADVL	Tax	(\$18.69)	\$0.00	(\$18.69)
														CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
														Refund			\$47.51	
BAEZ, ROSEMARY	BAEZ, ROSEMARY		207 JAMES ST		KANNAPOLIS, NC 28083	Proration	0066696609	HBL6168	PENDING	272106387	Refund Generated due to proration on Bill #0066696609-2021-2021-0000-00	Vehicle Totalled	02/27/2023	C ADVL	Tax	(\$26.25)	\$0.00	(\$26.25)
														CI04ADVL	Tax	(\$22.34)	\$0.00	(\$22.34)
														CI04ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
														Refund			\$48.59	
BAUGH, JOHN ERIC	BAUGH, JOHN ERIC		105 BOLLENBECK ER DR		HARRISBURG, NC 28075	Proration	0066838192	FHB1248	PENDING	180720190	Refund Generated due to proration on Bill #0066838192-2021-2021-0000-00	Vehicle Sold	02/15/2023	C ADVL	Tax	(\$38.59)	\$0.00	(\$38.59)
														CI01ADVL	Tax	(\$18.51)	\$0.00	(\$18.51)
														Refund			\$57.10	
														C ADVL	Tax	(\$7.25)	\$0.00	(\$7.25)
BEAN, GREGORY SCOTT	BEAN, GREGORY SCOTT		717 BAROSSA VALLEY DR NW		CONCORD, NC 28027	Proration	0063934430	TPF9907	PENDING	271695423	Refund Generated due to proration on Bill #0063934430-2021-2021-0000-00	Vehicle Sold	02/24/2023	CI02ADVL	Tax	(\$4.70)	\$0.00	(\$4.70)
														CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
														Refund			\$11.95	
														C ADVL	Tax	(\$16.69)	\$0.00	(\$16.69)
BEDI, JULIE SUMMEY	BEDI, JULIE SUMMEY		121 GRANGE VALLEY LN		CENTRAL, SC 29630	Proration	0060194643	7095C	PENDING	271584336	Refund Generated due to proration on Bill #0060194643-2021-2021-0000-00	Reg . Out of state	02/22/2023	CI02ADVL	Tax	(\$10.82)	\$0.00	(\$10.82)
														CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
														Refund			\$27.51	
														C ADVL	Tax	(\$49.61)	\$0.00	(\$49.61)
BOWMAN, NANCINE ROBERTS	BOWMAN, NANCINE ROBERTS		3198 LOCK ERNE AVE		KANNAPOLIS, NC 28081	Proration	0068474634	KCP4032	PENDING	270693579	Refund Generated due to proration on Bill #0068474634-2022-2022-0000-00	Vehicle Sold	02/09/2023	CI04ADVL	Tax	(\$42.23)	\$0.00	(\$42.23)
														CI04ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
														Refund			\$91.84	
														C ADVL	Tax	(\$17.76)	\$0.00	(\$17.76)
BROADWAY, ALICIA JA	BROADWAY, HAROLD LEONARD		529 S LITTLE TEXAS RD		KANNAPOLIS, NC 28083	Proration	0059866030	HJW2439	PENDING	271492272	Refund Generated due to proration on Bill #0059866030-2021-2021-0000-00	Vehicle Sold	02/21/2023	CI04ADVL	Tax	(\$15.12)	\$0.00	(\$15.12)
														CI04ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
														Refund			\$32.88	
														C ADVL	Tax	(\$32.07)	\$0.00	(\$32.07)
BROADWAY, ALICIA JA	BROADWAY, HAROLD LEONARD		529 S LITTLE TEXAS RD		KANNAPOLIS, NC 28083	Proration	0060512642	PJP4006	PENDING	271492263	Refund Generated due to proration on Bill #0060512642-2021-2021-0000-00	Vehicle Sold	02/21/2023	CI04ADVL	Tax	(\$27.31)	\$0.00	(\$27.31)
														CI04ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
														Refund			\$59.38	
														C ADVL	Tax	(\$20.76)	\$0.00	(\$20.76)
BROADWAY, ALICIA JA	BROADWAY, HAROLD LEONARD		529 S LITTLE TEXAS RD		KANNAPOLIS, NC 28083	Proration	0000875736	5107VV	PENDING	271492266	Refund Generated due to proration on Bill #0000875736-2022-2022-0000-00	Vehicle Sold	02/21/2023	CI04ADVL	Tax	(\$17.67)	\$0.00	(\$17.67)
														CI04ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
														Refund			\$38.43	
														C ADVL	Tax	(\$35.89)	\$0.00	(\$35.89)
BROADWAY, ALICIA JA	BROADWAY, HAROLD LEONARD		529 S LITTLE TEXAS RD		KANNAPOLIS, NC 28083	Proration	0033920317	EFD4888	PENDING	271492275	Refund Generated due to proration on Bill #0033920317-2022-2022-0000-00	Vehicle Sold	02/21/2023	CI04ADVL	Tax	(\$30.55)	\$0.00	(\$30.55)
														CI04ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
														Refund			\$66.44	
														C ADVL	Tax	(\$54.27)	\$0.00	(\$54.27)
BROADWAY, ALICIA JA	BROADWAY, HAROLD LEONARD		529 S LITTLE TEXAS RD		KANNAPOLIS, NC 28083	Proration	0000828511	CMD7399	PENDING	271492278	Refund Generated due	Vehicle Sold	02/21/2023	C ADVL	Tax	(\$54.27)	\$0.00	(\$54.27)



North Carolina Vehicle Tax System

NCVTS Pending Refund report

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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	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
ALICIA JA	HAROLD LEONARD		TEXAS RD		NC 28083						to proration on Bill #0000828511-2022-2022-0000-00			CI04ADVL	Tax	(\$46.20)	\$0.00	(\$46.20)
														CI04ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
														Refund			\$100.47	
BROWN, MARTIN STEPHEN	BROWN, MARTIN STEPHEN		957 ANCHOR WAY NE		KANNAPOLIS, NC 28083	Proration	0048888440	DKL4425	PENDING	271695123	Refund Generated due to proration on Bill #0048888440-2022-2022-0000-00	Vehicle Sold	02/24/2023	C ADVL	Tax	(\$100.39)	\$0.00	(\$100.39)
														CI02ADVL	Tax	(\$65.12)	\$0.00	(\$65.12)
														CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
Refund			\$165.51															
CABANILLAS, ALFREDO	CABANILLAS, ALFREDO		10950 SPARKLE CREEK DR		MIDLAND, NC 28107	Proration	0061973994	ZTN5246	PENDING	180517350	Refund Generated due to proration on Bill #0061973994-2021-2021-0000-00	Vehicle Sold	02/10/2023	C ADVL	Tax	(\$37.62)	\$0.00	(\$37.62)
														FR14ADVL	Tax	(\$3.56)	\$0.00	(\$3.56)
														Refund			\$41.18	
CASTRO, MICHAEL	CASTRO, MICHAEL		9825 HOBBITSHIRE LN		CHARLOTTE, NC 28269	Proration	0059861438	DEATHTR	PENDING	270607809	Refund Generated due to proration on Bill #0059861438-2021-2021-0000-00	Vehicle Sold	02/08/2023	C ADVL	Tax	(\$85.42)	\$0.00	(\$85.42)
														CI02ADVL	Tax	(\$55.40)	\$0.00	(\$55.40)
														CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
Refund			\$140.82															
CENTENO, VICTOR JESUS	CENTENO, VICTOR JESUS		5160 LAREWOOD DR		CHARLOTTE, NC 28215	Proration	0068890449	TLW7963	PENDING	180332420	Refund Generated due to proration on Bill #0068890449-2022-2022-0000-00	Vehicle Sold	02/06/2023	C ADVL	Tax	(\$151.52)	\$0.00	(\$151.52)
														CI01ADVL	Tax	(\$89.07)	\$0.00	(\$89.07)
														Refund			\$240.59	
CHANDE, PARAG BHAGWANDAS	CHANDE, PARAG BHAGWANDAS		10327 RUTLEDGE RIDGE DR		HUNTERSVILLE, NC 28078	Proration	0049602842	EMW4380	PENDING	271584384	Refund Generated due to proration on Bill #0049602842-2021-2021-0000-00	Vehicle Sold	02/22/2023	C ADVL	Tax	(\$28.08)	\$0.00	(\$28.08)
														CI02ADVL	Tax	(\$18.21)	\$0.00	(\$18.21)
														CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
Refund			\$46.29															
COOK, BRIAN EDWARD	COOK, BRIAN EDWARD		155 LAKE LYNN RD		CONCORD, NC 28025	Proration	0018024042	YWF2075	PENDING	180332704	Refund Generated due to proration on Bill #0018024042-2021-2021-0000-00	Vehicle Sold	02/06/2023	C ADVL	Tax	(\$12.86)	\$0.00	(\$12.86)
														FR03ADVL	Tax	(\$1.39)	\$0.00	(\$1.39)
														Refund			\$14.25	
CORONA PEREZ, MARIA INES	CORONA PEREZ, MARIA INES		487 COOK ST NW		CONCORD, NC 28025	Proration	0063859327	PKV8809	PENDING	271253160	Refund Generated due to proration on Bill #0063859327-2022-2022-0000-00	Vehicle Sold	02/17/2023	C ADVL	Tax	(\$21.97)	\$0.00	(\$21.97)
														CI02ADVL	Tax	(\$14.26)	\$0.00	(\$14.26)
														CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
Refund			\$36.23															
COVINGTON, STEVEN MICHAEL	COVINGTON, DORIS SHOE		7884 GRIMSBY CIR		HARRISBURG, NC 28075	Proration	0068604038	TEK7838	PENDING	180994822	Refund Generated due to proration on Bill #0068604038-2022-2022-0000-00	Vehicle Sold	02/21/2023	C ADVL	Tax	(\$97.14)	\$0.00	(\$97.14)
														FR11ADVL	Tax	(\$8.93)	\$0.00	(\$8.93)
														Refund			\$106.07	
CRANFORD, GLENN PARKS	CRANFORD, GLENN PARKS		6527 FISHER FARM LN NW		CONCORD, NC 28027	Proration	0008565819	WZL8828	PENDING	270775698	Refund Generated due to proration on Bill #0008565819-2021-2021-0000-00	Vehicle Sold	02/10/2023	C ADVL	Tax	(\$3.80)	\$0.00	(\$3.80)
														CI02ADVL	Tax	(\$2.46)	\$0.00	(\$2.46)
														CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
Refund			\$6.26															
CROM, RICHARD JAMES	CROM, RICHARD JAMES	CROM, BETTY MAY	3700 TAYLOR GLEN LN NW	APT 150C	CONCORD, NC 28027	Proration	0041153431	YNK3010	PENDING	270499068	Refund Generated due to proration on Bill #0041153431-2021-2021-0000-00	Vehicle Sold	02/06/2023	C ADVL	Tax	(\$16.72)	\$0.00	(\$16.72)
														CI02ADVL	Tax	(\$10.85)	\$0.00	(\$10.85)
														CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
Refund			\$27.57															
CURRY, RUTH BARBARA	CURRY, RUTH BARBARA		1415 FAIRINGTON DR NW	APT 320	CONCORD, NC 28027	Proration	0045957665	HMM2833	PENDING	270302742	Refund Generated due to proration on Bill #0045957665-2022-2022-0000-00	Vehicle Sold	02/03/2023	C ADVL	Tax	(\$60.61)	\$0.00	(\$60.61)
														CI02ADVL	Tax	(\$39.31)	\$0.00	(\$39.31)
														CI02ADVL	Vehicle Fee	(\$30.00)	\$0.00	(\$30.00)
Refund			\$129.92															
DALE,	DALE,		2576		CONCORD,	Proration	0045696063	3FIFTY7	PENDING	269865549	Refund Generated due	Vehicle Sold	02/02/2023	C ADVL	Tax	(\$19.47)	\$0.00	(\$19.47)



North Carolina Vehicle Tax System

NCVTS Pending Refund report

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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	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
ALLISON CAROL	ALLISON CAROL		BRACKLEY PL NW		NC 28027						to proration on Bill #0045696063-2022-2022-0000-00			CI02ADVL	Tax	(\$12.63)	\$0.00	(\$12.63)
														CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
														Refund			\$32.10	
DAMANI, VIKASH	DAMANI, VIKASH	DAMANI, SEEMA	9344 PERSEVERAN CE DR		HARRISBURG, NC 28075	Proration	0027897824	AJT1527	PENDING	180405390	Refund Generated due to proration on Bill #0027897824-2022-0000-00	Vehicle Sold	02/08/2023	C ADVL	Tax	(\$38.79)	\$0.00	(\$38.79)
														CI01ADVL	Tax	(\$22.80)	\$0.00	(\$22.80)
														Refund			\$61.59	
DAVIS, DETRICE	DAVIS, DETRICE		2880 JAMES B WHITE HWY N		WHITEVILLE, NC 28472	Proration	0048626848	TFN3688	PENDING	269771118	Refund Generated due to proration on Bill #0048626848-2021-2021-0000-00	Vehicle Totalled	02/01/2023	C ADVL	Tax	(\$22.87)	\$0.00	(\$22.87)
														CI04ADVL	Tax	(\$19.47)	\$0.00	(\$19.47)
														CI04ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
Refund			\$42.34															
DEMAREST, MARK WILLIAM	DEMAREST, MARK WILLIAM		1661 BENNINGTON DR NW		CONCORD, NC 28027	Proration	0023292134	DBA1223	PENDING	269865702	Refund Generated due to proration on Bill #0023292134-2022-2022-0000-00	Vehicle Sold	02/02/2023	C ADVL	Tax	(\$88.85)	\$0.00	(\$88.85)
														CI02ADVL	Tax	(\$57.64)	\$0.00	(\$57.64)
														CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
Refund			\$146.49															
DEROUCHIE, ERNEST LEO III	DEROUCHIE, ERNEST LEO III		1005 LAKE PEARL PL		UMATILLA, FL 32784	Proration	0042829910	6W5888	PENDING	269770854	Refund Generated due to proration on Bill #0042829910-2021-2021-0000-00	Reg . Out of state	02/01/2023	C ADVL	Tax	(\$14.85)	\$0.00	(\$14.85)
														CI02ADVL	Tax	(\$9.63)	\$0.00	(\$9.63)
														CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
Refund			\$24.48															
DRY, JONATHAN WARNER	DRY, JONATHAN WARNER		10166 ENCLAVE CIR		CONCORD, NC 28027	Proration	0052750457	ZVF8293	PENDING	180332352	Refund Generated due to proration on Bill #0052750457-2021-2021-0000-00	Vehicle Sold	02/06/2023	C ADVL	Tax	(\$240.09)	\$0.00	(\$240.09)
														FR11ADVL	Tax	(\$22.06)	\$0.00	(\$22.06)
														Refund			\$262.15	
ESTATE OF SONDRA CAMPBELL	CAMPBELL, SONDRA		9595 LEDBURY CT NW		CONCORD, NC 28027	Proration	0065150555	EMC4122	PENDING	271159923	Refund Generated due to proration on Bill #0065150555-2021-2021-0000-00	Vehicle Sold	02/16/2023	C ADVL	Tax	(\$355.18)	\$0.00	(\$355.18)
														CI02ADVL	Tax	(\$230.39)	\$0.00	(\$230.39)
														CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
Refund			\$585.57															
ESTATE OF SONDRA CAMPBELL	CAMPBELL, SONDRA		9595 LEDBURY CT NW		CONCORD, NC 28027	Proration	0067076722	JMX3123	PENDING	271159977	Refund Generated due to proration on Bill #0067076722-2021-2021-0000-00	Vehicle Sold	02/16/2023	C ADVL	Tax	(\$159.34)	\$0.00	(\$159.34)
														CI02ADVL	Tax	(\$103.36)	\$0.00	(\$103.36)
														CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
Refund			\$262.70															
FINNEY, EVERETT WAYNE	FINNEY, EVERETT WAYNE		8560 FRANKLIN ST E		MOUNT PLEASANT, NC 28124	Proration	0066840948	JHS6638	PENDING	181129688	Refund Generated due to proration on Bill #0066840948-2021-2021-0000-00	Vehicle Sold	02/23/2023	C ADVL	Tax	(\$69.95)	\$0.00	(\$69.95)
														CI03ADVL	Tax	(\$47.74)	\$0.00	(\$47.74)
														Refund			\$117.69	
FREIVOGEL, NANCY PAULA	FREIVOGEL, NANCY PAULA		9415 MCLAREN CT NW		CONCORD, NC 28027	Proration	0061133885	HLC1570	PENDING	270776112	Refund Generated due to proration on Bill #0061133885-2021-2021-0000-00	Vehicle Sold	02/10/2023	C ADVL	Tax	(\$73.17)	\$0.00	(\$73.17)
														CI02ADVL	Tax	(\$47.46)	\$0.00	(\$47.46)
														CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
Refund			\$120.63															
GATLIN, OTHA	GATLIN, OTHA	GATLIN, MONA LISA	535 HUNTON FOREST DR NW		CONCORD, NC 28027	Proration	0061186231	5F96DV	PENDING	271079919	Refund Generated due to proration on Bill #0061186231-2021-2021-0000-00	Vehicle Sold	02/15/2023	C ADVL	Tax	(\$83.27)	\$0.00	(\$83.27)
														CI02ADVL	Tax	(\$54.01)	\$0.00	(\$54.01)
														CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
Refund			\$137.28															
GATLIN, OTHA	GATLIN, OTHA		535 HUNTON FOREST DR NW		CONCORD, NC 28027	Proration	0024228533	5H68DV	PENDING	271079913	Refund Generated due to proration on Bill #0024228533-2022-2022-0000-00	Vehicle Sold	02/15/2023	C ADVL	Tax	(\$63.76)	\$0.00	(\$63.76)
														CI02ADVL	Tax	(\$41.36)	\$0.00	(\$41.36)
														CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
Refund			\$105.12															



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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	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
GIGLIOTTI, ROSA KATHARINE	GIGLIOTTI, ROSA KATHARINE		9243 SANGER CT		HARRISBURG, NC 28075	Proration	0066191176	JHK5386	PENDING	181056114	Refund Generated due to proration on Bill #0066191176-2021-	Vehicle Sold	02/22/2023	C ADVL	Tax	(\$11.87)	\$0.00	(\$11.87)
														FR07ADVL	Tax	(\$2.41)	\$0.00	(\$2.41)
														Refund			\$14.28	
GOODMAN, WENDY HALLAM	GOODMAN, WENDY HALLAM		29 CABARRUS AVE EAST	APT 304	CONCORD, NC 28025	Proration	0069045655	PDH7995	PENDING	270499086	Refund Generated due to proration on Bill #0069045655-2022-2022-0000-00	Vehicle Sold	02/06/2023	C ADVL	Tax	(\$13.78)	\$0.00	(\$13.78)
														CI02ADVL	Tax	(\$8.94)	\$0.00	(\$8.94)
														CI02ADVL	Vehicle Fee	(\$30.00)	\$0.00	(\$30.00)
														Refund			\$52.72	
GRIFFIN, WARREN LEE	GRIFFIN, WARREN LEE		871 HAMMOCKS WAY		EDISTO ISLAND, SC 29438	Proration	0061007086	3417SF	PENDING	179910510	Refund Generated due to proration on Bill #0061007086-2021-	Reg . Out of state	02/02/2023	C ADVL	Tax	(\$32.58)	\$0.00	(\$32.58)
														FR11ADVL	Tax	(\$2.99)	\$0.00	(\$2.99)
														Refund			\$35.57	
GRIFFIN, WARREN LEE	GRIFFIN, WARREN LEE		871 HAMMOCKS WAY		EDISTO ISLAND, SC 29438	Proration	0061785756	0623SF	PENDING	179910508	Refund Generated due to proration on Bill #0061785756-2022-	Reg . Out of state	02/02/2023	C ADVL	Tax	(\$113.07)	\$0.00	(\$113.07)
														FR11ADVL	Tax	(\$10.39)	\$0.00	(\$10.39)
														Refund			\$123.46	
HARKEY, KAREN LOVE	HARKEY, KAREN LOVE		9249 MOUNT OLIVE RD		MOUNT PLEASANT, NC 28124	Adjustment < \$100	0070714730	TMM2069	PENDING	362809080	Refund Generated due to adjustment on Bill #0070714730-2022-2022-0000	Situs error	02/27/2023	C ADVL	Tax	\$0.00	\$0.00	\$0.00
														CI02ADVL	Tax	(\$35.62)	\$0.00	(\$35.62)
														CI02ADVL	Vehicle Fee	(\$30.00)	\$0.00	(\$30.00)
														FR16ADVL	Tax	\$8.76	\$0.00	\$8.76
Refund			\$56.86															
HARMON, ANN ELIZABETH	HARMON, ANN ELIZABETH		12501 BETHEL SCHOOL RD		MIDLAND, NC 28107	Proration	0058889031	TEK8557	PENDING	179910558	Refund Generated due to proration on Bill #0058889031-2022-	Vehicle Sold	02/02/2023	C ADVL	Tax	(\$31.60)	\$0.00	(\$31.60)
														CI06ADVL	Tax	(\$9.39)	\$0.00	(\$9.39)
														Refund			\$40.99	
HELOCK, TAMMY LEE	HELOCK, TAMMY LEE		7704 ORCHARD PARK CIR		HARRISBURG, NC 28075	Proration	0065734234	JMD7991	PENDING	181130012	Refund Generated due to proration on Bill #0065734234-2021-	Vehicle Sold	02/24/2023	C ADVL	Tax	(\$46.25)	\$0.00	(\$46.25)
														CI01ADVL	Tax	(\$22.19)	\$0.00	(\$22.19)
														Refund			\$68.44	
HELOCK, TAMMY LEE	HELOCK, TAMMY LEE		7704 ORCHARD PARK CIR		HARRISBURG, NC 28075	Proration	0067793851	YRZ3621	PENDING	181130010	Refund Generated due to proration on Bill #0067793851-2022-	Vehicle Sold	02/24/2023	C ADVL	Tax	(\$11.60)	\$0.00	(\$11.60)
														CI01ADVL	Tax	(\$6.82)	\$0.00	(\$6.82)
														Refund			\$18.42	
HENDERSON, JEFFRY LEE	HENDERSON, JEFFRY LEE		3139 CHELWOOD DR NW		CONCORD, NC 28027	Proration	0059866442	HKN8254	PENDING	270987684	Refund Generated due to proration on Bill #0059866442-2021-2021-0000-00	Vehicle Sold	02/14/2023	C ADVL	Tax	(\$82.63)	\$0.00	(\$82.63)
														CI02ADVL	Tax	(\$53.60)	\$0.00	(\$53.60)
														CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
														Refund			\$136.23	
HOWARD, GREGORY DEVON	HOWARD, GREGORY DEVON	HOWARD, LISA MICHELLE	5045 WYNFORD CT		HARRISBURG, NC 28075	Adjustment < \$100	0069881427	SSL9726	PENDING	179910298	Refund Generated due to adjustment on Bill #0069881427-2022-	Over Assessment	02/02/2023	C ADVL	Tax	(\$62.53)	\$0.00	(\$62.53)
														CI01ADVL	Tax	(\$36.76)	\$0.00	(\$36.76)
														Refund			\$99.29	
JAVIER, ALEXIS	JAVIER, ALEXIS		4806 DURNEIGH DR		KANNAPOLIS, NC 28081	Proration	0068675127	KDH3075	PENDING	271584387	Refund Generated due to proration on Bill #0068675127-2022-2022-0000-00	Vehicle Sold	02/22/2023	C ADVL	Tax	(\$31.08)	\$0.00	(\$31.08)
														CI04ADVL	Tax	(\$26.46)	\$0.00	(\$26.46)
														CI04ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
														Refund			\$57.54	
JOHNSON, ALFORT	JOHNSON, ALFORT		283 CHARTER CT SE		CONCORD, NC 28025	Proration	0063059686	DMP5851	PENDING	271695357	Refund Generated due to proration on Bill #0063059686-2022-2022-0000-00	Vehicle Sold	02/24/2023	C ADVL	Tax	(\$141.50)	\$0.00	(\$141.50)
														CI02ADVL	Tax	(\$91.79)	\$0.00	(\$91.79)
														CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
														Refund			\$233.29	
KENNEDY, GARY	KENNEDY, GARY		841 GLADDEN PL		CONCORD, NC 28027	Proration	0068564226	JJR6995	PENDING	271584189	Refund Generated due to proration on Bill	Vehicle Sold	02/22/2023	C ADVL	Tax	(\$123.05)	\$0.00	(\$123.05)
														CI02ADVL	Tax	(\$79.81)	\$0.00	(\$79.81)



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WILLIAM	WILLIAM		NW								#0068564226-2022-2022-0000-00			CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
																	Refund	\$202.86
KNAPP, AMY DOROTHEA	KNAPP, AMY DOROTHEA		1087 CHAPEL CREEK RD SW		CONCORD, NC 28025	Proration	0049687490	EEB9156	PENDING	271694310	Refund Generated due to proration on Bill #0049687490-2022-2022-0000-00	Vehicle Sold	02/23/2023	C ADVL	Tax	(\$137.43)	\$0.00	(\$137.43)
														CI02ADVL	Tax	(\$89.15)	\$0.00	(\$89.15)
														CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
																	Refund	\$226.58
LANCI, SHARON ANN	LANCI, SHARON ANN		3351 STREAMSIDE DR		DAVIDSON, NC 28036	Proration	0058735167	TEL3406	PENDING	270988389	Refund Generated due to proration on Bill #0058735167-2022-2022-0000-00	Vehicle Totalled	02/14/2023	C ADVL	Tax	(\$59.94)	\$0.00	(\$59.94)
														CI04ADVL	Tax	(\$51.03)	\$0.00	(\$51.03)
														CI04ADVL	Vehicle Fee	(\$30.00)	\$0.00	(\$30.00)
																	Refund	\$140.97
LAWRENCE, SHANE JASON	LAWRENCE, SHANE JASON	LAWRENCE, TYRA HUDSON	11529 BAYSTONE PL		CONCORD, NC 28025	Proration	0069170669	FCS3686	PENDING	180985118	Refund Generated due to proration on Bill #0069170669-2022-2022-0000-00	Vehicle Sold	02/20/2023	C ADVL	Tax	(\$492.35)	\$0.00	(\$492.35)
														FR05ADVL	Tax	(\$66.53)	\$0.00	(\$66.53)
																	Refund	\$558.88
LEATHERS, SACQUANA FRIERSON	LEATHERS, SACQUANA FRIERSON		4372 FOXFIELD CT		HARRISBURG, NC 28075	Proration	0070033250	TLW8657	PENDING	179847080	Refund Generated due to proration on Bill #0070033250-2022-2022-0000-00	Vehicle Sold	02/01/2023	C ADVL	Tax	(\$137.15)	\$0.00	(\$137.15)
														CI01ADVL	Tax	(\$80.62)	\$0.00	(\$80.62)
																	Refund	\$217.77
LONG, STUART MATTHEW	LONG, STUART MATTHEW		299 SUNSET DR SE		CONCORD, NC 28025	Proration	0041466704	TFX6663	PENDING	271159734	Refund Generated due to proration on Bill #0041466704-2021-2021-0000-00	Vehicle Sold	02/16/2023	C ADVL	Tax	(\$8.11)	\$0.00	(\$8.11)
														CI02ADVL	Tax	(\$5.26)	\$0.00	(\$5.26)
														CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
																	Refund	\$13.37
MANTILLA MENA, HUMBERTO	MANTILLA MENA, HUMBERTO	MARTINEZ CHIRINO, DILEYS	3723 PATRICIA DR NW		CONCORD, NC 28027	Proration	0053910729	EDM8183	PENDING	270498918	Refund Generated due to proration on Bill #0053910729-2021-2021-0000-00	Vehicle Sold	02/06/2023	C ADVL	Tax	(\$88.28)	\$0.00	(\$88.28)
														CI02ADVL	Tax	(\$57.26)	\$0.00	(\$57.26)
														CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
																	Refund	\$145.54
MATYSEK, JOSEPH ANTHONY	MATYSEK, JOSEPH ANTHONY		2206 PRAIRIE RD		CONCORD, NC 28027	Proration	0066721231	TKS6645	PENDING	269770599	Refund Generated due to proration on Bill #0066721231-2021-2021-0000-00	Vehicle Sold	02/01/2023	C ADVL	Tax	(\$5.35)	\$0.00	(\$5.35)
														CI04ADVL	Tax	(\$4.56)	\$0.00	(\$4.56)
														CI04ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
																	Refund	\$9.91
MONTES, ASHLAN CROWELL	MONTES, ASHLAN CROWELL		3597 COLD SPRINGS RD		CONCORD, NC 28025	Proration	0067452874	EBT3102	PENDING	180517126	Refund Generated due to proration on Bill #0067452874-2022-2022-0000-00	Vehicle Totalled	02/10/2023	C ADVL	Tax	(\$52.76)	\$0.00	(\$52.76)
														FR16ADVL	Tax	(\$8.41)	\$0.00	(\$8.41)
																	Refund	\$61.17
MUSSER, AARON JAMES	MUSSER, AARON JAMES	MUSSER, GLENN ROGER	2159 GALLOWAY LN SW		CONCORD, NC 28025	Proration	0066324136	S33SP	PENDING	270302850	Refund Generated due to proration on Bill #0066324136-2021-2021-0000-00	Insurance Lapse	02/03/2023	C ADVL	Tax	(\$76.85)	\$0.00	(\$76.85)
														CI02ADVL	Tax	(\$49.85)	\$0.00	(\$49.85)
														CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
																	Refund	\$126.70
MYNENI, CHAITANYA	MYNENI, CHAITANYA		1137 BURNING EMBERS LN		CONCORD, NC 28025	Proration	0052640328	EDW1102	PENDING	269865852	Refund Generated due to proration on Bill #0052640328-2021-2021-0000-00	Vehicle Sold	02/02/2023	C ADVL	Tax	(\$91.36)	\$0.00	(\$91.36)
														CI02ADVL	Tax	(\$59.26)	\$0.00	(\$59.26)
														CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
																	Refund	\$150.62
NGUYEN, PETER VAN	NGUYEN, PETER VAN		2679 RED MAPLE LN		HARRISBURG, NC 28075	Proration	0061528341	TFP8350	PENDING	180405016	Refund Generated due to proration on Bill #0061528341-2021-2021-0000-00	Vehicle Sold	02/08/2023	C ADVL	Tax	(\$356.34)	\$0.00	(\$356.34)
														CI01ADVL	Tax	(\$170.95)	\$0.00	(\$170.95)
																	Refund	\$527.29
OWEN, ANGELA	OWEN, ANGELA		4281 TUCKER CHASE DR		MIDLAND, NC 28107	Proration	0068104607	KCD6903	PENDING	180405008	Refund Generated due to proration on Bill	Vehicle Sold	02/08/2023	C ADVL	Tax	(\$249.80)	\$0.00	(\$249.80)
														CI06ADVL	Tax	(\$74.26)	\$0.00	(\$74.26)



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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	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
MARIA	MARIA										#0068104607-2022- ----- -----						Refund	\$324.06
PALMER, SHIRLEY ANN	PALMER, SHIRLEY ANN		1093 REMBRANDT DR SW		CONCORD, NC 28027	Proration	0063174482	JHC3171	PENDING	271079637	Refund Generated due to proration on Bill #0063174482-2021-2021-0000-00	Vehicle Totalled	02/15/2023	C ADVL	Tax	(\$36.98)	\$0.00	(\$36.98)
														CI02ADVL	Tax	(\$23.98)	\$0.00	(\$23.98)
														CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
																	Refund	\$60.96
PANCHAL, JAY	PANCHAL, JAY		9003 DAISY PL		HARRISBURG, NC 28075	Proration	0053102105	PMM6526	PENDING	180658748	Refund Generated due to proration on Bill #0053102105-2021- ----- -----	Vehicle Sold	02/14/2023	C ADVL	Tax	(\$38.66)	\$0.00	(\$38.66)
CHANDRAKAN	CHANDRAKAN													CI01ADVL	Tax	(\$18.55)	\$0.00	(\$18.55)
																	Refund	\$57.21
PASTURE MANAGEMEN T SYSTEMS	PASTURE MANAGEMEN T SYSTEMS		PO BOX 1120		MT PLEASANT, NC 28124	Proration	0046002616	JJ7585	PENDING	180462294	Refund Generated due to proration on Bill #0046002616-2022- ----- -----	Vehicle Sold	02/09/2023	C ADVL	Tax	(\$210.69)	\$0.00	(\$210.69)
														FR16ADVL	Tax	(\$33.60)	\$0.00	(\$33.60)
																	Refund	\$244.29
PASTURE MANAGEMEN T SYSTEMS INC	PASTURE MANAGEMEN T SYSTEMS INC		PO BOX 1120		MT PLEASANT, NC 28124	Adjustment >= \$100	0069822649	YZ3683	PENDING	361439808	Refund Generated due to adjustment on Bill #0069822649-2022-2022-0000	Situs error	02/15/2023	C ADVL	Tax	\$0.00	\$0.00	\$0.00
														CI02ADVL	Tax	(\$278.94)	\$0.00	(\$278.94)
														CI02ADVL	Vehicle Fee	(\$30.00)	\$0.00	(\$30.00)
														FR16ADVL	Tax	\$68.57	\$0.00	\$68.57
																	Refund	\$240.37
PATEL, ABHAY DIPAKKUMAR	PATEL, ABHAY DIPAKKUMAR		3301 KEADY MILL LOOP		KANNAPOLIS, NC 28081	Proration	0069788938	KEE1068	PENDING	270499254	Refund Generated due to proration on Bill #0069788938-2022-2022-0000-00	Vehicle Sold	02/06/2023	C ADVL	Tax	(\$355.76)	\$0.00	(\$355.76)
														CI04ADVL	Tax	(\$302.87)	\$0.00	(\$302.87)
														CI04ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
																	Refund	\$658.63
PEREZ, DIANA BERENICE	PEREZ, DIANA BERENICE		3077 WINNERS CIR SW		CONCORD, NC 28025	Proration	0067467839	KAM1875	PENDING	271477377	Refund Generated due to proration on Bill #0067467839-2022-2022-0000-00	Annual Tag	02/20/2023	C ADVL	Tax	(\$19.42)	\$0.00	(\$19.42)
														CI04ADVL	Tax	(\$16.54)	\$0.00	(\$16.54)
														CI04ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
																	Refund	\$35.96
PETRIE, BRIAN PHILIP	PETRIE, BRIAN PHILIP		7280 EMPIRE DR		MOUNT PLEASANT, NC 28124	Proration	0043637502	3W1226	PENDING	180835352	Refund Generated due to proration on Bill #0043637502-2021- ----- -----	Vehicle Sold	02/17/2023	C ADVL	Tax	(\$73.56)	\$0.00	(\$73.56)
														FR16ADVL	Tax	(\$11.73)	\$0.00	(\$11.73)
																	Refund	\$85.29
POTTS, CHANDLER MCCLAIN	POTTS, CHANDLER MCCLAIN		10617 FINK RD		MOUNT PLEASANT, NC 28124	Proration	0042101511	EHV9647	PENDING	181404090	Refund Generated due to proration on Bill #0042101511-2021- ----- -----	Vehicle Sold	02/27/2023	C ADVL	Tax	(\$23.89)	\$0.00	(\$23.89)
														FR15ADVL	Tax	(\$4.10)	\$0.00	(\$4.10)
																	Refund	\$27.99
QUIZON, JONATHAN LAGUESMA	QUIZON, JONATHAN LAGUESMA		1412 OVERLEA PL NW		CONCORD, NC 28027	Proration	0061858382	HCD1555	PENDING	270988386	Refund Generated due to proration on Bill #0061858382-2022-2022-0000-00	Vehicle Totalled	02/14/2023	C ADVL	Tax	(\$143.66)	\$0.00	(\$143.66)
														CI02ADVL	Tax	(\$93.19)	\$0.00	(\$93.19)
														CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
																	Refund	\$236.85
RAMANATHAN VAIDYALINGA	RAMANATHAN VAIDYALINGA		11329 45TH AVE SE		EVERETT, WA 98208	Proration	0060567669	HMM9512	PENDING	180658756	Refund Generated due to proration on Bill #0060567669-2021- ----- -----	Reg . Out of state	02/14/2023	C ADVL	Tax	(\$29.78)	\$0.00	(\$29.78)
														FR11ADVL	Tax	(\$2.73)	\$0.00	(\$2.73)
																	Refund	\$32.51
ROBINSON, WILLIAM DAVID JR	ROBINSON, WILLIAM DAVID JR		8101 REED MINE RD		MIDLAND, NC 28107	Adjustment < \$100	0051552689	HDK6997	PENDING	180772988	Refund Generated due to adjustment on Bill #0051552689-2022- ----- -----	Over Assessment	02/16/2023	C ADVL	Tax	(\$30.37)	\$0.00	(\$30.37)
														FR13ADVL	Tax	(\$3.77)	\$0.00	(\$3.77)
																	Refund	\$34.14
ROWAN COUNTY TAX	SMITH, DIANE MARIE		PO BOX 707		CONCORD, NC 28026	Adjustment >= \$100	0070394078	TCD3763	PENDING	270303027	[AS0168] - Refund Generated due to adjustment on abstract # : 0070394078-2022- ----- -----	Situs error	02/03/2023	C ADVL	Tax	(\$146.22)	\$0.00	(\$146.22)
														CI02ADVL	Tax	(\$94.85)	\$0.00	(\$94.85)
														CI02ADVL	Vehicle Fee	(\$30.00)	\$0.00	(\$30.00)
																	Refund	\$271.07



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SAMSON, KAREN LEANN	SAMSON, KAREN LEANN		904 FISHER ST		CONCORD, NC 28027	Proration	0035415321	CH99865	PENDING	269865588	Refund Generated due to proration on Bill #0035415321-2021-2021-0000-00	Vehicle Sold	02/02/2023	C ADVL	Tax	(\$44.94)	\$0.00	(\$44.94)
														CI04ADVL	Tax	(\$38.26)	\$0.00	(\$38.26)
														CI04ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
														Refund			\$83.20	
SARATHI, VINUPRASATH	SARATHI, VINUPRASATH		9556 PRESSLEY DR NW		CONCORD, NC 28027	Proration	0051716744	JKX2054	PENDING	270975324	Refund Generated due to proration on Bill #0051716744-2021-2021-0000-00	Vehicle Sold	02/13/2023	C ADVL	Tax	(\$12.17)	\$0.00	(\$12.17)
														CI02ADVL	Tax	(\$7.89)	\$0.00	(\$7.89)
														CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
														Refund			\$20.06	
SEKRU, MESFIN WOLDEMARIA	SEKRU, MESFIN WOLDEMARIA		5717 HAMMERMILL DR		HARRISBURG, NC 28075	Proration	0063410261	JJB4447	PENDING	180202310	Refund Generated due to proration on Bill #0063410261-2022-	Vehicle Totalled	02/03/2023	C ADVL	Tax	(\$85.14)	\$0.00	(\$85.14)
														CI01ADVL	Tax	(\$50.05)	\$0.00	(\$50.05)
														Refund			\$135.19	
SHAH, KUNAL P	SHAH, KUNAL P		9538 PRESSLEY DR NW		CONCORD, NC 28027	Proration	0058511575	PLJ9471	PENDING	271491969	Refund Generated due to proration on Bill #0058511575-2022-2022-0000-00	Vehicle Sold	02/21/2023	C ADVL	Tax	(\$53.50)	\$0.00	(\$53.50)
														CI02ADVL	Tax	(\$34.70)	\$0.00	(\$34.70)
														CI02ADVL	Vehicle Fee	(\$30.00)	\$0.00	(\$30.00)
														Refund			\$118.20	
SHAH, KUNAL PANKAJKUMAR	SHAH, KUNAL PANKAJKUMAR		9538 PRESSLEY DR NW		CONCORD, NC 28027	Proration	0053685476	HBX6007	PENDING	271491972	Refund Generated due to proration on Bill #0053685476-2021-2021-0000-00	Vehicle Sold	02/21/2023	C ADVL	Tax	(\$72.40)	\$0.00	(\$72.40)
														CI02ADVL	Tax	(\$46.96)	\$0.00	(\$46.96)
														CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
														Refund			\$119.36	
SHAREEF, KEVIN AMIR ALEEM	SHAREEF, KEVIN AMIR ALEEM		1585 WILBURN PARK LN NW		CHARLOTTE, NC 28269	Proration	0024837074	SHAREEF1	PENDING	271477932	Refund Generated due to proration on Bill #0024837074-2021-2021-0000-00	Vehicle Totalled	02/20/2023	C ADVL	Tax	(\$97.82)	\$0.00	(\$97.82)
														CI02ADVL	Tax	(\$63.45)	\$0.00	(\$63.45)
														CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
														Refund			\$161.27	
SHENK, STEVEN CARL	SHENK, STEVEN CARL		617 N MAIN ST		BELMONT, NC 28012	Adjustment >= \$100	0069865811	KCK7594	PENDING	180202000	[AS0168] - Refund Generated due to adjustment on abstract	Adjustment	02/03/2023	C ADVL	Tax	(\$528.36)	\$0.00	(\$528.36)
														CI06ADVL	Tax	(\$157.08)	\$0.00	(\$157.08)
														Refund			\$685.44	
														C ADVL	Tax	(\$659.13)	\$0.00	(\$659.13)
SHENK, STEVEN CARL	SHENK, STEVEN CARL		617 N MAIN ST		BELMONT, NC 28012	Adjustment >= \$100	0070180403	KEL5340	PENDING	180201998	[AS0168] - Refund Generated due to adjustment on abstract	Adjustment	02/03/2023	CI06ADVL	Tax	(\$195.96)	\$0.00	(\$195.96)
														Refund			\$855.09	
														C ADVL	Tax	(\$483.96)	\$0.00	(\$483.96)
														CI06ADVL	Tax	(\$143.88)	\$0.00	(\$143.88)
SHENK, STEVEN CARL	SHENK, STEVEN CARL		11915 RICELAND WAY		MIDLAND, NC 28107	Adjustment >= \$100	0070513405	81443	PENDING	180985226	Refund Generated due to adjustment on Bill #0070513405-2022-	Adjustment	02/20/2023	Refund			\$627.84	
														C ADVL	Tax	(\$64.19)	\$0.00	(\$64.19)
														FR13ADVL	Tax	(\$7.98)	\$0.00	(\$7.98)
SHERIFF, JOHN DAVID	SHERIFF, JOHN DAVID		6500 BARRIER STORE RD		MOUNT PLEASANT, NC 28124	Proration	0066816499	CME4449	PENDING	180650354	Refund Generated due to proration on Bill #0066816499-2021-	Vehicle Sold	02/13/2023	Refund			\$72.17	
														C ADVL	Tax	(\$2.67)	\$0.00	(\$2.67)
														FR16ADVL	Tax	(\$0.43)	\$0.00	(\$0.43)
SHILLINGLAW, DOROTHY FOIL	RGS WHOLESAL & FOIL		9950 FOIL RD		MT PLEASANT, NC 28124	Proration	0059458304	KL7046	PENDING	180202302	Refund Generated due to proration on Bill #0059458304-2021-	Vehicle Sold	02/03/2023	Refund			\$3.10	
														C ADVL	Tax	(\$110.72)	\$0.00	(\$110.72)
														FR16ADVL	Tax	(\$17.65)	\$0.00	(\$17.65)
SHILLINGLAW, DOROTHY FOIL	SHILLINGLAW, RICHARD CARROL		9950 FOIL RD		MT PLEASANT, NC 28124	Proration	0067777208	HD8303A	PENDING	180202306	Refund Generated due to proration on Bill #0067777208-2022-	Vehicle Sold	02/03/2023	Refund			\$128.37	
														C ADVL	Tax	(\$43.38)	\$0.00	(\$43.38)
														FR04ADVL	Tax	(\$4.40)	\$0.00	(\$4.40)
SILK PLUMBING SERVICES,	SILK PLUMBING SERVICES,		962 AVERY CT		CONCORD, NC 28025	Proration	0065817309	KV7813	PENDING	180994868	Refund Generated due to proration on Bill #0065817309-2021-	Vehicle Sold	02/21/2023	Refund			\$47.78	



North Carolina Vehicle Tax System

NCVTS Pending Refund report

Report Date 3/3/2023 10:02:36 AM

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	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
SIPE, ROBERT MICHAEL	SIPE, ROBERT MICHAEL		1163 TANGLE RIDGE DR SE		CONCORD, NC 28025	Proration	0066832934	HDH5443	PENDING	271253187	Refund Generated due to proration on Bill #0066832934-2021-2021-0000-00	Vehicle Sold	02/17/2023	C ADVL	Tax	(\$113.06)	\$0.00	(\$113.06)
														CI02ADVL	Tax	(\$73.33)	\$0.00	(\$73.33)
														CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
														Refund			\$186.39	
SMITH, JESSE MICHAEL	SMITH, JESSE MICHAEL		45 BRACKENBERY CIR		MT PLEASANT, NC 28124	Proration	0068570916	HMJ6428	PENDING	180517374	Refund Generated due to proration on Bill #0068570916-2022-	Vehicle Sold	02/10/2023	C ADVL	Tax	(\$64.78)	\$0.00	(\$64.78)
														FR16ADVL	Tax	(\$10.33)	\$0.00	(\$10.33)
														Refund			\$75.11	
														Refund			\$75.11	
STUBBS, LAURA SHERRILL	STUBBS, LAURA SHERRILL		1413 HUNTERS REST DR		N MYRTLE BEACH, SC 29582	Proration	0064030953	JKS8160	PENDING	180332606	Refund Generated due to proration on Bill #0064030953-2021-	Reg . Out of state	02/06/2023	C ADVL	Tax	(\$25.73)	\$0.00	(\$25.73)
														CI01ADVL	Tax	(\$12.34)	\$0.00	(\$12.34)
														Refund			\$38.07	
														Refund			\$38.07	
STUBBS, ROBERT BRADFORD	STUBBS, ROBERT BRADFORD		1413 HUNTERS REST DR		N MYRTLE BEACH, SC 29582	Proration	0066182947	PYV5907	PENDING	180332426	Refund Generated due to proration on Bill #0066182947-2021-	Reg . Out of state	02/06/2023	C ADVL	Tax	(\$66.60)	\$0.00	(\$66.60)
														CI01ADVL	Tax	(\$31.95)	\$0.00	(\$31.95)
														Refund			\$98.55	
														Refund			\$98.55	
STUBBS, ROBERT BRADFORD	STUBBS, ROBERT BRADFORD		1413 HUNTERS REST DR		N MYRTLE BEACH, SC 29582	Proration	0066864175	JFH8544	PENDING	180332602	Refund Generated due to proration on Bill #0066864175-2021-	Vehicle Sold	02/06/2023	C ADVL	Tax	(\$143.81)	\$0.00	(\$143.81)
														CI01ADVL	Tax	(\$68.99)	\$0.00	(\$68.99)
														Refund			\$212.80	
														Refund			\$212.80	
SULT, ERROLL CLIFFORD JR	SULT, ERROLL CLIFFORD JR	SULT, CHARLOTTE COOK	7200 DEVONSHIRE DR		KANNAPOLIS, NC 28081	Proration	0063508507	HMB9135	PENDING	181129444	Refund Generated due to proration on Bill #0063508507-2022-	Vehicle Sold	02/23/2023	C ADVL	Tax	(\$140.75)	\$0.00	(\$140.75)
														FR01ADVL	Tax	(\$19.02)	\$0.00	(\$19.02)
														Refund			\$159.77	
														Refund			\$159.77	
THORTSEN, DALE JULE	THORTSEN, DALE JULE		7933 TOTTENHAM DR		HARRISBURG, NC 28075	Proration	0019712888	RBX9150	PENDING	180835288	Refund Generated due to proration on Bill #0019712888-2021-	Vehicle Sold	02/17/2023	C ADVL	Tax	(\$5.64)	\$0.00	(\$5.64)
														CI01ADVL	Tax	(\$2.71)	\$0.00	(\$2.71)
														Refund			\$8.35	
														Refund			\$8.35	
TRAN, LOAN THUY	TRAN, LOAN THUY		9164 BLUEBELL PL		HARRISBURG, NC 28075	Proration	0070032285	REL7451	PENDING	180332418	Refund Generated due to proration on Bill #0070032285-2022-	Vehicle Sold	02/06/2023	C ADVL	Tax	(\$142.72)	\$0.00	(\$142.72)
														CI01ADVL	Tax	(\$83.89)	\$0.00	(\$83.89)
														Refund			\$226.61	
														Refund			\$226.61	
TUCKER, LISTRA B	TUCKER, LISTRA B		5638 HAMMERMILL DR		HARRISBURG, NC 28075	Proration	0068868064	KBP7416	PENDING	179910552	Refund Generated due to proration on Bill #0068868064-2022-	Vehicle Totalled	02/02/2023	C ADVL	Tax	(\$38.48)	\$0.00	(\$38.48)
														CI01ADVL	Tax	(\$22.62)	\$0.00	(\$22.62)
														Refund			\$61.10	
														Refund			\$61.10	
UNIQUE HOME THEATER INC	UNIQUE HOME THEATER INC		135 SCALYBARK TRL		CONCORD, NC 28027	Proration	0068900187	KDH3536	PENDING	181404506	Refund Generated due to proration on Bill #0068900187-2022-	Vehicle Sold	02/27/2023	C ADVL	Tax	(\$20.08)	\$0.00	(\$20.08)
														FR11ADVL	Tax	(\$1.85)	\$0.00	(\$1.85)
														Refund			\$21.93	
														Refund			\$21.93	
UZZELL, DESIRE	UZZELL, DESIRE	DEWITT, NYNA JAYE	603 WAYFORTH RD NW		CONCORD, NC 28027	Proration	0062657012	FCA6126	PENDING	271079679	Refund Generated due to proration on Bill #0062657012-2022-2022-0000-00	Vehicle Sold	02/15/2023	C ADVL	Tax	(\$133.76)	\$0.00	(\$133.76)
														CI02ADVL	Tax	(\$86.76)	\$0.00	(\$86.76)
														CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
														Refund			\$220.52	
VIS SERVICES, INC.	VIS SERVICES, INC.		9655 ASHLEY GREEN CT NW		CONCORD, NC 28027	Proration	0028907411	DLP4871	PENDING	272106345	Refund Generated due to proration on Bill #0028907411-2022-2022-0000-00	Vehicle Sold	02/27/2023	C ADVL	Tax	(\$59.99)	\$0.00	(\$59.99)
														CI02ADVL	Tax	(\$38.92)	\$0.00	(\$38.92)
														CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
														Refund			\$98.91	
WAUTERS, SCOTT SHARPE	WAUTERS, SCOTT SHARPE	WAUTERS, JAN	544 KEYSTONE CT NW		CONCORD, NC 28027	Proration	0000841855	YYF6812	PENDING	271159809	Refund Generated due to proration on Bill #0000841855-2021-2021-0000-00	Vehicle Sold	02/16/2023	C ADVL	Tax	(\$17.20)	\$0.00	(\$17.20)
														CI02ADVL	Tax	(\$11.16)	\$0.00	(\$11.16)
														CI02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
														Refund			\$28.36	
WEATHERLY,	WEATHERLY,	WEATHERLY,	262 MEADOW		CONCORD,	Proration	0064171064	JMA4386	PENDING	272127012	Refund Generated due	Vehicle Sold	02/28/2023	C ADVL	Tax	(\$15.77)	\$0.00	(\$15.77)



North Carolina Vehicle Tax System

NCVTS Pending Refund report

Report Date 3/3/2023 10:02:36 AM

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	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
MATTHEW SCOTT	MATTHEW SCOTT	SARAH MARIE	OAKS DR SE		NC 28025						to proration on Bill #0064171064-2021-2021-0000-00			C I02ADVL	Tax	(\$10.23)	\$0.00	(\$10.23)
														C I02ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
														Refund			\$26.00	
WEISSENBACH, MARK STEVEN	WEISSENBACH, MARK STEVEN	CONKLIN, SANDRA PERRY	4335 WHITETAIL LN		MIDLAND, NC 28107	Proration	0068484003	TEA7711	PENDING	179910478	Refund Generated due to proration on Bill #0068484003-2022-0000-00	Vehicle Sold	02/02/2023	C ADVL	Tax	(\$199.45)	\$0.00	(\$199.45)
														C I06ADVL	Tax	(\$59.30)	\$0.00	(\$59.30)
														Refund			\$258.75	
WILLIAMS, HOLLIS RASHAD	WILLIAMS, HOLLIS RASHAD		9352 PERSEVERANCE DR		HARRISBURG, NC 28075	Proration	0066773527	JHW7111	PENDING	180650240	Refund Generated due to proration on Bill #0066773527-2021-0000-00	Vehicle Sold	02/13/2023	C ADVL	Tax	(\$102.91)	\$0.00	(\$102.91)
														C I01ADVL	Tax	(\$49.37)	\$0.00	(\$49.37)
														Refund			\$152.28	
YATES, PATRICK PAUL	YATES, PATRICK PAUL		13226 CABARRUS STATION RD		MIDLAND, NC 28107	Proration	0037902547	ELS2637	PENDING	180341464	Refund Generated due to proration on Bill #0037902547-2021-0000-00	Vehicle Sold	02/07/2023	C ADVL	Tax	(\$3.02)	\$0.00	(\$3.02)
														FR05ADVL	Tax	(\$0.41)	\$0.00	(\$0.41)
														Refund			\$3.43	
YOUNG, BRENDA KAY-MCGUINN	YOUNG, BRENDA KAY-MCGUINN		2603 SHOAL PARK RD		CONCORD, NC 28027	Proration	0059913752	HKR2698	PENDING	271694526	Refund Generated due to proration on Bill #0059913752-2021-2021-0000-00	Vehicle Sold	02/23/2023	C ADVL	Tax	(\$33.64)	\$0.00	(\$33.64)
														C I04ADVL	Tax	(\$28.64)	\$0.00	(\$28.64)
														C I04ADVL	Vehicle Fee	\$0.00	\$0.00	\$0.00
Refund			\$62.28															
Refund Total																	\$14150.32	

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**March 20, 2023
6:30 PM**

AGENDA CATEGORY:

New Business

SUBJECT:

Appointments - Centralina Economic Development District

BRIEF SUMMARY:

The Centralina Economic Development District (CEDD) is requesting appointment to the CEDD Board of Directors for an at large representative. A current list of appointees is attached to the agenda item.

REQUESTED ACTION:

Motion to convert the position to an at-large position and appoint a representative.

EXPECTED LENGTH OF PRESENTATION:

5 Minutes

SUBMITTED BY:

Geraldine Gardener, Executive Director, Centralina

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

ATTACHMENTS:

▣ Memo

CHAIR

Miles Atkins

Town of Mooresville - Mayor

VICE CHAIR

Bill Thunberg

Lake Norman Regional
Transportation Commission

TREASURY/SECRETARY

Leslie Johnson

Assistant Manager,
Mecklenburg County

Leigh Altman

Melinda Bales

Jenn Bosser

Mark Brady

Michelle Brock

Cliff Brumfield

Antony Burton

Astrid Chirinos

Rod Crider

Tracy Dodson

Mike Downs

Greg Edds

Donny Hicks

Mary Hoglund

Bob Hovis

Alan Kathman

Candice Moffitt

Beth Mull

Melanie Underwood

Anna Lu Wilson

Jarvis Woodburn

EX-OFFICIO

Geraldine Ide Gardner

President & Chief
Operating Officer, Centralina EDD



MEMORANDUM

To: Centralina Regional Council Executive Board
 CC: Miles Atkins, Chair, Centralina Economic Development District
 From: Geraldine Gardner, Executive Director
 Date: March 1, 2023
 RE: Appointees to the Centralina Economic Development District Board of Directors

Per the bylaws of the Centralina Economic Development District, appointees to the Board of Directors shall be approved by the Centralina Regional Council Executive Board. The following individuals are being nominated to serve as CEDD Board Directors and fill current vacancies.

Name	Title	Organization	Board Seat (Focus Area)
Juan Garzon	Managing Director	Innovate Charlotte	At-Large (Entrepreneurship)
Betty Doster	Special Assistant to the Chancellor for Constituent Relations	UNCC	At Large (University)
Danielle Frazier	Executive Director	Charlotte Works	At Large (Workforce Board)
Angela Karchmer	Executive Director	Gaston Works	At Large (Workforce Board)
Veronica Grantham	Regional Operations Director	NC Dept. of Commerce	At Large (State)
David Hollars	Executive Director	Centralina Workforce Development Board	At Large (Workforce Board)
Shelby Emrich	President & CEO	Anson County Chamber of Commerce	Anson County

The above individuals were active in the recent five-year regional economic development strategy planning process and will bring a diverse set of experiences to our efforts to implement this plan.

We are also awaiting formal nominations for vacant board seats assigned to Cabarrus County, Union County and the Charlotte Regional Business Alliance. These nominees will be forwarded for approval at the April Executive Board meeting.

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**March 20, 2023
6:30 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.

EXPECTED LENGTH OF PRESENTATION:

1 Minute

SUBMITTED BY:

Lauren Linker, Clerk to the Board

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

This item was approved by the Board for inclusion on the Agenda.

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**March 20, 2023
6:30 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:

Boards & Committees	Vacancies/Expiring/Expired Terms	Term Expiration and/or Position
Active Living & Parks Commission	4	*
Adult Care Home Community Advisory Committee	13	**
Agricultural Advisory Board	n/a	*
Board of Equalization & Review	n/a	*
Centralina Workforce Development Board	n/a	*
Concord Planning Commission (ETJ)	1	*
Early Childhood Task Force Advisory Board	n/a	*
Harrisburg Fire Advisory Board	n/a	*
Harrisburg Planning & Zoning Board and Board of Adjustment (ETJ)	1	*
Home & Community Care Block Grant Committee	1	*
Human Services Advisory Board	n/a	*
Industrial Facilities & Pollution Control Financing Authority	n/a	*

Jury Commission	n/a	*
Juvenile Crime Prevention Council	n/a	*
Library Board of Trustees	n/a	*
Mental Health Advisory Board	1	*
Mt. Pleasant Planning Board & Board of Adjustment	n/a	
Nursing Home Community Advisory Board	11	**
Planning & Zoning Commission	1	*
Public Health Authority of Cabarrus County	n/a	*
Region F Aging Advisory Committee	2	*
Rowan-Cabarrus Community College Board of Trustees	n/a	*
Senior Centers Advisory Council	2	*
Tourism Authority	n/a	*
Transportation Advisory Board	7	*
Water & Sewer Authority of Cabarrus County	n/a	*
Youth Commission	4	Jay M. Robinson, and West Cabarrus high schools

*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.

EXPECTED LENGTH OF PRESENTATION:

1 Minute

SUBMITTED BY:

Lauren Linker, Clerk to the Board

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

This item was approved by the Board for inclusion on the Agenda.

ATTACHMENTS:

- ▣ Boards & Committees Descriptions
- ▣ Concord ETJ Map
- ▣ Harrisburg ETJ Map
- ▣ Application
- ▣ Youth Commission Application

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.cabarruscourty.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 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 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.

ANIMAL PRESERVATION & PROTECTION ADVISORY COMMITTEE

The committee's purposes are outlined as follows: (1) Review current operations of Cabarrus County Animal Control; (2) Provide educational materials in several languages to the Cabarrus County residents on Spay/Neuter, proper feeding, housing and healthcare for pets; (3) Establish a protocol for the availability for low cost spaying and neutering of pets belonging to indigent residents of Cabarrus County. Members serve two-year terms.

BOARD OF EQUALIZATION AND REVIEW

This board: (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.

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.

HARRISBURG FIRE ADVISORY BOARD

The Harrisburg Fire Advisory Board advises the Town Council, Town Administrator and the Fire Chief on matters of policy, administration and operations. The board tracks the progress of the Harrisburg Fire Department's key objectives as outlined in the annual report, reviews the Department's By-Laws on an annual basis, and recommends changes to the Town Council for final approval.

HARRISBURG PLANNING AND ZONING BOARD

This board reviews, regulates development within and around the boundaries of the Town of Harrisburg and hears and decides on appeals of zoning within the Town's jurisdiction. The County Commissioners appoint one person who resides in the extraterritorial jurisdiction of the Town to serve for a term of three years.

HOME AND COMMUNITY CARE BLOCK GRANT ADVISORY COMMITTEE

This 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.

INDUSTRIAL FACILITIES AND POLLUTION CONTROL FINANCING AUTHORITY

This authority provides for the issuance of revenue bonds to aid in financing (1) industrial and manufacturing facilities which provide job opportunities or better ways to help alleviate unemployment and raise below-average manufacturing wages and (2) pollution control facilities for industries. The 7-member authority meets as needed. Appointments are for terms of six years.

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 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; 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 who work closely with the Active Living and Parks Department and Senior Center staff. Appointments are for three-year terms.

TOURISM AUTHORITY

This 9-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, including a County Commissioner and/or County Manager; three members from recommendations submitted by the Cabarrus County Tourism Authority; and three members from recommendations submitted by the Cabarrus Regional Chamber of Commerce. Appointments are for terms of three years.

TRANSPORTATION ADVISORY BOARD

This 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.

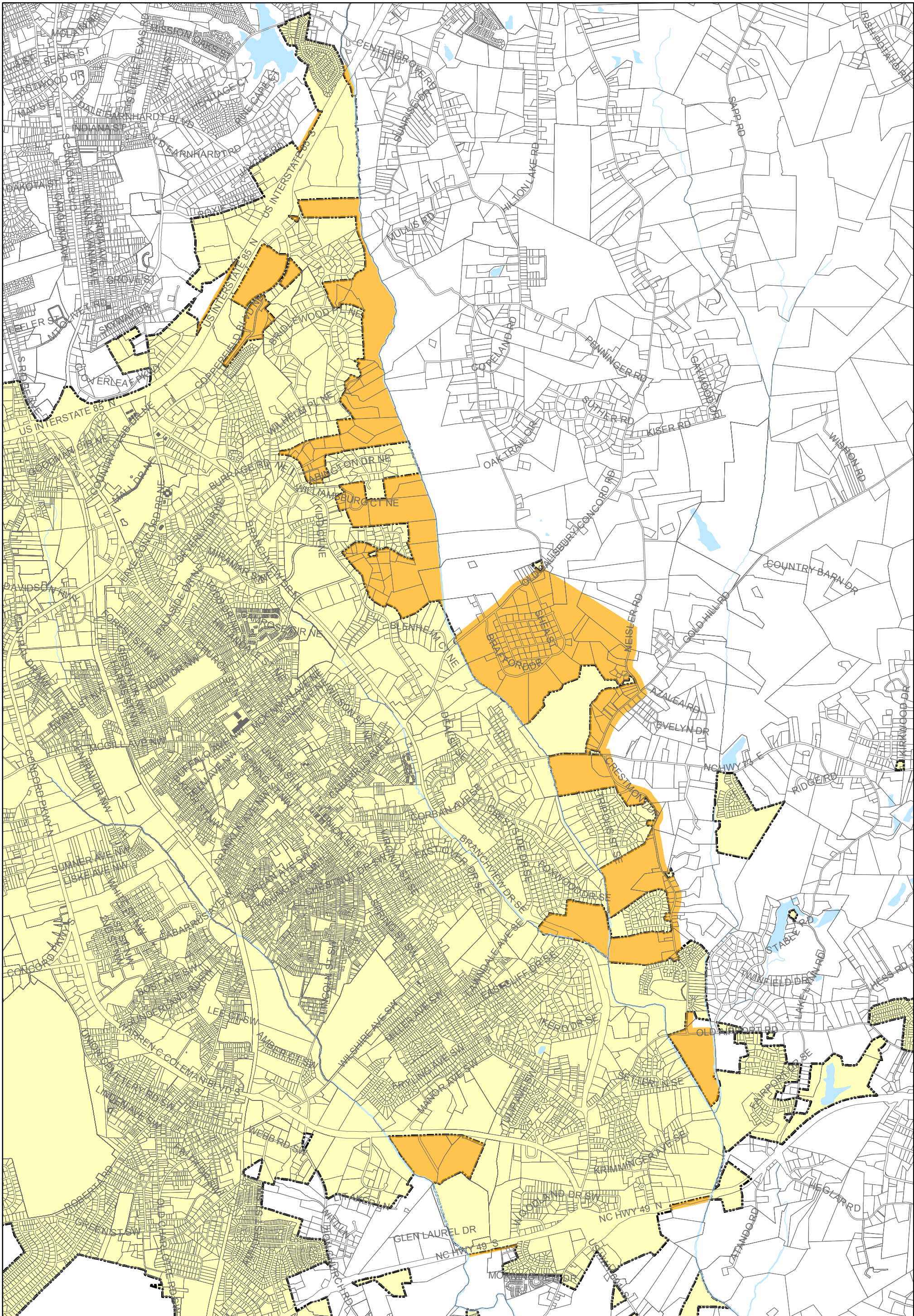
WATER & SEWER AUTHORITY OF CABARRUS COUNTY

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.

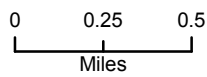
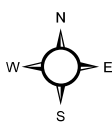
YOUTH COMMISSION

The purpose of the 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)**

- ETJ
- City of Concord
- Parcels
- Rivers
- Lakes & Ponds



Office Use Only
DATE RECEIVED:

Application for Appointment to Cabarrus County Advisory Boards and Committees

The Cabarrus County Board of Commissioners believes that all citizens should have the opportunity to participate in governmental decisions. One way of participating is by serving as a citizen member of one of the County's various advisory boards. If you wish to be considered for appointment to an advisory board, please complete the information below and return it to the CLERK TO THE BOARD OF COMMISSIONERS, P. O. BOX 707, CONCORD, NC 28026-0707, Fax (704) 920-2820. For more information about the various boards, you may contact the Clerk at (704) 920-2109.

Advisory Board(s) / Committee(s) Interested In: (Please list in order of preference)

1. _____
2. _____
3. _____

XXXXXXXXXXXXXXXXXX

Name: _____

Home Address: _____

Mailing Address (if different): _____

City / State / ZIP: _____

Resident of Cabarrus County: Yes No

Telephone: Home: _____ Work: _____

Cell: _____ Fax: _____

Email Address: _____

Occupation: _____

Business Address: _____

City / State / Zip: _____

Do You Have a N. C. Driver's License? Yes No Age (optional): _____

Number hours available per month for this position: _____

Best time of day/or days available: _____

- over -

Educational Background: _____

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? _____ If so, please explain _____

References

List three persons who are not related to you and who have definite knowledge of your qualifications and fitness for the position for which you are applying.

Name	Business / Occupation	Address	Telephone

I understand that 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 N. C. Public Records Law (NCGS 132-1) and may be released upon request. Meetings of the appointed boards and committees are subject to the N. C. Open Meetings Law (NCGS 143-318.10).

_____ Date _____ Signature of the Applicant

**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

**March 20, 2023
6:30 PM**

AGENDA CATEGORY:

Reports

SUBJECT:

Budget - Monthly Budget Amendment Report

BRIEF SUMMARY:

The County Manager requested 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 2022-2023.

REQUESTED ACTION:

For informational purposes. No action required.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:

Rosh Khatri, Budget Director

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

This item was approved by the Board for inclusion on the Agenda.

ATTACHMENTS:

- ▢ Report

JOURNAL INQUIRY

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE		
2023	08	80020	BUA	02/02/2023	02/02/2023	Rental	kdbilafer	1	N	Hist	2023			
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION					DEBIT	CREDIT	OB
							ACCOUNT DESCRIPTION							
1	00192210	9401	BM	9401			Rental					35,000.00		
							Building and Equipment Rentals							
2	00192210	9501	FS	9401			Rental						30,000.00	
							Buildings & Grounds Maintenanc							
3	00191953	9501		9401			Rental							5,000.00
							Buildings & Grounds Maintenanc							
** 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		
2023	08	80031	BUA	02/02/2023	02/02/2023	G-5	ypineda	1	N	Hist	2023			
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION					DEBIT	CREDIT	OB
							ACCOUNT DESCRIPTION							
1	42068310	6901		420	G-5		correct JN 20422						.80	
							Fund Balance Appropriated							
2	420	5703		420	G-5		Estimated Revenues					.80		1
3	420	5707		420	G-5		Budgetary FB - Unreserved						.80	1
** JOURNAL TOTAL											0.80	0.80		

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE		
2023	08	80042	BUA	02/03/2023	02/03/2023	Spatiales	ypineda	1	N	Hist	2023			
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION					DEBIT	CREDIT	OB
							ACCOUNT DESCRIPTION							
1	00191810	9445		1810	Spatiales		Spatialest- Comper					33,000.00		
							Purchased Services							
2	00191910	9346		1810	Spatiales		Spatialest- Comper						33,000.00	
							Fuel							
** 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
2023	08	80043	BUA	02/03/2023	02/03/2023	Cor Acct	msthorne	1	N	Hist	2023	
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION			DEBIT	CREDIT	OB
ACCOUNT DESCRIPTION												
1	39097230	9501	DM22	Record			Reallocate From DM22- DM23 Buildings & Grounds Maintenanc				87,344.00	
2	39097230	9501	DM23	Record			Reallocate From DM22- DM23 Buildings & Grounds Maintenanc			87,344.00		
** 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
2023	08	80156	BUA	02/06/2023	02/06/2023	Educ. Progb	lconrad	1	N	Hist	2023	
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION			DEBIT	CREDIT	OB
ACCOUNT DESCRIPTION												
1	00192110	9635		2110	Educ. Prog		T	BLET, materials Education Programs			9,000.00	
2	00192110	9316		2110	Educ. Prog		T	BLET, materials Supplies				9,000.00
** 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
2023	08	80189	BUA	02/07/2023	02/07/2023	CCS MOBILE	msthorne	1	N	Hist	2023	
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION			DEBIT	CREDIT	OB
ACCOUNT DESCRIPTION												
1	39097210	9830	DM22				Reallocate Funds to Mobile Other Improvements				199,331.00	
2	39097210	9830	MOBIL				Reallocate Funds to Mobile Other Improvements			199,331.00		
** 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
2023	08	80208	BUA	02/08/2023	02/08/2023	Fridge Repk	pgrant	1	N	Hist	2023	
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION			DEBIT	CREDIT	OB
ACCOUNT DESCRIPTION												

JOURNAL INQUIRY

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2023	08	80208	BUA	02/08/2023	02/08/2023	Fridge Repkprant		1	N	Hist	2023	
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION		DEBIT	CREDIT	OB	
ACCOUNT DESCRIPTION												
1	27094610	9501		4610	Fridge Rep		Refrigerator Replacement				702.00	
2	27094610	9331		4610	Fridge Rep		Buildings & Grounds Maintenanc Refrigerator Replacement Minor Office Equipment & Furn	702.00				
** 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
2023	08	80239	BUA	02/09/2023	02/09/2023	2022B Int	jmhowden	1	N	Hist	2023	
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION		DEBIT	CREDIT	OB	
ACCOUNT DESCRIPTION												
1	10099120	9408	2022B	Record	Record		2022B Draw - Interest Budg	1,000,000.00				
2	10099120	997602	2022A	Record	Record		Draw Program Interest 2022B Draw - Interest Budg				325,000.00	
3	10099120	9406		Record	Record		LOBS-INT-GEN GOVT PROJECTS 2022B Draw - Interest Budg				150,000.00	
4	10099120	9830	AVAIL	Record	Record		Bank service charges 2022B Draw - Interest Budg Other Improvements				525,000.00	
** 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
2023	08	80280	BUA	02/10/2023	02/10/2023	shift-gen	snpolitis	1	N	Hist	2023	
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION		DEBIT	CREDIT	OB	
ACCOUNT DESCRIPTION												
1	00195110	9320		5110	shift-gen		Printing & Binding	250.00				
2	00195110	9301		5110	shift-gen		Office Supplies	250.00				
3	00195110	9630		5110	shift-gen		Dues & Subscriptions	200.00				
4	00195110	9355		5110	shift-gen		Other Operating Cost	600.00				
5	00195110	9610		5110	shift-gen		Travel				1,300.00	
** 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
2023	08	80281	BUA	02/10/2023	02/10/2023	2 Aux Pos	mnxiang	1	N	Hist	2023	
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION		DEBIT	CREDIT	OB	
							ACCOUNT DESCRIPTION					
1	00195610	9114	310-1	5610	2	Aux Pos	Move to 9104 for 2 Aux pos Contracted Employees			29,920.00		
2	00195610	9104		5610	2	Aux Pos	Move from 9114 for 2 Aux p Temporary Cabco Employees		29,920.00			
** 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
2023	08	80373	BUA	02/14/2023	02/14/2023	R.B. McAllmsthorne		1	N	Hist	2023	
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION		DEBIT	CREDIT	OB	
							ACCOUNT DESCRIPTION					
1	39097340	9607					R.B. McAllister Constructi Architects			50,000.00		
2	39097340	9820					R.B. McAllister Constructi Construction		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
2023	08	80443	BUA	02/16/2023	02/16/2023	MOE&FURNITSrburgess		1	N	Hist	2023	
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION		DEBIT	CREDIT	OB	
							ACCOUNT DESCRIPTION					
1	00191710	9331			FINANC	FINANCE	T	MOVE FUNDS TO COVER MOE&FU Minor Office Equipment & Furn		650.00		
2	00191710	9610			FINANC	FINANCE	T	MOVE FUNDS TO COVER MOE&FU Travel			650.00	
** 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
2023	08	80464	BUA	02/17/2023	02/17/2023	Supplies	mjtardugno	1	N	Hist	2023	
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION		DEBIT	CREDIT	OB	
							ACCOUNT DESCRIPTION					

JOURNAL INQUIRY

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2023	08	80464	BUA	02/17/2023	02/17/2023	Supplies	mjtardugno	1	N	Hist	2023	
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION		DEBIT	CREDIT	OB	
ACCOUNT DESCRIPTION												
1	00191955	9316		1955		Supplies	Supplies for vehicles		1,000.00			
2	00191955	9520		1955		Supplies	Supplies for vehicles Autos & Trucks Maintenance			1,000.00		
** 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
2023	08	80519	BUA	02/21/2023	02/21/2023	F-5	snpolitis	1	N	Hist	2023	
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION		DEBIT	CREDIT	OB	
ACCOUNT DESCRIPTION												
1	00191115	9609		BOC	F-5		funds moved to legal fees		439,228.00			
2	00191910	9660		BOC	F-5		Legal fees appropriate from contingen Contingency			439,228.00		
** 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
2023	08	80523	BUA	02/21/2023	02/21/2023	F-9	snpolitis	1	N	Hist	2023	
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION		DEBIT	CREDIT	OB	
ACCOUNT DESCRIPTION												
1	44065645	6202	ERA22	BOC	F-9		US Treasury Emergency Asst		2,092,112.55			
2	44095645	9101	ERA22	BOC	F-9		Salaries & wages		38,308.00			
3	44095645	9114	ERA22	BOC	F-9		Contracted Employees			15,987.00		
4	44095645	9122	ERA22	BOC	F-9		Other Pays			4,000.00		
5	44095645	9201	ERA22	BOC	F-9		Social Security		771.00			
6	44095645	9202	ERA22	BOC	F-9		Medicare		231.00			
7	44095645	9205	ERA22	BOC	F-9		Group Hospital Insurance		21,772.00			

JOURNAL INQUIRY

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2023	08	80523	BUA	02/21/2023	02/21/2023	F-9	snpolitis	1	N	Hist	2023	
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION		DEBIT	CREDIT	OB	
							ACCOUNT DESCRIPTION					
8	44095645	9206	ERA22	BOC	F-9		Vision Care			62.00		
9	44095645	9207	ERA22	BOC	F-9		Life Insurance			12.00		
10	44095645	9210	ERA22	BOC	F-9		Retirement		3,673.00			
11	44095645	9230	ERA22	BOC	F-9		Workers' Compensation			1,692.00		
12	44095645	9235	ERA22	BOC	F-9		Deferred Compensation 401k		2,260.00			
13	44095645	9301	ERA22	BOC	F-9		Office Supplies			3,956.00		
14	44095645	9331	ERA22	BOC	F-9		Minor Office Equipment & Furn			19,000.00		
15	44095645	9445	ERA22	BOC	F-9		Purchased Services			336,092.04		
16	44095645	9640	ERA22	BOC	F-9		Insurance & Bonds			30.84		
17	44095645	946002	ERA22	BOC	F-9		US Treasury Emergency Asst			1,778,295.67		
18	440	5704		BOC	F-9		Appropriations		2,092,112.55		1	
19	440	5703		BOC	F-9		Estimated Revenues			2,092,112.55	1	
** JOURNAL TOTAL									2,092,112.55	2,092,112.55		

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2023	08	80524	BUC	02/21/2023	02/21/2023	F-10	snpolitis	1	N	Hist	2023	
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION		DEBIT	CREDIT	OB	
							ACCOUNT DESCRIPTION					
1	38068140	6932	MPLIB	BOC	F-10		Cont from Comm Investment Fund			8,500,001.00		
2	38068140	6319		BOC	F-10		PARTF Project Grant			500,000.00		
3	38098240	9820		BOC	F-10		library construction		9,000,001.00			
4	10060000	6901		BOC	F-10		Construction			8,500,001.00		
							Fund Balance Appropriated					

JOURNAL INQUIRY

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2023	08	80524	BUC	02/21/2023	02/21/2023	F-10	snpolitis	1	N	Hist	2023	
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION		DEBIT	CREDIT	OB	
							ACCOUNT DESCRIPTION					
5	10090000	9708		BOC	F-10		Cont to Capital Project Fund		8,500,001.00			
6	100	5704		BOC	F-10		Appropriations			8,500,001.00	1	
7	380	5704		BOC	F-10		Appropriations			9,000,001.00	1	
8	100	5703		BOC	F-10		Estimated Revenues		8,500,001.00		1	
9	380	5707		BOC	F-10		Budgetary FB - Unreserved		9,000,001.00		1	
10	380	5703		BOC	F-10		Estimated Revenues		9,000,001.00		1	
11	380	5707		BOC	F-10		Budgetary FB - Unreserved			9,000,001.00	1	
** JOURNAL TOTAL									26,500,003.00	26,500,003.00		

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2023	08	80526	BUA	02/21/2023	02/21/2023	F-16	snpolitis	1	N	Hist	2023	
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION		DEBIT	CREDIT	OB	
							ACCOUNT DESCRIPTION					
1	46063250	6841	DE	BOC	F-16		Duke Power Rebate			28,506.45		
2	46093250	9493	DE	BOC	F-16		Operations - DOE		3,000.00			
3	46093250	9315	DE	BOC	F-16		Health and Safety - Duke DOE		25,506.45			
4	460	5704		BOC	F-16		Appropriations			28,506.45	1	
5	460	5703		BOC	F-16		Estimated Revenues		28,506.45		1	
** JOURNAL TOTAL									28,506.45	28,506.45		

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2023	08	80527	BUA	02/21/2023	02/21/2023	F-18	snpolitis	1	N	Hist	2023	
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION		DEBIT	CREDIT	OB	
							ACCOUNT DESCRIPTION					

JOURNAL INQUIRY

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2023	08	80527	BUA	02/21/2023	02/21/2023	F-18	snpolitix	1	N	Hist	2023	
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION		DEBIT	CREDIT	OB	
ACCOUNT DESCRIPTION												
1	00162110	6344		BOC	F-18		DPI Grant - SRO				30,270.40	
2	00192110	9201		BOC	F-18		SCHOOL RESOURCE OFFICER GRANT		2,104.00			
3	00192110	9101		BOC	F-18		Social Security		33,940.00			
4	00192110	9202		BOC	F-18		Salaries and Wages		492.00			
5	00192110	9205		BOC	F-18		Medicare		4,425.00			
6	00192110	9206		BOC	F-18		Group Hospital Insurance		1,700.00			
7	00192110	9207		BOC	F-18		Vision Care		6,800.00			
8	00192110	9210		BOC	F-18		Life Insurance		22.00			
9	00192110	9230		BOC	F-18		Retirement		1,400.00			
10	00192110	9235		BOC	F-18		workers' Compensation		750.00			
11	00192110	9310		BOC	F-18		Deferred Compensation 401k		700.00			
12	00192110	9316		BOC	F-18		Ammunition		400.00			
13	00192110	9331		BOC	F-18		Supplies		25,200.00			
14	00192110	9340		BOC	F-18		Minor Office Equipment & Furn		6,000.00			
15	00192110	9342		BOC	F-18		Uniforms		4,800.00			
16	00192110	9445		BOC	F-18		Minor Technology Equipment		12,000.00			
17	00192110	9635		BOC	F-18		Purchased Services		700.00			
18	00192110	9653		BOC	F-18		educational materials		1,100.00			
19	00192110	9640		BOC	F-18		Education Programs		805.00			
20	00192110	9863		BOC	F-18		Medical Consultants		141,512.00			
21	00191910	9660		BOC	F-18		Insurance & Bonds				214,579.60	
							Motor Vehicles					
							Contingency					

JOURNAL INQUIRY

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2023	08	80527	BUA	02/21/2023	02/21/2023	F-18	snpolitis	1	N	Hist	2023	
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION		DEBIT	CREDIT	OB	
							ACCOUNT DESCRIPTION					
22	001	5704		BOC	F-18		Appropriations			30,270.40	1	
23	001	5703		BOC	F-18		Estimated Revenues		30,270.40		1	
** JOURNAL TOTAL									30,270.40	30,270.40		

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL TYPE
2023	08	80559	BUA	02/21/2023	12/06/2022	RB MCA11	msthorne	1	N	Hist	2023	
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION		DEBIT	CREDIT	OB	
							ACCOUNT DESCRIPTION					
1	39097340	9606			Record	Record	Move R.B. McAllister	CCS	F		200,000.00	
2	39097340	9607			Record	Record	Engineers	Move R.B. McAllister	CCS	F	158,700.00	
3	39097340	9820			Record	Record	Architects	Move R.B. McAllister	CCS	F	1,771,300.00	
4	39097340	9864			Record	Record	Construction	Move R.B. McAllister	CCS	F	850,000.00	
5	39097340	9860			Record	Record	Technology Infrastructure	Move R.B. McAllister	CCS	F	700,000.00	
6	39097340	9726			Record	Record	Equipment & Furniture	Move R.B. McAllister	CCS	F	300,000.00	
7	39097340	9862			Record	Record	Cabarrus County Sch-Start Up	Move R.B. McAllister	CCS	F	400,000.00	
8	39097340	9820	0599		Record	Record	Technology	Move R.B. McAllister	CCS	F	250,000.00	
9	39097340	9660			Record	Record	Construction	Move R.B. McAllister	CCS	F	1,000,000.00	
10	39097340	9485			Record	Record	Contingency	Move R.B. McAllister	CCS	F	30,000.00	
11	390	5704			Record	Record	Administration Fees			2,830,000.00		1
12	390	5707			Record	Record	Appropriations				2,830,000.00	1
13	390	5704			Record	Record	Budgetary FB - Unreserved				2,830,000.00	1
14	390	5707			Record	Record	Appropriations			2,830,000.00		1
							Budgetary FB - Unreserved					
** JOURNAL TOTAL									5,660,000.00	5,660,000.00		

JOURNAL INQUIRY

YEAR	PER	JOURNAL	SRC	EFF DATE	ENT DATE	JNL	DESC	CLERK	ENTITY	AUTO-REV	STATUS	BUD YEAR	JNL	TYPE
2023	08	80704	BUA	02/24/2023	02/24/2023	BOD		clsols	1	N	Hist	2023		
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION			DEBIT	CREDIT	OB		
							ACCOUNT DESCRIPTION							
1	00191510	9860		1510	BOD		Equipment & Furniture				68,018.00			
2	00191510	9697		1510	BOD		Elections Expense			68,018.00				
** 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
2023	08	80705	BUA	02/24/2023	02/24/2023	off supply		clsols	1	N	Hist	2023		
LN	ORG	OBJECT	PROJ	REF1	REF2	REF3	LINE DESCRIPTION			DEBIT	CREDIT	OB		
							ACCOUNT DESCRIPTION							
1	00191510	9325		1510	off supply		Postage				5,000.00			
2	00191510	9301		1510	off supply		office supplies			5,000.00				
** JOURNAL TOTAL										0.00	0.00			
** GRAND TOTAL										34,310,893.20	34,310,893.20			

21 Journals printed

** END OF REPORT - Generated by Yesenia Pineda **

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**March 20, 2023
6:30 PM**

AGENDA CATEGORY:

Reports

SUBJECT:

Budget - Monthly Financial Update

BRIEF SUMMARY:

The County Manager requested monthly reports displaying relevant information regarding the year-to-date budget.

REQUESTED ACTION:

For informational purposes. No action required.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:

Rosh Khatri, Budget Director

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

This item was approved by the Board for inclusion on the Agenda.

ATTACHMENTS:

- Report

Cabarrus County, North Carolina
General Fund
Statement of Revenues and Expenditures - Budget and Actual
As of February 28, 2023*

*this report was pulled prior to month end close

	Budgeted Amounts		Actual Amounts	Encumbrances*	Variance with	% Collected
	Original	Final			Final Budget	or Used
REVENUES						
Ad Valorem Taxes & Interest	(226,563,987)	(226,563,987)	(216,131,196)	\$ -	\$ 10,432,791	95.4%
Other Taxes	(42,293,000)	(42,293,000)	(20,872,052)	-	21,420,948	49.4%
Intergovernmental Revenues	(25,147,250)	(28,428,703)	(12,696,504)	-	15,732,200	44.7%
Permits and Fees	(9,931,343)	(9,931,343)	(5,890,264)	-	4,041,079	59.3%
Sales and Services	(13,454,082)	(13,595,204)	(8,853,579)	-	4,741,625	65.1%
Investment Earnings	(200,000)	(200,000)	(5,086,569)	-	(4,886,569)	2543.3%
Miscellaneous/Other Finance Sources	(268,900)	(30,870,011)	(235,823)	-	30,634,189	0.8%
TOTAL REVENUES	(317,858,562)	(351,882,248)	(269,765,987)	\$ -	\$ 82,116,261	76.7%
EXPENDITURES						
GENERAL GOVERNMENT						
Board of Commissioners	\$ 657,094	\$ 612,094	\$ 371,249	\$ -	240,846	60.7%
Legal	747,869	1,232,097	717,068	-	515,030	58.2%
County Manager	3,263,437	3,073,080	1,216,720	384,168	1,472,191	52.1%
Communications	881,947	873,243	362,169	4,935	506,139	42.0%
Human Resources	1,431,083	1,437,242	769,351	5,730	662,161	53.9%
Tax Collector	1,309,952	1,309,952	716,752	-	593,200	54.7%
Tax Administration	2,896,236	2,898,710	1,698,824	-	1,199,886	58.6%
Board of Elections	1,450,285	1,525,054	700,958	76,042	748,054	50.9%
Register of Deeds	724,395	744,395	466,597	-	277,799	62.7%
Finance	1,643,392	1,694,818	1,009,374	54,396	631,047	62.8%
Information Technology	8,409,701	9,270,126	4,820,338	381,828	4,067,960	56.1%
Non-departmental*	5,279,381	7,683,342	3,214,020	559,760	3,909,562	49.1%
COVID*	-	2,000,000	-	50,000	1,950,000	2.5%
Infrastructure & Asset Management						
Grounds Maintenance	3,248,549	2,155,549	924,803	565,012	665,734	69.1%
Administration	2,344,616	2,441,188	1,544,182	38,785	858,221	64.8%
Sign Maintenance	273,482	273,482	114,116	49,818	109,548	59.9%
Building Maintenance	3,703,494	3,664,302	1,482,663	501,032	1,680,608	54.1%
Facility Services	2,781,355	2,740,706	1,202,237	62,908	1,475,561	46.2%
Fleet Maintenance	1,389,398	1,913,206	398,197	1,125,083	389,926	79.6%
Contribution to Other Funds	48,300,874	68,321,406	50,790,874	-	17,530,532	74.3%
Total General Government	\$ 90,736,540	\$ 115,863,993	\$ 72,520,493	\$ 3,859,496	\$ 39,484,003	65.9%
PUBLIC SAFETY						
Sheriff						
Administration & Operations	\$ 26,415,592	\$ 30,003,767	15,952,881	3,235,304	\$ 10,815,582	64.0%
Jail	14,612,650	14,704,385	7,875,683	898,862	5,929,841	59.7%
Animal Control	1,030,695	1,139,609	698,672	88,693	352,244	69.1%
Animal Shelter	742,624	781,111	440,973	-	340,137	56.5%
Courts Maintenance	1,389,057	1,404,374	89,663	95,330	1,219,381	13.2%
Construction Standards	5,409,897	5,582,800	3,231,769	101,710	2,249,321	59.7%
Emergency Management	367,725	544,848	217,109	66,575	261,164	52.1%
Fire Services	1,715,283	1,727,794	1,030,865	112,765	584,164	66.2%
Fire Districts	1,400,000	1,400,000	795,311	-	604,689	56.8%
Emergency Medical Services	13,089,064	13,296,519	8,108,115	1,049,313	4,139,091	68.9%
Emergency Telephone	-	299,021	20,827	19,304	258,890	13.4%
Other Public Safety*	1,324,565	1,347,905	805,647	376,946	165,313	87.7%
Total Public Safety	\$ 67,497,152	\$ 72,232,134	\$ 39,267,515	\$ 6,044,804	\$ 26,919,815	62.7%

* 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 February 28, 2023*

*this report was pulled prior to month end close

	Budgeted Amounts		Actual Amounts	Encumbrances*	Variance with Final Budget	% Collected or Used
	Original	Final				
ECONOMIC & PHYSICAL DEVELOPMENT						
Planning & Development						
Planning	752,779	761,212	\$ 352,326	\$ -	\$ 408,886	46.3%
Community Development	761,408	958,044	497,763	-	460,280	52.0%
Soil & Water Conservation	372,433	385,858	200,425	-	185,433	51.9%
Zoning Administration	271,689	271,689	165,933	15	105,740	61.1%
Economic Development Corporation	830,944	855,944	619,383	35,432	201,129	76.5%
Economic Development Incentives	1,750,000	1,750,000	140,445	-	1,609,555	8.0%
Other Economic & Physical Development*	1,589,433	1,589,433	1,490,498	49,000	49,935	96.9%
Total Economic & Physical Development	\$ 6,328,686	\$ 6,572,179	\$ 3,466,774	\$ 84,447	\$ 3,020,959	54.0%
ENVIRONMENTAL PROTECTION						
Waste Reduction	\$ -	\$ -	\$ 61	\$ 12,500	\$ (12,561)	0.0%
Total Environmental Protection	\$ -	\$ -	\$ 61	\$ 12,500	\$ (12,561)	-
HUMAN SERVICES						
Veterans Services	\$ 430,425	\$ 433,799	\$ 210,375	\$ -	\$ 223,424	48.5%
Cooperative Extension	448,484	495,467	231,522	-	263,946	46.7%
Human Services						
Administration	5,774,978	6,033,499	3,728,080	233,727	2,071,692	65.7%
Economic Family Support Services	3,525,779	3,502,346	1,504,599	-	1,997,747	43.0%
Transportation	3,585,333	4,352,852	1,408,329	687,300	2,257,223	48.1%
Child Welfare	12,037,393	12,000,808	6,076,836	304,432	5,619,541	53.2%
Child Support Services	2,167,955	2,167,955	1,283,990	12,959	871,007	59.8%
Economic Services	9,597,964	9,597,964	5,084,023	-	4,513,941	53.0%
Adult and Family Services	2,681,248	2,796,674	1,504,913	13,029	1,278,732	54.3%
Nutrition	849,245	950,369	372,870	139,222	438,277	53.9%
Behavioral Health Division	-	379,805	126,693	-	253,112	33.4%
Senior Services	796,081	811,093	498,805	129,379	182,909	77.4%
Cabarrus Health Alliance	10,119,709	10,873,739	6,596,411	4,277,328	-	100.0%
Other Human Services*	690,511	1,765,511	670,890	1,208,168	(113,546)	106.4%
Total Human Services	\$ 52,705,105	\$ 56,161,881	\$ 29,298,335	\$ 7,005,543	\$ 19,858,002	64.6%
EDUCATION						
Cabarrus County Schools Operating	\$ 79,269,580	\$ 79,269,580	\$ 52,846,380	\$ -	\$ 26,423,200	66.7%
Kannapolis City Schools Operating	9,474,469	9,474,469	6,539,152	-	2,935,317	69.0%
RCCC Operating	3,951,954	3,951,954	2,634,634	-	1,317,320	66.7%
Cabarrus County Schools Capital	36,324	111,324	24,216	-	87,108	21.8%
Kannapolis City Schools Capital	8,832	8,832	5,888	-	2,944	66.7%
RCCC Capital	-	-	-	-	-	-
Other Education*	134,405	134,405	89,601	28,136	16,668	87.6%
Total Education	\$ 92,875,564	\$ 92,950,564	\$ 62,139,871	\$ 28,136	\$ 30,782,557	66.9%
CULTURE & RECREATION						
Active Living & Parks						
Parks	\$ 2,296,595	\$ 2,462,490	\$ 1,147,369	\$ 126,976	\$ 1,188,145	51.8%
Senior Centers	862,387	859,787	461,731	18,953	379,103	55.9%
Library System	4,530,534	4,753,220	2,661,585	260,650	1,830,985	61.5%
Other Cultural & Recreation*	26,000	26,000	26,000	94,500	(94,500)	463.5%
Total Culture & Recreation	\$ 7,715,516	\$ 8,101,497	\$ 4,296,686	\$ 501,079	\$ 3,303,732	59.2%
DEBT SERVICE						
Schools	\$ -	\$ -	\$ -	\$ -	\$ -	-
Other	-	-	-	-	-	-
Total Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	-
TOTAL EXPENDITURES	\$ 317,858,562	\$ 351,882,248	\$ 210,989,734	\$ 17,536,005	\$ 123,356,509	64.9%
Excess (deficiency) of revenues over (under) expenditures	\$ -	\$ -	\$ 58,776,253	\$ (17,536,005)	\$ 41,240,248	

* 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 February 28, 2023*

*this report was pulled prior to month end close

	Budgeted Amounts		Actual Amounts	Encumbrances*	Variance with Final Budget	% Collected or Used
	Original	Final				
REVENUES						
Other Taxes	\$ (24,900,000)	\$ (24,900,000)	\$ (12,227,971)	\$ -	\$ 12,672,029	49.1%
Intergovernmental Revenues	(720,000)	(720,000)	(363,489)	-	356,511	50.5%
Investment Earnings	-	-	(161,854)	-	(161,854)	100.0%
Other Finance Sources	(46,891,176)	(86,091,144)	(47,261,022)	-	38,830,122	54.9%
TOTAL REVENUES	\$ (72,511,176)	\$ (111,711,144)	\$ (60,014,337)	\$ -	\$ 51,696,807	53.7%
EXPENDITURES						
Operations	\$ 65,894,181	\$ 88,448,617	\$ 48,603,667	\$ 6,600	\$ 39,838,350	55.0%
Capital Outlay	6,616,995	23,262,527	-	-	23,262,527	0.0%
TOTAL EXPENDITURES	\$ 72,511,176	\$ 111,711,144	\$ 48,603,667	\$ 6,600	\$ 63,100,877	43.5%
Excess (deficiency) of revenues over (under) expenditures	\$ -	\$ -	\$ 11,410,670	\$ (6,600)	\$ (11,404,070)	

* 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 February 28, 2023*

*this report was pulled prior to month end close

	Budgeted Amounts		Actual Amounts	Encumbrances*	Variance with Final Budget	% Collected or Used
	Original	Final				
Arena and Events Center						
REVENUES						
Arena Other Finance Source Revenues	\$ (1,374,326)	\$ (2,967,326)	\$ (2,487,672)	\$ -	\$ 479,653	83.8%
Fair Sales and Services	(749,831)	(749,831)	(583,680)	-	166,151	77.8%
Fair Investment Earnings	(15,000)	(15,000)	(24,864)	-	(9,864)	165.8%
Fair Miscellaneous Revenue	(5,000)	(5,000)	(18,574)	-	(13,574)	371.5%
Total Arena and Events Center Fund	\$ (2,144,157)	\$ (3,737,157)	\$ (3,114,790)	\$ -	\$ 622,367	83.3%
EXPENDITURES						
Arena and Events Center	\$ 1,374,326	\$ 2,967,326	\$ 836,150	\$ 532,496	\$ 1,598,680	46.1%
County Fair	769,831	769,831	588,675	17,925	163,231	78.8%
Total Arena and Events Center Fund	\$ 2,144,157	\$ 3,737,157	\$ 1,424,825	\$ 550,421	\$ 1,761,911	52.9%
Landfill Fund						
REVENUES						
Intergovernmental Revenues	\$ (63,000)	\$ (63,000)	\$ (34,895)	\$ -	\$ 28,105	55.4%
Permits and Fees	(150,000)	(150,000)	(71,958)	-	78,042	48.0%
Sales and Services	(1,330,000)	(1,330,000)	(835,162)	-	494,838	62.8%
Investment Earnings	-	-	(43,182)	-	(43,182)	0.0%
Other Financing Sources	(621,872)	(728,040)	(621,872)	-	106,168	85.4%
Total Landfill Fund	\$ (2,164,872)	\$ (2,271,040)	\$ (1,607,069)	\$ -	\$ 663,971	251.6%
EXPENDITURES						
Landfill Operations	\$ 2,164,872	\$ 2,271,040	\$ 978,918	\$ 299,694	\$ 992,428	56.3%
Total Landfill Fund	\$ 2,164,872	\$ 2,271,040	\$ 978,918	\$ 299,694	\$ 992,428	56.3%
911 Emergency Telephone Fund						
REVENUES						
Intergovernmental Revenues	\$ (614,089)	\$ (614,089)	\$ (358,219)	\$ -	\$ 255,870	58.3%
Investment Earnings	(1,500)	(1,500)	(7,961)	-	(6,461)	530.8%
Other Finance Sources	-	-	-	-	-	0.0%
Total 911 Emergency Telephone Fund	\$ (615,589)	\$ (615,589)	\$ (366,180)	\$ -	\$ 249,409	59.5%
EXPENDITURES						
Operations	\$ 615,589	\$ 615,589	\$ 66,826	\$ 18,490	\$ 530,273	13.9%
Debt Service	-	-	-	-	-	0.0%
Total 911 Emergency Telephone Fund	\$ 615,589	\$ 615,589	\$ 66,826	\$ 18,490	\$ 530,273	13.9%
Self-Insured Funds						
REVENUES						
Sales and Services	\$ (19,359,393)	\$ (19,359,393)	\$ (10,937,554)	\$ -	\$ 8,421,839	56.5%
Investment Earnings	(11,000)	(11,000)	(67,988)	-	(56,988)	618.1%
Miscellaneous	(1,142,014)	(1,142,014)	(545,849)	-	596,165	47.8%
Other Finance Sources	(481,975)	(504,216)	-	-	504,216	0.0%
Total Self-Insured Funds	\$ (20,994,382)	\$ (21,016,623)	\$ (11,551,391)	\$ -	\$ 9,465,232	55.0%
EXPENDITURES						
Workers Compensation Insurance	\$ 1,617,305	\$ 1,617,305	\$ 680,409	\$ -	\$ 936,896	42.1%
Liability Insurance	1,685,000	1,685,000	1,016,409	-	668,591	60.3%
Dental Insurance	502,000	502,000	332,905	-	169,095	66.3%
Hospitalization Insurance	17,190,077	17,212,318	9,018,145	982,318	7,211,854	58.1%
Total Self-Insured Funds	\$ 20,994,382	\$ 21,016,623	\$ 11,047,869	\$ 982,318	\$ 8,986,436	57.2%

Cabarrus County, North Carolina
Other Funds
Statement of Revenues and Expenditures - Budget and Actual
As of February 28, 2023*

*this report was pulled prior to month end close

	Budgeted Amounts		Actual Amounts	Encumbrances*	Variance with Final Budget	% Collected or Used
	Original	Final				
Fire Districts Fund						
REVENUES						
Ad Valorem Taxes	\$ (6,497,950)	\$ (6,497,950)	\$ (6,094,058)	\$ -	\$ 403,892	93.8%
Total Fire Districts Fund	\$ (6,497,950)	\$ (6,497,950)	\$ (6,094,058)	\$ -	\$ 403,892	93.8%
EXPENDITURES						
Fire Districts	\$ 6,497,950	\$ 6,497,950	\$ 6,094,147	\$ -	\$ 403,803	93.8%
Total Fire Districts Fund	\$ 6,497,950	\$ 6,497,950	\$ 6,094,147	\$ -	\$ 403,803	93.8%
Social Services Fund						
REVENUES						
Sales and Services	\$ (400,000)	\$ (400,000)	\$ -	\$ -	\$ 400,000	0.0%
Total Social Services Fund	\$ (400,000)	\$ (400,000)	\$ -	\$ -	\$ 400,000	0.0%
EXPENDITURES						
Operations	\$ 400,000	\$ 400,000	\$ -	\$ -	\$ 400,000	0.0%
Total Social Services Fund	\$ 400,000	\$ 400,000	\$ -	\$ -	\$ 400,000	0.0%
Intergovernmental Fund						
REVENUES						
Sales and Services	\$ (2,080,000)	\$ (2,080,000)	\$ (1,354,084)	\$ -	\$ 725,916	65.1%
Total Intergovernmental Fund	\$ (2,080,000)	\$ (2,080,000)	\$ (1,354,084)	\$ -	\$ 725,916	65.1%
EXPENDITURES						
Operations	\$ 2,080,000	\$ 2,080,000	\$ 1,250,259	\$ -	\$ 829,741	60.1%
Total Intergovernmental Fund	\$ 2,080,000	\$ 2,080,000	\$ 1,250,259	\$ -	\$ 829,741	60.1%
TOTAL REVENUES	\$ (34,896,950)	\$ (36,618,358)	\$ (24,087,572)	\$ -	\$ 12,530,786	65.8%
TOTAL EXPENDITURES	\$ 34,896,950	\$ 36,618,358	\$ 20,862,843	\$ 1,850,923	\$ -	62.0%
Excess (deficiency) of revenues over (under) expenditures	\$ -	\$ -	\$ 3,224,729	\$ (1,850,923)	\$ 12,530,786	

* 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

**March 20, 2023
6:30 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.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:

Kelly Sifford, Assistant County Manager

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

This item was approved by the Board for inclusion on the Agenda.

ATTACHMENTS:

- ▢ Report
- ▢ Report

Cabarrus County Construction Standards Dodge Report 2/1/2023-2/28/2023

Jurisdiction: All

New Construction

Description	Const Code	Buildings	Housing Units	Estimated Cost
Single Family Houses Detached	101	85	85	\$15,052,985.64
Single Family Houses Attached	102	34	34	\$5,346,397.56
Manufactured Home (Mobile Homes)	106	1	0	\$20,500.00
Amusement, Social, and Recreational	318	1	0	\$5,000.00
Churches and Other Religious Buildings	319	1	0	\$400,000.00
Office, Bank, and Professional Buildings	324	3	0	\$31,285,577.00
Public Works and Utilities Buildings	325	7	5	\$130,007.00
Schools and Other Educational Buildings	326	2	0	\$100,000.00
Stores and Customer Services	327	2	0	\$104,000.00
Other Nonresidential Buildings	328	12	0	\$4,052,330.00
Structures Other Than Buildings	329	25	0	\$750,016.00
Other	999	22	0	\$506,533.63
Sub Total (New Construction)		195	124	\$57,753,346.83

Addition, Alteration, and Conversion

Description	Const Code	Buildings	Housing Units	Estimated Cost
Additions, Alterations and Conversions - Residential	434	3	0	\$1,846,250.00
Additions, Alterations and Conversions - Nonresidential and No housekeeping	437	1	0	\$36,742.35
Sub Total (Addition, Alteration, and Conversion)		4	0	\$1,882,992.35
Grand Total		199	124	\$59,636,339.18

Cabarrus County Commercial Building Plan Review Summary

Begin Date: 2/1/2023 through End Date: 2/28/2023

File Date	Address	Application Name	Description	Est Cost	Est Sq Ft	
BU2023-00337	2/1/2023	8350 W FRANKLIN ST MT PLEASANT, NC 28124	LCJ CONSTRUCTION COMPANY INC	STORE FRONT UPFIT / NO STRUCTUAL CHANGES	\$75,000	700
BU2023-00343	2/1/2023	560 PITTS SCHOOL RD NW A CONCORD, NC 28027	WINDSOR CONTRACTINC, LLC (Building A Suite J upfit)	Suite J ~~ adding 6 new offices within Suite J (BU2022-00061) of Building A (PRB2021-01854)	\$53,599	860
BU2023-00345	2/1/2023	3700 TAYLOR GLEN LN NW CONCORD, NC 28027	EDIFICE, INC.	BAPTIST RETIREMENT HOMES ~~UPFIT FOR APARTMENT 333B	\$57,100	0
BU2023-00346	2/1/2023	3700 TAYLOR GLEN LN NW CONCORD, NC 28027	EDIFICE, INC.	BAPTIST RETIREMENT HOMES ~~UPFIT FOR APARTMENT 317A	\$57,100	0
BU2023-00347	2/1/2023	3700 TAYLOR GLEN LN NW CONCORD, NC 28027	EDIFICE, INC.	BAPTIST RETIREMENT HOMES ~~UPFIT FOR APARTMENT 162C	\$57,100	0
BU2023-00349	2/1/2023	3700 TAYLOR GLEN LN NW CONCORD, NC 28027	EDIFICE, INC.	BAPTIST RETIREMENT HOMES ~~UPFIT FOR APARTMENT 251 C	\$57,100	57,100
BU2023-00351	2/1/2023	3700 TAYLOR GLEN LN NW CONCORD, NC 28027	EDIFICE, INC.	BAPTIST RETIREMENT HOMES ~~UPFIT FOR APARTMENT 357 C	\$57,100	57,100
BU2023-00352	2/1/2023	7730 BRUTON SMITH BLVD CONCORD, NC 28027	CASEY OFFERMAN	Speedway Plaza~~New restrooms, outlets, lighting, and HVAC	\$8,000	5,041
BU2023-00354	2/2/2023	10017 WEDDINGTON RD CONCORD, NC 28027	Blue Roots Marketing - Daniel Hatley	Subway Signs~~Replace Subway channel letter sign on the front and side of building.	\$1,000	0
BU2023-00355	2/2/2023	7201 SCOTT PADGETT PKWY NW CONCORD, NC 28027	BLUE ROOTS MARKETING LLC	Courtyard Marriott~~Install 36" Channel letter set on front and back of the building.	\$3,500	0
BU2023-00361	2/2/2023	399 WOODHAVEN PL NW CONCORD, NC 28027	MASTEC NETWORK SOLUTIONS	POPLAR TENT NC/97706~~INSTALL (9) ANTENNA(s), (3) RRU(s), (1) DC6 SQUID(s), (1) 0.40" FIBER TRUNK AND (2) 0.96" CONTROL CABLE(s)	\$24,000	348
BU2023-00365	2/2/2023	7601 SCOTT PADGETT PKWY NW CONCORD, NC 28027	Blue Roots Marketing	Residence Inn~~install 24" Channel Letter set on the front and side of building.	\$3,500	0
BU2023-00366	2/2/2023	6151 LUMBER LN KANNAPOLIS, NC 28083	SITE DEV INC	Install a 6x8 Concrete Pad, 80kW Diesel Generator, Automatic Transfer Switch, Generator Auxiliary Power Distribution, and Remote Monitoring Communications Circuitry for a Communications Tower Tenant.	\$11,000	48
BU2023-00367	2/2/2023	2440 JIM JOHNSON RD CONCORD, NC 28027	NEW DIMENSIONS OUTDOOR SERVICES INC	EMERSON GLEN - WALL NO. 13~~INSTALLATION OF (1) MECHANICALLY STABILIZED EARTH WALL AS SPECIFIED ON SITE PLANS AS: WALL NO. 13	\$12,000	344
BU2023-00372	2/3/2023	1495 CONCORD PKWY N CONCORD, NC 28025	CASCO SIGNS INC	Walgreens Sign~~Casco will be installing one monument sign and making final electrical connections	\$100	64
BU2023-00378	2/3/2023	12975 CABARRUS STATION RD MIDLAND, NC 28107	AMERICAN LEGION POST 433	NEW HANDICAP RAMP AND A LEAN TO	\$10,000	0
BU2023-00402	2/7/2023	1560 CONCORD PKWY N CONCORD, NC 28025	CASCO SIGNS INC	Discount Tire~~One ground sign and three wall signs that are internally illuminated	\$200	0

Cabarrus County Commercial Building Plan Review Summary

Begin Date: 2/1/2023 through End Date: 2/28/2023

BU2023-00404	2/7/2023	2777 ODELL SCHOOL RD CONCORD, NC 28027	BETACOM INCORPORATED	Verizon Wireless Sub-6 227075 - BU #811894~~Installing 3 antennas	\$20,000	0
BU2023-00421	2/8/2023	551 WINECOFF SCHOOL RD CONCORD, NC 28027	DYNAMIC DEVELOPERS OF THE CAROLINAS, LLC	New Waxing studio to replace existing beauty salon	\$25,000	1,130
BU2023-00429	2/8/2023	560 PITTS SCHOOL RD NW A CONCORD, NC 28027	JEBCON LLC	SUITE A: WAREHOUSE RACKING	\$22,849	1,000
BU2023-00432	2/8/2023	1484 DALE EARNHARDT BLVD KANNAPOLIS, NC 28083	JOSEPH SMITH	NEW ROOF/FRAME KNEE WALL AND INSTALL ROOF TRUSSES	\$40,000	5,000
BU2023-00448	2/9/2023	111 UNION CEMETERY RD SW CONCORD, NC 28027	LCJ CONSTRUCTION COMPANY INC	CCS Bus Maintenance Facility~~Install (3) three new ceiling hung mechanical platforms for with fixed ladders for equipment maintenance. Platforms are not required by code and are being installed for ease/safety of personnel performing routing maintenance (filter exchange).	\$58,580	287

Cabarrus County Commercial Building Plan Review Summary

Begin Date: 2/1/2023 through End Date: 2/28/2023

BU2023-00463	2/10/2023	722 PITTS SCHOOL RD SW CONCORD, NC 28027	MASTEC NETWORK SOLUTIONS	<p>AT&T Site: 074-119 (FIRSTNET)~~proposed ground scope of work:</p> <ul style="list-style-type: none"> • REMOVE (1) #8 AWG DC POWER TRUNK • ADD (2) #6 AWG DC POWER TRUNKS • ADD (1) 18 PAIR FIBER TRUNK • ADD FIBER JUMPER & A CAT 6 FOR TRANSPORT FOR FIRSTNET • NO VERTIV UP-CONVERTERS NEEDED PER POWER CALCULATOR • ADD (6) 50A ALPHA BREAKERS • ADD (9) 25A ALPHA BREAKERS • ADD (1) 6601 IN FIF • ADD (1) 5126 IN 6601 • ADD (1) XMU03 IN 6601 • ADD (1) 6648 IN FIF • ADD (1) GPS RECEIVER • ADD (1) 4-WAY GPS SPLITTER • ADD (1) IDLE • ADD (12) SFP-28'S FOR BOTTOM OF TOWER • ADD (3) SFP3LT'S • ADD (3) SFP3HT'S • ADD (3) ALPHA RECTIFIERS <p>proposed tower work:</p> <ul style="list-style-type: none"> • REMOVE (3) RV4PX310R-V2 ANTENNAS • REMOVE (3) HBXX-6517DS-A2M ANTENNAS • REMOVE (3) RRUS-11 B12 • REMOVE (3) RRUS-11 B2 • ADD (3) TPA65R-BU8D ANTENNAS • ADD (3) NNH4-65C-R6-V3 ANTENNAS • ADD (3) AIR6449 B77D ANTENNAS W/(2) FIBER & (1) POWER • ADD (3) AIR6419 B77G ANTENNAS W/(2) FIBER & (1) POWER • ADD (3) RRUS 4478 B12A W/(1) FIBER & (1) POWER • ADD (3) RRUS 4478 B14 W/(1) FIBER & (1) POWER • ADD (3) RRUS 4415 B25 W/(1) FIBER & (1) POWER • ADD (6) MOUNTING BRACKETS FOR AIR6000 AN TENN AS • RRU MOUN TIN G BRACKETS NEED TO INCLUDE (9) NEW B2B DUAL RRU MOUNTING BRACKETS • INSTALL (1) RAYCAP DC6-48-60-18-8C • ADD (2) #6 AWG DC POWER TRUNKS • ADD (1) 18 PAIR FIBER TRUNK • ADD FIBER JUMPER & A CAT 6 FOR TRANSPORT FOR FIRSTNET • ADD (12) SFP-28' FOR TOP OF TOWER 	\$25,000	0
BU2023-00464	2/10/2023	3313 CLOVERLEAF PKWY KANNAPOLIS, NC 28083	St Clair Signs	The Home Depot~~3'x11'-6" channel letters for new Rental addition (new build out) of building.	\$9,050	35
BU2023-00482	2/13/2023	4070 ROTHWOOD LN HARRISBURG, NC 28075	NEW DIMENSIONS OUTDOOR SERVICES INC	HARRISBURG VILLAGE AMENITY~~INSTALLATION OF (1) MECHANICALLY STABILIZED EARTH WALL	\$6,000	0
BU2023-00483	2/13/2023	2883 STADIUM DR KANNAPOLIS, NC 28083	NEW DIMENSIONS OUTDOOR SERVICES INC	Lakeshore Corporate - Wall No. 2~~Installation of (1) mechanically stabilized earth wall as specified on site plans as: Wall No. 2	\$13,574	305

Cabarrus County Commercial Building Plan Review Summary

Begin Date: 2/1/2023 through End Date: 2/28/2023

BU2023-00484	2/13/2023	2871 STADIUM DR KANNAPOLIS, NC 28083	NEW DIMENSIONS OUTDOOR SERVICES INC	Lakeshore Corporate - Wall No. 3a~~Installation of (1) mechanically stabilized earth wall as specified on site plans as: Wall No. 3a	\$9,193	128
BU2023-00485	2/13/2023	2867 STADIUM DR KANNAPOLIS, NC 28083	NEW DIMENSIONS OUTDOOR SERVICES INC	Installation of (1) mechanically stabilized earth wall as specified on site plans as: Wall No. 3b	\$3,415	83
BU2023-00486	2/13/2023	2855 STADIUM DR KANNAPOLIS, NC 28083	Lakeshore Corporate - Wall No. 4	Lakeshore Corporate - Wall No. 4~~Site Plans 01.18.2023	\$4,965	565
BU2023-00487	2/13/2023	195 DAVIDSON HWY CONCORD, NC 28027	SCOTT GOODMAN AND SONS ELECTRIC	Mr Storage Signage~~10" 4' X 8' ALUMINUM CABINET LED SIGN	\$7,000	64
BU2023-00504	2/14/2023	551 WINECOFF SCHOOL RD KANNAPOLIS, NC 28027	RITE LITE SIGNS, INC.	Maleri Waxing Studio~~Illuminated Channel Letters On Raceway	\$6,349	0
BU2023-00505	2/14/2023	2890 STADIUM DR KANNAPOLIS, NC 28083	NEW DIMENSIONS OUTDOOR SERVICES INC	Lakeshore Corporate - Wall No. 1~~Installation of (1) mechanically stabilized earth wall as specified on site plans as: Wall No. 1	\$4,853	553
BU2023-00506	2/14/2023	3049 DERITA RD CONCORD, NC 28027	AT&T Site: 074-360	AT&T Site: 074-360~~ground scope of work: ADD (6) 50AMP ALPHA BREAKERS ADD (3) 25AMP ALPHA BREAKERS ADD (1) 6648 IN FIF ADD (12) SFP-28S FOR BOTTOM OF THE TOWER ADD (1) GPS RECEIVER ADD (1) 4-WAY GPS SPLITTER ADD (3) SFP3LTS ADD (3) SFP3HTS ADD Y-CABLE ADD (1) ALPHA RECTIFIER ADD (2) DC TRUNKS ADD (1) 18 CH FIBER TRUNKS (SPARES NEEDED) tower scope of work: ADD (3) TPA65R-BU8DS TO P2 RELO (3) EPBQ-652L8H8S IN P2 RELO (3) RRUS-11 B12 IN P2 ADD (12) SFP-28S FOR TOP OF THE TOWER ADD (6) MOUNTING BRACKETS FOR AIR6000 ANTENNAS ADD (3) MOUNTING BRACKETS FOR 4478 ANTENNAS	\$20,000	0
BU2023-00522	2/15/2023	845 CHURCH ST N CONCORD, NC 28025	CASCO SIGNS INC	Kenney Orthopedics~~installing one wall sign and four tenant panels to an existing monument sign.	\$100	48
BU2023-00524	2/15/2023	4401 WEDDINGTON RD CONCORD, NC 28027	DAVCO ROOFING AND SHEET METAL, INC	ROOF RECOVER - DETAILED SCOPE OF WORK INFO IS UPLOADED IN DOCS	\$1,063,550	10,950
BU2023-00525	2/15/2023	4855 MILESTONE AVE KANNAPOLIS, NC 28081	IKES CONSTRUCTION INC	Milestone Building - Backup 911 Center~~Adding new walls, lighting, relocating HVAC diffusers, relocating sprinkler heads, and some new interior finishes.	\$58,110	710
BU2023-00528	2/15/2023	150 RESEARCH CAMPUS DR KANNAPOLIS, NC 28081	ELFORD INC	Interior alteration to remove 2 doors, create 2 walk-through openings, relocate existing appliances/equipment, add a dishwasher, and add/relocate power as necessary to support new configuration.	\$109,000	2,400

Cabarrus County Commercial Building Plan Review Summary

Begin Date: 2/1/2023 through End Date: 2/28/2023

BU2023-00531	2/16/2023	2700 LANE ST KANNAPOLIS, NC 28083	GANAWAY CONTRACTING COMPANY	Bojangles Lane Street--Retaining Wall	\$780,200	475
BU2023-00535	2/16/2023	2515 KANNAPOLIS HWY CONCORD, NC 28025	G.W. LILES CONSTRUCTION COMPANY, INC	Mini Storage Depot--NEW 3 STORY CLIMATE CONTROLLED MINI STORAGE BUILDING	\$3,250,000	83,329
BU2023-00538	2/16/2023	5129 NC HWY 49 S HARRISBURG, NC 28075	MASTEC NETWORK SOLUTIONS	AT&T Site: 074-478--proposed ground work: · ADD (2) DC POWER TRUNKS · ADD (1) FIBER TRUNK · ADD (6) 50 AMP EMERSON BREAKERS · ADD (3) 25 AMP EMERSON BREAKERS · INSTALL V2 FLX16 UPGRADE AND 80 AMP BREAKERS · ADD (1) 6648 IN FLX16 · ADD (1) GPS RECEIVER · ADD (1) 4-WAY GPS SPLITTER · ADD (1) IDLE CABLE · ADD (12) SFP-28'S FOR BOTTOM OF THE TOWER proposed tower work: · REMOVE (1) EPBQ-652L8H8 ANTENNAS · RELOCATE (2) EPBQ-652L8H8 ANTENNAS · REMOVE (3) RRUS-11 B12 · ADD (3) TPA65R-BU8D ANTENNAS · ADD (3) AIR6449 B77D+AIR6419 B77G STACKED · ADD (3) RRUS 4478 B12A · INSTALL (1) RAYCAP DC6-48-60-18-8C-EV · ADD (2) DC POWER TRUNKS · ADD (1) FIBER TRUNK · ADD (1) IDLE CABLE · ADD (12) SFP-28'S FOR TOP OF THE TOWER · ADD (3) SFP3LT'S · ADD (3) SFP3HT'S · ADD Y-CABLE · ADD (6) MOUNTING BRACKETS FOR AIR6000 ANTENNAS · ADD (3) MOUNTING BRACKETS FOR 4478 ANTENNAS	\$20,000	0
BU2023-00542	2/16/2023	9620 CHRISTENBURY PKWY CONCORD, NC 28027	DRAW ENTERPRISES	Christenbury Retaining Walls 3 & 4--Install Mogler block segmented RETAINING WALL	\$112,965	444
BU2023-00569	2/20/2023	1355 COX MILL RD CONCORD, NC 28027	Cox Mill High School - Solar Pole	COMMERCIAL SOLAR--12 Panels, mounted on MT solar pole, landing in a summary panel.	\$36,742	0
BU2023-00571	2/20/2023	6031 R L KETCHIE BLVD CONCORD, NC 28027	JR LEONARD CONSTRUCTION	Prim Express Car Wash	\$242,620	1,132
BU2023-00579	2/21/2023	1420 CONCORD PKWY S CONCORD, NC 28027	MCFARLAND BUILDING GROUP (BLDG 3 UPFIT OF SHELL)	(Building 3 Upfit of 447,800 SF of existing Core & Shell for Parenteral building for three isolator Prefilled Syringe (PFS) filling lines and shelled space for future line (PFS or Vial, TBD)	\$31,186,978	447,800
BU2023-00594	2/22/2023	1420 CONCORD PKWY S CONCORD, NC 28027	MCFARLAND BUILDING GROUP (BLDG 3 UPFIT) PRODUCTION LINES PFS6	PRODUCTION LINES - PFS6	\$0	0
BU2023-00595	2/22/2023	1420 CONCORD PKWY S CONCORD, NC 28027	MCFARLAND BUILDING GROUP (BLDG 3 UPFIT) PRODUCTION LINE PFS7	PRODUCTION LINE PFS7	\$0	0

Cabarrus County Commercial Building Plan Review Summary

Begin Date: 2/1/2023 through End Date: 2/28/2023

BU2023-00597	2/22/2023	1420 CONCORD PKWY S CONCORD, NC 28027	MCFARLAND BUILDING GROUP (BLDG 3 UPFIT) PRODUCTION LINE PFS8	PRODUCTION LINE PFS8	\$0	0
BU2023-00599	2/22/2023	1420 CONCORD PKWY S CONCORD, NC 28027	MCFARLAND BUILDING GROUP (BLDG 3 UPFIT) PRODUCTION LINE 4TH BAY	PRODUCTION LINE 4TH BAY	\$0	0
BU2023-00602	2/22/2023	4248 NC HWY 49 S HARRISBURG, NC 28075	TRINH GENERAL SERVICE L.L.C.	ABN NAILS--interior renovation for nail salon. New interior walls, toilet, ventilation, plumbing and electrical	\$43,000	1,200
BU2023-00605	2/22/2023	5605 NC HWY 49 N MT PLEASANT, NC 28124	C3 BUILDERS, LLC	UPFIT OF BASEMENT WITH BATH	\$45,000	700
BU2023-00609	2/22/2023	801 N CANNON BLVD KANNAPOLIS, NC 28083	Leisure Tyme Rentals	Leisure Tyme Rentals--ADD SIDE EXTERIOR DOOR, ADD INTERIOR PARTITION WALL, MODIFY RESTROOMS TO CODE	\$13,500	6,200
BU2023-00610	2/22/2023	8201 CONCORD MILLS BLVD CONCORD, NC 28027	Larson Design Group	Best Buy Concord--Work will include Update Amazon tablet table in its current location. Work will consist of removing the current table. In its place will be the new Amazon table.	\$1,800	20
BU2023-00613	2/22/2023	65 CHURCH ST S CONCORD, NC 28025	G.W. LILES CONSTRUCTION COMPANY, INC	Cabarrus County Governmental Center Restrooms, Showers, and Dressing Room Alterations--736 sq. ft. of alterations to create two group restrooms, two showers, and one dressing room up-fits.	\$258,000	736
BU2023-00618	2/23/2023	230 REFUGE WAY KANNAPOLIS, NC 28081	R. L. ROSSER CONSTRUCTION LLC	The Refuge Project--Sunday School expansion	\$400,000	1,800
BU2023-00621	2/23/2023	9355 SULLIVAN VALE LN CHARLOTTE, NC 28215	CLAYTON SIGNS	CFA #4975--INSTALLING (1) MONUMENT SIGN, (4) WALL SIGNS, (12) DOT REGULATORY TRAFFIC SIGNS, (2) DRIVE THRU MENU BOARDS, (2) DRIVE THRU CLEARANCE BARS, (1) FLAG POLE.	\$27,400	250
BU2023-00627	2/23/2023	1531 TRINITY CHURCH RD CONCORD, NC 28027	CABARRUS COUNTY SCHOOLS	Relocated 11 unit modular complex per Cabarrus County Permit BU2022-00732 dated 03.01.2022. Upfit to Cafetorium use. New Electrical. New Mechanical exhaust for Science Hood. New Plumbing.	\$80,000	8,727
BU2023-00628	2/23/2023	354 GEORGE W LILES PKWY NW CONCORD, NC 28027	Action Media / JACK DONALD	Sunny Day Dental--BUILD AND INSTALL (1) One Non-Illuminated Sign	\$4,000	0
BU2023-00632	2/23/2023	4511 WEDDINGTON RD CONCORD, NC 28027	CABARRUS COUNTY SCHOOLS	Virtual Academy--(2) Unit Modular Office Bldg. 1587SF. Relocated modular units. New electrical service. New Mechanical system. No plumbing in scope. Required fixtures located in adjacent facility. Foundation permit applied for, record number PRB2022-02375.	\$20,000	1,586
BU2023-00642	2/24/2023	6825 JENKINS LN HARRISBURG, NC 28075	Sherri Hartsell	2 wall signs, one monument panel on existing brick structure. all signs are non-illuminated	\$8,900	0
BU2023-00643	2/24/2023	43 CHURCH ST S CONCORD, NC 28025	HORIZON COMMERCIAL ROOFING, INC.	Hartsell and Williams--Business Occupancy. 5,024SF upfit of entire basement and first floor. Includes 458sf addition to basement level at rear of property. Full new MEP services. New paved parking.	\$377,551	5,024
BU2023-00645	2/24/2023	234 OAK AVE KANNAPOLIS, NC 28081	SHERRI HARTSELL	PATRIOT AUTOMOTIVE CONSULTING--16 SQ FT NON-ILLUMINATED WALL SIGN	\$2,500	0
BU2023-00649	2/24/2023	582 KANNAPOLIS PKWY CONCORD, NC 28027	Rob Walkowiak	Ideal Dental--Installing 3 signs on the building. Changing 1 face on monument.	\$4,437	0
BU2023-00658	2/27/2023	10921 ROBINSON CHURCH RD CHARLOTTE, NC 28215	DELLINGER, INC	Silverton Well #1--New Commercial - Bldg #1 10921 Robinson Church Rd, Charlotte NC 28215 - 144 sq ft - demolition and removal of well building and its associated hydropneumatics tank(s). New well buildings will be constructed with new well pumps and SCADA controls.	\$65,000	144

Cabarrus County Commercial Building Plan Review Summary

Begin Date: 2/1/2023 through End Date: 2/28/2023

BU2023-00662	2/27/2023	4236 FELLOWS LN CHARLOTTE, NC 28215	DELLINGER, INC	Silverton Well #2--New Commercial - Bldg #2 4236 Fellows Ln, Charlotte NC 28215 - 144 sq ft - demolition and removal of well building and its associated hydropneumatics tank(s). New well buildings will be constructed with new well pumps and SCADA controls.	\$65,000	144
BU2023-00675	2/28/2023	635 ALFRED BROWN JR CT SW CONCORD, NC 28025	City of Concord	Remodel back area for office space at the Water Resources	\$45,000	0
BU2023-00681	3/1/2023	9620 CHRISTENBURY PKWY CONCORD, NC 28027	SHERRI HARTSELL	Christenbury Village --2 monument signs	\$20,000	0
BU2023-00683	3/1/2023	6060 BAYFIELD PKWY CONCORD, NC 28027	MILLER CONSTRUCTION MANAGEMENT, INC.	HAVERTYS FURNITURE - AFTON RIDGE--RENOVATION OF AN EXISTING RETAIL SPACE TO INCLUDE EXTERIOR DEMO, AND THE CONSTRUCTION OF NEW INTERIOR WALLS, LIGHTING, PLUMBING FIXTURES, POWER, AND DATA.	\$2,000,000	30,526
BU2023-00685	3/1/2023	4493 SCHOOL HOUSE CMN HARRISBURG, NC 28075	Tropical Smoothie Cafe	Tropical Smoothie Cafe--demo existing interior of space, install new finishes, wall partitions, equipment, MEP	\$133,141	1,899
BU2023-00686	3/1/2023	4493 SCHOOL HOUSE CMN HARRISBURG, NC 28075			\$133,141	1,899
Total Plans Reviewed: 69					\$206,854,310	3,694,490

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**March 20, 2023
6:30 PM**

AGENDA CATEGORY:

Reports

SUBJECT:

County Manager - Monthly New Development Report

BRIEF SUMMARY:

The Board of Commissioners requested monthly reports of new development activities including information of plans under review.

REQUESTED ACTION:

For informational purposes. No action required.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:

Kelly Sifford, Assistant County Manager

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

This item was approved by the Board for inclusion on the Agenda.

ATTACHMENTS:

- Report

Jurisdiction	APF Data Subdivision	Subdivision	APF	Applicant	High School	Middle School	Elementary School	Intermediate School	Status	Subdivision Type	Last Permit	Unapproved	Units Issued	Units Remaining	Units Dev Order Approved	DO Lag Expiration	Elementary Students	Middle Students	High Students	Total Students	Remaining Elementary	Remaining Middle	Remaining High	Remaining Total
Concord	100 CROWELL DRIVE SW TOWNHOMES	100 CROWELL DRIVE SW TOWNHOMES	APF2020-00041	JOHN SEARS	Jay M Robinson High School	Concord Middle School	W M Irvin Elementary School		Closed-Built Out	Townhouse	6/11/2021	4	4	0			0.552	0.276	0.368	1.196	0	0	0	0
Kannapolis	1302 PUMP STATION ROAD 171 CABARRUS	1302 Pump Station Road	APF2022-00060	Dale Fink	A L Brown High School	Kannapolis Middle School	Fred L Wilson Elementary School		Pending	Single Family		11	0	11			4.224	2.123	2.816	9.163	4.224	2.123	2.816	9.163
Concord	171 CABARRUS	171 CABARRUS	APF2019-00026	PATRICK RILEY	Concord High School	Concord Middle School	W M Irvin Elementary School		Pending	Multi Family		64	0	64			14.848	7.424	9.92	32.192	14.848	7.424	9.92	32.192
Kannapolis	200 MAIN	200 MAIN VIDA II	APF2022-00020	Aaron Wagener	A L Brown High School	Kannapolis Middle School	Woodrow Wilson Elementary School		Pending	Multi Family	1/18/2023	78	97	-19			0	0	0	0	-4.408	-2.204	-2.945	-9.557
Concord	212 MCGILL AV	212 MCGILL AV	APF2021-00007	KEVIN WILLIAMS	Concord High School	Concord Middle School	Coltrane-Webb Elementary School		Pending	Single Family		10	0	10			3.84	1.93	2.56	8.33	3.84	1.93	2.56	8.33
Concord	3476 ZION CHURCH RD	3476 ZION CHURCH RD	APF2021-00008	MIKE BYRON	Central Cabarrus High School	C C Griffin Middle School	Rocky River Elementary School		Pending	Multi Family		216	0	216			50.112	25.056	33.48	108.648	50.112	25.056	33.48	108.648
Kannapolis	4312 TOWNHOUSES	4312 TOWNHOUSES	APF2021-00052	ARCONS DESIGN STUDIO	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Withdrawn	Townhouse		16	0	16			2.208	1.104	1.472	4.784	2.208	1.104	1.472	4.784
Concord	501 OLD SPEEDWAY DR DEVELOPMENT	501 OLD SPEEDWAY DR DEVELOPMENT	APF2021-00030	DALE FINK	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Weddington Hills Elementary School		Pending	Single Family		6	0	6			2.304	1.158	1.536	4.998	2.304	1.158	1.536	4.998
Concord	557 OLD SPEEDWAY DR DEVELOPMENT	557 OLD SPEEDWAY DR DEVELOPMENT	APF2021-00031	PAUL CAMPBELL	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Weddington Hills Elementary School		Pending	Townhouse		12	0	12			1.656	0.828	1.104	3.588	1.656	0.828	1.104	3.588
Concord	61 CABARRUS TOWNHOMES	61 CABARRUS TOWNHOMES	APF2017-00015	OLD TOWNE DEVELOPMENT CORPORATION	Concord High School	Concord Middle School	Coltrane-Webb Elementary School		Active Building Permitting	Townhouse	12/29/2022	2	7	-5			0.828	0.414	0.552	1.794	-0.69	-0.345	-0.46	-1.495
Kannapolis	ABBERLY KANNAPOLIS	ABBERLY KANNAPOLIS	APF2022-00040	ABBERLY	Cox Mill High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Pending	Multi Family		277	0	277			0	0	0	0	64.264	32.132	42.935	139.331
Harrisburg	ABBINGTON PLACE	ABBINGTON PLACE	APF2008-00040	AVANTI PROPERTIES	Hickory Ridge High School	Hickory Ridge Middle School	Harrisburg Elementary School		Closed-Built Out	Single Family	9/7/2021	395	331	64		12/30/2015	151.68	76.235	101.12	329.035	24.576	12.352	16.384	53.312
Kannapolis	ADAIR WOODS	ADAIR WOODS	APF2020-00015	SHERWOOD DEVELOPMENT GROUP	Harris Road Middle School	Harris Road Middle School	W R Odell Elementary School		Construction Drawing Review	Single Family	3/7/2023	157	1	156			60.288	30.301	40.192	130.781	59.904	30.108	39.936	129.948
Concord	ADDISON FIFTEEN20	ADDISON EIGHTY50	APF2019-00007	SCOTT KIGER	Jay M Robinson High School	HD Winkler Middle School	Carl A Furr Elementary School		Active Building Permitting	Multi Family		340	0	340			0.928	0.464	0.62	2.012	78.88	39.44	52.7	171.02
Harrisburg	ADDISON PARK	ADDISON PARK	APF2016-00013	ATX LLC A NC LLC	Hickory Ridge High School	Hickory Ridge Middle School			Construction Drawing Review	Age Restricted	12/1/2022	55	52	3			0	0	0	0	0	0	0	0
Kannapolis	AFTON RIDGE APARTMENTS	AFTON RIDGE APARTMENTS	APF2011-00003	DARREN LUCAS	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Active Building Permitting	Multi Family	6/5/2014	414	122	292	11/13/2012		96.048	48.024	64.17	208.242	67.744	33.872	45.26	146.876
Midland	ALBEMARLE ROAD SITE	ALBEMARLE ROAD SITE	APF2021-00023	ESP ASSOCIATES INC	Hickory Ridge High School	Hickory Ridge Middle School	Patriots Elementary School		Construction Drawing Review	Single Family		1216	0	1,216			503.04	252.83	335.36	1091.23	466.944	234.688	311.296	1012.928
Cabarrus County	ALEXANDER ESTATES	ALEXANDER ESTATES	APF2008-00035	BRIAN HUNTLEY	Hickory Ridge High School	Hickory Ridge Middle School	Patriots Elementary School		Expired	Single Family	10/15/2021	19	4	15			7.296	3.667	4.864	15.827	5.76	2.895	3.84	12.495
Kannapolis	ALL 4 U HOMES	ALL 4 U HOMES	APF2022-00056	BRIAN UPTON	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Winecoff Elementary School		Pending	Single Family		14	0	14			5.376	2.702	3.584	11.662	5.376	2.702	3.584	11.662
Harrisburg	ALLBURN	ALLBURN	APF2017-00008	GeoScience Group	Hickory Ridge High School	J N Fries Middle School	Pitt School Road Elementary School		Construction Drawing Review	Single Family	3/8/2023	58	10	48			23.04	11.58	15.36	49.98	18.432	9.264	12.288	39.984
Concord	ALLEN FARM SUBDIVISION	ALLEN FARM SUBDIVISION	APF2008-00058	MIKE SHEA	Cox Mill High School	Cox Mill Middle School	Cox Mill Elementary School		Closed-Built Out	Single Family	5/5/2022	466	462	4	11/20/2007		178.944	89.938	119.296	388.178	1.536	0.772	1.024	3.332
Concord	ANNSBOROUGH PARK	ANNSBOROUGH PARK	APF2019-00010	CHAD LLOYD	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Pending	Single Family	2/17/2023	300	24	276			0	0	0	0	105.984	53.268	70.656	229.908
Concord	APOLLO REALTY PARTNERS CONCEPT	APOLLO REALTY PARTNERS CONCEPT	APF2019-00019	WES PLYLER	Jay M Robinson High School	HD Winkler Middle School	Charles A Boger Elementary School		Pending	Multi Family		96	0	96			0	0	0	0	22.272	11.136	14.88	48.288
Cabarrus County	ARBOR OAKS	ARBOR OAKS	APF2008-00138	KSIN PROPERTIES, LLC	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		All Lots Platted	Single Family	1/9/2023	20	13	7	10/21/2002		7.68	3.86	5.12	16.66	2.688	1.351	1.792	5.831
Concord	ARCHIBALD ROAD SUBDIVISION	ARCHIBALD ROAD SUBDIVISION	APF2017-00016	PERRAULT MATTHEW MARK CO-TR	Central Cabarrus High School	C C Griffin Middle School	Rocky River Elementary School		Pending	Single Family		149	0	149			57.216	28.757	38.144	124.117	57.216	28.757	38.144	124.117
Concord	ARCHIBALD SUBDIVISION	ARCHIBALD SUBDIVISION	APF2018-00019	CHRIS McINTYRE	Central Cabarrus High School	C C Griffin Middle School	Rocky River Elementary School		Pending	Single Family		84	0	84			32.256	16.212	21.504	69.972	32.256	16.212	21.504	69.972
Concord	ARDMORE AT PARKWOOD-MF	ARDMORE AT PARKWOOD-MF	APF2018-00009	BRYCE MORRISON	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Winecoff Elementary School		Pending	Townhouse		282	0	282			43.056	21.528	28.704	93.288	38.916	19.458	25.944	84.318
Concord	ARDMORE AT PARKWOOD-SFA	ARDMORE AT PARKWOOD-SFA	APF2021-00044	BRYCE MORRISON	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Winecoff Elementary School		Pending	Townhouse		35	0	35			4.83	2.415	3.22	10.465	4.83	2.415	3.22	10.465
Concord	ARENA COMMONS	ARENA COMMONS	APF2017-00029	Isaac Padgett	Mt Pleasant High School	Mt Pleasant Middle School	W M Irvin Elementary School		Pending	Multi Family		65	0	65			15.08	7.54	10.075	32.695	15.08	7.54	10.075	32.695
Kannapolis	ARGENTO AT KELLSWATER BRIDGE	Argento at Kellswater Bridge	APF2022-00028	CESI	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Active Building Permitting	Multi Family		270	0	270			62.64	31.32	41.85	135.81	62.64	31.32	41.85	135.81
Kannapolis	ASHE AVENUE PROPERTY	ASHE AVENUE PROPERTY	APF2022-00047	ASHE BRADY	A L Brown High School	Kannapolis Middle School			Active Building Permitting	Single Family	2/22/2023	7	2	5			2.688	1.351	1.792	5.831	1.92	0.965	1.28	4.165
Cabarrus County	ASHEBROOK	ASHEBROOK	APF2008-00139	DAN MOSER	Central Cabarrus High School	C C Griffin Middle School	A T Allen Elementary School		Closed-Built Out	Single Family	8/17/2009	105	96	9	5/21/1998		40.32	20.265	26.88	87.465	3.456	1.737	2.304	7.497
Kannapolis	AUBURN WOODS	AUBURN WOODS	APF2013-00007	FIFTH THIRD BANK	Concord High School	Concord Middle School	Royal Oaks Elementary School		Inactive	Single Family	5/31/2022	256	1	255	4/22/2002		98.304	49.408	65.536	213.248	97.92	49.215	65.28	212.415
Kannapolis	AUSTIN CORNERS	AUSTIN CORNERS	APF2016-00023	DR Horton	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Closed-Built Out	Single Family	10/7/2020	146	140	6			56.064	28.178	37.376	121.618	2.304	1.158	1.536	4.998
Concord	AUSTIN FARMS	AUSTIN FARMS	APF2021-00046	MATT LANGSTON	Hickory Ridge High School	Hickory Ridge Middle School	Pitt School Road Elementary School		Pending	Single Family		102	0	102			39.168	19.686	26.112	84.966	39.168	19.686	26.112	84.966
Kannapolis	AUTUMN CHASE	AUTUMN CHASE	APF2014-00020	UNKNOWN	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Inactive	Single Family		28	0	28	3/6/1991		10.752	5.404	7.168	23.324	10.752	5.404	7.168	23.324
Kannapolis	AUTUMN CREST APARTMENTS	AUTUMN CREST APARTMENTS	APF2014-00013	WYNNFIELD PROPERTIES	A L Brown High School	Kannapolis Middle School	Forest Park Elementary School		Pending	Multi Family		87	0	87	8/20/2014		20.184	10.092	13.485	43.761	20.184	10.092	13.485	43.761
Harrisburg	AUTUMN GLEN AT MOREHEAD	AUTUMN GLEN AT MOREHEAD	APF2016-00012	ELLEDDGE JACK L	Hickory Ridge High School	Hickory Ridge Middle School	Pitt School Road Elementary School		Denied	Single Family		150	0	150			57.6	28.95	38.4	124.95	57.6	28.95	38.4	124.95
Harrisburg	AUTUMN GLEN AT MOREHEAD	AUTUMN GLEN AT MOREHEAD	APF2016-00011	ELLEDDGE JACK L	Hickory Ridge High School	Hickory Ridge Middle School	Pitt School Road Elementary School		Void	Single Family		150	0	150			57.6	28.95	38.4	124.95	57.6	28.95	38.4	124.95
Cabarrus County	AVIGNON	AVIGNON	APF2008-00122	JERRY R MCSORLEY	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Expired	Single Family	9/21/2022	23	0	23			8.832	4.439	5.888	19.159	8.832	4.439	5.888	19.159
Kannapolis	AZALEA ESTATES	AZALEA ESTATES	APF2008-00140	James M Hood	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Winecoff Elementary School		Closed-Built Out	Single Family	9/19/2017	42	40	2	10/2/2002	12/31/2010	16.128	8.106	10.752	34.986	0.768	0.386	0.512	1.666
Kannapolis	BAKERS CREEK - SFA	BAKERS CREEK - SFA	APF2022-00016	Salman Moazzam	A L Brown High School	Kannapolis Middle School	Woodrow Wilson Elementary School		Pending	Single Family		122	0	122			0	0	0	0	46.848	23.546	31.232	101.626
Kannapolis	BAKERS CREEK - SFD	BAKERS CREEK - SFD	APF2022-00006	Salman Moazzam	A L Brown High School	Kannapolis Middle School	Woodrow Wilson Elementary School		Pending	Single Family		228	0	228			87.552	44.004	58.368	189.924	87.552	44.004	58.368	189.924
Mt. Pleasant	BARRINGER'S TRACE	BARRINGER'S TRACE	APF2014-00004	BARRINGER GRADY R CO-TRUSTEE	Mt Pleasant High School	Mt Pleasant Middle School	Mt Pleasant Elementary School		Closed-Built Out	Multi Family		64	0	64			14.848	7.424	9.92	32.192	14.848	7.424	9.92	32.192
Cabarrus County	BECKENHAM	BECKENHAM	APF2008-00029	Charles F McDonald	Mt Pleasant High School	Mt Pleasant Middle School	A T Allen Elementary School		Active Platting	Single Family	4/22/2022	20	13	7	2/15/2007	2/15/2013	7.68	3.86	5.12	16.66	2.688	1.351	1.792	5.831
Concord	BEDFORD FARMS	BEDFORD FARMS	APF2008-00042	Nblock Development Corporation	Mt Pleasant High School	Mt Pleasant Middle School	W M Irvin Elementary School		Active (platting & permitting)	Single Family	8/12/2021	166	168	-2	7/18/2006	3/18/2016	63.744	32.038	42.496	138.278	-0.768	-0.386	-0.512	-1.666
Concord	BEECHWOOD PLACE	BEECHWOOD PLACE	APF2017-00039	ERVIN JOE H GRADING CO INC	Jay M Robinson High School	HD Winkler Middle School	Wolf Meadow Elementary School		Closed-Built Out	Multi Family		80	0	80			18.56	9.28	12.4	40.24	18.56	9.28	12.4	

Jurisdiction	APF Base Data Subdivision	Subdivision	APF	Applicant	High School	Middle School	Elementary School	Intermediate School	Status	Subdivision Type	Last Permitted	Units Approved	Units Issued	Units Remaining	Dev Order Approved	DO Lag Expiration	Elementary Students	Middle Students	High Students	Total Students	Remaining Elementary	Remaining Middle	Remaining High	Remaining Total	
Mt. Pleasant	BRIGHTON PARK	BRIGHTON PARK	APF2022-00011	NIBLOCK HOMES	Mt Pleasant High School	Mt Pleasant Middle School	Mt Pleasant Elementary School		Construction Drawing Review	Single Family		178	0	178			68,352	34,354	45,568	148,274	68,352	34,354	45,568	148,274	
Harrisburg	BROOKDALE COMMONS	BROOKDALE COMMONS	APF2012-00001	Stephen Pace	Hickory Ridge High School	Hickory Ridge Middle School	Harrisburg Elementary School		Closed-Built Out	Single Family	8/3/2015	230	230	0		6/25/2016	88.32	44.39	58.88	191.59	0	0	0	0	
Harrisburg	BROOKDALE VILLAGE	BROOKDALE VILLAGE	APF2008-00032	EVOLVE CONSTRUCTION LLC	Hickory Ridge High School	Hickory Ridge Middle School	Patriots Elementary School		Active Platting	Townhouse	8/11/2022	72	11	61	9/12/2016	9/12/2018	9.936	4.968	6.624	21,528	8,418	4,209	5,612	18,239	
Concord	BROOKE POINTE MANOR RETIREMENT COMMUNITY	BROOKE POINTE MANOR RETIREMENT COMMUNITY	APF2011-00002	CATHERINE F. CONNORS	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Wincoff Elementary School		Closed-Built Out	Age Restricted		66	0	66	12/20/2011		0	0	0	0	0	0	0	0	0
Concord	BROOKVUE	BROOKVUE	APF2008-00056	BROOKVUE	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Closed-Built Out	Single Family	5/4/2017	342	261	81	10/20/2009	12/31/2015	131.328	66.006	87.552	284.886	31.104	15.633	20.736	67.473	
Concord	BROWN MILL LOFTS	BROWN MILL LOFTS	APF2016-00015	Mark T. Wright	Jay M Robinson High School	HD Winkler Middle School	Weddington Hills Elementary School		Pending	Multi Family		131	0	131			30.392	15.196	20.305	65.893	30.392	15.196	20.305	65.893	
Kannapolis	BRYNDALL RESERVES	Bryndall Reserves Preliminary Plat	APF2022-00025	Jeremy Horton	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Pending	Single Family		63	0	63			24.192	12.159	16.128	52.479	24.192	12.159	16.128	52.479	
Concord	BUFFALO TERRACE	BUFFALO TERRACE	APF2017-00013	TROUTMAN LAND INVESTMENTS INC	Concord High School	HD Winkler Middle School	Weddington Hills Elementary School		Withdrawn	Multi Family		80	0	80			18.56	9.28	12.4	40.24	18.56	9.28	12.4	40.24	
Concord	BUFFALO TERRACE APARTMENTS	BUFFALO TERRACE APARTMENTS	APF2019-00035	Steve Schlegelmilch	Concord High School	HD Winkler Middle School	Weddington Hills Elementary School		Active Building Permitting	Multi Family		78	0	78			18.096	9.048	12.09	39.234	18.096	9.048	12.09	39.234	
Cabarrus County	BURNT MILL	BURNT MILL	APF2008-00127	GRACE M MYNATT	Concord High School	Concord Middle School	W M Irvin Elementary School		Expired	Single Family		25	0	25			9.6	4.825	6.4	20.825	9.6	4.825	6.4	20.825	
Concord	BURRAGE ROAD	BURRAGE ROAD	APF2023-00006	KEN FOSTER	Concord High School	Concord Middle School	W M Irvin Elementary School		Pending	Single Family		25	0	25			9.6	4.825	6.4	20.825	9.6	4.825	6.4	20.825	
Cabarrus County	CABARRUS CROSSING	CABARRUS CROSSING	APF2008-00089	STEVEN MOORE	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Closed-Built Out	Single Family	3/24/2006	290	286	4	8/21/2001		111.36	55.97	74.24	241.57	1.536	0.772	1.024	3.332	
Concord	CABARRUS CROSSING	CABARRUS HOMES DUPLEX AND TRIPLEX DEVELOPMENT	APF2018-00021	JOSEPH TAYLOR	Concord High School	Concord Middle School	W M Irvin Elementary School		Pending	Multi Family	11/30/2021	20	4	16			4.64	2.32	3.1	10.06	3.712	1.856	2.48	8.048	
Concord	CALAMAR SETTLERS LANDING	CALAMAR SETTLERS LANDING	APF2019-00025	DAVE BRAUN	Jay M Robinson High School	HD Winkler Middle School	Pitt School Road Elementary School		Pending	Age Restricted		134	0	134							0	0	0	0	
Harrisburg	CALDWELL COMMONS	CALDWELL COMMONS	APF2011-00001	CROSLAND CALDWELL COMMONS LLC	Hickory Ridge High School	Hickory Ridge Middle School	Harrisburg Elementary School		All Lots Platted	Single Family	6/10/2015	9	4	5			3.456	1.737	2.304	7.497	1.92	0.965	1.28	4.165	
Harrisburg	CALDWELL TOWNHOMES	CALDWELL TOWNHOMES	APF2017-00007	Marc Houle	Hickory Ridge High School	C C Griffin Middle School	Harrisburg Elementary School		Active Platting	Townhouse	4/23/2021	68	66	2			9.384	4.692	6.256	20.332	0.276	0.138	0.184	0.598	
Harrisburg	CALLOWAY	CALLOWAY	APF2017-00040	ESSEX HOMES	Hickory Ridge High School	Hickory Ridge Middle School	Patriots Elementary School		Construction Drawing Review	Age Restricted		84	0	84							0	0	0	0	
Concord	CAMBRIDGE CORNERS TOWNHOMES	CAMBRIDGE CORNERS TOWNHOMES	APF2019-00009	BOB DAVIS	Mt Pleasant High School	Mt Pleasant Middle School	A T Allen Elementary School		Pending	Townhouse		190	0	190			0	0	0	0	26.22	13.11	17.48	56.81	
Harrisburg	CAMELLIA GARDENS	CAMELLIA GARDENS	APF2018-00030	ASSOCIATES	Hickory Ridge High School	Hickory Ridge Middle School	Harrisburg Elementary School		Construction Drawing Review	Single Family		95	0	95			36.48	18.335	24.32	79.135	36.48	18.335	24.32	79.135	
Concord	CAMPBELL FAMILY FARM	CAMPBELL FAMILY FARM	APF2016-00018	Patricia J Molander	Central Cabarrus High School	C C Griffin Middle School	A T Allen Elementary School		Active Building Permitting	Single Family	3/1/2022	140	136	4			53.76	27.02	35.84	116.62	1.536	0.772	1.024	3.332	
Concord	CANNON CROSSING	CANNON CROSSING	APF2008-00036	RHEIN INTEREST OF CHARLOTTE, LLC	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Closed-Built Out	Single Family	12/18/2014	207	209	-2	5/20/2004	3/15/2016	79.488	39.951	52.992	172.431	-0.768	-0.386	-0.512	-1.666	
Kannapolis	CANNON MANOR	CANNON MANOR	APF2020-00017	KIMLEY HORN	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Pending	Townhouse		74	0	74			0	0	0	10,212	5.106	8.808	22.128		
Concord	CANNON RUN SINGLE FAMILY	CANNON RUN SINGLE FAMILY	APF2018-00029	MARK SWARTZ	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Pending	Single Family		203	0	203			77.952	39.179	51.968	169.099	77.952	39.179	51.968	169.099	
Concord	CANNON RUN TOWNHOMES	CANNON RUN TOWNHOMES	APF2018-00028	MARK SWARTZ	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Pending	Townhouse		131	0	131			18.078	9.039	12.052	39.169	18.078	9.039	12.052	39.169	
Harrisburg	CANTERFIELD ESTATES	CANTERFIELD ESTATES	APF2008-00170	Canterfield Estates	Hickory Ridge High School	Hickory Ridge Middle School	Patriots Elementary School		Closed-Built Out	Single Family	11/21/2017	501	431	70			192.384	96.693	128.256	417.333	26.88	13.51	17.92	58.31	
Concord	CAPITAL LAND PARTNERS	CAPITAL LAND PARTNERS	APF2019-00013	PAUL CAMPBELL	Concord High School	Concord Middle School	W M Irvin Elementary School		Pending	Single Family		112	0	112			11.52	5.79	7.68	24.99	43.008	21.616	28.672	93.296	
Concord	CAROLINA LLY APARTMENTS	CAROLINA LLY APARTMENTS	APF2017-00017	PALISADES PROPERTIES INC	Cox Mill High School	Harris Road Middle School	Carl A Furr Elementary School		Pending	Multi Family		182	0	182			42.224	21.112	28.21	91.546	42.224	21.112	28.21	91.546	
Harrisburg	CARRIKER PROPERTY MI HOMES	CARRIKER PROPERTY MI HOMES	APF2017-00026	CARRIKER FAMILY LLC	Hickory Ridge High School	Hickory Ridge Middle School	Patriots Elementary School		Pending	Single Family		67	0	67			25.728	12.931	17.152	55.811	25.728	12.931	17.152	55.811	
Cabarrus County	CASCADES AT SKYBROOK	CASCADES AT SKYBROOK	APF2008-00142	NO APPLICANT	Cox Mill High School	Harris Road Middle School	Cox Mill Elementary School		Closed-Built Out	Townhouse	11/18/2011	76	75	1	11/11/2007	11/10/2013	10.488	5.244	6.992	22.724	0.138	0.069	0.092	0.299	
Cabarrus County	CASCADES MULTI-FAMILY	CASCADES MULTI-FAMILY	APF2021-00056	BRET N COWAN	Jay M Robinson High School	HD Winkler Middle School	Wolf Meadow Elementary School		Pending	Single Family		100	0	100							23.2	11.6	15.5	50.3	
Kannapolis	CASCADES MULTI-FAMILY CASTLEBROOKE MANOR	CASTLEBROOKE MANOR	APF2008-00121	Jim a brodnik	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Closed-Built Out	Single Family	1/9/2020	230	177	53	10/18/2007	5/30/2016	88.32	44.39	58.88	191.59	20.352	10.229	13.568	44.149	
Kannapolis	CAVALLARO RIDGE	CAVALLARO RIDGE	APF2021-00048	WK DICKSON	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Void	Single Family		82	0	82			31.488	15.826	20.992	68.306	31.488	15.826	20.992	68.306	
Kannapolis	CAVALLARO RIDGE	Cavallaro Ridge Subdivision	APF2022-00026	Jeremy Horton	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Pending	Single Family		82	0	82			0	0	0	0	31.488	15.826	20.992	68.306	
Concord	CEDAR ST DEVELOPMENT	CEDAR ST DEVELOPMENT	APF2022-00036	GINGER MOORE	Concord High School	Concord Middle School	Coltrane-Webb Elementary School		Pending	Single Family		15	0	15							3.48	1.74	2.325	7.545	
Cabarrus County	CEDARVALE FARM	CEDARVALE FARM	APF2008-00120	PIONEER MILL(CHARLOTTE) AIP IV, LLP	Hickory Ridge High School	Hickory Ridge Middle School	Bethel Elementary School		Active (platting & permitting)	Single Family	2/12/2021	363	288	75	1/20/2005	10/8/2012	139.392	70.059	92.928	302.379	28.8	14.475	19.2	62.475	
Concord	CEDARWOOD TOWNHOMES	CEDARWOOD TOWNHOMES	APF2020-00028	ROBERT W NIXON	Concord High School	Concord Middle School	R Brown McAllister Elementary School		Pending	Townhouse		7	0	7			0.966	0.483	0.644	2.093	0.966	0.483	0.644	2.093	
Concord	CENTRAL HEIGHTS SUBDIVISION	CENTRAL HEIGHTS SUBDIVISION	APF2021-00021	ANDREW GRANT	Central Cabarrus High School	C C Griffin Middle School	A T Allen Elementary School		Pending	Single Family		59	0	59			22.656	11.387	15.104	49.147	22.656	11.387	15.104	49.147	
Kannapolis	CENTRAL PARK	CENTRAL PARK	APF2008-00054	NO APPLICANT	Concord High School	Concord Middle School	Royal Oaks Elementary School		All Lots Platted	Single Family	9/7/2016	126	125	1	10/16/2000		40.068	17.514	15.624	73.206	0.384	0.193	0.256	0.833	
Kannapolis	CHERRY GROVE	CHERRY GROVE	APF2022-00064	BOST DANNY G LLC	A L Brown High School	Kannapolis Middle School	Fred L Wilson Elementary School		Construction Drawing Review	Townhouse		134	0	134			18.492	9.246	12.328	40.066	18.492	9.246	12.328	40.066	
Kannapolis	CHILDERS PARK AT BUFFALO CREEK - SFA	CHILDERS PARK AT BUFFALO CREEK - SFA		AMERICAN ENGINEERING	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Void	Single Family	11/15/2022	92	11	81			35.328	17.756	23.552	76.636	31.104	15.633	20.736	67.473	
Kannapolis	CHILDERS PARK AT BUFFALO CREEK - SFA	CHILDERS PARK AT BUFFALO CREEK - SFA	APF2021-00017	AMERICAN ENGINEERING	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Active Building Permitting	Townhouse	2/23/2023	181	50	131			24.978	12.489	16.652	54.119	18.078	9.039	12.052	39.169	
Kannapolis	CHILDERS PARK AT BUFFALO CREEK - SFA	CHILDERS PARK AT BUFFALO CREEK - SFA	APF2021-00018	AMERICAN ENGINEERING	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Active Building Permitting	Single Family	11/15/2022	92	11	81			35.328	17.756	23.552	76.636	31.104	15.633	20.736	67.473	
Concord	CHRISTENBURY COMMONS - MULTI-FAMILY	CHRISTENBURY COMMONS - MULTI-FAMILY	APF2019-00005	JUSTIN MUELLER	Cox Mill High School	Harris Road Middle School	Cox Mill Elementary School		Construction Drawing Review	Multi Family		268	0	268			62.176	31.088	41.54	134.804	62.176	31.088	41.54	134.804	
Concord	CHRISTENBURY COMMONS - TOWNHOMES	CHRISTENBURY COMMONS - TOWNHOMES	APF2019-00004	JUSTIN MUELLER	Cox Mill High School	Harris Road Middle School	Cox Mill Elementary School		Construction Drawing Review	Townhouse		63	0	63			11.316	5.658	7.544	24.518	8.694	4.347	5.796	18.837	
Concord	CHRISTENBURY VILLAGE	CHRISTENBURY VILLAGE	APF2008-00062	Scott H. Binder	Cox Mill High School	Harris Road Middle School	Cox Mill Elementary School		Closed-Built Out	Single Family	9/29/2015	485	526	-41	2/15/2005	1/5/2016	186.24	93.605	124.16	404.005	-15.744	-7.913	-10.496	-34.153	
Concord	CHRISTENBURY VILLAGE MULTI-FAMILY	CHRISTENBURY VILLAGE MULTI-FAMILY	APF2017-00038	CHRISTENBURY INVESTORS LLC	Cox Mill High School	Harris Road Middle School	Cox Mill Elementary School		Pending	Multi Family		160	0	160			37.12	18.56	24.8	80.48	37.12	18.56	24.8	80.48	
Concord	CHRISTY TRACT	CHRISTY TRACT	APF2021-00003	AUSTIN HUGHES	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Pending	Townhouse		79	0	79			10.902	5.451	7.268	23.621	10.902	5.451	7.268	23.621	
Harrisburg	CHURCHILL FARMS	CHURCHILL FARMS																							

Jurisdiction	APF Base Data Subdivision	Subdivision	APF	Applicant	High School	Middle School	Elementary School	Intermediate School	Status	Subdivision Type	Last Permit	Unapproved	Units Issued	Remaining Units	Dev Order Approved	DO Lag Expiration	Elementary Students	Middle Students	High Students	Total Students	Remaining Elementary	Remaining Middle	Remaining High	Remaining Total
Kannapolis	CONCORD LAKES TOWNHOMES	CONCORD LAKES TOWNHOMES	APF2022-00051	PROVIDENCE LAND GROUP, PLLC	A L Brown High School	Kannapolis Middle School	Forest Park Elementary School		Pending	Townhouse		120	0	120			16.56	8.28	11.04	35.88	16.56	8.28	11.04	35.88
Concord	CONCORD PARKWAY SOUTH PARKWAY SOUTH APARTMENTS	CONCORD PARKWAY SOUTH APARTMENTS	APF2019-00032	STEVE WEBB	Jay M Robinson High School	HD Winkler Middle School	Pitt School Road Elementary School		Active Building Permitting	Multi Family	12/2/2021	336	312	24			77.952	38.976	52.08	169.008	5.568	2.784	3.72	12.072
Concord	CONCORD RIDGE	CONCORD RIDGE	APF2008-00185	Robert Nixon	Jay M Robinson High School	HD Winkler Middle School	Pitt School Road Elementary School		Closed-Built Out	Multi Family	11/21/2017	360	288	72		3/29/2013	83.52	41.76	55.8	181.08	16.704	8.352	11.16	36.216
Concord	CONCORD SENIOR AND FAMILY PROJECT	CONCORD SENIOR AND FAMILY PROJECT	APF2020-00026	MATT MANDLE	Concord High School	Concord Middle School	W M Irvin Elementary School		Pending	Multi Family		409	0	409			94.888	47.444	63.395	205.727	94.888	47.444	63.395	205.727
Concord	COPPERFIELD APARTMENTS	COPPERFIELD APARTMENTS	APF2016-00021	SYCAMORE DEVELOPMENT LLC	Concord High School	Concord Middle School	Beverly Hills Elementary School		Closed-Built Out	Multi Family		360	0	360			83.52	41.76	55.8	181.08	83.52	41.76	55.8	181.08
Concord	COPPERFIELD TOWNHOMES	COPPERFIELD TOWNHOMES	APF2017-00027	SYCAMORE DEVELOPMENT LLC	Concord High School	Concord Middle School	Beverly Hills Elementary School		Pending	Townhouse		64	0	64			8.832	4.416	5.888	19.136	8.832	4.416	5.888	19.136
Concord	CORBAN AVE MIXED USE	CORBAN AVE MIXED USE	APF2021-00040	GINGER MOORE	Concord High School	Concord Middle School	W M Irvin Elementary School		Pending	Multi Family		10	0	10			2.32	1.16	1.55	5.03	2.32	1.16	1.55	5.03
Kannapolis	COTTAGE APARTMENTS	COTTAGE APARTMENTS	APF2022-00048	DALE FINK	A L Brown High School	Kannapolis Middle School	Woodrow Wilson Elementary School		Construction Drawing Review			12	0	12							2.784	1.392	1.86	6.036
Kannapolis	COTTAGE COVE PARK	COTTAGE COVE PARK	APF2008-00153	NO APPLICANT					Void	Single Family		0	0	0			0	0	0	0	0	0	0	0
Harrisburg	COURTYARDS AT HARRISBURG	COURTYARDS AT HARRISBURG	APF2014-00009	CH LAND NO 2 (ROBINSON CH RD)	Hickory Ridge High School	Hickory Ridge Middle School	Harrisburg Elementary School		Closed-Built Out	Age Restricted	3/23/2015	23	19	4							0	0	0	0
Harrisburg	COURTYARDS AT HARRISBURG PHASE 2	COURTYARDS AT HARRISBURG PHASE 2	APF2015-00003	ADAM FIORENZA	Hickory Ridge High School	Hickory Ridge Middle School	Harrisburg Elementary School		Closed-Built Out	Age Restricted		24	0	24							0	0	0	0
Harrisburg	COURTYARDS AT HARRISBURG PHASE II	COURTYARDS AT HARRISBURG PHASE II	APF2017-00003	NEWSTYLE COMMUNITIES	Hickory Ridge High School	C C Griffin Middle School	Harrisburg Elementary School		Closed-Built Out	Age Restricted	10/23/2019	4	4	0			1.536	0.772	1.024	3.332	0	0	0	0
Concord	COURTYARDS AT POPLAR TENT	COURTYARDS AT POPLAR TENT	APF2016-00019	Fred Matruili	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Active Building Permitting	Single Family		93	0	93			35.712	17.949	23.808	77.469	35.712	17.949	23.808	77.469
Harrisburg	COVENTRY	COVENTRY	APF2008-00154	CROSLAND COVENTRY, LLC	Hickory Ridge High School	Hickory Ridge Middle School	Harrisburg Elementary School		Closed-Built Out	Single Family	1/11/2005	137	128	9	6/12/2000	6/21/2002	52.608	26.441	35.072	114.121	3.456	1.737	2.304	7.497
Concord	COX MILL SITE LENNAR	COX MILL SITE LENNAR	APF2017-00019	HEFNER ERIC VONN & W	Cox Mill High School	Harris Road Middle School	Cox Mill Elementary School		Pending	Single Family		101	0	101			38.784	19.493	25.856	84.133	38.784	19.493	25.856	84.133
Kannapolis	CRESCENT APARTMENTS AT KANNAPOLIS	CRESCENT APARTMENTS AT KANNAPOLIS	APF2008-00119	C. JASON MC ARTHUR	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Void	Multi Family		580	0	580	2/2/2007		134.56	67.28	89.9	291.74	134.56	67.28	89.9	291.74
Concord	CRESCENT CIRCLE @ CONCORD MILLS	CRESCENT CIRCLE @ CONCORD MILLS	APF2008-00060	JACK SIDARI	Cox Mill High School	Harris Road Middle School	Carl A Furr Elementary School		Closed-Built Out	Multi Family	7/6/2012	624	624	0	1/16/2007		144.768	72.384	96.72	313.872	0	0	0	0
Kannapolis	CRESCENT RESOURCES AT KANNAPOLIS SINGLE FAMILY	CRESCENT RESOURCES AT KANNAPOLIS SINGLE FAMILY	APF2013-00012	CRESENT RESOURCES	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Inactive	Single Family		119	0	119	2/2/2007		45.696	22.967	30.464	99.127	45.696	22.967	30.464	99.127
Kannapolis	CRESCENT RESOURCES AT KANNAPOLIS TOWNHOMES	CRESCENT RESOURCES AT KANNAPOLIS TOWNHOMES	APF2013-00011	CRESENT RESOURCES	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Inactive	Townhouse		145	0	145	2/2/2007		20.01	10.005	13.34	43.355	20.01	10.005	13.34	43.355
Concord	CRYSTAL CREEK PHASE 2	CRYSTAL CREEK PHASE 2	APF2009-00010	CRYSTAL CREEK	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Void	Single Family		226	0	226		12/31/2013	86.784	43.618	57.856	188.258	86.784	43.618	57.856	188.258
Concord	CUMBERLAND	CUMBERLAND	APF2019-00033	WILLIAM NIBLOCK	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Active Platting	Single Family	3/1/2023	142	21	121			54.528	27.406	36.352	118.286	46.464	23.353	30.976	100.793
Concord	9339 DAVIDSON HIGHWAY	CYPRESS VILLAGE	APF2015-00007	TRITT HARLEY D AND	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Void	Townhouse		100	0	100			13.8	6.9	9.2	29.9	13.8	6.9	9.2	29.9
Concord	TOWNHOMES CYPRESS VILLAGE	CYPRESS VILLAGE	APF2020-00023	PAMELA BROOKS	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Active Building Permitting	Multi Family	1/7/2022	85	49	36			19.72	9.86	13.175	42.755	8.352	4.176	5.58	18.108
Concord	DALTON WOODS	DALTON WOODS	APF2017-00043	CHRIS MCINTYRE	Cox Mill High School	Harris Road Middle School	Cox Mill Elementary School		Active Building Permitting	Single Family	2/7/2022	35	33	2			9.984	5.018	6.656	21.658	0.768	0.386	0.512	1.666
Concord	DAVCO MULTI-FAMILY PROJECT	DAVCO MULTI-FAMILY PROJECT	APF2010-00008	Jeff Carpenter	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Weddington Hills Elementary School		Withdrawn	Multi Family		336	0	336			77.952	38.976	52.08	169.008	77.952	38.976	52.08	169.008
Concord	DAVIDSON APARTMENTS	DAVIDSON APARTMENTS	APF2021-00034	VAMSHEDHAR DEVARISHATI	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Pending	Multi Family		114	0	114			26.448	13.224	17.67	57.342	26.448	13.224	17.67	57.342
Concord	DAVIDSON HIGHWAY TOWNS	DAVIDSON HIGHWAY TOWNS	APF2021-00019	AUSTIN HUGHES	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Wincoff Elementary School		Approved	Townhouse		169	0	169			23.322	11.661	15.548	50.531	23.322	11.661	15.548	50.531
Harrisburg	DAVIS CREEK	DAVIS CREEK	APF2017-00047	ANDREW STRONG	Hickory Ridge High School	Hickory Ridge Middle School	Pitt School Road Elementary School		Active (platting & permitting)	Age Restricted	3/2/2023	48	43	5							0	0	0	0
Midland	DEER RUN	DEER RUN	APF2008-00181	David Eudy	Central Cabarrus High School	C C Griffin Middle School	Bethel Elementary School		Inactive	Single Family	9/26/2019	33	25	8	6/3/2008	12/31/2012	11.387	15.104	49.147	3.072	1.544	2.048	6.664	
Concord	DILEEN DRIVE SUBDIVISION	DILEEN DRIVE SUBDIVISION	APF2017-00031	BLUE PURE LIFE LLC	Central Cabarrus High School	C C Griffin Middle School	Rocky River Elementary School		Pending	Single Family		90	0	90			34.56	17.37	23.04	74.97	34.56	17.37	23.04	74.97
Concord	DOUGLAS AVENUE TOWNHOMES	DOUGLAS AVENUE TOWNHOMES	APF2019-00003	DOOBAY SANGSTER	Concord High School	Concord Middle School	Coltrane-Webb Elementary School		Construction Drawing Review	Townhouse		11	0	11			1.518	0.759	1.012	3.289	1.518	0.759	1.012	3.289
Harrisburg	DR HORTON LOWER ROCKY RIVER	DR HORTON LOWER ROCKY RIVER	APF2016-00010	DR HORTON	Hickory Ridge High School	Hickory Ridge Middle School	Patriots Elementary School		Void	Single Family		458	0	458			175.872	88.394	117.248	381.514	175.872	88.394	117.248	381.514
Concord	DREAMING CREEK SINGLE FAMILY	DREAMING CREEK SINGLE FAMILY	APF2019-00018	EDDIE MOORE	Jay M Robinson High School	HD Winkler Middle School	Wolf Meadow Elementary School		Void	Single Family		90	0	90			0	0	0	0	34.56	17.37	23.04	74.97
Concord	DREAMING CREEK TOWNHOMES	DREAMING CREEK TOWNHOMES	APF2019-00017	EDDIE MOORE	Jay M Robinson High School	HD Winkler Middle School	Wolf Meadow Elementary School		Void	Townhouse		64	0	64			0	0	0	0	8.832	4.416	5.888	19.136
Concord	DULIN TOWNHOMES	DULIN TOWNHOMES	APF2021-00012	AMY STEELE	Jay M Robinson High School	HD Winkler Middle School	Wolf Meadow Elementary School		Pending	Townhouse		16	0	16			2.208	1.104	1.472	4.784	2.208	1.104	1.472	4.784
Kannapolis	E 26TH STREET KANNAPOLIS	E 26TH STREET KANNAPOLIS	APF2022-00027	PRESPRO	A L Brown High School	Kannapolis Middle School	Woodrow Wilson Elementary School		Pending	Townhouse	9/28/2022	4	4	0			0.552	0.276	0.368	1.196	0	0	0	0
Kannapolis	EARNHARDT TOWN CENTER-MF	EARNHARDT TOWN CENTER-MF	APF2022-00045	ACRO DEVELOPMENT SERVICES	A L Brown High School	Kannapolis Middle School	Forest Park Elementary School		Pending			557	0	557							129.224	64.612	86.335	280.171
Kannapolis	EARNHARDT TOWNCENTER-SFA	EARNHARDT TOWNCENTER-SFA	APF2022-00044	ACRO DEVELOPMENT SERVICES	A L Brown High School	Kannapolis Middle School	Forest Park Elementary School		Pending			161	0	161							37.352	18.676	24.955	80.983
Midland	EDEN ROCK	EDEN ROCK	APF2008-00155	LEONARD STOGNER	Central Cabarrus High School	C C Griffin Middle School	Bethel Elementary School		Closed-Built Out	Single Family	11/15/2006	5	5	0			1.92	0.965	1.28	4.165	0	0	0	0
Concord	EDENTON AT COX MILL	EDENTON AT COX MILL	APF2016-00006	HOOKS BEVERLY D	Cox Mill High School	Harris Road Middle School	Bethel Elementary School		Closed-Built Out	Single Family	12/8/2020	106	17	89			40.704	20.458	27.136	88.298	34.176	17.177	22.784	74.137
Concord	EDISON SQUARE	EDISON SQUARE	APF2008-00183	Mike Shea	Cox Mill High School	Harris Road Middle School	Cox Mill Elementary School		Closed-Built Out	Townhouse	5/8/2018	168	156	12	6/20/2006	3/8/2016	23.184	11.592	15.456	50.232	1.656	0.828	1.104	3.588
Kannapolis	ELIZABETH OAKS	Elizabeth Oaks	APF2022-00031	Frances Yarbrough	A L Brown High School	Kannapolis Middle School	Jackson Park Elementary School		Pending	Single Family		32	0	32			12.288	6.176	8.192	26.656	12.288	6.176	8.192	26.656
Harrisburg	ELLEDGE MOREHEAD ROAD SUBDIVISION	ELLEDGE MOREHEAD ROAD SUBDIVISION	APF2016-00009	ELLEDGE JACK L	Hickory Ridge High School	Hickory Ridge Middle School	Pitt School Road Elementary School		Void	Single Family		181	0	181			69.504	34.933	46.336	150.773	69.504	34.933	46.336	150.773
Concord	ELLENWOOD PARK	ELLENWOOD PLAN	APF2018-00007	PETE ELMER	Cox Mill High School	Harris Road Middle School	Cox Mill Elementary School		Closed-Built Out	Townhouse		35	0	35			4.83	2.415	3.22	10.465	4.83	2.415	3.22	10.465
Concord	ELLENWOOD TOWNHOMES	ELLENWOOD TOWNHOMES	APF2021-00001	ROBERT FROST	Cox Mill High School	Harris Road Middle School	Cox Mill Elementary School		Pending	Townhouse		91	0	91			12.558	6.279	8.372	27.209	12.558	6.279	8.372	27.209
Concord	ELLIE COURT	ELLIE COURT	APF2017-00025	PRESPRO	Central Cabarrus High School	C C Griffin Middle School	A T Allen Elementary School		Pending	Single Family		94	0	94			44.544	22.388	29.696	96.628	36.096	18.142	24.064	78.302
Kannapolis	ELOISE B FREEZE (ROWAN)	ELOISE B FREEZE (ROWAN)	APF2018-00001	ELOISE B FREEZE	A L Brown High School	Kannapolis Middle School	Jackson Park Elementary School		Pending	Single Family		6	0	6			2.304	1.158	1.536	4.998	2.304	1.158	1.536	4.998
Kannapolis	EMERSON GLEN	EMERSON GLEN	APF2022-00002	Jeremy Horton	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Pending	Single Family		86	0	86			0	0	0	0	33.024	16.598	22.016	71.638
Concord	EMERY V																							

Jurisdiction	APF Base Data Subdivision	Subdivision	APF	Applicant	High School	Middle School	Elementary School	Intermediate School	Status	Subdivision Type	Last Permit	Unapproved	Units Issued	Units Remaining	Dev Order Approved	Exp. Order	DO Lag	Elementary Students	Middle Students	High Students	Total Students	Remaining Elementary	Remaining Middle	Remaining High	Remaining Total
Harrisburg	FENTON DELL PHASES 2 & 3	FENTON DELL PHASES 2 & 3	APF2008-00173	Little	Hickory Ridge High School	Hickory Ridge Middle School	Harrisburg Elementary School		Closed-Built Out	Single Family	11/23/2015	55	2	53	9/20/2004	5/29/2016	21.12	10,615	14.08	45,815	20,352	10,229	13,568	44,149	
Cabarrus County	FIELDSTONE	FIELDSTONE	APF2008-00086	DAVID MCDONALD	Mt Pleasant High School	Mt Pleasant Middle School	A T Allen Elementary School		All Lots Platted	Single Family	9/7/2022	108	90	18	1/20/2005		41,472	20,844	27,648	89,964	6,912	3,474	4,608	14,994	
Concord	FLOWES STORE ROAD SFD	FLOWES STORE ROAD SFD	APF2021-00028	CHRIS TODD	Central Cabarrus High School	C C Griffin Middle School	A T Allen Elementary School		Pending	Single Family		210	0	210			80.64	40.53	53.76	174.93	80.64	40.53	53.76	174.93	
Concord	FLOWES-ZION CONCEPTUAL SITE PLAN SFD	FLOWES-ZION CONCEPTUAL SITE PLAN SFD	APF2019-00030	MARK EISENBEIS	Central Cabarrus High School	C C Griffin Middle School	A T Allen Elementary School		Pending	Single Family		382	0	382			146.688	73.726	97.792	318.206	146.688	73.726	97.792	318.206	
Concord	FLOWES-ZION CONCEPTUAL SITE PLAN TH	FLOWES-ZION CONCEPTUAL SITE PLAN TH	APF2019-00031	MARK EISENBEIS	Central Cabarrus High School	C C Griffin Middle School	A T Allen Elementary School		Pending	Single Family		221	0	221			84.864	42.653	56.576	184.093	84.864	42.653	56.576	184.093	
Kannapolis	FOREST PARK CROSSING	FOREST PARK CROSSING	APF2010-00005	Traci Dusenbury	A L Brown High School	Kannapolis Middle School	Forest Park Elementary School	Kannapolis Intermediate School	Closed-Built Out	Multi Family	12/22/2010	56	56	0			12,992	6,496	8.68	28,168	0	0	0	0	
Harrisburg	FOUNDERS RESERVE	FOUNDERS RESERVE	APF2008-00131	PARK STONE WEST, LLC	Hickory Ridge High School	Hickory Ridge Middle School	Pitt School Road Elementary School		Active Building Permitting	Single Family	4/17/2017	43	44	-1		5/20/2015	16,512	8,299	11,008	35,819	-0.384	-0.193	-0.256	-0.833	
Harrisburg	FOUNDERS RESERVE PHASE 2	FOUNDERS RESERVE PHASE 2	APF2014-00006	RYAND HOMES	Hickory Ridge High School	Hickory Ridge Middle School	Pitt School Road Elementary School		Active Building Permitting	Single Family	9/22/2016	15	7	8			5.76	2,895	3.84	12,495	3,072	1,544	2,048	6,664	
Midland	FOX CREEK	FOX CREEK	APF2017-00001	B & C Land Holdings	Central Cabarrus High School	C C Griffin Middle School	Bethel Elementary School		Closed-Built Out	Single Family	8/19/2020	207	204	3			79,488	39,951	52,992	172,431	1,152	0,579	0,768	2,499	
Harrisburg	FRANCES HAVEN	FRANCES HAVEN	APF2008-00038	ALBIZA FORTUNE BUILDERS INC	Hickory Ridge High School	Hickory Ridge Middle School	Harrisburg Elementary School		Closed-Built Out	Single Family	3/20/2019	20	19	1	9/19/2006	1/1/2013	7.68	3.86	5.12	16.66	0.384	0.193	0.256	0.833	
Cabarrus County	FRAZIER ACRES	FRAZIER ACRES	APF2008-00156	JIMMY FRAZIER	Cox Mill High School	Harris Road Middle School	Charles A Boger Elementary School		Closed-Built Out	Single Family	8/20/2002	67	1	66			25.728	12.931	17.152	55.811	25.344	12.738	16.896	54.978	
Concord	FULLERTON PLACE	FULLERTON PLACE	APF2008-00052	LENNAR CAROLINAS, LLC	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Closed-Built Out	Single Family	2/4/2016	201	198	3	12/15/2005	5/17/2016	77.184	38.793	51,456	167,433	1,152	0,579	0,768	2,499	
Kannapolis	GAY STREET TOWNHOMES	GAY STREET TOWNHOMES	APF2022-00058	JARED DULLUM	A L Brown High School	Kannapolis Middle School	Fred L Wilson Elementary School		Pending			6	0	6								1,392	0,696	0,93	3,018
Cabarrus County	GENE CT SUBDIVISION	GENE CT SUBDIVISION	APF2021-00020	KATE UNDERWOOD	Concord High School	Concord Middle School	W M Irvin Elementary School		Pending			13	0	13								3,016	1,508	2,015	6,539
Concord	GENESIS CONSTRUCTION	GENESIS CONSTRUCTION	APF2021-00059	KEVIN WILLIAMS	Central Cabarrus High School	C C Griffin Middle School	Wolf Meadow Elementary School		Pending	Townhouse		120	0	120			16.56	8.28	11.04	35.88	16.56	8.28	11.04	35.88	
Concord	GEORGE LILES RESIDENTIAL - SFA	GEORGE LILES RESIDENTIAL - SFA	APF2021-00016	KATIE BRADLEY		HD Winkler Middle School	Weddington Hills Elementary School		Pending	Multi Family		85	0	85			27.84	13.92	18.6	60.36	19.72	9.86	13.175	42.755	
Concord	GEORGE LILES RESIDENTIAL - SFD	GEORGE LILES RESIDENTIAL - SFD	APF2023-00002	SCOTT KIGER		HD Winkler Middle School	Weddington Hills Elementary School		Pending			23	0	23							5,336	2,668	3,565	11,569	
Kannapolis	GEORGETOWN CROSSINGS	GEORGETOWN CROSSINGS	APF2020-00038	REID OWEN	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Active (plating & permitting)	Townhouse		150	0	150			20.7	10.35	13.8	44.85	20.7	10.35	13.8	44.85	
Cabarrus County	GLEN LAUREL	GLEN LAUREL	APF2008-00157	NO APPLICANT	Central Cabarrus High School	C C Griffin Middle School	Rocky River Elementary School		Active Building Permitting	Single Family	7/28/2014	260	5	255			99.84	50.18	66.56	216.58	97.92	49,215	65.28	212,415	
Concord	GLENGROVE	GLENGROVE	APF2008-00050	UNKNOWN	Hickory Ridge High School	Hickory Ridge Middle School	Pitt School Road Elementary School		Closed-Built Out	Single Family	6/30/2014	325	198	127		6/8/2016	124.8	62.725	83.2	270.725	48.768	24,511	32,512	105,791	
Locust	GLENWOOD AT THE VILLAGE OF RED BRIDGE	GLENWOOD AT THE VILLAGE OF RED BRIDGE	APF2008-00172	Mark Friedman	Central Cabarrus High School	C C Griffin Middle School	Bethel Elementary School		Approved	Townhouse	1/23/2023	741	18	723	3/1/2005		102,258	51,129	68,172	221,559	99,774	49,887	66,516	216,177	
Concord	GOODMAN HEIGHTS TOWNHOMES	GOODMAN HEIGHTS TOWNHOMES	APF2021-00037	STEVEN SINGLETON	Jay M Robinson High School	Concord Middle School	Wolf Meadow Elementary School		Pending	Townhouse		287	0	287			39,606	19,803	26,404	85,813	39,606	19,803	26,404	85,813	
Kannapolis	GRACE'S RESERVE	GRACE'S RESERVE	APF2016-00025	EARNHARDT INTERCHANGE	Concord High School	Concord Middle School	Royal Oaks Elementary School		Construction Drawing Review	Multi Family		200	0	200			46.4	23.2	31	100.6	46.4	23.2	31	100.6	
Concord	GRANARY OAKS	GRANARY OAKS	APF2017-00006	Rick Jasinski	Northwest Cabarrus High School	Harris Road Middle School	Cox Mill Elementary School		Active Building Permitting	Single Family	3/10/2022	229	55	174			87,936	44,197	58,624	190,757	66,816	33,582	44,544	144,942	
Kannapolis	GRAND SABANA	GRAND SABANA	APF2008-00184	Ejaili Hamid	A L Brown High School	Kannapolis Middle School	Jackson Park Elementary School	Kannapolis Intermediate School	Closed-Built Out	Single Family	10/14/2020	5	15	-10			1.92	0.965	1.28	4.165	-3.84	-1.93	-2.56	-8.33	
Harrisburg	GRANTHAM	GRANTHAM	APF2015-00001	SOUTH CABARRUS CORPORATION	Hickory Ridge High School	Hickory Ridge Middle School	Patriots Elementary School		Active (plating & permitting)	Single Family	3/31/2021	275	181	94			105.6	53.075	70.4	229.075	36.096	18,142	24,064	78,302	
Mt. Pleasant	GREEN ACRES	GREEN ACRES	APF2017-00030	GREEN ACRES REALTY LLC A NCLLC	Mt Pleasant High School	Mt Pleasant Middle School	W M Irvin Elementary School		Construction Drawing Review	Single Family		37	0	37			14,592	7,334	9,728	31,654	14,208	7,141	9,472	30,821	
Kannapolis	GREEN VIEW APARTMENTS	GREEN VIEW APARTMENTS	APF2021-00006	JAMES A FISHER	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Construction Drawing Review	Multi Family		126	0	126			29,232	14,616	19,53	63,378	29,232	14,616	19,53	63,378	
Concord	HACKBERRY PLACE	HACKBERRY PLACE	APF2008-00100	RICHARD GOODMAN	Jay M Robinson High School	HD Winkler Middle School	Pitt School Road Elementary School		Closed-Built Out	Single Family	6/13/2014	64	46	18	10/19/2004		24,576	12,352	16,384	53,312	6,912	3,474	4,608	14,994	
Concord	HALLSTEAD	HALLSTEAD	APF2008-00113	CROSLAND LAND	Central Cabarrus High School	C C Griffin Middle School	Rocky River Elementary School		Closed-Built Out	Single Family	2/7/2020	475	487	-12	11/18/2004	12/31/2015	182.4	91.675	121.6	395.675	-4,608	-2,316	-3,072	-9,996	
Cabarrus County	HAMILTON	HAMILTON CREST	APF2008-00163	Terry Bluto	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Closed-Built Out	Single Family	2/28/2022	55	50	5	3/26/2001		21.12	10,615	14.08	45,815	1.92	0,965	1.28	4,165	
Concord	HAMPDEN VILLAGE	HAMPDEN VILLAGE	APF2008-00053	METRO DEVELOPMENT GROUP, LLC	Central Cabarrus High School	C C Griffin Middle School	Wolf Meadow Elementary School		Closed-Built Out	Single Family	9/13/2017	193	173	20	12/15/2005	12/14/2014	61,374	26,827	23,932	112,133	7.68	3.86	5.12	16.66	
Concord	HANNAH'S MEADOW	HANNAH'S MEADOW	APF2017-00034	MATTHEW McWILLIAMS	Jay M Robinson High School	HD Winkler Middle School	Pitt School Road Elementary School		Pending	Single Family		29	0	29			11,136	5,597	7,424	24,157	11,136	5,597	7,424	24,157	
Concord	HARRIS ROAD SFD SUBDIVISION	HARRIS ROAD SFD SUBDIVISION	APF2017-00036	DONALD EDWARD	Cox Mill High School	Harris Road Middle School	Cox Mill Elementary School		Pending	Townhouse		21	0	21			12.42	6.21	8.28	26.91	2,898	1,449	1,932	6,279	
Harrisburg	HARRISBURG HEIGHTS	HARRISBURG HEIGHTS	APF2015-00006	LAMBERT RHONDA A	Hickory Ridge High School	Hickory Ridge Middle School	Pitt School Road Elementary School		Void	Age Restricted		62	0	62							0	0	0	0	
Harrisburg	HARRISBURG LANDING TOWNHOMES	HARRISBURG LANDING TOWNHOMES	APF2022-00013	HENSON FOLEY	Hickory Ridge High School	Hickory Ridge Middle School	Pitt School Road Elementary School		Active (plating & permitting)	Multi Family		15	0	15			3.48	1.74	2,325	7,545	3.48	1.74	2,325	7,545	
Harrisburg	HARRISBURG TOWN CENTER	HARRISBURG TOWN CENTER	APF2008-00165	J&B Development Management, Inc.	Hickory Ridge High School	Hickory Ridge Middle School	Pitt School Road Elementary School		Closed-Built Out	Townhouse	9/12/2005	243	315	-72		9/15/2007	33,534	16,767	22,356	72,657	-9,936	-4,968	-6,624	-21,528	
Harrisburg	HARRISBURG VILLAGE SINGLE FAMILY	HARRISBURG VILLAGE SINGLE FAMILY	APF2016-00003	LAMBERT RHONDA A	Hickory Ridge High School	Hickory Ridge Middle School	Pitt School Road Elementary School		Construction Drawing Review	Single Family	6/20/2022	51	23	28			19,584	9,843	13,056	42,483	10,752	5,404	7,168	23,324	
Harrisburg	HARRISBURG VILLAGE TOWNHOMES	HARRISBURG VILLAGE TOWNHOMES	APF2016-00002	LAMBERT RHONDA A	Hickory Ridge High School	Hickory Ridge Middle School	Pitt School Road Elementary School		Active Platting	Townhouse	6/20/2022	207	82	125			28,566	14,283	19,044	61,893	17,25	8,625	11.5	37,375	
Concord	HAVEN AT ROCKY RIVER	HAVEN AT ROCKY RIVER	APF2015-00009	LICARI JOHN MARSHALL	Central Cabarrus High School	C C Griffin Middle School	A T Allen Elementary School		Active Building Permitting	Single Family	2/21/2023	140	124	16			53.76	27.02	35.84	116.62	6,144	3,088	4,096	13,328	
Concord	HAVENBROOK	HAVENBROOK	APF2008-00046	unknown	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Wincoff Elementary School		Closed-Built Out	Single Family	9/4/2007	225	224	1			86.4	43,425	57.6	187,425	0,384	0,193	0,256	0,833	
Cabarrus County	HAWICK COMMONS	HAWICK COMMONS	APF2008-00166	The Mulvaney Group Ltd.	Hickory Ridge High School	Hickory Ridge Middle School	Pitt School Road Elementary School		Closed-Built Out	Single Family	12/12/2006	162	86	76			62,208	31,266	41,472	134,946	29,184	14,668	19,456	63,308	
Cabarrus County	HAWKS RIDGE	HAWKS RIDGE	APF2008-00055	Randal Scribner	Central Cabarrus High School	C C Griffin Middle School	Rocky River Elementary School		Expired	Single Family		164	0	164	10/18/2007	10/17/2013	62,976	31,652	41,984	136,612	62,976	31,652	41,984	136,612	
Harrisburg	HAWTHORNE	HAWTHORNE	APF2008-00130	KEVIN HALL, PE	Hickory Ridge High School	Hickory Ridge Middle School	Patriots Elementary School		Closed-Built Out	Single Family	3/4/2020	104	91	13	11/14/2008	6/9/2016	39,936	20,072	26,624	86,632	4,992	2,509	3,328	10,829	
Kannapolis	HAWTHORNE AT THE GLEN	HAWTHORNE AT THE GLEN	APF2016-00022	JACO PROPERTIES INC	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Closed-Built Out	Multi Family		224	0	224			51,968	25,984	34,72	112,672	51,968	25,984	34,72	112,672	
Concord	HEARTHWOOD	HEARTHWOOD	APF2008-00051	UNKNOWN	Central Cabarrus High School	C C Griffin Middle School	Rocky River Elementary School		Closed-Built Out	Single Family	8/18/2016	99	112	-13	7/15/2004	12/31/2015	31,482	13,761	12,276	57,519	-4,992	-2,509	-3,328	-10,829	
Harrisburg	HEATHERSTONE	HEATHERSTONE	APF2008-00082	PARK																					

Jurisdiction	APF Base Data Subdivision	Subdivision	APF	Applicant	High School	Middle School	Elementary School	Intermediate School	Status	Subdivision Type	Last Permit	Unapproved	Units Issued	Remaining Units	Dev Order Approved	DO Lag Expiration	Elementary Students	Middle Students	High Students	Total Students	Remaining Elementary	Remaining Middle	Remaining High	Remaining Total
Concord	HUNTON FOREST	HUNTON FOREST	APF2017-0009	Steven Wilson	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Closed-Built Out	Single Family	10/27/2021	361	359	2			138.624	69.673	92.416	300.713	0.768	0.386	0.512	1.666
Kannapolis	HUTCHINS PROPERTY	HUTCHINS PROPERTY	APF2021-00049	MERRICK	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Void	Single Family		63	0	63			24.192	12.159	16.128	52.479	24.192	12.159	16.128	52.479
Concord	HWY 49 CONCORD 55 - SINGLE FAMILY ATTACHED	HWY 49 CONCORD 55 - SINGLE FAMILY ATTACHED	APF2019-00039	SEAN PAONE	Central Cabarrus High School	C C Griffin Middle School	Rocky River Elementary School		Withdrawn	Single Family		132	0	132			50.688	25.476	33.792	109.956	50.688	25.476	33.792	109.956
Concord	HWY 49 CONCORD 55 - SINGLE FAMILY DETACHED	HWY 49 CONCORD 55 - SINGLE FAMILY DETACHED	APF2019-00038	SEAN PAONE	Central Cabarrus High School	C C Griffin Middle School	Rocky River Elementary School		Withdrawn	Single Family		141	0	141			54.144	27.213	36.096	117.453	54.144	27.213	36.096	117.453
Kannapolis	INTEGRA SPRINGS KELLSWATER BRIDGE	INTEGRA SPRINGS KELLSWATER BRIDGE	APF2009-00013	GLK Group, LLC	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Closed-Built Out	Multi Family	7/17/2009	312	286	26	7/14/2009	12/31/2011	72.384	36.192	48.36	156.936	6.032	3.016	4.03	13.078
Kannapolis	IRISH CREEK	IRISH CREEK	APF2021-00050	LAND DESIGN					Pending	Single Family		1037	0	1,037			398.208	200.141	265.472	863.821	398.208	200.141	265.472	863.821
Kannapolis	JACOB'S RIDGE	JACOB'S RIDGE	APF2008-00033	YATES PROPERTIES	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Closed-Built Out	Single Family	9/29/2022	27	23	4	1/20/2003		10.368	5.211	6.912	22.491	1.536	0.772	1.024	3.332
Kannapolis	JEFF & LAURA GRAY	JEFF & LAURA GRAY	APF2018-00004	JEFFREY GRAY	A L Brown High School	Kannapolis Middle School	Forest Park Elementary School		Withdrawn	Single Family		4	0	4			1.536	0.772	1.024	3.332	1.536	0.772	1.024	3.332
Cabarrus County	JENSEN	JENSEN	APF2008-00168	Charlie Duke	Concord High School	Concord Middle School	W M Irvin Elementary School		Closed-Built Out	Single Family	10/25/2005	6	6	0			2.304	1.158	1.536	4.998	0	0	0	0
Kannapolis	JIM JOHNSON RD DEVELOPMENT	JIM JOHNSON RD DEVELOPMENT	APF2020-00018	PULTE HOMES	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Pending	Single Family		0	0	0			0	0	0	0	0	0	0	0
Kannapolis	JIM JOHNSON RD TOWNHOMES	JIM JOHNSON RD TOWNHOMES	JIM	KIMLEY HORN	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Void	Townhouse		0	0	0			0	0	0	0	0	0	0	0
Kannapolis	KANNAPOLIS APARTMENTS	KANNAPOLIS APARTMENTS	APF2020-00039	BRIAN PARENT	A L Brown High School	Kannapolis Middle School	Woodrow Wilson Elementary School		Pending	Multi Family		72	0	72			16.704	8.352	11.16	36.216	16.704	8.352	11.16	36.216
Kannapolis	KANNAPOLIS CROSSING-MF	KANNAPOLIS CROSSING-MF	APF2023-00005	CAROLYN MARTIN					Pending			220	0	220						51.04	25.52	34.1	110.66	
Kannapolis	KANNAPOLIS CROSSING-SFA	KANNAPOLIS CROSSING-SFA	APF2023-00004	CAROLYN MARTIN					Pending			33	0	33						7.656	3.828	5.115	16.599	
Kannapolis	KANNAPOLIS CROSSING-SFD	KANNAPOLIS CROSSING-SFD	APF2023-00003	CAROLYN MARTIN					Pending			300	0	300						69.6	34.8	46.5	150.9	
Kannapolis	KANNAPOLIS CROSSING-SFD	KANNAPOLIS HWY 3 APARTMENTS	APF2022-00050	V3 SOUTHEAST	A L Brown High School	Kannapolis Middle School	Fred L Wilson Elementary School		Pending	Multi Family		280	0	280			64.96	32.48	43.4	140.84	64.96	32.48	43.4	140.84
Kannapolis	KANNAPOLIS PARKWAY SINGLE FAMILY	KANNAPOLIS PARKWAY SINGLE FAMILY	APF2016-00004	MCEACHERN LEONARD B JR	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Active Building Permitting	Single Family		166	0	166			63.744	32.038	42.496	138.278	63.744	32.038	42.496	138.278
Kannapolis	KANNAPOLIS PARKWAY TOWNHOMES	KANNAPOLIS PARKWAY TOWNHOMES	APF2021-00051	BGE	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Pending	Townhouse		105	0	105			14.49	7.245	9.66	31.395	14.49	7.245	9.66	31.395
Kannapolis	KANNAPOLIS PARKWAY TOWNHOMES	KANNAPOLIS PARKWAY TOWNHOMES	APF2016-00005	MCEACHERN LEONARD B JR	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Pending	Townhouse		133	0	133			18.354	9.177	12.236	39.767	18.354	9.177	12.236	39.767
Concord	KASEN BLUFF	KASEN BLUFF	APF2008-00094	DARYL SUTHER	Concord High School	Concord Middle School	W M Irvin Elementary School		Expired	Single Family		12	0	12	4/17/2007	4/17/2013	4.608	2.316	3.072	9.996	4.608	2.316	3.072	9.996
Kannapolis	KELLSWATER BRIDGE	KELLSWATER BRIDGE	APF2008-00117	L-STAR	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Closed-Built Out	Single Family	7/29/2022	960	901	59	10/27/2011	10/27/2026	368.64	185.28	245.76	799.68	22.656	11.387	15.104	49.147
Kannapolis	KELLSWATER COMMON	KELLSWATER COMMON	APF2020-00013	OWEN REID	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Void	Townhouse		150	0	150			20.7	10.35	13.8	44.85	20.7	10.35	13.8	44.85
Harrisburg	KENSINGTON FOREST	KENSINGTON FOREST	APF2008-00102	NIBLOCK DEVELOPMENT CORP	Hickory Ridge High School	Hickory Ridge Middle School	Patriots Elementary School		Closed-Built Out	Single Family	8/7/2018	188	184	4	1/14/2006	12/17/2013	72.192	36.284	48.128	156.604	1.536	0.772	1.024	3.332
Concord	KENSLEY EAST	KENSLEY EAST	APF2020-00019	DONALD MURPHY	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Active Building Permitting	Single Family	5/31/2022	13	11	2			4.992	2.509	3.328	10.829	0.768	0.386	0.512	1.666
Concord	KINGS GRANT MULTI-FAMILY	KINGS GRANT MULTI-FAMILY	APF2021-00062	KEITH MACVEAN	Cox Mill High School	Harris Road Middle School	Carl A Furr Elementary School		Pending	Multi Family		168	0	168			38.976	19.488	26.04	84.504	38.976	19.488	26.04	84.504
Concord	LAKESIDE AT BEDFORD FARMS DUPLEXES	LAKESIDE AT BEDFORD FARMS DUPLEXES	APF2022-00054	DONALD MUNDAY	Mt Pleasant High School	Mt Pleasant Middle School	W M Irvin Elementary School		Pending	Multi Family		30	0	30			0	0	0	0	6.96	3.48	4.65	15.09
Concord	LAKESIDE AT BEDFORD FARMS SFR	LAKESIDE AT BEDFORD FARMS SFR	APF2008-00065	DONALD MUNDAY	Mt Pleasant High School	Mt Pleasant Middle School	W M Irvin Elementary School		Pending	Single Family		118	0	118	3/20/2007	9/22/2010	45.312	22.774	30.208	98.294	45.312	22.774	30.208	98.294
Harrisburg	LONDON	LONDON	APF2008-00129	KIM LOCATIS	Jay M Robinson High School	J N Fries Middle School	Pitt School Road Elementary School		Void	Townhouse		109	0	109	3/20/2006	3/20/2012	15.042	7.521	10.028	32.591	15.042	7.521	10.028	32.591
Kannapolis	LANE ST APARTMENTS	LANE ST APARTMENTS	APF2022-00041	Lane St Apts	Concord High School	Concord Middle School	Royal Oaks Elementary School		Pending	Multi Family		266	0	266			0	0	0	0	61.712	30.856	41.23	133.798
Kannapolis	LANE STREET MULTI-FAMILY	LANE STREET MULTI-FAMILY	APF2021-00053	ALEXANDER RICKS	Concord High School	Concord Middle School	Royal Oaks Elementary School		Pending	Multi Family		250	0	250			58	29	38.75	125.75	58	29	38.75	125.75
Concord	LANSTONE	LANSTONE	APF2008-00093	UNKNOWN	Jay M Robinson High School	HD Winkler Middle School	Pitt School Road Elementary School		Closed-Built Out	Single Family	10/12/2015	39	35	4			14.976	7.527	9.984	32.487	1.536	0.772	1.024	3.332
Concord	LANTANA	LANTANA	APF2015-00004	RANKIN KIRKSEY C	Cox Mill High School	Harris Road Middle School	Cox Mill Elementary School		Closed-Built Out	Single Family	3/26/2021	88	87	1			33.792	16.984	22.528	73.304	0.384	0.193	0.256	0.833
Kannapolis	LAUNDRY STREET DEVELOPMENT	LAUNDRY STREET DEVELOPMENT	APF2022-00065	KING ENGINEERING OF CONCORD	A L Brown High School	Kannapolis Middle School	Forest Park Elementary School		Void			6	0	6						1.392	0.696	0.93	3.018	
Kannapolis	LAUNDRY STREET EXT	Laundry Street Extension Subdivision	APF2022-00063	Sam King Jr	A L Brown High School	Kannapolis Middle School	Forest Park Elementary School		Construction Drawing Review			6	0	6						1.392	0.696	0.93	3.018	
Concord	LAUREL PARK	LAUREL PARK	APF2008-00099	NIBLOCK DEVELOPMENT CORP	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Weddington Hills Elementary School		Closed-Built Out	Single Family	8/21/2019	709	690	19		12/31/2015	272.256	136.837	181.504	590.597	7.296	3.667	4.864	15.827
Concord	LAUREL PARK PHASE 3	LAUREL PARK PHASE 3	APF2008-00098	NIBLOCK DEVELOPMENT CORP	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Weddington Hills Elementary School		Void	Single Family		15	0	15			5.76	2.895	3.84	12.495	5.76	2.895	3.84	12.495
Concord	LAUREL PARK PHASES 4-6	LAUREL PARK PHASES 4-6	APF2008-00097	UNKNOWN	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Weddington Hills Elementary School		Void	Single Family	2/11/2014	257	2	255	3/15/2005	5/15/2012	98.688	49.601	65.792	214.081	97.92	49.215	65.28	212.415
Concord	LAWDALE SINGLE FAMILY	LAWDALE SINGLE FAMILY	APF2022-00001	MICAH VANDERBURG	Concord High School	Concord Middle School	R Brown McAllister Elementary School		Pending	Single Family	2/28/2023	7	1	6			2.688	1.351	1.792	5.831	2.304	1.158	1.536	4.998
Concord	LEGACY CONCORD	LEGACY CONCORD	APF2014-00011	COBLE FAMILY FARM LTD PTNRSHIP	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Weddington Hills Elementary School		Closed-Built Out	Multi Family	3/27/2015	348	332	16			79.808	39.904	53.32	173.032	3.712	1.856	2.48	8.048
Concord	LEGACY CONCORD PHASE II	LEGACY CONCORD PHASE II	APF2022-00017	SCOTT KIGER	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Weddington Hills Elementary School		Pending	Multi Family		154	0	154			35.728	17.864	23.87	77.462	35.728	17.864	23.87	77.462
Harrisburg	LITCHFIELD VILLAGE	LITCHFIELD VILLAGE	APF2008-00125	LENNAR COMMUNITIES OF CHARLOTTE, IN	Hickory Ridge High School	Hickory Ridge Middle School	Harrisburg Elementary School		Closed-Built Out	Single Family	12/12/2011	150	161	-11	1/18/2005	9/14/2013	57.6	28.95	38.4	124.95	-4.224	-2.123	-2.816	-9.163
Concord	LITEN LIVING	LITEN LIVING	APF2021-00057	LEE SIGMON	Cox Mill High School	Harris Road Middle School	Cox Mill Elementary School		Pending	Multi Family		260	0	260			60.32	30.16	40.3	130.78	60.32	30.16	40.3	130.78
Concord	LITTLE TEXAS LLC	LITTLE TEXAS LLC	APF2008-00175	Matthew P. Jones	Central Cabarrus High School	C C Griffin Middle School	A T Allen Elementary School		Withdrawn	Single Family		224	0	224			86.016	43.232	57.344	186.592	86.016	43.232	57.344	186.592
Concord	LONGVIEW APARTMENTS	LONGVIEW APARTMENTS	APF2020-00029	CARRIE O'BRIEN	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Wincoff Elementary School		Pending	Multi Family		2020	0	2,020			468.64	234.32	313.1	1016.06	468.64	234.32	313.1	1016.06
Concord	LOWER ROCKY RIVER ROAD PROPERTIES	LOWER ROCKY RIVER PROPERTIES	APF2019-00008	SARA SHIRLEY	Central Cabarrus High School	C C Griffin Middle School	Patriots Elementary School		Sketch	Single Family		106	0	106			0	0	0	0	40.704	20.458	27.136	88.298
Concord	LUCKY DRIVE SITE	LUCKY DRIVE SITE	APF2018-00032	EDDIE MOORE	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Pending	Single Family	12/13/2022	0	5	-5			0	0	0	0	-1.92	-0.965	-1.28	-4.165
Concord	LYNMERE	LYNMERE	APF2016-00017	OXFORD LAND SALES INC	Jay M Robinson High School	HD Winkler Middle School	Carl A Furr Elementary School		Pending	Single Family		117	0	117			44.928	22.581	29.952	97.461	44.928	22.581	29.952	97.461
Concord	MAGNOLIA CROSSING	MAGNOLIA CROSSING	APF2008-00079	UNKNOWN	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Wincoff Elementary School		Closed-Built Out	Single Family	1/10/2023	44	41	3	5/12/2005	12/31/2013	13.992	6.116	5.4					

Jurisdiction	APF Base Data Subdivision	Subdivision	App#	Applicant	High School	Middle School	Elementary School	Intermediate School	Status	Subdivision Type	Last Permit	Unapproved	Units Issued	Units Remaining	Dev Order Approved	DO Lag Expiration	Elementary Students	Middle Students	High Students	Total Students	Remaining Elementary	Remaining Middle	Remaining High	Remaining Total
Locus	MEADOW CREEK VILLAGE	MEADOW CREEK VILLAGE	APF2013-0009	RL REGI NORTH CAROLINA LLC	Mt Pleasant High School	Mt Pleasant Middle School	A T Allen Elementary School		Active Building Permitting	Single Family	12/2/2016	92	104	-12			53.76	27.02	35.84	116.62	-4.608	-2.316	-3.072	-9.996
Concord	MEETING STREET HOMES	MEETING STREET HOMES PHASE 2	APF2018-00024	AMICUS	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Withdrawn	Townhouse	3/6/2023	66	67	-1			9.108	4.554	6.072	19.734	-0.138	-0.069	-0.092	-0.299
Concord	MEETING STREET HOMES	MEETING STREET HOMES PHASE 3	APF2018-00025	AMICUS	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Withdrawn	Townhouse		66	0	66			9.108	4.554	6.072	19.734	9.108	4.554	6.072	19.734
Concord	MEETING STREET HOMES	MEETING STREET HOMES PHASE 1	APF2018-00023	AMICUS	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Withdrawn	Multi Family		296	0	296			68.672	34.336	45.88	148.888	68.672	34.336	45.88	148.888
Concord	MERIDIAN	MERIDIAN	APF2008-00081	GUADALUPE JAVIER ZANDATE	Hickory Ridge High School	Hickory Ridge Middle School	Pitt School Road Elementary School		Closed-Built Out	Single Family	1/25/2017	16	17	-1	9/19/2006		6.144	3.088	4.096	13.328	-0.384	-0.193	-0.256	-0.833
Concord	MIDDLEFIELD SINGLE FAMILY ATTACHED	MIDDLEFIELD SINGLE FAMILY ATTACHED	APF2021-00010	BRIDGET GRANT	Jay M Robinson High School	HD Winkler Middle School	Weddington Hills Elementary School		Withdrawn	Townhouse		127	0	127			17.526	8.763	11.684	37.973	17.526	8.763	11.684	37.973
Concord	MIDDLEFIELD SINGLE FAMILY DETACHED	MIDDLEFIELD SINGLE FAMILY DETACHED	APF2021-00009	BRIDGET GRANT	Jay M Robinson High School	HD Winkler Middle School	Weddington Hills Elementary School		Withdrawn	Single Family		821	0	821			315.264	158.453	210.176	683.893	315.264	158.453	210.176	683.893
Concord	MIDDLEFIELD SINGLE FAMILY MULTI-FAMILY	MIDDLEFIELD SINGLE FAMILY MULTI-FAMILY	APF2021-00011	BRIDGET GRANT	Jay M Robinson High School	HD Winkler Middle School	Weddington Hills Elementary School		Withdrawn	Multi Family		0	0	0			0	0	0	0	0	0	0	0
Midland	MIDLAND CROSSING	MIDLAND CROSSING	APF2019-00016	BURTON ENGINEERING	Central Cabarrus High School	C C Griffin Middle School	Bethel Elementary School		Construction Drawing Review	Single Family		129	0	129			49.536	24.897	33.024	107.457	49.536	24.897	33.024	107.457
Kannapolis	MILL CREEK CROSSING - SFA	MILL CREEK CROSSING - SFA	APF2022-00010	Joel Causey	A L Brown High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Void	Townhouse		300	0	300			41.4	20.7	27.6	89.7	41.4	20.7	27.6	89.7
Kannapolis	MILL CREEK CROSSING - SFD	MILL CREEK CROSSING - SFD	APF2022-00009	Joel Causey	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Void	Single Family		283	0	283			47.616	23.932	31.744	103.292	108.672	54.619	72.448	235.739
Kannapolis	MILLBROOKE	MILLBROOKE	APF2014-00015	GANDY COMMUNITIES					Void	Single Family	11/4/2021	131	63	68	4/6/2008		50.304	25.283	33.536	109.123	26.112	13.124	17.408	56.644
Kannapolis	MILLBROOKE	MILLBROOKE	APF2008-00114	GANDY COMMUNITIES	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Inactive	Single Family	11/4/2021	128	63	65	4/6/2008		49.152	24.704	32.768	106.624	24.96	12.545	16.64	54.145
Concord	MILLGROVE	MILLGROVE	APF2021-00002	FRED MATRULLI	Cox Mill High School	Harris Road Middle School	Cox Mill Elementary School		Void	Single Family		136	0	136			52.224	26.248	34.816	113.288	52.224	26.248	34.816	113.288
Concord	MILLGROVE - COX MILL	MILLGROVE - COX MILL	APF2019-00021	ALAN KERLEY					Void	Single Family		0	0	0			0	0	0	0	0	0	0	0
Concord	MILLGROVE SINGLE FAMILY ATTACHED	MILLGROVE SINGLE FAMILY ATTACHED	APF2019-00037	JOHN HOLCOMB	Cox Mill High School	Harris Road Middle School	Cox Mill Elementary School		Void	Single Family		100	0	100			38.4	19.3	25.6	83.3	38.4	19.3	25.6	83.3
Concord	MILLGROVE SINGLE FAMILY DETACHED	MILLGROVE SINGLE FAMILY DETACHED	APF2019-00036	JOHN HOLCOMB	Cox Mill High School	Harris Road Middle School	Cox Mill Elementary School		Void	Single Family		94	0	94			36.096	18.142	24.064	78.302	36.096	18.142	24.064	78.302
Kannapolis	MLKJ AV MIXED USE DEVELOPMENT	MLKJ AV MIXED USE DEVELOPMENT	APF2022-00052	JEFF YOUNG	A L Brown High School	Kannapolis Middle School	Woodrow Wilson Elementary School		Pending	Single Family		12	0	12			4.608	2.316	3.072	9.996	4.608	2.316	3.072	9.996
Kannapolis	MONARCH MEADOWS	MONARCH MEADOWS	APF2017-00002	TIMOTHY TALLENT	A L Brown High School	Kannapolis Middle School	Jackson Park Elementary School	Kannapolis Intermediate School	Pending	Single Family		45	0	45			17.28	8.685	11.52	37.485	17.28	8.685	11.52	37.485
Cabarrus County	MOORECREST	MOORECREST	APF2008-00110	Dockside Development	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Closed-Built Out	Single Family	6/14/2006	92	93	-1	1/27/2003		35.328	17.756	23.552	76.636	-0.384	-0.193	-0.256	-0.833
Harrisburg	MOREHEAD ROAD SITE	MOREHEAD ROAD SITE	APF2021-00041	MATTAMY HOMES	Hickory Ridge High School	Hickory Ridge Middle School	Pitt School Road Elementary School		Pending	Single Family		85	0	85			32.64	16.405	21.76	70.805	32.64	16.405	21.76	70.805
Concord	MORRISON RIDGE - MULTI-FAMILY	MORRISON RIDGE - MULTI-FAMILY	APF2020-00032	KATIE BRADLEY	Central Cabarrus High School	C C Griffin Middle School	Rocky River Elementary School		Withdrawn	Multi Family		336	0	336			77.952	38.976	52.08	169.008	77.952	38.976	52.08	169.008
Concord	MORRISON RIDGE - SINGLE FAMILY	MORRISON RIDGE - SINGLE FAMILY	APF2020-00031	KATIE BRADLEY	Central Cabarrus High School	C C Griffin Middle School	Rocky River Elementary School		Withdrawn	Townhouse		200	0	200			27.6	13.8	18.4	59.8	27.6	13.8	18.4	59.8
Concord	MORRISON RIDGE - SINGLE FAMILY ATTACHED	MORRISON RIDGE - SINGLE FAMILY ATTACHED	APF2020-00030	PULTE	Central Cabarrus High School	C C Griffin Middle School	Rocky River Elementary School		Withdrawn	Single Family		150	0	150			57.6	28.95	38.4	124.95	57.6	28.95	38.4	124.95
Concord	MOSS CREEK	MOSS CREEK	APF2008-00083	ROBERT W. BURKETT	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Closed-Built Out	Single Family	3/20/2012	1400	1205	195	1/20/2000		537.6	270.2	358.4	1166.2	74.88	37.635	49.92	162.435
Concord	MOSS CREEK TOWNHOMES	MOSS CREEK TOWNHOMES	APF2008-00103	J & B DEVELOPMENT AND MANAGEMENT, INC	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Pending	Townhouse		88	0	88	1/20/2000		12.006	6.003	8.004	26.013	12.144	6.072	8.096	26.312
Cabarrus County	MOUNT OLIVE ESTATES	MOUNT OLIVE ESTATES	APF2008-00146	Bryant Pamell	Mt Pleasant High School	Mt Pleasant Middle School	Mt Pleasant Elementary School		Closed-Built Out	Single Family	7/6/2006	10	11	-1	1/28/2002		3.84	1.93	2.56	8.33	-0.384	-0.193	-0.256	-0.833
Concord	MOUNTAIN BROOK PHASE 6	MOUNTAIN BROOK PHASE 6	APF2008-00084	MDP CUSTOM HOMES, INC	Concord High School	Concord Middle School	W M Irvin Elementary School		Expired	Single Family	1/31/2019	8	4	4	12/12/2006		3.072	1.544	2.048	6.664	1.536	0.772	1.024	3.332
Concord	MOUNTAIN LAUREL	MOUNTAIN LAUREL	APF2008-00096	BEAZER HOMES	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Weddington Hills Elementary School		Closed-Built Out	Single Family	9/9/2013	76	78	-2	10/19/2004		29.184	14.668	19.456	63.308	-0.768	-0.386	-0.512	-1.666
Concord	MURPHY PROPERTY SINGLE FAMILY	MURPHY PROPERTY SINGLE FAMILY	APF2021-00029	AUSTIN COLEMAN	Concord High School	Concord Middle School	Beverly Hills Elementary School		Pending	Single Family		113	0	113			43.392	21.809	28.928	94.129	43.392	21.809	28.928	94.129
Mt Pleasant	NEUENBERG	NEUENBERG	APF2018-00018	MEL THOMPSON	Mt Pleasant High School	Mt Pleasant Middle School	Mt Pleasant Elementary School		Closed-Built Out	Single Family	3/9/2021	9	8	1			3.456	1.737	2.304	7.497	0.384	0.193	0.256	0.833
Concord	NEW LIFE DEVELOPERS	NEW LIFE DEVELOPERS	APF2021-00036	GREG LAFFERTY	Central Cabarrus High School	C C Griffin Middle School	Rocky River Elementary School		Pending	Single Family	2/2/2022	8	1	7			3.072	1.544	2.048	6.664	2.688	1.351	1.792	5.831
Kannapolis	NEWMAN MANOR	NEWMAN MANOR	APF2008-00145	J&E Land Holding Company	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Winecoff Elementary School		All Lots Platted	Single Family	11/10/2022	29	16	13	8/10/2005	4/25/2012	11.136	5.597	7.424	24.157	4.992	2.509	3.328	10.829
Kannapolis	NEXUS MILL CREEK	NEXUS MILL CREEK	APF2021-00005	HUNTER OGLESBY	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Pending	Multi Family		258	0	258			68.208	34.104	45.572	147.882	59.856	29.928	39.99	129.774
Concord	NIBLOCK EVA DRIVE	NIBLOCK EVA DRIVE	APF2017-00044	NIBLOCK	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Closed-Built Out	Single Family	6/2/2021	0	28	-28			0	0	0	0	-10.752	-5.404	-7.168	-23.324
Concord	Niblock Farms	Niblock Farms	APF2014-00008	Niblock Farms LLC	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Void	Single Family		381	0	381			146.304	73.533	97.536	317.373	146.304	73.533	97.536	317.373
Kannapolis	OAK RIDGE II	OAK RIDGE II	APF2022-00053	DONALD M PAGE	Concord High School	Concord Middle School	Royal Oaks Elementary School		Pending	Multi Family		11	0	11			2.552	1.276	1.705	5.533	2.552	1.276	1.705	5.533
Concord	OAKLAWN	OAKLAWN	APF2022-00033	STREETSCAPE LAND PARTNERS	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Active (planning & permitting)	Townhouse	12/1/2022	189	3	186			26.082	13.041	17.388	56.511	25.688	12.834	17.112	55.614
Concord	ODELL CORNER	ODELL CORNER	APF2016-00014	UNICA U B O	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Pending	Townhouse	1/12/2023	84	66	18			11.592	5.796	7.728	25.116	2.484	1.242	1.656	5.382
Cabarrus County	ODELL PLACE	ODELL PLACE	APF2008-00144	Howard R Hurlocker	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Closed-Built Out	Single Family	1/30/2023	5	13	-8	1/15/2004		1.92	0.965	1.28	4.165	-3.072	-1.544	-2.048	-6.664
Concord	OLD CHARLOTTE MULTIFAMILY	OLD CHARLOTTE MULTIFAMILY	APF2021-00045	KATE UNDERWOOD	Jay M Robinson High School	HD Winkler Middle School	Wolf Meadow Elementary School		Pending	Multi Family		32	0	32			7.424	3.712	4.96	16.096	7.424	3.712	4.96	16.096
Concord	OLD HOLLAND APARTMENTS	OLD HOLLAND APARTMENTS	APF2016-00020	OLD HOLLAND ROAD LLC	Jay M Robinson High School	HD Winkler Middle School	Carl A Furr Elementary School		Withdrawn	Multi Family		328	0	328			76.096	38.048	50.84	164.984	76.096	38.048	50.84	164.984
Concord	OLD HOLLAND MULTI-FAMILY	OLD HOLLAND MULTI-FAMILY	APF2021-00033	JIM GUYTON	Jay M Robinson High School	HD Winkler Middle School	Carl A Furr Elementary School		Pending	Multi Family		18	0	18			4.176	2.088	2.79	9.054	4.176	2.088	2.79	9.054
Concord	OLD HOLLAND RD MULTI FAMILY	OLD HOLLAND RD MULTI FAMILY	APF2020-00016	BRENT NARKAWICZ	Jay M Robinson High School	HD Winkler Middle School	Carl A Furr Elementary School		Void	Multi Family		0	0	0			0	0	0	0	0	0	0	0
Concord	OLDE HOMESTEAD	OLDE HOMESTEAD	APF2019-00029	KEN FOSTER	Jay M Robinson High School	HD Winkler Middle School	Weddington Hills Elementary School		Active Building Permitting	Single Family	3/1/2023	40	34	6			15.36	7.72	10.24	33.32	2.304	1.158	1.536	4.998
Cabarrus County	OLIVE WOODS	OLIVE WOODS	APF2010-00006	EMILY R CLINE	Mt Pleasant High School	Mt Pleasant Middle School	Mt Pleasant Elementary School		All Lots Platted	Single Family	2/28/2018	5	4	1	10/21/2010	12/31/2012	1.92	0.965	1.28	4.165	0.384	0.193	0.256	0.833
Harrisburg	ORCHID RIDGE	ORCHID RIDGE	APF2021-00024	ROBERT PRICE	Hickory Ridge High School	Hickory Ridge Middle School	Patriots Elementary School		Pending	Single Family		459	0	459			176.256	88.587	117.504	382.347	176.256	88.587	117.504	382.347
Concord	OXFORD COMMONS	OXFORD COMMONS	APF2008-00085	FRANK STRAZULLA, PORTRAIT HOMES	Jay M Robinson High School	HD Winkler Middle School	Carl A Furr Elementary School		Closed-Built Out	Townhouse	10/15/2007	105	86	19	4/18/2006	12/31/2013	14.49	7.245	9.66	31.395	2.622	1.311	1.748	5.681
Cabarrus County	PARK CREEK	PARK CREEK	APF2013-00002	Keith Wayne	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		All Lots Platted	Single Family	2/23/2023	198	71	127			76.032	38.214	50.688	164.934	48.768	24.511	32.512	105.791
Cabarrus County	PARK CREEK PHASE 3	PARK CREEK PHASE 3	APF2008-00034	CARL ANDERSON	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Expired	Single Family		45	0	45	11/20/2008	12/31/2013	17.28	8.685	11.52	37.485	17.28	8.685	11.52	37.485
Concord	PARK PLACE	PARK PLACE	APF2008-00059	Craft Development	Central Cabarrus High School	C C Griffin Middle School	Rocky River Elementary School		Closed-Built Out	Single Family	5/3/2016	131	133	-2	1/27/2003	12/31/2011	50.304	25.283	33.536	109.123	-0.768	-0.386	-0.512	-1.666
Concord	PARK VIEW AT COX MILL	PARK VIEW AT COX MILL	APF2019-00012	CAREN WINGATE	Cox Mill High School	Harris Road Middle School	Cox Mill Elementary School		Pending	Single Family		168	0	168			32.64	16.405	21.76	70.805	64.512	32.424	43.008	139.944
Cabarrus County	PARKLAND VENTURES MHP	PARKLAND VENTURES MHP	APF2017-00020	FUTURE MHC NC LLC	Mt Pleasant High School	Mt Pleasant Middle School	A T Allen Elementary School		Pending	Single Family		90	0	90			34.56	17.37	23.04	74.97	34.56	17.37	2	

Jurisdiction	APF Base Data Subdivision	Subdivision	APF	Applicant	High School	Middle School	Elementary School	Intermediate School	Status	Subdivision Type	Last Permitted	Units Issued	Units Remaining	Units Approved	DO Lag Expiration	Elementary Students	Middle Students	High Students	Total Students	Remaining Elementary	Remaining Middle	Remaining High	Remaining Total
	PENDLETON SINGLE-FAMILY UNITS	PENDLETON MULTI-FAMILY UNITS	APF2010-0002	PENDLETON / CONCORD PARTNER, LLC	Concord High School	Concord Middle School	W M Irvin Elementary School		Pending	Single Family		90	0	90		34.56	17.37	23.04	74.97	34.56	17.37	23.04	74.97
Concord	PENDLETON SINGLE-FAMILY UNITS	PENDLETON SINGLE FAMILY UNITS	APF2008-00069	PENDLETON / CONCORD PARTNER, LLC	Concord High School	Concord Middle School	W M Irvin Elementary School		Closed-Built Out	Single Family	7/14/2020	88	117	-29	5/15/2007	33.792	16.984	22.528	73.304	-11.136	-5.597	-7.424	-24.157
Kannapolis	PENNANT SQUARE PHASE 1	PENNANT SQUARE PHASE 1	APF2022-00003	TRI POINTE HOMES HOLDINGS INC	A L Brown High School	Kannapolis Middle School	Fred L Wilson Elementary School		Pending	Townhouse	5/6/2022	67	6	61		9.246	4.623	6.164	20.033	8.418	4.209	5.612	18.239
Harrisburg	PHARR MILL NEIGHBORHOOD	PHARR MILL NEIGHBORHOOD	APF2019-00022	DPR ASSOCIATES	Hickory Ridge High School	Hickory Ridge Middle School	Patriots Elementary School		Pending	Single Family		285	0	285		109.44	55.005	72.96	237.405	109.44	55.005	72.96	237.405
Kannapolis	PIEDMONT CONCORD LAKE	PIEDMONT CONCORD LAKE	APF2009-00009	Jason Oesterreich	A L Brown High School	Kannapolis Middle School	Forest Park Elementary School	Kannapolis Intermediate School	Construction Drawing Review	Multi Family		400	0	400	6/22/2014	92.8	46.4	62	201.2	92.8	46.4	62	201.2
Kannapolis	CONCORD LAKE	PIEDMONT CONCORD LAKE	APF2014-00012	Jason Oesterreich	A L Brown High School	Kannapolis Middle School	Forest Park Elementary School	Kannapolis Intermediate School	Construction Drawing Review	Townhouse		120	0	120	6/22/2014	16.56	8.28	11.04	35.88	16.56	8.28	11.04	35.88
Locust	PINE BLUFF SINGLE FAMILY DEVELOPMENT	PINE BLUFF SINGLE FAMILY DEVELOPMENT	APF2021-00032	SMITH DOUGLAS HOMES	Central Cabarrus High School	C C Griffin Middle School	Bethel Elementary School		Approved	Single Family		114	0	114		43.776	22.002	29.184	94.962	43.776	22.002	29.184	94.962
Kannapolis	PINE CREEK	PINE CREEK	APF2013-00008	PINE CREEK DEVELOPERS LLC	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Inactive	Single Family	6/28/2021	58	30	28		22.272	11.194	14.848	48.314	10.752	5.404	7.168	23.324
Concord	PINE GROVE CHURCH ROAD SITE	PINE GROVE CHURCH ROAD SITE	APF2018-00022	PETER TATGE	Central Cabarrus High School	C C Griffin Middle School	Patriots Elementary School		Pending	Single Family		319	0	319		122.496	61.567	81.664	265.727	122.496	61.567	81.664	265.727
Concord	PIPER LANDING SFA	PIPER LANDING SFA	APF2019-00034	CHRIS TODD	Concord High School	HD Winkler Middle School	Weddington Hills Elementary School		Active (plating & permitting)	Townhouse	12/1/2022	268	33	235		36.984	18.492	24.656	80.132	32.43	16.215	21.62	70.265
Concord	PIPER LANDING SFD	PIPER LANDING SFD	APF2019-00024	JEREMY HORTON	Concord High School	HD Winkler Middle School	Weddington Hills Elementary School		Construction Drawing Review	Single Family		85	0	85		25.344	12.738	16.896	54.978	32.64	16.405	21.76	70.805
Concord	PITTS SCHOOL RD TOWNHOMES	PITTS SCHOOL RD TOWNHOMES	APF2021-00035	VAMSHEDHAR DEVARISHATI	Jay M Robinson High School	HD Winkler Middle School	Carl A Furr Elementary School		Pending	Townhouse		56	0	56		7.728	3.864	5.152	16.744	7.728	3.864	5.152	16.744
Concord	PITTS SCHOOL ROAD DEVELOPMENT - SINGLE FAMILY DETACHED	PITTS SCHOOL ROAD DEVELOPMENT - SINGLE FAMILY DETACHED	APF2020-00008	EDWIN SUDDRETH	Jay M Robinson High School	HD Winkler Middle School	Pitt School Road Elementary School		Void	Single Family		0	0	0		0	0	0	0	0	0	0	0
Concord	PITTS SCHOOL ROAD TOWNHOMES DEVELOPMENT	PITTS SCHOOL ROAD TOWNHOMES DEVELOPMENT	APF2020-00009	AUSTIN MOBLEY	Jay M Robinson High School	HD Winkler Middle School	Pitt School Road Elementary School		Pending	Townhouse		243	0	243		33.534	16.767	22.356	72.657	33.534	16.767	22.356	72.657
Mt. Pleasant	PLEASANT CROSSING TOWNHOMES	PLEASANT CROSSING TOWNHOMES	APF2020-00022	MP DEVELOPMENT PARTNERS	Mt Pleasant High School	Mt Pleasant Middle School	Mt Pleasant Elementary School		Construction Drawing Review	Multi Family		34	0	34		7.888	3.944	5.27	17.102	7.888	3.944	5.27	17.102
Concord	PLEASANT OAKS	PLEASANT OAKS	APF2008-00047	KISER DEVELOPMENT COMPANY	Mt Pleasant High School	Mt Pleasant Middle School	W M Irvin Elementary School		Closed-Built Out	Single Family	2/28/2022	170	163	7	2/21/2005	65.28	32.81	43.52	141.61	2.688	1.351	1.792	5.831
Concord	POOL PLACE THOWNHOMES	POOL PLACE THOWNHOMES	APF2022-00055	JOSH BUTLER	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Winecoff Elementary School		Pending	Townhouse		38	0	38		0	0	0	0	5.244	2.622	3.496	11.362
Concord	POPLAR COVE	POPLAR COVE	APF2016-00016		Concord High School	HD Winkler Middle School	Weddington Hills Elementary School		Closed-Built Out	Single Family	8/10/2020	23	21	2		8.832	4.439	5.888	19.159	0.768	0.386	0.512	1.666
Concord	POPLAR CROSSING COMMONS ADULT LIVING CENTER	POPLAR CROSSING COMMONS ADULT LIVING CENTER	APF2012-00003	Workforce Homestead, Inc	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Weddington Hills Elementary School		Closed-Built Out	Age Restricted		66	0	66		9.9	3.63	4.752	18.282	0	0	0	0
Concord	POPLAR POINTE TOWNHOMES	POPLAR POINTE TOWNHOMES	APF2017-00032	JEFF REASNOR	Cox Mill High School	Harris Road Middle School	Cox Mill Elementary School		Closed-Built Out	Townhouse	5/20/2020	36	30	6		4.968	2.484	3.312	10.764	0.828	0.414	0.552	1.794
Concord	POPLAR TENT RD SITE	POPLAR TENT RD SITE	APF2021-00043	MCKENZIE PUBLICOVER	Cox Mill High School	Harris Road Middle School	Cox Mill Elementary School		Pending	Multi Family		330	0	330		76.56	38.28	51.15	165.99	76.56	38.28	51.15	165.99
Concord	POPLAR TENT ROAD SITE	POPLAR TENT ROAD SITE	APF2021-00027	MCKENZIE PUBLICOVER	Cox Mill High School	Harris Road Middle School	Cox Mill Elementary School		Void	Multi Family		200	0	200		46.4	23.2	31	100.6	46.4	23.2	31	100.6
Concord	POPLAR TENT SINGLE FAMILY	POPLAR TENT SINGLE FAMILY	APF2020-00024	CITY OF CONCORD	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Weddington Hills Elementary School		Pending	Single Family		20	0	20		7.68	3.86	5.12	16.66	7.68	3.86	5.12	16.66
Cabarrus County	PORTERS LANDING	PORTERS LANDING	APF2008-00057	NO APPLICANT	Hickory Ridge High School	Hickory Ridge Middle School	Bethel Elementary School		Closed-Built Out	Single Family	9/18/2017	94	195	-101	4/19/1999	36.096	18.142	24.064	78.302	-38.784	-19.493	-25.856	-84.133
Concord	PRIDE ONE DEVELOPMENT	PRIDE ONE DEVELOPMENT	APF2018-00015	SUSHANTH CHARABUDDI	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Winecoff Elementary School		Pending	Multi Family		130	0	130		30.16	15.08	20.15	65.39	30.16	15.08	20.15	65.39
Kannapolis	PROJECT KP-73	PROJECT KP-73	APF2022-00046	KEN JONMAIRE	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Pending	Multi Family		300	0	300		69.6	34.8	46.5	150.9	69.6	34.8	46.5	150.9
Harrisburg	PROVIDENCE MANOR	PROVIDENCE MANOR	APF2008-00106	L & R DEVELOPMENT, LLC	Hickory Ridge High School	Hickory Ridge Middle School	Pitt School Road Elementary School		Closed-Built Out	Single Family	3/22/2007	149	57	92	12/15/2003	57.216	28.757	38.144	124.117	35.328	17.756	23.552	76.636
Kannapolis	PROVIDENCE PLACE	PROVIDENCE PLACE	APF2022-00005	ACRO Development Services	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Winecoff Elementary School		Active Building Permitting	Single Family		0	0	0		0	0	0	0	0	0	0	0
Concord	PROVINCE	PROVINCE GREEN	APF2008-00074	UNKNOWN	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Weddington Hills Elementary School		Closed-Built Out	Single Family	7/14/2015	61	51	10		23.424	11.773	15.616	50.813	3.84	1.93	2.56	8.33
Concord	RAMSGATE	RAMSGATE	APF2008-00070	UNKNOWN	Central Cabarrus High School	C C Griffin Middle School	A T Allen Elementary School		Closed-Built Out	Single Family	6/14/2022	224	242	-18		86.016	43.232	57.344	186.592	-6.912	-3.474	-4.608	-14.994
Kannapolis	RED CEDAR LANDING	RED CEDAR LANDING	APF2014-00017	REO FUNDING SOLUTIONS III LLC	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Pending	Multi Family		150	0	150	10/1/2014	34.8	17.4	23.25	75.45	34.8	17.4	23.25	75.45
Kannapolis	RED DIRT PROPERTIES TOWNHOMES	RED DIRT PROPERTIES TOWNHOMES	APF2020-00037	KANDIE LABERT	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Winecoff Elementary School		Pending	Townhouse		48	0	48		6.624	3.312	4.416	14.352	6.624	3.312	4.416	14.352
Kannapolis	RED ST DUPLEXES	RED ST DUPLEXES	APF2022-00024	Darrell Turner	A L Brown High School	Kannapolis Middle School	Fred L Wilson Elementary School		Pending	Single Family		0	0	0		0	0	0	0	0	0	0	0
Kannapolis	REDWOOD KANNAPOLIS	REDWOOD KANNAPOLIS	APF2022-00004	Bob Dyer	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Active (plating & permitting)	Single Family		158	0	158		60.672	30.494	40.448	131.614	60.672	30.494	40.448	131.614
Kannapolis	REDWOOD KANNAPOLIS PARKWAY	REDWOOD KANNAPOLIS PARKWAY	APF2020-00002	BOB DYER	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Void	Multi Family	10/19/2022	166	116	50		38.512	19.256	25.73	83.498	11.6	5.8	7.75	25.15
Kannapolis	REDWOOD LIVING DAVIDSON HIGHWAY	REDWOOD LIVING DAVIDSON HIGHWAY	APF2021-00004	BOB DYER	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Pending	Townhouse		78	0	78		10.764	5.382	7.176	23.322	10.764	5.382	7.176	23.322
Concord	RIDGES AT CONCORD	RIDGES AT CONCORD	APF2008-00072	QUAIL HAVEN DEVELOPMENT	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Withdrawn	Single Family		551	0	551	4/18/2006	211.584	106.343	141.056	458.983	211.584	106.343	141.056	458.983
Concord	RING AV DUPLEXES	RING AV DUPLEXES	APF2021-00026	DALE FINK	Concord High School	Concord Middle School	W M Irvin Elementary School		Pending	Single Family		8	0	8		3.072	1.544	2.048	6.664	3.072	1.544	2.048	6.664
Kannapolis	RIVER POINTE AT DAVIDSON	RIVER POINTE AT DAVIDSON	APF2013-00014	Wayne Patrick Holdings, LLC	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Pending	Single Family		444	0	444	9/4/2013	170.496	85.692	113.664	369.852	170.496	85.692	113.664	369.852
Cabarrus County	RIVERBEND	RIVERBEND	APF2008-00078	GREATHORN PROPERTIES	Central Cabarrus High School	C C Griffin Middle School	A T Allen Elementary School		Approved	Single Family		28	0	28	12/20/2007	10.752	5.404	7.168	23.324	10.752	5.404	7.168	23.324
Concord	RIVERWALK	RIVERWALK	APF2008-00044	unknown	Jay M Robinson High School	HD Winkler Middle School	Carl A Furr Elementary School		Closed-Built Out	Single Family	8/2/2019	488	529	-41		187.392	94.184	124.928	406.504	-15.744	-7.913	-10.496	-34.153
Concord	ROBERTA CROSSING	ROBERTA CROSSING	APF2014-00003	LIVE WELL HOMES	Jay M Robinson High School	HD Winkler Middle School	Pitt School Road Elementary School		Closed-Built Out	Single Family	7/27/2015	55	1	54	5/20/2016	21.12	10.615	14.08	45.815	20.736	10.422	13.824	44.982
Concord	ROBERTA MEADOWS	ROBERTA MEADOWS	APF2008-00075	PITTS SCHOOL, LLC / TIM HUNTLEY	Jay M Robinson High School	HD Winkler Middle School	Pitt School Road Elementary School		Closed-Built Out	Single Family	1/13/2021	33	31	2	6/20/2006	12.672	6.369	8.448	27.489	0.768	0.386	0.512	1.666
Concord	ROBERTA RIDGE SUBDIVISION	ROBERTA RIDGE SUBDIVISION	APF2016-00007	BLACKWELDER FANNIE B	Central Cabarrus High School	C C Griffin Middle School	Wolf Meadow Elementary School		Closed-Built Out	Single Family	6/18/2021	206	208	-2		79.104	39.758	52.736	171.598	-0.768	-0.386	-0.512	-1.666
Concord	ROBERTA ROAD SUBDIVISION	ROBERTA ROAD SUBDIVISION	APF2023-00001	SAM KING		J N Fries Middle School	Wolf Meadow Elementary School		Pending			7	0	7					1.624	0.812	1.085	3.521	
Concord	ROBERTA ROAD SUBDIVISION SOUTH	ROBERTA ROAD SUBDIVISION SOUTH	APF2017-00042	PULTE HOMES	Central Cabarrus High School	C C Griffin Middle School	Wolf Meadow Elementary School		Void	Single Family		28	0	28		10.752	5.404	7.168	23.324	10.752	5.404	7.168	23.324
Concord	ROBERTA ROAD TOWNHOMES	ROBERTA ROAD TOWNHOMES	APF2019-00011	JONATHAN CARTER	Central Cabarrus High School	C C Griffin Middle School	Wolf Meadow Elementary School		Withdrawn	Townhouse	8/18/2020	16	3	13		2.208	1.104	1.472	4.784	1.794	0.897	1.196	3.887
Concord	ROCKLAND CIRCLE TOWNHOMES	ROCKLAND CIRCLE TOWNHOMES	APF2020-00020	SARA SHIRLEY	Jay M Robinson High School	HD Winkler Middle School	Wolf Meadow Elementary School		Pending	Townhouse		74	0	74		10.212	5.106	6.808	22.126	10.212	5.106	6.808	22.126
Cabarrus County	ROCKY G																						

Jurisdiction	APF Data Subdivision	Subdivision	APF	Applicant	High School	Middle School	Elementary School	Intermediate School	Status	Subdivision Type	Last Permit	Unapproved	Units Issued	Remaining Units	Dev Order Approved	Dev Order Expiration	Elementary Students	Middle Students	High Students	Total Students	Remaining Elementary	Remaining Middle	Remaining High	Remaining Total
Cabarrus County	RUSTIC CANYON	RUSTIC CANYON	APF2008-00063	SHEA HOMES	Central Cabarrus High School	C C Griffin Middle School	Rocky River Elementary School		In Progress	Single Family		595	0	595			228.48	114.835	152.32	495.635	228.48	114.835	152.32	495.635
Midland	SADDLEBROOK	SADDLEBROOK	APF2008-00133	LANDCRAFT	Central Cabarrus High School	C C Griffin Middle School	Bethel Elementary School		Closed-Built Out	Single Family	5/8/2018	169	183	-14	3/13/2007	5/13/2017	64.512	32.424	43.008	139.944	-5.376	-2.702	-3.584	-11.662
Concord	SALISBURY TRACE AT BRANCHVIEW	SALISBURY TRACE AT BRANCHVIEW	APF2016-00008	COPPERFIELD APTS/DARREN LUCAS	Concord High School	Concord Middle School	W M Irvin Elementary School		Withdrawn	Multi Family		424	0	424			98.368	49.184	65.72	213.272	98.368	49.184	65.72	213.272
Kannapolis	SAMUEL CRISP MINOR SUBDIVISION	SAMUEL CRISP MINOR SUBDIVISION	APF2017-00023	SAMUEL CRISP	A L Brown High School		Jackson Park Elementary School	Kannapolis Intermediate School	Closed-Built Out	Single Family	3/2/2018	0	4	-4			3.072	1.544	2.048	6.664	-1.536	-0.772	-1.024	-3.332
Concord	SANCTUARY CODDLE CREEK	SANCTUARY CODDLE CREEK	APF2014-00005	DUNCAN VIRGINIA C ESTATE	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Withdrawn	Multi Family	9/18/2017	62	1	61			14.384	7.192	9.61	31.186	14.152	7.076	9.455	30.683
Concord	SAPPHIRE HILLS	SAPPHIRE HILLS	APF2008-00045	JBC Development Concord, LLC	Concord High School	Concord Middle School	Weddington Hills Elementary School		Closed-Built Out	Townhouse	8/12/2010	60	54	6	5/16/2006	7/13/2013	8.28	4.14	5.52	17.94	0.828	0.414	0.552	1.794
Concord	SAVANNAH COMMONS	SAVANNAH COMMONS	APF2008-00049	LANDMARK DEVELOPMENT VENTURES, LLC	Jay M Robinson High School	HD Winkler Middle School	Pitt School Road Elementary School		Closed-Built Out	Single Family	8/27/2013	28	29	-1	12/21/2004		10.752	5.404	7.168	23.324	-0.384	-0.193	-0.256	-0.833
Kannapolis	SELLERS PROPERTY	SELLERS PROPERTY	APF2020-00021	BRANDY SELLERS	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Active (plating & permitting)	Single Family	10/21/2021	2	2	0			2.688	1.351	1.792	5.831	0	0	0	0
Concord	SETTLERS LANDING TOWNHOMES	SETTLERS LANDING TOWNHOMES	APF2008-00179	Coddle Creek Development Group, LLC	Jay M Robinson High School	HD Winkler Middle School	Pitt School Road Elementary School		Closed-Built Out	Townhouse	11/21/2017	116	125	-9	1/15/2008	3/29/2015	16.008	8.004	10.672	34.684	-1.242	-0.621	-0.828	-2.691
Kannapolis	SETTLERS RIDGE	SETTLERS RIDGE	APF2008-00108	Craft/CP Morgan	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Wincoff Elementary School		All Lots Platted	Single Family	1/14/2011	150	138	12	1/7/2004		57.6	28.95	38.4	124.95	4.608	2.316	3.072	9.996
Kannapolis	SHERWOOD DEVELOPMENT	SHERWOOD DEVELOPMENT	APF2018-00014	BLOC DESIGN	Northwest Cabarrus High School		Charles A Boger Elementary School		Void	Single Family		91	0	91			34.944	17.563	23.29	75.803	34.944	17.563	23.29	75.803
Kannapolis	SHILOH VILLAGE	SHILOH VILLAGE	APF2008-00071	SHILOH RIDGE DEVELOPMENT, LLC	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Closed-Built Out	Single Family	10/12/2021	30	31	-1	6/19/2006		11.52	5.79	7.68	24.99	-0.384	-0.193	-0.256	-0.833
Locust	SIGNATURE DEVELOPMENT	SIGNATURE DEVELOPMENT	APF2009-00007	Chris Hunter	Central Cabarrus High School	C C Griffin Middle School	Bethel Elementary School		Pending	Single Family		70	0	70	1/8/2008		26.88	13.51	17.92	58.31	26.88	13.51	17.92	58.31
Cabarrus County	SKYBROOK	SKYBROOK	APF2008-00104	MVC, LLC/Bryan Properties	Cox Mill High School	Harris Road Middle School	Cox Mill Elementary School		Closed-Built Out	Single Family	2/23/2018	254	388	-134	12/17/1998		97.536	49.022	65.024	211.582	-51.456	-25.862	-34.304	-111.622
Cabarrus County	SKYBROOK APARTMENTS	SKYBROOK APARTMENTS	APF2017-00014	JIM GRDICH	Cox Mill High School		Cox Mill Elementary School		Issued	Single Family	4/6/2017	268	280	-12			62.176	31.088	41.54	134.804	-1.86	-1.392	-1.86	-6.036
Concord	SKYBROOK CORNERS	SKYBROOK CORNERS	APF2020-00001	SCOTT WILSON	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Pending	Townhouse		71	0	71			9.798	4.899	6.532	21.229	9.798	4.899	6.532	21.229
Kannapolis	SOUTH EMERSON HILLS APARTMENT HOMES	SOUTH EMERSON HILLS APARTMENT HOMES	APF2022-00023	Kara Strickland	Concord High School	Concord Middle School	Royal Oaks Elementary School		Active (plating & permitting)	Multi Family		0	0	0			0	0	0	0	0	0	0	0
Kannapolis	SOUTH RIDGE MULTI FAMILY	SOUTH RIDGE MULTI FAMILY	APF2022-00057	CHRIS WATTS	A L Brown High School	Kannapolis Middle School	Forest Park Elementary School		Construction Drawing Review	Multi Family	1/24/2023	6	6	0			1.392	0.696	0.93	3.018	0	0	0	0
Mt. Pleasant	SOUTH SKYLAND TOWNHOMES	SOUTH SKYLAND TOWNHOMES	APF2018-00017	RONALD BURRAGE	Mt Pleasant High School	Mt Pleasant Middle School	Mt Pleasant Elementary School		Construction Drawing Review	Multi Family		16	0	16			3.712	1.856	2.48	8.048	3.712	1.856	2.48	8.048
Kannapolis	SOUTH VILLAGE SINGLE FAMILY	SOUTH VILLAGE SINGLE FAMILY	APF2009-00001	Richard McGinnis	A L Brown High School	Kannapolis Middle School	Fred L Wilson Elementary School	Kannapolis Intermediate School	Inactive	Single Family	1/4/2023	15	9	6		8/8/2012	5.76	2.895	3.84	12.495	2.304	1.158	1.536	4.998
Kannapolis	SOUTH VILLAGE TOWNHOMES	SOUTH VILLAGE TOWNHOMES	APF2009-00002	Richard McGinnis	A L Brown High School	Kannapolis Middle School	Fred L Wilson Elementary School	Kannapolis Intermediate School	Inactive	Townhouse	2/27/2023	145	62	83		8/8/2012	20.01	10.005	13.34	43.355	11.454	5.727	7.636	24.817
Concord	SOUTHWOOD REALTY APTS	SOUTHWOOD REALTY APTS	APF2019-00023	WILLIAM RATCHFORD	Concord High School	HD Winkler Middle School	Weddington Hills Elementary School		Pending	Multi Family		0	0	0			0	0	0	0	0	0	0	0
Concord	SPRING MEADOW	SPRING MEADOW	APF2017-00041	BOYD STANLEY	Jay M Robinson High School	HD Winkler Middle School	Wolf Meadow Elementary School		Active (plating & permitting)	Single Family	3/3/2023	169	123	46			44.16	22.195	29.44	95.795	17.664	8.878	11.776	38.318
Concord	SPRING STREET TOWNHOMES	SPRING STREET TOWNHOMES	APF2021-00014	ALEX PETER	Concord High School	Concord Middle School	R Brown McAllister Elementary School		Pending	Townhouse		30	0	30			4.14	2.07	2.76	8.97	4.14	2.07	2.76	8.97
Concord	ST ANDREWS PHASE 7	ST ANDREWS PHASE 7	APF2008-00105	Danny Bost T.W.L.S. Inc.	Central Cabarrus High School	C C Griffin Middle School	A T Allen Elementary School		Closed-Built Out	Single Family	12/30/2014	32	5	27	11/19/2001		12.288	6.176	8.192	26.656	10.368	5.211	6.912	22.491
Cabarrus County	ST ANDREWS PLACE	ST ANDREWS PLACE	APF2013-00003	twls, inc	Central Cabarrus High School	C C Griffin Middle School	A T Allen Elementary School		Closed-Built Out	Single Family	3/21/2014	516	238	278			198.144	99.588	132.096	429.828	106.752	53.654	71.168	231.574
Cabarrus County	ST ANDREWS PHASE 7	St. Andrews Phase 7	APF2008-00171	Danny Bost					Void	Single Family		35	0	35			13.44	6.755	8.96	29.155	13.44	6.755	8.96	29.155
Harrisburg	STALLINGS FARM	STALLINGS FARM	APF2008-00037	JOE M STALLINGS ET. AL.	Hickory Ridge High School	Hickory Ridge Middle School	Harrisburg Elementary School		Closed-Built Out	Single Family	12/29/2014	21	48	-27		4/18/2004	8.064	4.053	5.376	17.493	-10.368	-5.211	-6.912	-22.491
Harrisburg	STALLINGS FARM PHASE 5	STALLINGS FARM PHASE 5	APF2008-00126	VERNON BURRIS	Hickory Ridge High School	Hickory Ridge Middle School	Harrisburg Elementary School		Closed-Built Out	Single Family	7/31/2013	35	26	9	6/21/2004	12/22/2007	13.44	6.755	8.96	29.155	3.456	1.737	2.304	7.497
Cabarrus County	STALLINGS GLEN	STALLINGS GLEN	APF2010-00004	CHRISTOPHER PROPERTIES	Hickory Ridge High School	Hickory Ridge Middle School	Harrisburg Elementary School		Closed-Built Out	Single Family	8/1/2019	29	67	-38			11.136	5.597	7.424	24.157	-14.592	-7.334	-9.728	-31.654
Harrisburg	STALLINGS ROAD SUBDIVISION	STALLINGS ROAD SUBDIVISION	APF2018-00013	ROBERT W NIXON	Hickory Ridge High School	Hickory Ridge Middle School	Harrisburg Elementary School		Active (plating & permitting)	Single Family	9/14/2022	191	17	174			73.344	36.863	48.896	159.103	66.816	33.582	44.544	144.942
Concord	STILLWATER	STILLWATER	APF2008-00048	BRIAN LAYTON & JAMES D. LINKER	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Beverly Hills Elementary School		Void	Single Family		6	0	6	2/20/2007	2/20/2013	2.304	1.158	1.536	4.998	2.304	1.158	1.536	4.998
Kannapolis	STONEWOOD TOWNHOMES	STONEWOOD TOWNHOMES	APF2017-00035	COLE JENEST & STONE	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Pending	Townhouse		22	0	22			3.036	1.518	2.024	6.578	3.036	1.518	2.024	6.578
Cabarrus County	SUGAR HILL SUBDIVISION	SUGAR HILL SUBDIVISION	APF2014-00010	JBR CUSTOM HOMES INC	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Closed-Built Out	Single Family		9	0	9	11/12/2014	11/12/2016	3.456	1.737	2.304	7.497	3.456	1.737	2.304	7.497
Kannapolis	SUMMERLYN VILLAGE - SINGLE FAMILY ATTACHED	SUMMERLYN VILLAGE - SINGLE FAMILY ATTACHED	APF2020-00007	MATT PANNELL	A L Brown High School	Kannapolis Middle School	Fred L Wilson Elementary School		Active (plating & permitting)	Townhouse		152	0	152			20.976	10.488	13.984	45.448	20.976	10.488	13.984	45.448
Kannapolis	SUMMERLYN VILLAGE - SINGLE FAMILY DETACHED	SUMMERLYN VILLAGE - SINGLE FAMILY DETACHED	APF2020-00006	MATT PANNELL	A L Brown High School	Kannapolis Middle School	Fred L Wilson Elementary School		Active (plating & permitting)	Single Family		220	0	220			84.48	42.46	56.32	183.26	84.48	42.46	56.32	183.26
Kannapolis	SUMMERS WALK	SUMMERS WALK	APF2009-00006	FC SUMMERS WALK LLC A NC LLC	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Closed-Built Out	Single Family	6/2/2022	99	81	18	1/27/2014		38.016	19.107	25.344	82.467	6.912	3.474	4.608	14.994
Kannapolis	SUMMIT SPRINGS	SUMMIT SPRINGS	APF2022-00022	Campbell	A L Brown High School	Kannapolis Middle School	Jackson Park Elementary School		Construction Drawing Review	Multi Family		18	0	18			4.176	2.088	2.79	9.054				
Concord	TAYLOR GLEN	TAYLOR GLEN	APF2022-00043	REED VANDERSLUK	Jay M Robinson High School	HD Winkler Middle School	Carl A Furr Elementary School		Age Restricted Development	Single Family		241	0	241			55.912	27.956	37.355	121.223				
Concord	TAYLOR MORRISON	TAYLOR MORRISON	APF2021-00060	JOE WILSON	Concord High School	HD Winkler Middle School	Weddington Hills Elementary School		Pending	Single Family		213	0	213			81.792	41.109	54.528	177.429	81.792	41.109	54.528	177.429
Harrisburg	FARMINGTON TOWNHOMES	TERRACES AT FARMINGTON	APF2017-00010	ROCKY RIVER ROAD ASSOC LLC	Hickory Ridge High School	Hickory Ridge Middle School	Harrisburg Elementary School		Construction Drawing Review	Townhouse		190	0	190			26.22	13.11	17.48	56.81	26.22	13.11	17.48	56.81
Concord	THE ARBORS	THE ARBORS	APF2019-00028	GINGER MOORE	Concord High School	Concord Middle School	R Brown McAllister Elementary School		Pending	Townhouse		22	0	22			3.036	1.518	2.024	6.578	3.036	1.518	2.024	6.578
Cabarrus County	THE BLUFFS AT MILL BRIDGE	THE BLUFFS AT MILL BRIDGE	APF2008-00076	HARTSELL BROTHERS	Central Cabarrus High School	C C Griffin Middle School	Bethel Elementary School		All Lots Platted	Single Family	5/27/2022	20	14	6	5/18/2006	5/17/2012	7.68	3.86	5.12	16.66	2.304	1.158	1.536	4.998
Concord	THE CASCADES	THE CASCADES	APF2022-00012	THE ISAACS GROUP	Jay M Robinson High School	HD Winkler Middle School	Wolf Meadow Elementary School		Pending	Single Family		36	0	36						8.352	4.176	5.58	18.108	
Harrisburg	THE COURTYARDS ON ROBINSON CHURCH	THE COURTYARDS ON ROBINSON CHURCH	APF2018-00012	YARBROUGH-WILLIAMS & HOULE, INC	Hickory Ridge High School	Hickory Ridge Middle School	Harrisburg Elementary School		Construction Drawing Review	Single Family		77	0	77			29.568	14.861	19.712	64.141	29.568	14.861	19.712	64.141
Cabarrus County	THE ENCLAVE AT TIMBER RIDGE	THE ENCLAVE AT TIMBER RIDGE	APF2008-00109	Metrolina Development Corp.	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		All Lots Platted	Single Family	4/27/2021	21	16	5	8/18/2005		8.064	4.053	5.376	17.493	1.92	0.965	1.28	4.165
Kannapolis	THE FALLS (ROWAN COUNTY)	THE FALLS (ROWAN COUNTY)	APF2017-00004	B & C LAND HOLDINGS	A L Brown High School	Kannapolis Middle School	Jackson Park Elementary School		Closed-Built Out	Single Family														

Jurisdiction	APF Base Data Subdivision	Subdivision	APF	Applicant	High School	Middle School	Elementary School	Intermediate School	Status	Subdivision Type	Last Permit	Units Issued	Units Remaining	Units Approved	DO Lag Expiration	Elementary Students	Middle Students	High Students	Total Students	Remaining Elementary	Remaining Middle	Remaining High	Remaining Total
Harrisburg	THE SLOOP ESTATES AT ROCKY RIVER CROSSING	THE SLOOP ESTATES AT ROCKY RIVER CROSSING	APF2008-00123	MILDRED S. McMANUS	Hickory Ridge High School	Hickory Ridge Middle School	Pitt School Road Elementary School		Closed-Built Out	Single Family		16	0	16	5/22/2005	6.144	3.088	4.096	13.328	6.144	3.088	4.096	13.328
Concord	THE STATION AT POPLAR TENT	THE STATION AT POPLAR TENT	APF2008-00182	Tom McClellan	Jay M Robinson High School	HD Winkler Middle School	Carl A Furr Elementary School		Closed-Built Out	Multi Family	4/28/2016	312	312	0		72.384	36.192	48.36	156.936	0	0	0	0
Concord	THE VIEW	THE VIEW	APF2008-00180	Dane Dysert	Jay M Robinson High School	Harris Road Middle School	Wedington Hills Elementary School		Void	Single Family		0	0	0		0	0	0	0	0	0	0	0
Locust	THE VILLAGE AT REDBRIDGE TOWNHOMES	THE VILLAGE AT REDBRIDGE TOWNHOMES	APF2009-00004	Mark Friedman	Central Cabarrus High School	C C Griffin Middle School	Bethel Elementary School		Approved	Single Family	4/20/2020	417	37	380	3/1/2005	160.128	80.481	106.752	347.361	145.92	73.34	97.28	316.54
Concord	THE VILLAGES AT SKYBROOK NORTH	THE VILLAGES AT SKYBROOK NORTH	APF2008-00087	PULTE HOMES	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Closed-Built Out	Single Family	4/7/2020	467	415	52	1/18/2005	179.328	90.131	119.552	389.011	19.968	10.036	13.312	43.316
Concord	THE VILLAGES AT SKYBROOK NORTH PHASE 3	THE VILLAGES AT SKYBROOK NORTH PHASE 3	APF2009-00011	Steven Pace	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Void	Single Family	9/16/2013	33	3	30	11/18/2008	12.672	6.369	8.448	27.489	11.52	5.79	7.68	24.99
Concord	THE WOODS ON SOUTH UNION	THE WAYFORTH AT CONCORD	APF2017-00018	MARTIN MARIETTA	Jay M Robinson High School	HD Winkler Middle School	Carl A Furr Elementary School		Closed-Built Out	Townhouse	7/22/2020	150	157	-7		0	0	0	0	-0.966	-0.483	-0.644	-2.093
Concord	THE WOODS ON SOUTH UNION	THE WOODS ON SOUTH UNION	APF2013-00006	MSMC Venture, LLC	Concord High School	Concord Middle School	W M Irvin Elementary School		Closed-Built Out	Single Family	12/30/2019	77	28	49		29.568	14.861	19.712	64.141	18.816	9.457	12.544	40.817
Midland	THOMPSONS LAKE	THOMPSONS LAKE	APF2008-00134	FRANK JACOBUS, WILLIAM BREWSTER CO., INC	Central Cabarrus High School	C C Griffin Middle School	Bethel Elementary School		Expired	Single Family	9/16/2011	58	1	57	2/6/2009	34.344	15.012	13.392	62.748	21.888	11.001	14.592	47.481
Concord	TOWER PLACE TOWNHOMES PHASE 2	TOWER PLACE TOWNHOMES PHASE 2	APF2009-00015	Fortune	Jay M Robinson High School	HD Winkler Middle School	Wolf Meadow Elementary School		Pending	Townhouse		64	0	64		8.832	4.416	5.888	19.136	8.832	4.416	5.888	19.136
Harrisburg	TRAMORE	TRAMORE	APF2021-00025	ALAN KERLEY					Construction Drawing Review	Single Family		42	0	42		16.128	8.106	10.752	34.986	16.128	8.106	10.752	34.986
Concord	TRANSFORMATION HOMES	TRANSFORMATION HOMES	APF2021-00061	RYAN LINDSEY	Central Cabarrus High School	C C Griffin Middle School	Wolf Meadow Elementary School		Pending	Single Family		13	0	13		4.992	2.509	3.328	10.829	4.992	2.509	3.328	10.829
Kannapolis	TRINITY CREST	TRINITY CREST	APF2008-00158	Cindy Geater	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Active Platting	Single Family	11/3/2015	60	60	0		23.04	11.58	15.36	49.98	0	0	0	0
Kannapolis	TRINITY CROSSING	TRINITY CROSSING	APF2021-00055	REQ FUNDING SOLUTIONS III	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Active (platting & permitting)	Single Family	8/11/2022	115	49	66		44.16	22.195	29.44	95.795	25.344	12.738	16.896	54.978
Kannapolis	TRINITY CHURCH ROAD DEVELOPMENT	TRINITY CROSSING ROAD DEVELOPMENT	APF2017-00046	BOYD STANLY	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Pending	Single Family		149	0	149		57.216	28.757	38.144	124.117	57.216	28.757	38.144	124.117
Cabarrus County	TRINITY PLACE	TRINITY PLACE	APF2008-00159	Primestar Properties Inc	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Closed-Built Out	Single Family	6/2/2022	5	10	-5		1.92	0.965	1.28	4.165	-1.92	-0.965	-1.28	-4.165
Kannapolis	TRINITY ROAD APARTMENTS	TRINITY ROAD APARTMENTS	APF2020-00036	INDUS TRINITY	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Pending	Multi Family		114	0	114		26.448	13.224	17.67	57.342	26.448	13.224	17.67	57.342
Concord	TROUTMAN ENTERPRISES	TROUTMAN ENTERPRISES	APF2020-00010	JEFF YOUNG	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Winecoff Elementary School		Construction Drawing Review	Single Family	12/8/2021	14	6	8		5.376	2.702	3.584	11.662	3.072	1.544	2.048	6.664
Midland	TUCKER CHASE	TUCKER CHASE	APF2008-00101	CHUCK STEVENS	Central Cabarrus High School	C C Griffin Middle School	Bethel Elementary School		Active (platting & permitting)	Single Family	7/26/2016	130	129	1	6/1/2004	62.208	31.266	41.472	134.946	0.384	0.193	0.256	0.833
Concord	TUCKER'S WALK	TUCKER'S WALK	APF2017-00033	KEN ORNDORFF	Cox Mill High School	Harris Road Middle School	Cox Mill Elementary School		Active Building Permitting	Townhouse	2/10/2023	91	21	70		12.558	6.279	8.372	27.209	9.66	4.83	6.44	20.93
Concord	UNICA	UNICA	APF2015-00008	UNICA U B O	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Withdrawn	Single Family		175	0	175		67.2	33.775	44.8	145.775	67.2	33.775	44.8	145.775
Concord	UPPER ROOM INTERNATIONAL	UPPER ROOM INTERNATIONAL	APF2021-00022	KEVIN WILLIAMS	Central Cabarrus High School	C C Griffin Middle School	Wolf Meadow Elementary School		Pending	Multi Family		60	0	60		13.92	6.96	9.3	30.18	13.92	6.96	9.3	30.18
Cabarrus County	VANDERBURG ESTATES	VANDERBURG ESTATES	APF2008-00160	Horton Landvest Inc	Central Cabarrus High School	C C Griffin Middle School	Bethel Elementary School		All Lots Platted	Single Family	7/14/2022	114	51	63		43.776	22.002	29.184	94.962	24.192	12.159	16.128	52.479
Kannapolis	VIDA	VIDA	APF2016-00027	CITY OF KANNAPOLIS	A L Brown High School	Kannapolis Middle School	Woodrow Wilson Elementary School		Closed-Built Out	Multi Family		280	0	280		64.96	32.48	43.4	140.84	64.96	32.48	43.4	140.84
Kannapolis	VIDA III	VIDA 3	APF2022-00021	Aaron Wagoner	A L Brown High School	Kannapolis Middle School	Woodrow Wilson Elementary School		Pending	Multi Family		0	0	0		0	0	0	0	0	0	0	0
Concord	VILLAGES AT DREAMING CREEK SINGLE FAMILY	VILLAGES AT DREAMING CREEK SINGLE FAMILY	APF2008-00091	YATES PROPERTIES, LLC	Jay M Robinson High School	HD Winkler Middle School	Wolf Meadow Elementary School		Withdrawn	Single Family		57	0	57	7/17/2009	21.888	11.001	14.592	47.481	21.888	11.001	14.592	47.481
Concord	VILLAGES AT DREAMING CREEK TOWNHOMES	VILLAGES AT DREAMING CREEK TOWNHOMES	APF2009-00003	YATES PROPERTIES, LLC	Jay M Robinson High School	HD Winkler Middle School	Wolf Meadow Elementary School		Withdrawn	Townhouse		46	0	46	7/17/2009	6.348	3.174	4.232	13.754	6.348	3.174	4.232	13.754
Kannapolis	VILLAS AT FOREST PARK RETIREMENT FACILITY	VILLAS AT FOREST PARK RETIREMENT FACILITY	APF2008-00178	Douglas Company, LLC	A L Brown High School	Kannapolis Middle School	Forest Park Elementary School	Kannapolis Intermediate School	Closed-Built Out	Age Restricted		64	0	64		0	0	0	0	0	0	0	0
Concord	VILLAS AT LOGAN GARDENS RETIREMENT FACILITY	VILLAS AT LOGAN GARDENS RETIREMENT FACILITY	APF2009-00014	Doug Hart	Jay M Robinson High School	HD Winkler Middle School	W M Irvin Elementary School		Closed-Built Out	Age Restricted	1/28/2014	44	2	42	9/15/2009	0	0	0	0	0	0	0	0
Concord	VILLAS AT WINECOFF	VILLAS AT WINECOFF	APF2008-00043	Danny Bost	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Winecoff Elementary School		Closed-Built Out	Single Family	5/26/2017	99	85	14	3/15/2005	12.313	38.016	19.107	25.344	5.376	2.702	3.584	11.662
Kannapolis	W F ST TOWNHOMES	W F ST TOWNHOMES	APF2022-00019	David Miller	A L Brown High School	Kannapolis Middle School	Fred L Wilson Elementary School		Active (platting & permitting)	Townhouse		12	0	12		0	0	0	0	1.656	0.828	1.104	3.588
Mt. Pleasant	WALKER ROAD PROPERTIES	WALKER ROAD PROPERTIES	APF2019-00006	ERIN BURRIS	Mt Pleasant High School	Mt Pleasant Middle School	Mt Pleasant Elementary School		Sketch	Single Family		60	0	60		23.04	11.58	15.36	49.98	23.04	11.58	15.36	49.98
Concord	WALLACE MEADOWS TOWNHOMES	WALLACE MEADOWS TOWNHOMES	APF2018-00008	PETE ELMER	Cox Mill High School	Harris Road Middle School	Cox Mill Elementary School		Pending	Townhouse		98	0	98		13.524	6.762	9.016	29.302	13.524	6.762	9.016	29.302
Kannapolis	WATERFORD ON THE ROCKY RIVER	WATERFORD ON THE ROCKY RIVER	APF2008-00066	Justin E Kies	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Active (platting & permitting)	Single Family	1/4/2018	278	246	32	4/21/2005	106.752	53.654	71.168	231.574	12.288	6.176	8.192	26.656
Concord	WATERSTONE AT WEDDINGTON APARTMENTS	WATERSTONE AT WEDDINGTON APARTMENTS	APF2008-00137	Brian Kaiser	Jay M Robinson High School	HD Winkler Middle School	Carl A Furr Elementary School		Closed-Built Out	Multi Family	1/17/2013	412	476	-64	11/21/2006	61.8	22.66	29.664	114.124	-14.848	-7.424	-9.92	-32.192
Concord	WEBUILD CONCORD	WEBUILD CONCORD	APF2022-00049	KARUIAM BOOKER	Jay M Robinson High School	Concord Middle School	Wolf Meadow Elementary School		Pending	Townhouse		26	0	26		3.588	1.794	2.392	7.774	3.588	1.794	2.392	7.774
Concord	WEDDINGTON HILLS OF CONCORD	WEDDINGTON HILLS OF CONCORD	APF2019-00020	HOLLY PAGEL	Jay M Robinson High School	HD Winkler Middle School	Carl A Furr Elementary School		Pending	Multi Family		144	0	144		68.904	34.452	46.035	149.391	33.408	16.704	22.32	72.432
Concord	WEDDINGTON ROAD SINGLE FAMILY DETACHED	WEDDINGTON ROAD SINGLE FAMILY DETACHED	APF2021-00038	DANIEL LAMBERT	Jay M Robinson High School	HD Winkler Middle School	Wedington Hills Elementary School		Pending	Single Family		85	0	85		32.64	16.405	21.76	70.805	32.64	16.405	21.76	70.805
Concord	WEDDINGTON ROAD SITE MATTAMY HOMES	WEDDINGTON ROAD SITE MATTAMY HOMES	APF2015-00005	MATTAMY HOMES	Jay M Robinson High School	HD Winkler Middle School	Carl A Furr Elementary School		Void	Single Family		281	0	281		107.904	54.233	71.936	234.073	107.904	54.233	71.936	234.073
Concord	WEDDINGTON ROAD TOWNHOMES	WEDDINGTON ROAD TOWNHOMES	APF2021-00039	DANIEL LAMBERT	Jay M Robinson High School	HD Winkler Middle School	Wedington Hills Elementary School		Pending	Townhouse		246	0	246		33.948	16.974	22.632	73.554	33.948	16.974	22.632	73.554
Concord	WEDDINGTON ROAD TRACT	WEDDINGTON ROAD TRACT	APF2017-00045	SCOTT KIGER	Jay M Robinson High School	HD Winkler Middle School	Carl A Furr Elementary School		Void	Multi Family		268	0	268		62.176	31.088	41.54	134.804	62.176	31.088	41.54	134.804
Concord	WEDDINGTON ROAD VILLAS	WEDDINGTON ROAD VILLAS	APF2020-00033	EDDIE MOORE	Jay M Robinson High School	HD Winkler Middle School	Carl A Furr Elementary School		Pending	Townhouse		90	0	90		12.42	6.21	8.28	26.91	12.42	6.21	8.28	26.91
Kannapolis	WELLINGTON CHASE	WELLINGTON CHASE	APF2008-00061	PARKER AND ORLEANS HOMEBUILDERS	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Closed-Built Out	Single Family	10/13/2017	349	366	-17	9/29/2005	134.016	67.357	89.344	290.717	-6.528	-3.281	-4.352	-14.161
Kannapolis	WELLINGTON GARDENS	WELLINGTON GARDENS	APF2013-00013	REA VENTURE GROUP	Cox Mill High School	Harris Road Middle School	W R Odell Elementary School		Inactive	Multi Family		72	0	72	5/1/2013	16.704	8.352	11.16	36.216	16.704	8.352	11.16	36.216
Concord	WELLSPRING VILLAGE RETIREMENT COMMUNITY	WELLSPRING VILLAGE RETIREMENT COMMUNITY	APF2008-00177	Crosland Homes	Jay M Robinson High School	HD Winkler Middle School	Carl A Furr Elementary School		Closed-Built Out	Age Restricted	11/12/2008	52	8	44	3/20/2008	0	0	0	0	0	0	0	0
Kannapolis	WEST G STREET	WEST G STREET	APF2018-00002	LONG RANGE DEVELOPMENT & PROPERTIES	A L Brown High School	Kannapolis Middle School	Fred L Wilson Elementary School		Closed-Built Out	Single Family		6	0	6		2.304	1.158	1.536	4.998	2.304	1.158	1.536	4.998
Kannapolis	WEST OAKS PHASE 2	WEST OAKS PHASE 2	APF2008-00111	Brandon Little & Stephen Wasserman	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Expired	Single Family	6/14/2022	13	2	11	9/23/2008	4.992	2.509	3.328	10.829	4.224	2.123	2.816	9.163
Concord	WEXFORD POINTE APARTMENTS	WEXFORD POINTE APARTMENTS	APF2009-00012	Cathy Connors	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Winecoff Elementary School		Closed-Built Out	Multi Family	5/6/2010	106	106	0									

Jurisdiction	APF Base Data Subdivision	Subdivision	APF	Applicant	High School	Middle School	Elementary School	Intermediate School	Status	Subdivision Type	Last Permit	Units Approved	Units Issued	Units Remaining	Dev Order Approved	DO Lag Expiration	Elementary Students	Middle Students	High Students	Total Students	Remaining Elementary	Remaining Middle	Remaining High	Remaining Total
Concord	WILKINSON COURT REDEVELOPMENT SINGLE FAMILY	WILKINSON COURT REDEVELOPMENT SINGLE FAMILY	APF2019-00015	CITY OF CONCORD	Concord High School	Concord Middle School	W M Irvin Elementary School		Void	Single Family	2/11/2021	7	13	-6			2,688	1,351	1,792	5,831	-2,304	-1,158	-1,536	-4,998
Concord	WILKINSON COURT REDEVELOPMENT TOWNHOMES	WILKINSON COURT REDEVELOPMENT TOWNHOMES	APF2019-00014	CITY OF CONCORD	Concord High School	Concord Middle School	W M Irvin Elementary School		Pending	Townhouse	7/13/2022	20	22	-2			2,76	1,38	1,84	5,98	-0,276	-0,138	-0,184	-0,598
Concord	WILKINSON CT DEVELOPMENT	WILKINSON CT DEVELOPMENT	APF2022-00042	KATE UNDERWOOD	Concord High School	Concord Middle School	W M Irvin Elementary School		Pending				8	0	8						1,856	0,928	1,24	4,024
Concord	WILKINSON CT TOWNHOMES	WILKINSON CT TOWNHOMES	APF2022-00034	BLOC DESIGN	Concord High School	Concord Middle School	W M Irvin Elementary School		Active Building Permitting	Townhouse		12	0	12			1,656	0,828	1,104	3,588	1,656	0,828	1,104	3,588
Concord	WINDING WALK	WINDING WALK	APF2008-00092	Shea Homes	Cox Mill High School	Harris Road Middle School	Cox Mill Elementary School		Closed-Built Out	Single Family	10/16/2014	472	482	-10	7/13/2003	6/20/2013	181,248	91,096	120,832	393,176	-3,84	-1,93	-2,56	-8,33
Kannapolis	WINDSOR	WINDSOR	APF2013-00005	KANNAPOLIS REAL ESTATE	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Winecoff Elementary School		Expired	Single Family	7/11/2022	98	39	59			37,632	18,914	25,088	81,634	22,656	11,387	15,104	49,147
Kannapolis	WINDSOR PHASE IIB	WINDSOR PHASE IIB	APF2013-00004	KANNAPOLIS REAL ESTATE					Void	Single Family		0	0	0			0	0	0	0	0	0	0	0
Concord	WINECOFF SCHOOL ROAD PROJECT	WINECOFF SCHOOL ROAD PROJECT	APF2018-00010	CHRIS TODD	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Winecoff Elementary School		Void	Townhouse		117	0	117			16,146	8,073	10,764	34,983	16,146	8,073	10,764	34,983
Kannapolis	WHISPERING WINDS	WHISPERING WINDS	APF2014-00021	UNKNOWN	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Closed-Built Out	Single Family	10/23/2008	36	33	3	9/8/2000		13,824	6,948	9,216	29,988	1,152	0,579	0,768	2,499
Concord	WOODBIDGE AT ZEMOSA	WOODBIDGE AT ZEMOSA	APF2008-00090	NIBLOCK DEVELOPMENT CORP.	Northwest Cabarrus High School	Northwest Cabarrus Middle School	Charles A Boger Elementary School		Closed-Built Out	Single Family	4/20/2020	50	49	1	5/15/2007	3/15/2015	19,2	9,65	12,8	41,65	0,384	0,193	0,256	0,833
Midland	WYNDHAM ESTATES	WYNDHAM ESTATES	APF2008-00135	SCOTT COLLINS	Central Cabarrus High School	C C Griffin Middle School	Bethel Elementary School		Closed-Built Out	Single Family	9/18/2017	21	21	0	11/20/2007		11,52	5,79	7,68	24,99	0	0	0	0
Midland	WYNDHAM FOREST	WYNDHAM FOREST	APF2017-00024	DEPENDABLE DEVELOPMENT INC	Central Cabarrus High School	C C Griffin Middle School	Bethel Elementary School		Closed-Built Out	Single Family	10/19/2018	30	29	1			11,52	5,79	7,68	24,99	0,384	0,193	0,256	0,833
Midland	WYNTREE	WYNTREE	APF2008-00136	UNKNOWN	Central Cabarrus High School	C C Griffin Middle School	Bethel Elementary School		Closed-Built Out	Multi Family	5/12/2021	149	134	15			34,568	17,284	23,095	74,947	3,48	1,74	2,325	7,545
Concord	YATES MEADOW	YATES MEADOW	APF2008-00088	YATES MEADOW	Jay M Robinson High School	HD Winkler Middle School	Pitt School Road Elementary School		Closed-Built Out	Single Family	10/1/2013	220	147	73			84,48	42,46	56,32	183,26	28,032	14,089	18,688	60,809
Concord	ZION CHURCH RD RESIDENTIAL	ZION CHURCH RD RESIDENTIAL	APF2020-00014	FRANK SHEPHERDSON	Central Cabarrus High School	C C Griffin Middle School	Rocky River Elementary School		Void	Single Family		29	0	29			11,136	5,597	7,424	24,157	11,136	5,597	7,424	24,157
Harrisburg	ZION CHURCH RD RESIDENTIAL	ZION CHURCH RD RESIDENTIAL	APF2020-00005	FRANK SHEPHERDSON	Central Cabarrus High School	C C Griffin Middle School	Rocky River Elementary School		Pending	Single Family		29	0	29			11,136	5,597	7,424	24,157	11,136	5,597	7,424	24,157
Concord	ZION CHURCH RD RESIDENTIAL	ZION CHURCH RD RESIDENTIAL	ION	FRANK SHEPHERDSON	Central Cabarrus High School	C C Griffin Middle School	Rocky River Elementary School		Void	Single Family		29	0	29			11,136	5,597	7,424	24,157	11,136	5,597	7,424	24,157
Concord	ZION CHURCH ROAD SINGLE FAMILY CONCEPT	ZION CHURCH ROAD SINGLE FAMILY CONCEPT	APF2018-00027	JEREMY HORTON	A L Brown High School	C C Griffin Middle School	A T Allen Elementary School		Withdrawn	Single Family		222	0	222			85,248	42,846	56,832	184,926	85,248	42,846	56,832	184,926
Concord	ZION CHURCH ROAD SITE	ZION CHURCH ROAD SITE	APF2018-00020	MATT MANDLE	Central Cabarrus High School	C C Griffin Middle School	A T Allen Elementary School		Pending	Single Family		116	0	116			44,544	22,388	29,696	96,628	44,544	22,388	29,696	96,628
Concord	ZION CHURCH ROAD TOWNHOME CONCEPT	ZION CHURCH ROAD TOWNHOME CONCEPT	APF2018-00026	JEREMY HORTON	Central Cabarrus High School	C C Griffin Middle School	A T Allen Elementary School		Withdrawn	Townhouse		153	0	153			21,114	10,557	14,076	45,747	21,114	10,557	14,076	45,747
												77976	28601	50,283			22903.39	11475.2	15211.54	49590.12	14080.904	7063.756	9393.003	30537.663

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**March 20, 2023
6:30 PM**

AGENDA CATEGORY:

Reports

SUBJECT:

EDC - February 2023 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.

EXPECTED LENGTH OF PRESENTATION:

SUBMITTED BY:

Page Castrodale, EDC Executive Director

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

This item was approved by the Board for inclusion on the Agenda.

ATTACHMENTS:

- Report

Project Activity Report

FEBRUARY 2023

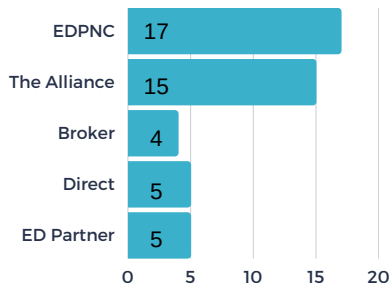


STATS OVER THE PAST MONTH

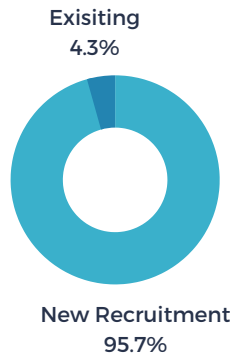
The EDC received 12 new projects/RFIs (request for information) in February and submitted sites/buildings for 6 of the new requests. There were 2 client/consultant site visits or meetings in February.

Project Activity Highlights

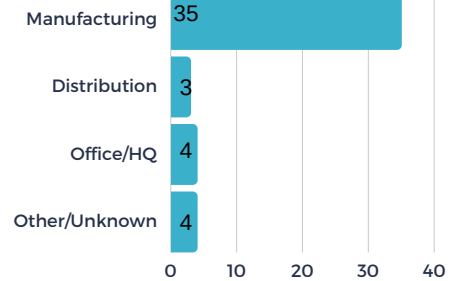
PROJECTS BY SOURCE



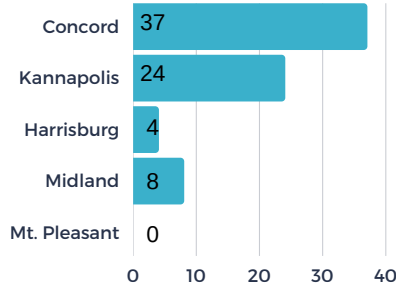
PROJECTS BY TYPE



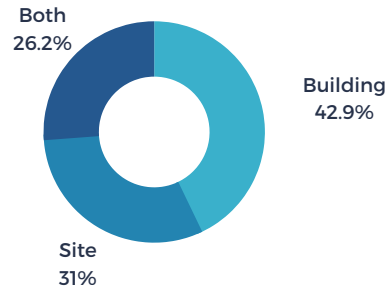
PROJECTS BY INDUSTRY



OF PROJECTS BY LOCATION



BUILDINGS VS. SITE - %



203

average jobs per project



81M

average investment per project

128K

average square feet per project



42

average acres per project



35%

of Cabarrus EDC's projects involved companies outside of the U.S.

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**March 20, 2023
6:30 PM**

AGENDA CATEGORY:

Closed Session

SUBJECT:

Closed Session - Pending Litigation

BRIEF SUMMARY:

A closed session is needed to discuss matters related to pending litigation as authorized by NCGS 143-318.11(a)(3).

REQUESTED ACTION:

Motion to go into closed session to discuss matters related to pending litigation as authorized by NCGS 143-318.11(a)(3).

EXPECTED LENGTH OF PRESENTATION:

30 Minutes

SUBMITTED BY:

Mike Downs, County Manager

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:
