

CABARRUS COUNTY



BOARD OF COMMISSIONERS WORK SESSION

**February 3, 2025
5:00 PM**

1. CALL TO ORDER - CHAIRMAN

2. APPROVAL OF WORK SESSION AGENDA - CHAIRMAN

2.1. BOC - Changes to the Agenda Pg. 3

3. DISCUSSION ITEMS - NO ACTION

3.1. County Manager - Public Safety Training Facility Master Plan Presentation Pg. 5

4. DISCUSSION ITEMS FOR ACTION

4.1. Finance - Financing Budget Amendment and Updated Project Ordinances Pg. 48

4.2. Sheriff's Office - Acceptance of Fees from the Interlocal Detention Agreement with Union County Sheriff's Office Pg. 58

4.3. Sheriff's Office - Additional Position Allocations for Law Enforcement in Town of Harrisburg Pg. 64

4.4. Sheriff's Office - Budget Amendment to Increase Medical Cost Pool Account Using Revenues From Housing State Misdemeanant Confinement Program (SMCP) Inmates Pg. 77

4.5. Sheriff's Office - Surplus of K9 Jax Due to Medical Reasons Pg. 80

4.6. Tax Administration - Advertisement of Delinquent 2024 Taxes Pg. 86

4.7. BOC - Appointments to Boards and Committees Pg. 89

4.8. BOC - Board Liaison Positions Pg. 91

5. APPROVAL OF REGULAR MEETING AGENDA

5.1. BOC - Approval of Regular Meeting Agenda Pg. 92

6. CLOSED SESSION

6.1. Closed Session - Pending Litigation and Personnel Pg. 95

7. ADJOURN

In accordance with ADA regulations, anyone in need of an accommodation to participate in

the meeting should notify the ADA coordinator at 704-920-2100 at least 48 hours prior to the meeting.

CABARRUS COUNTY



BOARD OF COMMISSIONERS WORK SESSION

**February 3, 2025
5:00 PM**

AGENDA CATEGORY:

Approval of Work Session Agenda - Chairman

SUBJECT:

BOC - Changes to the Agenda

BRIEF SUMMARY:

A list of changes to the agenda is attached.

REQUESTED ACTION:

Motion to approve the agenda as amended.

EXPECTED LENGTH OF PRESENTATION:

1 Minute

SUBMITTED BY:

Lauren Linker, Clerk to the Board

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

ATTACHMENTS:

- Changes to the Agenda



**CABARRUS COUNTY BOARD OF COMMISSIONERS
CHANGES TO THE AGENDA
February 3, 2025**

UPDATED:

Discussion Item - No Action
County Manager - Public Safety Training Facility Master Plan Presentation
Added Presentation

REMOVED:

Discussion Items for Action
Active Living and Parks (ALPS) - Feral Cats Trap-Neuter-Release Initiative

ADDITION:

Closed Session
6.1 Closed Session - Pending Litigation and Personnel

CABARRUS COUNTY



BOARD OF COMMISSIONERS WORK SESSION

**February 3, 2025
5:00 PM**

AGENDA CATEGORY:

Discussion Items - No Action

SUBJECT:

County Manager - Public Safety Training Facility Master Plan Presentation

BRIEF SUMMARY:

Staff and the design team will present the master plan that has been developed for the Public Safety Training Facility located on the former Stonewall Jackson Training School property. The design team will be participating virtually.

REQUESTED ACTION:

Receive input.

EXPECTED LENGTH OF PRESENTATION:

15 Minutes

SUBMITTED BY:

Kelly Sifford, Deputy County Manager
Michael Miller, Director of Design and Construction

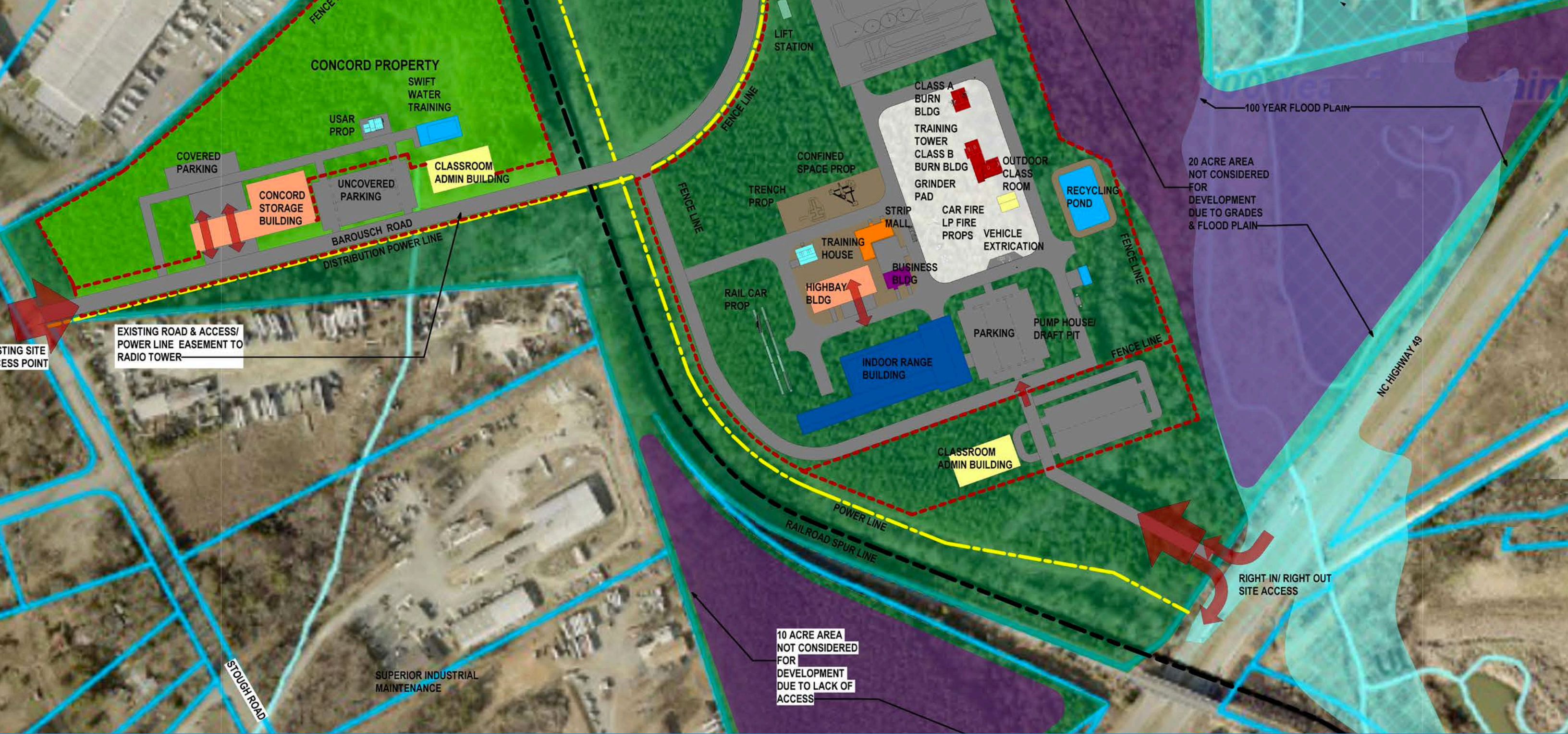
BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

ATTACHMENTS:

▣ Presentation



adwarchitects

RDg...
PLANNING • DESIGN

Cabarrus County REGIONAL PUBLIC SAFETY TRAINING CENTER Strategic Plan

2025



TABLE OF CONTENTS

INTRODUCTION ... 1

MASTER PLAN TRAINING NEEDS ASSESSMENT ... 3

MASTER PLAN PROGRAM & SITE PLAN ... 9

EXISTING TRAINING CONDITIONS ... 22

PHASE 1 NEEDS ASSESSMENT & LAYOUT ... 26

ORGANIZATIONAL STRUCTURE ... 33

GO FORWARD PLAN ... 39

BACKGROUND & PURPOSE

In July 2022, Cabarrus County, North Carolina engaged RDG Planning & Design, in collaboration with ADW Architects, to prepare a Strategic Business Plan (SBP) for the potential development of a Public Safety Training Center, which would be designed to meet the training needs of Cabarrus County, the City of Concord, and the City of Kannapolis public safety/first responder agencies. The project has been tentatively named the “**Cabarrus County Regional Public Safety Training Center.**” (Cabarrus County RPSTC)

Public safety leaders in the region have been discussing the need for a regional training center for at least 10 years. They agree that it would be advantageous to have a single regional facility rather than multiple smaller ones. The agencies are performing increasing multi-jurisdictional and inter-disciplinary training, which further supports a regional training center concept.

The Strategic Plan is an important tool that can help key leaders make informed and knowledgeable decisions for the safety and well-being of first responders, the citizens, and property in their community. This Strategic Plan evaluates options and makes recommendations for a course of action for the design and operation of the training center.

The strategic planning process will answer the following questions:

- Who will use the training center?
- What training will be provided at the center?
- What will it cost to build the center?
- What will it cost to annually operate the center?
- What are the preliminary site plans and equipment training prop requirements?
- What are the true land needs for the training center site?
- What is the most feasible partnership and governance plan?
- How will the center operate and be managed on a daily basis?
- What is the cost benefit of the training center?
- What funding options are available?

SCOPE

To accomplish the plan objectives, the report has been organized to include the following chapters and sections:

- Training Needs Assessment – This chapter includes several sections, including:
 - » A complete needs assessment of training population size (quantity of students) and the training hours required by the Cabarrus County Sherriff & Fire/EMS, City of Concord Police & Fire, and City of Kannapolis Police

(Project Partners) at current training levels. RDG reviewed and validated existing needs assessment data gathered by the Project Team. Guidelines from national, state, and local training standards were identified. A complete analysis of the Project Partner’s total training hours, class information, and training priority categories is documented.

- » A review of the Projects Partner’s current training assets and locations. Also included are key training assets of other entities in the region.
- Facilities Program – This chapter identifies the major components of the training center that are vital to sustaining and enhancing the Projects Partner’s training programs.
- Site Requirements and Layout – This chapter consists of a conceptual site plan that includes all of the components identified in the Facilities Program. It also addresses site topography, zoning, and utilities; image and visual impact; parking; and security.
- Organizational Structure – This chapter addresses the governance of the Cabarrus County RPSTC. It also determines the management, communication, and chain of command for the facility.
- Management Plan – This chapter creates an operational baseline for the training center. Daily procedures and policies are addressed, including staffing, day-to-day facility management, scheduling, and security.
- Financial and Resource Assessment – This chapter provides financial feasibility for the training center implementation and direction. It provides estimated values for all aspects of the facility, including operation and maintenance (O&M) costs.
- Go Forward Plan – This chapter includes RDG’s professional recommendations for the project’s success and gives the Project Partners a guideline outlining plans into the future.
- Appendices – This section contains supplementary material that complements the body of the report.

PROJECT TEAM

Senior staff from the Project Partner Agencies were made available to RDG and provided guidance for this report. These personnel are referred to as the Project Team. Personnel assisting with the project include:

- Cabarrus County
 - » Mike Downs, County Manager
 - » Kelly Sifford, Deputy County Manager
 - » Michael Miller, Design & Construction Director
- Cabarrus County Sheriff’s Office
 - » Van Shaw, Sheriff
 - » Tessa Burchett, Chief Deputy
 - » Kevin Klinglesmith, Captain

- Cabarrus County Emergency Management
 - » Jason Burnett, Emergency Management Director
 - » Jacob Thompson, Cabarrus County Fire Services Director/Fire Marshal
- City of Concord
 - » Marcella Beam, Assistant City Manager
- City of Kannapolis
 - » Eddie Smith, Deputy City Manager
- Concord Police Department
 - » Jimmy Hughes, Police Chief
 - » Keith Eury, Major
- Concord Fire Department
 - » Jake Williams, Fire Chief
 - » Steven McLendon, Deputy Fire Chief
 - » Josh Simpson, Training Division Chief
- Kannapolis Police Department
 - » Chris Hill, Deputy Chief
 - » Dale Burris, Sergeant
- ADW Architects
 - » Keith Carlyon
 - » Ashley Love
- RDG Planning & Design
 - » Frank Buono
 - » David Streebin
 - » Daniel Matoba
 - » Jeff Ringelman
- Timmons
 - » Brian Crutchfield

RDG conducted interviews with the Project Team. The purpose of this interaction was to gain an understanding of the project needs and desired outcomes. These interviews focused on subjects such as organizational structure, existing conditions, training philosophy, changes in staffing, future organization-growth factors, and unmet needs.

INTRODUCTION

MASTER PLAN TRAINING NEEDS ASSESSMENT



The following tables outline the detailed training requirements of the Partner Agencies and how those requirements relate to the proposed training center. The hours below reflect a full-scale Master Plan that includes all training hours that the agencies desire to use the Training Center for.

Below is a table showing the total class hours per year separated by agency.

FACILITY USER	SUM OF TOTAL STUDENT CONTACT CLASS HOURS PER YEAR
CONCORD FIRE DEPARTMENT (CFD)	141,816
CONCORD POLICE DEPARTMENT (CPD)	62,596
CABARRUS COUNTY SHERIFF'S OFFICE (CCSO)	36,304
FLOWES STORE FD	9,120
KANNAPOLIS POLICE DEPARTMENT (KPD)	8,600
KANNAPOLIS FIRE DEPARTMENT (KFD)**	6,180
NORTHEAST	5,720
CABARRUS COUNTY FIRE SERVICE (CCFS)	5,360
COUNTYWIDE	960
RIMER	800
MT. PLEASANT FIRE DEPARTMENT	640
MT. MITCHELL FIRE DEPARTMENT	600
ALLEN	588
COLD WATER	400
GEORGEVILLE	400
ODELL	400
GRAND TOTAL	280,484

*** The information collected from the Kannapolis Fire Department is included within the Master Plan, however KFD will pursue nearly all of their training within their own training grounds. The KFD information is retained for record of participation within the Master Planning of this regional facility.*

TRAINING CLASS LIST

RIMER

Fire

- Facility Training

ALLEN

Fire

- Forcible Entry
- Command Training
- Ventilation
- Flashover Training

CCFS

Fire

- Forcible Entry
- Ventilation
- Annual Fit for Duty
- Quarterly Skills Assessment
- Flashover
- Vehicle Extrication
- LP Fire Training
- Driver Training
- Search and Rescue
- RIT/MAYDAY
- Officer Development
- Fire Investigations
- Fire Code Training

COLD WATER

Fire

- Facility Training

COUNTY-WIDE

Fire

- Flashover Training
- Mutual Aid Multi-company Training
- Command and Accountability Training

FLOWES STORE FD

Fire

- Firefighter Certification
- Fireground Search and Hose Advancement
- Live Fire Training
- Pump and Driver Training
- Fire Control

GEORGEVILLE

Fire

- Facility Training

MT. MITCHELL FD

Fire

- Driver Training
- RIT/MAYDAY

- Fire Control
- LP Burn
- Search
- Large Vehicle Extrication

MT. PLEASANT FD

Fire

- Facility Training
- Command Training

NORTHEAST

Fire

- Facility Training
- Forcible Entry
- Ventilation
- Flashover Training
- LP Fire Training
- Driver Training
- TR Certification

ODELL

Fire

- Facility Training

CFD

Operations

- Technical Rescuer In-Service
- Annual Special Operations Drills
- CPAT
- EMS Con-Ed
- EMS Con-Ed TSOP/CPR
- FAA 139 Annual Requalification
- HazMat Quarterly Meetings and Training
- Hose Testing
- Annual Leadership In-Service Training
- NIMS 300
- NIMS 400
- Pump Testing
- TR Confined Space
- TR Trench

Training

- Annual Medical Physicals
- Applicant Interviews
- Applicant Written Test
- Company Performance Assessments
- CFD Engineer Academy
- CFD Engineer In-Service
- Fire Instructor I
- Fire Instructor II
- Fire Officer II
- Fire Inspector Con Ed

- FMO Usage
- Annual CFD ICS In-Service Training
- IMT Position Specific Courses
- NC ARFF Certification
- Officer Promotional Assessments
- Officer Development Academy
- Police Assist Company Initial
- Police Assist Company In-Service
- Recruit Graduation
- Recruit Class 34
- Respirator Fit Testing
- Rescue Task Force/Response to Active Shooter Training Initial
- Rescue Task Force/Response to Active Shooter Training
- Annual Shift Burns
- CFD Sub Driver Testing
- IMT O-305A All Hazards Incident Management Team
- IMT O-305B All Hazards Incident Management Team

Admin

- Camp Inferno

Investigations

- Open House

Prevention

- Fire Inspector In-Service
- Fire Inspector Law and Admin
- Fire Investigator In-Service
- FMO Monthly Meetings and Training

Department

- Honor Guard Meeting and Training
- Pipes and Drums Meeting and Training

KFD

Operations

- Multi Company Evolutions
- Annual Driving Evaluation
- KFD Rapid Intervention School

Training

- Engineer Development Program
- Kannapolis Fire Recruit Class

KPD

Training

- Drivers Training
- Felony Vehicle Stop Training

- Firearms Training
- Scat Training
- Building Clearing (Special Training)
- SRT Training

CPD

Police

- Driver Training
- Police Officer Physical Abilities Test (POPAT)
- ASP
- Crowd Control
- Firearms Qualifications, Firearms Classroom, and Decision Making
- K9
- Mobile Field Force
- OC
- Rifle Operator and Classroom Portion
- Rifle Re-Certification and Classroom
- Subject Control/Arrest Techniques (SCAT)
- SWAT
- TASER
- Weapon Mounted Light
- Basic Law Enforcement Training Academy

CCSO

Patrol

- Drivers Training
- SFST

All Sworn Deputies

- Tactical Emergency Casualty Care
- State Mandated In-Service Training
- Use of Force Day
- Firearms Qualification Pistol
- New Hire Firearms Qualification
- Taser OC Certification
- Spring Firearms

SRT Team

- SWAT Tactics: Breaching, Firearms, Precision Rifle, and Tactical Leadership

Bomb Squad Team

- Bomb Squad Training

CERT

- Civil Emergency Response

Training (CERT)

Agency

- General Instructor

Motorcycle Unit

- Motor Unit

Sworn

- Patrol Rifle - NEW Certification

Detention

- DO Firearms Certification
- DOCC

All Taser Certified Detention Officers

- Detention Taser Recertification

All Taser Certified Deputies

- Deputy Taser Recertification

All Rifle Qualified Deputies

- Spring Rifle Firearms

All Firearms Authorized Detention Staff

- Detention Spring Firearms

MASTER PLAN TRAINING HOURS BY CATEGORY

Each class was categorized based on each Partner's current level of training.

The table below defines these categories and illustrates the total training hours and percentage of all training hours by category, again separated by agency.

CATEGORY HOURS BY PARTNER																		
	TOTAL	% OF TOTAL	CFD	CPD	CCSO	FLOWES STORE FD	KPD	KFD	NORTH-EAST	CCFS	COUNTY-WIDE	RIMER	MT. PLEASANT FD	MT. MITCHELL FD	ALLEN	COLD WATER	GEOR-GEVILLE	ODELL
Category 1: Training required by law (federal, state) or agency policy. Also, training required to safely operate equipment that is needed to carry out a person's job assignment. This required training is being carried out but often at a minimum level due to the lack of facilities . Training in this category is not being performed to the satisfaction of the agencies' expectations.	137,827	49%	58,554	51,731	9,814	9,120	—	6,180	280	1,200	—	—	240	180	528	—	—	—
Category 2: Desired training. Training the agencies would like to perform, but due to lack of facilities, is not being carried out . This training includes employee basic work skills.	53,371	19%	17,466	10,865	3,300	—	8,600	—	5,440	4,160	960	800	400	120	60	400	400	400
Category 3: Training required by law and a person's job assignment (same as above). This required training is being carried out to a satisfactory level of competence .	39,539	14%	16,049	—	—	—	—	—	—	—	—	—	—	300	—	—	—	—
Category 4: Career development skills training, training to advance the career growth of an employee . Training in this category is not being performed to the satisfaction of the department's expectations.	49,747	18%	49,747	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
Total Hours	280,484	100%	141,816	62,596	36,304	9,120	8,600	6,180	5,720	5,360	960	800	640	600	588	400	400	400

MASTER CLASSROOM-SPACE NEED CALCULATION

Using the information presented in the training needs assessment as a baseline, a class-space need calculation was developed to establish the number of classrooms required to meet the demands identified in the needs assessment. The classroom calculation is based on the following weekly training facility schedule:

Typical training facility operating hours: Monday – Friday, 10-hour training day, 7:00 A.M. to 5:00 P.M. (includes facility preparation, breaks, one-hour lunch break, and cleanup).

Each training day is divided into segments. A segment is typically five hours in length and is based on four hours of instructor-student contact time and one hour for setup/teardown.

HOURS OF OPERATION	
Monday to Friday	
7:00am to 5:00pm	
Segments Per Day	2
Friday and Saturday	
N/A	
Segments Per Day	
Total Segments Per Week	10
Weeks Per Year	48
Total Segments Per Year	480
Efficiency	85%
Total Available Segments	408

← Maintenance, Vacations, Holidays

← Spontaneous Training & Buffer

The following table indicates the total segments by classroom, based on the classroom hours indicated and results in a classroom quantity required to achieve the desired classes.

CLASSROOM NEED BY TYPE BASED ON ANNUAL TRAINING HOURS		
CLASSROOM TYPE	TOTAL CLASSROOM HOURS	CLASSROOM QUANTITY REQUIRED
CLEAN CLASSROOM - CAPACITY 25	5,649	2.77
CLEAN CLASSROOM - CAPACITY 35	644	0.32
CLEAN CLASSROOM - CAPACITY 50	528	0.26
CLEAN CLASSROOM - CAPACITY 70	64	0.03
CLEAN CLASSROOM - CAPACITY 100	9	0.00
CLEAN CLASSROOM - CAPACITY 200	8	0.00
COMPUTER CLASSROOM	50	0.02
PRACTICAL CLASSROOM	619	0.30
DEFENSIVE TACTICS CLASSROOM	585	0.29
BREAKOUT ROOM 1	97	0.05
BREAKOUT ROOM 2	97	0.05
BREAKOUT ROOM 3	97	0.05
BREAKOUT ROOM 4	57	0.03
EXTERIOR PAVILION CLASSROOM	803	0.39

MASTER PLAN TRAINING PROP EFFICIENCY

The following table illustrates the demand for facility training props. The total hours recorded are per year and percentage of use is based on previously established hours and the corresponding training segments.

PERCENTAGE OF PROP USE PER YEAR			
PROP NAME	PERCENTAGE OF USE PER YEAR	OPEN AVAILABLE SPACE	TOTAL ANNUAL HOURS
TRAINING TOWER	64%	36%	1302
BURN BUILDING	58%	42%	1182
DRIVING SKILLS COURSE (SLOW SPEED)	42%	58%	863
CONFINED SPACE/TRENCH RESCUE	40%	60%	822
VEHICLE EXTRICATION PAD	39%	61%	800
25-YARD TACTICAL RANGE	36%	64%	741
HIGH BAY AREA	34%	66%	695
SWIFT WATER RESCUE	30%	70%	602
STRUCTURAL COLLAPSE	29%	71%	592
GRINDER/DRILL PAD	28%	72%	576
50-YARD RANGE	27%	73%	551
GYM	22%	78%	442
100-YARD RANGE	17%	83%	342
DRIVING TRACK	16%	84%	318
STRIP MALL	15%	85%	300
COMMAND SIMULATOR	13%	87%	268
FLASHOVER SIMULATOR	11%	89%	216
BUSINESS BUILDING	9%	91%	190
K9 TRAINING AREA	8%	92%	158
ENGINE DRAFTING PIT	7%	93%	149
PUMP PAD	6%	94%	130
SPRINKLER STANDPIPE SYSTEM	6%	94%	122

PERCENTAGE OF PROP USE PER YEAR			
PROP NAME	PERCENTAGE OF USE PER YEAR	OPEN AVAILABLE SPACE	TOTAL ANNUAL HOURS
SHOOT HOUSE	4%	96%	89
BURN LAB	4%	96%	80
SCBA MAZE	3%	97%	71
SIMUNITIONS BUILDING	3%	97%	65
RESIDENTIAL MOCK STRUCTURE	3%	97%	56
VEHICLE PROP LIVE FIRE	3%	97%	54
VENTILATION PROP	2%	98%	48
FIREARMS SIMULATOR	2%	98%	48
RAIL CAR PROP	2%	98%	40
ARFF PROP	2%	98%	34
FIRE ALARM LAB	2%	98%	32
FORCIBLE ENTRY PROP	1%	99%	28
DRIVING SIMULATOR	1%	99%	26
TANKER PROP LIVE FIRE	1%	99%	24
DUMPSTER LIVE FIRE	1%	99%	16
FIRE INVESTIGATION BURN CELL	1%	99%	16
MOCK COURTROOM SETTING	1%	99%	16
LP TANK PROP	1%	99%	12
OPEN TRAINING AREA CROWD CONTROL	0%	100%	10
LARGE VEHICLE ROLLOVER PROP	0%	100%	8
OUTDOOR PHYSICAL FITNESS AREA	0%	100%	7
CS GAS BUILDING	0%	100%	0

MASTER PLAN PROGRAM & SITE PLAN



MASTER PLAN PROGRAM & SITE PLAN

Guided by the information developed in the Needs Assessment section of this report, the Project Team has identified the major components of the Cabarrus County RPSTC that are vital to sustaining and enhancing the Partner Agency's training programs for the foreseeable future within the Master Plan.

The overall campus is set up to achieve maximum potential for a safe, secure, and consistent training regiment, whether it be a seasoned professional honing their skill or a new recruit joining the ranks.

MASTER PLAN CLASSROOM / ADMINISTRATION BUILDING					MASTER PLAN			
DESCRIPTION	CAPACITY	W	D	QUANTITY	NSF	TOTAL NSF	TOTAL GSF	
PUBLIC ACCESS							1,120	
ENTRY VESTIBULE		10	14	1	140	140		
ENTRY LOBBY/ WAITING AREA		40	23	1	900	900		
FAMILY RESTROOM		8	10	1	80	80		
STAFF: OFFICE SUITE							3,940	
FIRE: ADMINISTRATIVE OFFICE SUITE								
	CFD PRIVATE OFFICE		10	12	1	120	120	
	CFD WORKSTATIONS		8	8	4	64	256	
POLICE : ADMINISTRATIVE OFFICE SUITE								
	CCSO PRIVATE OFFICE		10	12		120		
	CPD PRIVATE OFFICE		10	12	2	120	240	
	WORKSTATION		8	8	2	64	128	
FACILITIES								
	OFFICE		10	12	1	120	120	
	WORKSTATION		8	8		64		
TRAINING CENTER COORDINATOR								
	OFFICE		10	12	1	120	120	
	WORKSTATION		8	8		64		
FUTURE EMPLOYEE								
	OFFICE		10	12	2	120	240	
	VISITOR WORKSTATION		8	8	4	64	256	
GUEST WORKSTATIONS								
			10	12	8	120	960	
CONFERENCE ROOM	6	10	20	1	200	200		
CONFERENCE ROOM	10	14	21		300	-		
CONFERENCE ROOM	16	14	29		400	-		
TELEPHONE BOOTHS	2	6	8	2	50	100		
COPY/SUPPLY/MAIL ROOM		12	15	1	180	180		
RESTROOMS		25	12	2	300	600		
BREAK ROOM		15	20	1	300	300		
PERSONAL USE / LACTATION		10	12	1	120	120		
BREAK ROOMS, KITCHEN AND VENDING							1,800	
CAFETERIA (NO FOOD PREPARATION)	30	40	19	2	750	1,500		
VENDING/DRY GOODS		12	17	1	200	200		
VENDING STORAGE		10	10	1	100	100		

The program spaces included in this Master Plan Program include both shared functions and Concord-specific functions, based on information collected in 2024. Upon planning for new development for either Concord or Joint Facilities, it is recommended that the Classroom & Administration Program be re-assessed with current training data, against a validated project budget and current training functions. It is expected that portions of the program would be split between separate Shared and Concord Classroom Buildings at that time. The Master Plan diagram reflects two Classroom/Administration Buildings in that respect.

MASTER PLAN PROGRAM & SITE PLAN

MASTER PLAN PROGRAM & SITE PLAN

MASTER PLAN CLASSROOM / ADMINISTRATION BUILDING CONT.					MASTER PLAN			
DESCRIPTION	CAPACITY	W	D	QUANTITY	NSF	TOTAL NSF	TOTAL GSF	
CLASSROOM AND INDOOR TRAINING AREAS							16,190	
25 P CLASSROOM (MOVABLE WALL BETWEEN TWO OF THE ROOMS)	25	30	27	2	800	1,600		
35 P CLASSROOM (MOVABLE WALL BETWEEN TWO OF THE ROOMS)	35	30	37		1,120	-		
50 P CLASSROOM (MOVABLE WALL BETWEEN TWO OF THE ROOMS)	50	30	53	1	1,600	1,600		
PADDED DEFENSIVE TACTICS TRAINING ROOM	40	40	40	1	1,600	1,600		
PRACTICAL CLASSROOM	35	30	47	1	1,400	1,400		
CLASSROOM STORAGE		20	78	25%	6,200	1,550		
FITNESS CENTER		40	55	1	2,200	2,200		
COMMAND SIMULATION ROOM		30	40	1	1,200	1,200		
	STORAGE	12	8	1	100	100		
25P CLASSROOM / FIRE ALARM LAB		30	26	1	600	600		
DRIVING SIMULATOR		20	30	1	600	600		
PD ACADEMY: 35 P CLASSROOM	35	30	37	1	1,120	1,120		
CONCORD FD ACADEMY : 35 P CLASSROOM	35	30	37	1	1,120	1,120		
CAGED STORAGE ROOM (QTY. 6 CAGES)		45	33	1	1,500	1,500		
LOCKER ROOMS							3,580	
MEN STAFF LOCKER	20	20	38	1	750	750		
WOMEN STAFF LOCKER	20	20	38	1	750	750		
MEN RECRUIT LOCKER/SHOWER ROOM	20	20	22	1	440	440		
WOMEN RECRUIT LOCKER/SHOWER ROOM	20	20	22	1	440	440		
UNIVERSAL LOCKER ROOMS (QTY. 5 UNIVERSAL RESTROOMS + 15 LOCKERS)		20	60	1	1,200	1,200		
BUILDING SUPPORT							2,600	
MECHANICAL/ELECTRICAL ROOM		30	40	1	1,200	1,200		
STORAGE		12	16	2	190	380		
BUILDING MAINTENANCE / SUPPLY		12	16	2	190	380		
JANITOR		10	8	2	80	160		
COMMUNICATION CLOSET		10	12	2	120	240		
AV EQUIPMENT		10	12	2	120	240		

The program spaces included in this Master Plan Program include both shared functions and Concord-specific functions, based on information collected in 2024. Upon planning for new development for either Concord or Joint Facilities, it is recommended that the Classroom & Administration Program be re-assessed with current training data, against a validated project budget and current training functions. It is expected that portions of the program would be split between separate Shared and Concord Classroom Buildings at that time. The Master Plan diagram reflects two Classroom/ Administration Buildings in that respect.

MASTER PLAN PROGRAM & SITE PLAN

SHARED INDOOR RANGE BUILDING					MASTER PLAN			
DESCRIPTION	CAPACITY	W	D	QUANTITY	NSF	TOTAL NSF	TOTAL GSF	
RANGE SUPPORT							6,116	
ARMORY/SMITHING		20	40	1	800	800		
AMMO STORAGE		26	38	1	976	976		
	CCSO CAGE	1	12	24		288		
	CPD CAGE	1	12	24		288		
	KPD CAGE	1				200		
	ADDITIONAL STORAGE	1				200		
CAGED STORAGE ROOM (QTY. 6 CAGES)		45	33	1	1,500	1,500		
SUPPLY ROOM (TARGETS, ETC.)		16	19	-	300	-		
GUN CLEANING		20	40	1	800	800		
FIREARMS TRAINING SIMULATOR		40	40		1,600	-		
25 P CLASSROOM	25	30	27	1	800	800		
35 P CLASSROOM	35	30	37	1	1,120	1,120		
RANGE MASTER PRIVATE OFFICE		10	12	1	120	120		
INDOOR RANGE							25,568	
20 LANES X 50 YARDS (INCL. 25 YARD TACTICAL)		82	194	1	15,908	15,908		
6 LANES X 100 YARDS		28	345	1	9,660	9,660		
RESTROOMS & BREAK ROOMS							1,140	
RESTROOMS		25	12	2	300	600		
BREAK ROOM		15	27	1	400	400		
UNIVERSAL RESTROOM		12	12	1	140	140		
BUILDING SUPPORT							1,500	
MECHANICAL/ELECTRICAL ROOM		20	40	1	800	800		
SHOP AND STORAGE		12	16	1	190	190		
BUILDING MAINTENANCE / SUPPLY		12	16	1	190	190		
JANITOR		10	8	1	80	80		
COMMUNICATION CLOSET		10	12	1	120	120		
AV EQUIPMENT		10	12	1	120	120		

MASTER PLAN PROGRAM & SITE PLAN

CONCORD STORAGE BUILDING					MASTER PLAN			
DESCRIPTION	CAPACITY	W	D	QUANTITY	NSF	TOTAL NSF	TOTAL GSF	
CONCORD FIRE							19,865	
CONCORD FIRE STORAGE		100	50	1	5,000	5,000		
	MULTIPURPOSE STORAGE				300	-		
	BLEACHER SEATING							
BUILDING MAINTENANCE SHOP		60	20		1,200	-		
35 P CLASSROOM (MOVABLE WALL BETWEEN TWO OF THE ROOMS)	35	30	37	1	1,120	1,120		
CPAT / MULTI-PURPOSE TRAINING		100	120	1	12,000	12,000		
SCBA REFILL AND REPAIR - AIR CASCADE SYSTEM WITH TANK SYSTEM		20	30	1	600	600		
EXTRACTOR EQUIPMENT ROOM - WASHER AND DRYERS		15	35	1	520	520		
STAFF BUNKER GEAR STORAGE		25	15	1	375	375		
RECRUIT BUNKER GEAR STORAGE		15	17	1	250	250		
MEZZANINE STORAGE					2,865	-		
BUILDING SUPPORT							1,710	
RESTROOMS		12	29	2	350	700		
MECHANICAL/ELECTRICAL ROOM		20	25	1	500	500		
BUILDING MAINTENANCE / SUPPLY		12	16	1	190	190		
JANITOR		10	8	1	80	80		
COMMUNICATION CLOSET		10	12	1	120	120		
AV EQUIPMENT		10	12	1	120	120		
CONCORD POLICE							6,254	
SWAT BRIEFING ROOM		30	40	1	1,200	1,200		
INDOOR EQUIPMENT STORAGE								
	SWAT EQUIPMENT (4'X8' CAGE PER OFFICER)	7	8	24	56	1,344		
	MOBILE FIELD FORCE	25	16	1	400	400		
	TRAINING AIDS (BATON/FORCE)	20	13	-	250	-		
	EVENT SUPPLIES	15	17	1	250	250		
INDOOR VEHICLE STORAGE								
	ARMORED VEHICLES (QTY. 2)	26	14	2	364	728		
	UTV / GOLF CART	17	8	6	136	816		
	SWAT VEHICLE (TRANSIT VAN)	26	14	1	364	364		
	SWAT DEPLOYMENT (LARGE VAN)	26	14	1	364	364		
	MOBILE FIELD FORCE (TRANSIT VAN)	26	14	1	364	364		
	NEGOTIATOR VEHICLE (SPRINTER VAN)	26	14	1	364	364		
	SPARE MOTORCYCLE	12	5	1	60	60		
	NET SQUARE FEET						27,829	
	EFFICIENCY						95%	
	GROSS SQUARE FEET						29,294	

MASTER PLAN PROGRAM & SITE PLAN

CABARRUS COUNTY REGIONAL PUBLIC SAFETY TRAINING CENTER																		
CONCEPTUAL OPINION OF COST OF FULL MASTER PLAN AND PHASES																		
FEBRUARY 12, 2024																		
CABARRUS COUNTY PHASE 1	CONCORD PRIORITY FEATURES	FUTURE SHARED FEATURES	FUTURE CONCORD SPECIFIC FEATURES	MASTER PLAN			CABARRUS COUNTY PHASE 1			CONCORD PRIORITY FEATURES			FUTURE SHARED FEATURES			FUTURE CONCORD SPECIFIC FEATURES		
				YEAR OF CONSTRUCTION: 2025			YEAR OF CONSTRUCTION: 2026			YEAR OF CONSTRUCTION: 2026			YEAR OF CONSTRUCTION: 2030			YEAR OF CONSTRUCTION: 2030		
				\$146,922,000			\$43,271,781			\$26,705,960			\$27,205,754			\$27,205,754		
DESCRIPTION				QTY	TOTAL	SUB-TOTAL	UNIT COST	TOTAL	SUB-TOTAL	QTY	TOTAL	SUB-TOTAL	QTY	TOTAL	SUB-TOTAL	QTY	TOTAL	SUB-TOTAL
CONCORD CLASSROOM / ADMIN BUILDING																		
			100%	TRAINING, ADMINISTRATION, AND STORAGE SPACES	48,717	\$24,709,795		-	\$0		-	\$0		-	\$0		48,717	\$24,709,795
			100%	DRIVING SIMULATOR EQUIPMENT	2	\$60,000		-	\$0		-	\$0		-	\$0		-	\$0
								-						-			-	\$0
				SUBTOTAL	48,717		\$24,769,795		\$0			\$0			\$0			\$24,709,795
SHARED INDOOR RANGE BUILDING																		
100%				RANGE & SUPPORT SPACES	27,238	\$11,222,119		27,238			-	\$0		-	\$0		-	\$0
				10 LANES X 25 YARDS	-	\$0		-	\$0		-	\$0		-	\$0		-	\$0
50%	50%			20 LANES X 50 YARDS (INCL. 25 YARD TACTICAL)	15,908	\$12,621,534		7,954	\$6,310,767	(10 LANES X 50 YDS)	7,954	\$6,310,767	(10 LANES X 50 YDS)	-	\$0		-	\$0
				10 LANES X 100 YARDS	-	\$0		-	\$0		-	\$0		-	\$0		-	\$0
			100%	6 LANES X 100 YARDS	9,660	\$7,664,321		-	\$0		-	\$0		9,660	\$7,664,321		9,660	\$7,664,321
				FIREARMS TRAINING EQUIPMENT	1	\$250,000		-	\$0		-	\$0		-	\$0		-	\$0
				SUBTOTAL	52,806		\$31,757,975					\$6,310,767			\$7,664,321			\$7,664,321
CONCORD STORAGE BUILDING																		
			100%	CONCORD FIRE STORAGE	11,040	\$2,877,949		-	\$0		-	\$0		-	\$0		11,040	\$2,877,949
				BUILDING MAINTENANCE SHOP	-	\$0		-	\$0		-	\$0		-	\$0		-	\$0
			100%	CPD SWAT BRIEFING / VEHICLE & EQUIPMENT STORAGE	6,254	\$1,630,363		-	\$0		-	\$0		-	\$0		6,254	\$1,630,363
			100%	CPAT	12,000	\$3,128,294		-	\$0		-	\$0		-	\$0		12,000	\$3,128,294
				SUBTOTAL	29,294		\$7,636,606		\$0			\$0			\$0			\$7,636,606
					130,817													
TRAINING GROUND																		
TACTICAL VILLAGE																		
			100%	STRIP MALL (INCLUDING SIMUNITIONS / RECONFIGURABLE MAZE)	7,500	\$1,296,372		-	\$0		-	\$0		7,500	\$1,296,372		-	\$0
			100%	BUSINESS BUILDING	2,500	\$432,124		-	\$0		-	\$0		2,500	\$432,124		-	\$0
				RESIDENTIAL MOCK STRUCTURE	1,500	\$259,274		-	\$0		-	\$0		-	\$0		-	\$0
			100%	RECONFIGURABLE MAZE EQUIPMENT	1	\$1,000,000		-	\$0		-	\$0		1	\$1,000,000		-	\$0

The sum program of the Cabarrus County Phase 1 and Concord Priority Features columns represent the amenities prioritized for the combined Phase 1 described later in this document.

MASTER PLAN PROGRAM & SITE PLAN

CABARRUS COUNTY REGIONAL PUBLIC SAFETY TRAINING CENTER																		
CONCEPTUAL OPINION OF COST OF FULL MASTER PLAN AND PHASES																		
FEBRUARY 12, 2024																		
CABARRUS COUNTY PHASE 1	CONCORD PRIORITY FEATURES	FUTURE SHARED FEATURES	FUTURE CONCORD SPECIFIC FEATURES	MASTER PLAN			CABARRUS COUNTY PHASE 1			CONCORD PRIORITY FEATURES			FUTURE SHARED FEATURES			FUTURE CONCORD SPECIFIC FEATURES		
				YEAR OF CONSTRUCTION: 2025			YEAR OF CONSTRUCTION: 2026			YEAR OF CONSTRUCTION: 2026			YEAR OF CONSTRUCTION: 2030			YEAR OF CONSTRUCTION: 2030		
				\$146,922,000			\$43,271,781			\$26,705,960			\$27,205,754			\$27,205,754		
DESCRIPTION				QTY	TOTAL	SUB-TOTAL	UNIT COST	TOTAL	SUB-TOTAL	QTY	TOTAL	SUB-TOTAL	QTY	TOTAL	SUB-TOTAL	QTY	TOTAL	SUB-TOTAL
TRAINING GROUND																		
TRAINING SITE ALLOWANCES																		
		100%		COVERED BLEACHER SEATING / OUTDOOR CLASSROOM	1	\$160,000		-	\$0		-	\$0		1	\$160,000		-	\$0
				RESTROOMS & WASHDOWN				-	\$0		-	\$0		-	\$0		-	\$0
		100%		LIVE FIRE PROP BUDGET ALLOWANCE (VEHICLE FIRE, DUMPSTER, VENTILATION)	1	\$150,000		-	\$0		-	\$0		1	\$150,000		-	\$0
		100%		CLASS A BURN BUILDING / BURN LAB	4,500	\$1,542,895		-	\$0		-	\$0		-	\$0		4,500	\$1,542,895
		100%		FORCEABLE ENTRY PROP	1	\$25,000		-	\$0		-	\$0		1	\$25,000		1	\$25,000
		100%		CONFINED SPACE PROP	1	\$250,000		-	\$0		-	\$0		-	\$0		-	\$0
		100%		USAR / BUILDING COLLAPSE	1	\$1,200,000		-	\$0		-	\$0		-	\$0		1	\$1,200,000
		100%		TRENCH TRAINING PROP	1	\$360,000		-	\$0		-	\$0		1	\$360,000		-	\$0
		100%		SWIFTWATER RESCUE PROP ALLOWANCE (INDOOR)	1	\$4,000,000		-	\$0		-	\$0		-	\$0		1	\$4,000,000
		100%		ENGINE DRAFTING PIT	1	\$175,000		-	\$0		-	\$0		1	\$175,000		-	\$0
		100%		HAZ-MAT TRAINING AREA				-	\$0		-	\$0		-	\$0		-	\$0
				RAILROAD CAR TRAINING AREA (DONATED CARS)	1	\$60,000		-	\$0		-	\$0		-	\$0		-	\$0
				FIRE CONTROLLER	1	\$23,000		-	\$0		-	\$0		-	\$0		-	\$0
				CAR PROP	1	\$50,000		-	\$0		-	\$0		-	\$0		-	\$0
				LIQUID LEAK SIMULATION (ALLOWANCE)	1	\$45,000		-	\$0		-	\$0		-	\$0		-	\$0
		100%		LP TANK	1	\$65,000		-	\$0		-	\$0		-	\$0		1	\$65,000
		100%		CPD COVERED OUTDOOR PARKING	3,200	\$320,000		-	\$0		-	\$0		-	\$0		3,200	\$320,000
				ENCLOSED TRAILERS (QTY. 4)														
				FLAT OPEN TRAILER (QTY. 1)														
				VAN (QTY. 1)														
				SKY TOWERS (QTY. 2)														
				VEHICLE BARRIER TRAILERS (QTY. 2)														
				LIGHT TOWERS (QTY. 2)														

The sum program of the Cabarrus County Phase 1 and Concord Priority Features columns represent the amenities prioritized for the combined Phase 1 described later in this document.

MASTER PLAN PROGRAM & SITE PLAN

CABARRUS COUNTY REGIONAL PUBLIC SAFETY TRAINING CENTER																		
CONCEPTUAL OPINION OF COST OF FULL MASTER PLAN AND PHASES																		
FEBRUARY 12, 2024																		
CABARRUS COUNTY PHASE 1	CONCORD PRIORITY FEATURES	FUTURE SHARED FEATURES	FUTURE CONCORD SPECIFIC FEATURES	MASTER PLAN			CABARRUS COUNTY PHASE 1			CONCORD PRIORITY FEATURES			FUTURE SHARED FEATURES			FUTURE CONCORD SPECIFIC FEATURES		
				YEAR OF CONSTRUCTION: 2025			YEAR OF CONSTRUCTION: 2026			YEAR OF CONSTRUCTION: 2026			YEAR OF CONSTRUCTION: 2030			YEAR OF CONSTRUCTION: 2030		
				\$146,922,000			\$43,271,781			\$26,705,960			\$27,205,754			\$27,205,754		
		DESCRIPTION	QTY	TOTAL	SUB-TOTAL	UNIT COST	TOTAL	SUB-TOTAL	QTY	TOTAL	SUB-TOTAL	QTY	TOTAL	SUB-TOTAL	QTY	TOTAL	SUB-TOTAL	
TRAINING GROUND																		
TRAINING TOWER																		
		TOWER STRUCTURE (5 FLOORS X 2,500 S.F. EA)	12,500	\$4,976,510		-	\$0		-	\$0		-	\$0		-	\$0		
		CLASS B KITCHEN PROP	1	\$200,000		-	\$0		-	\$0		-	\$0		-	\$0		
		WAREHOUSE	1	\$180,000		-	\$0		-	\$0		-	\$0		-	\$0		
		CLASS B COUCH PROP	1	\$145,000		-	\$0		-	\$0		-	\$0		-	\$0		
		CLASS B BEDROOM PROP	1	\$150,000		-	\$0		-	\$0		-	\$0		-	\$0		
		CLASS B FLASHOVER SIMULATOR	1	\$30,000		-	\$0		-	\$0		-	\$0		-	\$0		
		SCBA MAZE	1	\$30,000		-	\$0		-	\$0		-	\$0		-	\$0		
		SPRINKLER STANDPIPE	1	\$7,500		-	\$0		-	\$0		-	\$0		-	\$0		
		SPRINKLER HEAD PROP	1	\$5,000		-	\$0		-	\$0		-	\$0		-	\$0		
100%		FORCEABLE ENTRY PROP	1	\$25,000		1	\$25,000		-	\$0		-	\$0		-	\$0		
50%	50%	PRE-ENGINEERED TOWER STRUCTURE (5 FLOORS X 2,500 S.F. EA)	12,500	\$3,000,000		6,250	\$1,500,000		6,250	\$1,500,000		-	\$0		-	\$0		
		KITCHEN PROP	1	\$0		-	\$0		-	\$0		-	\$0		-	\$0		
		WAREHOUSE	1	\$0		-	\$0		-	\$0		-	\$0		-	\$0		
		FLASHOVER SIMULATOR	1	\$0		-	\$0		-	\$0		-	\$0		-	\$0		
		SCBA MAZE	1	\$0		-	\$0		-	\$0		-	\$0		-	\$0		
		SPRINKLER STANDPIPE	1	\$0		-	\$0		-	\$0		-	\$0		-	\$0		
		SPRINKLER HEAD PROP	1	\$0		-	\$0		-	\$0		-	\$0		-	\$0		
PUMPING INFRASTRUCTURE																		
100%		PUMP HOUSE	1,200	\$252,000		1,200	\$252,000		-	\$0		-	\$0		-	\$0		
100%		PUMP	1	\$150,000		1	\$150,000		-	\$0		-	\$0		-	\$0		
K-9 TRAINING																		
		(QTY. 6) INDOOR/OUTDOOR KENNELS	-	\$0		-	\$0		-	\$0		-	\$0		-	\$0		
		STORAGE, RESTROOMS, TRAINING FACILITY	-	\$0		-	\$0		-	\$0		-	\$0		-	\$0		
		TURF TRAINING AREA	-	\$0		-	\$0		-	\$0		-	\$0		-	\$0		
		COVERED OBSERVATION AREA	-	\$0		-	\$0		-	\$0		-	\$0		-	\$0		
		SUBTOTAL			\$20,564,676			\$1,927,000			\$1,500,000			\$3,598,496			\$7,152,895	
SUBTOTAL ABOVE GROUND COSTS					\$84,729,051			\$19,459,887			\$7,810,767			\$11,262,817			\$39,499,296	

The sum program of the Cabarrus County Phase 1 and Concord Priority Features columns represent the amenities prioritized for the combined Phase 1 described later in this document.

MASTER PLAN PROGRAM & SITE PLAN

CABARRUS COUNTY REGIONAL PUBLIC SAFETY TRAINING CENTER																					
CONCEPTUAL OPINION OF COST OF FULL MASTER PLAN AND PHASES																					
FEBRUARY 12, 2024																					
CABARRUS COUNTY PHASE 1	CONCORD PRIORITY FEATURES	FUTURE SHARED FEATURES	FUTURE CONCORD SPECIFIC FEATURES	MASTER PLAN			CABARRUS COUNTY PHASE 1			CONCORD PRIORITY FEATURES			FUTURE SHARED FEATURES			FUTURE CONCORD SPECIFIC FEATURES					
				YEAR OF CONSTRUCTION: 2025			YEAR OF CONSTRUCTION: 2026			YEAR OF CONSTRUCTION: 2026			YEAR OF CONSTRUCTION: 2030			YEAR OF CONSTRUCTION: 2030					
				\$146,922,000			\$43,271,781			\$26,705,960			\$27,205,754			\$27,205,754					
DESCRIPTION				QTY	TOTAL	SUB-TOTAL	UNIT COST	TOTAL	SUB-TOTAL	QTY	TOTAL	SUB-TOTAL	QTY	TOTAL	SUB-TOTAL	QTY	TOTAL	SUB-TOTAL			
SITE DEVELOPMENT ALLOWANCE																					
40%	5%	35%	20%	ESTIMATED PARKING, LANDSCAPE, IRRIGATION, FENCING, STORM WATER MANAGEMENT, LIGHTING, WALKS			175,000	\$3,500,000		70,000	\$1,400,000		8,750	\$175,000		61,250**	\$1,225,000**		35,000**	\$700,000**	
SUBTOTAL						\$3,500,000			\$1,400,000			\$175,000			\$1,225,000			\$700,000			
VEHICLE TRAINING ALLOWANCE																					
EVOC TRACK				-	\$0		-	\$0		-	\$0		-	\$0		-	\$0		-	\$0	
50%	10%	20%	20%	STREET GRID			6,000	\$1,734,163		3,000	\$867,082		600	\$173,416			\$346,833		-	\$0	
	100%			SKILLS PAD			160,000	\$7,707,392		-	\$0		160,000	\$7,707,392			\$0		-	\$0	
		100%		VEHICLE EXTRICATION PAD (CONCRETE)			1,500	\$72,257		-	\$0		-	\$0		1,500	\$72,257		-	\$0	
50%			25%	GRINDER PAD			20,000	\$963,424		10,000	\$481,712		-	\$0		5,000	\$240,856		-	\$0	
SUBTOTAL						\$10,477,236			\$1,348,794			\$7,880,808			\$659,945			\$587,689			
UTILITIES & OFF-SITE ALLOWANCE																					
100%		10%		ESTIMATED UTILITY ALLOWANCE			1	\$1,500,000		1	\$1,500,000		0	\$0		0	\$150,000		-	\$0	
100%				ESTIMATED VEHICLE ENTRY/EGRESS TO HWY 49			1	\$2,000,000		1	\$2,000,000		0	\$0		-	\$0		-	\$0	
SUBTOTAL						\$3,500,000			\$3,500,000			\$0			\$150,000			\$0			
SUBTOTAL SITE DEVELOPMENT								\$17,477,236			\$6,248,794			8,055,808			2,034,945			1,287,689	
SUBTOTAL DIRECT CONSTRUCTION COSTS								\$102,206,287			\$25,708,680			\$15,866,576			\$13,297,763			\$40,786,984	
CONTINGENCY					\$15,330,943			\$3,856,302			\$2,379,986			\$1,994,664			\$6,118,048				
CONTRACTOR FEES, MATERIAL TESTING, COMMISSIONING, ETC.					\$11,753,723			\$2,956,498			\$1,824,656			\$1,529,243			\$4,690,503				
PROPS + SITE CONSTRUCTION COST ESCALATION					\$1,588,764			\$3,205,317			\$1,978,219			\$1,295,512			\$3,973,603				
TOTAL CONSTRUCTION COST								\$130,879,718			\$35,726,798			\$22,049,437			\$18,117,182			\$55,569,138	

The sum program of the Cabarrus County Phase 1 and Concord Priority Features columns represent the amenities prioritized for the combined Phase 1 described later in this document.

** The site development budgets have been assumed based on the initial master planning and should be re-assessed against the features and layout prioritized for future phases.

MASTER PLAN PROGRAM & SITE PLAN

CABARRUS COUNTY REGIONAL PUBLIC SAFETY TRAINING CENTER																		
CONCEPTUAL OPINION OF COST OF FULL MASTER PLAN AND PHASES																		
FEBRUARY 12, 2024																		
CABARRUS COUNTY PHASE 1	CONCORD PRIORITY FEATURES	FUTURE SHARED FEATURES	FUTURE CONCORD SPECIFIC FEATURES	MASTER PLAN			CABARRUS COUNTY PHASE 1			CONCORD PRIORITY FEATURES			FUTURE SHARED FEATURES			FUTURE CONCORD SPECIFIC FEATURES		
				YEAR OF CONSTRUCTION: 2025			YEAR OF CONSTRUCTION: 2026			YEAR OF CONSTRUCTION: 2026			YEAR OF CONSTRUCTION: 2030			YEAR OF CONSTRUCTION: 2030		
				\$146,922,000			\$43,271,781			\$26,705,960			\$27,205,754			\$27,205,754		
				DESCRIPTION	QTY	TOTAL	SUB-TOTAL	UNIT COST	TOTAL	SUB-TOTAL	QTY	TOTAL	SUB-TOTAL	QTY	TOTAL	SUB-TOTAL	QTY	TOTAL
NON-CONSTRUCTION COSTS																		
20%		80%																
20%		80%																
20%		80%																
		100%																
10%		90%																
20%		80%																
20%		80%																
20%		80%																
50%																		
50%																		
50%																		
20%		80%																
20%		80%																
20%		80%																
50%		80%																
50%		50%																
TOTAL NON-CONSTRUCTION COST																		
TOTAL PROJECT BUDGET																		

The sum program of the Cabarrus County Phase 1 and Concord Priority Features columns represent the amenities prioritized for the combined Phase 1 described later in this document.

SITE REQUIREMENTS & LAYOUT

The selected site is approximately 107.1 acres in total. As a part of this study, a site assessment has been completed. A few considerations were discovered in the existing rail line, access easement to the radio tower/powerline route, and a portion of the site within the 100-year floodplain. The site is served by a single existing access point from Stough Road and requires crossing of the rail line.

A training center site should maintain a buffer at the perimeter and plan for a fenced boundary. The training opportunities were focused primarily on the approximately 30-acre portion centralized within the overall site. This strategy would allow for the existing power line routing to remain in place and keep development out of the 100-year flood plain. The approximate 10-acre plot in the southwest corner of the site would require crossing of the rail line, so it was not prioritized for physical development. The approximate 11-acre plot on the eastern portion of the site is reserved for possible slow speed driver skills training.

The approximately 14-acre plot located furthest west, between the rail line and Stough Road, will be deeded to the City of Concord. Pending council approval, Concord intends to use this portion of the property to meet training and storage needs of the City's public safety departments. Uses of the property include, vehicle storage and other training purposes for which they are certified. Concord Police will store SWAT vehicles and other service vehicles, while Concord Fire plans to base their Fire Academy operations there, including classrooms, direct access to shared training props, and an indoor area for the CPAT course. Any design and development plans are subject to council approval.

The agencies expect increased utilization of the rail line in the future, so the single entry/exit point could be problematic and could effectively barricade the Training Center off (and it's users), in the event they needed to respond to an event. Stough Road is a two-lane road, vehicles from the Training Center could also create some traffic implications during larger training events. With those two factors in mind, the development of the site also contemplates a new right-in/right-out connection to Highway 49. Timmons has preliminarily reviewed this idea with NCDOT and is believed to be a workable solution in this location.

It has been determined that this site would require a sanitary lift station for its proposed use.

The training elements have been arranged for multiple training opportunities to run concurrently or for progressive training scenarios. Space around each of the props and buildings allows for varied training scenarios with minimal operational setup time.





EXISTING TRAINING CONDITIONS



EXISTING TRAINING CONDITIONS

The Partner Agencies each place a high level of importance on ensuring that their personnel are well-trained and prepared to protect those they serve. The RDG Team visited several of the existing training facility sites currently utilized by the Partner Agencies. The following sections describe those training locations.

CONCORD FIRE DEPARTMENT

FIRE STATION #3

The Training Center is located with Fire Station 3 complex located at 100 Warren C. Coleman Blvd N. The Training Center includes four classrooms; two of which are equipped for video conferencing, a recruit classroom, and a smaller classroom. Offices for the Training Division Chief and Shift Safety and Training Officer (STO) overseeing Training and Safety are located at the complex. A four-story training tower and a pump test pit (for testing up to 1,500 gpm pumpers) are on site. While there is a training tower at Station No. 3, it is undersized and unpractical for realistic training opportunities.

FIRE STATION #9

A secondary training area is included in Fire Station 9, which includes a community room, but is scheduled by other departments within Concord and only provides limited use for Concord Fire. A small classroom and pump test pit (capable of testing pumps rated over 2,000 gpm) is available.



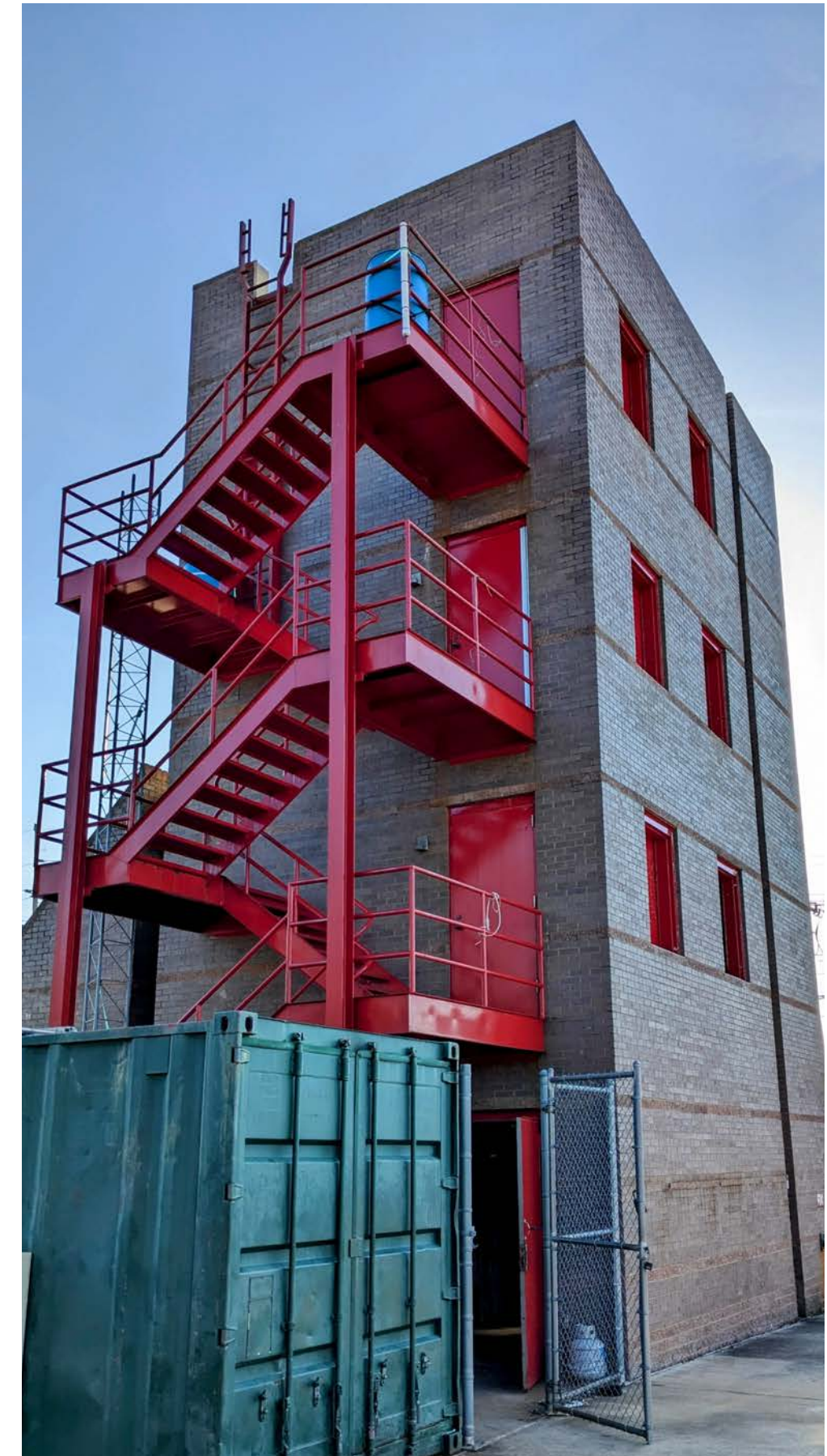
Entrance to Concord Fire Station



Training Area Site



Training Area Site



Four-Story Training Tower

EXISTING TRAINING CONDITIONS

CABARRUS COUNTY SHERIFF’S OFFICE

- 1. CCSO owns its firearms training facility, which is located on Irish Potato Road. It was constructed around 30 years ago. The shooting range is 12 lanes, 25 yards, on a concrete surface. The facility is used for rifle, shotgun, and handgun training. There is also a small classroom at the site. The facility is also used by the bomb squad (including use of chemical agents). CCSO allows other entities to use their range.



Overview of CCSO Firearms Training Facility

- 2. CCSO has classroom spaces in their headquarters building that will be utilized for classroom training time not directly tied to practical training.
- 3. CCSO utilizes many external and borrowed sites to accomplish other types of training, but they are unreliable in their availability, unsecure and while useable, aren't flexible for varying training situations.

CABARRUS COUNTY EMS

- 1. The main County EMS headquarters facility is located at 793 Cabarrus Avenue West in Concord. Most of their training needs are covered there (except for driving).



EMS Headquarters Facility

KEY TRAINING ASSETS OF OTHER ENTITIES IN THE REGION

ROWAN-CABARRUS COMMUNITY COLLEGE

The North Campus is located at 1333 Jake Alexander Blvd S in Salisbury. This is approximately 26 minutes from Concord.



RCCC Fire Training Area Overview



RCCC Five-Story Training Tower



RCCC Class A Burn Building

EXISTING TRAINING CONDITIONS - ISSUES & CONCERNS

RDG and the Partner Agencies have identified several issues and concerns directly related to the existing locations at which they currently conduct their training. The benchmark for modern, progressive public safety training is to conduct training in a SAFE, SECURE, and CONSISTENT environment. RDG has concluded that, in many instances, the locations currently being used by these departments fall short in one or more of those areas.

CCSO

- The existing outdoor range is 30 years old and meets only a part of their firearms training needs. If a new indoor range were built at the RPSTC, it would supplement – and not replace – the existing range, which would likely continue to be used for specialty operations.
- The agency is losing some of their existing classroom space on the 7th floor of their headquarters building.
- CCSO believes that it would be advantageous to have a one-stop training location rather than having to train at scattered sites throughout the region.

COUNTY FIRE & EMS

- Their new EMS headquarters building doesn't accommodate driver training.
- There are currently no Class A burn buildings in the County. This is critical training that can't be done nearby; the closest such asset is at RCCC. Even if personnel travel the distance to train at RCCC, there's a multiple-month wait time to schedule use of the burn building.

CONCORD FIRE DEPARTMENT

- The Department has outgrown their facility located adjacent to station #3.
- To conduct a Basic Fire Academy, it is disruptive and time consuming to achieve all of the events in their current space. Since there is insufficient interior space, the CPAT assessments are at the mercy of weather conditions.

CONCORD POLICE DEPARTMENT

- The Concord Police Department currently lacks its own training facility. Instead, the department relies on public and private facilities and pays fees to provide mandated training.

GENERAL

- The Partner Agencies (Law Enforcement, Fire and EMS) do not have local access to a dedicated driving skills area. Fire Departments are typically forced to make do with inadequately-sized areas at their fire stations or drive at publicly or privately-controlled parking lots in their communities. Conducting drivers training at public and private parking lots is inconsistent with doing so at a safe, secure, and consistent location. For example, obstacles such as light poles and barriers may be present, which could pose a collision hazard. Use of these parking lots are subject to permission by the owners; the departments cannot depend on their availability. By their very nature, these parking lots are open to traffic and are not generally secure. In addition, these parking lots are not typically designed for the repetitive use patterns and weight loads imposed on them by public safety vehicles, such as large fire engines. Damage can and does occur, and the agency is responsible for the cost of repair and any associated potential personnel or property liability issues that may arise.

RCCC

- The travel distance to the RCCC fire training facility is a major downside for many of the fire agencies within the County. The one exception to this is the Kannapolis Fire Department due to their proximity.
- Even if a Cabarrus County fire agency chooses to travel to the RCCC facility, scheduling is challenging. There is a great deal of competition for time and space, specifically around the Class A Burn Building as RCCC serves two counties and has regular participation from 4-5 departments as well.

PHASE 1 NEEDS ASSESSMENT & LAYOUT



PHASE 1 NEEDS ASSESSMENT & LAYOUT

After assessment of the Master Plan, review of the existing training conditions and discussions with project leaders around its financial viability, Cabarrus County, the City of Concord and the City of Kannapolis landed on a Phase 1 budget of approximately \$70M.

The project team then assessed the program elements that were of the highest potential utilization, how existing training conditions influence the immediate need and the training elements that are not available within the region to develop strategies for Phase 1. With the Master Plan information at hand, the team then identified the highest priority elements needed in the immediate future that included:

- a. 20 lane (2x10) 25 yard tactical / 50 yard fixed indoor range
 - Range Support Spaces
 - Ammunition Storage
 - (qty. 1) 25p + (qty. 1) 35p Classrooms
 - ◊ Fire alarm lab
- b. Class A Burn Building
- c. Driving Skills Course (Skills Pad / Street Grid)
- d. Engine Drafting Pit
- e. Forceable Entry Prop
- f. Grinder Pad
 - Outdoor Physical Area
- g. 400x400 Skills Pad
 - Open Training Area Crowd Control
- h. Five Story Pre-Engineered Training Tower
 - SCBA Maze
 - Flashover Simulator
 - Class B Props
- i. Pumping Infrastructure
- j. Utilities to support the Master Plan
- k. Vehicle access to Highway 49

It should be noted that the team is discussing the viability of including the Class A Burn Building within the Phase 1 Program. The Class A Burn Building has been discussed as a critical training element and while there are some in the county, it is nearly impossible to schedule within a reasonable timeline. As Phase 1 is developed, the team will either work it in to Phase 1 or carry it as an additive alternate.

As a part of the prioritization process, we tested the training hours against the available program elements for Phase 1 to ensure they were sized appropriately. The same process were used to analyze the data by training hour as the Master Plan.

The basic rules that were used to remove training hours from the Master Plan were:

1. Classes that were designated for classroom time only.
2. Classes with training time designated for a prop that is not prioritized for Phase 1.
3. Classes designated for elimination by the partners.

Using this methodology, the results were as follows:

PHASE 1 TRAINING HOURS BY AGENCY

FACILITY USER	SUM OF TOTAL STUDENT CONTACT CLASS HOURS PER YEAR
CONCORD FIRE DEPARTMENT (CFD)	34,704
CABARRUS COUNTY SHERIFF'S OFFICE (CCSO)	24,373
CONCORD POLICE DEPARTMENT (CPD)	10,798
KANNAPOLIS POLICE DEPARTMENT (KPD)	5,600
COUNTYWIDE	4,800
CABARRUS COUNTY FIRE SERVICE (CCFS)	984
RIMER	800
FLOWES STORE FIRE DEPARTMENT	720
NORTHEAST	680
MT. MITCHELL FIRE DEPARTMENT	420
COLD WATER	400
GEORGEVILLE	400
MT. PLEASANT FIRE DEPARTMENT	400
ODELL	400
ALLEN	348
KANNAPOLIS FIRE DEPARTMENT (KFD)	—
GRAND TOTAL	85,827

PHASE 1 NEEDS ASSESSMENT & LAYOUT

PHASE 1 CLASS LIST

PHASE 1 TRAINING HOURS BY CATEGORY

CATEGORY HOURS BY PARTNER																		
	TOTAL	% OF TOTAL	ALLEN	CCFS	FLOWES STORE FD	MT. MITCHELL FD	MT. PLEASANT FD	NORTH-EAST	CFD	KFD	CPD	CCSO	RIMER	KPD	COLD WATER	COUNTY-WIDE	GEOR-GEVILLE	ODELL
Category 1: Training required by law (federal, state) or agency policy. Also, training required to safely operate equipment that is needed to carry out a person's job assignment. This required training is being carried out but often at a minimum level due to the lack of facilities. Training in this category is not being performed to the satisfaction of the agencies' expectations.	49,676	58%	288	984	720	180	—	240	27,832	—	10,798	8,634	—	—	—	—	—	—
Category 2: Desired training. Training the agencies would like to perform, but due to lack of facilities, is not being carried out. This training includes employee basic work skills.	19,150	22%	60	—	—	—	400	440	—	—	—	5,850	800	5,600	400	4,800	400	400
Category 3: Training required by law and a person's job assignment (same as above). This required training is being carried out to a satisfactory level of competence.	13,089	15%	—	—	—	240	—	—	2,960	—	—	9,889	—	—	—	—	—	—
Category 4: Career development skills training, training to advance the career growth of an employee. Training in this category is not being performed to the satisfaction of the department's expectations.	3,912	5%	—	—	—	—	—	—	3,912	—	—	—	—	—	—	—	—	—
Total Hours	85,827		348	984	720	420	400	680	34,704		10,798	24,373	800	5,600	400	4,800	400	400

PHASE 1 SPACE NEED CALCULATION

As with the Master Plan, Phase 1's Typical training facility operating hours were retained at : Monday – Friday, 10-hour training day, 7:00 a.m. to 5:00 p.m. (includes facility preparation, breaks, one-hour lunch break, and cleanup).

CLASSROOM NEED BY TYPE BASED ON ANNUAL TRAINING HOURS			
CLASSROOM TYPE	TOTAL HOURS USED PER YEAR	HOURS PER SEGMENT = 5; SEGMENTS PER YEAR = 408	HOURS PER SEGMENT = 5; SEGMENTS PER YEAR = 408
CLEAN CLASSROOM 1 - CAP 25	1,140	228	0.56
CLEAN CLASSROOM 2 - CAP 35	50	10	0.02
CLEAN CLASSROOM 3 - CAP 50	88	18	0.04
CLEAN CLASSROOM 4 - CAP 70	64	13	0.03
CLEAN CLASSROOM 5 - CAP 100	–	–	0.00
CLEAN CLASSROOM 6 - CAP 200	–	–	0.00
TOTAL PRACTICAL CLASSROOM	138	28	0.07
BREAKOUT ROOM 1	32	6	0.02
BREAKOUT ROOM 2	97	19	0.05
BREAKOUT ROOM 3	97	19	0.05
BREAKOUT ROOM 4	57	11	0.03

Classroom quantities and capacities will be vetted in the Phase 1 Programming phase that will integrate architectural elements, where possible to provide the higher capacity classrooms (with moveable partitions, for instance) – while also integrating a high overall level of classroom quantity.

PHASE 1 TRAINING PROP EFFICIENCY

PERCENTAGE OF PROP USE PER YEAR			
PROP NAME	TOTAL ANNUAL HOURS	PERCENTAGE OF USE	OPEN AVAILABLE SPACE
BURN BUILDING	400	20%	80%
TRAINING TOWER	862	42%	58%
DRIVING SKILLS COURSE (SLOW SPEED)	315	15%	85%
ENGINE DRAFTING PIT	38	2%	98%
GRINDER/DRILL PAD	55	3%	97%
SCBA MAZE	35	2%	98%
50-YARD RANGE	862	42%	58%
FLASHOVER SIMULATOR	264	13%	87%
FORCIBLE ENTRY PROP	28	1%	99%
OPEN TRAINING AREA CROWD CONTROL	0	0%	100%

PHASE 1 SITE LAYOUT

The Phase 1 Site Layout was treated as a subtractive exercise from the Master Plan. This strategy was used to maintain the integrity of the Master Plan, as the elements that did not make Phase 1's priority list are still vital to serve the County and are envisioned to be added as the need and funding becomes available in future phases.

A secure perimeter fence line will be established during Phase 1, so the less developed areas within the fence will be available for training activities until future phases are completed. During Phase 1, the main building on the campus will be the Indoor Range – which will need to temporarily house visitor and outside user interactions until the Classroom / Administration Building is completed.

As further Geotechnical, Topographic Survey and utility information become available, minor adjustments may be coordinated to optimize the site layout and construction.

The concept site plan for Phase 1 included two potential options.



ORGANIZATIONAL STRUCTURE



ORGANIZATIONAL STRUCTURE

The foundation for a successful training center is a well-defined organizational structure and a mutually agreed-upon management plan. A strong organization and well-defined management plan will significantly reduce the operational problems that may occur. The organizational structure of the Cabarrus County RPSTC is composed of three Partner Agencies: Cabarrus County, the City of Concord, and the City of Kannapolis.

We recommend organizing key personnel from these entities into decision-making groups as suggested in the following organization charts. The organizational concepts that follow should be regarded as a point of beginning; changes are likely to occur as the RPSTC discussion evolves over time and will require local elected leadership approval.

GOVERNANCE

Given the complexities involved with a partnership between the Partner Agencies for the development, staffing, and operation of the RPSTC, the Agencies generally agree that it would be beneficial for them to enter into a formal, recognized interlocal agreement (ILA). North Carolina General Statute § 160A-461 allows local governments to enter into agreements with each other to perform undertakings. It states “Any unit of local government in this State and any one or more other units of local government in this State or any other state (to the extent permitted by the laws of the other state) may enter into contracts or agreements with each other in order to execute any undertaking. The contracts and agreements shall be of reasonable duration, as determined by the participating units, and shall be ratified by resolution of the governing board of each unit spread upon its minutes.”

The Partner Agencies have indicated their interest in modeling a Cabarrus County RPSTC ILA in line with the existing Cabarrus County Economic Development Corporation model, with the possibility of transitioning to the Water and Sewer Authority of Cabarrus County model at a later time.

The following key points should be considered when creating the framework for the Cabarrus County RPSTC ILA:

- Purpose and Definitions
- Programming and Construction of the Facility
- Training Center Governing Board
- Training Leaders
- Training Center Coordinator
- Funding
- Equipment
- Duration of Agreement – Withdrawal
- Admission of New Jurisdictions

A **Cabarrus County RPSTC Governing Board** should be considered as the governance authority for all matters that concern the operation of the training center. This Board would provide vision and strategic guidance to groups and individuals who are expected to translate the Board’s vision and strategy into action. As envisioned, this Board would consist of the following members (or their designees/alternates):

Cabarrus County (Voting)

- County Manager’s Office (1)
- Sheriff’s Department (1)
- Emergency Management (EM) Director (1)

City of Concord (Voting)

- Fire Department (1)
- Police Department (1)

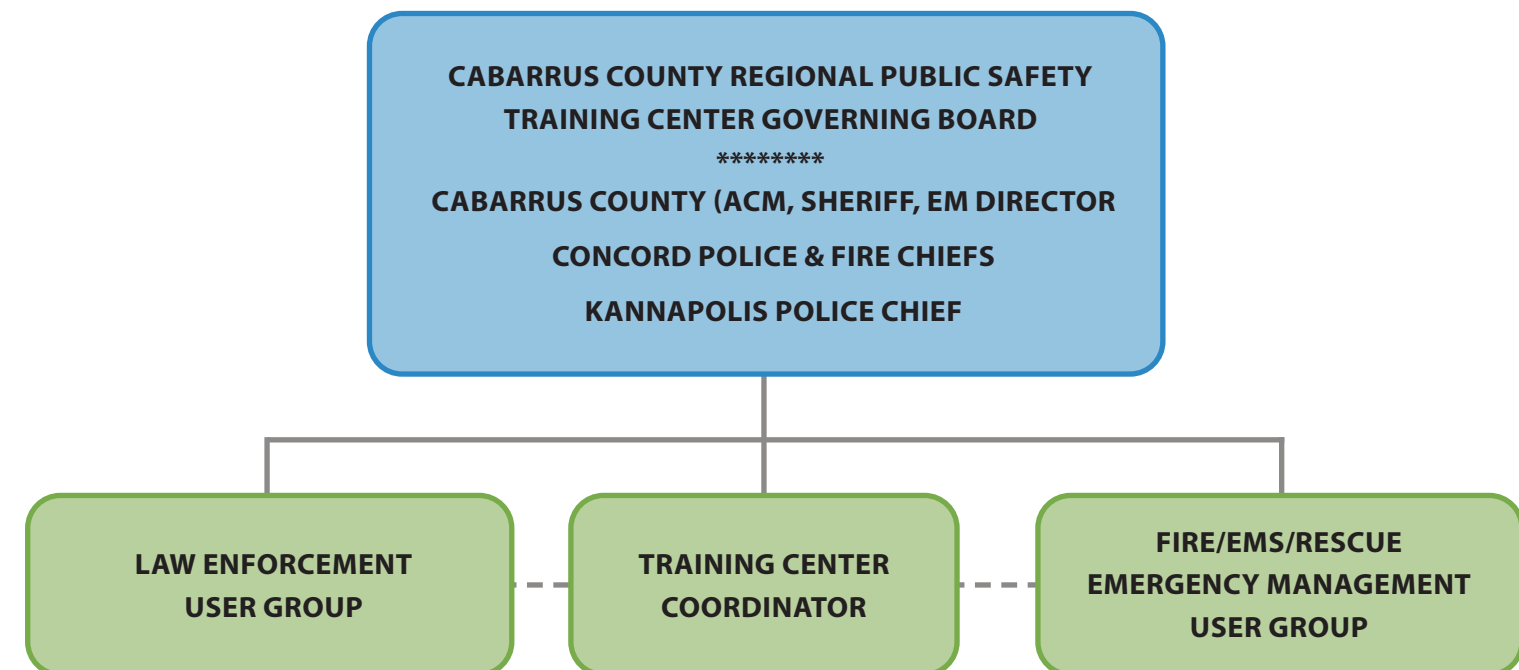
City of Kannapolis (Voting)

- Police Department (1)

As the Governance Agreement is formed between the three partner agencies, the weight of their votes on the Governing Board should be recognized as a reflection of their respective contributions to the capital budget, operations budget and other determining factors.

The above representatives are tentative recommendations and are subject to further coordination and approval by the project partners.

OVERALL CABARRUS COUNTY REGIONAL PUBLIC SAFETY TRAINING CENTER ORGANIZATION



ORGANIZATIONAL STRUCTURE

GOVERNING BOARD

The purpose of the Board is to provide strategic-level leadership for the training center. Its role is to ensure success in the following areas:

- Establish, together with the Training Center Coordinator, the mission and goals of the RPSTC.
- Work together with the County Administrator to develop an appropriate RPSTC Coordinator job description and criteria for employment.
- Engaging in ongoing long-range strategic planning for the RPSTC, including a phasing plan for the facility.
- Establishing priority of use for the RPSTC.
- Providing support to the RPSTC Training Leader Team.
- Addressing issues that are escalated to the Board without unnecessarily involving Elected Officials.
- Reviewing management reports developed by the Training Leader Teams.
- Sharing information, such as performance measures utilization and reports, with the County/City Managers and Elected Officials.
- Reviewing and evaluating RPSTC budgetary needs; presenting and supporting those needs to the County Administrator during the normal budget cycle.
- Provide advocacy for both capital and operational costs of the RPSTC, and work toward funding efficiencies and grant opportunities.
- Intervening on critical operational issues when the Training Leader Team is unable to resolve them at its level.
- Approve distribution of collected user fees.

TRAINING CENTER GOVERNING BOARD MEETINGS

Recognizing that a great deal of upfront organizational work will be necessary as the Cabarrus County RPSTC opens, there will be a need for more frequent meetings during this start-up phase. The Training Center Governing Board should commit to meeting on a quarterly basis until such time that the initial work has been completed.

TRAINING LEADERS

The chart below depicts RDG's recommended operational-level leadership for the Cabarrus County RPSTC. The User Agencies should designate a Training Leader for each of the Law Enforcement and Fire/EMS/Rescue/Emergency Management groups. These two Training Leaders should gather input from the users.



The purpose of the Training Leader Team is to provide operational-level leadership for the RPSTC. The role of the Training Leader Team is to ensure success in the following areas:

- Identifying and forecasting future needs for the training center, such as new equipment, replacement equipment, new capital improvements, etc.
- Engaging in short-range planning activities.
- Developing Standard Operating Procedures (SOPs), guidelines, and house rules for the RPSTC.
- Striking a balance between dual-role responsibilities (this applies in particular to the Fire and Police Training Officers who have department training responsibilities and responsibility for the overall effective operation of the training center).
- Identifying budgetary needs, both ongoing and capital.
- Determining and resolving safety issues and concerns.
- Reviewing and resolving complaints.
- Sharing management and activity reports with the Training Center Governing Board.
- Elevating issues to the Board in the unusual event that consensus cannot be obtained.
- Review records of training hours by agency.
- Develop recommendation for distribution of collected user fees towards maintenance, new amenities or return to partner agencies.

Training Leader Team recommendations relative to the activities listed above shall be made to the Training Center Governing Board at appropriate intervals each year in order to be considered for implementation in the next budget year.

TRAINING LEADER GROUP TEAM MEETING

The members of these teams should gather more frequently than the Board because they are working together to prevent and resolve critical operational issues. To do this, regular interaction is crucial. These Training Leaders, together with the Training Center Coordinator, should meet twice per quarter to review the responsibilities listed above. Once per quarter, the group should provide written feedback to the Training Center Board regarding any concerns, problems, or recommendations related to operational protocols or any other aspects of the Center's performance to meet their needs.

JOINT BOARD & TRAINING LEADER GROUP MEETINGS

To ensure success, the Training Center Governing Board and Training Leader Team must also commit to meeting on a regular basis. Although the members of these leadership groups have multiple department responsibilities, coordination and communication directly around the Training Center is also a critical responsibility.

MANAGEMENT PLAN

The Partner Agencies have indicated that they intend to use this Strategic Business Plan to assist them in developing a Management Plan for the Cabarrus County RPSTC. This chapter provides options for owning, staffing, managing, and operating the facility to meet its stated goals.

As mentioned above, a portion of the site and the amenities on it will be directly owned and operated by the City of Concord. The recommendations below are centered on the joint training facilities.

TRAINING CENTER OWNERSHIP AND STAFFING

Partner Agency Leadership must determine what manner the training center site (land) and physical improvements (buildings and props) will be owned. Various models for training center ownership exist throughout the country. Below are some examples:

1. One entity owns both the land and physical improvements.
2. One entity owns the land; a different entity owns the physical improvements. In this model there is typically a lease agreement for the land.
3. A separate, stand-alone entity (such as a Joint Powers Agency/Authority) is created by the Partner Agencies; that entity owns the land and physical improvements.
4. A separate public or private-sector entity (such as a college or private foundation) owns the land and physical improvements; the training center is then leased to the partner public safety agencies.

Partner Agency Leadership must also determine how the training center will be staffed and operated on a day-to-day basis. Training Center support positions typically include a training center manager/coordinator, maintenance/janitorial employee(s), I.T., human resources, and other similar non-training personnel. Nationwide, there are many training center staffing models that may be considered. The following are some examples:

1. One entity provides all training center support personnel (including full-time and part-time positions); these personnel are employees of that entity. This is similar to the Cabarrus County EDC model.
2. Each Partner Agency contributes its own personnel toward training center support staffing; this is typically done on a fair-share FTE basis. Personnel remain employees of each respective entity.

3. A separate, stand-alone entity (such as a Joint Powers Agency/Authority) is created by the Partner Agency; that entity employs the support staffing.
4. Dedicated support staff is minimized to a single key employee (training center coordinator); the other support positions (maintenance/custodial; I.T.) are contracted out to a private company.

Below are several options for staffing the Training Center Coordinator position:

OPTION #1: NEW FULL TIME EQUIVALENT (FTE) POSITION

In this option, the Training Center Coordinator (TCC) is a newly funded position. The TCC would be an employee of one of the Partner Agencies; all agencies contribute an agreed upon portion of the position's salary and benefits as part of the O&M budget.

OPTION #2: FULL TIME EQUIVALENT (FTE) POSITION USING EXISTING EMPLOYEE

In this option, the Training Center Coordinator position would be filled by an existing employee currently working for one of the Partner Agencies. That employee would be shifted from their current job assignment to the new TCC position.

OPTION #3: ASSIGN EXISTING TRAINING STAFF

In this option, the Training Center Coordinator role would be filled by one of the Partner Agency's existing Fire or Police Training Officers. The responsibility for coordinating the Training Center would be blended and balanced with the Training Officer's current job responsibilities.

OPTION #4: ASSIGN EXISTING TRAINING STAFF ON A ROTATIONAL BASIS

Similar to Option #3, the Training Center Coordinator role would be filled by one of the Partner Agency's existing Fire or Police Training Officers. However, rather than a long-term assignment, the position would be rotated among the Partner Agencies' Training Officers periodically (perhaps every two to three years). The responsibility for coordinating the Training Center would be blended and balanced with the assigned Training Officer's current job responsibilities.

OTHER CONSIDERATIONS

With respect to Options #3 and #4, it should be noted that currently, the Partner Agencies' training staff is doing an excellent job managing their respective agency's training activities. Placing the responsibility for operating the training center on existing training staff may result in negative impacts. If current training staff were to absorb the increased workload brought about by the opening of the training center, without assessment of their current workload, they may not be able to support his/her agency's training programs at a desired level. Conversely, if the staff member places his/her focus on agency training programs and away from the needs of operating the training center, it will not run as effectively and efficiently. It should also be noted that this strategy has the potential of perception of being favorable to the Partner Agency or Service. Parody between agencies is absolutely critical to the success of the agencies maintaining the partnership.

CABARRUS COUNTY RPSTC MANAGEMENT

The following section includes **role descriptions** – not formal job descriptions – for each key Cabarrus County RPSTC position.

TRAINING CENTER COORDINATOR

The role of the Training Center Coordinator is to ensure the effective and efficient day-to-day operation of the training center. Some of the key responsibilities of this position include:

- Ensuring that classrooms and other non-specialty props and training center assets are prepped and ready for scheduled training.
- Providing day-to-day guidance and assistance to training center users; troubleshooting problems that arise during the use of the facility.
- Generating work orders for facility maintenance and repairs.
- Coordinating all outside contracts and warranty work for the specialized props and equipment.
- Maintaining the training schedule in accordance with mutually agreed-upon scheduling policies and guidelines.
- Developing specific Cabarrus County RPSTC SOPs and Standard Operating Guidelines (SOGs) as part of the Training Leader Team.
- Developing periodic reports for facility usage, performance measurement, etc.
- Handling billing for facility use; calculating and preparing invoices.
- Managing facility use agreements.
- Record utilization of each prop and classroom.
- Record utilization of training hours by each partner agency.
- Accounting of outside user utilization & fees collected.

TRAINING OFFICER (POLICE, FIRE, EMS, EMD, 911)

The role of the Training Officer is two-fold: 1) to administer his or her respective Department's training program; and 2) to be an active participant and voice to a Training Leader Team and help ensure the smooth operation of the training center. Some of the key responsibilities of this position include:

- Supervising staff that directly provides the training.
- Ensuring his or her Department's respective needs for training center assets are identified, forecasted, and scheduled as far in advance as is reasonably possible and in accordance with the mutually agreed-upon scheduling SOP; ensuring that last-minute needs are communicated to others that may be impacted.
- Attending Training Leader Team meetings as needed and Partner in those meetings as a collaborative member.
- Working with the Training Center Coordinator and the Training Staff to resolve scheduling conflicts with a collaborative and flexible approach.
- Ensuring that Cabarrus County RPSTC buildings, props, and other assets are clean, orderly, and in good repair at the beginning and conclusion of training; this is largely accomplished through the Training Staff.
- Collaborate with partner agencies to develop larger coordinated response training, multi-agency training or cross service (Fire & Law Enforcement) events.

TRAINING CENTER STAFF CADRE (POLICE, FIRE, EMS, EMD, 911)

The role of the Training Staff is two-fold: 1) to deliver his or her respective Department's training; and 2) to help ensure the smooth operation of the training center. Some of the key responsibilities of these positions include:

- Providing new employee and in-service training as directed by the Training Officers.
- Ensuring that training center buildings, props, and other assets are clean, orderly, and in good repair at the beginning and conclusion of training.
- Ensuring that specialty props and training center assets are prepped and ready for scheduled training.
- Working to resolve scheduling conflicts with a collaborative and flexible approach.

TRAINING CENTER MAINTENANCE AND REPAIR

The role of maintenance personnel working at the facility includes basic services, such as preventive maintenance, minor repairs, etc. Maintenance staff may also be trained in the upkeep of specialized assets. In addition, this staff may be responsible for training instructors in the use and simple repair of equipment and props.

Authorized Police and Fire Department personnel are permitted to perform minor repairs and simple fixes.

Custodial/janitorial services may be provided by one or more of the Partner Agencies' personnel, by contracting those services out, or by a combination of these two options.

TRAINING CENTER INFORMATION TECHNOLOGY (IT) SUPPORT

The role of IT personnel includes supporting all computers and other information technology (IT) equipment at the training center.

CABARRUS COUNTY RPSTC OPERATIONS

All Training Center users, including the Partner Agencies' personnel and those from external agencies, will comply with SOPs/SOGs as established by a Training Leader Team, and, in the case of individual police and fire training programs, by departmental policies and procedures. The following section identifies some of the key training center operational considerations.

SCHEDULING RULES

The scheduling of classrooms, props, and training areas will comply with policies/guidelines as established by a Training Leader Team. The Training Center Coordinator is responsible for maintaining the master schedule. Partner Agency Training Officers will submit their requests and the Coordinator will process and schedule appropriately.

- Training directly related to the Partner Agencies will have first and highest priority for use of the facility. Their approved requests will be placed on the master schedule first. They will have 24/7 access to the facility for approved training uses. These operational hours will not generally apply to outside agencies.

It is recommended the Governing Board establish ground rules for scheduling priority, a scheduled hours availability bank and a scheduling cadence for the Partner agencies. This priority has traditionally been the most sought after recognition of differing contributions from the project partners.

- Community-related use of the training center associated with Partner Agency Police, Fire, Emergency Management, and EMS programs have second priority for facility use.

- Other Partner Agency departments (non-public safety, such as Public Works) have third priority for facility use.
- Outside user public safety agencies have fourth priority for facility use.
- The lowest priority being reserved for outside user non-public safety departments, private users, etc.
- The operational hours for outside agency use of the facility are dependent on the availability of training facility staff or other public safety personnel. To ensure adequate security and oversight, at least one Partner Agency Police/Fire representative should be present when outside agencies are training at the facility.
- The master calendar should document all facility training activities for 12 months. The calendar will use an "80-20 rule", which recommends that the calendar will normally not be more than 80% scheduled, allowing 20% for discretionary use. As the facility scheduling becomes more familiar over time, this ratio may be adjusted to optimize utilization.
- The Training Center Coordinator should use a calendar or scheduling software to ensure that events are not scheduled simultaneously. The Administrative Assistant will work with the Partner Agency Training Officers to ensure training in adjacent locations (two training activities being held near each other) does not create an unsafe environment.
- Partner Agency Training Officers will have ongoing access to the scheduling calendar and will advise the Training Center Coordinator of all canceled events.

ACCESS CONTROL

Access control to the training center will comply with the direction from the Training Center Board and policies/guidelines as established by a Training Leader Team. The Training Center Coordinator will manage the access control/card access system for the facility. Levels of access must be established, i.e. who is able to access the facility and when. It should be assumed the Partner Agency Training Leaders would have access to the training center as representatives for their respective agencies.

SET UP/TEAR DOWN/CLEAN UP

The Training Center Coordinator (or his or her designee) will ensure that classrooms and non-specialty prop areas are set up and ready in advance of scheduled training utilizing those assets. Training Staff will ensure that specialty props are ready in advance of their scheduled use. All agencies using the facility are responsible for clean up after their training activities. They are expected to leave the site in the condition they found it and report consumable use to the TCC.

OUTSIDE AGENCY USE OF FACILITY AND EQUIPMENT

Outside user agencies that are granted use of the Training Center are required to complete an *Outside User Agreement Form*. When an outside agency is granted use of the training center and its associated training equipment, the equipment and training areas shall be evaluated for condition and documented on the *Site Use Checklist* by the TCC or Training Staff prior to its use. When the outside agency has completed its training, the TCC or Training Staff shall inspect the used facilities and equipment with a statement of condition being documented on the *Site Post-Use Checklist*. Any damaged facilities or equipment will be documented using the *Damaged Equipment Report Form*. The user agency will be invoiced for all facility and/or equipment damage at actual repair or replacement cost.

CONSUMABLES

Consumable items include plywood, sheetrock, salvaged vehicles, etc. The Partner Agencies may purchase their own consumable items out of their respective training budgets or may be a part of the training center budget. Law enforcement agencies should, however bring their own targets, ammunition, and weapons to the facility. Outside fire service agencies will be charged for actual use of consumables on a pay-as-you-go basis.

STORAGE

The Partner Agency’s personnel are responsible for keeping their respective storage areas clean and organized. Storage areas are intended for the storage of training-related tools, materials, and supplies only. Expanded use of storage areas and/or creation of new storage areas are not permitted without the approval of the Training Leader Team.

SAFETY PROCEDURE

All training requires the presence of a designated safety officer. The TCC or Training Staff will ensure that one is in place for outside user agency training activities. This may be a Partner Agency staff member or other approved personnel. Safety issues/concerns must be reported to the TCC or Training Staff immediately. Any injury incurred at the training center must be reported to the TCC or Training Staff immediately.

FEE SCHEDULE

Cabarrus County RPSTC amenities may be rented to agencies, departments, institutions, and other approved entities not affiliated with the Partner Agencies at the rates published in the annual service fees schedule and upon acceptance of the training center *Site Use Agreement*. The TCC is responsible for renting training center assets to outside users on a space-available basis.

VEHICLES/PARKING

Vehicles regularly assigned to the training center will be identified by sign or decal and will be maintained by their respective agencies. Parking inside the facility fence is dependent on training activities, which have first priority.

FINANCIAL AND RESOURCE ASSESSMENT

The conceptual opinion of costs are based upon public safety training center regionalized historic cost data, general contractor guidance, and cost data for similar facilities within the region. The opinion of construction costs are anticipated through the anticipated mid-point of a specified construction year and are adjusted with industry standard escalation / inflation modifiers. If the schedule differs from what has been assumed, the construction costs should be updated to reflect updated escalation and inflation modifiers.

The total project costs are reflected in the information below. In addition to the cost of construction, supplementary items will be borne upon the budget that make the sum Total Project Costs. Some of those supplementary items include furniture, professional fees, permit fees, security system, training center vehicles, IT equipment, AV equipment, etc. These items are generally not procured by the general contractor but are necessary for a fully functional training center.

The project partners have preliminarily elected to use training hours as their assessment for the distribution of ongoing operations and maintenance costs. Using population or quantity of sworn would result in a disproportionate amount of responsibility with the City of Concord as compared to their projected use of shared training amenities. The use of training hours is a fair way to assess on going costs, however it should be normalized on a regular basis (annually or every other year). Recording of the training hours is listed within the Training Center Coordinators duty’s and is an important function for maintaining equality between agencies.

The table below represents a preliminary distribution of the Operations & Maintenance Costs over time. The student prop hours are based solely on Phase 1 training hours.

2024 PHASE 1 HOURS					
2024 CLASS HOURS BY PARTNER, BY DEPARTMENT	ANNUAL O&M COST SPLIT BY HOURS				
ANNUAL O&M PROBABLE OPINION OF COST	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5
CONTRIBUTION A	\$1,000	\$2,000	\$3,000	\$4,000	\$5,000
CONTRIBUTION B	\$ -	\$ -	\$ -	\$ -	\$ -
CONTRIBUTION C	\$ -	\$ -	\$ -	\$ -	\$ -
CONTRIBUTION SUBTOTAL	\$ -	\$ -	\$ -	\$ -	\$ -
O&M COST MINUS CONTRIBUTIONS	\$1,000	\$2,000	\$3,000	\$4,000	\$5,000

Departments	Phase 1: Student Prop Contact Hours	Phase 2: Percentage of Total					
CABCO EMS/CCFS	10,352	11.01%	\$110	\$220	\$330	\$440	\$550
CABCO Sheriff’s Office	24,373	25.92%	\$259	\$518	\$778	\$1,037	\$1,296
Concord Fire Department	42,904	45.63%	\$456	\$913	\$1,369	\$1,825	\$2,281
Concord Police Department	10,798	11.48%	\$115	\$230	\$345	\$459	\$574
Kannapolis Fire Department	-	0.00%	\$ -	\$ -	\$ -	\$ -	\$ -
Kannapolis Police Department	5,600	5.96%	\$60	\$119	\$179	\$238	\$298

Please note, the Annual O&M Opinion of Cost is a representative example. The O&M Costs will be further defined as the program is developed.

GO FORWARD PLAN



GO FORWARD PLAN

This chapter addresses the implementation of the Go Forward Plan. Its purpose is to provide guidelines for Partner Agency Leaders to use to proceed with the development of the Cabarrus County RPSTC. Going forward, agency management and staff must develop the detailed steps, implement the steps, measure the results, evaluate progress, and determine whether the results meet expectations.

Organizations need plans to survive and prosper. Organizations need business plans to provide a framework for the next month, next quarter, and next year. The annual budget is a component of a business plan. Organizations need strategic plans to provide long-term solutions to issues that they must address. The future of an organization without a strategic plan is subject to fate. An organization that has a strategic plan has a management tool that gives it control over its fate. A strategic plan identifies a desired vision and the objectives, measures, and actions needed to achieve the vision.

Considering the importance of having a strategic plan, it's unfortunate that many organizations either do not have one or struggle to develop and/or implement one. Strategic Planning can have many pitfalls, including:

- The Vision established is not practical
- The plan attempts to solve too many issues
- The plan lacks champions to move it forward
- The planning team does not include personnel with capabilities or time suitable for the tasks assigned.
- The goals are not sufficiently measurable to assess progress
- The plan champion does not obtain periodic and frequent feedback from participants on the task assignments
- Senior management disengages itself from monitoring progress

Working closely with the Project Team, RDG has prepared a strategic plan that avoids these pitfalls. The following recommendations and action items are focused and practical. They can be implemented with the support of senior management and a team that is willing to expend significant effort to achieve the goals.

GO FORWARD PLAN

RECOMMENDATIONS AND ACTION ITEMS

The effort to create this Strategic Plan document for the Cabarrus County RPSTC Project Team started in July 2022. The RDG Team interviewed numerous individuals, conducted numerous workshops, collected significant data, considered all information gathered, and prepared this report. This chapter includes RDG's professional recommendations for the project's success and gives the Project Partner Agencies a blueprint for improving the training capabilities for Partner Agency personnel and other first responder agencies in the region.

RECOMMENDATION #1: FINALIZE THE BASIS OF THE AGREEMENT

- Leaders from each Partner Agency should finalize discussions with their respective City Leaders about their level of participation, including initial capital cost contribution, ongoing O&M cost contribution, and governance agreement (such as RPSTC Governing Board participation).

RECOMMENDATION #2: DEVELOP THE FORMAL AGREEMENT

- The Partner Agencies should develop the formal agreement which documents the partnership envisioned by the leadership as described in the "Governance and Management" chapter of this report. This agreement should be reviewed by each entities will ultimately be approved by the governing bodies of all Partner Agencies.

RECOMMENDATION #3: ACQUIRE CAPITAL CONSTRUCTION FUNDING FOR PHASE 1

- During the development of the Strategic Plan, the partner agencies have preliminarily agreed the Total Project Budget for Phase 1 to be \$70M. Cabarrus County will be the primary funding agency and is in the process of acquiring the funds. The City of Concord has discussed a contribution of \$30M and the City of Kannapolis for \$8M to be reimbursed to Cabarrus County over time. This type of funding has been accomplished by these partners before, so they are familiar with this type of agreement, but it should be formalized within a similar timeline as the acquisition of funds.

RECOMMENDATION #4: REINFORCE THE REGIONAL ASPECT OF THE TRAINING CENTER

- The Partner Agencies should continue to reinforce the regional importance of the Cabarrus County RPSTC. This project will support and encourage multi-agency and interdisciplinary training and coordination that is critically needed in the Cabarrus County and the region. As utilization and popularity grow, it will provide additional funding for smaller props in the immediate and show City/County Leaders that future phases are important in the not so distant future.

CABARRUS COUNTY



BOARD OF COMMISSIONERS WORK SESSION

**February 3, 2025
5:00 PM**

AGENDA CATEGORY:

Discussion Items for Action

SUBJECT:

Finance - Financing Budget Amendment and Updated Project Ordinances

BRIEF SUMMARY:

The attached budget amendment and project ordinances are updated based on the two financings completed a few months ago. This budget amendment records legal costs in the capital project funds, adjust projects to match funding and allows the County to reimburse itself for funds budgeted from the Community Investment Fund that started projects.

REQUESTED ACTION:

Recommended Motions:

Motion to Suspend the Rules of Procedure.

Motion to approve the budget amendment and capital project ordinances.

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
- ▣ Project Ordinance

Budget Revision/Amendment Request

Date:

Amount:

Dept. Head:

Department:

Internal Transfer Within Department

Transfer Between Departments/Funds

Supplemental Request

Budget amendment to adjust accounts to match LOBs financing and adjust project budgets as needed.

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
380	6	0000-6937-2024A	Proceeds from Financing to offset legal costs		1,881,533		1,881,533
380	9	0000-9609-2024A	Legal Cost		1,881,533		1,881,533
380	6	0000-6927-2024B	Proceeds from Financing to offset legal costs	-	890,764		890,764
380	9	0000-9609-2024B	Legal Cost	-	890,764	-	890,764
380	6	8140-6937-MPLIB	2024A Financing	-	9,059,908		9,059,908
380	9	8140-970118-MPLIB	Transfer to CIF	-	9,059,908		9,059,908
380	6	2110-6936-2022B	2022B Draw	2,275,000		104,624	2,170,376
380	9	2110-9820-TECH	Construction	2,286,085		104,624	2,181,461
380	6	8140-6936-2022B	2022B Draw	7,500,000		61,934	7,438,066
380	9	8140-9830-MPLIB	Other Improvements	9,355,999		61,934	9,294,065
380	6	5310-6937-MENT	2024A Financing	20,000,000	3,000,000		23,000,000
380	9	5310-970118-MENT	Transfer to CIF	-	3,097,554		3,097,554
380	6	5310-6701-MENT	Interest	966,616	1,533,384		2,500,000
380	9	5310-9820-MENT	Construction	56,564,170	1,435,830		58,000,000
380	6	2210-6937-COURT	2024A Financing	10,585,762		1,100,886	9,484,876
380	9	2210-9820-COURT	Construction	97,961,848		1,100,886	96,860,962
380	6	5610-6937-HSC	2024A Financing	62,115,000		115,000	62,000,000
380	9	5610-9820-HSC	Construction	20,115,000		115,000	20,000,000
380	6	1950-6927-BUILD	2024B Financing	1,000,000		1,000,000	-
380	9	1950-9860-BUILD	Equipment and Furniture	1,924,581		1,000,000	924,581
380	6	8240-6927-LIBSC	2024B Financing	28,000,000		12,636	27,987,364

380	9	8240-9862-LIBSC	Technology	500,000		12,636	487,364
390	6	7210-6927-OPPDR	2024B Financing	9,535,000	2,196,149		11,731,149
390	9	7210-9820-OPPDR	Construction	9,535,000	2,196,149		11,731,149
390	6	7210-6927-MFWRV	2024B Financing	11,000,000	3,740,000	-	14,740,000
390	9	7210-9830-MFWRV	Other Improvements	11,000,000	3,740,000		14,740,000
390	6	7210-6927-COLWB	2024B Financing	45,314,081	5,155,913		50,469,994
390	9	7210-9820-COLWB	Construction	50,600,000	-	1,630,006	48,969,994
390	9	7210-970118-COLWB	Transfer to CIF	-	6,785,919		6,785,919
390	6	7210-6709-WMROF	Interest	-	73,395	-	73,395
390	6	7210-6927-WMROF	2024B Financing	2,000,000		872,500	1,127,500
390	9	7210-9830-WMROF	Other Improvements	2,000,000	-	799,105	1,200,895
390	6	7210-6709-CHVAC	Interest	-	912,158		912,158
390	6	7210-6927-CHVAC	2024B Financing	9,000,000	-	820,200	8,179,800
390	9	7210-9821-CHVAC	Building and Repairs	9,000,000	91,958	-	9,091,958
390	6	7210-6927-CMROF	2024B Financing	2,500,000	-	1,640,165	859,835
390	6	7210-6709-CMROF	Interest	-	57,795		57,795
390	9	7210-9830-CMROF	Building and Repairs	2,500,000	-	1,582,370	917,630
390	6	7210-6927-HRROF	2024B Financing	2,550,000		1,101,432	1,448,568
390	6	7210-6709-HRROF	Interest		433,896		433,896
390	9	7210-9830-HRROF	Other Improvements	2,550,000	-	667,536	1,882,464
390	6	7210-6709-WHVAC	Interest	-	591,637	-	591,637
390	6	7210-6927-WHVAC	2024B Financing	7,000,000	-	585,260	6,414,740
390	9	7240-9821-WHVAC	Building and Repairs	7,000,000	6,377	-	7,006,377
390	6	7346-6918-2022B	2022B Draw	7,064,556		597,045	6,467,511
390	9	7346-9820	Construction	44,772,038		597,045	44,174,993

Budget Officer

- Approved
- Denied

County Manager

- Approved
- Denied

Board of Commissioners

- Approved
- Denied

Signature

Signature

Signature

Date

Date

Date

CABARRUS COUNTY COUNTY CAPITAL PROJECTS BUDGET ORDINANCE

BE IT ORDAINED by the Board of Commissioners of Cabarrus County, North Carolina that, Pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

Section I.

- A. The project authorized is for the construction and renovations of County Facilities. Details of the project are listed in section C. of this Project Ordinance.
- B. The officers of this unit are hereby directed to proceed with this capital project within the terms of the Generally Accepted Accounting Principles (GAAP) and the budget contained herein.

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

Debt Proceeds 2020 Draw / 2022 LOBs	\$ 60,622,146
Debt Proceeds 2022 Draw / 2024A LOBs	214,060,555
Debt Proceeds 2024B LOBs	28,878,128
Future Debt	70,000,000
Contributions from Capital Projects Fund	24,696,943
Contribution from General Fund	40,372,704
Contribution from Capital Reserve Fund	2,728,681
Contribution from Internal Service Fund	2,287,024
Contribution from Community Investment Fund	38,735,828
State Allocation	40,700,000
PARTF Grant	500,000
Interest	4,212,302
TOTAL REVENUES	\$527,794,312

- C. The following appropriations are made as listed.

Courthouse Site Enabling Construction & Renovation	\$ 147,139,364
Exterior Repairs to Multiple Buildings	326,174
Contribution to Capital Reserve (Reimb for Skylight Project)	2,085,000
West Cabarrus High School Artificial Turf Fields	2,566,810
Frank Liske Barn Replacement	7,764,393
Legal / Closing Expenses	3,724,805
Emergency Equipment Warehouse/ ITS Location	14,867,999
Fiber Infrastructure Improvement	799,000
Sheriff Training & Firing Range Renovations	2,200,000
Human Services HVAC	180,000
Frank Liske Park ADA Renovations	1,450,000
Frank Liske Park Playground Replacement	203,600
Camp Spencer Vending & Archery Building	526,998
West Cabarrus Library & Senior Center	32,243,364
Deferred Maintenance Projects	21,806,950
EMS Headquarters	21,007,999
Mt. Pleasant Library / ALC / Foil Park Project	28,294,067
Northeast Area Land	4,729,117
Mental Health Facility	58,000,000
Other Improvements Unallocated	1,924,031

Enterprise Physical Security Project (ITS)	807,000
Concord Senior Center Overflow Parking Lot	550,000
Contribution to the General Fund	47,500
Frank Liske Park Softball Complex Utilities	410,000
Rob Wallace Park	1,433,504
Animal Shelter Expansion	275,000
Frank Liske Park Stormwater Project	570,803
Northeast Cabarrus Radio Tower Project	2,334,547
Milestone Building	8,150,000
Fire Services Building	370,000
Frank Liske Park Tennis Court	280,000
Frank Liske Park Multiple Projects	5,600,000
Government Center Building Repair	450,000
Public Safety Training Center	70,000,000
Human Services Facility	64,250,000
Frank Liske Park Mini-Golf and Office (ADA)	1,100,000
Boardwalk at Vietnam Veterans Park	95,000
Land Acquisition	4,000,000
Chiller Replacement at Sheriff's Admin Office	1,000,000
Contributions to Community Investment Fund	14,231,285

TOTAL EXPENDITURES **\$527,794,312**

GRAND TOTAL – REVENUES **\$527,794,312**

GRAND TOTAL – EXPENDITURES **\$527,794,312**

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 3rd day of February 2025.

CABARRUS COUNTY BOARD OF COMMISSIONERS

BY: _____
Chris Measmer, Chairman

ATTEST:

Clerk to the Board

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	\$ 71,686,261
Contribution from Capital Projects Fund	9,383,614
Debt Proceeds 2020 Draw / 2022 LOBs	45,227,096
Debt Proceeds 2022 Draw / 2024A LOBs	58,308,011
Debt Proceeds 2024B LOBS	120,855,302
Future Debt	104,600,000
Contribution from Capital Reserve Fund	693,429
Contribution from Convention & Visitors Bureau	1,550,000
Grant	1,950,000
Interest	6,801,915

TOTAL REVENUES	\$421,055,628
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- C. The following appropriations are made as listed.

CCS Mobile Unit Renovation	\$ 3,300,000
R. Brown McAllister Replacement	48,326,750
Roberta Road Middle School	58,073,579
CCS New High School	9,513,790
CCS Southeast High School – Land purchase	1,816,320
Early College Mobile Units	2,536,331
Mondo Track – JM Robinson High School	1,550,000
Deferred Maintenance Cabarrus County Schools	36,229,617
Deferred Maintenance Kannapolis City School	8,890,034
Deferred Maintenance Rowan Cabarrus Community College	3,652,500
Central Cabarrus Track	1,155,000
Hickory Ridge Football Field and Track	1,925,000
Tennis Courts – Cox Mill, Central Cabarrus, Northwest	1,495,000
Mary Frances Wall Renovations	14,740,000
Weddington Hills Elementary School HVAC	7,006,377
Concord High School HVAC	9,091,958
Opportunity School	11,731,149
Hickory Ridge High School Roof	1,882,464

Cox Mill Elementary School Roof	917,630
Wolf Meadow Elementary School Roof	1,200,895
Fred L. Wilson Elementary School Addition	14,000,000
Forest Park Elementary School HVAC	7,000,000
RCCC South Campus HVAC	6,150,500
Cabarrus Health Science Institution	2,000,000
Shady Brook Elementary School Chiller	450,000
Consulting – Project Process Review	30,000
Coltrane Webb STEM Elementary School	50,469,994
New Elementary School – Northwest or Southwest	52,100,000
Concord High School Track Wall Repairs	105,000
Rowan Cabarrus Community College – Renovation S203	7,000,000
Rowan Cabarrus Com College – Workforce Innovation Center	47,000,000
Contribution to Capital Investment Fund	9,715,740
TOTAL EXPENDITURES	\$421,055,628

GRAND TOTAL – REVENUES	\$421,055,628
GRAND TOTAL – EXPENDITURES	\$421,055,628

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 3rd day of February 2025.

CABARRUS COUNTY BOARD OF COMMISSIONERS

BY: _____
Chris Measmer, Chairman

ATTEST:

Clerk to the Board

CABARRUS COUNTY



BOARD OF COMMISSIONERS WORK SESSION

**February 3, 2025
5:00 PM**

AGENDA CATEGORY:

Discussion Items for Action

SUBJECT:

Sheriff's Office - Acceptance of Fees from the Interlocal Detention Agreement with Union County Sheriff's Office

BRIEF SUMMARY:

The Union County Detention Center is having to undergo major renovations and will therefore need to send some of their inmates to another facility. Cabarrus County Sheriff's Office (CCSO) currently houses up to 10 female inmates per day under the current BOC agreed upon rate of \$70.00 per inmate per day. Union County now has the need for us to house up to 48 male inmates per day. CCSO has space available, but not manpower to run additional detention pods. Union County SO will provide manpower to run two pods and pay the overtime for one CCSO detention personnel to run the control panel per shift at a rate of \$45.00 per hour and the rate of inmate per day will remain at \$70.00 per day per inmate.

REQUESTED ACTION:

Recommended Motion for the Regular Meeting:

Motion to approve the Memorandum of Agreement between Cabarrus County and Union County.

EXPECTED LENGTH OF PRESENTATION:

5 Minutes

SUBMITTED BY:

Chief Deputy Tessa Burchett

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

ATTACHMENTS:

- Unsigned MOU with Union County



CABARRUS COUNTY SHERIFF'S OFFICE

Van W. Shaw, Sheriff

Public Safety through Professionalism and Integrity

Interlocal Detention Center Agreement

This Interlocal Detention Center Agreement (“Agreement”) is entered into effective February 1st, 2025, by and between **Union County, North Carolina**, a political subdivision of the state of North Carolina, with its principal place of business at 3344 Presson Road, Monroe N.C. 28112 (“Union County”) and **Cabarrus County, North Carolina** a political subdivision of the state of North Carolina, with its principal place of business at 65 Church Street South, PO Box 707, Concord, N.C. 28025 (“Cabarrus County”).

Whereas, Union County has a need to separate multiple defendants charged with the same crime, and to alleviate jail overcrowding, and to do a renovation project which would require a reduction of the inmate population; and

Whereas, Cabarrus County is not currently experiencing overcrowding of its inmate detention facilities and on occasion, has space available to house additional inmates; and

Whereas, Union County has requested that Cabarrus County consider housing certain Union County inmates and Cabarrus County has agreed to do so, all in accordance with the terms and conditions of this Agreement, and

Whereas, this Agreement is authorized pursuant to North Carolina General Statute Chapter 160A-460 et.seq.

Now therefore, in consideration of the premises and other good and valuable consideration, the parties hereto agree as follows:

1. **Housing Facilities.** Cabarrus County will provide inmate detention facilities for certain Union County detainees and prisoners (hereafter, “Inmate(s)”) in Cabarrus County’s Detention Center (“Center”) located at 30 Corban Avenue SE, Concord, N.C. and houses the inmates detained for pre-trial and sentenced inmates confined to Cabarrus County. Cabarrus County will provide the same standard of care with regard to surveillance, security, and protection of inmates as is afforded Cabarrus County detainees and prisoners.

2. **Overcrowding of Center.** In the event the Detention Center reaches maximum capacity, Cabarrus County shall not be required to accept any Inmates until such time as the Center has enough available space to accept additional inmates. The Detention Center presently has 473 beds available for use, although due to classification of inmates, the actual number is slightly lower. Because of this, Cabarrus County can require Union County to pick up Inmates housed in the Center.
3. **Expenses.** As reimbursement of general room and board expenses, Union County agrees to pay Cabarrus County the sum of seventy dollars (\$70.00) per day per Union County inmate housed in the Center.

In addition to room and board expenses, Union County will reimburse Cabarrus County for the cost of ordinary and extraordinary medical costs and expenses attributable to any Inmate, including without limitation the following:

- a. Medical care provided to any inmate as a result of hospitalization
 - b. Ordinary expenses for Inmate medical care including all expenses for any illnesses as an outpatient or inpatient of the Center Infirmary.
 - c. The cost of replacing eyeglasses and dental prosthetic devices. Replacement will be made only if the inmate was using the damaged or lost eyeglasses or dental device at the time of commitment to the center, the eyeglasses or dental devices broken or lost while the inmate is incarcerated at the Center, and only upon prior approval of Cabarrus County.
 - d. The cost of any other out of pocket expense that occurs with a Union County inmate.
 - e. Union County agrees to pay the cost of one (1) Cabarrus County Officer to run the control panel per 12-hour shift at a rate of 45.00 dollars per hour (this is the average hourly rate for detention staff at overtime rate.)
4. **Limitation On Number of Inmates.** Union County shall be permitted to house no more than ten (10) female inmates which we are currently housing and no more than forty eight (48) male inmates during their renovation project from February 1st, 2025 thru September 30th, 2025.
 5. **Restrictions on Inmates Offenses/Medical Condition.** Inmates housed in the Center must be serving misdemeanor, civil sentences, pretrial, or sentenced confinement. In addition, Union County will not transport any Inmate to the Center who has a known serious medical condition. Each inmate shall have a medical clearance form stating that they have been cleared medically by the medical staff of the Union County Detention Center and approved by the medical staff of the Cabarrus County Detention Center prior to arrival.
 6. **Transportation of Inmates.** The Union County Sheriff's Office shall be responsible for transporting any Union County inmate to and from the Center.

7. **Payment Terms.** Each month the Inmates are incarcerated at the Center, Cabarrus County shall invoice Union County for all costs and expenses attributable to the Inmates by the fifteenth (15th) day of each month. Union County shall pay such invoice by the last day of each month.
8. **Removal of Disruptive Inmates.** If in the opinion of the Cabarrus County Sheriff's Office, any Inmate becomes unduly disruptive or becomes such a disciplinary problem as to interfere with the orderly operation of the Center, the Cabarrus County Sheriff's Office will notify the Union County Sheriff's Office and the Union County Sheriff's Office will pick up the disruptive Inmate immediately.
9. **Housing location of inmates.** All Union County male inmates will be housed in the Annex of the Cabarrus County Detention Center. All Union County female inmates will be housed in the female pods of Cabarrus County Detention Center.
10. **Supervision of Union County inmates.** All Union County male inmates will be supervised by two (2) Union County Officers and one (1) Cabarrus County Officer in the Annex of the Cabarrus County Detention Center. Union County detention staff working in the Cabarrus County Detention Center must follow Cabarrus County Detention Center and Sheriff's Office policies and procedures and will fall under the supervision of Cabarrus County Detention Sergeants, Lieutenants, Captain, Chief Deputy and Sheriff while working in a Cabarrus County facility.
11. Any damage incurred to the Cabarrus County Detention Center facility, property or equipment from either employees or inmates would be the responsibility of Union County. Any resulting criminal charges would be filed in Cabarrus County by Cabarrus County deputies.
12. **Term of Agreement.** The initial term of this Agreement shall be from February 1st, 2025, through midnight, June 30th, 2025. This Agreement may be renewed at the expiration of this agreement, by mutual written agreement of the parties hereto. However, in the event either party hereto deems it necessary to terminate this Agreement for whatever reason, this Agreement may be terminated at any time by either party upon thirty (30) days advance written notice to the other party at the address set forth in this Agreement.
13. **Amendments and Modifications.** This Agreement may only be modified in writing, signed by the parties hereto. However, Cabarrus County and Union County agree that the Sheriff's Office of both counties may attach exhibits or supplements to this Agreement pertaining solely to specific procedures for the transport, acceptance and discharge of Inmates, provided the terms of such supplements or exhibits are not in contradiction to the terms and conditions of this Agreement.

14. **Paragraph Headings.** Paragraph headings in this Agreement are for convenience only and are not deemed to be a controlling part of this Agreement.

In Witness hereof, the parties hereto have executed this Agreement in duplicate originals, effective the date set forth above.

Cabarrus County, North Carolina

Read and Agreed to:

Cabarrus County Sheriff's Office

Van Shaw, Cabarrus County Sheriff

Union County, North Carolina

Read and Agreed to:

Union County Sheriff's Office

Eddie Cathey, Union County Sheriff

CABARRUS COUNTY



BOARD OF COMMISSIONERS WORK SESSION

**February 3, 2025
5:00 PM**

AGENDA CATEGORY:

Discussion Items for Action

SUBJECT:

Sheriff's Office - Additional Position Allocations for Law Enforcement in Town of Harrisburg

BRIEF SUMMARY:

In conformity with an existing agreement with the Town of Harrisburg for law enforcement services, the Town of Harrisburg has approved funding for two additional deputies for a traffic unit and two additional patrol sergeants for the 2024 - 2025 fiscal year. Based on position vacancies at the beginning of the fiscal year, it was decided to wait until progress was made in filling vacancies. Cabarrus County Sheriff's Office (CCSO) is ready to proceed with filling these positions as allocation allows. The cost of these positions will be billed to the Town of Harrisburg according to the attached agreement; personnel costs including salaries and benefits will be based on the county-wide average of the position and equipment and vehicles based on actual cost.

REQUESTED ACTION:

Recommended Motion for the Regular Meeting:

Motion to adopt the budget amendment.

EXPECTED LENGTH OF PRESENTATION:

5 Minutes

SUBMITTED BY:

Chief Deputy Tessa Burchett
Captain Chris Measimer

BUDGET AMENDMENT REQUIRED:

Yes

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

ATTACHMENTS:

- ▣ CCSO & Town of Harrisburg LE Agreement
- ▣ Harrisburg Budget Report
- ▣ Budget Amendment



TOWN OF HARRISBURG AND SHERIFF LAW ENFORCEMENT AGREEMENT

This **TOWN OF HARRISBURG AND SHERIFF LAW ENFORCEMENT AGREEMENT** ("Agreement") is made and entered into effective July 1, 2023 by and between the **TOWN OF HARRISBURG**, North Carolina ("Town") and **VAN W. SHAW** as Sheriff of Cabarrus County ("Sheriff") and **CABARRUS COUNTY**, North Carolina ("County").

RECITALS

1. 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.
2. The Town does not have a police department, so services provided by the Sheriff to the Town have been the law enforcement substitute for a municipal police force.
3. The Town has generally compensated the Sheriff by reimbursing his office for the direct cost of all the deputies assigned to the Town, except two deputies assigned to the Town paid by Cabarrus County.
4. The parties desire to continue this relationship for the next fiscal years, with modifications to the general arrangements, as provided in the Terms below.

In consideration of the above Recitals and the Terms set forth below, which the parties agree constitute sufficient consideration to make this Agreement legally binding and enforceable, the parties agree as follows.

TERMS

1. LAW ENFORCEMENT SERVICES.

The Sheriff shall provide general law enforcement services to the citizens and businesses located in the Town. These services include enforcement of municipal ordinances and state statutes, patrol, traffic enforcement, crime reduction, investigations, educational services provided to the public as determined appropriate by the Sheriff, response to emergencies and calls for police assistance and protection of Town citizens and businesses and their property and any other services regularly

provided by the Sheriffs Department. Operational decisions in law enforcement are, and shall continue to be, made by the Sheriff based on professional judgment. All calls for service, dispatch, complaint or special request and duty assignments shall go through the official channels of the Cabarrus County Sheriffs Office pursuant to Sheriffs Office policies and procedures.

2. ASSIGNMENT OF AND ADDITIONS TO PERSONNEL.

The Sheriff shall assign the following full-time personnel to the Town with the following general assignments:

Positions	FY2024	FY2025	FY2026
Captain	1	1	1
Lieutenant	1	1	1
Detective Sergeant	1	1	1
Patrol Ser eant	2	4	4
Detective	1	1	1
Cmre Reduction Deputy	3	3	3
Tr	2	4	4
De	14	14	14
Administrative SuppOrt			1
Total	25	29	30

Note: The position counts shown above include two positions funded by Cabarrus County.

The Sheriff will make every effort to provide the additional personnel during the fiscal years noted above. The Captain of the Harrisburg Division, Town Management and the Sheriff shall discuss annually the upcoming personnel additions and may change the order in which the noted positions are added. The Sheriff, in his sole discretion, shall decide deputies assigned to the Town pursuant to this Agreement and may change any assignment at any time. The Sheriff will make every effort to assign deputies with at least one year of patrol experience, unless assigning a deputy on a temporary basis. Neither the Town nor any of its employees or elected officials shall have the right to control, direct or supervise the activities of the deputies assigned to the Town for purposes of this Agreement.

It is understood by the parties that the Town is growing and that its law enforcement needs will increase during the term of this Agreement. Additional personnel, vehicles and equipment required by the Town will be paid for in the same fashion as existing personnel, vehicles and equipment are paid for under this Agreement. The Town shall give the Sheriff at least ninety (90) days prior written notice of any increase in personnel, vehicles, or equipment that it requires.

The County shall provide for an additional two (2) full-time deputies ("County Deputies") at no cost to the Town for the length of this contract. County Deputies shall patrol and answer calls for service within Town Limits and adjacent patrol zones at the sole discretion of the Sheriff.

If a deputy position(s) for the Town is vacant, the Sheriff will make all efforts to fill the position within ninety (90) days. Only positions that are filled during the quarter will qualify for payment by the Town. The Captain of the Harrisburg Division will report any vacancy to the Town Manager, County Finance Department, Town Finance Department and the County Manager's Office within ten (10) business days of such vacancy and a record of each vacancy shall be maintained for future financial and operational planning.

3. SCHEDULE OF PERSONNEL.

The deputies shall work the same rotation schedule (24/7 service) as the Sheriffs Office patrol division or as set forth by the Sheriff, unless changed for special purposes or due to the deputies being on vacation, holiday, sick leave, FMLA or in- service training. In such circumstances, the Town shall not be entitled to a refund, reduction in cost, or replacement/substitute deputy. At least one deputy shall be on duty for each shift, whether a normally assigned deputy, or another deputy covering service calls for the town. Each of the personnel assigned to the Harrisburg Division shall dedicate all of their time to the benefit of the Town of Harrisburg, excluding standard mutual aid, vacation, holiday, sick leave, FMLA or in-service training.

4. SERVICE COVERAGE.

The primary responsibility of the deputies, while on duty, is to patrol and answer calls for service within the Town limits and deliver any other service provided by the Sheriffs Office to the citizens of Cabarrus County, which includes, but is not limited to:

- a) Responding to incidents outside of the Town limits upon order of the Sheriff or his designee;
- b) Responding to an emergency call for assistance from another officer;
- c) Conducting an investigation of an incident that occurred within the Town limits, such as an automobile accident or criminal offense;
- d) Answering a call within the patrol zone surrounding the Town in the event the zone officer is not then available and the call requires a quicker response, but only with supervisor approval; or
- e) Necessary training, court proceedings, or other matters which require the officer to leave the Town.
- f) Any other instance the Sheriff deems necessary, subject to the Sheriffs policies and procedures.

The Sheriff's Office will provide reciprocal response when a non-Town deputy is closer to a call within Town limits and in need of immediate assistance.

The Sheriffs Office will continue to provide adequate staffing for the Town's annual July 4th Parade at no additional cost to the Town.

5. TRAINING AND SUPERVISION OF TOWN DEPUTIES.

The Sheriff, through his Office, shall provide all supervision and training for deputies and other of his personnel responding to calls within Town limits. The Sheriffs Office considers all deputies equally for promotions and other advancement opportunities, which shall include annual evaluations and consideration for merit pay increases.

6. VEHICLES AND EQUIPMENT.

All vehicles (cars, trucks, SUVs, motorcycles) and related equipment for deputies assigned to the Town shall be purchased and paid for by the County and be for the use by the Sheriff for law enforcement purposes. Each deputy will have an assigned take home vehicle. County Flyet Services shall maintain the vehicles, including, but not limited to, the replacement of tires, brakes and other maintenance services. The County will maintain a sufficient quantity of spare vehicles with Town branding. The Town of Harrisburg will directly provide fuel for the vehicles used as described in this agreement instead of reimbursement. Deputies will be provided 24/7 access to the Town fueling station located at the Harrisburg Public Works Department.

Primary patrol vehicles used to provide services pursuant to this Agreement shall be replaced after the lesser of seven (7) years in-service or 100,000 miles unless earlier replacement is agreed to in writing by both parties. Spare vehicles may exceed these replacement thresholds.

Upon execution of this Agreement, the Town shall deed all law enforcement vehicles currently owned by the Town and operated as part of the Agreement over to the County. The County will restripe all existing vehicles within six (6) months of this agreement.

The County shall insure all vehicles used pursuant to this Agreement, at no additional cost to the Town.

All new and replacement vehicles purchased pursuant to this agreement shall be branded with the approved Harrisburg Division design.

The County shall credit the salvage value received from vehicles used pursuant to this agreement to the replacement cost charged to the Town, upon retirement from the fleet. An average and reasonable salvage value will be credited to the Town for vehicles that are repurposed by the County or otherwise unsold upon retirement from the Town's fleet.

7. UNPLANNED VEHICLE REPLACEMENT.

In the case of a total vehicle loss, the vehicle shall be replaced by the County as soon as possible to ensure continuity of operations. Vehicle cost shall be based on the prevailing State contract pricing for a Ford Police Interceptor SUV or other vehicle selected by the Sheriff. The County shall insure all vehicles used pursuant to this agreement.

8. OFFICE SPACE.

The Town shall provide adequate office space for the deputies assigned to the Town as well as furnish, stock, clean and maintain the facility.

9. ADMINISTRATIVE SERVICES FEE.

The Town shall pay the County quarterly an administrative services fee not to exceed \$75,000 per year. The fee reimburses the County for the indirect costs required to support this Agreement such as accounting and personnel management.

10. PAYMENT OF SERVICES.

The Town agrees to pay the County:

- a) Personnel costs, including salaries and benefits, based on the County-wide average cost paid for positions assigned to the Town.
- b) Actual vehicle purchase cost, equipment, and supply costs for positions assigned to the Town.
- c) Administrative Services Fee.
- d) The County will provide all supplies necessary for its employees, including, but not limited to, office supplies, printer toner, special equipment, safety equipment, IT services, uniforms and gear. These costs will be included in and accounted for in the Administrative Services Fee referenced in sections 9 and 10.c in this agreement. The Town agrees to purchase and maintain any additional equipment or supplies it deems necessary, such as battery-operated speed radar signs and specialty LIDAR units. The Town also agrees to provide any Town-identified training it deems necessary.
- e) The County Manager's Office shall estimate the annual costs, in cooperation with the Sheriff's Office and the Town of Harrisburg, and will communicate the total cost to the Town no later than March 31st of each year, the total cost, using the then-known personnel numbers and prior year's actual costs including any unexpected overage costs and any understaffed savings from the previous year as a guide.
- f) The County shall bill the Town at the conclusion of each quarter, for the agreed upon costs including the Administrative Services Fee for that quarter. Such amount shall be paid by the Town within thirty-days (30) of receipt.

11. RECORD KEEPING AND EQUIPMENT.

The Sheriff shall provide all record keeping, investigations and communications regarding the operational function of the deputies. The Sheriff shall also supply all equipment provided to each such deputy.

12. OPERATIONAL CHANGES.

Advance notice of at least six (6) months is required if the County intends to permanently reduce the number of deputies assigned to the Town below the annually agreed upon staffing level or substantially, alter other operational aspects of this Agreement as determined by the Sheriff. The County shall notice such change in writing from the Sheriff or his designee to the Town Manager. The Town may also request operational changes to this Agreement in writing with at least six (6) months' notice. The Town shall notice a requested change in writing from the Town Manager or his designee to the Sheriff and County Manager. Any such operational change, if unacceptable, shall entitle the affected party to terminate this Agreement.

13. LIAISON.

Discussions concerning the implementation and conduct of this Agreement shall be between the Town Manager and the Captain of the Harrisburg Division of the Sheriffs Office. Each party shall work cooperatively with the other to help assure the seamless provision of law enforcement services by the Sheriff to the Town.

14. TERM.

a) The initial term of this Agreement shall be ten (10) years from the Effective Date of this Agreement. The Agreement shall automatically renew for an additional five (5) year period beginning at the expiration of the preceding term, unless either party gives the other party two (2) years prior written notice, or unless the County or the Town vote not to appropriate funds for the next fiscal year.

15. STATUTORY AUTHORITY.


This Agreement is an interlocal agreement permitted by the provisions of N.C. Gen. Stat. §160A-460.

16. CHOICE OF LAW.

This Agreement shall be interpreted and enforced pursuant to North Carolina law.


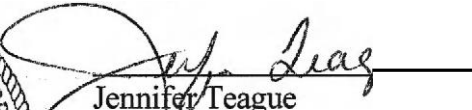
IN WITNESS, the parties have executed this Agreement as indicated below.

SHERIFF:



Van W. Shaw
Cabarrus County Sheriff

TOWN:

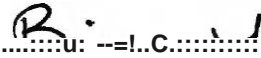
Jennifer Teague
Mayor of Harrisburg

Date: 1/1/2024

Date: 4.6.2024

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act:

By: _____
Finance Director (or designee), Cabarrus County

By: 

Finance Director (or designee), Town of Harrisburg

Kelly F. Sifford
Deputy County Manager
Cabarrus County

Exhibit A: Estimated Cost for Fiscal Year 2025

The following estimated costs for the upcoming fiscal year will be agreed upon by the Town Manager's Office and the County's Manager's Office by March 31st each year.

Position	# of FTEs	Estimated Personnel	
			Cost
Captain	1	\$	126,449
Lieutenant	1		116,977
Detective Sergeant	1		100,894
Patrol Sergeant	4		410,500
Detective	1		90,888
Crime Reduction Deputy	3		283,078
Deputy Sheriff	12		983,865
Deputy Sheriff- Traffic Unit	4		361,672
Deputy Sheriff(County)	2		-
Administrative Support	-		-
Total	29	\$	2,474,323

(Body Camera, Radio, Taser, Gun, Vest, Limt, Comouter and other major supplies and equipmmt)		
Vehicle Costs		
New Vehicle Purchases (4)	85,000	340,000
Scheduled Vehicle Replacements (2)	85,000	170,000
Administrative Fee		75,000
Total Estimated Operating		\$ align="right"> 720,000

Total Estimated Costs	3,194,323
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Exhibit A: Estimated Cost for Fiscal Year 2024

The following estimated costs for the upcoming fiscal year will be agreed upon by the Town Manager's Office and the County's Manager's Office by March 3 pt each year.

[REDACTED]		
[REDACTED]		
Lieutenant	1	115,688
Detective Sergeant	1	99,536
Patrol Sergeant	2	199,072
Detective	1	89,291
Crime Reduction Deputy	3	282,658
Deputy Sheriff	12	975,966
Deputy Sheriff - Traffic Unit	2	183,722
Deputy Sheriff(County)	2	-
Administrative Support	-	-
Total	25	\$ 2,074,449

[REDACTED]		
[REDACTED]		
(Body Camera, Radio, Taser, Gun, Vest, Light, Computer and other major supplies and equioment)		
Vehicle Costs		
New Vehicle Purchases (5)	66,000	330,000
Motorcycle Replacement	37,250	37,250
Administrative Fee		75,000
Total Estimated Operating		\$ 557,250

Total Estimated Costs	\$ 2,631,699
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Budget Report

Account Summary

For Fiscal: 2024-2025 Period Ending: 12/31/2024

Fund: 100 - General Fund

Expense

Department: 2000 - Deputies

Category: 560 - Fixed Charges and Other Services

100-2000-56305

Contracted Services

Budget Detail

Description	Units	Price	Amount	Total Budget	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance Favorable (Unfavorable)	Percent Used
1. Existing - Captain	1.00	160,000.00	160,000.00	3,227,000.00	3,227,000.00	3,227,000.00	0.00	0.00	2,549,323.00	677,677.00	79.00 %
2. Existing - Lieutenant	1.00	148,000.00	148,000.00								
3. Existing - Detective Sergeant	1.00	129,000.00	129,000.00								
4. Existing - Patrol Sergeant	2.00	130,500.00	261,000.00								
5. Existing - Detective	1.00	115,500.00	115,500.00								
6. Existing - Crime Reduction	3.00	120,500.00	361,500.00								
7. Existing - Deputy	12.00	104,500.00	1,254,000.00								
8. Existing - Traffic Unit	2.00	115,500.00	231,000.00								
A. 10% County Administration Fee	1.00	75,000.00	75,000.00								
A. Proposed - Sergeant	2.00	130,500.00	261,000.00								
A. Proposed - Traffic Unit/Deputy	2.00	115,500.00	231,000.00								
Category: 560 - Fixed Charges and Other Services Total:			3,227,000.00		3,227,000.00	3,227,000.00	0.00	0.00	2,549,323.00	677,677.00	79.00%
Department: 2000 - Deputies Total:			3,227,000.00		3,227,000.00	3,227,000.00	0.00	0.00	2,549,323.00	677,677.00	79.00%
Expense Total:			3,227,000.00		3,227,000.00	3,227,000.00	0.00	0.00	2,549,323.00	677,677.00	79.00%
Fund: 100 - General Fund Total:			3,227,000.00		3,227,000.00	3,227,000.00	0.00	0.00	2,549,323.00	677,677.00	79.00%
Report Total:			3,227,000.00		3,227,000.00	3,227,000.00	0.00	0.00	2,549,323.00	677,677.00	79.00%

Budget Revision/Amendment Request

Date: February 18, 2025

Amount: 719,765.07

Dept. Head: Sheriff Van W. Shaw

Department: 2110- Sheriff's Office

Internal Transfer Within Department
 Transfer Between Departments/Funds
 Supplemental Request

Purpose: This Budget Amendment records the expense and related revenue for 4 additional Officers for the Harrisburg Division.

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
001	6	2115-6605	Deputy Reimbursement	2,932,983.00	517,435.68		3,450,418.68
001	9	2115-9101	Salary	2,049,975.00	359,418.00		2,409,393.00
001	9	2115-9201	Social Security	132,900.00	22,283.92		155,183.92
001	9	2115-9202	Medicare	31,084.00	5,211.56		36,295.56
001	9	2115-9205	Health Insurance	267,000.00	42,720.00		309,720.00
001	9	2115-9206	Vision Insurance	516.00	84.00		600.00
001	9	2115-9207	Life Insurance	1,020.00	164.00		1,184.00
001	9	2115-9210	Retirement	320,622.00	54,056.46		374,678.46
001	9	2115-9230	Workers Compensation	46,032.00	7,619.66		53,651.66
001	9	2115-9235	401K	107,177.00	17,970.90		125,147.90
001	9	2115-9640	Insurance & Bonds	-	7,907.18		7,907.18
				5,889,309.00	1,034,871.36		6,924,180.36

Budget Officer

Approved
 Denied

Signature

Date

County Manager

Approved
 Denied

Signature

Date

Board of Commissioners

Approved
 Denied

Signature

Date

SALARY CALCULATOR FY 25 - LAW ENF

Annual Salary

Location

Grade

*Enter Salary
in Box Below*

TOTAL

9101 Salary	\$ 91,302.00	\$ 91,302.00	\$ 88,407.00	\$ 88,407.00	\$ 359,418.00
9201 Soc Sec	\$ 5,660.72	\$ 5,660.72	\$ 5,481.23	\$ 5,481.23	\$ 22,283.92
9202 Medicare	\$ 1,323.88	\$ 1,323.88	\$ 1,281.90	\$ 1,281.90	\$ 5,211.56
9210 Ret	\$ 13,731.82	\$ 13,731.82	\$ 13,296.41	\$ 13,296.41	\$ 54,056.46
9235 401K	\$ 4,565.10	\$ 4,565.10	\$ 4,420.35	\$ 4,420.35	\$ 17,970.90
9205 Insurance	\$ 10,680.00	\$ 10,680.00	\$ 10,680.00	\$ 10,680.00	\$ 42,720.00
9207 Life	\$ 41.00	\$ 41.00	\$ 41.00	\$ 41.00	\$ 164.00
9206 Vision	\$ 21.00	\$ 21.00	\$ 21.00	\$ 21.00	\$ 84.00
9230 Workers Comp	\$ 1,935.60 *	\$ 1,935.60	\$ 1,874.23	\$ 1,874.23	\$ 7,619.66
9640 Ins and Bonds	\$ 2,008.64 *	\$ 2,008.64	\$ 1,944.95	\$ 1,944.95	\$ 7,907.18
Benefits	\$ 39,967.76	\$ 39,967.76	\$ 39,041.08	\$ 39,041.08	\$ 158,017.68
					\$ -
Total Salary & Benefits	\$ 131,269.76	\$ 131,269.76	\$ 127,448.08	\$ 127,448.08	\$ 517,435.68

* = For **Workers Compensation** and for **Insurance & Bonds** an average rate is being used as an estimate. The actual rate will differ depending on each positions risk class. For FY25 only - no charge for Insurance & Bonds is being made.

CABARRUS COUNTY



BOARD OF COMMISSIONERS WORK SESSION

**February 3, 2025
5:00 PM**

AGENDA CATEGORY:

Discussion Items for Action

SUBJECT:

Sheriff's Office - Budget Amendment to Increase Medical Cost Pool Account Using Revenues From Housing State Misdemeanant Confinement Program (SMCP) Inmates

BRIEF SUMMARY:

The Sheriff's Office contracts with Southern Health Partners for inmate health care. Our contract with Southern Health Partners covers the first \$5,000 in medical bills per inmate. However, when an inmate is in our custody, we are completely responsible for their medical bills and it is unpredictable as to what type of medical emergencies an inmate may have. Therefore, an additional \$50,000.00 is budgeted in a medical cost pool, to pay for anything above the \$5,000 per inmate.

There was recently an inmate that had a severe medical emergency that resulted in a medical invoice in the amount of \$112,719.55. There is currently \$28,356.71 in the cost pool account with expected invoices to come from this account in this fiscal year.

It is requested that \$85,000.00 be moved from the State Misdemeanant Confinement Program account to the Medical Treatment Cost Pool account. Attached is the Budget Amendment.

REQUESTED ACTION:

Recommended Motion for the Regular Meeting:

Motion to adopt the budget amendment.

EXPECTED LENGTH OF PRESENTATION:

5 Minutes

SUBMITTED BY:

Chief Deputy Tessa Burchett

BUDGET AMENDMENT REQUIRED:

Yes

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

ATTACHMENTS:

- ▣ Budget Amendment

Budget Revision/Amendment Request

Date:

Amount:

Dept. Head:

Department:

Internal Transfer Within Department
 Transfer Between Departments/Funds
 Supplemental Request

Purpose: This Budget Amendment increases the Detention Center Budget for Medical Treatments, also known as the Cost Pool. These funds are used to cover inmate healthcare that exceed the \$5,000 maximum liability assumed by Southern Health Partners, per the contract. We have received an invoice from Southern Health Partners for November for \$ 112,719.55; the funds remaining in the Cost Pool prior to this invoice are \$ 28,356.71.

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
001	6	2130-6606-SMCP	State Misdemenent Confinement Program (SMCP)	362,000.00	85,000.00		447,000.00
001	9	2130-9654	Medical Treatments (Cost Pool)	50,000.00	85,000.00		135,000.00
				412,000.00	170,000.00		582,000.00

Budget Officer

Approved
 Denied

Signature

Date

County Manager

Approved
 Denied

Signature

Date

Board of Commissioners

Approved
 Denied

Signature

Date

CABARRUS COUNTY



BOARD OF COMMISSIONERS WORK SESSION

**February 3, 2025
5:00 PM**

AGENDA CATEGORY:

Discussion Items for Action

SUBJECT:

Sheriff's Office - Surplus of K9 Jax Due to Medical Reasons

BRIEF SUMMARY:

K9 Jax is a seven-and-a-half-year-old Belgian Malinois Police K9. He has served faithfully throughout his career. However, he has been diagnosed with spondylosis in L5, L6 and L7. The K9's former handler, Brian McClellan, has signed the waiver and agreement to take custody and care for the dog for the remainder of his life.

REQUESTED ACTION:

Recommended Motion for the Regular Meeting:

Motion to declare Police K9 Jax, a 7 1/2-year-old Belgian Malinois, surplus property and authorize disposition in accordance with the County's policy.

EXPECTED LENGTH OF PRESENTATION:

1 Minute

SUBMITTED BY:

Chief Deputy Tessa Burchett

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:


ATTACHMENTS:

- ▣ Agreement & Waiver of Liability for Transfer of Police K9
- ▣ K9 Surplus Form - Unsigned version
- ▣ Surplus Form

**AGREEMENT AND WAIVER OF LIABILITY FOR
TRANSFER OF POLICE CANINE**

I, Brian McClellen, do hereby agree to accept ownership and custody of police canine "Jax" from the Cabarrus County Sheriff's Office. The purpose of this transfer of ownership is to provide for the humane custody and continued care of the animal following its retirement from further police duty. For and in consideration of this transfer of ownership and custody, I do hereby agree as follows:

1. I hereby hold harmless Cabarrus County, the Cabarrus County Sheriff's Office, its officers, agents and employees, and waive for myself, my heirs, executors, administrators or assigns, any and all claims, demands, actions or causes of action, of whatever kind or nature which may arise in any manner by reason of injury or damage to any person or property or both caused directly or indirectly by police canine 'Jax'.
2. I do hereby covenant and agree that I will never initiate any suit or action or claim against Cabarrus County, its officers, agents or employees, for damages or loss or injury of any kind for or on account of any damages, loss or injury to any person or property or both which may arise in any manner from the transfer of ownership and custody of canine 'Jax'.
3. I understand that my acceptance of ownership and custody of canine 'Jax' is completely voluntary, and is deemed by both parties to be in the best interests of the animal and Cabarrus County. I agree to honor 'Jax's' valiant service as a police working dog by providing him with humane and compassionate treatment, including appropriate veterinary care as needed.
4. I understand and agree that upon the transfer of canine 'Jax' to my possession, the care and disposition of the animal will be at my sole discretion and responsibility, and Cabarrus County will assume no further financial or legal obligation.


Signature

12.30.24
Date

Sworn to and subscribed before me this

the 30 day of DECEMBER, 2024.


NOTARY PUBLIC

My Commission Expires:

APRIL 9TH 2028



(SEAL)





Cabarrus County Asset Transfer, Surplus, Demolition Form

Action: Retire/Sold
Date: 12/30/2025

Statute Action: To dispose of property valued up to \$30,000

Was this asset purchased with grant funds: **No**

General Statute: GS 160A-266C

FROM	
Name	Cabarrus County
Department	Sheriff's Office
Asset Number	K9 Jax
Serial Number	N/A
Description	Seven and a half year old Belgian Malinois Police K9

TO	
Name	Brian McClellen
Department	N/A
Location	908 Oregon St., Kannapolis, NC
Reason	The K9 has been diagnosed with spondylosis in L5L6 and L7S1. The K9's former handler, Brian McClellen has signed the waiver and agreement to take custody and care for the dog for the remainder of his life.

Is this a Vehicle? No	
Vehicle ID #	N/A
Year	N/A
Mileage	N/A
Tag #	N/A
Effective Date	

IAM Director:	Date:	
Assistant County Manager:	Date:	
Chief Procurement Officer:	Date:	
County Manager:	Date:	



Cabarrus County Asset Transfer, Surplus, Demolition Form

Action: Retire/Sold
Date: 12/30/2025

Statute Action: To dispose of property valued up to \$30,000

Was this asset purchased with grant funds: **No**

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FROM	
Name	Cabarrus County
Department	Sheriff's Office
Asset Number	K9 Jax
Serial Number	N/A
Description	Seven and a half year old Belgian Malinois Police K9

TO	
Name	Brian McClellen
Department	N/A
Location	908 Oregon St., Kannapolis, NC
Reason	The K9 has been diagnosed with spondylosis in L5L6 and L7S1. The K9's former handler, Brian McClellen has signed the waiver and agreement to take custody and care for the dog for the remainder of his life.

Is this a Vehicle? No	
Vehicle ID #	N/A
Year	N/A
Mileage	N/A
Tag #	N/A
Effective Date	

IAM Director: <i>Richard Stull</i>	Date: 1-6-24
Assistant County Manager:	Date:
Chief Procurement Officer: <i>Shawn Jones</i>	Date: 1-7-24
DEPUTY County Manager: <i>Keely Frye Duffer</i>	Date: 1-9-25

CABARRUS COUNTY



BOARD OF COMMISSIONERS WORK SESSION

**February 3, 2025
5:00 PM**

AGENDA CATEGORY:

Discussion Items for Action

SUBJECT:

Tax Administration - Advertisement of Delinquent 2024 Taxes

BRIEF SUMMARY:

NC General Statute 105-369 requires counties to report the amount of unpaid taxes for the current year, 2017, that are liens on real property, less bankruptcies and Property Tax Commission (PTC) appeals; and to set the advertisement date.

2024 REAL ESTATE \$12,220,698.66

LESS: BANKRUPTCIES \$ 37,704.43

PTC APPEALS \$ 3,525.49

TOTAL (As of Jan, 29, 2025) \$12,179,468.74

Date of Advertisement of Tax Liens: March 30, 2025

REQUESTED ACTION:

Recommended Motion for the Regular Meeting:

Motion to approve the report for the 2024 outstanding delinquent taxes that have a lien on real property and to order the Tax Administrator to advertise these liens on March 30, 2025.

EXPECTED LENGTH OF PRESENTATION:

5 Minutes

SUBMITTED BY:

David Thrift, Tax Administrator

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

ATTACHMENTS:

- ▣ Order to Advertise



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 2024 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 30, 2025.

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 18th day of February, 2025.

Christopher Measmer, Chairman
Cabarrus County Board of Commissioners

ATTEST:

Lauren Linker
Clerk to the Board of County Commissioners

CABARRUS COUNTY



BOARD OF COMMISSIONERS WORK SESSION

**February 3, 2025
5:00 PM**

AGENDA CATEGORY:

Discussion Items for Action

SUBJECT:

BOC - Appointments to Boards and Committees

BRIEF SUMMARY:

The following appointment to Boards and Committees for February:

Appointment and Removal - Human Services Advisory Board:

Cabarrus County's Human Services Advisory Board was created to advocate for and advise on Cabarrus County Human Services operations. This advisory board includes five appointed members and a liaison from the Board of Commissioners.

Marie Dockery resigned from her position on the Human Services Advisory Board and will need to be removed. The purpose of this action is to present an individual, Shannon Lancaster, for consideration to the Advisory Board as policy stipulates each seat be appointed by the Board.

REQUESTED ACTION:

Provide information.

EXPECTED LENGTH OF PRESENTATION:

1 Minute

SUBMITTED BY:

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

CABARRUS COUNTY



BOARD OF COMMISSIONERS WORK SESSION

**February 3, 2025
5:00 PM**

AGENDA CATEGORY:

Discussion Items for Action

SUBJECT:

BOC - Board Liaison Positions

BRIEF SUMMARY:

Discuss Board liaison positions.

REQUESTED ACTION:

Receive input.

EXPECTED LENGTH OF PRESENTATION:

5 Minutes

SUBMITTED BY:

Commissioner Kenny Wortman

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

CABARRUS COUNTY



BOARD OF COMMISSIONERS WORK SESSION

**February 3, 2025
5:00 PM**

AGENDA CATEGORY:

Approval of Regular Meeting Agenda

SUBJECT:

BOC - Approval of Regular Meeting Agenda

BRIEF SUMMARY:

The proposed agenda for the February 18, 2025 regular meeting is attached.

REQUESTED ACTION:

Recommended Motion:

Motion to approve the agenda for the February 18, 2025 regular meeting as presented.

EXPECTED LENGTH OF PRESENTATION:

1 Minute

SUBMITTED BY:

Lauren Linker, Clerk to the Board

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:

ATTACHMENTS:

- Proposed Regular Meeting Agenda for February 18, 2025

CABARRUS COUNTY



BOARD OF COMMISSIONERS REGULAR MEETING

**February 18, 2025
6:00 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**
- B. APPROVAL OF THE AGENDA**
- C. INFORMAL PUBLIC COMMENTS**
- D. OLD BUSINESS**
- E. CONSENT AGENDA**

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

1. Appointment and Removal - Human Services Advisory Board
2. BOC - Board Liaison Positions
3. Sheriff's Office - Acceptance of Fees from the Interlocal Detention Agreement with Union County Sheriff's Office
4. Sheriff's Office - Additional Position Allocations for Law Enforcement in Town of Harrisburg
5. Sheriff's Office - Awarding of Service Weapon to Deputy Stephen Wagoner upon his Retirement
6. Sheriff's Office - Budget Amendment to Increase Medical Cost Pool Account Using

Revenues From Housing State Misdemeanant Confinement Program (SMCP)
Inmates

7. Sheriff's Office - Surplus of K9 Jax Due to Medical Reasons
8. Tax Administration - Advertisement of Delinquent 2024 Taxes

F. NEW BUSINESS

1. Finance - Fiscal Year 2024 Annual Comprehensive Financial Report and Audit
2. Finance - Transfer of Funds

G. REPORTS

1. BOC - Receive Updates from Commission Members who Serve as Liaisons to Municipalities or on Various Boards/Committees
2. BOC - Request for Applications for County Boards/Committees
3. Budget - Monthly Budget Amendment Report
4. Budget - Monthly Financial Update
5. Communications and Outreach - Monthly Summary Report
6. County Manager - Monthly Building Activity Reports
7. EDC - January 2025 Monthly Summary Report

H. GENERAL COMMENTS BY BOARD MEMBERS

I. WATER AND SEWER DISTRICT OF CABARRUS COUNTY

J. CLOSED SESSION

K. ADJOURN

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

CABARRUS COUNTY



BOARD OF COMMISSIONERS WORK SESSION

**February 3, 2025
5:00 PM**

AGENDA CATEGORY:

Closed Session

SUBJECT:

Closed Session - Pending Litigation and Personnel

BRIEF SUMMARY:

A closed session is needed to discuss matters related to pending litigation and personnel as authorized by NCGS 143-318.11(a)(3) and (6).

REQUESTED ACTION:

Motion to go into closed session to discuss matters related to pending litigation and personnel as authorized by NCGS 143-318.11(a)(3) and (6).

EXPECTED LENGTH OF PRESENTATION:

1 Hour or More

SUBMITTED BY:

Christopher A. Measmer, Chairman of the Board of Commissioners

BUDGET AMENDMENT REQUIRED:

No

COUNTY MANAGER'S RECOMMENDATIONS/COMMENTS:
